



430 Hartsell Ave
Lakeland, FL 33815

(863) 687-2911

<http://LakelandHousing.org>



Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Dorothy Sanders

Gary Smith

REGULAR BOARD MEETING

March 21, 2016

Benjamin Stevenson, Executive Director
Ricardo Gilmore, Esquire

AGENDA

Board of Commissioners Meeting
The Housing Authority of the City of Lakeland, Florida
Monday, March 21, 2016 at 6:00 P.M.
LHA Board Room
430 Hartsell Avenue
Lakeland, Florida

Pledge of Allegiance

Moment of Silence

Establish a Quorum

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Minutes of the Regular Board Meeting held Monday, January 19, 2016.**
- 3. Public Forum**
- 4. Old Business**
 - LHA Recovery Plan Update
 - Schedule for Board Meetings
- 5. New Business**
- 6. Secretary's Report**
 - Operations
 - Administration
 - Resolutions

Resolution # 16-1427

The Board of Commissioners is requested to approve the 2016 Flat Rents for Public Housing.

- 7. Legal Report**
- 8. Other Business**
- 9. Adjournment**

MINUTES
Regular Board Meeting of
The Housing Authority of the City of Lakeland
Tuesday, February 23, 2016

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

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

Secretary: Benjamin Stevenson

Legal Counsel: Rhonda Stringer, Esquire

The meeting was called to order at 6:03 p.m. by Commissioner Pimentel.
The Pledge of Allegiance and a Moment of Silence were observed.
A quorum was established.

APPROVAL OF THE AGENDA

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

Commissioner DiCesare suggested adding an item to the agenda to discuss the schedule of Regular Board meetings. Commissioner Pimentel addressed the concern by reminding the Board that this matter has been previously discussed and it was put on record how the meetings that fall on a holiday would be scheduled. Commissioner DiCesare reiterated that this matter should be discussed again. Commissioner Pimentel stated that this matter would be placed on the agenda for this meeting under "Other Business."

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

Votes: Commissioners

Michael Pimentel – Aye

Richard Richardson – Aye

Eddie Hall – Aye

Joseph DiCesare – Aye

Lorenzo Robinson – Aye

Dorothy Sanders – Aye

Gary Smith – Aye

APPROVAL/ACCEPTANCE OF MINUTES

- Motion to approve and accept the minutes of the Board meeting held on Tuesday, January 19, 2016.

Motion by Smith, Second by Robinson

Votes: Commissioners

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

PUBLIC FORUM

None

Mr. Stevenson advised the Board that a copy of the staff response to the Public Forum comments expressed at the January 19, 2016 meeting was distributed to the Board. It addressed the concerns of Delores Canty and Kerry and Sabrina Jones regarding the Lake Ridge Homeowners Association.

OLD BUSINESS

Commissioner Richardson presented the update report for the Recovery Plan Review Committee meeting held on February 16, 2016. He indicated there was a Public Hearing held by the City Zoning Board regarding the 10th Street property. Commissioner Smith attended the meeting along with LHA staff.

Commissioner Smith indicated that there were only four members of the City Zoning Board in attendance at the first meeting held in January and at the second meeting in February when the property was discussed, there were seven members present. In this meeting, City staff added some conditions for approval regarding the property; to reduce the square footage of the Circle-K building from 6,000 square feet to 5,000 square feet; reduce the lighting on the sides of the canopy on the gas tank island; add a bicycle rack; restrict alcohol sales to stop at midnight; and erect a concrete wall along the west property line. They also discussed the various types and usage that would be allowed on the second parcel of the property.

The Williamstown property documents should be ready to submit to HUD within 30 days. Mr. Stevenson indicated that he has a conference call scheduled with HUD regarding the West Lake project later this week.

NEW BUSINESS

None

• **SECRETARY’S REPORT**

Report submitted as written.

• **Housing/Operations**

Report submitted as written.

• **Administration**

Report submitted as written.

Valarie Brown gave a brief but through review of the Financial Report.

Mr. Stevenson indicated that Lance Smith of Clifton Larsen Allen would present information related to Resolution #16-1426 that the Board is being asked to approve tonight. Mr. Smith presented information regarding the Section 8 Management Assessment Program (SEMAP). The program is designed by HUD to assess 14 operational matrixes that assess how well the management company is managing the properties.

• **Resolutions**

Resolution # 16-1426

The Board of Commissioners is requested to approve the resolution to authorize the Executive Director to execute and submit the 2015 *Section 8 Management Assessment Program* report to the U.S. Department of Housing and Urban Development.

• **Motion to approve**

Motion by Smith and second by Richardson.

Votes: Commissioners

Michael Pimentel – Aye
Richard Richardson –Aye

Eddie Hall – Aye
Joseph DiCesare – Aye

Lorenzo Robinson – Aye
Dorothy Sanders- Aye
Gary Smith – Aye

LEGAL REPORT

None

OTHER BUSINESS

Commissioners discussed the item Commissioner DiCesare requested to be added to the agenda. Commissioners discussed moving the date of the regular LHA Board meeting when a holiday falls on the third Monday of a month. Mr. Stevenson informed the Board that they had previously discussed this matter and agreed to move the meetings. Mr. Stevenson advised the board that he would provide them with a proposed calendar at the next meeting so that they could review and make the necessary changes for holiday dates that would fall on the same day as the regular meeting dates. This matter will be added to the March 2016 meeting agenda.

Valarie Brown briefly discussed the Public Forum Response to the concerns of Lake Ridge Homeowners Association.

The meeting adjourned at 7:00 p.m.

Benjamin Stevenson, Secretary

OLD BUSINESS



BOARD OF COMMISSIONERS

Michael A. Pimentel
Chairman

Rev. Richard Richardson
Vice-Chairman

Eddie Hall
Commissioner

Joseph DiCesare
Commissioner

Lorenzo Robinson.
Commissioner

Dorothy Sanders
Commissioner

Gary Smith
Commissioner

Benjamin J. Stevenson
Executive Director

430 Hartsell Ave
Lakeland, FL 33815

MAIN OFFICE

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DATE: March 11, 2016
TO: LHA Commissioners
FROM: Benjamin Stevenson, Executive Director
RE: Recovery Plan Update

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

1) Purchase Agreement for Sale of LHA Property

Status: The Potential Buyer remains committed to buy the property. The buyer and LHA have participated in a series of public meetings/hearings with the City of Lakeland. After the meeting with the Zoning Board on February 16, 2016, City staff has added some stipulations on their approval. There was a public reading of the proposed ordinances at the City Commission meeting on March 7, 2016. The Potential Buyer and Circle K representatives continue to negotiate these items with City staff. The project goes before the City Commission for approval on March 21, 2016. The Commission will take comments from the public during this meeting. We are expecting members of the LHA Board, Paul A. Diggs Neighborhood Association and various community leaders to attend and speak in support of the project.

2) Reduce COCC Budget/Overall Agency Debt

Status: The COCC budget is a part of the Recovery Plan. Staff continues to make progress with reducing the overall agency debt to the Public Housing program.

3) Implement Replacement of Yardi System

Status: LHA has terminated its relation with Emphasys Computer Solutions, Inc. Staff started implementation of the TD Bank Banking Services system into Yardi. We are in the process of transferring funds from the thirty-seven (37) old accounts for the housing programs and properties to the TD Bank accounts. The transfer of funds should be complete soon.



4) Developer Partners Update

Status: Housing Trust Group (HTG), the Developer Partner for the West Lake Apartments property, application for low income housing tax credits was not selected for funding. HTG was successful, however, in receiving a preliminary approval of their SAIL application. The application made it through the appeal process. The SAIL award will not provide enough funding to cover the development cost of the first construction phase. HTG continues to pursue other funding opportunities and applications for the West Lake Apartments property.

LHA staff met with HTG to discuss plans for relocation, demolition, overall master plan, and communication with residents and the general public. We also discussed funding options, timing of finances and construction schedules. HTG advised that the investors will be requesting project-based vouchers for the project. We discussed strategies for addressing this item.

LHA staff will also start meeting with the residents of the West Lake Apartments community next month to discuss relocation. The residents will be given an overview of proposed plans for the property and allowed to ask questions. Residents are being advised to not make any plans for relocation until talking with LHA staff. LHA staff will provide frequent updates, when necessary and appropriate, at future dates and times.

LHA will need to obtain HUD approval for disposition and demolition of the property. HUD approval must be obtained prior to starting any relocation or demolition activities. LHA will also request relocation vouchers for the residents. The relocation and demolition will be completed in phases over a two-three year period.

5) Use of HOPE VI Funds

Status: LHA staff wrote a proposal to obligate the remaining HOPE VI funds while constructing some affordable housing rental units at the Williamstown property location. Staff has submitted a Rental Term Sheet and Development Proposal to HUD for review and approval, Staff also submitted the Designated Housing Plan and Site Neighborhood Review to HUD along with a separate request to designate the development as a near elderly or elderly community.

6) Other Items

Status: Disposition of the Arbor Manor property.



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

BJS

SECRETARY'S REPORT

**Secretary's Report
March 2016**

HOPE VI Funds Expenditure

LHA staff wrote a proposal to obligate the remaining HOPE VI funds while constructing some affordable housing rental units at the Williamstown property location. LHA has received HUD approval to move forward with the project. A copy of the submittal was included with the April 2015 Recovery Plan Update. A copy of the City's approval letter to continue with plans for this new community to serve the near elderly or persons age 55 and older was included with the August 2015 Recovery Plan Update Memo.

Also, a copy of the HUD approval letter for a request to extend the deadline to obligate the RHF funds that are associated with the Williamstown project was included in the November 2015 Board packet. A Rental Term Sheet and Development Proposal have been submitted to HUD for review and approval. Staff has submitted a Designated Housing Plan and Site Neighborhood Review documents to HUD. HUD Field Office has advised that LHA cannot request a Near Elderly Designation at this time. So, LHA will be applying for an Elderly Only Designation and Williamstown will be reserved for persons age 62 and older.

Annual Budget/Agency Update

Previously, a copy of the Corrective Action Plan was submitted to the HUD-Miami office for review and comment on a monthly basis. HUD approved the Corrective Action Plan and recommended acceptance by the LHA Board. The Board provided acceptance at the January 2013 meeting. Periodic updates on the status of items in the Corrective Action Plan were given to the Board on a monthly basis. As of November 2015, all 73 of the 73 items identified by the Forensic Audit and emphasized in the Corrective Action Plan have been completed.

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

Agency Plan

LHA staff has drafted the 2016 Agency Plan. Copies were distributed to the Board at the July 2015 Board meeting. The document was also made available for review and comment by the Resident Advisory Board and general public for 45 days. LHA staff held two meetings with the RAB to discuss their comments regarding the Plan. There was also a separate Public Hearing with the general public during the public comment period. The Board authorized submittal of the Plan at the September 2015 meeting.

Other Activities

Secretary's Report

March 2016

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

I attended a meeting and had telephone discussions with Tony Delgado, City Manager, and Jim Studiale, Assistant City Manager, regarding the sale of the 10th Street property. We discussed the potential zoning issues and community concerns. They agreed to take LHA's concerns into consideration while reviewing the project. I was advised that the City Commission would have public reading of the proposed ordinance on March 7th and public discussion on March 21st. There was no public comment allowed at the public reading. Persons expected to attend the public discussion include representatives of the Potential Buyer, Circle K, Presidents of the Paul A. Diggs Neighborhood Association and NAACP as well as LHA Commissioners. I will provide an update on the public discussion at the Board meeting

I also met again with Willie Horton, Special Assistant to the President, Detroit Tigers, regarding the Arbor Manor property. He also brought a representative of a development group based in Detroit that is interested in developing the property and the surrounding community.

I met with Ellis Henry, Director of the HUD-Jacksonville Field Office to discuss the West Lake and Williamstown projects. We discussed the status of various document submittals to HUD for review and approval.

I also met with the Developer for the West Lake project. We discussed plans for relocation, demolition, overall master plan, communication with residents, timing of finances and construction schedules.

Respectfully submitted,

Benjamin Stevenson

Secretary

**HOUSING & OPERATIONS
REPORTS**

AFFORDABLE HOUSING REPORT

◀ Housing Report

◀ FSS & Resident Activities

Affordable Housing Department

Board Report

March 2016

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

Updates for the month of February:

Housing Groups Issue Joint Budget Recommendations; Small Housing Agency Reform Bill to Be Introduced in House

Mar 7, 2016

Joint Budget Recommendations

The National Association of Housing and Redevelopment Officials (NAHRO), the Council of Large Public Housing Authorities (CLPHA) and the Public Housing Authorities Directors Association (PHADA) have released joint budget recommendations for FY 2017. These joint recommendations have called for responsible levels of funding for housing and community development programs, which have increasingly been subject to funding cuts. The three groups believe that these funding levels find the appropriate balance between the needs of housing programs and the limitations on the federal budget imposed by the tough fiscal climate.

CLPHA, NAHRO, and PHADA make the following recommendations (in millions):

Public Housing Operating Fund	\$5,464 million
Public Housing Capital Fund	\$5,000 million
Section 8 Tenant-Based Housing Choice Voucher HAP Renewal	\$18,477 million
Section 8 Ongoing Administrative Fees	\$2,122 million
Section 8 Project-Based Rental Assistance	\$10,839 million
Mobility Demonstration	\$15 million
Consolidated Family Self-Sufficiency (FSS) Program	\$85 million
Choice Neighborhoods Initiative	\$200 million

These recommendations come as Congress begins its appropriations work for FY 2017. The House Appropriations Transportation, Housing and Urban Development (T-HUD) Subcommittee held a hearing on the President's budget request with HUD Secretary Julian Castro this week. Both the full committee Chairman Hal Rogers (R-Ky.) and subcommittee Chairman Mario Diaz-Balart (R-Fla.) chided the President and Secretary Castro for the inclusion of mandatory dollars in their proposal, calling the tactic a "budgetary gimmick." Both the full committee Ranking Member Nita Lowey (D-N.Y.) and the subcommittee Ranking Member David Price (D-N.C.) commented that the restrictive caps that have been in place since the Budget Control Act of 2011 don't provide adequate resource to meet the housing and community development needs of the country.

The Senate Appropriations THUD Subcommittee will hold its hearing with Secretary Castro on Thursday, March 10, though no time has been publicized yet.

Congressman Palazzo to Introduce Small Agency Reform Bill

Congressman Steven Palazzo (R-Miss.) has indicated that he intends to introduce a small housing authority reform bill, similar to the Small Housing Authority Opportunity Act (S. 2292) introduced in the Senate, in the House of Representatives this year. The final bill is expected to contain several new additions to the language found in S 2292 that are also designed to relieve administrative burdens on small housing authorities and reduce cost. Congressman Palazzo's office has been in contact with NAHRO for technical input on the bill. NAHRO will provide a full report once the bill has been introduced.

Mar 10, 2016

NAHRO has learned from HUD staff that HUD is planning to address concerns that stemmed from a 2014 OIG report that questioned the underpinning and validity of asset management in public housing. Among other things, the report recommended that HUD "re-federalize" fee revenues from the Operating and Capital Funds that public housing authorities' (PHAs) Central Office Cost Centers (COCC) have earned since they began implementing asset management and eliminate the asset management fee. While nothing has been publicized, HUD is currently looking to address the recommendation to re-federalize COCC money with a planned implementation date of December, 2017.

Asset management was initially proposed in a 2003 study released by the Harvard University Graduate School of Design, then authorized by the Conference Report of the 1999 HUD Appropriations Bill of the United States Congress. The report recommended that "[a] shift to a property-based model for public housing must be accompanied by major changes in how HUD manages and evaluates PHAs." It further stated that:

HUD too must become more property-focused ... HUD does not review on an annual or otherwise regular basis the performance of individual properties with respect to physical condition, occupancy levels, rent collections, expenditures, etc. While HUD requires the submission of much of this data, information is provided ... only on a PHA-wide basis. HUD evaluates public housing organizations, not properties. Changes needed in HUD's business processes to bring about a stronger real estate focus will be as large as the changes needed in public housing's management practices, and will take several years to implement.

Asset management allows PHAs to give greater attention to the performance of each public housing development. This was accomplished through a fee for service model that allowed PHAs to focus on outcomes as opposed to processes. The fee structure moved public housing to a structure more closely resembling the Multifamily Housing program and private sector property management practices. As HUD notes in the OIG report, "[the] fee for service model is one of the pillars of the Public Housing program's conversion to asset management. The OIG's recommendation to [re-federalize fee revenues] would undermine this massive accomplishment."

Both NAHRO and HUD expressed significant concerns with the OIG report after its release. In addition to the OIG's findings and recommendations, the report included HUD's Office of Public Housing and Voucher Programs response, which included a full-throated defense of the asset management system. The program office noted the government-wide effort, under the direction of the Office of Management and Budget (OMB), to use fee-for-service models whenever appropriate to incentivize efficient program management and operations. The program office noted that no federal restrictions are placed on the way in which recipients may use management fees earned as a result of participation in HUD's multifamily programs or on development fees earned from tax credit properties; "[r]ather, it is standard industry practice that...the recipient of those fees can spend those amounts according to their mission, charter, or business purpose."

At the time, NAHRO commented that OIG's report was "only the latest example of a pattern of specious, ill-informed actions on the part of the Office of the Inspector General, serving to underscore the distance from which that office views PHAs and the programs they operate." NAHRO also noted that "[t]he report demonstrates a

deep misunderstanding of the nature of the relationship between HUD and PHAs, repeatedly blasting HUD for its failure to ‘monitor charges to its housing authorities’ central office cost center because those fees were considered de-federalized and no longer subject to HUD’s requirements.” NAHRO further stated that “the report also hinge[d] on confusion over the essential nature of the fees charged by PHAs, arguing that PHAs, unlike the private owners of HUD-assisted Multifamily properties, should not earn asset management fees because ‘a public housing authority does not have a vested interest in its asset management projects because it does not run those projects for profit.’” NAHRO still substantially disagrees with this report.

Although it is disappointing HUD is stepping back from their original defense of the asset management system by responding to OIG’s misinformed concerns through changes to the asset management program, NAHRO will be at the forefront of HUD’s process to ensure that PHAs remain able to utilize the asset management system in the way it was originally intended. NAHRO will also continue to ensure that its members are updated on this matter as soon as HUD releases new information.

Mar 2, 2016

On Tuesday, March 1, HUD published a final streamlining rule on its website, which simplifies certain regulatory requirements pertaining to elements of the Housing Choice Voucher (HCV) program, the Public Housing program, and the Multifamily Housing rental assistance program. The rule will go into effect 30 days after it is published in the *Federal Register*.

This rule follows the 2014 Appropriations Act, which made changes to the United States Housing Act of 1937. These changes included allowing for certain biennial inspections, permitting certain alternative inspection methods, codifying the definition of “extremely low-income,” and capping utility allowances. In January 2015, HUD released a proposed streamlining rule, which proposed codifying some of these changes in regulation, while also proposing some other streamlining changes. The final rule makes changes to the regulatory text following HUD’s consideration of comments submitted during the informal rulemaking process.

While NAHRO is still in the process of analyzing the final rule, we have provided summaries of its major provisions below. A more detailed analysis of the final rule will be in the next issue of NAHRO’s *Monitor*.

Provisions Applying to HCV, Public Housing, and Multifamily Housing

Verification of Social Security Numbers

The final rule specifies that if a child-under-six was added to the family in the six-month period prior to the household’s date of admission (or, the date of voucher issuance for the HCV program), then documentation verifying the child’s social security information need only be supplied within 90 days of the date of admission (or, for the HCV program, the effective date of the Housing Assistance Payment (HAP) contract). One additional 90-day extension may be added, if the applicant’s failure to meet the first timeline was outside his or her control.

Definition of Extremely Low-Income Families

The definition of an extremely low-income family in the final rule is revised to include the phrase “a very low-income family.”

Exclusion of Mandatory Education Fees from Income

The final rule includes mandatory education fees within the definition of tuition. Thus, financial assistance to help pay mandatory education fees will not be considered income.

Streamlined Annual Reexamination for Fixed Incomes

The final rule provides for a streamlined income determination for any fixed source of income, even if a person or a family with a fixed source of income has a non-fixed source of income (a source of income that is not from a plan with predictable periodic payments like social security or a pension; for example, a part-time job), but it also requires that upon admission to a program, there must be third-party verification of all income amounts for all family members and a full reexamination and redetermination every three years. The rule does not have a requirement that fixed income be a certain percentage of total income. The definition of a “family member with a fixed source of income” includes periodic payments at reasonably predictable levels from the following: Social Security; Supplemental Security Income; Supplemental Disability Insurance; Federal, state, local, or private pension plans; annuities or other retirement benefit programs, insurance policies, disability or death.

Earned Income Disregard

The final rule now applies the earned income disregard for a straight 24-month period. PHAs and grantees need only track the start date, the twelve month date, and the 24-month end date. At the twelve month date, the disregard may change from 100 percent to not less than 50 percent of earned income. For families participating prior to the effective date, the previous requirements will continue to apply.

Provisions Applying to the HCV and Public Housing Programs

Family Declaration of Assets under \$5,000

For a family with net assets equal to or less than \$5,000, a PHA may accept a family's declaration of the assets for the purposes of recertification. The PHA must obtain third-party verification of all family assets every three years.

Utility Reimbursements

The final rule gives PHAs the option to make utility reimbursement payments "quarterly" for reimbursements totaling \$45 or less. PHAs must institute a hardship policy for tenants negatively impacted by this policy.

Provisions Applying to the Public Housing Program

Public Housing Rents for Mixed Families

The final rule requires PHAs to use the established flat rent applicable to the unit to calculate rents for mixed families, except in situations where the mixed family's total tenant payment exceeds the flat rent, wherein the family must then pay the total tenant payment.

Tenant Self-Certification for Community Service Requirements

The final rule allows for PHAs to accept a tenant's signed self-certification of compliance with the community service requirement, but PHAs must review a sample of self-certifications and validate their accuracy with current third-party verification procedures.

Limited Vacancies

The final rule states that the number of vacant units eligible for operating subsidy must be not more than three percent of the total units on a project-by-project basis.

Provisions Applying to the HCV Program

Biennial Inspections and the Use of Alternative Inspection Methods

In the final rule, if using an alternative inspection method that involves sampling, that sample must include HCV units. In addition, if PHAs want to use inspection protocols other than the Low-Income Housing Tax Credit (LIHTC) or HOME program protocols or use an inspection not performed by HUD, then they must submit the protocol and an analysis showing that the protocol is as rigorous as the Housing Quality Standards (HQS) protocol to HUD.

HQS Re-inspection Fees

The final rule allows PHAs to charge a fee if a deficiency is found during a HQS re-inspection after the expiration of the timeframe for repairs or if the owner stated that a deficiency has been fixed. The fee may only be used for activities related to the provision of tenant-based assistance.

Exception Payment Standards for Providing Reasonable Accommodations

The final rule allows a PHA to approve a payment standard of up to 120 percent of the fair market rent (FMR) without HUD's approval if the payment standard is required as a reasonable accommodation for a family that includes a person with a disability.

Family Income and Composition: Regular and Interim Examinations

Voucher agencies will no longer have to conduct a reexamination of income whenever a new family member is added.

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
02/29/2016	98.07%	03/10/2016

Program type : **Public Housing**

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

Race/Ethnicity

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

HA	White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only
FL	38%	60%	0	0
FL011 - LAKELAND	25%	75%	0	0

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

HA	Hispanic or Latino	Non - Hispanic or Latino
FL	28%	72%
FL011 - LAKELAND	21%	79%

Housing Choice Voucher Program Report

• **Tenant-Based Waitlist**

As of February 29, 2016, the Housing Choice Voucher tenant based waiting list contained seventy nine (79) applicants.

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

As of February 29, 2016, Lakeland Housing Authority project-based waiting list for the Manor at West Bartow contained thirty (30) applicants.

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

As of February 29, 2016, Lakeland Housing Authority project-based waiting list for the Villas at Lake Bonnet contained ninety six (96) applicants.

• **Port Outs**

LHA currently has fourteen (14) port-outs in the month of February. Port outs are clients that use their voucher in another jurisdiction.

• **Port Ins**

LHA currently has thirty tree (33) port in's for the month of February. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

• **Lease-up & Movers**

As of February 29, 2016, Lakeland Housing Authority issued twenty (20) vouchers to movers. We received sixteen (16) Requests for Tenancy Approvals during the month of February. We processed six (5) unit transfers, one (1) initial move-in, three (3) port-in.

• **Active Clients**

As of February 29, 2016, LHA is servicing 1,273 families on the Housing Choice Voucher program. These families include 1,011 regular Housing Choice Voucher holders, 42 Mainstream Disabled Housing Vouchers, 62 VASH, 108 Project-Based Vouchers, and 64 Tenant Protection Program (TenPro).

- **EOP – End of Participation**

LHA processed eleven (11) EOP's with a date effective the month of February 2016. Below are the reasons for leaving the program:

Reason	Count
Termination – Criminal	0
Termination – Unreported income and/or family composition	0
Left w/out notice	0
No longer need S/8 Assistance	0
Deceased	0
Landlord Eviction	0
Lease and/or Program Violations non-curable	11
Voucher Expired	0

- **General information and activities for the month of February 2016**

The Housing Choice Voucher Department processed eighty six (86) annual certifications and fifty one (51) interim certifications.

RECEPTION MONTHLY REPORT 2016			
	VISITOR'S COUNT	RFTA	INTERIM CHANGE
January	760	12	24
February	779	16	52
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Lovett Johnson	Lovett Johnson	Jennifer Robinson	Jennifer Robinson	Jennifer Robinson
Comments	Monthly residents meeting.	Monthly residents meeting.	Monthly residents meeting.	Monthly residents meeting.	Monthly resident meeting.	Monthly resident meeting.	Monthly residents meetings and Tutoring: Weekly; each Wednesday from 4pm to 6pm	Monthly residents meetings and Tutoring: Weekly; each Wednesday from 4pm to 6pm. Health Fair.	Monthly residents meeting.

Resident Services February 2016 Board Report

- **West Lake Apartments**

Our Computer Lab is open daily, Monday thru Friday from 10:00am – 1:00pm. It is also open upon request of the residents. A We Care Rep has a direct line that can be reached after hours and on Saturdays if there is a need to access the Lab.

- **We Care Services**

The 1st quarter Computer Training was a success, resume writing was incorporated in this training. They are offering basic computer skills, Microsoft Word, Excel & Power Point.

- **Job Search/Florida ACCESS Center**

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

- **Brains & Basket Ball**

Summer is rapidly approaching and our goal is to recruit for a summer basketball league.

We are currently still recruiting youth between the ages of 14-18 from within our community to join the team. Games will be held at West Lake Community Center Basketball Court.

- **Kids Club/Victory Church**

Kids Club is back in action every Tuesday @ 4:30pm. We are accepting donations to contribute to the Easter giveaways.

- **Renaissance at Washington Ridge**

Our Residents here are really enjoying their Matter of Balance, Chair Exercise, Tia-chi and Birthdays & Bingo. They are faithful in attending, and they have seen the change in their flexibility and range of motion.



- **Cecil Gober Villas**

Our residents at Cecil Gober are also enjoying their activities. We are preparing for a community yard sale in April. The residents want to get rid of items they are not using, and take the proceeds to buy different games, books and activities to share in the community room.

- **Colton Meadow Apartments**

Our after school program KIRM (Keeping It Real Ministries) is very happy to see grades coming up as a result of their tutoring program. They are still accepting applications for their program.

Upcoming Events

Sr. Trip to Strawberry Festival

Health & Nutrition Workshop

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

Respectfully,

Carlos R. Pizarro An

Carlos R. Pizarro, Vice-President of Affordable Housing

ADMINISTRATION REPORT

ADMINISTRATION REPORT

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie Brown, VP of Administration

DATE: March 21, 2016

RE: February 2016 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for period ending February 25, 2016 for the following entities:

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

These statements are unaudited and compiled from LHA Finance.

Valerie Brown

Valerie Brown, PMP
VP of Administration
Lakeland Housing Authority



Monthly Statement of Operations Narrative Summary Report

RE: For the current month and two months (Year to Date) ended February 25, 2016

Summary report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
 - A. COCC has a negative Net Operating Income (NOI) of (\$1,632) for the period. This is due to the timing of funds received from the Department of Labor (DOL). Now that the date for month end has changed, the date for submission of monthly voucher requests to DOL and the U.S. Department of Housing and Urban Development (HUD) must also change to ensure that the funding is received before the 25th day of the month.
2. Section 8 Housing Choice Voucher (HCV) Program:
 - A. HCV Administration has a NOI of \$47,324 for the period and \$80,474 for year-to-date.
 - B. Staff has actively worked to reduce costs in anticipation of rebuilding the HCV Department later in the year. There will be a 4-month timeframe where HCV will be paying its third party consultant to train staff as well as to transition all duties to newly hired LHA personnel.
 - C. It is important to note that HCV is not receiving an increased amount of subsidy from HUD. The increase in HCV revenue is due to adjustments HUD made last year that were not received until calendar year 2016.
3. Public Housing (AMP 1: West Lake Apartments, John Wright Homes and Cecil Gober Villas):
 - A. NOI for AMP 1 is negative (\$1,851) for the period and \$5,563 for year-to-date. Staff will have to carefully monitor costs as the property's subsidy is expected to be reduced by HUD for calendar year 2016.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place:
 - A. Carrington Place has a negative NOI for the period of (\$2,774). The NOI is \$3,483 for year to date. Part of the issue is that the property continues to receive a reduced amount of subsidy from HUD. However, the property's subsidy is expected to be increased by HUD for calendar year 2016.
5. Renaissance at Washington Ridge LTD., LLLP:
 - A. NOI is negative (\$4,137) for the period and \$30,760 for year-to-date.
 - B. Utility, Maintenance, and General expenses are over budget for the period but are within budget for year-to-date.
 - C. Tenant services expenses were unusually high due to costs associated with a field trip for residents to see the Orlando Magic.
6. Colton Meadow LLLP:
 - A. The NOI for Colton Meadow is \$7,929 before depreciation.
 - B. Costs associated with water, sewer, and garbage disposal have been higher than anticipated.
7. Bonnet Shores LLLP:
 - A. Villas at Lake Bonnet NOI is \$20,706 before depreciation.
8. The Manor at West Bartow:





A. The property has a NOI of \$90,340 before depreciation.

9. Hampton Hills

A. This property has a negative NOI of (\$1,945) for the period and negative (\$45) for year-to-date. The issue is that Hampton Hills is not receiving subsidy from HUD at this time due to overpayment of subsidy during calendar year 2015.

Conclusion: Although the overall financial health of the authority continues to be good, staff will have to carefully monitor expenses at two of the properties due a decrease in the amount of subsidy that will be received from HUD.



**Lakeland Housing Authority
Central Office Cost Center
Statement of Operations
For the Current Month and Two Months Ended February 25, 2016**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	(1,415.05)	-	(1,415.05)	#DIV/0!		(1,415)	-	(1,415)	#DIV/0!	-
Public Housing & Sec 8 Management Income	42,589	49,019	(6,430)	-13.12%		86,948	98,038	(11,090)	-11.31%	588,229
Other Income	3,950	-	3,950	#DIV/0!		7,100	-	7,100	#DIV/0!	-
Grants Salary Cont.(YB-Director)	1,000	1,000	-	0.00%		2,000	2,000	-	0.00%	12,000
Capital Fund Operations (1406)	5,000	5,000	-	0.00%		10,000	10,000	-	0.00%	60,000
Capital Fund Allocation (1410)	3,000	3,000	-	0.00%		6,000	6,000	-	0.00%	36,000
Total Revenue	54,124	58,019	(3,895)	-6.71%		110,633	116,038	(5,405)	-4.66%	696,229
Tenant Services	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Administrative Expenses	53,761	54,844	(1,083)	-1.97%	1	92,873	109,688	(16,814)	-15.33%	658,127
Utility Expense	992	521	472	90.59%	2	992	1,041	(49)	-4.71%	6,246
Maintenance Expense	480	1,221	(742)	-60.71%	1	553	2,443	(1,890)	-77.35%	14,658
General Expenses	-	1,148	(1,148)	-100.00%	1	-	2,297	(2,297)	-100.00%	13,781
Total Expense before depreciation	55,233	57,734	(2,501)	-4.33%		94,419	115,469	(21,050)	-18.23%	692,812
Operating Income (Loss) before Depreciation	(1,109)	285	(1,394)	-489.57%		16,214	570	15,644	2747.02%	3,417
Depreciation	523	523	-	0.00%		1,046	1,046	-	0.00%	6,276
Total Expense	55,756	58,257	(2,501)	-4.29%		95,465	116,515	(21,050)	-18.07%	699,088
Net Operating Income (Loss)	(1,632)	(238)	(1,394)	585.13%	3	15,168	(476)	15,644	-3283.21%	- (2,859)

Comments

- 1 Variance is due to expenses being lower than budgeted.
- 2 Utility expenses were over budget for the period but remained within budget for year-to-date.
- 3 Net operating income was negative for the period but is within budget for year-to-date. This is due to timing of funding from DOL. The monthly draw cycle must be adjusted to accommodate a month end on the 25th.

**Lakeland Housing Authority
Central Office Cost Center
Balance Sheet
February 25, 2016**

ASSETS

Unrestricted Cash		
Cash Operating 1	0.00	
Total Unrestricted Cash	<u>0.00</u>	
Clearing	0.00	
TOTAL CASH	<u>0.00</u>	
ACCOUNTS AND NOTES RECEIVABLE		
Due from Public Housing General	-4,285.32	
A/R - ROSS/HUD	53,735.08	
Due from Hampton Hills	3,682.12	
Due from Polk County Housing	14.47	
Due from Arbor Manor LTD	1,529.00	
Due from West Lake Management, LLC	-68,325.42	
A/R - 21st Century/DOE	182.15	
Due from Youthbuild-DOL2011	17,208.05	
A/R - Youthbuild DOL 2014	48,857.72	
A/R - Capital Fund Grants/HUD	112,000.00	
Due from Villas at Lake Bonnet	405.03	
A/R - Twin Lakes LLLP	139.00	
Due from Development-General	18,103.67	
Due from Section 8 HCV	<u>12,248.00</u>	
TOTAL DUE FROM	195,493.55	
A/R-Dakota Park	-180.00	
A/R-Youthbuild Non-Grant	<u>14,000.00</u>	
TOTAL ACCOUNTS AND NOTES RECEIVABLE	209,313.55	
OTHER CURRENT ASSETS		
Prepaid Insurance	12,618.55	
Prepaid Software Licenses	<u>29,666.59</u>	
TOTAL OTHER CURRENT ASSETS	42,285.14	
TOTAL CURRENT ASSETS	251,598.69	
NONCURRENT ASSETS		
FIXED ASSETS		
Furniture & Fixtures	11,185.60	
Furn, Fixt, & Equip	22,582.84	
Accum Depreciation- Misc FF&E	-19,609.00	
Intangible Assets	<u> </u>	
TOTAL FIXED ASSETS (NET)	14,159.44	
TOTAL NONCURRENT ASSETS	14,159.44	
TOTAL ASSETS	<u>265,758.13</u>	

LIABILITIES & EQUITY

LIABILITIES		
CURRENT LIABILITIES		
A/P Vendors and Contractors	17,253.12	
State Unemployment Tax	1,156.10	
Workers Compensation	34,593.88	
401 Plan Payable	34,509.79	
457 Plan Payable	2,493.98	
Aflac Payable	5,389.47	
Health Insurance Payable	11,758.80	
Accrued Audit Fees	15,625.00	
Due to Federal Master	2,831,247.32	
Due to (17) Renaissance Family Non-ACC	30,400.00	
Due to Polk County Developers, Inc.	253,800.00	
Accrued Compensated Absences-Current	<u>7,164.78</u>	
TOTAL CURRENT LIABILITIES	3,245,392.24	
NONCURRENT LIABILITIES		
Accrued Compensated Absences-LT	<u>13,306.01</u>	
TOTAL NONCURRENT LIABILITIES	13,306.01	
TOTAL LIABILITIES	<u>3,258,698.25</u>	
EQUITY		
RETAINED EARNINGS		
Retained Earnings-Unrestricted Net Assets	<u>-2,992,940.12</u>	
TOTAL RETAINED EARNINGS:	-2,992,940.12	
TOTAL EQUITY	<u>-2,992,940.12</u>	
TOTAL LIABILITIES AND EQUITY	<u>265,758.13</u>	

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

For the Current Month and Two Months Ended February 25, 2016

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	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
Total Cash	0.00	0.00	0.00

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	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
Total Cash	0.00	0.00	0.00

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Program Administration
For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue	98,895	73,774	25,120	34.05%	1	186,132	147,549	38,583	26.15%	885,293
Other Income	1	-	1	#DIV/0!		1	-	1	#DIV/0!	-
Total Revenue	98,895	73,774	25,121	34.05%		186,133	147,549	38,584	26.15%	885,293
Administrative Expenses	50,573	71,327	(20,754)	-29.10%	2	103,257	142,654	(39,396)	-27.62%	855,922
Utility Expense	524	493	31	6.37%	2	524	986	(461)	-46.81%	5,915
Maintenance Expense	130	1,404	(1,274)	-90.74%	2	1,190	2,808	(1,618)	-57.63%	16,850
General Expenses (Insurance, etc.)	-	130	(130)	-100.00%	2	-	261	(261)	-100.00%	1,564
Total Expense before Depreciation	51,227	73,354	(22,127)	-30.16%		104,972	146,709	(41,737)	-28.45%	880,251
Operating Income (Loss) before Depreciation	47,668	420	47,248	11244.75%		81,161	840	80,321	9557.99%	5,042
Depreciation	344	344	(0)			687	687	(0)		4,124
Total Expense	51,571	73,698	(22,127)	-30.02%		105,659	147,396	(41,737)	-28.32%	884,375
Net Operating Income (Loss)	47,324	77	47,248	61741.79%		80,474	153	80,321	52480.26%	918

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Housing Assistance Payments (HAP)
For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	880,729	725,885	154,844	21.33%		1,607,920	1,451,771	156,149	10.76%	8,710,623
Port In HAP Reimbursements Received	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Other income	5	513	(512)	0.00%		7	1,025	(1,018)	0.00%	6,153
Total Revenue	880,734	726,398	154,336	21.25%		1,607,927	1,452,796	155,131	10.68%	8,716,776
Housing Assistance Payments	744,166	689,082	55,084	7.99%		1,465,121	1,378,164	86,957	6.31%	8,268,984
Tenant Utility Reimbursement	22,516	23,673	(1,157)	-4.89%		43,366	47,346	(3,980)	-8.41%	284,073
Port Out HAP Payments	8,019	6,402	1,617	25.26%	3	14,849	12,804	2,045	15.97%	76,824
FSS Escrow Payments	7,150	5,883	1,267	21.54%	4	12,930	11,766	1,164	9.89%	70,598
Total Expense	781,851	725,040	56,811	7.84%		1,536,266	1,450,080	86,186	5.94%	8,700,479
Net Operating Income (Loss)	98,883	1,358	97,525	0.00%		71,661	2,716	68,945	0.00%	16,297

Comments

- 1 The variance is due to adjustments HUD made from last year. The funds did not hit until calendar year 2016.
- 2 Staff has reduced costs in anticipation of rebuilding the HCV department later in the year. During this 4-month timeframe HCV will be paying its third-party consultant to train staff as well as transition all duties to newly hired LHA personnel.
- 3 Variance is due to clients porting their voucher to other housing agencies.
- 4 Variance is due to FSS recruitment.

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Balance Sheet
as of February 25, 2016

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash			
Cash Operating 1	28,452.70	A/P Vendors and Contractors	-48,664.53
Cash Operating 2B	118,359.56	Accrued Payroll & Payroll Taxes	4,412.88
Cash Operating 3	87,362.15	Accrued Audit Fees	61,597.35
Total Unrestricted Cash	234,174.41	Due to Federal Master	180,561.29
Restricted Cash		Due to Section 8	175,461.32
Cash Restricted - FSS Escrow	156,353.62	Due to Central Office Cost Center	12,248.00
Total Restricted Cash	156,353.62	Tenant Prepaid Rents	10,443.57
Clearing	31,668.01	State of FL Unclaimed Funds	33,224.76
TOTAL CASH	422,196.04	Accrued Compensated Absences-Current	4,448.79
		TOTAL CURRENT LIABILITIES	433,733.43
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants	57,868.43		
AR-Tenant Payment Agreement	4,706.04		
A/R WF Dec ACH	19,278.59		
Due from Public Housing General	-23,768.54		
Due from Section 8 Mainstream	-35,446.40		
Due from Section 8 VASH	40,405.00		
Due from The Manor at West Bartow	122,835.00		
Due from Section 8 Tenant Protection Vouchers	68,025.00		
Due from PortProp	-20,176.28	NONCURRENT LIABILITIES	
TOTAL DUE FROM	151,873.78	Accrued Compensated Absences-LT	8,262.04
A/R-Other Government	2,271.61	FSS Due to Tenant Long Term	156,353.62
TOTAL ACCOUNTS AND NOTES RECEIVABLE	235,998.45	TOTAL NONCURRENT LIABILITIES	164,615.66
OTHER CURRENT ASSETS			
Prepaid Insurance	1,564.00		
TOTAL OTHER CURRENT ASSETS	1,564.00	TOTAL LIABILITIES	598,349.09
TOTAL CURRENT ASSETS	659,758.49		
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS			
Furniture & Fixtures	26,461.08	RETAINED EARNINGS	
Accum Depreciation- Misc FF&E	-20,820.41	Retained Earnings-Unrestricted Net Assets	69,456.07
Intangible Assets		TOTAL RETAINED EARNINGS:	69,456.07
TOTAL FIXED ASSETS (NET)	5,640.67		
Non-Dwelling Equipment	2,406.00	TOTAL EQUITY	69,456.07
TOTAL NONCURRENT ASSETS	8,046.67		
TOTAL ASSETS	667,805.16	TOTAL LIABILITIES AND EQUITY	667,805.16

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

For the Current and Two Months Ended February 25, 2016

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	26,173.39	28,452.70	2,279.31
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	-61,187.64	118,359.56	179,547.20
Cash Operating 3	77,181.26	87,362.15	10,180.89
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8 Voucher	0.00	0.00	0.00
Cash Restricted-Security Deposits	0.00	0.00	0.00
Cash Restricted - FSS Escrow	149,201.17	156,353.62	7,152.45
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	191,368.18	390,528.03	199,159.85

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	25,035.63	28,452.70	3,417.07
Cash Operating 2	0.00	0.00	0.00
Cash Operating 2B	-16,687.59	118,359.56	135,047.15
Cash Operating 3	73,188.21	87,362.15	14,173.94
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8 Voucher	0.00	0.00	0.00
Cash Restricted-Security Deposits	0.00	0.00	0.00
Cash Restricted - FSS Escrow	143,419.41	156,353.62	12,934.21
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	224,955.66	390,528.03	165,572.37

Lakeland Housing Authority
Public Housing (AMP 1)
Statement of Operations
For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	25,751	24,190	1,561	6.45%	1	53,239	48,381	4,858	10.04%	290,285
Other Tenant Income	1,984	1,085	900	82.93%	2	2,034	2,170	(135)	-6.23%	13,018
Government Subsidy Income	59,097	57,796	1,301	2.25%		117,882	115,593	2,289	1.98%	693,557
Interest Income Restricted	2,818	2,820	(2)	-0.08%		5,636	5,641	(5)	-0.08%	33,844
Other Income	-	30	(30)	-100.00%		-	60	(60)	-100.00%	360
Total Revenue	89,650	85,922	3,728	4.34%		178,791	171,844	6,947	4.04%	1,031,064
Administrative Expenses	41,760	41,763	(3)	-0.01%		79,760	83,526	(3,766)	-4.51%	501,156
Tenant Services Expenses	241	761	(520)	-68.34%	3	559	1,521	(963)	-63.27%	9,128
Utility Expense	11,133	7,998	3,134	39.19%	4	16,872	15,997	876	5.47%	95,981
Maintenance and Development Expense	30,428	26,432	3,996	15.12%	4	56,466	52,864	3,602	6.81%	317,183
General Expenses	4,641	6,384	(1,743)	-27.31%	3	12,928	12,768	160	1.26%	76,608
Housing Assistance Payments	3,299	2,500	799	31.96%	5	6,643	5,000	1,643	32.86%	30,000
Transfer Out	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Operating expense before Depreciation	91,502	85,838	5,664	6.60%		173,229	171,676	1,553	0.90%	1,030,057
Net Operating Income (Loss)	(1,851)	84	(1,935)	-2306.32%		5,563	168	5,395	3214.78%	1,007
Depreciation	-	44,611	(44,611)	-100.00%		-	89,223	(89,223)	-100.00%	535,336
Capital Replacement Items	800	-	800	#DIV/0!		800	-	800	#DIV/0!	-
Total Expenses	92,302	130,449	(38,148)	-29.24%		174,029	260,899	(86,870)	-33.30%	1,565,393
Net Income (Loss)	(2,651)	(44,527)	41,876	-94.05%		4,763	(89,055)	93,817	-105.35%	(534,329)

Comments

- 1 177 Public Housing units (West Lake Apartments, Cecil Gober Villas and John Wright Homes)
- 2 Variance reflects that tenant charges for damage to units during prior month was not collected until the current period. However, overall year-to-date income for this line budget item is within budget.
- 3 Variable expenses where actual costs are less than budgeted.
- 4 Variable expenses are over budget for the period but within budget for year-to-date.
- 5 Variance is due to tenant utility payments being higher than anticipated.

Lakeland Housing Authority
Public Housing (AMP 1)
Balance Sheet
February 25, 2016

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Cash Operating 1	1,512,624.49	A/P Vendors and Contractors	24,006.40
Negative Cash LHA Master	2,766.28	Tenant Security Deposits	48,413.00
Petty Cash	500.00	Security Deposit-Pet	900.00
Petty Cash Public Housing	300.00	Dakota Subsidy Payable	-4,603.50
Total Unrestricted Cash	1,516,190.77	Accrued PILOT	72,593.72
Restricted Cash		Accrued Audit Fees	44,053.05
Cash Restricted-Security Deposits	49,076.33	Due to Federal Master	-114,908.60
Cash Restricted - FSS Escrow	17,969.40	YouthBuild Funds on Hand	410,919.19
Total Restricted Cash	67,045.73	HOPE VI Funds on Hand	249,952.85
TOTAL CASH	1,583,236.50	Due to LPHC General	303,000.00
		Due to Section 8	-23,768.54
		Due to Magnolia Pointe	155,869.65
		Due to Central Office Cost Center	-426,947.37
		Dakota Park Subsidy Payable	-2,289.50
		Renaissance Subsidy Payable	24,511.33
		Hampton Hills Subsidy Payable	-0.34
		Resident Participation Funds - LHA	-514.01
		Tenant Prepaid Rents	5,999.02
		Accrued Compensated Absences-Current	4,998.60
		TOTAL CURRENT LIABILITIES	772,185.63
ACCOUNTS AND NOTES RECEIVABLE		NONCURRENT LIABILITIES	
A/R-Tenants	9,355.56	Accrued Compensated Absences-LT	9,283.12
Allowance for Doubtful Accounts-Tenants	-1,052.71	FSS Due to Tenant Long Term	17,969.40
AR-Tenant Payment Agreement	27,011.21	TOTAL NONCURRENT LIABILITIES	27,252.52
Due from Commercial Lot	2,979.15	TOTAL LIABILITIES	799,438.15
Due from West Lake	-10,185.94		
Due from West Lake Addition	-31,264.77		
Due from John Wright Homes	-6,626.16		
Due from Cecil Gober	-58,762.88		
A/R - ROSS/HUD	-64,359.10		
Due from Hampton Hills	1,677.06		
Due from West Lake Management, LLC	124,711.11		
Due from Youthbuild-DOL2011	-93,433.79		
A/R - Capital Fund Grants/HUD	92,300.06		
Due from Development-General	445,998.01		
Due from Development-Williamstown	1,483.34		
Due from Cecil Gober, LLLP	2,655.02		
Due From Public Housing Reserve	211,274.37		
Due from Section 8 HCV	180,561.29		
Due from Central Office Cost Center	2,909,609.72		
TOTAL DUE FROM	3,708,616.49		
Lakeridge Homes 3rd Mortgage	251,000.00		
Lakeridge Homes 2nd Mortgage	52,000.00		
Colton Meadow Mortgage	450,845.00		
Villas at Lake Bonnet Mortgage	1,009,877.00		
A/R Villas at Lake Bonnet Mort. Interest	151,485.00		
A/R FSS Grant	-27,368.54		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	5,631,769.01		
OTHER CURRENT ASSETS			
Eviction Escrow Acct.	1,000.00		
Prepaid Expenses and Other Assets	675.78		
Prepaid Insurance	53,373.11		
Prepaid Software Licenses	0.02		
Insurance Deposit	37,400.00		
Utility Deposit - Electric	2,600.00		
TOTAL OTHER CURRENT ASSETS	95,048.91		
TOTAL CURRENT ASSETS	7,310,054.42		
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Land	1,466,869.23	Invested in Capital Assets-Net of Debt	5,668,053.00
Buildings	387,372.77	Retained Earnings-Unrestricted Net Assets	4,008,646.18
Machinery & Equipment	6,687.73	TOTAL RETAINED EARNINGS:	9,676,699.18
Automobiles	149,853.20		
Furniture & Fixtures	727.50		
Site Improvement-Infrastructure	582,079.00		
Accum Depreciation-Buildings	-9,075,728.43		
Accum Depreciation- Misc FF&E	-59,973.27		
Accum Depreciation-Infrastructure	-582,079.00		
Intangible Assets			
TOTAL FIXED ASSETS (NET)	-7,124,191.27	TOTAL EQUITY	9,676,699.18
Fees & Costs - Architect & Engineering	72,255.82		
Site Improvement	3,934,551.27		
Dwelling Structures	5,068,651.47		
Dwelling Equipment	26,489.50		
Non-Dwelling Structures	565,396.18		
Non-Dwelling Equipment	622,929.94		
TOTAL NONCURRENT ASSETS	3,166,082.91		
TOTAL ASSETS	10,476,137.33	TOTAL LIABILITIES AND EQUITY	10,476,137.33

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

For the Current and Two Months Ended February 25, 2016

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	1,570,942.88	1,512,624.49	-58,318.39
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	16,212.77	2,766.28	-13,446.49
Cash Restricted-Security Deposits	49,833.00	49,076.33	-756.67
Cash Restricted - FSS Escrow	17,349.40	17,969.40	620.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,654,338.05	1,582,436.50	-71,901.55

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	1,520,207.03	1,512,624.49	-7,582.54
Cash Operating 2	0.00	0.00	0.00
Negative Cash LHA Master	4,382.45	2,766.28	-1,616.17
Cash Restricted-Security Deposits	49,783.00	49,076.33	-706.67
Cash Restricted - FSS Escrow	17,349.40	17,969.40	620.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	1,591,721.88	1,582,436.50	-9,285.38

Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Statement of Operations
For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	11,396	11,226	170	1.51%	1	22,832	22,452	380	1.69%	134,712
Other Tenant Income	325	1,151	(826)	-71.77%	2	1,327	2,302	(975)	-42.35%	13,814
Government Subsidy	4,645	6,449	(1,804)	-27.97%	3	9,266	12,898	(3,632)	-28.16%	77,385
Other Income	6,001	1	6,000	599986.00%		6,002	2	6,000	299987.00%	12
Total Revenue	22,367	18,827	3,540	18.80%		39,427	37,654	1,774	4.71%	225,922
Administrative Expenses	6,430	6,010	419	6.98%		9,356	12,021	(2,665)	-22.17%	72,123
Tenant Services Expense	94	104	(11)	-10.12%	4	94	208	(115)	-55.06%	1,250
Utility Expense	1,884	1,698	185	10.92%	5	513	3,396	(2,884)	-84.90%	20,379
Maintenance Expense	8,349	4,702	3,647	77.57%	6	8,651	9,403	(752)	-8.00%	56,419
General Expenses	2,008	2,139	(131)	-6.12%		4,493	4,277	216	5.06%	25,663
Housing Assistance Payments	539	1,324	(785)	-59.30%	4	1,156	2,648	(1,492)	-56.35%	15,890
Financing Expenses	5,839	5,437	402	7.39%		11,682	10,874	807	7.43%	65,245
Operating Expenses before Depreciation	25,141	21,414	3,726	17.40%		35,944	42,828	(6,884)	-16.07%	256,970
Net Operating Income (Loss)	(2,774)	(2,587)	(186)	7.21%		3,483	(5,175)	8,657	-167.31%	(31,047)
Depreciation & Amortization	2,196	2,199	(2)	-0.11%		4,393	4,398	(5)	-0.11%	26,386
Capital Replacement Items	560	942	(382)	-40.58%		448	1,884	(1,437)	-76.24%	11,306
Reimburse Replacement Reserves	-	(942)	942	-100.00%		-	(1,884)	1,884	-100.00%	(11,306)
Total Expense	27,897	23,613	4,284	18.14%		40,785	47,226	(6,441)	-13.64%	283,356
Net Income (Loss)	(5,530)	(4,786)	(744)	15.54%		(1,358)	(9,572)	8,215	-85.82%	(57,433)

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units.
- 2 Variance reflects less damage to units.
- 3 Property continues to receive less subsidy from HUD.
- 4 Variance reflects lower than budgeted expenses.
- 5 Utility expenses are higher than anticipated due to multiple months being posted in one period; however, the costs are within budget for year-to-date.
- 6 Maintenance expenses are over budget for the period due to contract repairs associated with cycle painting and landscaping. Although the costs were over budget for the period, they remain within budget for year-to-date.

Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Balance Sheet
as of February 25, 2016

ASSETS

Unrestricted Cash	
Cash Operating 1	33,411.60
Negative Cash - Partnership	<u>-12,761.04</u>
Total Unrestricted Cash	20,650.56
Restricted Cash	
Cash Restricted-Security Deposits	10,335.00
Cash Restricted-Reserve for Replacement	<u>23,307.14</u>
Total Restricted Cash	33,642.14
TOTAL CASH	<u>54,292.70</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	5,220.60
Allowance for Doubtful Accounts-Tenants	-399.81
Due from Dakota Park Non-ACC	-7,376.14
Due from Renaissance FAM Non ACC	-20,452.14
Due from LPHC	<u>550.00</u>
TOTAL DUE FROM	-27,828.28
Dakota Park-Operating Subsidy Receivable	<u>4,645.00</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-17,812.49
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	500.00
Prepaid Insurance	5,095.79
Prepaid Software Licenses	0.04
Utility Deposit	<u>7,060.00</u>
TOTAL OTHER CURRENT ASSETS	12,655.83
TOTAL CURRENT ASSETS	<u>49,136.04</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Accum Depreciation-Buildings	-92,921.08
Intangible Assets	
Loan Costs	28,340.90
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,453.00
AA Monitoring Fees	-26,904.00
AA Loan Costs	<u>-13,855.00</u>
TOTAL FIXED ASSETS (NET)	<u>863,311.82</u>
TOTAL NONCURRENT ASSETS	863,311.82
TOTAL ASSETS	<u>912,447.86</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	12,230.93
Tenant Security Deposits	10,650.00
Security Deposit Clearing Account	-2,116.06
Accrued Property Taxes	-2,452.91
Accrued Interest - HOPE VI	481,950.20
Accrued - Developer Fee	149,859.50
Accrued Interest Payable	1,719.34
Accrued Audit Fees	10,600.44
Due to (13) Dakota Park Public Housing	-7,376.14
Due to (14) Renaissance Family Public Housir	-300.00
Due to (15) Renaissance Senior Public Housin	7,961.49
Due to (17) Renaissance Family Non-ACC	19,241.20
Due to West Lake Mgmt.	4,677.56
Due to Central Office Cost Center	-180.00
Tenant Prepaid Rents	<u>-357.28</u>
TOTAL CURRENT LIABILITIES	686,108.27
NONCURRENT LIABILITIES	
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - SunTrust	351,975.82
Permanent Loan - LHA	<u>101,380.00</u>
TOTAL NONCURRENT LIABILITIES	1,292,900.46
TOTAL LIABILITIES	<u>1,979,008.73</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	<u>240,496.13</u>
TOTAL CONTRIBUTED CAPITAL	-978,613.87
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	<u>-87,947.00</u>
TOTAL RETAINED EARNINGS:	-87,947.00
TOTAL EQUITY	<u>-1,066,560.87</u>
TOTAL LIABILITIES AND EQUITY	<u>912,447.86</u>

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Changes in Cash
For the Current and Two Months Ended February 25, 2016**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	7,668.24	33,411.60	25,743.36
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	7,519.30	-12,761.04	-20,280.34
Cash Restricted-Security Deposits	10,650.00	10,335.00	-315.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	22,639.61	23,307.14	667.53
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	48,477.15	54,292.70	5,815.55

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	9,654.17	33,411.60	23,757.43
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	-12,761.04	-12,761.04
Cash Restricted-Security Deposits	10,650.00	10,335.00	-315.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	21,972.06	23,307.14	1,335.08
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	42,276.23	54,292.70	12,016.47

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Statement of Operations
For the Current and Two Months ending February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	58,249	59,343	(1,094)	-1.84%	1	116,169	118,686	(2,516)	-2.12%	712,114
Other Tenant Income	1,252	2,182	(930)	-42.61%	2	2,108	4,364	(2,255)	-51.68%	26,182
Government Subsidy	25,037	24,601	436	1.77%		50,018	49,201	816	1.66%	295,208
Other Income	-	176	(176)	0.00%		12	352	(340)	0.00%	2,110
Total Revenue	84,538	86,301	(1,763)	-2.04%		168,307	172,602	(4,295)	-2.49%	1,035,613
Administrative Expenses	25,029	28,013	(2,984)	-10.65%	3	42,158	56,027	(13,868)	-24.75%	336,159
Tenant Services	492	250	242	96.87%	4	773	500	273	54.67%	3,000
Utility Expense	6,948	5,949	999	16.79%	5	6,987	11,898	(4,911)	-41.28%	71,389
Maintenance Expense	32,311	26,466	5,845	22.09%	5	42,164	52,931	(10,767)	-20.34%	317,586
General Expenses	8,692	6,812	1,880	27.60%	5	14,991	13,624	1,367	10.03%	81,745
Housing Assistance Payments	1,823	5,485	(3,662)	-66.77%	3	3,705	10,971	(7,266)	-66.23%	65,824
Financing Expenses	13,380	13,192	187	1.42%		26,768	26,385	384	1.45%	158,308
Operating Expense before Depreciation	88,675	86,168	2,507	2.91%		137,547	172,335	(34,788)	-20.19%	1,034,012
Net Operating Income (Loss)	(4,137)	133	(4,270)	-3200.18%		30,760	267	30,493	11426.27%	1,601
Depreciation & Amortization	60,979	60,979	-	0.00%		121,958	121,958	-	0.00%	731,748
Capital Replacement Items	1,073	5,869	(4,796)	-81.72%		3,495	11,737	(8,243)	-70.23%	70,424
Reimburse Replacement Reserves	-	(5,869)	5,869	-100.00%		-	(11,737)	11,737	-100.00%	(70,424)
Total Expense	150,727	147,147	3,580	2.43%		262,999	294,293	(31,294)	-10.63%	1,765,760
Net Income (Loss)	(66,189)	(60,846)	(5,343)	8.78%		(94,692)	(121,691)	26,999	-22.19%	(730,147)

Comments

- 1 Consists of 109 low and moderate income family and senior apartment units and 87 Tax Credit units.
- 2 Variance reflects less damage to units.
- 3 Variance reflects expenses less than the budget.
- 4 Tenant services expenses were higher than anticipated due to costs associated with a field trip to Orlando Magic.
- 5 Variance is due to expenses being over budget for the period but within budget for year-to-date.

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP

Balance Sheet

February 25, 2016

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		A/P Vendors and Contractors	10,224.32
Cash Operating 1	239,004.29	Tenant Security Deposits	48,216.39
Negative Cash - Partnership	-42,828.35	Security Deposit Clearing Account	-2,680.37
Petty Cash	300.00	Security Deposit-Pet	1,700.00
Total Unrestricted Cash	196,475.94	Accrued Interest - HOPE VI	484,704.61
Restricted Cash		Accrued - Developer Fee	1,308,453.00
Cash Restricted-Security Deposits	49,815.39	Accrued Payroll & Payroll Taxes	4,001.01
Cash Restricted - FSS Escrow	7,190.00	Accrued Audit Fees	25,250.00
Cash Restricted-Reserve for Replacement	174,596.50	Due to (14) Renaissance Family Public Housing	-3,226.67
Restricted Cash - Partnership Devmt	1,189.14	Due to (15) Renaissance Senior Public Housing	35,730.83
Restricted Cash - OA Reserve	76,243.71	Due to (16) Dakota Park Non-ACC	-9,952.14
Restricted Cash - AA Reserve	46,995.30	Due to (17) Renaissance Family Non-ACC	-300.00
Investment 1	255,196.84	Due to West Lake Mgmt.	-45,275.03
Investment 2	254,525.43	HAP Overpayments	649.00
Total Restricted Cash	865,752.31	Tenant Prepaid Rents	-569.25
Clearing	-3,530.67	Accrued Compensated Absences-Current	4,361.94
TOTAL CASH	1,058,697.58	TOTAL CURRENT LIABILITIES	1,861,287.64
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants	4,807.47		
Allowance for Doubtful Accounts-Tenants	-3,038.74		
AR-Tenant Payment Agreement	-500.00		
Due from Public Housing General	-24,511.33		
Due from Dakota Park PH	7,661.49		
Due from Renaissance Fam PH	-5,256.71		
Due from Renaissance Sr. PH	-3,226.67		
Due from Dakota Park Non-ACC	19,241.20		
Due from Renaissance FAM Non ACC	327,541.86		
Due from Renaissance Senior Non ACC	-284,939.31		
Due from LPHC	550.00		
Due from West Lake Management, LLC	7,000.00		
Due from Central Office Cost Center	30,400.00		
TOTAL DUE FROM	73,910.53		
Renaissance Family-Operating Subsidy Receivable	18,026.64		
Renaissance Senior-Operating Subsidy Receivable	7,010.36		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	100,766.26		
OTHER CURRENT ASSETS			
Eviction Escrow Acct.	1,000.00		
Prepaid Insurance	64,998.79		
Utility Deposit - Electric	20,500.00		
TOTAL OTHER CURRENT ASSETS	86,498.79		
TOTAL CURRENT ASSETS	1,245,962.63		
NONCURRENT ASSETS			
FIXED ASSETS			
Buildings	21,088,272.28		
Machinery & Equipment	150,483.39		
Furniture & Fixtures	596,259.09		
Site Improvement-Infrastructure	2,382,356.15		
Accum Depreciation-Buildings	-6,267,574.30		
Accum Depreciation- Misc FF&E	-827,098.60		
Accum Depreciation-Infrastructure	-1,478,503.60		
Intangible Assets			
Loan Costs	137,065.70		
Monitoring Fees	131,658.00		
AA Compliance Fees	-10,965.00		
AA Monitoring Fees	-101,848.93		
AA Loan Costs	-117,657.00		
TOTAL FIXED ASSETS (NET)	15,682,447.18		
TOTAL NONCURRENT ASSETS	15,682,447.18		
TOTAL ASSETS	16,928,409.81		
		NONCURRENT LIABILITIES	
		Accrued Compensated Absences-LT	8,100.74
		FSS Due to Tenant Long Term	7,190.00
		Notes Payable-LT	381,200.32
		Permanent Loan - HOPE VI	2,200,000.00
		Permanent Loan - SunTrust	606,141.79
		TOTAL NONCURRENT LIABILITIES	3,202,632.85
		TOTAL LIABILITIES	5,063,920.49
		EQUITY	
		CONTRIBUTED CAPITAL	
		Capital - LP	6,951,274.41
		Capital - GP2	7,123,264.00
		TOTAL CONTRIBUTED CAPITAL	14,074,538.41
		RETAINED EARNINGS	
		Retained Earnings-Unrestricted Net Assets	-2,210,049.09
		TOTAL RETAINED EARNINGS:	-2,210,049.09
		TOTAL EQUITY	11,864,489.32
		TOTAL LIABILITIES AND EQUITY	16,928,409.81

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Changes in Cash

For the Current and Two Months Ended February 25, 2016

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	244,322.65	239,004.29	-5,318.36
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	48,523.65	-42,828.35	-91,352.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	49,715.39	49,815.39	100.00
Cash Restricted - FSS Escrow	6,886.00	7,190.00	304.00
Cash Restricted-Reserve for Replacement	168,143.16	174,596.50	6,453.34
Restricted Cash - Partnership Devmt	1,189.14	1,189.14	0.00
Restricted Cash - OA Reserve	76,243.71	76,243.71	0.00
Restricted Cash - AA Reserve	46,995.30	46,995.30	0.00
Investment 1	255,196.84	255,196.84	0.00
Investment 2	254,525.43	254,525.43	0.00
Total Cash	1,151,741.27	1,061,928.25	-89,813.02

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	245,844.61	239,004.29	-6,840.32
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash - Partnership	0.00	-42,828.35	-42,828.35
Negative Cash COCC Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	49,415.39	49,815.39	400.00
Cash Restricted - FSS Escrow	6,886.00	7,190.00	304.00
Cash Restricted-Reserve for Replacement	164,909.75	174,596.50	9,686.75
Restricted Cash - Partnership Devmt	1,189.11	1,189.14	0.03
Restricted Cash - OA Reserve	76,240.48	76,243.71	3.23
Restricted Cash - AA Reserve	46,993.31	46,995.30	1.99
Investment 1	255,196.84	255,196.84	0.00
Investment 2	254,525.43	254,525.43	0.00
Total Cash	1,101,200.92	1,061,928.25	-39,272.67

Lakeland Housing Authority
Colton Meadow, LLLP
Statement of Operations
For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	43,751	44,193	(442)	-1.00%	1	88,894	88,386	508	0.57%	530,318
Other Tenant Income	1,455	706	749	106.16%	2	1,455	1,412	43	3.08%	8,469
Other Income	-	1	(1)	-100.00%		-	2	(2)	-100.00%	15
Total Revenue	45,206	44,900	306	0.68%		90,349	89,800	549	0.61%	538,802
Administrative Expense	15,775	13,754	2,021	14.70%		28,778	27,508	1,270	4.62%	165,050
Tenant Services	22	150	(128)	-85.16%	3	111	300	(189)	-63.03%	1,800
Utility Expense	6,095	5,037	1,058	21.01%	4	15,085	10,074	5,011	49.75%	60,442
Maintenance Expense	10,180	9,903	277	2.80%	3	15,545	19,806	(4,261)	-21.51%	118,838
General Expense	5,227	8,483	(3,256)	-38.38%	3	12,105	16,966	(4,861)	-28.65%	101,793
Financing Expense	6,807	7,422	(615)	-8.28%	3	10,796	14,844	(4,047)	-27.27%	89,061
Operating Expense before Depreciation	44,107	44,749	(642)	-1.43%		82,420	89,497	(7,078)	-7.91%	536,984
Net Operating Income (Loss)	1,099	152	947	625.14%		7,929	303	7,626	2516.16%	1,819
Depreciation & Amortization Expense	39,013	39,013	-	0.00%		78,026	78,026	-	0.00%	468,156
Capital Replacement Items	-	1,373	(1,373)	-100.00%		573	2,747	(2,174)	-79.15%	16,480
Reimburse Replacement Reserves	-	(1,373)	1,373	-100.00%		-	(2,746.67)	2,747	-100.00%	(16,480)
Total Expense	83,120	83,762	(642)	-0.77%		161,018	167,523	(6,505)	-3.88%	1,005,140
Net Operating Income (Loss)	(37,914)	(38,861)	947	-2.44%		(70,669)	(77,723)	7,054	-9.08%	(466,337)

Comments

- 1 Consists of 72 Tax Credit apartment units. Rent collections are in line with the budget.
- 2 Variance reflects that tenant charges for damage to units during prior month was not collected until the current period. However, overall year-to-date income for this line item is within budget.
- 3 Variance reflects expenses lower than the budget.
- 4 Costs associated with water, sewer, and garbage disposal have been higher than anticipated.

Lakeland Housing Authority

Colton Meadow, LLLP

Balance Sheet

February 25, 2016

ASSETS

Unrestricted Cash	
Cash Operating 1	24,270.63
Petty Cash	225.00
Total Unrestricted Cash	<u>24,495.63</u>
Restricted Cash	
Cash Restricted-Security Deposits	25,216.72
Cash Restricted-Operating Reserve	440,827.29
Cash Restricted-Reserve for Replacement	100,800.00
Cash-Tax & Insurance Escrow	59,087.99
Total Restricted Cash	<u>625,932.00</u>
Clearing	9,397.62
TOTAL CASH	<u>659,825.25</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants	8,599.24
Allowance for Doubtful Accounts-Tenants	-1,302.05
Due from LPHC	550.00
Due from West Bartow Partnership LTD, LLP	24,536.38
Due from Colton Meadow GP, Inc.	101,151.61
TOTAL DUE FROM	<u>125,687.99</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>133,535.18</u>
OTHER CURRENT ASSETS	
Eviction Escrow Acct.	1,000.00
Prepaid Expenses and Other Assets	4,108.48
Prepaid Insurance	638.57
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>10,747.05</u>
TOTAL CURRENT ASSETS	<u>804,107.48</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	856,353.89
Building Acquisition	2,010,000.00
Building Improvements	5,802,500.00
Machinery & Equipment	67,970.48
Automobiles	15,484.50
Furniture & Fixtures	1,503,657.00
Site Improvement-Infrastructure	1,496,187.97
Accum Depreciation-Buildings	-2,307,374.20
Intangible Assets	
Amortization Tax Credit Fees	70,719.00
Monitoring Fees	208,695.00
TOTAL FIXED ASSETS (NET)	<u>9,882,755.64</u>
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
TOTAL NONCURRENT ASSETS	<u>9,987,401.41</u>
TOTAL ASSETS	<u>10,791,508.89</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	305.87
Tenant Security Deposits	23,491.72
Security Deposit Clearing Account	-5.00
Security Deposit-Pet	1,300.00
Accrued Property Taxes	5,470.38
Accrued Interest Payable	14,683.80
Accrued Payroll & Payroll Taxes	2,497.81
Accrued Audit Fees	18,930.00
Due to West Lake Mgmt.	-9,329.15
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	2,172.86
Accrued Compensated Absences-Current	5,728.80
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	6,700,143.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
TOTAL CURRENT LIABILITIES	<u>8,926,460.26</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	10,639.20
Developer Fee Payable - PCHD	127,415.00
TOTAL NONCURRENT LIABILITIES	<u>138,054.20</u>
TOTAL LIABILITIES	<u>9,064,514.46</u>
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	521,662.31
TOTAL RETAINED EARNINGS:	<u>521,662.31</u>
TOTAL EQUITY	<u>1,726,994.43</u>
TOTAL LIABILITIES AND EQUITY	<u>10,791,508.89</u>

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

For the Current and Two Months Ended February 25, 2016

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	33,232.40	24,270.63	-8,961.77
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	25,216.72	25,216.72	0.00
Cash Restricted-Operating Reserve	440,827.29	440,827.29	0.00
Cash Restricted-Reserve for Replacement	100,800.00	100,800.00	0.00
Cash-Tax & Insurance Escrow	59,087.99	59,087.99	0.00
Total Cash	659,164.40	650,202.63	-8,961.77
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	22,992.72	24,270.63	1,277.91
Cash Operating 2	0.00	0.00	0.00
Cash Restricted-Security Deposits	25,216.72	25,216.72	0.00
Cash Restricted-Operating Reserve	440,827.29	440,827.29	0.00
Cash Restricted-Reserve for Replacement	99,000.00	100,800.00	1,800.00
Cash-Tax & Insurance Escrow	53,024.60	59,087.99	6,063.39
Total Cash	641,061.33	650,202.63	9,141.30

Lakeland Housing Authority
Bonnet Shores, LLLP
Statement of Operations
For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	49,732	49,456	276	0.56%	1	97,740	98,912	(1,172)	-1.18%	593,470
Other Tenant Income	1,582	1,147	435	37.95%	2	2,582	2,293	289	12.61%	13,759
Other Income	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Total Revenue	51,313	50,602	711	1.41%		100,322	101,205	(882)	-0.87%	607,229
Administrative Expense	12,936	14,029	(1,093)	-7.79%	3	24,198	28,057	(3,859)	-13.75%	168,343
Tenant Services	22	208	(186)	-89.32%	3	138	417	(279)	-67.00%	2,500
Utility Expense	1,950	4,342	(2,393)	-55.10%	3	2,153	8,685	(6,532)	-75.21%	52,107
Maintenance Expense	12,303	11,342	961	8.47%	3	16,675	22,685	(6,009)	-26.49%	136,109
General Expense	8,804	9,137	(333)	-3.64%		17,136	18,273	(1,138)	-6.23%	109,641
Financing Expense	9,658	10,327	(669)	-6.48%		19,317	20,654	(1,337)	-6.48%	123,927
Operating Expense before Depreciation	45,674	49,386	(3,712)	-7.52%		79,617	98,771	(19,154)	-19.39%	592,627
Net Operating Income (Loss)	5,640	1,217	4,423	363.48%		20,706	2,434	18,272	750.79%	14,602
Depreciation & Amortization Expense	47,465	47,465	0.07	0.00%		94,930	94,930	0.14	0.00%	569,579
Capital Replacement Items	765	1,373	(608.56)	-44.31%	3	765	2,747	(1,981.90)	-72.16%	16,480
Reimburse Replacement Reserve	-	(1,373)	1,373.33	-100.00%	3	-	(2,747)	2,746.67	-100.00%	(16,480)
Total Expense	93,903	96,850	(2,947)	-3.04%		175,311	193,701	(18,390)	-9.49%	1,162,206
Net Income (Loss)	(42,590)	(46,248)	3,658	-7.91%		(74,989)	(92,496)	17,507	-18.93%	(554,977)

Comments

- 1 75 apartment units, Tax Credit and Section 8 Vouchers. Tenant rent income is in line with the budget.
- 2 The variance is due to the property enforcing late fees and collection for damages to units.
- 3 Variance is due to expenses being less than budgeted.

**Lakeland Housing Authority
Bonnet Shores, LLLP
Balance Sheet
February 25, 2016**

ASSETS

Unrestricted Cash		
Cash Operating 2	119,411.28	
Petty Cash	<u>225.00</u>	
Total Unrestricted Cash	119,636.28	
Restricted Cash		
Cash Restricted-Security Deposits	28,504.00	
Cash Restricted-Operating Reserve	460,094.78	
Cash Restricted-Reserve for Replacement	120,000.00	
Cash-Tax & Insurance Escrow	<u>48,541.00</u>	
Total Restricted Cash	657,139.78	
Clearing	<u>7,878.22</u>	
TOTAL CASH	784,654.28	
ACCOUNTS AND NOTES RECEIVABLE		
A/R-Tenants	12,383.05	
Allowance for Doubtful Accounts-Tenants	-6,154.97	
Due from Bonnet Shores GP, Inc	<u>7,062.23</u>	
TOTAL DUE FROM	<u>7,062.23</u>	
TOTAL ACCOUNTS AND NOTES RECEIVABLE	13,290.31	
OTHER CURRENT ASSETS		
Eviction Escrow Acct.	500.00	
Prepaid Expenses and Other Assets	2,550.26	
Prepaid Insurance	-6,032.52	
Utility Deposit	<u>5,000.00</u>	
TOTAL OTHER CURRENT ASSETS	<u>2,017.74</u>	
TOTAL CURRENT ASSETS	799,962.33	
NONCURRENT ASSETS		
FIXED ASSETS		
Land	300,000.00	
Buildings	11,447,110.83	
Automobiles	24,477.33	
Furniture & Fixtures	423,152.78	
Site Improvement-Infrastructure	679,255.00	
Accum Depreciation-Buildings	-2,150,663.50	
Accum Depreciation- Misc FF&E	-462,538.00	
Accum Depreciation-Infrastructure	-233,976.00	
Intangible Assets		
Loan Costs	41,419.00	
Amortization Loan Cost	10,716.00	
Compliance Fees	246,589.00	
Amortization Tax Credit Fees	<u>84,938.04</u>	
TOTAL FIXED ASSETS (NET)	<u>10,219,172.40</u>	
TOTAL NONCURRENT ASSETS	10,219,172.40	
TOTAL ASSETS	11,019,134.73	

LIABILITIES & EQUITY

LIABILITIES		
CURRENT LIABILITIES		
A/P Vendors and Contractors	1,815.01	
Tenant Security Deposits	25,004.00	
Security Deposit Clearing Account	890.34	
Security Deposit-Pet	800.00	
Accrued Property Taxes	4,015.50	
Current Portion of LT Debt	61,219.00	
Accrued Interest Payable	19,316.98	
Accrued Interest Third Mortgage	227,785.00	
Accrued Payroll & Payroll Taxes	2,418.12	
Accrued Audit Fees	8,330.00	
Due to West Bartow	14,619.06	
Due to West Lake Mgmt.	-15,724.06	
Due to Colton Meadow, LLLP	-12,012.68	
Due to Central Office Cost Center	405.03	
Tenant Prepaid Rents	2,274.09	
Accrued Compensated Absences-Current	2,683.35	
First Mortgage - TCAP	3,819,255.00	
HOME Funds	131,028.00	
Mortgage Note Payable	<u>1,009,877.00</u>	
TOTAL CURRENT LIABILITIES	5,274,760.62	
NONCURRENT LIABILITIES		
Accrued Compensated Absences-LT	4,983.35	
Developer Fee Payable - PCHD	<u>70,487.00</u>	
TOTAL NONCURRENT LIABILITIES	75,470.35	
TOTAL LIABILITIES	5,350,230.97	
EQUITY		
CONTRIBUTED CAPITAL		
Capital - LP	6,812,347.00	
GP Equity	-162.00	
Syndication Costs	<u>-40,000.00</u>	
TOTAL CONTRIBUTED CAPITAL	6,772,185.00	
RETAINED EARNINGS		
Retained Earnings-Unrestricted Net Assets	<u>-1,103,281.24</u>	
TOTAL RETAINED EARNINGS:	-1,103,281.24	
TOTAL EQUITY	5,668,903.76	
TOTAL LIABILITIES AND EQUITY	11,019,134.73	

**Lakeland Housing Authority
Bonnet Shores, LLLP
Changes in Cash
For the Current and Two Months Ended February 25, 2016**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	0.00	0.00	0.00
Cash Operating 2	109,746.34	119,411.28	9,664.94
Cash Operating 3	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	26,204.00	28,504.00	2,300.00
Cash Restricted-Operating Reserve	460,094.78	460,094.78	0.00
Cash Restricted-Reserve for Replacement	120,000.00	120,000.00	0.00
Cash-Tax & Insurance Escrow	48,541.00	48,541.00	0.00
Total Cash	764,586.12	776,551.06	11,964.94

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	0.00	0.00	0.00
Cash Operating 2	92,241.25	119,411.28	27,170.03
Cash Operating 3	0.00	0.00	0.00
Negative Cash - Partnership	0.00	0.00	0.00
Cash Restricted-Security Deposits	26,425.00	28,504.00	2,079.00
Cash Restricted-Operating Reserve	460,094.78	460,094.78	0.00
Cash Restricted-Reserve for Replacement	118,125.00	120,000.00	1,875.00
Cash-Tax & Insurance Escrow	42,144.58	48,541.00	6,396.42
Total Cash	739,030.61	776,551.06	37,520.45

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP

Statement of Operations

For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	130,797	69,175	61,622	89.08%	1	204,233	138,350	65,883	47.62%	830,101
Other Tenant Income	(725)	(485)	(240)	49.41%	2	(557)	(971)	413	-42.58%	(5,823)
Other Income	87	85	2	1.89%		171	170	1	0.57%	1,022
Total Revenue	130,159	68,775	61,384	89.25%		203,847	137,550	66,297	48.20%	825,300
Administrative Expenses	14,933	15,423	(490)	-3.18%	3	27,209	30,846	(3,637)	-11.79%	185,074
Tenants Service Expenses	275	300	(25)	-100.00%	3	556	600	(44)	-100.00%	3,600
Utility Expense	7,770	8,372	(602)	-7.19%		16,860	16,745	116	0.69%	100,468
Maintenance Expense	9,478	10,845	(1,367)	-12.61%	3	14,212	21,691	(7,479)	-34.48%	130,143
General Expenses	6,252	4,208	2,044	48.59%		8,316	8,415	(99)	-1.18%	50,490
Financing Expenses	23,417	26,778	(3,361)	-12.55%	3	46,355	53,556	(7,202)	-13.45%	321,339
Operating expense before depreciation	62,124	65,926	(3,802)	-5.77%		113,507	131,852	(18,345)	-13.91%	791,114
Net Operating Income (Loss)	68,035	2,849	65,186	2288.20%		90,340	5,698	84,642	1485.59%	34,185
Depreciation & Amortization	41,940	41,940	-	0.00%		83,880	83,880	-	0.00%	503,280
Capital Replacement Items	11,924	6,633.00	5,291	79.76%		11,924	13,266.00	(1,343)	-10.12%	79,596
Reimburse Replacement Reserve	-	-	-			-	-	-		(79,596)
Transfer In	-	-	-			-	-	-		-
Total Expense	115,988	114,499	1,489	1.30%		209,311	228,998	(19,688)	-8.60%	1,294,394
Net Operating Income (Loss)	14,171	(45,724)	59,895	-130.99%		(5,464)	(91,448)	85,985	-94.03%	(469,095)

Comments

- 1 Consists of 100 Tax Credit and Section 8 Voucher units. Tenant rents are in line with the budget.
- 2 Variance reflects less damage to units.
- 3 Variance reflects expenses that are lower than the budget.

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Balance Sheet
February 25, 2016

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	155,395.53	A/P Vendors and Contractors	46.05
Petty Cash	300.00	Tenant Security Deposits	8,301.44
Total Unrestricted Cash	<u>155,695.53</u>	Security Deposit Clearing Account	448.56
Restricted Cash		Security Deposit-Pet	950.00
Cash Restricted-Security Deposits	9,201.44	Accrued Property Taxes	539.80
Cash Restricted-Operating Reserve	25,119.58	Accrued Interest NLP Loan	4,440.70
Cash Restricted-Reserve for Replacement	175,606.89	Accrued Payroll & Payroll Taxes	2,041.67
Cash-Tax & Insurance Escrow	51,138.80	Accrued Audit Fees	22,470.00
Investment 1	229,090.65	Due to West Lake Mgmt.	-14,164.01
Total Restricted Cash	<u>490,157.36</u>	Due to Colton Meadow, LLLP	24,536.38
TOTAL CASH	<u>645,852.89</u>	HAP Overpayments	28.00
		Tenant Prepaid Rents	4,039.17
		Accrued Compensated Absences-Current	384.32
		Mortgage Note Payable	3,128,591.53
		Second Mortgage Payable	850,000.00
		Third Mortgage Payable	372,092.18
		Fourth Mortgage Payable	400,000.00
		Note Payable-City of Bartow Impact Fees	564,621.00
		Deferred Development Fee	<u>1,430,436.77</u>
		TOTAL CURRENT LIABILITIES	<u>6,799,803.56</u>
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants	3,559.15		
Allowance for Doubtful Accounts-Tenants	-269.42		
Due from West Lake Management, LLC	250.00		
Due from Villas at Lake Bonnet	-14,619.06		
TOTAL DUE FROM	<u>-14,369.06</u>		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>-11,079.33</u>		
OTHER CURRENT ASSETS		NONCURRENT LIABILITIES	
Eviction Escrow Acct.	500.00	Accrued Compensated Absences-LT	713.73
Prepaid Expenses and Other Assets	448.17	Due to Affiliates	<u>5,000.00</u>
Prepaid Insurance	12,963.64	TOTAL NONCURRENT LIABILITIES	<u>5,713.73</u>
Prepaid Software Licenses	0.14		
Utility Deposit	85.00		
TOTAL OTHER CURRENT ASSETS	<u>13,996.95</u>		
TOTAL CURRENT ASSETS	<u>648,770.51</u>	TOTAL LIABILITIES	<u>6,805,517.29</u>
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		CONTRIBUTED CAPITAL	
Land	432,717.00	Capital Private Investors	6,936,810.00
Buildings	12,796,743.00	GP Equity	-13.00
Furn, Fixt, & Equip	1,157,974.64	Special LP Equity	54,658.00
Accum Depreciation-Buildings	-2,132,794.00	Syndication Costs	<u>-30,000.00</u>
Accum Depreciation- Misc FF&E	-769,681.00	TOTAL CONTRIBUTED CAPITAL	<u>6,961,455.00</u>
Accum Depreciation-Infrastructure	-237,199.00		
Intangible Assets		RETAINED EARNINGS	
Loan Costs	335,121.42	Retained Earnings-Unrestricted Net Assets	-836,404.72
Amortization Loan Cost	124,108.00	TOTAL RETAINED EARNINGS:	<u>-836,404.72</u>
Compliance Fees	200,558.00		
Amortization Tax Credit Fees	89,132.00		
TOTAL FIXED ASSETS (NET)	<u>11,570,200.06</u>	TOTAL EQUITY	<u>6,125,050.28</u>
Site Improvement	711,597.00		
TOTAL NONCURRENT ASSETS	<u>12,281,797.06</u>	TOTAL LIABILITIES AND EQUITY	<u>12,930,567.57</u>
TOTAL ASSETS	<u>12,930,567.57</u>		

**Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP**

**Changes in Cash
For the Current and Two Months Ended February 25, 2016**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	121,016.49	155,395.53	34,379.04
Cash Restricted-Security Deposits	9,201.44	9,201.44	0.00
Cash Restricted-Operating Reserve	25,119.58	25,119.58	0.00
Cash Restricted-Reserve for Replacement	173,106.89	175,606.89	2,500.00
Cash-Tax & Insurance Escrow	46,657.80	51,138.80	4,481.00
Investment 1	229,003.90	229,090.65	86.75
Total Cash	604,106.10	645,552.89	41,446.79

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	94,051.47	155,089.30	61,037.83
Cash Restricted-Security Deposits	9,330.60	9,151.44	-179.16
Cash Restricted-Operating Reserve	25,131.58	25,119.58	-12.00
Cash Restricted-Reserve for Replacement	170,606.89	175,606.89	5,000.00
Cash-Tax & Insurance Escrow	42,176.80	51,138.80	8,962.00
Investment 1	228,919.40	229,090.65	171.25
Total Cash	570,216.74	645,196.66	74,979.92

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Two Months Ended February 25, 2016

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	4,463	5,303	(840)	-15.83%	1	9,217	10,605	(1,388)	-13.09%	63,632
Other Tenant Income	196	25	171	683.04%		221	50	171	341.52%	300
Government Subsidy Income	-	2,727	(2,727)	-100.00%	2	-	5,455	(5,455)	-100.00%	32,727
Other Income	-	0	(0)	-100.00%		1	0	1	184.71%	3
Total Revenue	4,659	8,055	(3,396)	-42.16%		9,439	16,110	(6,671)	-41.41%	96,661
Administrative Expenses	3,507	2,735	772	28.24%	3	4,206	5,469	(1,263)	-23.10%	32,814
Tenant Services Expenses	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Utility Expense	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Maintenance and Development Expense	2,298	3,075	(777)	-25.28%	3	3,124	6,149	(3,025)	-49.20%	36,896
General Expenses	629	886	(257)	-29.05%	3	1,316	1,773	(456)	-25.73%	10,635
Housing Assistance Payments	171	-	171	#DIV/0!		838	-	838	#DIV/0!	-
Transfer In	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Operating expense before Depreciation	6,604	6,695	(91)	-1.37%		9,484	13,391	(3,907)	-29.17%	80,345
Net Operating Income (Loss)	(1,945)	1,360	(3,305)	-243.07%		(45)	2,719	(2,764)	-101.66%	16,316
Depreciation	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Total Expenses	6,604	6,695	(91)	-1.37%		9,484	13,391	(3,907)	-29.17%	80,345
Net Income (Loss)	(1,945)	1,360	(3,305)	-243.07%		(45)	2,719	(2,764)	-101.66%	16,316

Comments

- 1 Property is comprised of 11 Section 32 Homeownership Units.
- 2 Variance is due to a reduction in subsidy from HUD.
- 3 Variance reflects less than anticipated expenses.

Lakeland Housing Authority

Hampton Hills (AMP 4)

Balance Sheet

February 25, 2016

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Unrestricted Cash		A/P Vendors and Contractors	2,925.00
Cash Operating 1	71,388.53	Tenant Security Deposits	3,300.00
Negative Cash LHA Master	-4,610.00	Lease Purchase Escrow	2,755.00
Total Unrestricted Cash	<u>66,778.53</u>	Accrued Payroll & Payroll Taxes	392.99
Restricted Cash		Due to Federal Master	7,376.45
Cash Restricted-Security Deposits	3,300.00	Due to Central Office Cost Center	3,682.12
Total Restricted Cash	<u>3,300.00</u>	Hampton Hills Subsidy Payable	2,717.67
Clearing	2,755.00	Tenant Prepaid Rents	<u>161.72</u>
TOTAL CASH	<u>72,833.53</u>	TOTAL CURRENT LIABILITIES	<u>17,875.61</u>
ACCOUNTS AND NOTES RECEIVABLE		NONCURRENT LIABILITIES	
A/R-Tenants	91.48	FSS Due to Tenant Long Term	<u>2,343.00</u>
Allowance for Doubtful Accounts-Tenants	-49.00	TOTAL NONCURRENT LIABILITIES	<u>2,343.00</u>
AR-Tenant Payment Agreement	252.50		
Lakeridge Homes 2nd Mortgage	50,000.00		
Hampton Hills Operating Subsidy Receivable	0.33		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>50,295.31</u>		
OTHER CURRENT ASSETS		TOTAL LIABILITIES	
Eviction Escrow Acct.	500.00		<u>20,218.61</u>
Prepaid Insurance	6,278.20		
TOTAL OTHER CURRENT ASSETS	<u>6,778.20</u>		
TOTAL CURRENT ASSETS	<u>129,907.04</u>		
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Buildings	1,405,662.07	Retained Earnings-Unrestricted Net Assets	<u>1,516,636.16</u>
Furniture & Fixtures	2,248.94	TOTAL RETAINED EARNINGS:	<u>1,516,636.16</u>
Accum Depreciation- Misc FF&E	-963.28		
Intangible Assets			
TOTAL FIXED ASSETS (NET)	<u>1,406,947.73</u>		
TOTAL NONCURRENT ASSETS	<u>1,406,947.73</u>	TOTAL EQUITY	<u>1,516,636.16</u>
TOTAL ASSETS	<u>1,536,854.77</u>	TOTAL LIABILITIES AND EQUITY	<u>1,536,854.77</u>

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

For the Current and Two Months Ended February 25, 2016

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	75,087.07	71,388.53	-3,698.54
Negative Cash LHA Master	-4,439.00	-4,610.00	-171.00
Cash Restricted-Security Deposits	3,266.87	3,300.00	33.13
Cash Restricted - Escrow	2,755.00	0.00	-2,755.00
Total Cash	76,669.94	70,078.53	-6,591.41

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	71,015.50	71,388.53	373.03
Negative Cash LHA Master	-3,725.00	-4,610.00	-885.00
Cash Restricted-Security Deposits	3,208.67	3,300.00	91.33
Cash Restricted - Escrow	2,755.00	0.00	-2,755.00
Total Cash	73,254.17	70,078.53	-3,175.64

LAKELAND HOUSING AUTHORITY
Grant Report
Updated as of March 15, 2016

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
Capital Fund Program	(HUD)								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	245,005.25	178,501.06	73,036.94
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	231,649.08	171,588.17	169,415.83
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	63,904.87	0.00	345,575.00
				CFP Subtotal:	1,828,511.00	1,645,659.90	1,430,953.20	1,240,483.23	588,027.77
Replacement Housing Factor	(HUD)								
RHF - 2009(a)		09-15-09	10-29-16	07-27-17	282,108.00	253,897.20	0.00	0.00	282,108.00
RHF - 2009(b)		04-02-10	10-29-16	10-29-17	149,804.00	134,823.60	0.00	0.00	149,804.00
RHF - 2010		07-15-10	10-29-16	10-29-17	441,385.00	397,246.50	0.00	0.00	441,385.00
RHF - 2011		08-03-11	10-29-16	10-29-17	380,321.00	342,288.90	0.00	0.00	380,321.00
RHF - 2012(a)		03-12-12	10-29-16	10-29-17	185,485.00	166,936.50	0.00	0.00	185,485.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-17	70,661.00	63,594.90	0.00	0.00	70,661.00
RHF - 2013(a)		09-09-13	09-08-16	09-08-17	208,904.00	188,013.60	0.00	0.00	208,904.00
RHF - 2013(b)		09-09-13	09-08-16	09-08-17	62,529.00	56,276.10	0.00	0.00	62,529.00
RHF - 2014		05-13-14	05-12-16	05-12-18	185,710.00	167,139.00	0.00	0.00	185,710.00
RHF - 2015		04-13-15	04-12-17	04-12-19	187,612.00	168,850.80	0.00	0.00	187,612.00
				RHF Subtotal:	2,154,519.00	1,939,067.10	0.00	0.00	2,154,519.00
				RHF Total	1,969,034.00	1,772,130.60	0.00	0.00	1,969,034.00
HOPE VI	(HUD)	04-05-00		12-31-17	21,842,801.00	19,658,520.90	19,908,767.13	19,908,767.13	1,934,033.87
Safety & Security Grant	(HUD)	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
				Safety & Security Subtotal:	250,000.00	225,000.00	250,000.00	250,000.00	0.00
Resident Opportunities and Self Sufficiency	(HUD)								
ROSS - Family Self Sufficiency 2015		01-01-16	12-31-16		105,738.00	95,164.20	0.00	0.00	105,738.00
ROSS - Family Self Sufficiency 2014		09-29-14	02-13-16		104,856.00	94,370.40	104,856.00	104,856.00	0.00
ROSS - Family Self Sufficiency 2013		07-01-13	07-01-14		52,084.00	46,875.60	52,084.00	52,084.00	0.00
ROSS - Service Coordinator 2011		09-22-11	09-29-14		140,838.00	126,754.20	140,838.00	140,838.00	0.00
				ROSS Subtotal:	403,516.00	363,164.40	297,778.00	297,778.00	105,738.00
YouthBuild	(DOL)	06-01-11	05-31-15		997,492.00	897,742.80	997,492.00	997,492.00	0.00
				YouthBuild Subtotal:	997,492.00	897,742.80	997,492.00	997,492.00	0.00
YouthBuild (new)	(DOL)	08-11-14	12-10-17		974,124.00	876,711.60	478,222.48	478,222.48	495,901.52
				YouthBuild Subtotal:	974,124.00	876,711.60	478,222.48	478,222.48	495,901.52
21st Century	(DOE)	08-01-13	07-31-14		324,331.00	291,897.90	199,395.53	199,395.50	124,935.50
				21st Century Subtotal:	324,331.00	291,897.90	199,395.53	199,395.50	124,935.50

Administration Department

Board Report March Meeting 2016

I. Authority-Wide Updates

Section 3 and M/WBE: The Housing Authority of the City of Lakeland, Florida (LHA) entered into three (3) agreements and three (3) task orders during this reporting period. The following summarizes the impact that these obligations has had on LHA's Section 3 and M/WBE percentages:

- The total dollar volume of work contracted to outside vendors by LHA, or its affiliates, remained **"increased"** from \$3,108,412 to **\$3,217,065**.
- The total dollar volume of work contracted to M/WBE firms **"increased"** from \$1,091,721 to **\$1,104,221**. This equates to 34% of the total dollar volume contracted by LHA.
- Twenty (20) of the 75 contracts are with M/WBE firms. This represents 27% of the contracts.
- Four (4) of the 75 contracts are with Section 3 Business Concerns; which represents approximately 5% of the contracts.
- Three (3) Section 3 Hires have been employed as part of LHA's existing contracts.

Lake Ridge Home Owners Association (HOA): The Lake Ridge HOA is a part of the Renaissance at Washington Ridge (RWR) Master Association. One of the homeowners attended LHA's February 2016 Board of Commissioners Meeting. During the Public Forum portion of the meeting, staff presented a response to homeowners concerns regarding the Lake Ridge HOA fees. As a result of the written response, several of the Lake Ridge homeowners contacted representatives of Lakeland Habitat for Humanity regarding the outstanding HOA fees. This resulted in Lakeland Habitat for Humanity paying the outstanding HOA for the nineteen (19) houses on March 8, 2016. A copy of the payment is located under the section entitled **"Other Business"** of this Board Report.

LHA Audited Financials: The status of this item remains **"unchanged"**. Staff continued to reconcile accounts for year end. The U.S. Department of Housing and Urban Development (HUD) has given housing authorities with a December 31st year end until April 15, 2016 to submit the unaudited Financial Data Schedule (FDS) without penalty. LHA remains on schedule for the submission. Staff also continued to coordinate with the independent auditor to submit the 2015 audited FDS by September 30, 2016.

II. LHA Portfolio

Arbor Manor

There are no updates to provide for the sale of this property.

Cecil Gober

Aging-In-Place Design: There are no updates to provide for this item.

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

Hampton Hills

Homeownership Plan: On January 20, 2016, LHA entered into an "AS IS" Residential Contract For Sale And Purchase of 3841 Rollingsford Circle. Staff and outside counsel continued to work with Caliber Home Loans, lender to close on the property by March 31, 2016.

LHA Administration Building

Backup Electrical Systems: *Leedy Electric East, LLC (Leedy)* delivered the emergency generator in December 2015. LHA had planned to mobilize *Leedy* the same month; however, the City of Lakeland had concerns with the plans for the server room. *GLE Associates*, architect of record, incorporated the City's comments into the construction documents during the month of January. The City of Lakeland approved the plans the same month. *Leedy*, contractor for the emergency generator, and *Miller Construction Management, Inc.*, contractor for the server room mobilize to commence the work in February. Installation of the emergency generator is now in progress.

WestLake

Redevelopment of Westlake: On January 28, 2016, staff received notification that the award of \$5,298,200 in SAIL financing was final. Subsequently, staff issued a request for task order proposals to the on-call environmental firms. Staff awarded the task order to *GLE Associates, Inc. (GLE)* on February 28, 2016. *GLE* is scheduled to complete the report by March 17, 2016.

Williamstown

During this reporting period, staff continued to work with HUD Jacksonville Field Office (JFO) to obtain approval of the Designated Housing Plan (DHP) along with the Site and Neighborhood Review (Site Review). On Tuesday, March 15, 2016, staff received notification that JFO had all documentation needed to make a determination on the Micro-Cottages at Williamstown. JFO's recommendation was submitted to HUD Headquarters the same day. The next step is to wait for written notification from HUD Headquarters as to whether or not the DHP and Neighborhood Review have been approved.

Staff continues to revise LHA's request to amend its Second Increment RHF Plan for FY's 2009-2013. Other outstanding tasks related to the financial closing for Williamstown include revising the Mixed-Finance Proposal submission to address comments received from HUD's Miami Field Office. Staff must also finalize the pro forma so that the appraiser can obtain a valuation on the property.

III. Mixed Finance Developments

Audited Financials

Staff continued to work with the independent auditor to prepare the Year End 12/31/2015 audited financial statements and taxes for the five (5) partnerships. The submission deadlines are summarized on the following page.

Item #	Property	Draft Reports	Final Reports	Status
1	Villas at Lake Bonnet	1/30/2016	2/15/2016	In Progress
2	West Bartow	2/15/2016	2/28/2016	Complete
3	Carrington Place	2/15/2016	3/28/2016	In progress
4	Renaissance	2/15/2016	2/28/2016	In Progress
5	Colton Meadow	3/1/2016	3/31/2016	In Progress

Colton Meadow

Staff assisted housing team members with procurement of a contractor to repair Unit #34. A draft agreement was sent to the most responsive respondent on February 10, 2016.

Carrington Place (formerly Dakota Park)

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

Renaissance

FY 1999 HOPE VI Funds: On January 25, 2016, staff received notification from HUD’s Miami Field Office that additional information was required for LHA’s December 8th request to amend the existing HOPE VI Revitalization Plan Amendment. Staff is in the process of revising the amendment to incorporate recommendations from HUD’s Miami Field Office.

Intersection of N. Florida Avenue and W. Tenth Street: On July 30, 2015, LHA received approval from the Special Applications Center (SAC) to amend its disposition approval for an 11.68-acre tract of land at Lake Ridge Homes that contains the commercial corner. Receipt of SAC’s approval will allow LHA to sale the property to *GH&G Florida, LLC (GH&G)*. The approved sale price is \$1,330,000. Since SAC approved the sale of the property, *GH&G* submitted the rezoning application. The application was reviewed as part of the January 20, 2016 Planning & Zoning Board Meeting. On February 8, 2016, staff received the agenda from the City of Lakeland for the February 16, 2016 Planning & Zoning Board Hearing. The Hearing is scheduled for 8:30 a.m. Rezoning of the commercial corner is Item 6 on the agenda.

Design of Single-Family and Duplex Buildings for 15 Vacant Lots: Representatives from *Wallis Murphey Boyington Architects, Inc. (WMB)* are 70% complete with design of Phase 1 and 2 Construction Documents.

The Manor at West Bartow

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

Villas at Lake Bonnet

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

Magnolia Pointe

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

YouthBuild Support

Staff participated in a conference call with the Office of Inspector General (OIG) on March 8, 2016. Staff has until March 17, 2016 to respond to the Statement of Facts finding that was issued as part of the meeting. Staff prepared a response and submitted the letter to the OIG on March 16, 2016. The OIG’s audit of LHA’s YouthBuild program is now complete.

March 2016

PROCUREMENT

In addition to the normal day-to-day procurement activities (such as: monitoring invoices and certified payroll reports submitted by contractors and maintaining contract files and vendor lists), the following activities were accomplished in February 2016:

- Developed an agreement with **Waller Construction, Inc.** for **Repairs to Unit #34, Colton Meadow** due to a kitchen fire for a not-to-exceed value of \$22,177.35
- Developed an agreement between **Bonnet Shores GP, Inc.** and **CliftonLarsenAllen LP** for the provision of **Financial Services** through December 31, 2017
- Developed an agreement between **Lakeland-Polk Housing Corporation** and **CliftonLarsenAllen LP** for the provision of **Financial Services** through December 31, 2017
- Developed Modification #02 with **All Florida Fire Equipment Company** to extend the existing services agreement until February 17, 2017 with an increase in the not-to-exceed value of the agreement from \$5,550.00 to \$6,000.00
- Developed Modification #04 with **Preferred Compliance Solutions, Inc.** to extend the existing services agreement until January 31, 2017 with an increase in the not-to-exceed value of the agreement from \$87,000.00 to \$99,500.00
- Developed Task Order #01--via an engagement letter--to the professional services agreement with **Berman Hopkins Wright & LaHam** for the *2015 Audit of the Lakeland Housing Authority* for a not-to-exceed amount of \$70,000.00
- Developed Task Order #05 to the professional services agreement with **GLE Associates, Inc.** for a *Phase 1 Environmental Study of the WestLake Community Property* for a not-to-exceed amount of \$2,325.00
- Developed Task Order #08 to the professional services agreement with **Wallis Murphy Boyington Architects, Inc.** for Americans with Disability Act (ADA)-compliant specifications for replacement cabinetry for four ADA units located at *Cecil Gober Villas* for a not-to-exceed amount of \$1,200.00

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY REPORT
(Existing Contracts: April 01, 2012--February 29, 2016)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
1	Rodmon and Rodman Hampton Hills	\$20,000.00	Yes	African-American	1	Yes	1	No	0
2	Bio Mass Tech	\$33,278.05	No	N/A	0	No	0	No	0
3	Robert's Painting	\$8,100.00	No	N/A	0	No	0	No	0
4	Zee's Construction	\$24,500.00	No	N/A	0	No	0	No	0
5	NKA Contractors	\$23,750.00	Yes	African-American	1	No	0	No	0
6	Jackson Management Consulting	\$10,198.00	Yes	African-American	1	No	0	No	0
7	Florida Dance Theatre	\$3,840.00	No	N/A	0	No	0	No	0
8	Rodmon and Rodmon (09-27-12 to 10-26-12)	\$5,750.00	Yes	African-American	1	Yes	1	No	0
9	Rodmon and Rodmon (10-29-12 to 10-28-13)	\$30,000.00	Yes	African-American	1	Yes	1	No	0
10	Bruce Reeves	\$5,000.00	No	N/A	0	No	0	No	0
11	Beachfront Community Outreach	\$31,900.00	Yes	African-American	1	No	0	Yes	1
12	PAINTSMART USA, INC.	\$31,000.00	Yes	African-American	1	No	0	Yes	2
13	Nova Engineering and Environmental, LLC	\$19,000.00	No	N/A	0	No	0	No	0
14	Atkins Paving, Inc	\$7,400.00	Yes	African-American	1	No	0	No	0
15	Best Termite & Pest Control	\$88,000.00	No	N/A	0	No	0	No	0
16	Clampett Industries dba EMG	\$39,000.00	No	N/A	0	No	0	No	0
17	Reeves Building and Plumbing Contractor	\$7,950.00	Yes	African-American	1	No	0	No	0
18	Jacksonville Sound	\$552.00	No	N/A	0	No	0	No	0
19	Marshalls, LLC	\$6,377.00	No	N/A	0	No	0	No	0
20	R.I.G., Inc. aka Residential Investment Group	\$79,425.00	Yes	Woman-owned	1	No	0	No	0
21	Reeves Building and Plumbing Contractor	\$9,975.00	Yes	African-American	1	No	0	No	0
22	All Florida Fire Equipment Company	\$5,950.00	No	N/A	0	No	0	No	0
23	Campolong Enterprises dba DH Striping Company	\$5,000.00	No	N/A	0	No	0	No	0
24	Professional Roof Systems	\$37,800.00	No	N/A	0	No	0	No	0
25	State Alarm	\$287,591.50	No	N/A	0	No	0	No	0
26	Stripe A Lot of America II, Corp	\$4,100.00	No	N/A	0	No	0	No	0
27	Waller Construction	\$20,800.00	No	N/A	0	No	0	No	0
28	Annettie Machuca & Associates	\$25,000.00	Yes	Hispanic and Woman-owned	1	No	0	No	0
29	Haskell Termite and Pest Control	\$17,872.00	No	N/A	0	No	0	No	0
30	Johnson-Laux Construction	\$205,031.96	Yes	Woman-owned	1	No	0	No	0
31	Yardi Systems	\$50,824.70	No	N/A	0	No	0	No	0
32	Annettie Machuca & Associates	\$246,000.00	Yes	Hispanic and Woman-owned	1	No	0	No	0
33	West Lake Management	\$135,150.00	No	N/A	0	No	0	No	0

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and February 29, 2016.

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY REPORT
(Existing Contracts: April 01, 2012--February 29, 2016)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
34	West Lake Management	\$10,000.00	No	N/A	0	No	0	No	0
35	We Care Services	\$95,000.00	Yes	African American and Woman-owned	1	Yes	1	No	0
36	BDO USA dba BDO PHA Finance	\$95,000.00	No	N/A	0	No	0	No	0
37	Emphasys Computer Solutions	\$206,250.00	No	N/A	0	No	0	No	0
38	Waller Construction	\$11,197.66	No	N/A	0	No	0	No	0
39	Bonnet Shores, LLLP.	\$97,450.00	No	N/A	0	No	0	No	0
40	Colton Meadow, LLLP.	\$84,050.00	No	N/A	0	No	0	No	0
41	West Bartow Partnership Ltd, LLLP.	\$89,950.00	No	N/A	0	No	0	No	0
42	Solita's House	\$15,600.00	Yes	African-American and Woman-owned	1	No	0	No	0
43	William V. Hunter Educational Foundation	\$0.00	1	African-American	1	No	0	No	0
44	Citrus Air Conditioning	\$18,977.00	No	N/A	0	No	0	No	0
45	R.I.G., Inc. aka Residential Investment Group	\$48,250.00	Yes	Woman-owned	1	No	0	No	0
46	Nan McKay	\$3,975.00	No	N/A	0	No	0	No	0
47	M & M Asphalt Maintenance, Inc	\$8,717.00	No	N/A	0	No	0	No	0
48	M & M Asphalt Maintenance, Inc	\$5,284.00	No	N/A	0	No	0	No	0
49	Leedy Electrical East	\$97,896.00	No	N/A	0	No	0	No	0
50	Evolve Contracting	\$50,658.00	No	N/A	0	No	0	No	0
51	Circuit Electric	\$8,925.00	No	N/A	0	No	0	No	0
52	One Stop Carpet Shop	\$12,490.00	Yes	Woman-Owned	1	No	0	0	0
53	Waller Construction	\$22,177.35	No	N/A	0	No	0	No	0
54	Preferred Compliance Solutions	\$12,500.00	Yes	Hispanic	1	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Architectural Services Pool</i>									
55	GLE Associates	\$27,170.00	No	N/A	0	No	0	No	0
56	Wallis Murphey Boyington	\$251,132.00	No	N/A	0	No	0	No	0
57	Bessolo Design Group	\$0.00	No	N/A	0	No	0	No	0
58	Robert Reid Wedding	\$47,227.50	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Property Appraisal Services Pool</i>									
59	Valuation Advisors	\$7,700.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Surveying Services Pool</i>									
60	DRMP	\$0.00	No	N/A	0	No	0	No	0
61	Hamilton Engineering & Surveying	\$0.00	No	N/A	0	No	0	No	0
62	ECON	\$5,020.00	No	N/A	0	No	0	No	0
63	Pickett & Associates	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Environmental Testing/Building Inspection Services Pool</i>									
64	ACT-American Compliance Technologies	\$0.00	No	N/A	0	No	0	No	0

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and February 29, 2016.

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY REPORT
(Existing Contracts: April 01, 2012--February 29, 2016)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
65	GLE Associates	\$16,230.00	No	N/A	0	No	0	No	0
66	Terracon Consultants	\$2,495.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Engineering Services Pool</i>									
67	Boggs Engineering (Civil)	\$39,973.00	No	N/A	0	No	0	No	0
68	Hamilton Engineering & Surveying (Civil)	\$0.00	No	N/A	0	No	0	No	0
69	EE & G Environmental (Environmental)	\$41,230.00	No	N/A	0	No	0	No	0
70	GLE Associates (Multi-discipline)	\$1,425.00	No	N/A	0	No	0	No	0
71	Biller Reinhart (Structural)	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Financial Advisor Services Pool</i>									
72	Baker Tilly	\$0.00	No	N/A	0	No	0	No	0
73	Innovative Financial Housing Solutions	\$187,000.00	Yes	Woman-owned	1	No	0	No	0
74	TAG Associates	\$0.00	No	N/A	0	No	0	No	0
<i>Indefinite Delivery, Indefinite Quantity Audit Services</i>									
75	Berman Hopkins Wright & LaHam	\$70,000.00	No	N/A	0	No	0	No	0
76									
77									
TOTALS		\$3,217,064.72			20		4		3

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendors between April 01, 2012 and February 29, 2016.

LAKELAND HOUSING AUTHORITY
SECTION 3 AND M/WBE SUMMARY
(New Contracts: January 01, 2016 -February 29, 2016)

Item #	Contractor	Amount	M/WBE	Type	M/WBE Totals	Section 3 Firm	Section 3 Firm Totals	Section 3 Hires	Section 3 Totals
1	Waller Construction	\$22,177.35	No	N/A	0	No	0	No	0
2	All Florida Fire Equipment	\$450.00	No	N/A	0	No	0	No	0
3	Preferred Compliance Solutions	\$12,500.00	Yes	Hispanic	1	No	0	No	0
4									
5									
6									
7									
8									
9									
10									
11									
12									
<i>Indefinite Delivery, Indefinite Quantity Architectural Services Pool</i>									
13	Wallis Murphey Boyington	\$1,200.00	No	N/A	0	No	0	No	0
14									
15									
<i>Indefinite Delivery, Indefinite Quantity Property Appraisal Services Pool</i>									
16									
<i>Indefinite Delivery, Indefinite Quantity Surveying Services Pool</i>									
17									
18									
19									
20									
<i>Indefinite Delivery, Indefinite Quantity Environmental Testing/Building Inspection Services Pool</i>									
21	GLE Associates	\$2,325.00	No	N/A	0	No	0	No	0
22									
23									
<i>Indefinite Delivery, Indefinite Quantity Engineering Services Pool</i>									
24									
25									
26									
27									
<i>Indefinite Delivery, Indefinite Quantity Legal Services Pool</i>									
28									
29									
30									
<i>Indefinite Delivery, Indefinite Quantity Audit Services</i>									
31	Berman Hopkins Right & LaHam	\$70,000.00	No	N/A	0	No	0	No	0
32									
TOTALS		\$108,652.35			1		0		0

Note: Amounts referenced within the table include all contracts, amendments/change orders, and/or task orders issued to the vendor January 01, 2016 - February 29, 2016.

March 2016 Board Report



Academics

Students in the YouthBuild program continue to be successful. The month of February saw four more participants achieve the goal of their high school diploma. Three more students are within 1 subject of their diploma, and continue to work diligently. The majority of students have also completed a financial literacy program and gained insight into managing household finances and income. As the final weeks approach the students are hard at work completing their requirements and preparing for graduation.

Recruitment

Recruitment for Cycle 13 continues. The program has received approximately 100 applications for the next cycle. The staff continues to keep up efforts to recruit by actively placing flyers in the neighborhoods around Lakeland. Recruiting is also being done at public events in the Lakeland area. Efforts will continue through the following months to bring more young people to the YouthBuild program.

Cycle 13 will begin in June 2016. Open Houses are scheduled monthly, as follows, at 2:00 P.M. at the YouthBuild Emma Turner Center.

April 12th

May 17th

Habitat and LHA Projects

Participants continue to work with Lovett Johnson's maintenance team on many different projects and also with Habitat for Humanity on refurbishing family homes.

Career Development

During the month of February, the participants of Cycle 12 continued their career development with workshops that helped them to fine tune their interviewing skills and techniques in preparation for upcoming mock interview sessions and the first YouthBuild-Lakeland Career & Education Fair which will be held on March 4, 2016. Students also completed employment applications and/or registered with Careersource-Polk, City of Lakeland, Wal-Mart, CareerBuilders, Lakeland Regional Healthcare, Publix, GEICO, Watson Clinic, and Employ Florida. They also explored websites of the Lakeland Housing Authority's and other major employers in Lakeland. Several guest speakers visited YouthBuild-Lakeland during the month. On February 12, Steven Carr of the CDC of Tampa, Inc., shared with the students what it takes to be "A Qualified Jobseeker". On that same day, Mario Bradford and Yasmin Grullon of GTE Financial enlightened students on "Today in Banking". On February 19th workshop speakers were: Angelice Smith, President/CEO of Relax, It's Natural Salon (Topic: A Single-Mother/Successful Business Owner's Story); Marquinnia Butts-Fisher, Teen Pregnancy Prevention Alliance (Teen/Young Adult Matters of Sex); and Angela Forte, Florida Department of Health-Tobacco Control (SWAT-Students Working Against Tobacco). Justina Gonzalez, a Cycle 12 participant, is began employment at Orange Bowl Lanes through the CareerSource-Polk Youth Employment Program. The Career Development Specialist continues to assist the Cycle 11 participants to move forward on their journey to success through employment retention, job referral and/or placement efforts.

Events at YouthBuild

February 9th- Open House

February 24th-Charlotte Grove-International Training Consortium-Individual Interviewing Sessions

February 26th- CPR/First Aid Training

Grants Received



On February 1, 2016, YouthBuild was awarded a grant in the amount of \$7,000 from the GiveWell Community Foundation.

Janiene Bambridge
YouthBuild Program Manager

Richard Mooneyham
YouthBuild Program Instructor

Cynthia E. Zorn-Shaw
YouthBuild Career Development Specialist

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 # 16-1427

The Board of Commissioners is requested to approve the attached flat rent rates schedule and the corresponding Agency Plan Flat Rate Rent Significant Amendment.

2. Who is making request:

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

B. re: Flat Rent rates schedule and Agency Plan Flat Rate Rent Significant Amendment

C. Originator: Carlos Pizarro

3. Cost Estimate:

n/a

Narrative:

The U.S. Department of Housing and Urban Development--via its Notice PIH 2015-13--issued regulations requiring all Public Housing Agencies to develop and present for public review a revised flat rent schedule before offering the revised flat rents to families. The Housing Authority of the City of Lakeland complied with these requirements by:

- making copies of the proposed flat rent rates schedule along with the *Agency Plan Flat Rent Significant Amendment* available for public review, and
- holding a public hearing on the proposed rate schedule and agency plan amendment.

Therefore, the staff of the Housing Authority of the City of Lakeland staff is recommending that the Board of Commissioners approve the attached Flat Rent rate schedule and Agency Plan amendment--effective April 01, 2016.

RESOLUTION NO. 16-1427

APPROVING THE AGENCY PLAN FLAT RATE RENT SIGNIFICANT AMENDMENT

WHEREAS, Notice PIH 2015-13 issued by the U.S. Department of Housing and Urban Development requires that Public Housing Agencies formally adopt new flat rent requirements before offering the new flat rents to families; and

WHEREAS, the Housing Authority of the City of Lakeland complied with the requirement of Notice PIH 2015-13 by making copies of the proposed flat rent rates schedule along with the *Agency Plan Flat Rent Significant Amendment* available to the public beginning on January 18, 2016; and

WHEREAS, the Housing Authority of the City of Lakeland also complied with the requirement of Notice PIH 2015-13 by holding a Public Hearing on March 03, 2016 on the proposed flat rent rates schedule and corresponding *Agency Plan Flat Rent Significant Amendment*; and

WHEREAS, a copy of the proposed flat rent rates and of the proposed *Agency Plan Flat Rent Significant Amendment* are attached to this resolution;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Lakeland hereby approves the adoption of the new flat rent rate schedule as well as the submittal of the *Agency Plan Flat Rent Significant Amendment*--effective April 01, 2016.

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. 16-1427 dated March 21, 2016.

Attested by:

Benjamin Stevenson, Secretary

Michael A. Pimentel, Chair

Appendix A
Flat Rent Significant Amendment

The Housing Authority of the City of Lakeland hereby amends its flat rent policies to comply with the statutory changes contained within Public Law 113-76, the Fiscal Year 2016 Appropriation Act.

The Housing Authority of the City of Lakeland will establish a flat rent amount that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted for reasonable utility costs. The new flat rent amounts will apply to all new program admissions effective April 01, 2016. For program participants who currently pay the flat rent amount, the new flat rent amount will be offered as well as the income-based rent amount at the next annual rental option.

The Housing Authority of the City of Lakeland will place a cap on any increase in a family's rent payment that exceeds 35 percent and is a result of changes to the flat rent amount as follows:

1. Multiply the existing flat rent payment by 1.35 and compare that to the updated flat rent amount.
2. Present two other rent options to the family:
 - a. The lower of the product of the calculation and the updated flat rent amount
 - b. The income based rent.

Benjamin Stevenson, Executive Director

Michael A. Pimentel, Chair

LEGAL

Personal Care Assistance Policy

A member of the Board of Commissioners (“Board member”) of the Housing Authority of the City of Lakeland (“LHA”) may require personal care assistance due to a disability in order to travel to attend conferences or to conduct business on behalf of LHA. Reimbursement of expenses for travel on LHA business are available and may include a personal care attendant (PCA), if necessary, and the costs reimbursed, as delineated below, following LHA’s travel policy and procedures relative to Board member travel. LHA will consider PCA candidates recommended by the Board member on a case by case basis. Family members may serve as a PCA.

1. Rented Transportation

Rented transportation such as car/van rental is for the accommodation of the Board member if common public carriers or hotel and/or conference provided transportation will not suffice under the circumstances. If rented transportation is provided pursuant to this policy, it must be available at all times for the exclusive use of the Board member. Only the Board member or PCA shall be authorized to drive the rented transportation.

2. Property Damage

Any damage to the property of the hotel, rental car/van or personal property by the PCA is the sole responsibility of the PCA.

3. The PCA shall not bring family or friends with them when traveling with or working for the Board member.

4. A Board member may get pre-approval from the entire Board of Commissioners, with recommendations from the Executive Director to vary from LHA’s travel policy and procedure under certain circumstances on a case by case basis provided funds are available in the budget.

Expectations

The PCAs report directly to the Board member. Specific personal services for the individual Board member are not addressed here, but should be provided, according to the Board member’s needs, at a level to allow the Board member to fully participate in the planned activity and be as comfortable as possible.

LHA expects the Board member to assure successful participation by asking his/her PCA to:

1. Review travel arrangements to get a clear understanding of the trip; check for completeness for the Board member and the PCA, and be sure all the Board member’s needs are accommodated. Additionally, the PCA shall assist with travel preparation, as appropriate.
2. Review meeting agenda(s) and pre-arrange a schedule of services with the Board member.

3. Travel with the Board member using the mode of transportation chosen by the Board member and offer assistance as necessary, and follow all rules of the company offering the transportation.
4. Act as liaison with the hotel to assure the comfort of the Board member, and be on hand to assist the Board member in his/her room. Sleeping rooms must be shared or connecting, as appropriate. Hotel rules, including smoking rules, must be obeyed.
5. Assist Board members with paperwork, meals, equipment, breaks, etc. during meetings. If the Board member chooses to excuse an PCA from the business portion of the meeting, the PCA should be sure the Board member is settled in the meeting room, return periodically to check on the Board member, attend during meals, meet the Board member immediately after the meeting, and be immediately available to the Board member at all times.

OTHER BUSINESS



RECEIVING AUTHORITY
2016 MAR -8 PM 4:41

CEO
Claire Twomey

Board of Directors

- Ramona Blankinship *President*
- Lorenzo Thomas, *Vice-President*
- Richard Perez, *Treasurer*
- Chuck Freed, *Secretary*
- Aaron Banks
- June Barnett
- Tripp Barnett
- Kelly B. Hardwick, III
- Shannon Hawkins
- Charles A. Oldham
- Nick Przepko
- Dr. Marylou Taylor
- Ali Wright
- Diretta Wilcox, Past President*

03/01/2016

Monthly Homeowner's Association check cut to Lakeland Housing Authority from the escrow account.

Advisory Council

- Wogie Badcock
- Carol Barnett
- Steve Bissonnette
- Mike Brown
- Becky Bywater
- Nancy Cattarius
- Ron Clark
- Senator Paula Dockery
- Buddy Fletcher
- Dennis Harrison
- Marty Higgenbotham
- Dr. Eileen Holden
- Judge Holmes
- Fred Johnson
- Frank Kendrick
- Dr. Anne Kerr
- Karen Marker
- Beth Mason
- Dick Mason
- Karin McKnight
- Bill Mutz
- Nis Nissen
- Paul Noris
- Judge John Radabaugh
- Cindy Ross
- Dr. Larry Ross
- Don Selvage
- Janet Shearer
- Rev. Riley Short
- Lanny Sumpter
- Sunny Zimmermann

1132 N. Florence	\$44.09 x 11 = 484.99
1136 N. Florence	\$44.09 x 11 = 484.99
1140 N. Florence	\$44.09 x 11 = 484.99
1144 N. Florence	\$44.09 x 11 = 484.99
1165 N. Florence	\$44.09 x 11 = 484.99
1161 N. Virginia	\$44.09 x 11 = 484.99
1162 N. Virginia	\$44.09 x 11 = 484.99
1165 N. Virginia	\$44.09 x 11 = 484.99
1169 N. Virginia	\$44.09 x 11 = 484.99
1177 N. Virginia	\$44.09 x 11 = 484.99
1173 N. Virginia	\$44.09 x 11 = 484.99
1124 N. New York	\$44.09 x 11 = 484.99
1128 N. New York	\$44.09 x 11 = 484.99
1132 N. New York	\$44.09 x 11 = 484.99
1136 N. New York	\$44.09 x 11 = 484.99
1140 N. New York	\$44.09 x 11 = 484.99
350 Hope Way	\$44.09 x 11 = 484.99
354 Hope Way	\$44.09 x 11 = 484.99
358 hope Way	\$44.09 x 11 = 484.99
Total	\$837.71 x 11 = \$9,214.81

Approval:

Check No. 7799 \$1,454.97
Check No. 2058 \$7,759.84
\$9,214.81

1317 George Jenkins Blvd.
Lakeland, FL 33815

www.habitatoflakeland.org

"Give a Little. Build a Lot."

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