



430 Hartsell Ave  
Lakeland, FL 33815

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<http://LakelandHousing.org>



## Board Of Commissioners

Michael Pimentel, Chairman

Richard Richardson, Vice-Chairman

Joseph DiCesare

Edward Hall

Lorenzo Robinson

Shelly Asbury

Judy Mas

## REGULAR BOARD MEETING

**Monday, April 20, 2020**

Benjamin Stevenson, Executive Director  
Ricardo Gilmore, Esquire

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

**Monday, April 20, 2020 at 6:00 P.M.**  
**LHA Board Room**

**Pledge of Allegiance**

**Moment of Silence**

**Establish a Quorum**

- 1. Approval of the Meeting Agenda**
- 2. Approval of the Board Meeting Minutes for March 16, 2020.**
- 3. Public Forum**
- 4. Old Business**
- 5. New Business**
  - Employee of the Month
- 6. Secretary's Report**
  - Housing and Operations
  - Finance and Administration
- 7. Legal Report**
- 8. Other Business**
- 9. Adjournment**

**MINUTES**  
**Regular Board Meeting of the**  
**Board of Commissioners of the Housing Authority of the City of Lakeland**  
**Monday, March 16, 2020**  
**430 Hartsell Avenue, Lakeland, Florida.**

**LHA Board Members Present:** Michael Pimentel, Chairman  
Richard Richardson, Vice Chairman  
Edward Hall, Commissioner – Via FaceTime  
Joseph DiCesare, Commissioner  
Shelly Asbury, Commissioner – Via Phone  
Judy Mas, Commissioner

**Secretary:** Benjamin Stevenson

**Legal Counsel:** Ricardo Gilmore

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

**APPROVAL OF THE AGENDA**

Commissioner DiCesare requested to place an item on the agenda to be discussed under Other Business regarding “affordable housing.”

- Motion to approve the meeting agenda.  
Motion by Richardson, seconded by DiCesare.

Vote: Commissioners

Michael Pimentel – Aye	Edward Hall – Aye	Shelly Asbury – Aye
Richard Richardson – Aye	Joseph DiCesare – Aye	Judy Mas – Aye

**APPROVAL AND ACCEPTANCE OF MINUTES**

- Motion to approve and accept the minutes of the meeting of the Board of Commissioners held on February 24, 2020.

Motion by Pimentel, seconded by Richardson.

Vote: Commissioners

Michael Pimentel – Aye	Edward Hall – Aye	Shelly Asbury – Aye
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**PUBLIC FORUM**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Employer of the Month

Idalia Gonzales, Section 8 Manager, presented the Employee of the Month, Alondra Baez. Ms. Baez was recently promoted to Section 8 HCV Case Worker Trainee. She goes above and beyond the call of her duties. When Ms. Baez was hired she had no experience in the housing field. She is a very fast learner and completes her assignments in a timely fashion. She is very humble individual and is a good trainer with the clients.

Update on COVID-19

Carlos Pizarro distributed copies of a letter given to the residents outlining the protocols for the COVID-19 or coronavirus pandemic. He spoke about the meetings at the properties and sanitation procedures LHA has put in place with the assistance of the maintenance staff for each property. There are also safety sanitized measures implemented for LHA property management offices and lobbies and the LHA Main Office. These offices are closed to the public except by appointment. A procedure has been put in place to accommodate the residents by phone, email and regular mail. All resident activities which require public attendance have been postponed until further notice.

**SECRETARY'S REPORT**

Twin Lakes Estates Phase II

Twin Lakes Estate is under construction. The concrete has been poured. The next Youthbuild class starting in April 2020 will be working on the construction with this development.

Twin Lakes Estates Phase III

The Developer Partner is still in the money, but no funds have been awarded. The appeals process has not been completed. Mr. Stevenson hopes to know more soon.

Mr. Stevenson has received comments on the demo-dispo application from the SAC office. The SAC has placed the application on hold due to LHA not meeting four requirements. He is appealing this decision. Mr. Stevenson believes he will be successful because the items address the costs of health and safety improvements which are necessary to improve the quality of life for the residents.

### Renaissance

LHA is still waiting on HUD's approval of the loan from TD Bank. Mr. Stevenson received a list of questions from HUD. Responses to the questions are being prepared. He remains hopeful of receiving approval by the end of this month. Mr. Stevenson is planning a conference call to discuss these matters.

Mr. Stevenson stated LHA is moving forward with the 10<sup>th</sup> Street homeownership project. Information has been sent to the architects.

### Arbor Manor

Mr. Stevenson indicated that staff is doing research and a cost analysis on the Arbor Manor development.

## **HOUSING**

Mr. Pizarro gave an overview of the properties. All of the properties are doing well.

The Manor at West Bartow has started the application of the membrane solution on the roof. The process is very costly even when done in-house. The work is progressing well. The work should be completed by July 2020.

## **FINANCE AND ADMINISTRATION**

Ms. Turner gave an overview of the Financial Report, Grant Report and the YouthBuild Program.

## **LEGAL REPORT**

Mr. Gilmore stated he circulated information to the Housing Authority Boards and Executive Directors regard the status of the COVID-19 coronavirus. It is necessary to inform the Board regarding the Florida Sunshine rules. Currently, there must be a physical quorum present to conduct business. For safety reasons, it has been ordered by the President of the United States that only a specific number of people should

congregate in an area and groupings should consist of ten (10) or less people. Mr. Gilmore suggested the possibility of conducting virtual meetings.

Mr. Stevenson stated each Commissioner has an iPad. Staff will review software options for hosting virtual meetings.

Mr. Gilmore also mentioned he sent out an email and form regarding the Executive Director's evaluation. He urged the Commissioners to complete the forms and submit them back to him in a timely fashion.

### **OTHER BUSINESS**

Commissioner DiCesare stated he read an article in a local newspaper that discussed "the cost of affordable housing." He asked the question, "where is LHA when it comes to cost efficiency?" He was concerned about the costs of recent new construction projects. Mr. Stevenson gave an overview of the mixed finance development process. He explained that all LHA developments are reviewed and approved by HUD. HUD has certain minimum requirements for design, construction and materials that must be met, or the project will not be approved.

The meeting adjourned at 6:50 p.m.

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Benjamin Stevenson, Secretary

# **SECRETARY'S REPORT**

## **Secretary's Report**

**April 2020**

### **West Lake Phase I**

The property received all of the necessary approvals for occupancy in August 2019. The building currently is 100% occupied. Staff is still waiting for HUD to release the operating subsidy for the public housing units. Previously, HUD gave approval for the units to receive subsidy.

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

The HUD Special Application Center (SAC) gave its approval of the Demolition-Disposition application for the Phase II. Demolition of the housing units in Phase II started in December 2019 after all of the families were relocated. A copy of the SAC approval letter was included with the April 2019 Board Packet in the Old Business section.

The Developer Partner completed demolition of all of the old West Lake Apartments buildings in Phase II in January 2020.

### **West Lake Phase II - Relocation**

The SAC approved the Demo-Dispo application in April 2019. The application included a request for Section 8 relocation vouchers for the families in Phase II. The HUD-Kansas City office funded the relocation vouchers for Phase II in July 2019. After the vouchers were funded, the families officially started moving to new locations. The residents were given boxes and packing tape to assist with their preparation to move.

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

### **West Lake Phase II - Construction**

Construction started on this phase of the redevelopment in January 2020. The contractor has completed the site work. Construction of the underground utilities and housing units has begun. The contractor has started building the walls on the housing units.

### **West Lake Phase III**

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



## **Secretary's Report**

**April 2020**

9% low income housing tax credits. The Developer Partner continues to explore funding opportunities for this phase.

LHA staff submitted the Demolition-Disposition application for the Phase III to the HUD Special Application Center (SAC) for review and approval in February 2020. The SAC acknowledged receipt of the application and advised it would take a minimum of 60-90 for review. Staff has responded to a second set of questions from the SAC staff currently reviewing the application, the Office of Fair Housing and the Jacksonville Field Office. Staff is optimistic receiving SAC approval soon.

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

The tax credits at Dakota Park expired on December 31, 2017. There was also a balloon payment of \$345,000 due to SunTrust Bank and \$149,000 in Deferred Developer's fees. The loan has been paid off. LHA staff worked with Rubin Brown, an LHA Financial Advisor, and National Equity Fund to pay off the loan. Project closeout funds were used to pay off the new loan. The next step is to make a decision regarding how to rehab the property. LHA staff continues to discuss this issue with the Financial Advisor and Legal Counsel. LHA may engage a Development Consultant to assist with obtaining financing for the rehab of the property.

Staff has completed discussions with TD Bank about a loan to pay off the debt associated with Renaissance and Dakota. Staff has submitted a loan application with TD Bank. Since there are public housing units on the site, HUD approval is required even though no public housing funds or assets are being used to collateralize the loan.

We did not receive HUD approval by March 31, 2020. TD Bank has approved the loan, but we still need HUD approval before completing the loan closing. HUD submitted more questions and requested additional documents last month. Staff provided responses and the requested documents. TD Bank may need to revise the terms of the loan. Due to current market, staff is optimistic the new terms will be more favorable for LHA, but the final terms have yet to be determined.

### **Renaissance at Washington Ridge**

The tax credits at the Renaissance HOPE VI site expired on December 31, 2018. There was also a balloon payment of \$536,00 due to SunTrust Bank and a \$1.3 million dollars in Deferred Developer's fees. The loan has been paid off. LHA staff worked with Rubin Brown, an LHA Financial Advisor, and National Equity Fund to pay off the loan. Project closeout funds were used to pay off the new loan. The next step is to make a decision regarding how to rehab the property. LHA staff continues to discuss this issue with the Financial Advisor and Legal Counsel. LHA may also engage a Development Consultant to assist with this project.

## **Secretary's Report**

### **April 2020**

Staff completed discussions with TD Bank about a loan to pay off the debt associated with Renaissance and Dakota in November of last year. Staff also submitted a loan application with TD Bank. Since there are public housing units on the site, HUD approval is required even though no public housing funds or assets are being used to collateralize the loan.

We did not receive HUD approval by March 31, 2020. TD Bank has approved the loan, but we still need HUD approval before completing the loan closing. HUD submitted more questions and requested additional documents last month. Staff provided responses and the requested documents. TD Bank may need to revise the terms of the loan. Due to current market, staff is optimistic the new terms will be more favorable for LHA, but the final terms have yet to be determined.

### **Arbor Manor**

Staff is conducting research on the financing necessary to purchase an approximate 5-acre parcel adjacent to the Arbor Manor property. Purchase of the parcel would provide unlimited access to the LHA-owned property. The purchase will have to be approved by HUD.

### **Investment Partner Activities**

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

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

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

### **Agency Plan**

## **Secretary's Report**

**April 2020**

LHA staff drafted the 2020 Agency Plan which is due to be submitted to HUD on or before October 15, 2019. Staff is expecting to start the process no later than June 1, 2019. The process will include public and strategic meetings with the Board of Commissioners, the City of Lakeland, the residents/participants and the public. Staff issued an RFP for a consultant to assist LHA with writing the new 5 years Agency Plan. Negotiations with the procured consultant have been completed. The consultant held a series of public meetings to discuss the Plan with the general public and residents of LHA communities and a workshop with the LHA Board of Commissioners. The Plan was presented to the Board for approval at the October 2019 meeting. The Plan was submitted to HUD for review. Staff is waiting on HUD approval of the Plan.

### **Fair Housing Audit**

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

### **Other Activities**

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

All Leadership Polk site visits have been suspended due to the COVID-19 virus. Instead, class participants are being asked to complete a team assignment. The class was divided into teams of four people each. The assignment is due in June. A graduation ceremony is tentatively scheduled for August. Current class members will also have the option of participating in the missed Leadership Polk days with next year's class.

During the COVID-19 crisis, LHA will be holding its Board meetings via teleconference. We will be using the GoToMeeting software. This is the program currently being used by the City of Lakeland for its City Council meetings.

Respectfully submitted,

**Secretary's Report**

**April 2020**

*Benjamin Stevenson*

Secretary

# **AFFORDABLE HOUSING REPORT**

**◀ Housing Report**

**◀ FSS & Resident Activities**

# Affordable Housing Department

## Board Report

April 2020

- **Public Housing (PH), Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), Resident Activities and West Lake Management Communities Reports**
  - Housing Communities
    1. West Lake
    2. West Lake Addition
    3. Cecil Gober
    4. John Wright Homes
    5. Carrington Place (Formerly known as Dakota Apartments)
    6. Renaissance/Washington Ridge
    7. Villas at Lake Bonnet
    8. Colton Meadow
    9. The Manor at West Bartow
    10. The Micro-Cottages at Williamstown
    11. Twin Lakes Estates Senior PHASE I
  - Housing Choice Voucher Program
    1. Intake & Occupancy Report
    2. Housing Choice Voucher report
  - ROSS and Family Self-Sufficiency Programs Plus Resident Activities
  - Updates for the month of March 2020:

### **HUD COVID-19 Conference Call Summary**

**Mar 23, 2020**

On Friday, March 20, the Department of Housing and Urban Development (HUD) held a conference call for Housing Authorities and other industry stakeholders. During the call, Assistant Secretary Kurtz and NAHRO CEO Adrienne Todman—along with other industry groups and HUD officials—addressed housing authority representatives about the COVID-19 event. Ms. Todman listed the steps that NAHRO was taking on behalf of its members, including initiating peer-to-peer exchanges and communicating with Congress and HUD.

During the call, HUD officials made many points. First, they noted that Housing Assistance Payments (HAP) for April and May would be on time for the Housing Choice Voucher (HCV) program. They also stated that PHAs would be informed of their yearly funding by late March. They stated that the administrative fee proration for the HCV program would likely be approximately 77 percent. If PHAs were operating in jurisdictions where businesses were closed and they were unable to make their HAP payments, they should immediately speak to their financial analyst.

Finally, they noted that SEMAP scores may be waived after a waiver request, but to hold off submitting a waiver request until a new waiver notice was published. HUD is working on two waiver request notices. The first one will be one granting broad industry-wide waivers (if Congress gives them this power) for both statutory and regulatory waivers, while the second notice will be an expedited process for waivers for individual waivers for certain regulatory provisions, if Congress does not grant them broad waiver authority. Additional points were made by the HUD officials.

## COVID-19 Emergency Bills

Mar 24, 2020

Over the past few days Congress has been discussing and negotiating a third Coronavirus (COVID-19) emergency response bill. Both the Senate and the House have put forth supplemental funding and emergency policy bills.

This *Direct News* reviews the HUD related funding and policy provisions of each bill.

The House bill contains higher funding levels for HUD programs and negotiations are on-going between Congressional leadership and the White House. Contact your legislators now to tell them to support the higher funding in the House bill through [NAHRO's Advocacy Action Center](#).

Both the Senate and the House bills include additional funds for HUD's Public and Indian Housing (PIH), Community Planning and Development (CPD), and Office of Housing programs. The chart below provides the amounts of the supplemental funding for select HUD programs from both the Senate and House bills.

Supplemental Funding Bill Comparison (\$Millions)		
Program	Senate	House
Tenant-Based Rental Assistance	\$1,250	\$1,500
<i>HAP adjustments (included above)</i>	<i>\$400</i>	<i>\$500</i>
<i>Admin Fee (included above)</i>	<i>\$850</i>	<i>\$1,000</i>
Public Housing Operating Fund	\$685	\$720
Native Housing Programs	\$300	\$350
HOPWA	\$65	\$130
CDBG	\$10,000	\$15,000
Homeless Programs	\$4,000	\$5,000
Project-Based Rental Assistance	\$1,000	\$1,000
Sec. 202 – Elderly	\$50	\$75
Sec. 811 – Disabled	\$15	\$25
Fair Housing	\$2.5	\$7
Emergency Rental Assistance	\$0	\$100,000
Housing Assistance Fund	\$0	\$35,000

In addition to the supplemental funding both bills include several policy provisions including limited statutory and regulatory waivers. The program policy provision along with the funding for each are described below.

### **Tenant-Based Rental Assistance (TBRA)**

The House bill provides \$1.5 billion to “maintain operations and take other necessary actions to prevent, prepare for, and respond to coronavirus.” The Senate bill provides \$1.25 billion for tenant-based rental assistance.

*Administrative Expenses* – Of the House bill's \$1.5 billion for the TBRA account, there is \$1 billion in the House bill for additional administrative and other expenses PHAs encounter in administering Section 8 programs, including mainstream vouchers, in response to coronavirus. The bill states that these expenses shall be new eligible activities to be defined by HUD and shall be activities to “support or maintain the health and safety of assisted individuals and families and costs related to retention and support of current participating landlords.” Funds from the FY 2020 appropriations bill may also be used for these expenses.

The Senate bill contains \$850 million for administrative expenses out of the \$1.25 billion TBRA funds with similar language on its use.

*Housing Assistance Payments (HAP) Adjustments*– Of the House bill’s \$1.5 billion for the TBRA account, \$500 million will be available for “adjustments in the calendar year 2020 section 8 renewal funding allocations, including Mainstream vouchers.” These adjustments will be for those PHAs that “experience a significant increase in voucher per-unit costs due to extraordinary circumstances or that, despite taking reasonable cost savings measures,” as determined by HUD, would be forced to terminate voucher assistance.

*Need-based allocation*– The Department is instructed to allocate the above funding based on need as determined by HUD.

The Senate bill provides \$400 million for HAP adjustments with similar language on its use to the House bill.

*Section 811*– Both the Senate and House bills allows for any amounts previously awarded, including administrative expenses, that remain available after funding renewals and administrative expenses, the Department will award no less than 50 percent of the remaining amounts for the same purpose within 60 days.

*Waivers*– The House bill allows that the Department may “waive, or specify alternative requirements for, any provision of any statute or regulation that [HUD] administers in connection with the use of the amounts made available” in this bill or the FY 2020 appropriations act, upon a finding by HUD that waivers “are necessary for the safe and effective administration of these funds to prevent, prepare for, and respond to coronavirus.”

*Notice of waivers* – The Department must notify the public through the *Federal Register* or “other appropriate means to ensure the most expeditious allocation of this funding” of waivers or alternative requirements. A public notice at the appropriate government website may suffice.

*Length of waivers* – Waivers or alternative requirements will remain in effect for the time and duration specified by HUD by public notice and may be extended by HUD.

The Senate bill has similar language around waivers.

### **Assisted Housing Stability**

*Project-based rental assistance*– Both bills provide \$1 billion for project-based rental assistance. These funds are to supplement funds already available for “expiring or terminating section 8 project-based subsidy contracts (including section 8 moderate rehabilitation contracts), for amendments to section 8 project-based subsidy contracts (including section 8 moderate rehabilitation contracts) for contracts entered into pursuant to section 441 of the McKinney-Vento Homeless Assistance Act, for renewal of section 8 contracts for units in projects that are subject to approved plans of action under the Emergency Low Income Housing Preservation Act of 1987 or the Low-Income housing Preservation and Resident homeownership Act of 1990, and for administrative and other expenses associated with project-based activities and assistance funded.” One percent of the awards may be used to make new awards or increase prior awards made to existing technical assistance providers, without competition, to provide an immediate increase in capacity building and technical assistance.

*Waivers*– the Department may “waive, or specify alternative requirements for, any provision of any statute or regulation that [HUD] administers in connection with the use of the amounts made available” in this bill, upon a finding by HUD that waivers are necessary to use such amounts.

*Notice of waivers* – The Department must notify the public through the *Federal Register* or other appropriate means.

### **Public Housing**

*Public Housing Operating Fund*– The House bill would provide \$720 million and the Senate bill would provide \$685 million to the Operating Fund. These funds would be distributed by the Operating Fund formula.

*Public Housing Subsidy Flexibility* – Both the House and Senate bill allow PHAs fungibility of their Operating and Capital Funds so long as the funds are used to prevent, prepare for, and respond to coronavirus. This includes Operating and Capital funds appropriated to PHAs prior to these bills. The ability to transfer funds between the Operating and Capital accounts will remain available through December 31, 2020. HUD can extend this provision in 12-month increments if needed.

*Waivers*– The bills allow HUD to provide waivers for statutory and regulatory requirements related to the Capital and Operating Fund if those waivers would help PHAs prepare for, prevent, and respond to coronavirus. These waivers would be released in the *Federal Register*.

### **Community Development Programs**

*HOPWA*– The House bill would provide \$130 million for the Housing Opportunities for Persons with AIDS (HOPWA). Not less than \$100 million would be distributed via formula, no more than \$20 million would be provided as a one-time, non-renewable grant to existing contracts for permanent support housing that were initially made in FY 2010 and prior years. The Senate bill would provide \$65 million to HOPWA - \$50 million to be distributed by formula and \$10 million by one-time, non-renewable grants to existing contracts for permanent support housing that were initially made in FY 2010 and prior years.

Both bills would allow these funds to be used to help individuals living with HIV-AIDS relocate for the purposes of self-isolation, quarantine, or provide other coronavirus control services as recommended by the CDC.



*Community Development Block Grant* – in the House bill, the Community Development Fund would receive \$15 billion to be distributed as Community Development Block Grants (CDBG). Of this funding, \$8 billion would be distributed to entitlement communities by formula and \$5 billion would go directly to states to prepare for and respond to coronavirus based on need. The need-based formula would consider public health needs, the number of COVID-19 cases compared to the national average, and economic and housing disruptions. Allocations would be made within 45 days of enactment of the bill. HUD would have the discretion to distribute the remaining funds to states or local governments. The Senate bill would provide \$10 billion for CDBG and would require allocations to be made by formula within 30 days of enactment of the bill. Both bills allow up to \$10 million to be used for capacity building and technical assistance related to coronavirus response.

Neither bill would require entities to amend their statements of activities to engage in coronavirus activities but would require entities to prepare a report within 180 days after the end of the crisis highlighting activities. In-person meetings for citizen participation plans are not required, but entities must provide notice a comment period of no less than 15 days in the House bill and no less than 5 days in the Senate bill to receive public input. Virtual meetings are also allowed.

*Homeless Assistance Grants* – The House bill would provide \$5 billion for the Emergency Solutions Grants (ESG) program. Of this, \$1.5 billion would be distributed as formula grants and \$1.5 billion would be distributed to states by a formula developed by HUD. The formula would consider risk of transmission of coronavirus, rising rate of sheltered and unsheltered homeless individuals, disruptions to economic and housing markets, and other factors. Every 60 days thereafter, \$500 million in additional funding would be released to the states via the formula developed by HUD. The Senate bill would provide \$4 billion for ESG. This funding would be provided directly to States using a formula that considers risk of transmission of coronavirus, rising rate of sheltered and unsheltered homeless individuals, disruptions to economic and housing markets, and other factors.

Both bills would allow the funding to be used for temporary emergency shelters, costs related to infectious disease prevention, and hazard pay. The Secretary would have the ability to waive statutory and regulatory waivers as needed to prepare for, prevent, and respond to coronavirus. Ten percent of the funds could be used for administrative purposes. Up to one percent of the funds could be used to increase prior technical assistance awards that relate to providing health care services. None of the funds provided could be used to require homeless individuals to enter treatment or perform any other prerequisite activity as a condition or receiving shelter, housing, or other services.

*Emergency Rental Assistance* –The House bill would create an emergency rental assistance fund of \$100 billion that would remain available until expended. Funds would be made available for families earning 80 percent of area median income (AMI) with fifty percent of the funds going to families earning 50 percent AMI. Families must be at risk of homelessness.

*Housing Assistance Fund* – The House bill would create an emergency Housing Assistance Fund of \$35 billion that would remain available until expended. These funds would be provided to State Housing Finance Agencies. States would receive no less than \$125 million with the rest of the funding distributed by formula based on unemployment claims

Program type : **All Relevant Programs/PH/S8HCV**

Level of Information: **Polk County vs State FL**

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

**Race/Ethnicity**

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

State vs County	White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
FL	39%	60%	0%	0%	0%	0%	0%	0%	0%
FL105 Polk	23%	76%	0%	0%	0%	0%	1%	0%	0%

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

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

**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:

<b>Effective Date</b>	<b>Public Housing</b>	<b>Date Collected</b>
3/31/2020	96.18%	04/07/2020

**Housing Choice Voucher Program**

**Waiting Lists**

**Tenant-Based Waitlist**

The tenant-based waiting list is currently closed.

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

The Manor at West Bartow waiting list is continuously open.

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

The Villas at Lake Bonnet waiting list is continuously open.

**Program Information**

**Port Outs**

LHA currently processed three (3) port-outs in the month of March. Port outs are clients that use their voucher in another jurisdiction.

**Port Ins**

LHA currently has zero (0) active port ins for the month of March. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

**Lease-up & Movers**

As of March 31, 2020, Lakeland Housing Authority issued thirty-six (36) vouchers to movers. We received twenty-five (25) Requests for Tenancy Approvals during the month of March. We processed two (2) initial move-in and eight (8) port-in, and three (3) port outs were sent to another jurisdiction.

**Active Clients**

As of March 31, 2020, LHA is servicing 1,377 families on the Housing Choice Voucher program.

<b>Program</b>	<b>Total Vouchers</b>
• Regular Vouchers & Project Based Vouchers	1125
• Mainstream	45
• VASH	68
• Tenant Protection	110
• Port Out	29
• Port In	0
<b>Total</b>	<b>1377</b>

**EOP – End of Participation**

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

Reason	Count
• Termination – Criminal	0
• Termination – Unreported income and/or family composition	4
• Left w/out notice	0
• No longer need S/8 Assistance and/or transfer to another program	0
• Deceased	0
• Landlord Eviction	0
• Lease and/or Program Violations non-curable	1
<b>Total</b>	<b>5</b>

**PIC Reporting Percentage**

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

Effective Date	HCV	Date Collected
03/31/2020	95%	04/07/2020

**General information and activities for the month of March 2020**

- The Housing Choice Voucher Department processed eighty-five (85) annual certifications and forty four (44) interim certifications.
- The Inspections Unit conducted a total of ninety-one (91) inspections.
- A total of six (6) hearings were conducted.

**Repayment Agreements for Unreported Income (No Changes reported)**

10/31/2019	Accumulative Report				
Total of unreported income that has been identified	\$	335,151.00			
Non responsive	\$	81,963.00		\$	81,963.00
Identified as uncollectible	\$	65,081.90		\$	65,081.90
Repayment agreement signed		212,892.00		\$	102,388.10
Pending repayments to be signed	\$	40,296.00		\$	60,384.64
				\$	40,442.16
Downpayments received	\$	27,714.10			
Lump sum received	\$	4,301.00			
Payments towards agreement	\$	89,311.27			
	\$	121,326.37			
		<b>G/L</b>		<b>Pending</b>	<b>Estimated balances as of 10/31/2019</b>
	RNP	\$ 57,653.94	\$ -	\$	57,653.94
	UNP	\$ 57,653.94	\$ -	\$	57,653.94
		\$ 115,307.88	\$ -	\$	115,307.88

<b>RECEPTION MONTHLY REPORT 2020</b>			
	<b>VISITOR'S COUNT</b>	<b>RFTA</b>	<b>INTERIM CHANGE</b>
<b>January</b>	<b>668</b>	<b>24</b>	<b>57</b>
<b>February</b>	<b>568</b>	<b>20</b>	<b>71</b>
<b>March</b>	<b>510</b>	<b>25</b>	<b>44</b>



Reports from the Communities

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

Item	WestLake	WestLake Addition	Cecil Gober	John Wright	Carrington Place	Renaissance	Villas Lake Bonnet	Colton Meadow	Manor at West Bartow	Twin Lakes Estates	Williamstown
<b>Occupancy</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>100%</b>	<b>99%</b>	<b>100%</b>	<b>100%</b>
Down units due to modernization/Insurance									Roofing work underway		
Vacant units	0	0	0	0	1	2	1	0	1	0	0
Unit inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%	Yes
Building inspections	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%	Yes
Security issues (Insurance claims)	No	No	No	No	No	No	No	No	No	N/A	No
Newsletter distributed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	N/A	Yes
Community Manager's Name	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Vanessa C. Johnson	Lovett Johnson	Lovett Johnson	Gladys Delgado	Gladys Delgado	Patricia Blue	Jeannette Albino	Vanessa C. Johnson

**Family Self-Sufficiency (Housing Choice Voucher Program-Section 8)  
March 2020**

FSS Program Statistics

Programs	Mandatory	Enrolled families	Participants with Escrow	% With Escrow
Section 8 (HCV)	20	36	19	54%

### Escrow Balances

- The balance of the Section 8 FSS escrow December 2019 is \$ 84,694.33
- The average amount is \$ 5,426.

### Recruiting

Received zero (1) letter of interest

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

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

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

Zero (0) forfeiture in the amount of \$0, contract ended/request to end participation from the program.

Forfeitures to the FSS escrow account replenish the Housing Assistance Payments (HAP) account, so that more families may be served. For March, this forfeiture total is \$0

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

- Completed Contract of Participation: 0 family completed the contract as of the end of March 2020.
- Services needed to complete Contract of Participation: A great deal of our clients need assistance with fuel and transportation. Most of our participants are eager to receive educational assistance, The Agricultural and Labor Program, Inc has many resources within their program that will be of great benefit.

### Community Networking

Monthly Partners Meeting are conducted the first Friday of every month.

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

### **March 2020**

### FSS Program Statistics

Programs	Mandatory	Enrolled families	Participants with Escrow	% With Escrow
Public Housing	50	28	13	46%

- The balance of the Public Housing FSS escrow February 2020 is \$14,969.1
- The average amount is \$2,872.00
- Recruiting: Received zero (2) letter of interest
- Housing Choice Voucher Program (PH): FSS clients 50058 data to Public & Indian Housing (PIC) is submitted in a timely manner, while ensuring that the information in PIC is current and up-to-date.
- (PH) Termination/Forfeiture/Transfer/Disbursement: One (1) forfeiture in the amount of \$1482.86, contract ended/request to end participation from the program.
- Forfeitures to the FSS escrow account replenish so that more families may be served: 1

### Goals completed/enrolled by the Public Housing FSS participants:

- Completed Contract of Participation: No. of families completing the contract as of to the end of March 2020: 0
- Services needed to complete Contract of Participation: A great deal of our clients need assistance with childcare; at the present time, the only childcare provider available in the community is with Early Learning Coalition. This childcare provider currently has a waiting list. The also need assistance with education expenses.

### Approximately 2 families are pending enrollment into the FSS program.

Orientation will be scheduled immediately following Covid-19 clearance.

### Community Networking

Monthly Partners Meeting are conducted the first Friday of every month.  
Lakeland Volunteers In Medicine  
United Way

Respectfully,

*Carlos R. Pizarro An*

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



# **ADMINISTRATION REPORT**

◀ **Finance**

◀ **Contracting**

◀ **Development**

◀ **YouthBuild**



TO: Lakeland Housing Authority Board of Commissioners

FROM: Valerie A. Turner, VP of Administration

DATE: April 13, 2020

RE: March 2020 Financial Statements

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

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

These statements are unaudited and compiled from LHA Finance.

*Valerie A. Turner*

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





## Monthly Statement of Operations Narrative Summary Report

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

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

1. Central Office Cost Center (COCC):  
COCC has a Net Operating Income (NOI) of \$75 for the period and \$65,361 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:  
HCV has a NOI of \$39,866 for Program Administration and \$38,897 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1 - WestLake Apartments, John Wright Homes and Cecil Gober Villas):  
NOI is -\$20,720 for the period and \$75,902 for the year.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place (AMP 2): Carrington Place's NOI is \$748 for the year.
5. Renaissance at Washington Ridge LTD., LLLP (AMP 3): NOI is \$12,565 for year-to-date.
6. Colton Meadow, LLLP:  
The NOI for Colton Meadow is \$45,095 for the year.
7. Bonnet Shores, LLLP:  
Villas at Lake Bonnet has a NOI of \$12,570 for the year.
8. West Bartow Partnership, LTD, LLLP:  
The property has a NOI of \$30,253 for the year.
9. Hampton Hills (AMP 4):  
This property has a NOI of \$1,157 for year-to-date.
10. YouthBuild:  
YouthBuild has a NOI of -\$19,190 for the year. The negative NOI is due to timing of the grant reimbursement from the Department of Labor.
11. Williamstown, LLLP (AMP 5):  
The property has a NOI of -\$14,394 for year-to-date.





The table below summarizes LHA’s current financial position for its 11 most active properties.

<b>LAKELAND HOUSING AUTHORITY (FL011)</b> Affordable Housing Portfolio			
<b>Item #</b>	<b>Property #</b>	<b>Name</b>	<b>NOI Before Depreciation</b>
1	96	Central Office Cost Center (COCC)	\$65,361
2	80	Housing Choice Voucher (HCV) Administration	\$39,866
		HCV Housing Assistance Payment (HAP)	\$38,897
3	10	Public Housing General (AMP 1) – WestLake/Cecil Gober Villas/John Wright Homes	\$75,902
4	16	Dakota Park Limited Partnership, LLLP (AMP 2) d.b.a. Carrington Place	\$748
5	17	Renaissance at Washington Ridge, Ltd., LLLP (AMP 3)	\$12,565
6	56	Colton Meadow, LLLP	\$45,095
7	57	Bonnet Shores, LLLP	\$12,570
8	62	West Bartow Partnership, Ltd., LLLP	\$30,253
9	12	Hampton Hills (AMP 4)	\$1,157
10	49	<i>YouthBuild-Lakeland</i>	-\$19,190
11	99	<i>Williamstown, LLLP (AMP 5)</i>	-\$14,394

**Conclusion:** As evidenced above, nine (9) of the eleven (11) properties continue to have a positive NOI for the year. Positive NOI also continues to be experienced with HCV-HAP due to receipt of HUD held reserves. The only program that continues to have a negative NOI is YouthBuild-Lakeland due to it being a reimbursable grant. Additionally, the NOI for Williamstown was also negative this reporting period due to two (2) factors. The first issue is that Williamstown did not receive operating subsidy from HUD for March or April 2020 due to the property being overfunded by HUD January-February 2020. Secondly, Williamstown Administration and Maintenance expenses increased during this reporting period preparing for the REAC inspection. Accordingly, staff anticipates that that the property will have no issues recovering and being able to operate effectively via its rental income and future subsidy payments from HUD.



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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	-	750.00	(750.00)	-100.00%	1	1,532	2,250	(718)	-31.93%	9,000
Public Housing, Sec 8 and Other Mgmt. Income	51,192	51,472	(281)	-0.55%	2	153,575	154,417	(842)	-0.55%	617,667
Other Income	17,074	4,539	12,535	276.18%	3	57,232	13,617	43,616	320.31%	54,466
Grants Salary Cont.(YB-Director)	1,264	842	421	50.01%		3,791	2,527	1,264	50.01%	10,108
<b>Total Revenue</b>	<b>69,529</b>	<b>57,603</b>	<b>11,926</b>	<b>20.70%</b>		<b>216,129</b>	<b>172,810</b>	<b>43,319</b>	<b>25.07%</b>	<b>691,241</b>
Tenant Services	-	-	-	#DIV/0!		88	-	88	#DIV/0!	-
Administrative Expenses	68,449	55,986	12,463	22.26%	4	148,777	167,958	(19,181)	-11.42%	671,831
Utility Expense	-	20	(20)	-100.00%	4	-	60	(60)	-100.00%	240
Maintenance Expense	851	787	64	8.12%	4	1,427	2,362	(934)	-39.56%	9,447
General Expenses	-	810	(810)	-100.00%	4	-	2,431	(2,431)	-100.00%	9,723
Financing Expenses	153	-	153	#DIV/0!	5	476	-	476	#DIV/0!	-
Total Expense before depreciation	69,454	57,603	11,850	20.57%		150,768	172,810	(22,043)	-12.76%	691,241
<b>Operating Income (Loss) before Depreciation</b>	<b>75</b>	<b>(0)</b>	<b>75</b>	<b>-603780%</b>		<b>65,361</b>	<b>(0)</b>	<b>65,361</b>	<b>-174296793%</b>	<b>(0)</b>
Depreciation/Amortization	2,852	-	2,852	#DIV/0!		8,557	-	8,557	#DIV/0!	-
Transfer In	-	-	-			-	-	-		-
Transfer Out	-	-	-			-	-	-		-
Intra-Funds Transfer In/Out	-	-	-			-	-	-		-
<b>Total Expense</b>	<b>72,306</b>	<b>57,603</b>	<b>14,703</b>	<b>25.52%</b>		<b>159,325</b>	<b>172,810</b>	<b>(13,486)</b>	<b>-7.80%</b>	<b>691,241</b>
<b>Net Operating Income (Loss)</b>	<b>(2,777)</b>	<b>(0)</b>	<b>(2,777)</b>	<b>22215180%</b>		<b>56,804</b>	<b>(0)</b>	<b>56,804</b>	<b>-151477833%</b>	<b>(0)</b>

**Comments**

- 1 Other Tenant Income is lower than budgeted due to timing of fees. Fees for March 2020 are still pending.
- 2 Variance is due to timing of income.
- 3 The variance for Other Income is higher than budget due to early receipt of administrative fees.
- 4 Variance reflects expenses being less than the budget.
- 5 Lease Interest Expense was not initially part of the budget for COCC. However, expenses associated with this cost was reclassified from the properties to COCC based upon the auditor's recommendation.

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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	95,968.39
Cash-Payroll	69,493.49
Total Unrestricted Cash	<u>165,461.88</u>
TOTAL CASH	<u>165,461.88</u>
Cash - Vending	3,116.05
Cleared Interfund Account	-268,144.41
A/R - YouthBuild DOL	4,108.94
A/R - Capital Fund Grants/HUD	1,421.32
TOTAL: DUE FROM	<u>8,646.31</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-259,498.10

OTHER CURRENT ASSETS

Prepaid Software Licenses	830.52
TOTAL OTHER CURRENT ASSETS	<u>830.52</u>

TOTAL CURRENT ASSETS -93,205.70

NONCURRENT ASSETS

FIXED ASSETS

Furniture & Fixtures	11,185.60
Furn, Fixt, & Equip	22,582.84
Accum Depreciation- Misc FF&E	-33,768.44
Intangible Assets	
Lease-Right of Use Asset	171,142.00
Lease Amortization	-14,606.40
TOTAL NONCURRENT ASSETS	<u>156,535.60</u>

TOTAL ASSETS 63,329.90

**LIABILITIES & EQUITY**

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	351.99
Workers Compensation	6,983.82
Employee Donations Payable	168.67
Other Current Liabilities	65,458.31
Lease payable-Short Term	25,536.01
Accrued Compensated Absences-Current	11,202.46
TOTAL CURRENT LIABILITIES	<u>109,701.26</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	20,804.56
Lease Payable	130,864.31
TOTAL NONCURRENT LIABILITIES	<u>151,668.87</u>

TOTAL LIABILITIES 261,370.13

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-198,040.23
TOTAL RETAINED EARNINGS:	<u>-198,040.23</u>

TOTAL EQUITY -198,040.23

TOTAL LIABILITIES AND EQUITY 63,329.90

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

**For the Current Month and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	62,536.53	95,968.39	33,431.86
Cash-Payroll	76,174.23	69,493.49	-6,680.74
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,116.05	3,116.05	0.00
<b>Total Cash</b>	<b>141,826.81</b>	<b>168,577.93</b>	<b>26,751.12</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	54,556.63	95,968.39	41,411.76
Cash-Payroll	78,838.07	69,493.49	-9,344.58
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash COCC Master	0.00	0.00	0.00
Cash - Vending	3,084.50	3,116.05	31.55
<b>Total Cash</b>	<b>136,479.20</b>	<b>168,577.93</b>	<b>32,098.73</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue/Port Revenue	64,584	63,800	784	1.23%	1	190,842	191,400	(558)	-0.29%	765,600
Other Income	905	1,649	(744)	-45.14%		163	4,947	(4,784)	-96.70%	19,788
<b>Total Revenue</b>	<b>65,489</b>	<b>65,449</b>	<b>40</b>	<b>0.06%</b>		<b>191,005</b>	<b>196,347</b>	<b>(5,342)</b>	<b>-2.72%</b>	<b>785,388</b>
Administrative Expenses	56,776	64,498	(7,722)	-11.97%	2	157,688	193,494	(35,806)	-18.50%	773,976
Tenant Services	-	-	-			-	-	-		-
Utilities	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Maintenance Expense	646	511	135	26.40%	2	846	1,533	(687)	-44.82%	6,132
General Expenses (Insurance, etc.)	107	175	(68)	-39.05%	2	(7,394)	525	(7,919)	-1508.43%	2,100
HAP & URP Expenses - Port in Payments	-	-	-	0.00%		-	-	-	0.00%	-
Total Expense before Depreciation	57,529	65,184	(7,655)	-11.74%		151,140	195,552	(44,412)	-22.71%	782,208
<b>Operating Income (Loss) before Depreciation</b>	<b>7,960</b>	<b>265</b>	<b>7,695</b>			<b>39,866</b>	<b>795</b>	<b>39,071</b>	<b>4914.54%</b>	<b>3,180</b>
Depreciation	265	265	-	0.00%		795	795	-	0.00%	3,180
Transfer Out	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
<b>Total Expense</b>	<b>57,794</b>	<b>65,449</b>	<b>(7,655)</b>	<b>-11.70%</b>		<b>151,935</b>	<b>196,347</b>	<b>(44,412)</b>	<b>-22.62%</b>	<b>785,388</b>
<b>Net Operating Income (Loss)</b>	<b>7,695</b>	<b>-</b>	<b>7,695</b>	<b>#DIV/0!</b>		<b>39,071</b>	<b>-</b>	<b>39,071</b>	<b>#DIV/0!</b>	<b>-</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	884,108	729,069	155,039	21.27%	1	2,589,783	2,187,207	402,576	18.41%	8,748,828
Other income	217	931	(26)	0.00%		217	2,793	(2,576)	0.00%	11,172
<b>Total Revenue</b>	<b>884,325</b>	<b>730,000</b>	<b>155,013</b>	<b>21.23%</b>		<b>2,590,000</b>	<b>2,190,000</b>	<b>400,000</b>	<b>18.26%</b>	<b>8,760,000</b>
Housing Assistance Payments	811,584	697,500	114,084	16.36%	3	2,423,959	2,092,500	331,459	15.84%	8,370,000
Tenant Utility Reimbursement	18,767	9,385	9,382	99.97%	3	52,078	28,155	23,923	84.97%	112,620
Port Out HAP Payments	23,026	18,755	4,271	22.77%	3	61,240	56,265	4,975	8.84%	225,060
FSS Escrow Payments	4,140	4,360	(220)	-5.05%	3	13,826	13,080	746	5.70%	52,320
FSS Forfeitures & Adjustments	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Program Expenses Before Depreciation	857,517	730,000	127,517	17.47%		2,551,103	2,190,000	361,103	16.49%	8,760,000
<b>Program Income (Loss) before Depreciation</b>	<b>26,808</b>	<b>-</b>	<b>27,496</b>	<b>0</b>		<b>38,897</b>	<b>-</b>	<b>38,897</b>	<b>0</b>	<b>-</b>
Total Expense	857,517	730,000	127,517	17.47%		2,551,103	2,190,000	361,103	16.49%	8,760,000
<b>Net Operating Income (Loss)</b>	<b>26,808</b>	<b>-</b>	<b>27,496</b>	<b>#DIV/0!</b>		<b>38,897</b>	<b>-</b>	<b>38,897</b>	<b>0</b>	<b>-</b>

Comments

- 1 Variance in HAP earned is due to reserves being received. Administrative funds are slightly below breakeven. Budget anticipated that Port-in cases would be administered by the Authority. However, no cases have been administered as of this March 2020 financial report.
- 2 Variance is due to expenses being less than budgeted.
- 3 HAP, Tenant Utility Reimbursements, FSS and Port Out payments increased in February 2020.

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

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	73,838.97	A/P Vendors and Contractors	-92,784.45
Cash-Payroll	-2,116.18	Due to Section 8	-56,845.53
Cash Operating 2B	237,616.06	Tenant Prepaid Rents	7,132.53
Total Unrestricted Cash	309,338.85	Suspense HAP/URP Portability	-3,156.92
Restricted Cash		Suspense Admin Portability	-174.84
Cash Restricted - FSS Escrow	118,472.47	State of FL Unclaimed Funds	33,224.76
Total Restricted Cash	118,472.47	Accrued Compensated Absences-Current	5,475.43
		TOTAL CURRENT LIABILITIES	-107,129.02
 TOTAL CASH	 427,811.32		
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants/Vendors	277,295.22		
AR Port in Hap-Suspense	-31,824.08	TOTAL CURRENT LIABILITIES	-107,129.02
Allowance for Doubtful Accounts-Tenants/Vendors	-269,074.07		
A/R WF Dec ACH	3,400.10	NONCURRENT LIABILITIES	
TOTAL: AR	-23,602.93	Accrued Compensated Absences-LT	10,168.65
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	117.25	FSS Due to Tenant Long Term	118,472.48
Cleared Interfund Account	-182,061.29	TOTAL NONCURRENT LIABILITIES	128,641.13
Due from Section 8 Mainstream	-56,845.53		
A/R-Other Government	2,206.48		
AR Port in Fee Suspense	-1,925.48		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-258,711.40		
 OTHER CURRENT ASSETS			
Prepaid Insurance	959.99		
Prepaid Software Licenses	9,823.76		
TOTAL OTHER CURRENT ASSETS	10,783.75		
TOTAL CURRENT ASSETS	179,883.67	TOTAL LIABILITIES	21,512.11
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Automobiles	15,900.00	Retained Earnings-Unrestricted Net Assets	168,792.04
Furniture & Fixtures	26,461.08	TOTAL RETAINED EARNINGS:	168,792.04
Accum Depreciation- Misc FF&E	-34,346.60		
Intangible Assets			
TOTAL FIXED ASSETS (NET)	8,014.48	TOTAL EQUITY	168,792.04
Non-Dwelling Equipment	2,406.00		
TOTAL NONCURRENT ASSETS	10,420.48		
TOTAL ASSETS	190,304.15	TOTAL LIABILITIES AND EQUITY	190,304.15

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

**For the Current and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	64,307.33	73,838.97	9,531.64
Cash-Payroll	-1,330.53	-2,116.18	-785.65
Cash Operating 2B	209,831.23	237,616.06	27,784.83
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	114,278.65	118,472.47	4,193.82
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>387,086.68</b>	<b>427,811.32</b>	<b>40,724.64</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	38,325.21	73,838.97	35,513.76
Cash-Payroll	-3,034.03	-2,116.18	917.85
Cash Operating 2B	11,155.40	237,616.06	226,460.66
Cash Operating 3	0.00	0.00	0.00
Negative Cash LHA Master	0.00	0.00	0.00
Negative Cash S8	0.00	0.00	0.00
TD Sec8 Voucher 2	0.00	0.00	0.00
HCV Cash Account	0.00	0.00	0.00
Cash Restricted - FSS Escrow	104,512.40	118,472.47	13,960.07
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>150,958.98</b>	<b>427,811.32</b>	<b>276,852.34</b>



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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	17,267	7,546	9,721	128.82%	1	49,083	22,638	26,445	116.82%	90,552
Other Tenant Income	-	570	(570)	-100.00%		410	1,710	(1,300)	-76.02%	6,840
Government Subsidy Income	53,934	59,922	(5,988)	-9.99%	2	228,091	179,767	48,324	26.88%	719,068
Interest Income Restricted	9,130	9,245	(115)	-1.24%		27,389	27,734	(345)	-1.24%	110,937
Other Income	6,688	-	6,688	#DIV/0!		39,598	-	39,598	#DIV/0!	-
<b>Total Revenue</b>	<b>87,019</b>	<b>77,283</b>	<b>9,736</b>	<b>12.60%</b>		<b>344,571</b>	<b>231,849</b>	<b>112,722</b>	<b>48.62%</b>	<b>927,397</b>
Administrative Expenses	52,737	43,477	9,260	21.30%	4	148,508	130,431	18,076	13.86%	521,725
Tenant Services Expenses	-	100	(100)	-100.00%	3	-	300	(300)	-100.00%	1,200
Utility Expense	9,955	6,400	3,555	55.55%	4	30,341	19,200	11,141	58.03%	76,800
Maintenance and Development Expense	40,112	18,789	21,323	113.48%	4	73,408	56,368	17,041	30.23%	225,471
General Expenses	3,138	5,517	(2,379)	-43.12%	3	11,619	16,550	(4,932)	-29.80%	66,201
Housing Assistance Payments	1,797	3,000	(1,203)	-40.10%	3	4,793	9,000	(4,207)	-46.74%	36,000
Finance Expense	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Operating expense before Depreciation	107,739	77,283	30,456	39.41%		268,669	231,849	36,820	15.88%	927,397
<b>Net Operating Income (Loss)</b>	<b>(20,720)</b>	<b>(0)</b>	<b>(20,720)</b>	<b>621612499%</b>		<b>75,902</b>	<b>(0)</b>	<b>75,902</b>	<b>-759021997%</b>	<b>(0)</b>
Depreciation	9,363	34,426	(25,063)	-72.80%		28,090	103,279	(75,189)	-72.80%	413,115
Capital Replacement Items	-	10,860	(10,860)	-100.00%		-	32,579	(32,579)	-100.00%	130,317
Transfer Out	(15,402)	-	(15,402)			(46,205)	-	(46,205)		
Intra-Funds Transfer In/Out	-	-	-	#DIV/0!		24,865	-	24,865	#DIV/0!	-
<b>Total Expenses</b>	<b>101,701</b>	<b>122,569</b>	<b>(20,868)</b>	<b>-17.03%</b>		<b>275,419</b>	<b>367,707</b>	<b>(92,288)</b>	<b>-25.10%</b>	<b>1,470,829</b>
<b>Net Income (Loss)</b>	<b>(14,682)</b>	<b>(45,286)</b>	<b>30,604</b>	<b>0</b>		<b>69,152</b>	<b>(135,858)</b>	<b>205,010</b>	<b>1</b>	<b>(543,432)</b>

**Comments**

- 1 Property consists of 91 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income for the year is presently higher than what was budgeted. Framing of the new buildings is in progress.
- 2 Variance for the period is due to HUD only providing subsidy for 10 of 31 days in March. However, subsidy for the year continues to be higher than anticipated due to funding levels received January-February 2020.
- 3 Variance is a result of expenses being less than the budget.
- 4 Utility Expense was higher than budgeted due to timing of payment of utility expenses associated with solid waste removal. Additional Administrative and Maintenance Expenses were incurred preparing for the REAC inspection. Note that HUD canceled the inspection due to the COVID-19 pandemic.

AMP1 - Note that \$27K of NOI pertains to interest on LHA Mortgage Loans to Bonnet and Colton Interest Income. Colton Interest is currently being collected.

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

**ASSETS**

CASH	
Unrestricted Cash	
Cash Operating 1	376,629.58
Cash-Payroll	2,279.26
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	<u>379,708.84</u>
Restricted Cash	
Cash Restricted-Security Deposits	34,313.00
Cash Restricted - FSS Escrow	40,388.19
Total Restricted Cash	<u>74,701.19</u>
<b>TOTAL CASH</b>	<u><b>454,410.03</b></u>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	14,472.24
Allowance for Doubtful Accounts-Tenants/Vendors	-3,595.68
AR-TPA/Fraud Recovery	7,567.00
<b>TOTAL: AR</b>	<u>18,443.56</u>
Waste Deposit	547.00
Cleared Interfund Account	321,013.74
A/R - ROSS/HUD	2,716.50
Due from LPHC	750,132.63
A/R - Capital Fund Grants/HUD	-210,792.92
Due from HOPE VI	0.13
Due From Public Housing Reserve	10,787.92
Due From FSS	12,378.47
<b>TOTAL DUE FROM</b>	<u>-184,362.90</u>
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	549,686.47
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u><b>3,218,635.50</b></u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	20,132.56
Prepaid Software Licenses	2,372.92
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
<b>TOTAL OTHER CURRENT ASSETS</b>	<u><b>63,505.48</b></u>
<b>TOTAL CURRENT ASSETS</b>	<u><b>3,736,551.01</b></u>

NONCURRENT ASSETS

FIXED ASSETS

Land	1,466,869.23
Buildings	388,223.77
Machinery & Equipment	6,687.73
Automobiles	135,283.93
Furniture & Fixtures	3,402.00
Site Improvement-Infrastructure	582,079.00
Construction In Progress	47,893.00
Accum Depreciation-Buildings	-9,893,935.30
Accum Depreciation- Misc FF&E	-524,450.67
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
<b>TOTAL FIXED ASSETS (NET)</b>	<u><b>-8,370,026.31</b></u>
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	4,064,767.49
Dwelling Structures	5,154,722.42
Dwelling Equipment	26,717.87
Non-Dwelling Structures	679,307.53
Non-Dwelling Equipment	737,435.65
<b>TOTAL NONCURRENT ASSETS</b>	<u><b>2,365,180.47</b></u>

**TOTAL ASSETS**

**6,101,731.48**

**LIABILITIES & EQUITY**

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	27,783.26
Tenant Security Deposits	33,113.00
Security Deposit Clearing Account	-324.07
Security Deposit-Pet	1,800.00
Accrued audit fees - LHA	22,822.20
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	5,070.59
Accrued Compensated Absences-Current	4,462.75
<b>TOTAL CURRENT LIABILITIES</b>	<u><b>94,213.72</b></u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	8,287.96
FSS Due to Tenant Long Term	40,388.18
Notes Payable-LT	303,000.00
<b>TOTAL NONCURRENT LIABILITIES</b>	<u><b>351,676.14</b></u>

**TOTAL LIABILITIES**

**445,889.86**

EQUITY

RETAINED EARNINGS

Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	-12,211.38
<b>TOTAL RETAINED EARNINGS:</b>	<u><b>5,655,841.62</b></u>

**TOTAL EQUITY**

**5,655,841.62**

**TOTAL LIABILITIES AND EQUITY**

**6,101,731.48**

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

**For the Current and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	424,342.91	376,629.58	-47,713.33
Cash-Payroll	3,419.05	2,279.26	-1,139.79
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	34,613.00	34,313.00	-300.00
Cash Restricted - FSS Escrow	39,568.31	40,388.19	819.88
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>501,943.27</b>	<b>453,610.03</b>	<b>-48,333.24</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	106,639.21	376,629.58	269,990.37
Cash-Payroll	2,192.09	2,279.26	87.17
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	36,013.00	34,313.00	-1,700.00
Cash Restricted - FSS Escrow	48,122.54	40,388.19	-7,734.35
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>192,966.84</b>	<b>453,610.03</b>	<b>260,643.19</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,291	13,188	(897)	-6.80%	1	38,463	39,564	(1,101)	-2.78%	158,254
Other Tenant Income	675	485	190	39.08%	2	1,454	1,455	(1)	-0.06%	5,820
Government Subsidy	2,431	7,000	(4,569)	-65.27%	3	23,273	21,000	2,273	10.82%	84,000
Other Income	12	42	(30)	-71.88%		133	126	7	5.85%	504
<b>Total Revenue</b>	<b>15,408</b>	<b>20,715</b>	<b>(5,306)</b>	<b>-25.62%</b>		<b>63,323</b>	<b>62,145</b>	<b>1,179</b>	<b>1.90%</b>	<b>248,578</b>
Administrative Expenses	7,280	7,448	(168)	-2.26%	4	20,904	22,344	(1,441)	-6.45%	89,377
Tenant Services Expense	-	10	(10)	-100.00%	4	-	30	(30)	-100.00%	120
Utility Expense	1,820	1,314	506	38.48%	5	5,377	3,942	1,435	36.40%	15,768
Maintenance Expense	3,554	3,932	(378)	-9.62%	4	11,709	11,795	(86)	-0.73%	47,181
General Expenses	3,562	2,898	664	22.92%	5	9,180	8,693	487	5.60%	34,773
Housing Assistance Payments	342	556	(214)	-38.49%	4	924	1,668	(744)	-44.60%	6,672
Financing Expenses	4,843	3,828	1,015	26.52%	5	14,481	11,483	2,997	26.10%	45,933
Operating Expenses before Depreciation	21,400	19,985	1,415	7.08%		62,575	59,956	2,619	4.37%	239,824
<b>Net Operating Income (Loss)</b>	<b>(5,992)</b>	<b>730</b>	<b>(6,721)</b>	<b>-921.31%</b>		<b>748</b>	<b>2,189</b>	<b>(1,440)</b>	<b>-65.80%</b>	<b>8,754</b>
Depreciation & Amortization	2,114	2,244	(130)	-5.80%		6,341	6,732	(390)	-5.80%	26,926
Capital Replacement Items	12,251	2,150	10,101	469.80%		12,251	6,450	5,801	89.93%	25,800
Reimburse Replacement Reserves	-	(2,150)	2,150	-100.00%		-	(6,450)	6,450	-100.00%	(25,800)
<b>Total Expense</b>	<b>35,764</b>	<b>22,229</b>	<b>13,535</b>	<b>60.89%</b>		<b>81,167</b>	<b>66,688</b>	<b>14,479</b>	<b>21.71%</b>	<b>266,750</b>
<b>Net Income (Loss)</b>	<b>(20,356)</b>	<b>(1,514)</b>	<b>(18,842)</b>	<b>1244.21%</b>		<b>(17,844)</b>	<b>(4,543)</b>	<b>(13,300)</b>	<b>292.77%</b>	<b>(18,172)</b>

Comments

- 1 **Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is slightly less than budgeted.**
- 2 **Variance for the year reflects timely payment of rents and residents causing less damage to the units.**
- 3 **Variance for the period is due to HUD only providing subsidy for 10 of 31 days in March. However, subsidy for the year continues to be higher than anticipated due to funding levels received January-February 2020.**
- 4 **Variance reflects expenses that are less than the budget.**
- 5 **The variance in Utility Expenses is a result of increased costs. Variance in Financing Expenses is due to costs associated with interest expense on PCHD loan through June 2020. General Expenses variance is due to reduction of rental income.**

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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	34,130.47
Cash-Payroll	-110.44
Petty Cash	<u>600.00</u>
Total Unrestricted Cash	34,620.03
Restricted Cash	
Cash Restricted-Security Deposits	12,099.00
Cash Restricted-Reserve for Replacement	<u>22,425.28</u>
Total Restricted Cash	34,524.28
TOTAL CASH	<u>69,144.31</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	5,284.00
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-2,626.00</u>
TOTAL: AR	2,658.00
Due from LPHC	<u>75,251.87</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	77,909.87
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	212.78
Prepaid Insurance	14,883.19
Utility Deposit	<u>7,060.00</u>
TOTAL OTHER CURRENT ASSETS	22,655.97
TOTAL CURRENT ASSETS	<u>169,710.15</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Furniture & Fixtures	21,445.00
Accum Depreciation-Buildings	-179,934.37
Accum Depreciation- Misc FF&E	-10,868.03
Intangible Assets	
Compliance Fees	1,640.00
Monitoring Fees	41,744.00
AA Compliance Fees	-1,640.00
AA Monitoring Fees	<u>-41,744.00</u>
TOTAL FIXED ASSETS (NET)	757,362.60
TOTAL NONCURRENT ASSETS	757,362.60
TOTAL ASSETS	<u>927,072.75</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	8,824.79
Tenant Security Deposits	11,499.00
Security Deposit-Pet	300.00
Accrued Property Taxes	4,404.57
Accrued Interest - HOPE VI	647,835.39
Accrued Interest - Future Advance	873.00
Accrued Audit Fees	5,500.00
Accrued audit fees - LHA	1,522.20
Due to (17) Renaissance Family Non-ACC	36,226.34
Contract Retentions	19,974.37
Accrued Compensated Absences-Current	999.52
Note Payable PCHD	<u>331,119.97</u>
TOTAL CURRENT LIABILITIES	1,069,079.15
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,856.25
Due to Affiliates	149,859.50
Due to Partner	19,033.64
Due to GP	84,778.00
Due to LP	21,142.00
Permanent Loan - HOPE VI	714,591.00
Permanent Loan - LHA	<u>101,380.00</u>
TOTAL NONCURRENT LIABILITIES	1,092,640.39
TOTAL LIABILITIES	<u>2,161,719.54</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>-256,032.92</u>
TOTAL RETAINED EARNINGS:	-256,032.92
TOTAL EQUITY	<u>-1,234,646.79</u>
TOTAL LIABILITIES AND EQUITY	<u>927,072.75</u>

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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	41,104.71	34,130.47	-6,974.24
Cash-Payroll	-464.16	-110.44	353.72
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,099.00	12,099.00	0.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	21,753.37	22,425.28	671.91
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>74,492.92</b>	<b>68,544.31</b>	<b>-5,948.61</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	12,196.82	34,130.47	21,933.65
Cash-Payroll	381.93	-110.44	-492.37
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	12,699.00	12,099.00	-600.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	20,411.60	22,425.28	2,013.68
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
<b>Total Cash</b>	<b>45,689.35</b>	<b>68,544.31</b>	<b>22,854.96</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	69,617	69,726	(109)	-0.16%	1	208,564	209,177	(613)	-0.29%	<b>836,706</b>
Other Tenant Income	1,376	1,767	(391)	-22.14%	2	3,525	5,301	(1,776)	-33.50%	<b>21,204</b>
Government Subsidy	9,861	40,946	(31,085)	-75.92%	3	91,753	122,838	(31,085)	-25.31%	<b>491,352</b>
Other Income	891	1,140	(249)	-21.88%		13,639	3,420	10,219	298.80%	<b>13,680</b>
<b>Total Revenue</b>	<b>81,745</b>	<b>113,579</b>	<b>(31,834)</b>	<b>-28.03%</b>		<b>317,481</b>	<b>340,736</b>	<b>(23,254)</b>	<b>-6.82%</b>	<b>1,362,942</b>
Administrative Expenses	41,364	40,369	995	2.46%	4	115,302	121,107	(5,805)	-4.79%	<b>484,429</b>
Tenant Services	-	450	(450)	-100.00%	4	-	1,350	(1,350)	-100.00%	<b>5,400</b>
Utility Expense	7,221	7,984	(763)	-9.56%	4	21,312	23,953	(2,641)	-11.02%	<b>95,811</b>
Maintenance Expense	36,137	32,063	4,074	12.71%	5	106,655	96,188	10,468	10.88%	<b>384,750</b>
General Expenses	5,640	8,968	(3,328)	-37.11%	4	25,606	26,903	(1,297)	-4.82%	<b>107,613</b>
Housing Assistance Payments	2,136	2,570	(434)	-16.89%	4	7,276	7,710	(434)	-5.63%	<b>30,840</b>
Financing Expenses	9,588	9,588	-	0.00%	4	28,765	28,765	-	0.00%	<b>115,060</b>
Operating Expense before Depreciation	102,086	101,992	94	0.09%		304,916	305,976	(1,060)	-0.35%	<b>1,223,903</b>
<b>Net Operating Income (Loss)</b>	<b>(20,341)</b>	<b>11,587</b>	<b>(31,928)</b>	<b>-275.56%</b>		<b>12,565</b>	<b>34,760</b>	<b>(22,194)</b>	<b>-63.85%</b>	<b>139,039</b>
Depreciation & Amortization	58,070	57,244	826	1.44%		172,558	171,732	826	0.48%	<b>686,928</b>
Capital Replacement Items	30,072	19,706	10,367	52.61%		30,072	59,117	(29,044)	-49.13%	<b>236,466</b>
Reimburse Replacement Reserves	-	(19,706)	19,706	-100.00%		-	(59,117)	59,117	-100.00%	<b>(236,466)</b>
<b>Total Expense</b>	<b>190,228</b>	<b>159,236</b>	<b>30,992</b>	<b>19.46%</b>		<b>507,547</b>	<b>477,708</b>	<b>29,839</b>	<b>6.25%</b>	<b>1,910,832</b>
<b>Net Income (Loss)</b>	<b>(108,484)</b>	<b>(45,657)</b>	<b>(62,826)</b>	<b>137.60%</b>		<b>(190,065)</b>	<b>(136,972)</b>	<b>(53,093)</b>	<b>38.76%</b>	<b>(547,890)</b>

**Comments**

- 1 Consists of 108 low- and moderate-income family and senior apartment units and 88 Tax Credit units. Overall rental income is slightly less than budgeted.**
- 2 Variance reflects timely payment of rents and less damage to the units.**
- 3 Governmental subsidy received is less than budgeted.**
- 4 Variance reflects expenses that are less than the budget.**
- 5 Additional Maintenance Expenses were incurred preparing for the REAC inspection. Note that HUD canceled the inspection due to the COVID-19 pandemic.**

**Lakeland Housing Authority**  
**Renaissance at Washington Ridge LTD., LLLP**  
**Balance Sheet**  
**as of March 25, 2020**

**ASSETS**

Unrestricted Cash	
Cash Operating 1	141,779.36
Cash-Payroll	2,491.27
Petty Cash	600.00
Total Unrestricted Cash	<u>144,870.63</u>
Restricted Cash	
Cash Restricted-Security Deposits	59,452.39
Cash Restricted - FSS Escrow	19,807.55
Cash Restricted-Reserve for Replacement	114,124.04
Restricted Cash - Partnership Devmt	1,179.16
Restricted Cash - OA Reserve	77,116.57
Restricted Cash - AA Reserve	47,479.32
Total Restricted Cash	<u>319,159.03</u>
<b>TOTAL CASH</b>	<u>464,029.66</u>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	3,040.07
Allowance for Doubtful Accounts-Tenants/Vendors	-244.43
<b>TOTAL: AR</b>	<u>2,795.64</u>
Due from Dakota Park Non-ACC	36,226.34
Due from Development-General	168,712.46
Due from Central Office Cost Center	65,458.31
<b>TOTAL: DUE FROM</b>	<u>270,397.11</u>
<b>TOTAL ACCOUNTS AND NOTES RECEIVABLE</b>	<u>273,192.75</u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	76,324.97
Prepaid Software Licenses	4,745.80
Utility Deposit - Electric	20,500.00
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>102,570.77</u>

**TOTAL CURRENT ASSETS** 839,793.18

NONCURRENT ASSETS

FIXED ASSETS

Buildings	21,105,584.03
Building Improvements	116,942.77
Machinery & Equipment	150,483.39
Automobiles	9,800.00
Furniture & Fixtures	719,735.18
Site Improvement-Infrastructure	2,382,356.15
Accum Depreciation-Buildings	-8,450,300.93
Accum Depreciation- Misc FF&E	-777,051.35
Accum Depreciation-Infrastructure	-1,964,895.72
Intangible Assets	
Loan Costs	178,680.70
Compliance Fees	100.00
Monitoring Fees	131,658.00
AA Compliance Fees	-60.92
AA Monitoring Fees	-131,658.00
AA Loan Costs	-138,056.54
<b>TOTAL NONCURRENT ASSETS</b>	<u>13,333,316.76</u>

**TOTAL ASSETS** 14,173,109.94

**LIABILITIES & EQUITY**

CURRENT LIABILITIES

A/P Vendors and Contractors	37,646.01
Tenant Security Deposits	52,252.39
Security Deposit-Pet	6,200.00
Accrued Interest - HOPE VI	954,532.78
Accrued Audit Fees	5,500.00
Accrued audit fees - LHA	4,877.76
Tenant Prepaid Rents	-112.62
Contract Retentions	38,732.51
Accrued Compensated Absences-Current	4,377.24
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,104,006.07</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	8,129.15
FSS Due to Tenant Long Term	19,807.78
Notes Payable-LT	381,200.32
Permanent Loan - HOPE VI	2,200,000.00
<b>TOTAL NONCURRENT LIABILITIES</b>	<u>2,609,137.25</u>

**TOTAL LIABILITIES** 3,713,143.32

EQUITY

CONTRIBUTED CAPITAL

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

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-4,895,879.79
<b>TOTAL RETAINED EARNINGS:</b>	<u>-4,895,879.79</u>

**TOTAL EQUITY** 10,459,966.62

**TOTAL LIABILITIES AND EQUITY** 14,173,109.94



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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	168,682.66	141,779.36	-26,903.30
Cash-Payroll	-9,958.65	2,491.27	12,449.92
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	58,802.39	59,452.39	650.00
Cash Restricted - FSS Escrow	19,088.87	19,807.55	718.68
Cash Restricted-Reserve for Replacement	110,843.68	114,124.04	3,280.36
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,080.67	77,116.57	35.90
Restricted Cash - AA Reserve	47,459.57	47,479.32	19.75
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>473,178.35</b>	<b>463,429.66</b>	<b>-9,748.69</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	88,644.28	141,779.36	53,135.08
Cash-Payroll	-4,251.16	2,491.27	6,742.43
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	59,151.39	59,452.39	301.00
Cash Restricted - FSS Escrow	16,963.98	19,807.55	2,843.57
Cash Restricted-Reserve for Replacement	104,305.49	114,124.04	9,818.55
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	77,020.81	77,116.57	95.76
Restricted Cash - AA Reserve	47,426.33	47,479.32	52.99
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>390,440.28</b>	<b>463,429.66</b>	<b>72,989.38</b>

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

	<b>Current Month</b>					<b>Year to Date</b>				<b>Annual Budget</b>
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	51,119	48,000	3,119	6.50%	<b>1</b>	153,443	144,000	9,443	6.56%	<b>576,000</b>
Other Tenant Income	275	741	(466)	-62.89%	<b>2</b>	845	2,223	(1,378)	-61.99%	<b>8,892</b>
Other Income	32	85	(53)	-62.66%		81	255	(174)	-68.43%	<b>1,020</b>
<b>Total Revenue</b>	<b>51,426</b>	<b>48,826</b>	<b>2,600</b>	<b>5.32%</b>		<b>154,369</b>	<b>146,478</b>	<b>7,891</b>	<b>5.39%</b>	<b>585,912</b>
Administrative Expense	13,224	12,474	750	6.01%	<b>3</b>	36,494	37,423	(929)	-2.48%	<b>149,693</b>
Tenant Services	-	50	(50)	-100.00%	<b>3</b>	107	150	(43)	-28.87%	<b>600</b>
Utility Expense	1,323	7,462	(6,139)	-82.27%	<b>3</b>	15,729	22,386	(6,657)	-29.74%	<b>89,544</b>
Maintenance Expense	13,202	11,689	1,513	12.94%	<b>3</b>	23,818	35,067	(11,249)	-32.08%	<b>140,267</b>
General Expense	8,424	7,344	1,080	14.71%	<b>3</b>	20,489	22,032	(1,543)	-7.00%	<b>88,128</b>
Financing Expense	4,659	4,212	446	10.60%	<b>3</b>	12,637	12,637	0	0.00%	<b>50,547</b>
Operating Expense before Depreciation	40,832	43,232	(2,400)	-5.55%		109,274	129,695	(20,421)	-15.75%	<b>518,779</b>
<b>Net Operating Income (Loss)</b>	<b>10,594</b>	<b>5,594</b>	<b>5,000</b>	<b>89.37%</b>		<b>45,095</b>	<b>16,783</b>	<b>28,312</b>	<b>168.69%</b>	<b>67,133</b>
Depreciation & Amortization Expense	39,868	39,835	33	0.08%		119,605	119,506	99	0.08%	<b>478,023</b>
Capital Replacement Items	639	7,450	(6,811)	-91.42%		1,988	22,350	(20,362)	-91.11%	<b>89,400</b>
Reimburse Replacement Reserves	-	(7,450)	7,450	-100.00%		-	(22,350.00)	22,350	-100.00%	<b>(89,400)</b>
<b>Total Expense</b>	<b>81,339</b>	<b>83,067</b>	<b>(1,728)</b>	<b>-2.08%</b>		<b>230,866</b>	<b>249,201</b>	<b>(18,334)</b>	<b>-7.36%</b>	<b>996,802</b>
<b>Net Operating Income (Loss)</b>	<b>(29,914)</b>	<b>(34,241)</b>	<b>4,327</b>	<b>-12.64%</b>		<b>(76,498)</b>	<b>(102,723)</b>	<b>26,225</b>	<b>-25.53%</b>	<b>(410,890)</b>

Comments

- 1** Consists of 72 Tax Credit apartment units. Rent collections are higher than the budget.
- 2** Variance reflects timely payment of rents and less damage to the units.
- 3** Variance reflects expenses that are less than the budget.

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

**ASSETS**

<b>CASH</b>	
Unrestricted Cash	
Cash Operating 1	101,603.78
Cash-Payroll	-732.27
Petty Cash	600.00
Total Unrestricted Cash	101,471.51
Restricted Cash	
Cash Restricted-Security Deposits	27,925.00
Cash Restricted-Operating Reserve	441,372.46
Cash Restricted-Reserve for Replacement	134,528.55
Cash-Tax & Insurance Escrow	3,661.06
Total Restricted Cash	607,487.07
TOTAL CASH	708,958.58
<b>ACCOUNTS AND NOTES RECEIVABLE</b>	
A/R-Tenants/Vendors	16,561.00
Allowance for Doubtful Accounts-Tenants/Vendors	-4,125.00
TOTAL: AR	12,436.00
Due from Colton Meadow GP, Inc.	101,151.61
TOTAL: DUE FROM	101,151.61
TOTAL ACCOUNTS AND NOTES RECEIVABLE	113,587.61
<b>OTHER CURRENT ASSETS</b>	
Eviction Deposit Acct.	1,000.00
Prepaid Expenses and Other Assets	2,121.00
Prepaid Insurance	59,179.40
Prepaid Software Licenses	1,423.72
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	68,724.12
TOTAL CURRENT ASSETS	891,270.31
<b>NONCURRENT ASSETS</b>	
<b>FIXED ASSETS</b>	
Land	300,000.00
Buildings	856,353.89
Building Acquisition	2,010,000.00
Building Improvements	5,802,500.00
Machinery & Equipment	67,970.48
Automobiles	15,484.50
Furniture & Fixtures	1,563,082.11
Site Improvement-Infrastructure	1,496,187.97
Accum Depreciation-Buildings	-4,200,067.34
Accum Depreciation- Misc FF&E	-11,492.28
Intangible Assets	
Amortization Tax Credit Fees	-127,521.34
Monitoring Fees	208,695.00
TOTAL FIXED ASSETS (NET)	7,981,192.99
Site Improvement	16,364.00
Non-Dwelling Structures	28,019.32
Non-Dwelling Equipment	60,262.45
TOTAL NONCURRENT ASSETS	8,085,838.76
TOTAL ASSETS	8,977,109.07

**LIABILITIES & EQUITY**

<b>CURRENT LIABILITIES</b>	
A/P Vendors and Contractors	1,860.15
Tenant Security Deposits	26,725.00
Security Deposit-Pet	1,600.00
Accrued Property Taxes	13,029.75
Accrued Interest Payable	16,261.02
Accrued Audit Fees	5,500.00
Due to Polk County Developers, Inc.	362,901.17
Tenant Prepaid Rents	1,481.51
Accrued Compensated Absences-Current	1,898.89
First Mortgage - TCAP	1,231,424.00
Tax Credit Exchange Program (TCEP)	4,373,658.40
HOME Funds	115,899.60
Mortgage Note Payable	450,845.00
TOTAL CURRENT LIABILITIES	6,603,084.49
<b>NONCURRENT LIABILITIES</b>	
Accrued Compensated Absences-LT	3,526.50
Developer Fee Payable - PCHD	5,381.00
TOTAL NONCURRENT LIABILITIES	8,907.50
TOTAL LIABILITIES	6,611,991.99
<b>EQUITY</b>	
<b>CONTRIBUTED CAPITAL</b>	
Capital - LP	1,205,286.00
GP Equity	46.12
TOTAL CONTRIBUTED CAPITAL	1,205,332.12
<b>RETAINED EARNINGS</b>	
Retained Earnings-Unrestricted Net Assets	1,159,784.96
TOTAL RETAINED EARNINGS:	1,159,784.96
TOTAL EQUITY	2,365,117.08
TOTAL LIABILITIES AND EQUITY	8,977,109.07

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

**For the Current and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	95,299.71	101,603.78	6,304.07
Cash-Payroll	176.70	-732.27	-908.97
Cash Operating 2B	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,925.00	27,925.00	0.00
Cash Restricted-Operating Reserve	441,364.72	441,372.46	7.74
Cash Restricted-Reserve for Replacement	132,614.19	134,528.55	1,914.36
Cash-Tax & Insurance Escrow	55,257.07	3,661.06	-51,596.01
<b>Total Cash</b>	<b>752,637.39</b>	<b>708,358.58</b>	<b>-44,278.81</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	72,606.88	101,603.78	28,996.90
Cash-Payroll	230.69	-732.27	-962.96
Cash Operating 2B	0.00	0.00	0.00
Cash Restricted-Security Deposits	27,131.00	27,925.00	794.00
Cash Restricted-Operating Reserve	441,350.45	441,372.46	22.01
Cash Restricted-Reserve for Replacement	128,785.93	134,528.55	5,742.62
Cash-Tax & Insurance Escrow	40,485.82	3,661.06	-36,824.76
<b>Total Cash</b>	<b>710,590.77</b>	<b>708,358.58</b>	<b>-2,232.19</b>

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

	<b>Current Month</b>					<b>Year to Date</b>				<b>Annual Budget</b>
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	49,659	50,067	(408)	-0.81%	<b>1</b>	157,032	150,201	6,831	4.55%	<b>600,804</b>
Other Tenant Income	520	532	(12)	-2.26%	<b>2</b>	1,420	1,596	(176)	-11.03%	<b>6,384</b>
Other Income	44	386	(342)	-88.69%		139	1,158	(1,019)	-88.00%	<b>4,632</b>
<b>Total Revenue</b>	<b>50,223</b>	<b>50,985</b>	<b>(762)</b>	<b>-1.50%</b>		<b>158,591</b>	<b>152,955</b>	<b>5,636</b>	<b>3.68%</b>	<b>611,820</b>
Administrative Expense	15,381	16,225	(843)	-5.20%	<b>3</b>	43,009	48,674	(5,664)	-11.64%	<b>194,694</b>
Tenant Services	-	35	(35)	-100.00%	<b>4</b>	107	105	2	1.61%	<b>420</b>
Utility Expense	5,726	6,155	(429)	-6.96%	<b>3</b>	17,527	18,465	(938)	-5.08%	<b>73,860</b>
Maintenance Expense	16,666	10,401	6,265	60.23%	<b>4</b>	31,655	31,203	452	1.45%	<b>124,813</b>
General Expense	7,378	7,865	(488)	-6.20%	<b>3</b>	22,810	23,596	(786)	-3.33%	<b>94,383</b>
Financing Expense	11,596	10,304	1,292	12.54%	<b>3</b>	30,913	30,913	-	0.00%	<b>123,650</b>
Operating Expense before Depreciation	56,747	50,985	5,762	11.30%		146,021	152,955	(6,934)	-4.53%	<b>611,820</b>
<b>Net Operating Income (Loss)</b>	<b>(6,525)</b>	<b>0</b>	<b>(6,525)</b>	<b>-130496500%</b>		<b>12,570</b>	<b>0</b>	<b>12,570</b>	<b>83800767%</b>	<b>0</b>
Depreciation & Amortization Expense	41,152	40,921	231.35	0.57%		123,457	122,763	694.05	0.57%	<b>491,052</b>
Capital Replacement Items	2,644	6,690	(4,045.60)	-60.47%		7,784	20,070	(12,285.91)	-61.22%	<b>80,280</b>
Reimburse Replacement Reserve	-	(6,690)	6,690.00	-100.00%		-	(20,070)	20,070.00	-100.00%	<b>(80,280)</b>
<b>Total Expense</b>	<b>100,544</b>	<b>91,906</b>	<b>8,638</b>	<b>9.40%</b>		<b>277,262</b>	<b>275,718</b>	<b>1,544</b>	<b>0.56%</b>	<b>1,102,872</b>
<b>Net Income (Loss)</b>	<b>(50,322)</b>	<b>(40,921)</b>	<b>(9,401)</b>	<b>22.97%</b>		<b>(118,671)</b>	<b>(122,763)</b>	<b>4,092</b>	<b>-3.33%</b>	<b>(491,052)</b>

Comments

- 1 Community consists of 75 apartment units comprised of tax credit and Section 8 vouchers. Tenant rental income is higher than the budget.**
- 2 Variance is due to residents timely payment of rents as well as causing less damage to their units.**
- 3 Variance reflects expenses being less than the budget.**
- 4 Variance within Tenant Services is due to resident meetings. Variance in Maintenance is due to slight increase in payroll costs.**

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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	153,225.74
Cash-Payroll	343.92
Petty Cash	600.00
Total Unrestricted Cash	<u>154,169.66</u>
Restricted Cash	
Cash Restricted-Security Deposits	28,775.00
Cash Restricted-Operating Reserve	460,762.61
Cash Restricted-Reserve for Replacement	157,018.26
Cash-Tax & Insurance Escrow	5,727.05
Total Restricted Cash	<u>652,282.92</u>
TOTAL CASH	<u>806,452.58</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	5,973.50
Allowance for Doubtful Accounts-Tenants/Vendors	-971.29
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>5,002.21</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	2,286.00
Prepaid Insurance	50,673.45
Prepaid Software Licenses	1,423.71
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>59,883.16</u>
TOTAL CURRENT ASSETS	<u>871,337.95</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,447,110.83
Automobiles	24,477.33
Furniture & Fixtures	488,900.63
Site Improvement-Infrastructure	688,655.00
Accum Depreciation-Buildings	-3,850,383.74
Accum Depreciation- Misc FF&E	-460,622.32
Accum Depreciation-Infrastructure	-419,357.94
Intangible Assets	0
Loan Costs	41,419.00
Amortization Loan Cost	-19,176.62
Compliance Fees	246,589.00
Amortization Tax Credit Fees	-152,064.70
TOTAL FIXED ASSETS (NET)	<u>8,335,546.47</u>
TOTAL NONCURRENT ASSETS	<u>8,335,546.47</u>
TOTAL ASSETS	<u>9,206,884.42</u>

**LIABILITIES & EQUITY**

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	10,839.85
Tenant Security Deposits	27,275.00
Security Deposit-Pet	2,200.00
Accrued Property Taxes	16,663.70
Accrued Interest Payable	48,722.06
Accrued Interest - 2nd Mortgage	549,686.47
Accrued Audit Fees	5,500.00
Tenant Prepaid Rents	1,579.90
Accrued Compensated Absences-Current	911.17
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	1,009,877.00
TOTAL CURRENT LIABILITIES	<u>5,623,538.15</u>

NONCURRENT LIABILITIES

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

TOTAL LIABILITIES

5,625,230.33

EQUITY

CONTRIBUTED CAPITAL

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

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets	-3,128,703.65
TOTAL RETAINED EARNINGS:	<u>-3,128,703.65</u>

TOTAL EQUITY

3,581,654.09

TOTAL LIABILITIES AND EQUITY

9,206,884.42

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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	149,901.75	153,225.74	3,323.99
Cash-Payroll	-889.95	343.92	1,233.87
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,775.00	28,775.00	0.00
Cash Restricted-Operating Reserve	460,754.53	460,762.61	8.08
Cash Restricted-Reserve for Replacement	155,023.83	157,018.26	1,994.43
Cash-Tax & Insurance Escrow	47,606.70	5,727.05	-41,879.65
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>841,171.86</b>	<b>805,852.58</b>	<b>-35,319.28</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	132,235.48	153,225.74	20,990.26
Cash-Payroll	-234.78	343.92	578.70
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,975.00	28,775.00	-200.00
Cash Restricted-Operating Reserve	460,739.63	460,762.61	22.98
Cash Restricted-Reserve for Replacement	151,035.51	157,018.26	5,982.75
Cash-Tax & Insurance Escrow	32,960.41	5,727.05	-27,233.36
Investment 2	0.00	0.00	0.00
<b>Total Cash</b>	<b>805,711.25</b>	<b>805,852.58</b>	<b>141.33</b>

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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	73,567	69,900.00	3,667	5.25%	<b>1</b>	216,372	209,700.00	6,672	3.18%	<b>838,800</b>
Other Tenant Income	(750)	(368.00)	(382)	103.80%		(2,125)	(1,104.00)	(1,021)	92.48%	<b>(4,416)</b>
Other Income	184	460.00	(276)	-60.06%		592	1,380.00	(788)	-57.08%	<b>5,520</b>
<b>Total Revenue</b>	<b>73,001</b>	<b>69,992</b>	<b>3,009</b>	<b>4.30%</b>		<b>214,840</b>	<b>209,976</b>	<b>4,864</b>	<b>2.32%</b>	<b>839,904</b>
Administrative Expenses	17,747	17,643.28	104	0.59%	<b>2</b>	51,995	52,929.84	(935)	-1.77%	<b>211,719</b>
Tenants Service Expenses	67	300.00	(233)	-77.80%	<b>2</b>	67	900.00	(833)	-92.60%	<b>3,600</b>
Utility Expense	7,754	9,255.00	(1,501)	-16.22%	<b>2</b>	23,945	27,765.00	(3,820)	-13.76%	<b>111,060</b>
Maintenance Expense	13,443	11,775.99	1,667	14.16%	<b>2</b>	32,482	35,327.97	(2,846)	-8.06%	<b>141,312</b>
General Expenses	3,965	5,378.68	(1,414)	-26.29%	<b>2</b>	10,985	16,136.03	(5,151)	-31.92%	<b>64,544</b>
Financing Expenses	21,571	22,304.84	(733)	-3.29%	<b>2</b>	65,114	66,914.52	(1,800)	-2.69%	<b>267,658</b>
Operating expense before depreciatio	64,547	66,658	(2,110)	-3.17%		184,587	199,973	(15,386)	-7.69%	<b>799,893</b>
<b>Net Operating Income (Loss)</b>	<b>8,453</b>	<b>3,334</b>	<b>5,119</b>	<b>153.53%</b>		<b>30,253</b>	<b>10,003</b>	<b>20,250</b>	<b>202.45%</b>	<b>40,011</b>
Depreciation & Amortization	33,669	43,150	(9,481)	-21.97%		101,008	129,451	(28,443)	-21.97%	<b>517,804</b>
Capital/Operational Replacement Iten	6,099	7,965	(1,866)	-23.42%		11,134	23,895	(12,761)	-53.40%	<b>95,580</b>
Reimburse Replacement Reserves	-	-	-	-		-	-	-	-	<b>(95,580)</b>
<b>Total Expense</b>	<b>104,316</b>	<b>117,773</b>	<b>(13,457)</b>	<b>-11.43%</b>		<b>296,729</b>	<b>353,319</b>	<b>(56,590)</b>	<b>-16.02%</b>	<b>1,317,697</b>
<b>Net Operating Income (Loss)</b>	<b>(31,316)</b>	<b>(47,781)</b>	<b>16,465</b>	<b>-34.46%</b>		<b>(81,889)</b>	<b>(143,343)</b>	<b>61,454</b>	<b>-42.87%</b>	<b>(477,793)</b>

Comments

- 1 Consists of 100 Tax Credit and Project-Based Section 8 Voucher units. Tenant collection is slightly higher than the budget.**
- 2 Variance is due to expenses being less than budgeted.**



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

**ASSETS**

Unrestricted Cash	
Cash Operating 1	12,242.74
Cash-Payroll	-2,278.10
Petty Cash	300.00
Total Unrestricted Cash	<u>10,264.64</u>
Restricted Cash	
Cash Restricted-Security Deposits	10,650.00
Cash Restricted-Operating Reserve	19.08
Cash Restricted-Reserve for Replacement	206,098.21
Cash-Tax & Insurance Escrow	68,855.82
Restricted Investment	156,629.77
Total Restricted Cash	<u>442,252.88</u>
TOTAL CASH	<u>452,517.52</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	5,390.96
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-2,828.96</u>
TOTAL: AR	2,562.00
TOTAL ACCOUNTS AND NOTES RECEIVABLE	2,562.00
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	4,961.73
Prepaid Software Licenses	1,661.03
TOTAL OTHER CURRENT ASSETS	<u>7,122.76</u>
TOTAL CURRENT ASSETS	<u>462,202.28</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	35,770.50
Furniture & Fixtures	17,728.82
Furn, Fixt, & Equip	1,212,730.94
Accum Depreciation-Buildings	-3,447,304.70
Accum Depreciation- Misc FF&E	-1,175,324.30
Accum Depreciation-Infrastructure	-382,483.61
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	-200,126.11
Compliance Fees	200,558.00
Amortization Tax Credit Fees	-143,726.19
TOTAL FIXED ASSETS (NET)	<u>9,682,404.77</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>10,394,001.77</u>
TOTAL ASSETS	<u>10,856,204.05</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	48,676.54
Tenant Security Deposits	9,600.00
Security Deposit Clearing Account	456.00
Security Deposit-Pet	1,100.00
Accrued Property Taxes	1,362.64
Accrued Interest NLP Loan	5,850.89
Accrued Audit Fees	5,500.00
Tenant Prepaid Rents	348.73
Accrued Compensated Absences-Current	594.68
Mortgage Note Payable	2,900,531.99
Second Mortgage Payable	850,000.00
Third Mortgage Payable	324,668.05
Fourth Mortgage Payable	400,000.00
Note Payable-City of Bartow Impact Fees	564,621.00
Deferred Development Fee	1,393,005.91
TOTAL CURRENT LIABILITIES	<u>6,506,316.43</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,104.40
TOTAL NONCURRENT LIABILITIES	<u>1,104.40</u>
TOTAL LIABILITIES	<u>6,507,420.83</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital Private Investors	5,437,398.00
GP Equity	-89.00
Special LP Equity	49,593.89
Syndication Costs	-30,000.00
TOTAL CONTRIBUTED CAPITAL	<u>5,456,902.89</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-1,108,119.67
TOTAL RETAINED EARNINGS:	<u>-1,108,119.67</u>
TOTAL EQUITY	<u>4,348,783.22</u>
TOTAL LIABILITIES AND EQUITY	<u>10,856,204.05</u>

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

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	6,434.76	12,242.74	5,807.98
Cash-Payroll	-1,896.03	-2,278.10	-382.07
Cash Restricted-Security Deposits	10,611.00	10,650.00	39.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	203,149.39	206,098.21	2,948.82
Cash-Tax & Insurance Escrow	63,242.82	68,855.82	5,613.00
Investment 1	0.00	0.00	0.00
Restricted Investment	156,500.20	156,629.77	129.57
<b>Total Cash</b>	<b>438,061.22</b>	<b>452,217.52</b>	<b>14,156.30</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	17,962.90	12,242.74	-5,720.16
Cash-Payroll	-1,408.85	-2,278.10	-869.25
Cash Restricted-Security Deposits	9,862.00	10,650.00	788.00
Cash Restricted-Operating Reserve	19.08	19.08	0.00
Cash Restricted-Reserve for Replacement	197,253.28	206,098.21	8,844.93
Cash-Tax & Insurance Escrow	52,016.82	68,855.82	16,839.00
Investment 1	0.00	0.00	0.00
Restricted Investment	156,198.37	156,629.77	431.40
<b>Total Cash</b>	<b>431,903.60</b>	<b>452,217.52</b>	<b>20,313.92</b>

**Lakeland Housing Authority**

**Hampton Hills (AMP 4)**

**Statement of Operations**

**For the Current and Three Months Ended March 25, 2020**

	<b>Current Month</b>					<b>Year to Date</b>				<b>Annual Budget</b>
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	2,392	2,467	(75)	-3.04%	<b>1</b>	7,206	7,401	(195)	-2.63%	<b>29,604</b>
Other Tenant Income	-	205	(205)	-100.00%	<b>2</b>	25	615	(590)	-95.93%	<b>2,460</b>
Grant Income	216	678	(462)	-68.14%	<b>3</b>	2,007	2,034	(27)	-1.33%	<b>8,136</b>
Other Income	2	-	2			2	-	2		-
<b>Total Revenue</b>	<b>2,610</b>	<b>3,350</b>	<b>(740)</b>	<b>-22.09%</b>		<b>9,240</b>	<b>10,050</b>	<b>(810)</b>	<b>-8.06%</b>	<b>40,200</b>
Administrative Expenses	1,005	1,575	(570)	-36.20%	<b>4</b>	3,915	4,726	(811)	-17.16%	<b>18,905</b>
Tenant Services Expenses	-	25	(25)	-100.00%	<b>4</b>	-	75	(75)	-100.00%	<b>300</b>
Utility Expense	-	100	(100)	-100.00%	<b>4</b>	190	300	(110)	-36.52%	<b>1,200</b>
Maintenance and Development Expens	1,412	1,128	284	25.19%	<b>4</b>	2,724	3,383	(659)	-19.49%	<b>13,532</b>
General Expenses	248	468	(220)	-46.97%	<b>4</b>	1,253	1,405	(152)	-10.82%	<b>5,621</b>
Housing Assistance Payments	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Operating expense before Depreciator	2,665	3,296	(631)	-19.15%		8,083	9,889	(1,807)	-18.27%	<b>39,558</b>
<b>Net Operating Income (Loss)</b>	<b>(55)</b>	<b>54</b>	<b>(109)</b>			<b>1,157</b>	<b>161</b>	<b>997</b>		<b>642</b>
Depreciation	-	-	-			-	-	-		<b>321</b>
Operational Expenses - Replacement	-	-	-			24,674	-	24,674		-
Transfer In/Out	-	-	-			(24,674)	-	(24,674)		-
<b>Total Expenses</b>	<b>2,665</b>	<b>3,296</b>	<b>(631)</b>	<b>#DIV/0!</b>		<b>8,083</b>	<b>9,889</b>	<b>(1,807)</b>	<b>#DIV/0!</b>	<b>39,879</b>
<b>Net Income (Loss)</b>	<b>(55)</b>	<b>54</b>	<b>(109)</b>	<b>-202.91%</b>		<b>1,157</b>	<b>161</b>	<b>997</b>	<b>620.64%</b>	<b>321</b>

**Comments**

- 1** Property is comprised of 4, Section 32 Public Housing lease-to-purchase units. Rental income was lower than budgeted due to timing associated with preparation of the unit and move in of a new potential homebuyer.
- 2** Variance is due to timely payments of rent and residents causing less damage to their units.
- 3** Variance is due to a slight decrease in subsidy received from HUD.
- 4** Variance reflects expenses that are less than the budget.

**Lakeland Housing Authority**

**Hampton Hills (AMP 4)**

**Balance Sheet**

**as of March 25, 2020**

**ASSETS**

CASH	
Unrestricted Cash	
Cash Operating 1	2,105.12
Cash-Payroll	1,553.22
Cash Operating 3	47,045.85
Total Unrestricted Cash	50,704.19
Restricted Cash	
Cash Restricted-Security Deposits	1,500.00
Cash Restricted - FSS Escrow	84.00
Total Restricted Cash	1,584.00
 TOTAL CASH	 52,288.19
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	1,235.00
Allowance for Doubtful Accounts-Tenants/Vendors	-508.00
AR-TPA/Fraud Recovery	370.00
TOTAL: AR	1,097.00
Due from LPHC	283,520.66
Lakeridge Homes 2nd Mortgage	362,911.05
TOTAL ACCOUNTS AND NOTES RECEIVABLE	647,528.71
 OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	2,216.73
TOTAL OTHER CURRENT ASSETS	2,716.73
TOTAL CURRENT ASSETS	702,533.63
 NONCURRENT ASSETS	
FIXED ASSETS	
Buildings	538,431.12
Furniture & Fixtures	2,248.94
Accum Depreciation- Misc FF&E	-2,248.94
Intangible Assets	
TOTAL FIXED ASSETS (NET)	538,431.12
TOTAL NONCURRENT ASSETS	538,431.12
TOTAL ASSETS	1,240,964.75

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
Tenant Security Deposits	1,500.00
Lease Purchase Escrow	84.00
Accrued audit fees - LHA	444.42
Tenant Prepaid Rents	84.00
Accrued Compensated Absences-Current	119.01
TOTAL CURRENT LIABILITIES	2,231.43
 NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	221.01
TOTAL NONCURRENT LIABILITIES	221.01
TOTAL LIABILITIES	2,452.44
 EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	1,238,512.31
TOTAL RETAINED EARNINGS:	1,238,512.31
TOTAL EQUITY	1,238,512.31
TOTAL LIABILITIES AND EQUITY	1,240,964.75

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

**For the Current and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	2,932.92	2,105.12	-827.80
Cash-Payroll	744.87	1,553.22	808.35
Cash Operating 3	47,066.49	47,045.85	-20.64
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,500.00	1,500.00	0.00
Cash Restricted - FSS Escrow	84.00	84.00	0.00
Cash Restricted - Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>52,328.28</b>	<b>52,288.19</b>	<b>-40.09</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	560.93	2,105.12	1,544.19
Cash-Payroll	868.23	1,553.22	684.99
Cash Operating 3	47,103.18	47,045.85	-57.33
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	1,500.00	1,500.00	0.00
Cash Restricted - FSS Escrow	84.00	84.00	0.00
Cash Restricted - Escrow	0.00	0.00	0.00
<b>Total Cash</b>	<b>50,116.34</b>	<b>52,288.19</b>	<b>2,171.85</b>

Lakeland Housing Authority

YouthBuild-DOL 2018 (49)

Statement of Operations

For the Current and Three Months Ended March 25, 2020

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	14,921	37,238	(22,317)	-59.93%	1	50,667	111,714	(61,048)	-54.65%	446,857
Other Income	4	-	4	#DIV/0!		8	-	8	#DIV/0!	-
<b>Total Revenue</b>	<b>14,925</b>	<b>37,238</b>	<b>(22,313)</b>	<b>-59.92%</b>		<b>50,675</b>	<b>111,714</b>	<b>(61,039)</b>	<b>-54.64%</b>	<b>446,857</b>
Administrative Expenses	28,128	22,825	5,303	23.23%	2	68,277	68,475	(198)	-0.29%	273,900
Tenant Services Expenses (Trainees)	-	13,684	(13,684)	-100.00%	2	289	41,052	(40,763)	-99.30%	164,208
Utility Expense	-	250	(250)	-100.00%	2	-	750	(750)	-100.00%	3,000
Maintenance and Development Expens	-	88	(88)	-100.00%	2	62	265	(203)	-76.70%	1,060
General Expenses	618	391	227	58.21%	3	1,237	1,172	64	5.50%	4,689
Operating expense before Depreciator	28,746	37,238	(8,492)	-22.81%		69,865	111,714	(41,849)	-37.46%	446,857
Transfer Out	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
<b>Net Operating Income (Loss)</b>	<b>(13,821)</b>	<b>0</b>	<b>(13,821)</b>			<b>(19,190)</b>	<b>0</b>	<b>(19,190)</b>		<b>0</b>
Depreciation	-	-	-			-	-	-		-
<b>Total Expenses</b>	<b>28,746</b>	<b>37,238</b>	<b>(8,492)</b>	<b>-22.81%</b>		<b>69,865</b>	<b>111,714</b>	<b>(41,849)</b>	<b>-37.46%</b>	<b>446,857</b>
<b>Net Income (Loss)</b>	<b>(13,821)</b>	<b>0</b>	<b>(13,821)</b>			<b>(19,190)</b>	<b>0</b>	<b>(19,190)</b>		<b>0</b>

Comments

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

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

<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
CASH		CURRENT LIABILITIES	
Cash Operating 1	2,621.16	A/P Vendors and Contractors	-252.90
Cash-Payroll	-11,443.09	Due to Central Office Cost Center	4,108.94
Petty Cash	<u>1,000.00</u>	<b>TOTAL CURRENT LIABILITIES</b>	<u>3,856.04</u>
Total Unrestricted Cash	-7,821.93		
OTHER CURRENT ASSETS			
Prepaid Insurance	<u>1,915.62</u>		
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>1,915.62</u>		
<b>TOTAL CURRENT ASSETS</b>	<u>-5,906.31</u>		
NONCURRENT ASSETS			
FIXED ASSETS			
Automobiles	21,299.00		
Accum Depreciation- Misc FF&E	-21,299.00		
<b>TOTAL FIXED ASSETS (NET)</b>	<u>0.00</u>		
<b>TOTAL NONCURRENT ASSETS</b>	<u>0.00</u>		
<b>TOTAL ASSETS</b>	<u>-5,906.31</u>		
		<b>TOTAL LIABILITIES</b>	<u>3,856.04</u>
		<b>EQUITY</b>	
		<b>RETAINED EARNINGS</b>	
		Retained Earnings-Unrestricted Net Assets	-23,034.35
		Retained Earnings - Restricted Net Assets	13,272.00
		<b>TOTAL RETAINED EARNINGS:</b>	<u>-9,762.35</u>
		<b>TOTAL EQUITY</b>	<u>-9,762.35</u>
		<b>TOTAL LIABILITIES AND EQUITY</b>	<u>-5,906.31</u>

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

**For the Current and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	3,555.99	2,621.16	-934.83
Cash-Payroll	-11,722.22	-11,443.09	279.13
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-8,166.23</b>	<b>-8,821.93</b>	<b>-655.70</b>

<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	652.00	2,621.16	1,969.16
Cash-Payroll	-23,427.61	-11,443.09	11,984.52
Negative Cash COCC Master	0.00	0.00	0.00
<b>Total Cash</b>	<b>-22,775.61</b>	<b>-8,821.93</b>	<b>13,953.68</b>



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

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,044	12,038	6	0.05%	1	37,680	36,114	1,566	4.34%	<b>144,456</b>
Other Tenant Income	-	230	(230)	-100.00%		-	690	(690)	-100.00%	<b>2,760</b>
Government Subsidy	-	10,500	(10,500)	-100.00%	2	25,200	31,500	(6,300)	-20.00%	<b>126,000</b>
Other Income	11	-	11	#DIV/0!		38	-	38	#DIV/0!	-
<b>Total Revenue</b>	<b>12,055</b>	<b>22,768</b>	<b>(10,724)</b>	<b>-47.10%</b>		<b>62,918</b>	<b>68,304</b>	<b>(5,424)</b>	<b>-7.94%</b>	<b>273,216</b>
Administrative Expense	14,761	10,126	4,634	45.76%	3	41,494	30,379	11,115	36.59%	<b>121,517</b>
Tenant Services	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Utility Expense	2,234	2,145	89	4.16%	3	6,624	6,435	189	2.94%	<b>25,739</b>
Maintenance Expense	15,961	5,220	10,741	205.77%	3	24,036	15,660	8,376	53.48%	<b>62,640</b>
General Expense	1,802	1,550	252	16.26%	3	5,158	4,650	508	10.93%	<b>18,600</b>
Operating Expense before Depreciation	34,758	19,041	15,717	82.54%		77,312	57,124	20,188	35.34%	<b>228,496</b>
<b>Net Operating Income (Loss)</b>	<b>(22,703)</b>	<b>3,727</b>	<b>(26,441)</b>	<b>-709.49%</b>		<b>(14,394)</b>	<b>11,180</b>	<b>(25,612)</b>	<b>-229.09%</b>	<b>44,720</b>
Depreciation & Amortization Expense	7,957	7,957	(0)	0.00%		23,871	23,871	(0)	0.00%	<b>95,482</b>
Capital Replacement Items	-	5,540	(5,540)	-100.00%		-	16,620	(16,620)	-100.00%	<b>66,480</b>
Transfer in/Out	-	(5,540)	5,540	-100.00%		-	(16,620.00)	16,620	-100.00%	<b>(66,480)</b>
<b>Total Expense</b>	<b>42,715</b>	<b>26,998</b>	<b>15,717</b>	<b>58.21%</b>		<b>101,183</b>	<b>80,995</b>	<b>20,188</b>	<b>24.93%</b>	<b>323,978</b>
<b>Net Operating Income (Loss)</b>	<b>(30,660)</b>	<b>(4,230)</b>	<b>(26,430)</b>	<b>624.79%</b>		<b>(38,264)</b>	<b>(12,691)</b>	<b>(25,574)</b>	<b>201.52%</b>	<b>(50,762)</b>

Comments

- 1 Consists of 48 public housing units for seniors age 62 and older with a preference for veterans. Rent collections are higher than the budget due to the income of seniors living at the property.
- 2 Variance is due to subsidy received from HUD being lower than anticipated.
- 3 Administrative and Maintenance Expenses increased preparing for the REAC inspection; which was canceled due to the COVID-19 pandemic. Increase in Utility Expenses resulted from increased water costs.

**Lakeland Housing Authority**

**Williamstown, LLLP**

**Balance Sheet**

**as of March 25, 2020**

**ASSETS**

CASH	
Unrestricted Cash	
Cash Operating 1	25,910.79
Cash-Payroll	-2,130.48
Total Unrestricted Cash	<u>23,780.31</u>
Restricted Cash	
Cash Restricted-Security Deposits	16,172.00
Cash Restricted-Reserve for Replacement	15,997.44
Total Restricted Cash	<u>32,169.44</u>
 TOTAL CASH	 <u>55,949.75</u>
 ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	2,341.00
Allowance for Doubtful Accounts-Tenants/Vendors	-28.00
TOTAL: AR	<u>2,313.00</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	2,313.00
 OTHER CURRENT ASSETS	
Prepaid Insurance	15,963.24
Prepaid Software Licenses	854.23
TOTAL OTHER CURRENT ASSETS	<u>16,817.47</u>
TOTAL CURRENT ASSETS	75,080.22
 NONCURRENT ASSETS	
FIXED ASSETS	
Land	296,687.00
Buildings	3,751,341.13
Furniture & Fixtures	8,494.29
Accum Depreciation-Buildings	-117,512.49
Accum Depreciation- Misc FF&E	-1,840.41
TOTAL FIXED ASSETS (NET)	<u>3,937,169.52</u>
TOTAL NONCURRENT ASSETS	<u>3,937,169.52</u>
 TOTAL ASSETS	 <u>4,012,249.74</u>

**LIABILITIES & EQUITY**

CURRENT LIABILITIES	
A/P Vendors and Contractors	5,753.34
Tenant Security Deposits	14,400.00
Security Deposit-Pet	1,800.00
Accrued Audit Fees	7,250.00
Accrued audit fees - LHA	5,333.40
Tenant Prepaid Rents	2,385.00
Accrued Compensated Absences-Current	1,368.58
TOTAL CURRENT LIABILITIES	<u>38,290.32</u>
 NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	2,541.64
TOTAL NONCURRENT LIABILITIES	<u>2,541.64</u>
 TOTAL LIABILITIES	 <u>40,831.96</u>
 EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	3,971,417.78
TOTAL RETAINED EARNINGS:	<u>3,971,417.78</u>
 TOTAL EQUITY	 <u>3,971,417.78</u>
 TOTAL LIABILITIES AND EQUITY	 <u>4,012,249.74</u>

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

**For the Current and Three Months Ended March 25, 2020**

<b>Period to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	46,367.62	25,910.79	-20,456.83
Cash-Payroll	-3,979.25	-2,130.48	1,848.77
Cash Restricted-Security Deposits	16,170.00	16,172.00	2.00
Cash Restricted-Reserve for Replacement	14,997.60	15,997.44	999.84
<b>Total Cash</b>	<b>73,555.97</b>	<b>55,949.75</b>	<b>-17,606.22</b>
<b>Year to Date</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>	<b>Difference</b>
Cash Operating 1	21,751.68	25,910.79	4,159.11
Cash-Payroll	1,239.02	-2,130.48	-3,369.50
Cash Restricted-Security Deposits	16,116.00	16,172.00	56.00
Cash Restricted-Reserve for Replacement	12,997.92	15,997.44	2,999.52
<b>Total Cash</b>	<b>52,104.62</b>	<b>55,949.75</b>	<b>3,845.13</b>

**LAKELAND HOUSING AUTHORITY**  
**Grant Report**  
Updated as of April 13, 2020

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
<b>Capital Fund Program</b>	<b>(HUD)</b>								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	251,538.00	251,538.00	0.00
CFP - 2014		05-01-14	05-01-16	05-01-18	341,004.00	306,903.60	341,004.00	341,004.00	0.00
CFP - 2015		04-13-15	04-12-17	04-12-19	345,575.00	311,017.50	345,575.00	345,575.00	0.00
CFP - 2016		04-13-16	04-12-18	04-12-20	358,393.00	322,553.70	358,393.00	358,393.00	0.00
CFP - 2017		08-16-17	08-15-19	08-15-21	608,069.00	547,262.10	583,721.87	108,964.85	499,104.15
CFP - 2018		05-29-18	05-28-20	05-28-22	934,727.00	841,254.30	592,934.80	277,228.80	657,498.20
CFP - 2019		04-16-19	04-15-21	04-15-23	965,861.00	869,274.90	0.00	0.00	965,861.00
				<b>CFP Total:</b>	<b>4,695,561.00</b>	<b>4,226,004.90</b>	<b>3,363,560.67</b>	<b>2,573,097.65</b>	<b>2,122,463.35</b>
<b>Replacement Housing Factor</b>	<b>(HUD)</b>								
RHF - 2009(a)		09-15-09	10-29-16	07-29-17	282,108.00	253,897.20	282,108.00	282,108.00	0.00
RHF - 2009(b)		04-02-10	10-29-16	07-29-17	149,804.00	134,823.60	149,804.00	149,804.00	0.00
RHF - 2010		07-15-10	10-29-16	07-29-18	441,385.00	397,246.50	441,385.00	441,385.00	0.00
RHF - 2011		08-03-11	10-29-16	10-29-18	380,321.00	342,288.90	380,321.00	380,321.00	0.00
RHF - 2012(b)		03-12-12	10-29-16	10-29-18	70,661.00	63,594.90	70,661.00	70,661.00	0.00
RHF - 2013(a)		09-09-13	10-29-18	04-12-19	208,904.00	188,013.60	208,904.00	208,904.00	0.00
RHF - 2013(b)		09-09-13	10-29-16	10-29-18	62,529.00	56,276.10	62,529.00	62,529.00	0.00
RHF - 2014		05-13-14	10-29-18	04-12-19	185,710.00	167,139.00	185,710.00	185,710.00	0.00
RHF - 2015		04-13-15	10-29-18	04-12-19	187,612.00	168,850.80	187,612.00	187,612.00	0.00
RHF - 2016		04-13-16	10-29-18	04-12-20	193,574.00	174,216.60	193,574.00	193,574.00	0.00
				<b>RHF Total:</b>	<b>2,162,608.00</b>	<b>1,946,347.20</b>	<b>2,162,608.00</b>	<b>2,162,608.00</b>	<b>0.00</b>
<b>HOPE VI</b>	<b>(HUD)</b>	04-05-00		12-31-17	21,842,801.00	19,658,520.90	21,842,801.00	21,842,801.00	0.00
<b>Safety &amp; Security Grant</b>	<b>(HUD)</b>	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
				<b>Safety &amp; Security Total:</b>	<b>250,000.00</b>	<b>225,000.00</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>0.00</b>
<b>Resident Opportunities and Self Sufficiency</b>	<b>(HUD)</b>								
ROSS-Family Self Sufficiency 2018		02-19-19	02-18-20		72,000.00	64,800.00	72,000.00	72,000.00	0.00
ROSS-Family Self Sufficiency 2017		01-01-18	12-31-18		110,072.00	99,064.80	110,072.00	110,072.00	0.00
ROSS - Service Coordinator 2016		02-01-17	01-31-20		219,185.00	197,266.50	219,185.00	219,185.00	0.00
				<b>ROSS Total:</b>	<b>401,257.00</b>	<b>361,131.30</b>	<b>401,257.00</b>	<b>401,257.00</b>	<b>0.00</b>
<b>YouthBuild 2018 Grant (new)</b>	<b>(DOL)</b>	01-01-2019		04-30-2022	1,075,472.00	967,924.80	367,068.59	367,068.59	708,403.41
<b>YouthBuild 2016 Grant (existing)</b>	<b>(DOL)</b>	10-17-16		02-16-20	990,024.00	891,021.60	990,024.00	990,024.00	0.00
				<b>YouthBuild Total:</b>	<b>2,065,496.00</b>	<b>1,858,946.40</b>	<b>1,357,092.59</b>	<b>1,357,092.59</b>	<b>708,403.41</b>



## LAKELAND HOUSING AUTHORITY(CITY OF)

### Obligated/Expenditure Status

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**If a Reporting Period date is a hyperlink (underlined), then clicking the date will allow you to update obligated/expenditure for that period. If there are multiple unreported periods, the earliest period must be reported 1st.**

✔ Provided	❌ Obl Warning	Grant Number	Obligation End	Reporting Period	Due	LOCCS Authorized	Cumulative PHA Obligated	LOCCS Disbursed	Cumulative PHA Expended
<b>Capital Fund Program (CFP)</b>									
✔		<a href="#">FL14E011501-12</a>	03-19-2014	<a href="#">03-31-2020</a>	04-07-2020	\$250,000.00	\$250,000.00 <b>100%</b>	\$250,000.00	\$250,000.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$250,000.00	- -	\$250,000.00	- -
		<a href="#">FL14P011501-09</a>	09-14-2011	<a href="#">03-31-2020</a>	04-07-2020	\$640,879.00	\$640,879.00 <b>100%</b>	\$640,879.00	\$640,879.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$640,879.00	- -	\$640,879.00	- -
		<a href="#">FL14P011501-10</a>	07-14-2012	<a href="#">03-31-2020</a>	04-07-2020	\$639,073.00	\$639,073.00 <b>100%</b>	\$639,073.00	\$639,073.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$639,073.00	- -	\$639,073.00	- -
		<a href="#">FL14P011501-11</a>	08-02-2013	<a href="#">03-31-2020</a>	04-07-2020	\$562,980.00	\$562,980.00 <b>100%</b>	\$562,980.00	\$562,980.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$562,980.00	- -	\$562,980.00	- -
		<a href="#">FL14P011501-12</a>	03-11-2014	<a href="#">03-31-2020</a>	04-07-2020	\$327,414.00	\$327,414.00 <b>100%</b>	\$327,414.00	\$327,414.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$327,414.00	- -	\$327,414.00	- -
		<a href="#">FL14P011501-13</a>	09-08-2015	<a href="#">03-31-2020</a>	04-07-2020	\$251,538.00	\$251,538.00 <b>100%</b>	\$251,538.00	\$251,538.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$251,538.00	- -	\$251,538.00	- -
		<a href="#">FL14P011501-14</a>	05-12-2016	<a href="#">03-31-2020</a>	04-07-2020	\$341,004.00	\$341,004.00 <b>100%</b>	\$341,004.00	\$341,004.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$341,004.00	- -	\$341,004.00	- -
		<a href="#">FL14P011501-15</a>	04-12-2017	<a href="#">03-31-2020</a>	04-07-2020	\$345,575.00	\$345,575.00 <b>100%</b>	\$345,575.00	\$345,575.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$345,575.00	- -	\$345,575.00	- -
		<a href="#">FL14R011501-13</a>	10-29-2018	<a href="#">03-31-2020</a>	04-07-2020	\$208,904.00	\$208,904.00 <b>100%</b>	\$208,904.00	\$208,904.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$208,904.00	- -	\$208,904.00	- -
		<a href="#">FL14R011501-14</a>	10-29-2018	<a href="#">03-31-2020</a>	04-07-2020	\$185,710.00	\$185,710.00 <b>100%</b>	\$185,710.00	\$185,710.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$185,710.00	- -	\$185,710.00	- -
		<a href="#">FL14R011501-15</a>	10-29-2018	<a href="#">03-31-2020</a>	04-07-2020	\$187,612.00	\$187,612.00 <b>100%</b>	\$187,612.00	\$187,612.00 <b>100%</b>
				<a href="#">04-30-2020</a>	05-07-2020	\$187,612.00	- -	\$187,612.00	- -
		<a href="#">FL14R011502-09</a>	10-29-2016	<a href="#">03-31-2020</a>	04-07-	\$282,108.00	\$282,108.00 <b>100%</b>	\$282,108.00	\$282,108.00 <b>100%</b>

		✓	2020							
		<u>04-30-2020</u>	05-07-2020	\$282,108.00	-	-	\$282,108.00	-	-	
<a href="#">FL14R011502-10</a>	10-29-2016	✓	<u>03-31-2020</u>	04-07-2020	\$441,385.00	\$441,385.00	100%	\$441,385.00	\$441,385.00	100%
			<u>04-30-2020</u>	05-07-2020	\$441,385.00	-	-	\$441,385.00	-	-
<a href="#">FL14R011502-11</a>	10-29-2016	✓	<u>03-31-2020</u>	04-07-2020	\$380,321.00	\$380,321.00	100%	\$380,321.00	\$380,321.00	100%
			<u>04-30-2020</u>	05-07-2020	\$380,321.00	-	-	\$380,321.00	-	-
<a href="#">FL14R011502-12</a>	10-29-2016	✓	<u>03-31-2020</u>	04-07-2020	\$70,661.00	\$70,661.00	100%	\$70,661.00	\$70,661.00	100%
			<u>04-30-2020</u>	05-07-2020	\$70,661.00	-	-	\$70,661.00	-	-
<a href="#">FL14R011502-13</a>	10-29-2016	✓	<u>03-31-2020</u>	04-07-2020	\$62,529.00	\$62,529.00	100%	\$62,529.00	\$62,529.00	100%
			<u>04-30-2020</u>	05-07-2020	\$62,529.00	-	-	\$62,529.00	-	-
<a href="#">FL14R011504-09</a>	10-29-2016	✓	<u>03-31-2020</u>	04-07-2020	\$149,804.00	\$149,804.00	100%	\$149,804.00	\$149,804.00	100%
			<u>04-30-2020</u>	05-07-2020	\$149,804.00	-	-	\$149,804.00	-	-
<a href="#">FL29P011501-16</a>	04-12-2018	✓	<u>03-31-2020</u>	04-07-2020	\$358,393.00	\$358,393.00	100%	\$337,782.01	\$337,782.01	94%
			<u>04-30-2020</u>	05-07-2020	\$358,393.00	\$358,393.00	100%	\$358,393.00	\$358,393.00	100%
<a href="#">FL29P011501-17</a>	08-15-2019	✓	<u>03-31-2020</u>	04-07-2020	\$608,069.00	\$583,721.87	95%	\$108,964.85	\$108,964.85	17%
			<u>04-30-2020</u>	05-07-2020	\$608,069.00	-	-	\$108,964.85	-	-
<a href="#">FL29P011501-18</a>	05-28-2020	✓	<u>03-31-2020</u>	04-07-2020	\$934,727.00	\$592,934.80	63%	\$277,228.80	\$277,228.80	29%
			<u>04-30-2020</u>	05-07-2020	\$934,727.00	-	-	\$277,228.80	-	-
<a href="#">FL29P011501-19</a>	04-15-2021	✓	<u>03-31-2020</u>	04-07-2020	\$971,182.00	\$0.00	0%	\$0.00	\$0.00	0%
			<u>04-30-2020</u>	05-07-2020	\$971,182.00	-	-	\$0.00	-	-
<a href="#">FL29P011501-20</a>	03-25-2022		<u>04-30-2020</u>	05-07-2020	\$1,107,656.00	-	-	\$0.00	-	-
<a href="#">FL29R011501-16</a>	10-29-2018	✓	<u>03-31-2020</u>	04-07-2020	\$193,574.00	\$193,574.00	100%	\$193,574.00	\$193,574.00	100%
			<u>04-30-2020</u>	05-07-2020	\$193,574.00	-	-	\$193,574.00	-	-
<b>Urban Revitalization Program(Hope6) (URP)</b>										
<a href="#">FL14URD011I199</a>	12-31-2017	✓	<u>03-31-2020</u>	04-07-2020	\$21,842,801.00	\$21,842,801.00	100%	\$21,842,801.00	\$21,842,801.00	100%
			<u>04-30-2020</u>	05-07-2020	\$21,842,801.00	-	-	\$21,842,801.00	-	-



## April 2020 Board Report



### Program Manager's Report

During the month of March:

The Program Manager continued to be hopeful about the TechHire Program coordinating training for the upcoming Cycle 18 class. On March 11<sup>th</sup>, Belinda Williams, TechHire Program Assistant visited YouthBuild-Lakeland to render a presentation about TechHire to the Cycle 18 Mental Toughness participants. TechHire offers valuable training that can lead to various employment opportunities. Upon successful completion of a series of classroom modules and exams, certifications can be earned as: (1) MSSC Certified Production Technician (CPT) and (2) Occupational Safety and Health Administration (OSHA) 10 and Packing Machinery Manufacturers Institute (PMMI) Mechanical Level I.

During the period of March 2<sup>nd</sup> through March 12<sup>th</sup>, we continued our 3-week Mental Toughness with 30 plus Preps. On March 11<sup>th</sup>, the Program Manager participated with the YouthBuild-Lakeland staff in the selection process of Preps who will participate in YouthBuild-Lakeland's Cycle 18. On March 12<sup>th</sup>, the YouthBuild Lakeland staff met with the Preps to announce the selected group of twenty-one (21) for Cycle 18. This process is never easy and there was much careful thought and consideration given in this task. Some of the criteria on which participants are selected is their participation in team-building activities, classroom assignments in Academics, Career Development and Construction, ability to get-along with peers, attitude, and attendance.

Preps who were not selected received, from the Program Manager, a letter with their ticket to the Cycle 19 3-Week Mental Toughness and a copy of the YouthBuild-Lakeland Supportive Services Referral Guide. In honor of their accomplishment, on March 13<sup>th</sup>, a Celebratory Cook-Out was held at the YouthBuild-Lakeland Center for the newly selected Cycle 18 class.

The Program Manager designated a 'Spring Break' week during the period of March 16<sup>th</sup> – 20<sup>th</sup>. This would allow the participants to obtain and/or gather certain documents that will be needed by Lakeland Housing Authority's Human Resource Office for the purpose of processing each to receive

a bi-weekly stipend. Due to the increase of the Corona Virus which eventually became a pandemic, an additional week was approved to allow the YouthBuild staff to clean and sanitize the YouthBuild-Lakeland Center. Cycle 18 participants returned to the Center on March 30<sup>th</sup> for the start of a six-month tenure. Precautions are being taken to serve Cycle 18 in 3 groups of 7. The YouthBuild staff has also begun to explore virtual options that will provide the participants with a rotation of at-home learning, staying engaged with staff and on-site construction learning.

## **Academics**

During the month of March, Cycle 18 Preps continued to participate in Mental Toughness. The daily schedule was strategically planned to keep the Preps engaged, involved and meeting staff expectations. As some of the Preps had not attended school in a while, all were introduced to Academic assignments and quizzes that offered opportunity for the Academic Instructor to gage their knowledge level.

The Academic Instructor was instrumental in the daily operations schedule during Mental Toughness and the selection process on March 12<sup>th</sup> and 13<sup>th</sup> while continuing to structure Academics for the upcoming six months. Among the first steps in Cycle 18 will be the completion of an Individual Development Plan for each participant. The Academic Instructor continued to reach out to and encourage graduates of Cycle 17 to press in and complete outstanding assignments to obtain their high school diplomas.

## **Recruiting**

In preparation for our upcoming Cycle 19, YouthBuild-Lakeland staff continued our recruitment efforts by sharing information through community meetings, YouthBuild-Lakeland partner agencies, businesses, and churches. The staff continued to explore ways to enhance our recruitment process.

## **Job Development and Placement**

During the month of March, the Job Placement Coordinator (JPC):

- Continued to provide employment placement and/or post-secondary education services, employment retention, and supportive services information to the graduates of Cycles 17 and previous cycles as needed.



- Conducted job readiness and/or career development activities during Cycle 18 Mental Toughness. Each participant created a Vision Board which was presented to their peers group and YouthBuild staff.
- Coordinated information workshops that featured Belinda Williams of Polk State Corporate College's TechHire Program and Thelma McCann of Legal-Shield.
- Continued to assist with the departmental training of the Academic Instructor and Case Manager.
- The Job Placement Coordinator was instrumental in the daily Mental Toughness schedule and the selection process on March 11<sup>th</sup> and 12<sup>th</sup> while continuing to prepare Job Readiness/Career Development schedule for the upcoming six months.

### **Case Management**

The month of March continued with YouthBuild-Lakeland's Mental Toughness for the Cycle 18 Preps. The Case Manager conducted a variety of Ice-Breakers activities to acquaint the participants with one another and practice networking skills. Participants were involved in group activities such as kickball, groups created a business with a business plan, and discussed ideas with one another to build their teamwork skills. The Case Manager will work with the Academic Instructor to structure an Individual Development Plan (IDP) for the twenty-one Cycle 18 Participants. Each IDP will include short-term and long-term personal, educational, and employment goals. The Case Manager was instrumental in the daily schedule of Mental Toughness and the selection process of Cycle 18 Participants on March 11<sup>th</sup> and 12<sup>th</sup> while continuing to communicate with graduates of Cycle 17 and preparing for the upcoming six months of Cycle 18.

### **Construction**

- In March, Preps continued Mental Toughness with hopes of being selected to participate in Cycle 18 which will begin their journey towards transformation and change. Preps were evaluated on a range of Construction-related components in which their attitude, teamwork, punctuality, and their ability to meet deadlines, were observed and strongly considered to select Participants for Cycle 18. Also, Participants were introduced to and trained on Construction Work-site Safety and Housekeeping, two very important subjects dealing with keeping them safe on the construction site. Participants that were selected to participate in the program will receive more in-depth safety training which will include how to use the tools of the trade before they begin on-site training at

the Lakeland Housing Authority's Twin Lakes Community. The Construction Training Supervisor was instrumental in the daily Mental Toughness schedule and the selection process on March 11<sup>th</sup> and 12<sup>th</sup> while continuing to prepare Job Readiness/Career Development schedule for the upcoming six months.

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

**Cynthia E. Zorn-Shaw**  
**Job Placement Coordinator**

**Terry Love**  
**Construction Training Supervisor**

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

**Willie Easmon**  
**Academic Instructor**