



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

Dorothy Sanders

Shelly Asbury

REGULAR BOARD MEETING

Monday, July 15, 2019

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, July 15, 2019 at 6:00 P.M.
LHA Board Room

Pledge of Allegiance

Moment of Silence

Establish a Quorum

- 1. Approval of the Meeting Agenda**
- 2. The Swearing In of the New Commissioner**
- 3. Approval of the Board Meeting Minutes for June 17, 2019.**
- 4. Public Forum**
- 5. Old Business**
- 6. New Business**
- 7. Secretary's Report**
 - Housing and Operations
 - Administration
 - Resolutions
 - Resolution No. 19-1473 – Approval of name change for architectural firm, WMB-ROI, to The Lunz Group.

 - Resolution No. 19-1474 – Approval of change order for Evolve, contractor performing work at Cecil Gober Villas.
- 8. Legal Report**
- 9. Other Business**

10. Adjournment

MINUTES
Annual Board Meeting and
Regular Board Meeting of the
Board of Commissioners of the Housing Authority of the City of Lakeland
Monday, June 17, 2019
430 Hartsell Avenue, Lakeland, Florida.

LHA Board Members Present: Michael Pimentel, Chairman
Richard Richardson, Vice-Chairman
Edward Hall, Commissioner
Joseph DiCesare, Commissioner
Lorenzo Robinson, Commissioner
Shelly Asbury, Commissioner

Secretary: Benjamin Stevenson

Legal Counsel: Ricardo Gilmore

The meeting was called to order at 5:45 p.m. by Chairman Pimentel.
The Pledge of Allegiance and a Moment of Silence were observed.
A quorum was established.

ANNUAL ELECTION

Commissioner Michael Pimentel relinquished his position as chairman allowing, Ricardo Gilmore, Legal Counsel to chair the annual election of board officers.

Mr. Gilmore opened the floor for nominees for the position as chairman and vice chairman of the board for Lakeland Housing Authority.

Commissioner Richardson nominated Commissioner Michael Pimentel.
Commissioner DiCesare nominated Commissioner Shelly Asbury.

Nominations for chairman was closed with the two nominees.

Votes:

Shelley Asbury -2 votes

Michael Pimentel – 3 votes

Commissioner Pimentel nominated Commissioner Richard Richardson as Vice Chairman.

There was no need for a vote with only one nominee.

Commissioner Michael Pimentel was re-elected to serve as chairman of the LHA Board of Commissioners and Commissioner Richard Richardson was re-elected to serve as vice chairman.

There was no further business of the annual board meeting.

The meeting was adjourned at 5:51 pm

APPROVAL OF THE AGENDA

- Motion to approve and accept the meeting agenda.
Motion by Asbury, seconded by Richardson.

Votes: Commissioners

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

APPROVAL/ACCEPTANCE OF MINUTES

- Motion to approve and accept the minutes of the Board of Commissioners meeting held on Monday, May 20, 2019

Motion by Richardson, seconded by Asbury.

Votes: Commissioners

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

PUBLIC FORUM

None.

OLD BUSINESS

Mr. Stevenson informed the board that the public form response was emailed to the board.

NEW BUSINESS

None.

SECRETARY'S REPORT

West Lake Phase I

There was a problem with obtaining keys for the units. There are now keys to units on the first floor only until keys are made available to the other units. The property manager will start to move-in tenants on to the first floor. Mr. Stevenson informed the board that LHA does not official manage the property however the staff to manage the property is provided by LHA. Once all items of compliance are met and tenants are moved in there may be a grand opening. Overall the property is very nice.

West Lake Phase II Disposition

Waiting on HUD to fund the vouchers. Families who have voluntarily found a place to relocate has been approved to move. Staff is preparing other tenants to relocate. Once the families are all relocated the building will be demolished. Hopefully this time next year construction will take place.

HUD approved the HUD documents on last month.

West Lake Phase III

The developer is still looking at financing options.

Dakota and Renaissance

Will have and architect to look at what need to do, reconstruction or rehab.

Williamstown

The property is 100% occupied. The community is doing very well.

Abor Manor

An RFP will be issued for a developer in August 2019.

Commissioner Robinson addressed concerns regarding tonight's meeting regarding a guest who missed the Public Forum. Mr. Gilmore explained the Public Forum policy and procedure to Commissioner Robinson. Mr. Robinson was also advised that if someone misses their opportunity to present their concerns to the board after missing the public forum it would be the decision of the board to agree to add them at the end of the agenda.

Mr. Stevenson introduce Troy White, consultant with APRICO who will conduct the commissioner's workshop regarding the agency plan.

- **Housing/Operations**

Carlos Pizarro gave updates on the Manor of West Bartow regarding 3 families moved back in their apartments. All 8 units were cleared by the experts. The other units are being prepared for residents to return. Since the rain season has started it has been observed that one unit has the wet smell like the other problem units. Staff is working on securing a leak detection company to review the matter.

Twin Lake Estates moved in 14 families. Staff is in the process of moving the other 17 families this week.

Mr. Pizarro reported that staff has received all the keys for the units which will allow them to move tenants on the 2nd and 3rd floors.

- **Administration/Finance**

Valerie Turner gave a thorough overview of the Finance and Administration report.

RESOLUTIONS

None.

LEGAL REPORT

Ricardo Gilmore mentioned that in the last month regular board meeting he mentioned that the authority should have Directors and Officials Insurance (DOI).

OTHER BUSINESS

Mr. Stevenson mentioned there was no "other Business" however he wanted to acknowledge and thank Commissioner Pimentel for his participation and service as a guest speaker during one of the Youthbuild's class activities sharing .

Mr. Pizarro informed the board that Section-8 and Public Housing has a resolution regarding the utility allowance for 2020 to presented . Due to an oversight of Resolution

19-1472 was not put on the agenda and is now requesting the resolution be reviewed by the board for approval. The board agreed to allow the resolution to be presented.

Resolution 10-1472 – Requesting the board approval of resolution allowing the Executive Director to submit the 2020 Utility Allowance for Section 8 and Public Housing to HUD.

- Motion to approve Resolution 19-1472 on Utility Allowance.
Motion by Robinson, seconded by Hall.

Votes: Commissioners

Michael Pimentel – Aye	Edward Hall – Aye	Shelly Asbury – Aye
Richard Richardson – Aye	Joseph DiCesare – Aye	Lorenzo Robinson - Aye

Mr. Stevenson mentioned the recent resignation of Commissioner Dorothy Sanders who has served as resident board member for many years resigned due to health concerns. Ms. Stevenson acknowledge the Mayor’s appointment of Judy Mas as the newly appointed resident commissioner. Commissioner designee Judy Mas will be sworn in at the July board meeting. Commissioner Richardson suggested that something be done by the board and LHA in honor of Commissioner Sanders for her 5 years as board commissioner and about 30 years as resident leader.

The meeting adjourned at 7:06 p.m.

Benjamin Stevenson, Secretary

SECRETARY'S REPORT

Secretary's Report

July 2019

Williamstown

The Micro-Cottages at Williamstown project is now complete. All forty-eight (48) housing units in this new public housing community are leased up.

The Williamstown project is now waiting for HUD to assign its public housing subsidy for each of the housing units within the community. HUD should initiate this process within the next 30-60 days since the housing units are 100% occupied.

The Williamstown project has been selected to receive the 2019 Award of Merit by National Association of Housing and Redevelopment Officials. The project has also been nominated for the Award of Excellence. LHA has prepared a display board about the project that will be showcased at the NAHRO Summer Conference.

West Lake Phase I

The contractor is making good progress with the overall construction for the development. The building has received all of the necessary certificates of occupancy (COs) and is open for occupancy. The rental units have also passed the Section 8 HQS (Housing Quality Standards) inspection which as required before any tenants could be allowed to begin the move in process. Staff is hopeful the building will be fully occupied by the end of the month.

West Lake Phase II Disposition

The HUD Special Application Center (SAC) has given its approval of the Demolition-Disposition application for the Phase II. A copy of the approval letter is included with the April 2019 Board Packet in the Old Business section.

Relocation Phase II

The SAC approved the Demo-Dispo application. The application included a request for Section 8 relocation vouchers for the families in Phase II. LHA staff has submitted an application to the HUD Field Office to fund the Section 8 relocation vouchers. Staff continues to host Phase II relocation meetings with the residents to answer questions and provide updates.

Staff is hopeful HUD will fund the relocation vouchers for Phase II within the next 30-45 days. I spoke with the Director of the Jacksonville Field Office about the need to fund the vouchers. Once the vouchers are funded, the families will start moving to new locations. The goal is to have all families relocated by the end of July 2019. The residents will be given boxes and packing tape to assist with their preparation to move offsite. The contractor will start demolition activity once the families are relocated off-site.

Secretary's Report

July 2019

I was advised by the HUD Field Office that SAC approval letter also provides approval of the Phase II Relocation Plan. Once HUD funds the vouchers, LHA will proceed with the relocation process at full speed.

Demolition – Phase II

The second and most recent Demolition/Disposition Application for West Lake requested demolition approval for the entire site and disposition approval for the Phase II which consists of sixty-four (64) housing units within twenty-two (22) residential buildings and one (1) community building. The HUD SAC approved the Demo-Dispo application. Again, demolition will begin after the completion of relocation.

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 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 is currently preparing an application for Disaster Relief funding.

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 will be 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.

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 will be 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

July 2019

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. So, staff explored the possibility of a working capital line of credit and predevelopment financing with local financial institutions. The plan was to use the working capital funds to assist with relocation costs overruns associate with West Lake Phase I, potential staffing/administrative shortfalls associated with disposition of housing units at West Lake, and project development activities for LPHC. Negotiations with PNC were ended by LHA in February of this year. Staff did not like or agree with the terms of the loan commitments requested by PNC. No further negotiations with PNC are expected.

The Investor Partner and LPHC formed a partnership via a Limited Liability Company for purposes of submitting an application for low income housing tax credits for the Arbor Manor property. The partnership documents were written by the LHA Legal Advisor, Saxon Gilmore. The LHA and LLPHC Boards passed resolutions in September 2018 authorizing the submittal of the tax credit application.

The application for tax credits and SAIL funds for Arbor Manor Phase I was submitted on December 4, 2018. The project was not selected for funding. Staff has 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.

Agency Plan

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 is now scheduling a series of public meetings to discuss the Plan with the general public, residents of LHA communities and the LHA Board of Commissioners.

Fair Housing Audit

Secretary's Report

July 2019

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 reward 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. A copy of the VCA was included in the September 2018 Board Packet.

Previously, LHA was notified the HUD-Jacksonville Field Office had planned a Limited Management Review for some time in August 2108. HUD visited the LHA offices for three (3) days on August 28-30, 2018. LHA staff prepared and submitted documents requested by HUD prior to the visit by HUD staff. A copy of the HUD comment letter regarding the site visit was included in the September 2018 Board packet.

Staff has submitted the first update report for the VCA to HUD-Jacksonville. A copy of the update is included with the February 2019 Board Packet in the Old Business section.

Other Activities

I attended the annual conference of the Florida Association of Housing and Redevelopment Officials. Several PHAs from across the state attended the conference.

I also attended the I-4 Commercial Corridor Conference held at Florida Polytechnic University. The conference was sponsored by SVN real estate advisors.

Respectfully submitted,

Benjamin Stevenson

Secretary

AFFORDABLE HOUSING REPORT

◀ **Housing Report**

◀ **FSS & Resident Activities**

Affordable Housing Department

Board Report

July 2019

- **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
 - 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 June 2019:

Oppose HUD's Mixed-Immigration-Status Proposed Rule

Jun 27, 2019

In May, HUD published a proposed rule in the *Federal Register* titled “Housing and Community Development Act of 1980: Verification of Eligible Status.” If implemented, the proposed rule would not allow mixed-immigration-status families from receiving prorated subsidies for housing from HUD.

The National Association of Housing and Redevelopment Officials (NAHRO) believes that the current system should be left in place. The changes in the proposed rule would unnecessarily hurt families and children, including U.S. citizens, and add additional administrative burden; all without the commensurate benefits suggested in the proposal. The current subsidy proration policy decouples the size of the family from the federal benefit received. This policy has been in place for over two decades and providers of assisted housing, particularly those most impacted by this proposal that serve many mixed-status families, have not vocalized any hardships or desire to change the policy. In fact, HUD’s own analysis suggests that the policy will cost the housing industry MORE in the long run and will foist additional administrative burdens on those agencies that do not have mixed-status families amongst their customers. This mandate has questionable motives, and NAHRO’s members have made it clear that it is unwelcomed.

NAHRO will be submitting comments to HUD opposing the proposal and encourages members to do the same. The bullet points below give some suggested reasons to oppose the proposed rule. We suggest using these bullet points as a basis for submitting your own comment letter. Please remember to incorporate some of your own language.

The Department has begun to screen comment letters that use similar language, **so it is crucial that in writing your comment letter, you do not cut and paste the bullet points, but individualize your letter**, and ideally include examples of the impact on your agency.

Reasons to Urge HUD to Stop Implementation of the Mixed-Immigration-Status Proposed Rule

- **The current system fulfills the goals of federal law**– Currently, families that have mixed-immigration-statuses receive prorated subsidies therefore no federal funds are being used to help those who are not citizens or eligible immigrants.
- **The proposed rule will hurt families and children, including citizens of the United States**– Families who currently receive housing assistance under the existing rule and who are tenants in good standing should not be penalized; they are following the rules in place when they entered the program.
- **Changes to the current system would be administratively burdensome**– There would be heavy regulatory burdens to PHAs under the proposed rule.
 - *Burdensome document collection*- Some housing agencies would have to implement new document collection policies that will place additional burdens on staff and families. Like in an income recertification, sorting through a variety of documents will take additional time.
 - *Changes in family size will require re-housing in new units*– If family sizes change due to eligible family members leaving the household, the remaining family members will need to be re-housed in appropriately sized units or new vouchers issued to them. Finding new units, especially in tight markets, will be difficult.
 - *Enforcing compliance will be burdensome*– Housing agencies expect at least a degree of non-compliance. Enforcing compliance through evictions and voucher terminations will increase expenses, particularly at agencies that house larger numbers of mixed-status families.
 - *Housing agencies will have to update their admissions and continued occupancy plans*– These policy updates to their plans will be time consuming.
 - *New procedural notice requirements will have to be implemented*– The proposed rule creates new procedural requirements and is extremely prescriptive about how notice is given to applicants and program participants. New documents meeting these notice requirements will have to be created by PHAs and will have to be given to program participants at specific times.
 - *Increased litigation costs*– Housing agencies may incur increased litigation costs as local advocacy groups challenge the new rule and its implementation.
- **Implementing the proposed rule would be costly**– The proposed rule would increase the costs of HUD assistance as families that receive prorated assistance are shifted off the programs and more costly families are shifted onto the programs. According to HUD’s own regulatory analysis, the aggregate increase in HUD’s budget will range from \$193 million to \$227 million annually.
- **Landlord relationships will be hurt**– As families have their HUD-assistance terminated, private landlords participating in the housing choice voucher program will also incur additional costs should they chose to evict families and will be deprived of rental income as they seek new tenants. This will be costly to private landlords and will damage the relationships between landlords and PHAs at a time when we need more landlords to participate in the voucher program.
- **Local judges may not evict program participants**– Some judges may choose not to evict families for not complying with this proposed rule. This is especially true in the public housing program, where in several jurisdictions, the basis for evictions is high. This will place PHAs in an untenable situation as they try to abide by federal regulations, while receiving pushback from local legal systems.
- **The proposed rule will not significantly impact waiting lists in any meaningful way**– The need for additional housing is so high, and the size of the “problem” posited by the proposal so small -- i.e. only 0.003% of individuals are ineligible -- that the proposed rule will not impact waiting lists in any meaningful way. In fact, HUD’s own analysis suggest that, given increased costs, housing providers may not be able to re-issue vouchers on a 1-for-1 basis with the families terminated from the program.

Disaster Relief Funding Passes House

Jun 4, 2019

On June 3, the U.S. House of Representatives overwhelmingly passed the emergency supplemental appropriations bill more than a week after the U.S. Senate passed the same bill. The bill provides \$19.1 billion in disaster relief funding to several federal departments and agencies to address the results of recent wildfires, hurricanes, volcanos, earthquakes, typhoons, and other natural disasters. The bill now goes to the President for his signature.

There are several provisions specifically related to the Department of Housing and Urban Development (HUD) programs including the following:

1. A provision providing \$2.4 billion for Community Development Block Grants (CDBG) for disasters that occurred in 2017, 2018, and 2019;
2. A provision allowing states that received funding for Hurricane Matthew to use those funds interchangeably with funds that were received for Hurricane Florence;
3. A provision stating that within 90 days of enactment, HUD must publish the administrative requirements for \$12 billion in mitigation grants that were appropriated in a supplemental appropriations bill (Public Law No.: 115-123) from February 9, 2018; and
4. A provision extending the National Flood Insurance Program through September 30, 2019.

Public Housing PIC Reporting Percentage

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

Effective Date	Public Housing	Date Collected
05/31/2019	99.38%	07/03/2019

Housing Choice Voucher Program

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 zero (0) port-outs in the month of June 30. 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 June 30. Port-ins are participants that transferred from another housing agency that we are billing for HAP and administrative fees.

Lease-up & Movers

As of June 30, 2019, Lakeland Housing Authority issued forty-one (41) vouchers to movers. We received twenty-three (23) Requests for Tenancy Approvals during the month of June. We processed four (4) initial move-in and one (1) port-in, and zero (0) port outs were sent to another jurisdiction.

Active Clients

As of June 30, 2019, LHA is servicing 1386 families on the Housing Choice Voucher program.

Program	Total Vouchers
<ul style="list-style-type: none"> • Regular Vouchers & Project Based Vouchers 	1140
<ul style="list-style-type: none"> • Mainstream 	38
<ul style="list-style-type: none"> • VASH 	59
<ul style="list-style-type: none"> • Tenant Protection 	71

RECEPTION MONTHLY REPORT 2019			
	VISITOR'S COUNT	RFTA	INTERIM CHANGE
January	830	38	45
February	876	31	41
March	907	24	37
April	1,113	25	30
May	1,135	22	28
June	1,023	23	20



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**
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
Occupancy	100%	100%	100%	100%	100%	100%	98%	100%	91%	Lease up 41 (07/03/2019)	100%
Down units due to modernization/Insurance									9 Down Units Water	Should be fully occupied by July	
Vacant units	0	0	0	0	0	0	2	0	9	59	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	Catherine Diaz	Gladys Delgado	Lisa Peardon	Jeannette Albino	Vanessa C. Johnson

Old business: The Manor at West Bartow continues to have water intrusion issues, we are working with Saxon-Gilmore Insurance Specialist in order to contest the denial response we received from the insurance company and more importantly to uncover the true cause of the moisture issues we are having at this site.

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: July 8, 2019

RE: June 2019 Financial Statements

I have attached the Statements of Operations, Balance Sheets and Cash Flows for period ending June 25, 2019 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

RE: For the current month and six months (Year to Date) ended June 25, 2019

Summary report by Program and/or Property (Partnership)

1. Central Office Cost Center (COCC):
COCC has a Net Operating Income NOI of -\$45,727 for the period and -\$35,576 for year-to-date.
2. Section 8 Housing Choice Voucher (HCV) Program:
HCV Administration has a NOI of \$15,241 for Program Administration and -\$7,324 for Housing Assistance Payment (HAP).
3. Public Housing (AMP 1 - WestLake Apartments, John Wright Homes and Cecil Gober Villas):
(NOI) is \$62,461 for year-to-date before depreciation.
4. Dakota Park Limited Partnership, LLLP d/b/a Carrington Place (AMP 2):
Carrington Place's NOI is \$5,857 for year-to-date before depreciation.
5. Renaissance at Washington Ridge LTD., LLLP (AMP 3):
(NOI) is -\$39,044 for year-to-date before depreciation.
6. Colton Meadow, LLLP:
The NOI for Colton Meadow is \$36,180 for year-to-date before depreciation.
7. Bonnet Shores, LLLP:
Villas at Lake Bonnet's has a (NOI) of \$25,100 before depreciation for year-to-date.
8. West Bartow Partnership, LTD, LLLP:
The property has a NOI of \$10,144 for the period and -\$36,838 for year-to-date, before depreciation.
9. Hampton Hills (AMP 4):
This property has a (NOI) of -\$24,942 before depreciation for year-to-date.
10. YouthBuild:
YouthBuild has a (NOI) of -\$57,925. 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 \$20,634 before depreciation.

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

LAKELAND HOUSING AUTHORITY (FL011) Affordable Housing Portfolio			
Item #	Property #	Name	NOI Before Depreciation
1	96	Central Office Cost Center (COCC)	-\$35,576
2	80	Housing Choice Voucher (HCV) Administration	\$15,241
		HCV Housing Assistance Payment (HAP)	-\$7,324
3	10	Public Housing General (AMP 1) – WestLake/Cecil Gober Villas/John Wright Homes	\$62,461
4	16	Dakota Park Limited Partnership, LLLP (AMP 2) d.b.a. Carrington Place	\$5,857
5	17	Renaissance at Washington Ridge, Ltd., LLLP (AMP 3)	-\$39,044
6	56	Colton Meadow, LLLP	\$36,180
7	57	Bonnet Shores, LLLP	\$25,100
8	62	West Bartow Partnership, Ltd., LLLP	-\$36,838
9	12	Hampton Hills (AMP 4)	-\$24,942
10	49	YouthBuild-Lakeland	-\$57,925
11	99	Williamstown, LLLP (AMP 5)	\$20,634

Conclusion: Six (6) of the eleven (11) properties continue to have positive NOI. The four (4) properties that continue to struggle financially are HCV HAP, the Manor at West Bartow, Hampton Hills, and YouthBuild. Although COCC and Renaissance continue to have negative NOI, their situation is temporary in nature. The following narrative provides a synopsis of the current financial position for each property or program.

COCC: Timing of receipt of administration fees from HUD is beginning to impact the cash flow for this cost center. Specifically, LHA anticipated that the Micro-Cottages at Williamstown would commence receiving operating subsidy by June 2019. As of May 31, 2019, HUD has not provided operating subsidy for this property. However, COCC still must provide IT support, accounting, property management and adult life care services for this senior community. Staff contacted HUD in writing to obtain a schedule for when the property will commence receiving subsidy. On July 8, 2019, staff received notification that the subsidy request for the Micro-Cottages at Williamstown is still in progress. Additionally, there are subsidy requests from other Housing Authority’s that were received by HUD prior to receipt of the request for the Micro-Cottages at Williamstown. Subsequently, those requests are higher in HUD’s





queue and will be processed first. Consequently, HUD cannot provide an estimated time for receipt of subsidy at this time.

Fortunately, this property continues to generate cash flow as evidenced by a NOI of \$20,634 for the year. Furthermore, the Balance Sheet demonstrates that this community continues to have positive changes in cash. Review of COCC's financial statements also revealed that financial advisory services associated with redemption of Dakota Park and Renaissance were inadvertently charged to COCC. Staff is in the process of having these costs reclassified to Business Activities.

HCV – HAP: HUD continues to hold reserves for HCV HAP and has provided LHA access to these reserves to address shortfalls within HAP.

Renaissance at Washington Ridge, Ltd., LLLP (AMP 2): The negative NOI is due to costs associated with redemption of the property in March 2019. Additional administrative staff was also assigned to the property; which, has impacted cash flow. Note that HUD increased the operating subsidy for Renaissance by \$10,172 per month from \$23,563 to \$33,735 for July-September 2019. The increase in monthly operating subsidy from HUD will make a significant impact towards operations of this property.

West Bartow Partnership, Ltd., LLLP: This property continues to have a negative NOI due to costs associated with the January 2, 2019 insurance claim related to moisture and water infiltration. On May 7, 2019 the insurance carrier rejected the claim; thus, LHA submitted a request to the investor to access funds from the property's replacement reserve. The investor approved the request on June 3, 2019. As a condition of consent, LHA must also provide confirmation that the HAP subsidy renewal is committed through the remainder of the tax credit compliance period. Additionally, the management company will be required to provide evidence that the operating policies have been changed to ensure that the building does not experience an issue with water/moisture infiltration in the future. Finally, use of the replacement reserve must be submitted via draw requests with a current Aged Payables report outlining amounts that the management company is seeking to pay. On July 1, 2019, the investor also agreed to the property retaining a forensic engineer to determine the source of moisture and water infiltration and prepare a long-term mitigation plan for property.

Hampton Hills: The budget for this property was based upon rental income for five (5) homes. Staff sold one of the homes on May 31, 2019. Accordingly, this property is no longer expected to have a positive NOI due to transfer of the asset from the Authority to the homebuyer.

YouthBuild: The YouthBuild program is expected to continue to have negative NOI as this is a reimbursable grant. However, a notable improvement in the program's financial statements will become evident now that the Authority can submit for reimbursable expenses for this grant. Specifically, the Department of Labor funded the first draw for YouthBuild-Lakeland's 2018 grant on June 25, 2019. This improved the NOI for both the period and year.



**Lakeland Housing Authority
Central Office Cost Center
Statement of Operations
For the Current Month and Six Months Ended June 25, 2019**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Other Tenant Income	750	796.50	(46.50)	-5.84%	1	4,500	4,779	(279)	-5.84%	9,558
Public Housing, Sec 8 and Other Mgmt. Income	35,606	37,743	(2,137)	-5.66%	2	217,704	226,455	(8,751)	-3.86%	452,910
Other Income	21,182	26,197	(5,015)	-19.14%	3	128,084	157,179	(29,096)	-0.19	314,359
Grants Salary Cont.(YB-Director)	2,053	1,211	842	69.57%		8,107	7,265	842	11.59%	14,530
Total Revenue	59,591	65,946	(6,356)	-9.64%		358,395	395,679	(37,284)	-9.42%	791,357
Tenant Services	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Administrative Expenses	103,506	61,179	42,326	69.18%	4	385,121	367,077	18,044	4.92%	734,154
Utility Expense	-	144	(144)	-100.00%	5	143	865	(721)	-83.42%	1,729
Maintenance Expense	1,002	1,546	(545)	-35.22%	5	3,845	9,278	(5,433)	-58.56%	18,557
General Expenses	810	812	(2)	-0.22%	5	4,862	4,872	(11)	-0.22%	9,745
Financing Expenses	-	-	-			-	-	-		-
Total Expense before depreciation	105,318	63,682	41,636	65.38%		393,971	382,092	11,878	3.11%	764,184
Operating Income (Loss) before Depreciation	(45,727)	2,264	(47,992)	-2119.40%		(35,576)	13,586	(49,162)	-361.85%	27,173
Depreciation	-	402	(402)	-100.00%		905	2,412	(1,507)	-62.49%	4,824
Total Expense	105,318	64,084	41,234	64.34%		394,875	384,504	10,371	2.70%	769,008
Net Operating Income (Loss)	(45,727)	1,862	(47,590)	-2555.28%		(36,480)	11,174	(47,655)	-426.46%	22,349

Comments

- 1 Variance is a result of a decrease in the demand for vending machine products.
- 2 Variance is due to timing of income.
- 3 Variance is due to timing of the administrative fees.
- 4 Variance reflects additional financial advisory services required to address redemption of two properties from the Investors. As these costs are not associated with COCC they will be reclassified to business activities.
- 5 Variance reflects expenses being less than the budget.

**Lakeland Housing Authority
Central Office Cost Center
Balance Sheet
as of June 25, 2019**

ASSETS

Unrestricted Cash	
Cash Operating 1	26,991.61
Cash-Payroll	55,355.72
Total Unrestricted Cash	<u>82,347.33</u>
TOTAL CASH	<u>82,347.33</u>
Cash - Vending	3,084.50
Cleared Interfund Account	-267,971.82
Due from West Lake Management, LLC	10,314.72
A/R - Youthbuild DOL	5,294.55
A/R - Capital Fund Grants/HUD	1,421.26
TOTAL: DUE FROM	<u>20,115.03</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>-247,856.79</u>
OTHER CURRENT ASSETS	
Prepaid Insurance	5,095.67
Prepaid Software Licenses	250.00
TOTAL OTHER CURRENT ASSETS	<u>5,345.67</u>
TOTAL CURRENT ASSETS	<u>-160,163.79</u>
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	
TOTAL FIXED ASSETS (NET)	<u>0.00</u>
TOTAL NONCURRENT ASSETS	<u>0.00</u>
TOTAL ASSETS	<u>-160,163.79</u>

LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	875.08
Workers Compensation	6,983.82
Employee Donations Payable	168.67
Other Current Liabilities	65,458.31
Accrued Audit Fees	7,751.50
Accrued Compensated Absences-Current	18,290.47
TOTAL CURRENT LIABILITIES	<u>99,527.85</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	33,968.02
TOTAL NONCURRENT LIABILITIES	<u>33,968.02</u>
TOTAL LIABILITIES	<u>133,495.87</u>
EQUITY	
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-293,659.66
TOTAL RETAINED EARNINGS:	<u>-293,659.66</u>
TOTAL EQUITY	<u>-293,659.66</u>
TOTAL LIABILITIES AND EQUITY	<u>-160,163.79</u>

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

For the Current Month and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	69,781.35	26,991.61	-42,789.74
Cash-Payroll	51,991.71	55,355.72	3,364.01
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	3,084.50	0.00
Total Cash	124,857.56	85,431.83	-39,425.73
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	53,130.85	26,991.61	-26,139.24
Cash-Payroll	90,079.91	55,355.72	-34,724.19
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	3,084.50	0.00
Total Cash	146,295.26	85,431.83	-60,863.43

**Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Program Administration
For the Current and Six Months Ended June 25, 2019**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$Variance	% Variance	
Section 8 Admin Grant Revenue/Port Revenue	61,005	85,477	(24,472)	-28.63%	360,921	512,862	(151,941)	-29.63%	1,025,724
Other Income	363	829	(466)	-56.22%	4,355	4,975	(621)	-12.48%	9,951
Total Revenue	61,368	86,306	(24,938)	-28.89%	365,275	517,837	(152,562)	-29.46%	1,035,675
Administrative Expenses	69,351	56,756	12,595	22.19%	343,649	340,536	3,113	0.91%	681,072
Tenant Services	-	-	-		-	-	-		-
Utilities	-	-	-	#DIV/0!	-	-	-	#DIV/0!	-
Maintenance Expense	418	970	(552)	-56.90%	2,964	5,822	(2,857)	-49.08%	11,643
General Expenses (Insurance, etc.)	164	149	15	9.80%	1,216	895	321	35.86%	1,791
HAP & URP Expenses - Port in Payments	-	28,000	(28,000)	0.00%	2,205	168,000	(165,795)	0.00%	336,000
Total Expense before Depreciation	69,933	85,876	12,058	14.04%	350,034	515,253	(165,219)	-32.07%	1,030,506
Operating Income (Loss) before Depreciation	(8,565)	431	(36,996)		15,241	2,584	12,657	489.76%	5,168
Depreciation	265	265	-		1,590	1,590	-		3,180
Total Expense	70,198	86,141	12,058	14.00%	351,624	516,843	(165,219)	-31.97%	1,033,686
Net Operating Income (Loss)	(8,830)	166	(8,996)	-5428.68%	13,651	994	12,657	1272.99%	1,988

**Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Statement of Operations - Housing Assistance Payments (HAP)
For the Current and Six Months Ended June 25, 2019**

	Current Month				Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$Variance	% Variance	
Section 8 HAP Grant Revenue	752,648	714,540	38,108	5.33%	4,549,685	4,287,238	262,447	6.12%	8,574,475
Other income	608	750	(387)	0.00%	5,666	4,500	1,166	0.00%	9,000
Total Revenue	753,256	715,290	37,721	5.27%	4,555,351	4,291,738	263,613	6.14%	8,583,475
Housing Assistance Payments	719,667	668,902	50,765	7.59%	4,300,259	4,013,412	286,847	7.15%	8,026,824
Tenant Utility Reimbursement	15,193	21,832	(6,639)	-30.41%	92,681	130,992	(38,311)	-29.25%	261,984
Port Out HAP Payments	19,959	19,250	709	3.68%	144,380	115,500	28,880	25.00%	231,000
FSS Escrow Payments	4,453	2,330	2,123	91.12%	25,379	13,980	11,399	81.54%	27,960
FSS Forfeitures & Adjustments	(64)	-	(64)	#DIV/0!	(24)	-	(24)	#DIV/0!	-
Program Expenses Before Depreciation	759,208	712,314	46,894	6.58%	4,562,675	4,273,884	288,791	6.76%	8,547,768
Program Income (Loss) before Depreciation	(5,952)	2,976	(9,172)	(0)	(7,324)	17,854	(25,178)	(0)	35,707
Transfer Out	-	-	-		-	-	-		-
Total Expense	759,208	712,314	46,894	6.58%	4,562,675	4,273,884	288,791	6.76%	8,547,768
Net Operating Income (Loss)	(5,952)	2,976	(9,172)	-308.25%	(7,324)	17,854	(25,178)	(0)	35,707

Comments

- 1 Variance reflects HAP earned and administrative fee being less than budgeted. Budget anticipated that Port-in cases would be administered by the Authority. However, no cases have been administered as of this June 2019 financial report.
- 2 Variance is due to expenses being less than budgeted.
- 3 Variance is due to inclusion of new car in insurance policy.
- 4 HAP & URP payments in Portprop: there were no expenses from administered cases as of this June 2019 report. See Item #1 above for details.
- 5 Variance is due to HAP payments being higher than budgeted.
- 6 Variance is due to increased FSS escrows.
- 7 Variance is due to costs associated with clients porting their vouchers to other jurisdictions and reflects that those agencies have not absorbed the vouchers.

Lakeland Housing Authority
Section 8 Housing Choice Voucher Program
Balance Sheet
as of June 25, 2019

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	17,033.71		
Cash-Payroll	-1,481.99		
Cash Operating 2B	240,263.42	A/P Vendors and Contractors	-70,617.66
Total Unrestricted Cash	255,815.14	Accrued Audit Fees	8,090.00
Restricted Cash		Due to Section 8	4,403.04
Cash Restricted - FSS Escrow	78,201.20	Tenant Prepaid Rents	7,730.53
Total Restricted Cash	78,201.20	State of FL Unclaimed Funds	33,224.76
Clearing	1,598.18	Accrued Compensated Absences-Current	3,651.07
			-13,518.26
TOTAL CASH	335,614.52		
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants/Vendors	258,208.08		
AR Port in HAP-Suspense	-30,736.81	TOTAL CURRENT LIABILITIES	-13,518.26
Allowance for Doubtful Accounts-Tenants/Vendors	-253,688.27		
AR-TPA/Fraud Recovery	13,664.29	NONCURRENT LIABILITIES	
A/R WF Dec ACH	3,400.10		
TOTAL: AR	-9,152.61	Accrued Compensated Absences-LT	6,780.54
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	-34,414.22	FSS Due to Tenant Long Term	78,201.22
Cleared Interfund Account	-182,061.29	TOTAL NONCURRENT LIABILITIES	84,981.76
Due from Section 8 Mainstream	4,403.04		
A/R-Other Government	1,958.38		
AR Port in Fee Suspense	-1,801.43		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	-221,068.13		
OTHER CURRENT ASSETS			
Prepaid Insurance	315.54		
Prepaid Software Licenses	1,021.00		
TOTAL OTHER CURRENT ASSETS	1,336.54		
TOTAL CURRENT ASSETS	115,882.93	TOTAL LIABILITIES	71,463.50
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS			
Automobiles	15,900.00	RETAINED EARNINGS	
Furniture & Fixtures	26,461.08	Retained Earnings-Unrestricted Net Assets	57,224.91
Accum Depreciation- Misc FF&E	-31,961.60	TOTAL RETAINED EARNINGS:	57,224.91
Intangible Assets			
TOTAL FIXED ASSETS (NET)	10,399.48	TOTAL EQUITY	57,224.91
Non-Dwelling Equipment	2,406.00		
TOTAL NONCURRENT ASSETS	12,805.48		
TOTAL ASSETS	128,688.41	TOTAL LIABILITIES AND EQUITY	128,688.41

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

For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	27,172.53	17,033.71	-10,138.82
Cash-Payroll	-2,341.01	-1,481.99	859.02
Cash Operating 2B	239,512.52	240,263.42	750.90
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	73,744.56	78,201.20	4,456.64
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	338,088.60	334,016.34	-4,072.26

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	4,469.67	17,033.71	12,564.04
Cash-Payroll	2,903.24	-1,481.99	-4,385.23
Cash Operating 2B	161,854.97	240,263.42	78,408.45
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	65,686.62	78,201.20	12,514.58
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	234,914.50	334,016.34	99,101.84

**Lakeland Housing Authority
Public Housing (AMP 1)
Statement of Operations
For the Current and Six Months Ended June 25, 2019**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	27,902	26,009	1,893	7.28%	1	171,030	156,055	14,975	9.60%	312,110
Other Tenant Income	600	1,177	(577)	-49.00%	2	2,225	7,059	(4,834)	-68.48%	14,119
Government Subsidy Income	57,983	66,135	(8,152)	-12.33%	3	338,528	396,813	(58,285)	-14.69%	793,625
Interest Income Restricted	9,137	9,130	8	0.08%		55,606	54,778	828	1.51%	109,557
Other Income	-	-	-	#DIV/0!		9,800	-	9,800	#DIV/0!	-
Total Revenue	95,622	102,451	(6,829)	-6.67%		577,190	614,705	(37,516)	-6.10%	1,229,411
Administrative Expenses	39,226	49,247	(10,021)	-20.35%	4	264,616	295,480	(30,864)	-10.45%	590,961
Tenant Services Expenses	-	4,157	(4,157)	-100.00%	4	54	24,940	(24,886)	-99.78%	49,880
Utility Expense	9,423	7,249	2,174	29.99%	5	71,684	43,495	28,189	64.81%	86,989
Maintenance and Development Expense	11,879	32,742	(20,863)	-63.72%	4	122,457	196,453	(73,996)	-37.67%	392,907
General Expenses	3,880	5,214	(1,334)	-25.58%	6	34,806	31,284	3,523	11.26%	62,567
Housing Assistance Payments	3,698	3,791	(93)	-2.45%	4	21,111	22,746	(1,635)	-7.19%	45,492
Operating expense before Depreciation	68,106	102,400	(34,293)	-33.49%		514,729	614,398	(99,669)	-16.22%	1,228,796
Net Operating Income (Loss)	27,516	51	27,465	53608.87%		62,461	307	62,153	20219.73%	615
Depreciation	10,798	34,426	(23,629)	-68.64%		64,785	206,558	(141,772)	-68.64%	413,115
Capital Replacement Items	-	-	-	#DIV/0!		3,402	-	3,402	#DIV/0!	-
Intra-Funds Transfer In/Out	-	-	-	#DIV/0!		331	-	331	#DIV/0!	-
Total Expenses	78,904	136,826	(57,922)	-42.33%		583,247	820,956	(237,709)	-28.96%	1,641,911
Net Income (Loss)	16,718	(34,375)	51,093	0		(6,057)	(206,250)	200,193	0	(412,501)

Comments

- 1 Property consists of 155 public housing units (WestLake, John Wright, and Cecil Gober Villas). Rental income is higher than the budget. A total of 64 units associated with the footprint of Twin Lakes Estates-Phase II are scheduled to be demolished later in the year.
- 2 Variance reflects timely payment of rents and less damage to the units.
- 3 Variance is due to decreased operating subsidy from HUD.
- 4 Variance is a result of expenses being less than the budget.
- 5 Utility Expense variance is due to increased costs in water, electricity, garbage and sewer.
- 6 Variance is a result of an increase in insurance premiums and to reduction in rental income.

Lakeland Housing Authority
Public Housing (AMP 1)
Balance Sheet
as of June 25, 2019

ASSETS

CASH	
Unrestricted Cash	
Cash Operating 1	11,741.44
Cash-Payroll	66.80
Petty Cash	500.00
Petty Cash Public Housing	300.00
Total Unrestricted Cash	<u>12,608.24</u>
Restricted Cash	
Cash Restricted-Security Deposits	45,113.00
Cash Restricted - FSS Escrow	33,809.63
Total Restricted Cash	<u>78,922.63</u>
TOTAL CASH	<u><u>91,530.87</u></u>

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors	19,124.81
Allowance for Doubtful Accounts-Tenants/Vendors	1,044.47
AR-TPA/Fraud Recovery	5,720.66
TOTAL: AR	<u>25,889.94</u>
Allowance for Doubtful Accounts-Aff. Hsg. Subsidies	-4,887.29
Waste Deposit	547.00
Cleared Interfund Account	323,041.35
A/R-Other	9,341.44
A/R - ROSS/HUD	35,896.40
Due from LPHC	750,132.63
A/R - Capital Fund Grants/HUD	-31,371.77
Due from HOPE VI	0.13
Due From Public Housing Reserve	27,719.91
Due From FSS	17,071.73
TOTAL DUE FROM	<u>49,863.40</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	492,880.90
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u><u>3,409,984.37</u></u>

OTHER CURRENT ASSETS

Eviction Deposit Acct.	1,000.00
Prepaid Insurance	32,251.57
Prepaid Software Licenses	4,820.70
Insurance Deposit	37,400.00
Utility Deposit - Electric	2,600.00
TOTAL OTHER CURRENT ASSETS	<u>78,072.27</u>
TOTAL CURRENT ASSETS	<u><u>3,579,587.51</u></u>

NONCURRENT ASSETS

FIXED ASSETS	
Land	1,466,869.23
Buildings	388,223.77
Machinery & Equipment	6,687.73
Automobiles	202,343.20
Site Improvement-Infrastructure	582,079.00
Accum Depreciation-Buildings	-9,861,224.21
Accum Depreciation- Misc FF&E	-541,856.12
Accum Depreciation-Infrastructure	-582,079.00
Intangible Assets	
TOTAL FIXED ASSETS (NET)	<u>-8,338,956.40</u>
Fees & Costs - Architect & Engineering	72,255.82
Site Improvement	3,945,759.65
Dwelling Structures	5,154,722.42
Dwelling Equipment	26,717.87
Non-Dwelling Structures	679,307.53
Non-Dwelling Equipment	737,435.65
TOTAL NONCURRENT ASSETS	<u>2,277,242.54</u>

TOTAL ASSETS	<u><u>5,856,830.05</u></u>
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LIABILITIES & EQUITY

LIABILITIES	
CURRENT LIABILITIES	
A/P Vendors and Contractors	5,580.10
Tenant Security Deposits	43,913.00
Security Deposit-Pet	1,800.00
Accrued Audit Fees	50,505.31
Due to Non-Federal	27,500.00
Resident Participation Funds - LHA	-514.01
Tenant Prepaid Rents	8,159.34
Accrued Compensated Absences-Current	5,937.35
TOTAL CURRENT LIABILITIES	<u>142,881.09</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	11,026.51
FSS Due to Tenant Long Term	33,809.63
Notes Payable-LT	303,000.00
TOTAL NONCURRENT LIABILITIES	<u>347,836.14</u>

TOTAL LIABILITIES	<u><u>490,717.23</u></u>
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EQUITY

RETAINED EARNINGS	
Invested in Capital Assets-Net of Debt	5,668,053.00
Retained Earnings-Unrestricted Net Assets	-301,940.18
TOTAL RETAINED EARNINGS:	<u>5,366,112.82</u>

TOTAL EQUITY	<u>5,366,112.82</u>
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TOTAL LIABILITIES AND EQUITY	<u><u>5,856,830.05</u></u>
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**Lakeland Housing Authority
Public Housing (AMP 1)
Changes in Cash**

For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	2,914.67	11,741.44	8,826.77
Cash-Payroll	-1,751.47	66.80	1,818.27
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	44,813.00	45,113.00	300.00
Cash Restricted - FSS Escrow	31,930.73	33,809.63	1,878.90
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	77,906.93	90,730.87	12,823.94

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	69,957.37	11,741.44	-58,215.93
Cash-Payroll	-403.82	66.80	470.62
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	48,613.00	45,113.00	-3,500.00
Cash Restricted - FSS Escrow	25,209.00	33,809.63	8,600.63
Cash - Vending	0.00	0.00	0.00
Accrued FSS Escrow	0.00	0.00	0.00
Total Cash	143,375.55	90,730.87	-52,644.68

Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Statement of Operations
For the Current and Six Months Ended June 25, 2019

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	13,114	11,545	1,569	13.59%	1	78,884	69,273	9,611	13.87%	138,545
Other Tenant Income	80	1,420	(1,340)	-94.36%	2	2,484	8,517	(6,033)	-70.83%	17,034
Government Subsidy	4,236	8,000	(3,764)	-47.05%	3	43,217	48,000	(4,783)	-9.96%	96,000
Other Income	26	2	24	1204.50%		274	12	262	2186.17%	24
Total Revenue	17,456	20,967	(3,511)	-16.74%		124,859	125,802	(942)	-0.75%	251,603
Administrative Expenses	6,923	7,192	(269)	-3.74%	4	36,491	43,152	(6,662)	-15.44%	86,305
Tenant Services Expense	-	40	(40)	-100.00%	4	-	240	(240)	-100.00%	480
Utility Expense	660	1,564	(905)	-57.83%	4	5,705	9,386	(3,680)	-39.21%	18,771
Maintenance Expense	2,296	4,528	(2,232)	-49.30%	4	26,886	27,169	(283)	-1.04%	54,337
General Expenses	2,285	2,898	(613)	-21.15%	4	15,100	17,388	(2,288)	-13.16%	34,776
Housing Assistance Payments	504	400	104	26.00%	5	3,797	2,400	1,397	58.21%	4,800
Financing Expenses	4,749	4,340	409	9.43%	5	31,023	26,039	4,985	19.14%	52,077
Operating Expenses before Depreciation	17,417	20,962	(3,546)	-16.91%		119,002	125,773	(6,771)	-5.38%	251,547
Net Operating Income (Loss)	39	5	35	735.62%		5,857	28	5,829	20557.10%	57
Depreciation & Amortization	2,244	2,341	(97)	-4.15%		13,463	14,046	(583)	-4.15%	28,092
Capital Replacement Items	-	1,000	(1,000)	-100.00%		10,148	6,000	4,148	69.13%	12,000
Reimburse Replacement Reserves	-	(1,000)	1,000	-100.00%		-	(6,000)	6,000	-100.00%	(12,000)
Total Expense	19,660	23,303	(3,643)	-15.63%		142,613	139,819	2,793	2.00%	279,639
Net Income (Loss)	(2,204)	(2,336)	132	-5.65%		(17,753)	(14,018)	(3,736)	26.65%	(28,036)

Comments

- 1 Consists of 20 Low Income and 20 Tax Credit apartment units. Overall rental income is higher than the budget.
- 2 Variance reflects timely payment of rents and less damage to the units.
- 3 Variance is due to a decrease in the amount of operating subsidy received from HUD.
- 4 Variance reflects expenses that are less than the budget.
- 5 Variance in HAP expenses is due to an increase in utility reimbursement payments. Variance in Financing Expenses is due an increase in the note payables.

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Balance Sheet
as of June 25, 2019**

ASSETS

Unrestricted Cash	
Cash Operating 1	17,381.91
Cash-Payroll	-138.35
Total Unrestricted Cash	<u>17,243.56</u>
Restricted Cash	
Cash Restricted-Security Deposits	11,769.65
Cash Restricted-Reserve for Replacement	26,491.41
Total Restricted Cash	<u>38,261.06</u>
TOTAL CASH	<u>55,504.62</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	17,834.97
Allowance for Doubtful Accounts-Tenants/Vendors	-10,633.72
TOTAL: AR	<u>7,201.25</u>
Due from LPHC	75,251.87
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>82,453.12</u>
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,276.08
Prepaid Insurance	9,380.12
Utility Deposit	7,060.00
TOTAL OTHER CURRENT ASSETS	<u>18,216.20</u>
TOTAL CURRENT ASSETS	<u>156,173.94</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	34,672.00
Buildings	892,048.00
Building Improvements	5,600.00
Furniture & Fixtures	7,295.00
Accum Depreciation-Buildings	-168,652.16
Accum Depreciation- Misc FF&E	-3,126.60
Intangible Assets	
Loan Costs	1,640.00
Compliance Fees	41,744.00
Monitoring Fees	-1,640.00
AA Compliance Fees	-36,181.30
TOTAL FIXED ASSETS (NET)	<u>773,398.94</u>
TOTAL NONCURRENT ASSETS	<u>773,398.94</u>
TOTAL ASSETS	<u>929,572.88</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	596.14
Tenant Security Deposits	11,999.00
Security Deposit-Pet	300.00
Accrued Property Taxes	7,410.72
Accrued Interest - HOPE VI	617,722.60
Accrued Audit Fees	1,625.00
Due to (17) Renaissance Family Non-ACC	36,226.34
Tenant Prepaid Rents	130.00
Contract Retentions	19,974.37
Accrued Compensated Absences-Current	813.62
Note Payable PCHD	331,119.97
TOTAL CURRENT LIABILITIES	<u>1,027,917.76</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	1,511.01
FSS Due to Tenant Long Term	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	101,380.00
TOTAL NONCURRENT LIABILITIES	<u>1,092,295.15</u>
TOTAL LIABILITIES	<u>2,120,212.91</u>
EQUITY	
CONTRIBUTED CAPITAL	
Capital - LP	-1,219,110.00
Capital - GP2	240,496.13
TOTAL CONTRIBUTED CAPITAL	<u>-978,613.87</u>
RETAINED EARNINGS	
Retained Earnings-Unrestricted Net Assets	-212,026.16
TOTAL RETAINED EARNINGS:	<u>-212,026.16</u>
TOTAL EQUITY	<u>-1,190,640.03</u>
TOTAL LIABILITIES AND EQUITY	<u>929,572.88</u>

**Lakeland Housing Authority
Dakota Park Limited Partnership, LLLP
d/b/a Carrington Place
Changes in Cash
For the Current and Six Months Ended June 25, 2019**

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	14,780.23	17,381.91	2,601.68
Cash-Payroll	471.20	-138.35	-609.55
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	11,769.65	11,769.65	0.00
Cash Restricted - FSS Escrow	0.00	0.00	0.00
Cash Restricted-Reserve for Replacement	25,805.67	26,491.41	685.74
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	52,826.75	55,504.62	2,677.87

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	14,883.68	17,381.91	2,498.23
Cash-Payroll	5,003.35	-138.35	-5,141.70
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	11,919.65	11,769.65	-150.00
Cash Restricted - FSS Escrow	2,752.00	0.00	-2,752.00
Cash Restricted-Reserve for Replacement	33,349.59	26,491.41	-6,858.18
Cash Restricted - Escrow	0.00	0.00	0.00
Restricted Cash - Partnership Devmt	0.00	0.00	0.00
Dakota Working Cap Resv	0.00	0.00	0.00
Total Cash	67,908.27	55,504.62	-12,403.65

**Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Statement of Operations
For the Current and Six Months Ended June 25, 2019**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	63,853	59,625	4,228	7.09%	1	375,745	357,748	17,998	5.03%	715,496
Other Tenant Income	2,487	2,510	(23)	-0.92%	2	9,096	15,062	(5,966)	-39.61%	30,123
Government Subsidy	33,735	27,366	6,369	23.27%	3	152,712	164,196	(11,484)	-6.99%	328,393
Other Income	1,004	300	704	234.64%		18,008	1,800	16,208	900.45%	3,600
Total Revenue	101,079	89,801	11,278	12.56%		555,561	538,806	16,756	3.11%	1,077,611
Administrative Expenses	40,369	29,876	10,493	35.12%	4	222,964	179,255	43,710	24.38%	358,509
Tenant Services	346	250	96	38.22%	5	3,176	1,500	1,676	111.76%	3,000
Utility Expense	12,766	6,562	6,204	94.54%	9	47,637	39,374	8,264	20.99%	78,747
Maintenance Expense	31,981	32,489	(507)	-1.56%	6	182,860	194,931	(12,071)	-6.19%	389,863
General Expenses	3,379	6,946	(3,568)	-51.36%	10	42,961	41,679	1,282	3.08%	83,357
Housing Assistance Payments	1,951	1,275	676	53.02%	7	10,376	7,650	2,726	35.63%	15,300
Financing Expenses	13,405	11,324	2,081	18.38%	8	84,630	67,941	16,689	24.56%	135,883
Operating Expense before Depreciation	104,196	88,722	15,475	17.44%		594,605	532,330	62,276	11.70%	1,064,659
Net Operating Income (Loss)	(3,117)	1,079	(4,196)	-388.79%		(39,044)	6,476	(45,520)	-702.89%	12,952
Depreciation & Amortization	55,766	56,896	(1,130)	-1.99%		334,598	341,375	(6,777)	-1.99%	682,750
Capital Replacement Items	6,578	10,745	(4,167)	-38.78%		18,191	64,470	(46,279)	-71.78%	128,940
Reimburse Replacement Reserves	-	(10,745)	10,745	-100.00%		-	(64,470)	64,470	-100.00%	(128,940)
Total Expense	166,541	145,617	20,923	14.37%		947,395	873,704	73,690	8.43%	1,747,409
Net Income (Loss)	(65,462)	(55,816)	(9,645)	17.28%		(391,833)	(334,899)	(56,935)	17.00%	(669,798)

Comments

- 1 Consists of 109 low and moderate income family and senior apartment units and 87 Tax Credit units. Overall rental income is higher than the budget.
- 2 Variance reflects timely payment of rents and less damage to the units.
- 3 Variance is due to a decrease in the amount in operating subsidy received from HUD.
- 4 Administrative expenses increased for the year due to legal costs associated with redemption of the property from the Investor. The increase for the period is due to cost associated with additional administrative staff that was assigned to the property.
- 5 Tenant Services variance is due to costs associated with the Gig on the Grass Event.
- 6 Variance reflects expenses that are less than the budget.
- 7 Variance in HAP payment is due to an increase in FSS payments.
- 8 Variance in Financing expenses is due to an increase in note payable.
- 9 Variance in Utility Expense is due to costs associated with water, sewer, garbage removal, and electricity.
- 10 The increase in general expenses is a result of a reduction of rental income.

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP

Balance Sheet
as of June 25, 2019

ASSETS		LIABILITIES & EQUITY	
Unrestricted Cash		CURRENT LIABILITIES	
Cash Operating 1	185,877.74	A/P Vendors and Contractors	23,420.65
Cash-Payroll	522.95	Tenant Security Deposits	52,000.39
Petty Cash	300.00	Security Deposit-Pet	4,350.00
Total Unrestricted Cash	186,700.69	Accrued Interest - HOPE VI	868,237.81
Restricted Cash		Accrued Audit Fees	6,024.16
Cash Restricted-Security Deposits	55,156.39	Tenant Prepaid Rents	-80.60
Cash Restricted - FSS Escrow	13,130.17	Contract Retentions	38,732.51
Cash Restricted-Reserve for Replacement	108,165.11	Accrued Compensated Absences-Current	4,640.77
Restricted Cash - Partnership Devmt	1,179.16	TOTAL CURRENT LIABILITIES	997,325.69
Restricted Cash - OA Reserve	76,682.61		
Restricted Cash - AA Reserve	47,234.20		
Total Restricted Cash	301,547.64		
TOTAL CASH	488,248.33	TOTAL CURRENT LIABILITIES	997,325.69
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants/Vendors	25,852.61	NONCURRENT LIABILITIES	
Allowance for Doubtful Accounts-Tenants/Vendors	-20,990.74	Accrued Compensated Absences-LT	8,618.58
TOTAL: AR	4,861.87	FSS Due to Tenant Long Term	13,130.17
Due from Dakota Park Non-ACC	36,226.34	Notes Payable-LT	381,200.32
Due from Development-General	168,712.46	Permanent Loan - HOPE VI	2,200,000.00
Due from Central Office Cost Center	65,458.31	TOTAL NONCURRENT LIABILITIES	2,602,949.07
TOTAL: DUE FROM	270,397.11		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	275,258.98	TOTAL LIABILITIES	3,600,274.76
OTHER CURRENT ASSETS			
Eviction Deposit Acct.	1,000.00		
Prepaid Insurance	37,631.24		
Prepaid Software Licenses	1,740.27		
Utility Deposit - Electric	20,500.00		
TOTAL OTHER CURRENT ASSETS	60,871.51		
TOTAL CURRENT ASSETS	824,378.82		
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		CONTRIBUTED CAPITAL	
Buildings	21,088,272.28	Capital - LP	6,924,129.41
Building Improvements	201,999.22	Capital - GP2	7,123,264.00
Machinery & Equipment	150,483.39	GP Equity	1,308,453.00
Automobiles	9,800.00	Donations	25.00
Furniture & Fixtures	596,259.09	TOTAL CONTRIBUTED CAPITAL	15,355,871.41
Site Improvement-Infrastructure	2,382,356.15		
Accum Depreciation-Buildings	-8,062,961.02	RETAINED EARNINGS	
Accum Depreciation- Misc FF&E	-745,447.38	Retained Earnings-Unrestricted Net Assets	-4,386,521.42
Accum Depreciation-Infrastructure	-1,875,557.40	TOTAL RETAINED EARNINGS:	-4,386,521.42
Intangible Assets	0		
Loan Costs	137,065.70		
Amortization Loan Cost	-5,829.00	TOTAL EQUITY	10,969,349.99
Compliance Fees	100.00		
Monitoring Fees	131,658.00		
AA Compliance Fees	-58.40		
AA Monitoring Fees	-131,658.00		
AA Loan Costs	-131,236.70		
TOTAL FIXED ASSETS (NET)	13,745,245.93		
TOTAL NONCURRENT ASSETS	13,745,245.93	TOTAL LIABILITIES AND EQUITY	14,569,624.75
TOTAL ASSETS	14,569,624.75		

Lakeland Housing Authority
Renaissance at Washington Ridge Ltd., LLLP
Changes in Cash
For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	155,491.97	185,877.74	30,385.77
Cash-Payroll	-87.36	522.95	610.31
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	54,755.39	55,156.39	401.00
Cash Restricted - FSS Escrow	12,400.09	13,130.17	730.08
Cash Restricted-Reserve for Replacement	116,434.71	108,165.11	-8,269.60
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	76,608.10	76,682.61	74.51
Restricted Cash - AA Reserve	47,191.43	47,234.20	42.77
Investment 1	0.00	0.00	0.00
Investment 2	0.00	0.00	0.00
Total Cash	463,973.49	487,948.33	23,974.84

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	98,249.35	185,877.74	87,628.39
Cash-Payroll	-1,150.63	522.95	1,673.58
Negative Cash LHA Master	0.00	0.00	0.00
Cash Restricted-Security Deposits	53,583.39	55,156.39	1,573.00
Cash Restricted - FSS Escrow	20,297.00	13,130.17	-7,166.83
Cash Restricted-Reserve for Replacement	222,487.71	108,165.11	-114,322.60
Restricted Cash - Partnership Devmt	1,179.16	1,179.16	0.00
Restricted Cash - OA Reserve	76,215.57	76,682.61	467.04
Restricted Cash - AA Reserve	46,966.45	47,234.20	267.75
Investment 1	261,674.48	0.00	-261,674.48
Investment 2	259,018.67	0.00	-259,018.67
Total Cash	1,038,521.15	487,948.33	-550,572.82

**Lakeland Housing Authority
Colton Meadow, LLLP
Statement of Operations
For the Current and Six Months Ended June 25, 2019**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	48,782	45,388	3,394	7.48%	1	287,939	272,330	15,609	5.73%	544,660
Other Tenant Income	190	1,359	(1,169)	-86.02%	2	2,695	8,155	(5,460)	-66.95%	16,311
Other Income	101	357	(256)	-71.80%		515	2,139	(1,624)	-75.91%	4,279
Total Revenue	49,073	47,104	1,968	4.18%		291,149	282,625	8,524	3.02%	565,250
Administrative Expense	12,245	13,742	(1,497)	-10.89%	3	70,118	82,451	(12,333)	-14.96%	164,901
Tenant Services	205	150	55	36.93%	3	300	900	(600)	-66.71%	1,800
Utility Expense	6,956	6,692	264	3.94%	4	44,231	40,155	4,077	10.15%	80,309
Maintenance Expense	9,009	10,572	(1,563)	-14.78%	5	71,639	63,433	8,206	12.94%	126,867
General Expense	7,089	9,808	(2,719)	-27.73%	3	44,078	58,848	(14,770)	-25.10%	117,696
Financing Expense	3,989	4,212	(223)	-5.30%	3	24,604	25,273	(669)	-2.65%	50,546
Operating Expense before Depreciation	39,494	45,177	(5,683)	-12.58%		254,970	271,059	(16,090)	-5.94%	542,119
Net Operating Income (Loss)	9,579	1,928	7,651	396.94%		36,180	11,566	24,614	212.82%	23,131
Depreciation & Amortization Expense	39,321	39,095	226	0.58%		235,927	234,569	1,358	0.58%	469,138
Capital Replacement Items	-	2,600	(2,600)	-100.00%		21,215	15,600	5,615	36.00%	31,200
Reimburse Replacement Reserves	-	(2,600)	2,600	-100.00%		-	(15,600.00)	15,600	-100.00%	(31,200)
Total Expense	78,815	84,271	(5,457)	-6.48%		512,112	505,628	6,483	1.28%	1,011,257
Net Operating Income (Loss)	(29,742)	(37,167)	7,425	-19.98%		(220,962)	(223,003)	2,041	-0.92%	(446,007)

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.
- 4 Utility Expense increased due to costs associated with water, sewer and garbage.
- 5 Maintenance Expense increased due to exterior painting of units, pressure washing and unit maintenance related costs.

Lakeland Housing Authority

Colton Meadow, LLLP

Balance Sheet

as of June 25, 2019

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Unrestricted Cash		A/P Vendors and Contractors	6,202.56
Cash Operating 1	96,145.90	Tenant Security Deposits	26,575.00
Cash-Payroll	-158.35	Security Deposit-Pet	1,600.00
Petty Cash	225.00	Accrued Property Taxes	21,035.36
Total Unrestricted Cash	<u>96,212.55</u>	Accrued Interest Payable	19,774.16
Restricted Cash		Accrued Audit Fees	1,625.00
Cash Restricted-Security Deposits	28,175.00	Due to Polk County Developers, Inc.	362,901.17
Cash Restricted-Operating Reserve	441,305.95	Tenant Prepaid Rents	1,742.90
Cash Restricted-Reserve for Replacement	137,913.91	Accrued Compensated Absences-Current	1,950.86
Cash-Tax & Insurance Escrow	30,208.86	First Mortgage - TCAP	1,231,424.00
Total Restricted Cash	<u>637,603.72</u>	Tax Credit Exchange Program (TCEP)	5,044,007.40
		HOME Funds	115,899.60
		Mortgage Note Payable	<u>450,845.00</u>
		TOTAL CURRENT LIABILITIES	<u>7,285,583.01</u>
TOTAL CASH	<u>733,816.27</u>		
ACCOUNTS AND NOTES RECEIVABLE			
A/R-Tenants/Vendors	27,443.76		
Allowance for Doubtful Accounts-Tenants/Vendors	<u>-21,858.66</u>		
TOTAL: AR	5,585.10		
Due from Colton Meadow GP, Inc.	<u>101,151.61</u>		
TOTAL: DUE FROM	<u>101,151.61</u>		
TOTAL ACCOUNTS AND NOTES RECEIVABLE	106,736.71		
OTHER CURRENT ASSETS		NONCURRENT LIABILITIES	
Eviction Deposit Acct.	1,000.00	Accrued Compensated Absences-LT	3,623.02
Prepaid Expenses and Other Assets	1,544.28	Developer Fee Payable - PCHD	<u>92,184.00</u>
Prepaid Insurance	35,127.86		
Prepaid Software Licenses	236.86	TOTAL NONCURRENT LIABILITIES	<u>95,807.02</u>
Utility Deposit	<u>5,000.00</u>		
TOTAL OTHER CURRENT ASSETS	<u>42,909.00</u>		
TOTAL CURRENT ASSETS	<u>883,461.98</u>	TOTAL LIABILITIES	<u>7,381,390.03</u>
NONCURRENT ASSETS			
FIXED ASSETS		EQUITY	
Land	300,000.00	CONTRIBUTED CAPITAL	
Buildings	856,353.89	Capital - LP	1,205,286.00
Building Acquisition	2,010,000.00	GP Equity	46.12
Building Improvements	5,833,295.65	TOTAL CONTRIBUTED CAPITAL	<u>1,205,332.12</u>
Machinery & Equipment	67,970.48		
Automobiles	15,484.50	RETAINED EARNINGS	
Furniture & Fixtures	1,503,657.00	Retained Earnings-Unrestricted Net Assets	713,018.55
Site Improvement-Infrastructure	1,496,187.97	TOTAL RETAINED EARNINGS:	<u>713,018.55</u>
Accum Depreciation-Buildings	-3,862,924.98		
Intangible Assets		TOTAL EQUITY	<u>1,918,350.67</u>
Amortization Tax Credit Fees	-117,086.56		
Monitoring Fees	<u>208,695.00</u>		
TOTAL FIXED ASSETS (NET)	8,311,632.95	TOTAL LIABILITIES AND EQUITY	<u>9,299,740.70</u>
Site Improvement	16,364.00		
Non-Dwelling Structures	28,019.32		
Non-Dwelling Equipment	<u>60,262.45</u>		
TOTAL NONCURRENT ASSETS	<u>8,416,278.72</u>		
TOTAL ASSETS	<u>9,299,740.70</u>		

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

For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	90,056.16	96,145.90	6,089.74
Cash-Payroll	-40.30	-158.35	-118.05
Cash Restricted-Security Deposits	28,175.00	28,175.00	0.00
Cash Restricted-Operating Reserve	441,298.70	441,305.95	7.25
Cash Restricted-Reserve for Replacement	135,999.64	137,913.91	1,914.27
Cash-Tax & Insurance Escrow	23,395.76	30,208.86	6,813.10
Total Cash	718,884.96	733,591.27	14,706.31
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	65,229.31	96,145.90	30,916.59
Cash-Payroll	23,898.67	-158.35	-24,057.02
Cash Restricted-Security Deposits	27,075.00	28,175.00	1,100.00
Cash Restricted-Operating Reserve	441,262.18	441,305.95	43.77
Cash Restricted-Reserve for Replacement	133,945.46	137,913.91	3,968.45
Cash-Tax & Insurance Escrow	30,008.71	30,208.86	200.15
Total Cash	721,419.33	733,591.27	12,171.94

Lakeland Housing Authority
Bonnet Shores, LLLP
Statement of Operations
For the Current and Six Months Ended June 25, 2019

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	50,301	49,380	921	1.87%	1	303,525	296,278	7,248	2.45%	592,555
Other Tenant Income	275	812	(537)	-66.14%	2	2,395	4,873	(2,478)	-50.85%	9,745
Other Income	426	46	380	821.04%		1,202	278	924	332.72%	555
Total Revenue	51,002	50,238	764	1.52%		307,122	301,428	5,694	1.89%	602,856
Administrative Expense	16,497	14,365	2,131	14.84%	3	91,606	86,193	5,414	6.28%	172,385
Tenant Services	-	208	(208)	-100.00%	4	211	1,250	(1,039)	-83.08%	2,500
Utility Expense	772	5,942	(5,170)	-87.01%	4	30,023	35,652	(5,629)	-15.79%	71,304
Maintenance Expense	10,330	8,141	2,189	26.89%	5	58,356	48,844	9,512	19.47%	97,688
General Expense	7,341	12,563	(5,222)	-41.57%	4	41,937	75,379	(33,441)	-44.36%	150,758
Financing Expense	9,658	10,304	(646)	-6.27%	4	59,887	61,826	(1,939)	-3.14%	123,652
Operating Expense before Depreciation	44,597	51,524	(6,927)	-13.44%		282,022	309,144	(27,122)	-8.77%	618,287
Net Operating Income (Loss)	6,405	(1,286)	7,691	-598.07%		25,100	(7,716)	32,816	-425.31%	(15,431)
Depreciation & Amortization Expense	40,527	40,004	522.41	1.31%		243,161	240,026	3,134.46	1.31%	480,052
Capital Replacement Items	8,945	1,258	7,686.33	610.84%		20,549	7,550	12,999.02	172.17%	15,100
Reimburse Replacement Reserve	-	(1,258)	1,258.33	-100.00%		-	(7,550)	7,549.98	-100.00%	(15,100)
Total Expense	94,069	91,528	2,541	2.78%		545,732	549,170	(3,438)	-0.63%	1,098,340
Net Income (Loss)	(43,067)	(41,290)	(1,776)	4.30%		(238,610)	(247,742)	9,132	-3.69%	(495,484)

Comments

- 1 Community consists of 75 apartment units comprised of tax credit and Section 8 vouchers. Tenant rental income is consistent with the budget.
- 2 Variance is due to residents timely payment of rents as well as causing less damage to their units.
- 3 Administrative expenses are greater than budgeted for the period due to payment of asset management fee to Florida Housing Finance Corporation. There was also a slight increase in IT fees.
- 4 Variance reflects expenses being less than the budget.
- 5 Variance reflects increased maintenance expenses due to an erosion control and plumbing incident at the property.

Lakeland Housing Authority
Bonnet Shores, LLLP
Balance Sheet
as of June 25, 2019

ASSETS

Unrestricted Cash	
Cash Operating 1	184,344.78
Cash-Payroll	4,508.33
Petty Cash	300.00
Total Unrestricted Cash	<u>189,153.11</u>
Restricted Cash	
Cash Restricted-Security Deposits	23,739.02
Cash Restricted-Operating Reserve	460,693.17
Cash Restricted-Reserve for Replacement	139,070.74
Cash-Tax & Insurance Escrow	33,377.87
Total Restricted Cash	<u>656,880.80</u>
 TOTAL CASH	 <u>846,033.91</u>
 ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	7,870.40
Allowance for Doubtful Accounts-Tenants/Vendors	-4,713.79
TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>3,156.61</u>
 OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Expenses and Other Assets	1,663.23
Prepaid Insurance	36,825.50
Prepaid Software Licenses	392.37
Utility Deposit	5,000.00
TOTAL OTHER CURRENT ASSETS	<u>44,381.10</u>
TOTAL CURRENT ASSETS	<u>893,571.62</u>
 NONCURRENT ASSETS	
FIXED ASSETS	
Land	300,000.00
Buildings	11,478,455.60
Building Improvements	6,300.00
Automobiles	24,477.33
Furniture & Fixtures	423,152.78
Site Improvement-Infrastructure	679,255.00
Accum Depreciation-Buildings	-3,541,846.67
Accum Depreciation- Misc FF&E	-447,630.11
Accum Depreciation-Infrastructure	-384,925.20
Intangible Assets	
Loan Costs	41,419.00
Amortization Loan Cost	-17,623.40
Compliance Fees	246,589.00
Amortization Tax Credit Fees	-139,735.24
TOTAL FIXED ASSETS (NET)	<u>8,667,888.09</u>
TOTAL NONCURRENT ASSETS	<u>8,667,888.09</u>
 TOTAL ASSETS	 <u>9,561,459.71</u>

LIABILITIES & EQUITY

LIABILITIES

CURRENT LIABILITIES

A/P Vendors and Contractors	16,824.30
Tenant Security Deposits	27,525.00
Security Deposit-Pet	2,500.00
Accrued Property Taxes	26,908.72
Accrued Interest Payable	58,761.53
Accrued Interest - 2nd Mortgage	492,880.90
Accrued Audit Fees	1,625.00
Tenant Prepaid Rents	891.57
Accrued Compensated Absences-Current	2,638.15
First Mortgage - TCAP	3,819,255.00
HOME Funds	131,028.00
Mortgage Note Payable	1,009,877.00
TOTAL CURRENT LIABILITIES	<u>5,590,715.17</u>

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT	4,899.42
TOTAL NONCURRENT LIABILITIES	<u>4,899.42</u>

TOTAL LIABILITIES

5,595,614.59

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	-2,744,512.62
TOTAL RETAINED EARNINGS:	<u>-2,744,512.62</u>

TOTAL EQUITY

3,965,845.12

TOTAL LIABILITIES AND EQUITY

9,561,459.71

Lakeland Housing Authority
Bonnet Shores, LLLP
Changes in Cash
For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	174,664.49	184,344.78	9,680.29
Cash-Payroll	-1,178.96	4,508.33	5,687.29
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,840.00	23,739.02	-5,100.98
Cash Restricted-Operating Reserve	460,685.60	460,693.17	7.57
Cash Restricted-Reserve for Replacement	137,076.78	139,070.74	1,993.96
Cash-Tax & Insurance Escrow	26,927.63	33,377.87	6,450.24
Investment 2	0.00	0.00	0.00
Total Cash	827,015.54	845,733.91	18,718.37

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	124,837.48	184,344.78	59,507.30
Cash-Payroll	160.26	4,508.33	4,348.07
Cash Operating 3	0.00	0.00	0.00
Cash Restricted-Security Deposits	28,469.00	23,739.02	-4,729.98
Cash Restricted-Operating Reserve	460,647.49	460,693.17	45.68
Cash Restricted-Reserve for Replacement	137,461.50	139,070.74	1,609.24
Cash-Tax & Insurance Escrow	31,696.91	33,377.87	1,680.96
Investment 2	0.00	0.00	0.00
Total Cash	783,272.64	845,733.91	62,461.27

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Statement of Operations
For the Current and Six Months Ended June 25, 2019

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	66,782	70,759.68	(3,978)	-5.62%	1	413,755	424,558.08	(10,803)	-2.54%	849,116
Other Tenant Income	(1,166)	(390.21)	(776)	198.81%		(4,384)	(2,341.26)	(2,042)	87.24%	(4,683)
Other Income	56	173.94	(118)	-67.88%		2,402	1,043.64	1,358	130.13%	2,087
Total Revenue	65,672	70,543	(4,872)	-6.91%		411,773	423,260	(11,487)	-2.71%	846,521
Administrative Expenses	17,100	18,146.43	(1,046)	-5.77%	2	87,568	108,878.60	(21,311)	-19.57%	217,757
Tenants Service Expenses	26	300.00	(274)	-91.25%	2	91	1,800.00	(1,709)	-94.97%	3,600
Utility Expense	625	9,439.71	(8,814)	-93.37%	2	41,736	56,638.26	(14,902)	-26.31%	113,277
Maintenance Expense	12,645	10,151.38	2,494	24.56%	2	60,736	60,908.28	(172)	-0.28%	121,817
General Expenses	3,022	5,147.33	(2,126)	-41.30%	3	123,443	30,883.98	92,560	299.70%	61,768
Financing Expenses	22,109	24,730.10	(2,621)	-10.60%	2	135,037	148,380.57	(13,344)	-8.99%	296,761
Operating expense before depreciation	55,528	67,915	(12,387)	-18.24%		448,611	407,490	41,121	10.09%	814,979
Net Operating Income (Loss)	10,144	2,628	7,516	285.93%		(36,838)	15,771	(52,608)	-333.58%	31,542
Depreciation & Amortization	43,150	41,566	1,585	3.81%		258,902	249,394	9,508	3.81%	498,788
Capital Replacement Items	-	3,875	(3,875)	-100.00%		9,351	23,250	(13,899)	-59.78%	46,500
Reimburse Replacement Reserves										(46,500)
Total Expense	98,678	113,356	(14,678)	-12.95%		716,864	680,134	36,730	5.40%	1,313,768
Net Operating Income (Loss)	(33,006)	(42,812)	9,806	-22.90%		(305,091)	(256,873)	(48,217)	18.77%	(467,247)

Comments

- 1 Consists of 100 Tax Credit and Project-Based Section 8 Voucher units. Tenant collection is slightly less than the budget.
- 2 Variance is due to expenses being less than budgeted.
- 3 Variance in General Expenses is due to unforeseen costs associated with the ongoing insurance claim.

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Balance Sheet
as of June 25, 2019

ASSETS

Unrestricted Cash	
Cash Operating 1	9,113.97
Cash-Payroll	-1,553.76
Petty Cash	300.00
Total Unrestricted Cash	<u>7,860.21</u>
Restricted Cash	
Cash Restricted-Security Deposits	8,978.00
Cash Restricted-Operating Reserve	19.08
Cash Restricted-Reserve for Replacement	183,817.87
Cash-Tax & Insurance Escrow	21,718.77
Investment 1	235,637.62
Total Restricted Cash	<u>450,171.34</u>
TOTAL CASH	<u>458,031.55</u>
ACCOUNTS AND NOTES RECEIVABLE	
A/R-Tenants/Vendors	2,946.33
Allowance for Doubtful Accounts-Tenants/Vendors	-1,623.29
TOTAL: AR	<u>1,323.04</u>
TOTAL ACCOUNTS AND NOTES RECEIVABLE	1,323.04
OTHER CURRENT ASSETS	
Eviction Deposit Acct.	500.00
Prepaid Insurance	4,084.83
Prepaid Software Licenses	47,649.05
Utility Deposit - Electric	587.54
TOTAL OTHER CURRENT ASSETS	<u>52,821.42</u>
TOTAL CURRENT ASSETS	<u>512,176.01</u>
NONCURRENT ASSETS	
FIXED ASSETS	
Land	432,717.00
Buildings	12,796,743.00
Building Improvements	41,688.50
Furn, Fixt, & Equip	1,212,730.94
Accum Depreciation-Buildings	-3,207,035.06
Accum Depreciation- Misc FF&E	-1,162,975.50
Accum Depreciation-Infrastructure	-355,798.70
Intangible Assets	
Loan Costs	335,121.42
Amortization Loan Cost	-186,162.70
Compliance Fees	200,558.00
Amortization Tax Credit Fees	-133,698.30
TOTAL FIXED ASSETS (NET)	<u>9,973,888.60</u>
Site Improvement	711,597.00
TOTAL NONCURRENT ASSETS	<u>10,685,485.60</u>
TOTAL ASSETS	<u>11,197,661.61</u>

LIABILITIES & EQUITY

CURRENT LIABILITIES	
A/P Vendors and Contractors	46,458.12
Tenant Security Deposits	8,200.00
Security Deposit Clearing Account	200.00
Security Deposit-Pet	950.00
Accrued Property Taxes	2,024.00
Accrued Interest NLP Loan	727.37
Accrued Audit Fees	1,625.00
Tenant Prepaid Rents	1,263.11
Accrued Compensated Absences-Current	1,326.43
Mortgage Note Payable	2,947,367.56
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	1,363,082.03
TOTAL CURRENT LIABILITIES	<u>6,512,512.67</u>
NONCURRENT LIABILITIES	
Accrued Compensated Absences-LT	<u>2,463.37</u>
TOTAL NONCURRENT LIABILITIES	<u>2,463.37</u>
TOTAL LIABILITIES	<u>6,514,976.04</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	-774,217.32
TOTAL RETAINED EARNINGS:	<u>-774,217.32</u>
TOTAL EQUITY	<u>4,682,685.57</u>
TOTAL LIABILITIES AND EQUITY	<u>11,197,661.61</u>

Lakeland Housing Authority
West Bartow Partnership, Ltd., LLLP
Changes in Cash
For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	11,497.42	9,113.97	-2,383.45
Cash-Payroll	138.37	-1,553.76	-1,692.13
Cash Restricted-Security Deposits	10,128.00	8,978.00	-1,150.00
Cash Restricted-Operating Reserve	25,219.40	19.08	-25,200.32
Cash Restricted-Reserve for Replacement	187,868.72	183,817.87	-4,050.85
Cash-Tax & Insurance Escrow	16,135.77	21,718.77	5,583.00
Investment 1	235,637.62	235,637.62	0.00
Total Cash	486,625.30	457,731.55	-28,893.75

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	66,264.11	9,113.97	-57,150.14
Cash-Payroll	-403.30	-1,553.76	-1,150.46
Cash Restricted-Security Deposits	10,370.00	8,978.00	-1,392.00
Cash Restricted-Operating Reserve	25,119.58	19.08	-25,100.50
Cash Restricted-Reserve for Replacement	181,594.10	183,817.87	2,223.77
Cash-Tax & Insurance Escrow	46,010.60	21,718.77	-24,291.83
Investment 1	233,687.95	235,637.62	1,949.67
Total Cash	562,643.04	457,731.55	-104,911.49

Lakeland Housing Authority

Hampton Hills (AMP 4)

Statement of Operations

For the Current and Six Months Ended June 25, 2019

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	2,467	2,815	(348)	-12.36%	1	17,813	16,890	923	5.46%	33,780
Other Tenant Income	-	205	(205)	-100.00%	2	100	1,230	(1,130)	-91.87%	2,460
Grant Income	150	2,079	(1,929)	-92.78%	3	3,928	12,474	(8,546)	-68.51%	24,948
Other Income	(19,479)	1,485	(20,964)		4	(19,401)	8,911	(28,312)		17,822
Total Revenue	(16,862)	6,584	(23,446)	-356.09%		2,440	39,505	(37,065)	-93.82%	79,010
Administrative Expenses	2,793	4,580	(1,787)	-39.02%	5	18,905	27,483	(8,578)	-31.21%	54,965
Tenant Services Expenses	-	21	(21)	-100.00%	5	-	125	(125)	-100.00%	250
Utility Expense	-	208	(208)	-100.00%	5	235	1,249	(1,013)	-81.15%	2,497
Maintenance and Development Expense	-	1,301	(1,301)	-100.00%	5	5,095	7,806	(2,711)	-34.73%	15,611
General Expenses	563	410	153	37.28%	6	3,147	2,463	684	27.78%	4,925
Housing Assistance Payments	-	63	(63)	-100.00%	5	-	378	(378)	-100.00%	756
Operating expense before Depreciation	3,356	6,584	(3,227)	-49.02%		27,381	39,502	(12,121)	-30.68%	79,005
Net Operating Income (Loss)	(20,218)	0	(20,219)			(24,942)	3	(24,944)		5
Depreciation	27	-	27			161	-	161		321
Total Expenses	3,383	6,584	(3,201)	-48.61%		27,542	39,502	(11,960)	-30.28%	79,326
Net Income (Loss)	(20,245)	0	(20,245)			(25,102)	3	(25,105)		(316)

Comments

- 1 Property is comprised of 4, Section 32 Public Housing lease-to-purchase units. Although rental income was higher than budgeted, it will soon change as the budget is based upon rental income for 5 homes and one house was sold in May 2019.
- 2 Variance is due to timely payments of rent and residents causing less damage to their units.
- 3 Variance is due to a decrease in operating subsidy received from HUD.
- 4 Variance is due to sale of one (1) property.
- 5 Variance for the year reflects expenses that are less than the budget.
- 6 Variance for the year is due to a reduction in rental income.

Lakeland Housing Authority

Hampton Hills (AMP 4)

Balance Sheet

as of June 25, 2019

ASSETS

CASH

Unrestricted Cash

Cash Operating 1 2,223.67

Cash-Payroll 656.44

Cash Operating 3 61,701.06

Total Unrestricted Cash 64,581.17

Restricted Cash

Cash Restricted-Security Deposits 1,500.00

Cash Restricted - FSS Escrow 84.00

Total Restricted Cash 1,584.00

TOTAL CASH 66,165.17

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors 1,097.00

Allowance for Doubtful Accounts-Tenants/Vendors -397.00

AR-TPA/Fraud Recovery 271.00

TOTAL: AR 971.00

Allowance for Doubtful Accounts-Aff. Hsg. Subsidies -362.00

Cleared Interfund Account -2,200.20

Due from LPHC 283,520.66

Lakeridge Homes 2nd Mortgage 362,911.05

TOTAL ACCOUNTS AND NOTES RECEIVABLE 644,840.51

OTHER CURRENT ASSETS

Eviction Deposit Acct. 500.00

Prepaid Insurance 2,357.11

TOTAL OTHER CURRENT ASSETS 2,857.11

TOTAL CURRENT ASSETS 713,862.79

NONCURRENT ASSETS

FIXED ASSETS

Buildings 538,431.12

Furniture & Fixtures 2,248.94

Accum Depreciation- Misc FF&E -2,090.43

Intangible Assets

TOTAL FIXED ASSETS (NET) 538,589.63

TOTAL NONCURRENT ASSETS 538,589.63

TOTAL ASSETS 1,252,452.42

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors 2,377.37

Tenant Security Deposits 1,500.00

Lease Purchase Escrow 84.00

Tenant Prepaid Rents 7.00

Accrued Compensated Absences-Current 331.37

TOTAL CURRENT LIABILITIES 4,299.74

NONCURRENT LIABILITIES

Accrued Compensated Absences-LT 615.40

TOTAL NONCURRENT LIABILITIES 615.40

TOTAL LIABILITIES 4,915.14

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets 1,247,537.28

TOTAL RETAINED EARNINGS: 1,247,537.28

TOTAL EQUITY 1,247,537.28

TOTAL LIABILITIES AND EQUITY 1,252,452.42

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

For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	757.25	2,223.67	1,466.42
Cash-Payroll	248.00	656.44	408.44
Cash Operating 3	17.43	61,701.06	61,683.63
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	1,084.00	84.00	-1,000.00
Cash Restricted - Escrow	0.00	0.00	0.00
Total Cash	3,606.68	66,165.17	62,558.49

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	799.66	2,223.67	1,424.01
Cash-Payroll	-276.63	656.44	933.07
Cash Operating 3	8,310.10	61,701.06	53,390.96
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	169.00	84.00	-85.00
Cash Restricted - Escrow	0.00	0.00	0.00
Total Cash	10,502.13	66,165.17	55,663.04

Lakeland Housing Authority

YouthBuild-DOL 2016 (49)

Statement of Operations

For the Current and Six Months Ended June 25, 2019

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Government Subsidy Income	53,180	38,284	14,896	38.91%	1	139,012	229,706	(90,693)	-39.48%	459,411
Other Income	7	-	7	#DIV/0!		46	-	46	#DIV/0!	-
Total Revenue	53,187	38,284	14,903	38.93%		139,058	229,706	(90,648)	-39.46%	459,411
Administrative Expenses	36,637	25,978	10,659	41.03%	2	174,203	155,867	18,336	11.76%	311,735
Tenant Services Expenses (Trainees)	14,112	11,089	3,023	27.27%	3	20,768	66,532	(45,764)	-68.79%	133,064
Utility Expense	-	354	(354)	-100.00%	3	-	2,125	(2,125)	-100.00%	4,250
Maintenance and Development Expense	121	310	(189)	-61.07%	3	219	1,859	(1,639)	-88.19%	3,718
General Expenses	309	553	(244)	-44.11%	3	1,792	3,320	(1,528)	-46.02%	6,640
Operating expense before Depreciation	51,179	38,284	12,895	33.68%		196,982	229,704	(32,721)	-14.24%	459,407
Transfer Out	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Net Operating Income (Loss)	2,008	0	2,008			(57,925)	2	(57,926)		4
Depreciation	-	-	-			-	-	-		-
Total Expenses	51,179	38,284	12,895	33.68%		196,982	229,704	(32,721)	-14.24%	459,407
Net Income (Loss)	2,008	0	2,008			(57,925)	2	(57,926)		4

Comments

- 1 Variance is due to timing of receipt of subsidy from DOL.
- 2 Variance in administration expenses is due to a new DOL requirement to include a position solely for case management to the grant.
- 3 Variance reflects expenses that are less than the budget.

Lakeland Housing Authority

YouthBuild-DOL 2016 (49)

Balance Sheet

as of June 25, 2019

ASSETS		LIABILITIES & EQUITY	
CASH		CURRENT LIABILITIES	
Cash Operating 1	15,634.04	A/P Vendors and Contractors	8,157.71
Cash-Payroll	-31,245.28	Due to West Lake Mgmt.	10,955.69
Petty Cash	1,000.00	Due to Central Office Cost Center	5,294.55
Total Unrestricted Cash	<u>-14,611.24</u>	Accrued Compensated Absences-Current	<u>4,238.87</u>
		TOTAL CURRENT LIABILITIES	<u>28,646.82</u>
TOTAL CASH	<u>-14,611.24</u>	NONCURRENT LIABILITIES	
OTHER CURRENT ASSETS		Accrued Compensated Absences-LT	7,872.19
Prepaid Insurance	2,633.33	TOTAL NONCURRENT LIABILITIES	<u>7,872.19</u>
TOTAL OTHER CURRENT ASSETS	<u>2,633.33</u>	TOTAL LIABILITIES	
TOTAL CURRENT ASSETS	<u>-11,977.91</u>	<u>36,519.01</u>	
NONCURRENT ASSETS		EQUITY	
FIXED ASSETS		RETAINED EARNINGS	
Automobiles	21,299.00	Retained Earnings-Unrestricted Net Assets	-61,768.92
Accum Depreciation- Misc FF&E	-21,299.00	Retained Earnings - Restricted Net Assets	<u>13,272.00</u>
		TOTAL RETAINED EARNINGS:	<u>-48,496.92</u>
TOTAL FIXED ASSETS (NET)	<u>0.00</u>	TOTAL EQUITY	<u>-48,496.92</u>
TOTAL NONCURRENT ASSETS	<u>0.00</u>	TOTAL LIABILITIES AND EQUITY	
TOTAL ASSETS	<u>-11,977.91</u>	<u>-11,977.91</u>	

**Lakeland Housing Authority
YouthBuild-DOL 2016 (49)
Changes in Cash**

For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	2,803.17	15,634.04	12,830.87
Cash-Payroll	-23,961.79	-31,245.28	-7,283.49
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	-21,158.62	-15,611.24	5,547.38
Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	8,890.81	15,634.04	6,743.23
Cash-Payroll	-5,902.06	-31,245.28	-25,343.22
Negative Cash COCC Master	0.00	0.00	0.00
Total Cash	2,988.75	-15,611.24	-18,599.99

**Lakeland Housing Authority
Williamstown, LLLP
Statement of Operations
For the Current and Six Months Ended June 25, 2019**

	Current Month					Year to Date				Annual Budget
	Actual	Budget	\$ Variance	% Variance		Actual	Budget	\$ Variance	% Variance	
Rental Income	12,106	8,000	4,106	51.33%	1	72,106	48,000	24,106	50.22%	96,000
Other Tenant Income	25	-	25	#DIV/0!		136	-	136	#DIV/0!	-
Government Subsidy	-	14,400	(14,400)	-100.00%	2	-	86,400	(86,400)	-100.00%	172,800
Other Income	-	-	-	#DIV/0!		10,500	-	10,500	#DIV/0!	-
Total Revenue	12,131	22,400	(10,269)	-45.84%		82,742	134,400	(62,158)	-46.25%	268,800
Administrative Expense	4,406	7,814	(3,407)	-43.61%	3	34,325	46,882	(12,557)	-26.78%	93,764
Tenant Services	83	350	(267)	-76.15%	3	83	2,100	(2,017)	-96.03%	4,200
Utility Expense	2,208	6,600	(4,392)	-66.55%	3	12,950	39,600	(26,650)	-67.30%	79,200
Maintenance Expense	1,945	6,086	(4,141)	-68.04%	3	13,705	36,518	(22,813)	-62.47%	73,036
General Expense	627	1,550	(923)	-59.55%	3	1,045	9,300	(8,255)	-88.76%	18,600
Operating Expense before Depreciation	9,270	22,400	(13,130)	-58.62%		62,108	134,400	(72,292)	-53.79%	268,800
Net Operating Income (Loss)	2,861	-	2,861	#DIV/0!		20,634	-	10,134	#DIV/0!	-
Depreciation & Amortization Expense	7,957	-	7,957	#DIV/0!		47,741	-	47,741	#DIV/0!	-
Capital Replacement Items	-	-	-	#DIV/0!		(672)	-	(672)	#DIV/0!	-
Reimburse Replacement Reserves	-	-	-	#DIV/0!		-	-	-	#DIV/0!	-
Total Expense	17,227	22,400	(5,173)	-23.09%		109,177	134,400	(25,223)	-18.77%	268,800
Net Operating Income (Loss)	(5,096)	-	(5,096)	#DIV/0!		(26,434)	-	(26,434)	#DIV/0!	-

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 Property was anticipated to start receiving subsidy by June 2019.
- 3 Variance reflects expenses that are less than the budget.

Lakeland Housing Authority

Williamstown, LLLP

Balance Sheet

as of June 25, 2019

ASSETS

CASH

Unrestricted Cash

Cash Operating 1

Cash-Payroll

Total Unrestricted Cash

Restricted Cash

Cash Restricted-Security Deposits

Total Restricted Cash

TOTAL CASH

ACCOUNTS AND NOTES RECEIVABLE

A/R-Tenants/Vendors

Allowance for Doubtful Accounts-Tenants/Vendors

TOTAL: AR

TOTAL ACCOUNTS AND NOTES RECEIVABLE

TOTAL CURRENT ASSETS

NONCURRENT ASSETS

FIXED ASSETS

Buildings

Building Improvements

Accum Depreciation-Buildings

TOTAL FIXED ASSETS (NET)

TOTAL NONCURRENT ASSETS

TOTAL ASSETS

LIABILITIES & EQUITY

CURRENT LIABILITIES

A/P Vendors and Contractors

Tenant Security Deposits

Security Deposit-Pet

Tenant Prepaid Rents

TOTAL CURRENT LIABILITIES

EQUITY

RETAINED EARNINGS

Retained Earnings-Unrestricted Net Assets

TOTAL RETAINED EARNINGS:

TOTAL EQUITY

TOTAL LIABILITIES AND EQUITY

30.60

14,400.00

1,800.00

492.00

16,722.60

33,129.51

1,861.00

-1,045.00

816.00

816.00

33,945.51

3,751,341.13

8,494.29

-141,524.75

3,618,310.67

3,618,310.67

3,652,256.18

3,635,533.58

3,635,533.58

3,635,533.58

3,652,256.18

Lakeland Housing Authority
Williamstown, LLLP
Changes in Cash

For the Current and Six Months Ended June 25, 2019

Period to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	14,243.95	17,718.95	3,475.00
Cash-Payroll	97.85	-532.44	-630.29
Cash Restricted-Security Deposits	15,910.00	15,943.00	33.00
Total Cash	30,251.80	33,129.51	2,877.71

Year to Date	Beginning Balance	Ending Balance	Difference
Cash Operating 1	7,232.01	17,718.95	10,486.94
Cash-Payroll	0.00	-532.44	-532.44
Cash Restricted-Security Deposits	14,220.00	15,943.00	1,723.00
Total Cash	21,452.01	33,129.51	11,677.50

LAKELAND HOUSING AUTHORITY
Grant Report
Updated as of July 8, 2019

		START DATE	OBLIGATION END DATE	DISTRIBUTION END DATE	AUTHORIZED	OBLIGATION 90% THRESHOLD	OBLIGATED AMOUNT	DISBURSED	AVAILABLE BALANCE
Capital Fund Program	(HUD)								
CFP - 2011		07-15-11	08-03-13	08-02-15	562,980.00	506,682.00	562,980.00	562,980.00	0.00
CFP - 2012		03-12-12	03-11-14	03-11-16	327,414.00	294,672.60	327,414.00	327,414.00	0.00
CFP - 2013		08-09-13	09-08-15	09-08-17	251,538.00	226,384.20	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	336,513.32	231,939.01	126,453.99
CFP - 2017		08-16-17	08-15-19	08-15-21	608,069.00	547,262.10	0.00	0.00	608,069.00
CFP - 2018		05-29-18	05-28-20	05-28-22	934,727.00	841,254.30	0.00	0.00	934,727.00
CFP - 2019		04-16-19	04-15-21	04-15-23	965,861.00	869,274.90	0.00	0.00	965,861.00
CFP Total:					4,695,561.00	4,226,004.90	2,165,024.32	2,060,450.01	2,635,110.99
Replacement Housing Factor	(HUD)								
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
RHF Total:					2,162,608.00	1,946,347.20	2,162,608.00	2,162,608.00	0.00
HOPE VI	(HUD)	04-05-00		12-31-17	21,842,801.00	19,658,520.90	21,842,801.00	21,842,801.00	0.00
Safety & Security Grant	(HUD)	03-20-13	03-19-14	03-19-15	250,000.00	225,000.00	250,000.00	250,000.00	0.00
Safety & Security Total:					250,000.00	225,000.00	250,000.00	250,000.00	0.00
Resident Opportunities and Self Sufficiency (HUD)									
ROSS-Family Self Sufficiency 2018		02-19-19	02-18-20		72,000.00	64,800.00	7,827.24	7,827.24	64,172.76
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	126,747.44	126,747.44	92,437.56
ROSS Total:					401,257.00	361,131.30	244,646.68	244,646.68	156,610.32
YouthBuild 2018 Grant (new)	(DOL)	01-01-2019		04-30-2022	1,075,472.00	967,924.80	7,564.71	7,564.71	1,067,907.29
YouthBuild 2016 Grant (existing)	(DOL)	10-17-16		02-16-20	990,024.00	891,021.60	944,126.91	944,126.91	45,897.09
YouthBuild Total:					2,065,496.00	1,858,946.40	951,691.62	951,691.62	1,113,804.38

July 2019 Board Report



Program Manager's Report

During the month of June 2019, the Program Manager continued to oversee and strengthen partnerships that are providing certification opportunities and supportive services to participants of YouthBuild-Lakeland Cycle 17:

- TechHire (Polk State College) Training Program commenced at our YouthBuild-Lakeland Center on May 28, 2019. The last training session will be on July 9, 2019. This series of employer-based training courses, thus far, has earned participants their Occupational Safety and Health Administration (OSHA-10) certification and they are awaiting receipt of their Packing Machinery Manufacturers Institute (PMMI) Mechanical Level I and the Certified Production Technician (CPT2) certification. For the period of May 28th – July 10th, fifty-percent (50%) of our Cycle 17 participants have attended this training while the other fifty-percent (50%) have focused on the job readiness, education, construction components and community services. The Polk State College TechHire Training Instructors, Eric Dickerson, Manual Padilla, and Derrick Levelston have been very patient, but thorough during their training of the manufacturing curriculum.
- YouthBuild participants assisted Inspire Targeted Case Management Agency, LLC, (ITCMA) with minor repairs and painting of their new office, conveniently located near the YouthBuild Center. The location will make it easier for ITCMA to provide supportive services to our YouthBuild-Lakeland Cycle 17 participants.
- The Program Manager worked with the LHA Lead Property Manager to formulate a dual-purpose opportunity for YouthBuild-Lakeland and The Manor at West Bartow. YouthBuild participants began to train/assist with the preparation of vacant units at The Manor. The scope of training/work included, but was not limited to removal of carpet, furniture, wall repair, painting, handling of interior closet doors and installing appliance.

Academics

Cycle 17 has begun its pursuit of their High School Diploma. Students have begun preparing for the GED and others have started working on completing their diplomas. Instruction in Pre-Algebra and Writing Composition has begun. Students have also begun keyboarding instruction. They are gaining this skill to make them more employable, and to help them type faster for the GED written response portion. Students have also been studying for the construction portion doing studying in basic carpentry skills. Students are also being held accountable on their soft-skills in the classroom. Soft – Skills such as punctuality, work quality, and meeting deadlines are being taught and observed.

Recruiting

Recruitment for Cycle 18 is underway and will become more aggressive in the coming weeks.

Job Development and Placement

During the month of June, the Job Placement Specialist (JPS):

- Continued weekly meetings with Shela Stewart-Lucas, TechHire Training Coordinator to discuss progress and/or concerns about YouthBuild-Lakeland participants.
- Continued to provide employment placement, post-secondary education, employment retention, and supportive services information to the graduates of Cycles 16.
- Hosted Operation Empowerment workshops with guest speakers Doug Harvey and Tonja Johnson of the Florida Health Department – Dental Services Program; and Jonette Diaz of Central Florida Healthcare Program. During each session, speakers educated Cycle 17 participants about the various dental and healthcare services that are available at no cost or with a co-pay of as low as \$10. These services included: examinations, cleanings, x-rays, sealants, treatment planning, fillings, extractions, nutritional counseling, pediatrics, men's health, women's health, and pediatrics.
- Facilitated job readiness workshops on the 10 Things Employers Expect Their Employees to Know. The June module included a brief overview of all along with teaching and interactive discussion of two of the ten: (1) Companies Are in Business to Make Money and (2) Anger and Violence Are Not Problem-solving Techniques.

- Conducted Initial Assessments of Cycle 17 mentees. The assessments, a first step in ‘getting to know’ Cycle 17 participants, will serve as a tool for YBL staff to adequately provide and/or refer participants for supportive services.

Construction

During the month of June, the YouthBuild participants had their first opportunity to work together as a team as well as use some of the training they’ve received on using hand tools. The participants were assigned to assist with the rehab of seven units at The Manor at West Bartow, a property of the Lakeland Housing Authority. Participants removed furniture from abandoned units, removed old carpet, patched holes in walls, cleaned and painted the units. The Property Manager was very impressed the participants’ respect of staff and residents of The Manor, as well as their ability to work together as a team and complete the assigned tasks in a timely manner.



Cycle 17 participants, Hailey Lackey (left) and Marcos Varona (right), were instructed on how to properly remove furniture and other items from vacant units at The Manor of West Bartow. Terry Love, YouthBuild-Lakeland Construction Supervisor (above right) demonstrates to Varona how to use a dolly.



(Above) Terry Love, YBL Construction Trainer and participants, Jose' Rivera and Christopher Merrick removed old carpet and cleaned ceiling fans in a unit at The Manor at West Bartow. (Below) Leonel Ortega (left) and Samuel Lattimore (right) cleaned and made minor repairs.





TYRELL DIXON



ELIJAH SMITH

YouthBuild-Lakeland Cycle 17 participants learning manufacturing safety and production skills under the instruction of Derrick Levelston and Eric Dickerson, Polk State College TECH-HIRE



**TRACY BUTLER and
MALIK DAVIS**



TYRA BROWN

Case Management

As the month of June passed very quickly, rapport between YBL Cycle 17 participants and staff continued to grow. The staff randomly selected mentees and introduced to the students who their mentors were. The Case Manager began performing individual Initial Assessments with the students to obtain a history of their life and discuss current living situations. The assessments also offered opportunity to establish a Mentor/Mentee bond while becoming aware of supportive services and guidance that the participants may need. As always, constant motivation and encouragement is given to the students to accomplish their goals.

Earl W. Haynes
Senior Program Manager

Richard Mooneyham
Program Coordinator/Academic Instructor

Cynthia E. Zorn-Shaw
Job Placement Coordinator

Terry Love
Construction Training Supervisor

Kaysha Watts
Case Manager