

Housing Authority of the City of Lakeland, Florida

PHA Plans

5 Year Plan for Fiscal Years 2004 - 2008
Annual Plan for Fiscal Year 2004

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Lakeland Housing Authority

PHA Number: FL 011

PHA Fiscal Year Beginning: 1/2004

Public Access to Information: Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents: The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2003 - 2007

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here):

To provide quality, affordable housing and self-sufficiency opportunities in an effective and professional manner.

B. Goals

*The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.*

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: **Expand the supply of assisted housing through development of new units under HOPE VI, other affordable housing opportunities and acquisition of additional housing vouchers.**

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments:
- Other (list below):

- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score)

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction
- Concentrate on efforts to improve specific management functions
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability
- Provide or attract supportive services to increase independence for the elderly or families with disabilities:

Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, gender, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, gender, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

Other PHA Goals and Objectives: (list below)

Goal #1: Become a high performing housing authority in both the Public Housing and Section 8 programs by December 31, 2004 and sustain it thereafter.

Objective #1: Improve rent-up and tenant collections to the point that the PHAS grade is an "A" with the exception of collections lost due to the tenant integrity program by December 31, 2004.

Objective #2: Improve the Section 8 lease-up rate to at least 98% by December 31, 2004.

Objective #3: Continue and improve task tracking / management by objectives which incorporates appropriate elements of PHAS, SEMAP, CSS Workplan and similar existing measures.

Objective #4 Encourage staff to complete training / certification programs relevant to their areas of responsibility.

Objective #5: Continue to reward performance through the performance evaluation / merit increase system.

Goal #2: Goal #2: Continue to improve our public image through enhanced communication, coordination, and accountability with outside agencies, among the staff and with residents.

Objective #1: Conduct regular staff meetings to provide updates and progress reports about agency activities.

Objective #2: Meet with residents in a variety of forums to provide the opportunity for input and feedback about agency operations.

Objective #3: Utilize public relations and information techniques to educate the public about the work that we do: issue public service announcements and press releases; meet with news reporters periodically; seek advice from the City of Lakeland's public information officer; enhance our web site, newsletter; attend public meetings and neighborhood programs.

Objective #4: Generate at least 6 positive media stories a year.

Objective #5: Deliver at least 4 talks to civic, religious, or women's groups a year about the activities of LHA.

Goal #3: Be the premier Innovative and Effective Affordable Housing Provider in mid-Florida.

Objective #1: Utilize LHA's role as the HOPE VI developer to implement the remaining homeownership phases by October 4, 2006. Furthermore, use this opportunity to gain the expertise to continue homeownership efforts after the HOPE VI project is completed.

Objective #2: Utilize LHA's role as the HOPE VI developer to implement the remaining rental phases by October 4, 2006. Furthermore, use this opportunity to gain the expertise to continue rental efforts after the HOPE VI project is completed.

Objective #3: Develop staff and organizational capability so that LHA is prepared to manage its non-public housing rental properties by December 31, 2008

Objective #4 Apply for additional housing choice vouchers as they become available.

Objective #5: Partner with the Lakeland Polk Housing Corporation and other housing providers to increase the availability of affordable housing in mid-Florida.

Objective #6: Partner with the interested social service providers to encourage upward mobility and self- sufficiency of residents.

Goal #4: Implement income generating and cost saving measures while increasing operational efficiency in order to reduce LHA's dependency on HUD funding.

Objective #1: Begin implementing Energy and Water Cost savings programs by December 31, 2004.

Objective #2: By December 31, 2004, improve the accuracy of tenant rental payments to reduce both mistakes and fraud as part of a Tenant Integrity Program.

Objective #3: In 2006 begin investigating LHA staffing assets that can be marketed to others in mid-Florida.

Objective #4: : Begin developing LHA's first post-HOPE VI affordable rental or homeownership development by December 31, 2008.

Objective #5: Develop and implement a grantsmanship plan that will assist LHA in fulfilling its mission. Bring in \$100 million of leveraged funds by December 31, 2008.

Goal #5: Improve physical condition and appearance of all properties.

Objective #1: Implement Capital Fund Program as indicated in the Five-Year Plan.

Objective #2: Implement enhanced landscaping throughout all sites.

Goal #6: Increase and encourage the self-sufficiency efforts of all residents.

Objective # 1: Utilizing tutorial and computer aided programs, LHA will assist our resident's children to attain academic success as measured by increases in G.P.A., FCAT, SAT and ACT scores.

Objective #2: Adult residents will be afforded the opportunity to increase their literacy skills and to continue their adult educational goals through the use of Technical Learning Centers and distance learning programs.

Objective #3: Residents will have the capability of obtaining employability and life skills training through the use of on-site Technical Learning Centers.

Goal #7: Ensure equal opportunity and affirmatively further fair housing.

Objective #1: Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, gender, familial status, and disability:

Objective #2: Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, gender, familial status, and disability:

Objective #3: Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

Objective #4: Provide Fair Housing and Equal Opportunity training to staff on a regular basis.

Annual PHA Plan PHA Fiscal Year 2003

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High Performing PHA

Small Agency (<250 Public Housing Units)

Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

According to the latest HUD instructions, this section does not have to be completed.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (Attachment A)
- FY 2003 Capital Fund Program Annual Statement (Attachment B)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart (Attachment D)
- FY 2003 Capital Fund Program 5 Year Action Plan (Attachment C)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment P)
- Other (List below, providing each attachment name)
 - Definition of Substantial Modification (Attachment E)
 - Resident Membership on the Board (Attachment F)
 - RAB Membership (Attachment G)
 - Progress on the 5-Year Plan (Attachment H)
 - 2003 CFP P&E (Attachment I)
 - 2003 HRF (Attachment J)
 - 2001 CFP P&E (Attachment K)
 - 2002 CFP P&E (Attachment L)
 - Pet Policy (Attachment M)
 - Voluntary Conversion Insert (Attachment N)
 - Section 8 Homeownership Capacity Statement (Attachment O)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Tab A	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Tab B	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Tab C	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
Tab D	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
Tab E	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Tab F	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Tab G	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Tab H	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tab I	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Tab J	Public housing management and maintenance policy documents, including policies for the prevention or	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	eradication of pest infestation (including cockroach infestation)	
Tab K	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
Tab L	Approved HOPE VI Revitalization Plans or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
Tab M	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Tab N	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
Tab O	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Tab P	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Tab Q	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Tab R	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
Tab S	Dakota Park Management Plan	Public Housing/LIHTC
Tab T	Washington Ridge Management Plan	Public Housing/LIHTC
Tab U	Dakota Park Regulatory and Operating Agreement	Public Housing/LIHTC
Tab V	Washington Ridge Regulatory and Operating Agreement	Public Housing/LIHTC
Tab W	Dpark/Wridge Closing Doc's (See Ex.Dir. bookshelf #4)	Public Housing/LIHTC
Tab X	HOME Grant application	Public Housing/LIHTC
Tab Y	FHLB Afford. Hsg. .Program Grant application	Public Housing/LIHTC
Tab Z	Washington Ridge Senior Center Management Plan	Public Housing/LIHTC
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction							
By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access - ability	Size	Location
Income <= 30% of AMI	1997	5	5	5	5	5	5
Income >30% but <=50% of AMI	1520	4	4	4	4	4	4
Income >50% but <80% of AMI	2403	3	3	3	3	3	3
Elderly	1662	4	4	4	4	4	4
Families with Disabilities	Un-known						
Black	1952	3	3	3	3	3	3
Hispanic	259	3	3	3	3	3	3
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data Indicate year:
- Other housing market study Indicate year:
- Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	346	80.1	55
Extremely low income <=30% AMI	277	16.5	
Very low income (>30% but <=50% AMI)	57	2.3	
Low income (>50% but <80% AMI)	12	67.8	
Families with children	293	9.2	
Elderly families	21		

Housing Needs of Families on the Waiting List			
Families with Disabilities	30	22.6	
Race/ethnicity – Black	220	63.6	
Race/ethnicity – White	122	35.3	
Race/ethnicity - Indian	1	3	
Race/ethnicity – Asian	3	9	

Characteristics by Bed-room Size (PH Only)			
1BR	96	27.8	9
2 BR	157	45.4	27
3 BR	67	19.4	18
4 BR	22	6.4	1
5 BR	4	1.1	0
5+ BR			

Is the waiting list closed (select one)? No Yes If yes: How long has it been closed (# of months)? One month

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes Qualified Homeowner's

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	314		180
Extremely low income <=30% AMI	247	78.7	
Very low income	54	17.2	

Housing Needs of Families on the Waiting List			
(>30% but <=50% AMI)			
Low income (>50% but <80% AMI)	13	4.1	
Families with children	248	79.0	
Elderly families	16	5.1	
Families with Disabilities	50	15.9	
White	91	29.0	
Black	221	70.4	
Native American	2	.6	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Qualified Homeowners			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units:
- Reduce time to renovate public housing units:
- Seek replacement of public housing units lost to the inventory through mixed finance development. **See Supporting Document: HOPE VI Revitalization Plan.**
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources.
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median income

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Maintain designation of Cecil Gober for elderly occupancy.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	938,668	
b) Public Housing Capital Fund	605,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,961,507	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	500,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
RHF Funds	200,000	Replacement Units
Self-Sufficiency Coordinator	45,000	Section 8 Supportive Services
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HOPE VI	7,130,946,	Capital Improvements
CFP01	1,297,630	Capital Improvements
CFP02	300,000	Capital Improvements
CFP 03	200,000	Capital Improvements
3. Public Housing Dwelling Rental Income	426,470	Public Housing Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Administrative Reserve Interest	15,000	Section 8 Tenant Based Assistance
Investment Income	22,440	Public Housing Operations
Entrepreneurial Activities	57,000	Public Housing Operations
4. Non-federal sources (list below)		
Program Income	\$250,000 - \$300,000	Public Housing Capital Improvements
Total resources	17,946,661	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) **When they get near the top of the waiting list or immediately if there is no waiting list.**

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists (HOPE VI sites only)
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office (mgmt. offices at H6 developments)
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment – Not Applicable**

1. How many site-based waiting lists will the PHA operate in the coming year? **3 Dakota Park, Washington Ridge, Scattered Sites**

2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? **4**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One **If a unit is refused for other than a valid reason, they are not housed for six months**
- Two
- Three

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies:
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

4 Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection (5) Occupancy)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families

- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes

Other preference(s) (list below)

Lived in Washington Park or Lake Ridge Homes after August, 1999, or Dakota Park after January 2002 and who desire to move into HOPE VI sponsored replacement rental housing
A qualified purchaser of a HOPE VI sponsored Homeownership unit
Absence of a Proscribed Crime Preference (see ACOP glossary)
Absence of Misdemeanors
Voter Registration
Enrolled in School (school-aged children)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 5 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- 5 Residents who live and/or work in the jurisdiction
- 5 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

1 Lived in Washington Park or Lake Ridge Homes after August, 1999, or Dakota Park after January 2002 and who desire to move into HOPE VI sponsored replacement rental housing

- 1 A qualified purchaser of a HOPE VI sponsored Homeownership unit**
- 2 Absence of Proscribed Crime Preference (see ACOP Glossary)**
- 4 Absence of Misdemeanors**
- 5 Voter Registration**

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

5. Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments
--

Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
		All sites are at less than 30% of AMI	

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

See Section 4.7 of the Section 8 Administrative Plan for various Grounds for Denial.

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below):

Forwarding address of departing tenant when there is a balance on the tenant's account.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation

- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

- Hospitalization or medical hardship.**
- Hardship due to shortage of family units.**
- Other valid reason.**

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Lived in Washington Park or Lake Ridge Homes after August, 1999, or Dakota Park after January 2002 and who desire to move into HOPE VI sponsored replacement rental housing

A qualified purchaser of a HOPE VI sponsored Homeownership unit

Not currently living in standard, affordable housing

Absence of a Proscribed Crime Preference (see ACOP glossary)

Absence of Misdemeanors

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs

Other preference(s) (list below)

1. Lived in Washington Park or Lake Ridge Homes after August, 1999, or Dakota Park after January 2002 and who desire to move into HOPE VI sponsored replacement rental housing

1. A qualified purchaser of a HOPE VI sponsored Homeownership unit

- 2. **Not currently living in standard, affordable housing**
- 3. **Absence of a Proscribed Crime Preference (see ACOP glossary)**
- 4. **Absence of Misdemeanors**

4. Among applicants on the waiting list with equal preference status, how are applicants selected?
(select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction”
(select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

Through Partner Agency: State Department of Children & Families, the One-Stop Shop and also their sub-contractor.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the greater of 30% of adjusted monthly income, 10% of

unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

- For household heads
 For other family members
 For transportation expenses
 For the non-reimbursed medical expenses of non-disabled or non-elderly families
 Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
 Yes but only for some developments
 No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments

- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase - **The rent only changes if the increase is at least \$250 a month.**
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management:

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

?? List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	324	24
Section 8 Vouchers	745	125
Section 8 Certificates		
Section 8 Mod Rehab		
Welfare to Work	373	60
Family Unification	100	31
Disabled	25	2
HOPE VI	343	0
ROSS	324	24

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Admissions and Continued Occupancy Policy

Human Resource Policy

Investment Policy

Public Presentations During Commission Meetings

Procurement Policy

- Grievance Policy**
- Parking Policy**
- Trash Disposal Policy**
- Records Retention Policy**
- Safety Policy**
- Dakota Park Management Plan**
- Washington Ridge Management Plan**

(2) Section 8 Management: (list below)

Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment C

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5-Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **Washington Ridge**
 2. Development (project) number: **FL011-001, FL011-003, and FL011-005**
 3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
Washington Ridge Rentals and Greater Lakeland (see Revitalization Plan).

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

Acquiring lots and in-fill development in the Paul A. Diggs neighborhood pursuant to HOPE VI Implementation; Begin acquisition/new development of units in Greater Lakeland area pursuant to HOPE VI Implementation; Rehabilitation, and homeownership units at Magnolia Pointe (formerly Lakeview Gardens).

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Washington Ridge
1b. Development (project) number: FL011- 01 and 03
2. Activity type: Demolition <input type="checkbox"/>

Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> for 55 homeownership lots Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> (for commercial development)
4. Date application approved, submitted, or planned for submission: 10/03 and later in 03
5. Number of units affected:
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 12/31/03 b. Projected end date of activity: 12/31/06

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Cecil Gober
1b. Development (project) number: FL-011-006
2. Designation type: Occupancy by only the elderly

Occupancy by families with disabilities <input type="checkbox"/>
Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: 03/15/03
5. If approved, will this designation constitute a <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected: 33 elderly and 4 disabled
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Designation of Public Housing Activity Description
1a. Development name: Washington Ridge
1b. Development (project) number: FL-011-Unknown (Mid-rise portion –78 units)
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: 11/1/03
5. If approved, will this designation constitute a <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
7. Number of units affected: 30
7. Coverage of action (select one) <input type="checkbox"/> <input checked="" type="checkbox"/> Part of the development Total development

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Designation of Public Housing Activity Description
1a. Development name: Washington Ridge
1b. Development (project) number: FL-011-Unknown (duplex portion – 30 units)
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission 11/1/03
5. If approved, will this designation constitute a <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
8. Number of units affected: 12
7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C.

1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Magnolia Pointe	
1b. Development (project) number: FL-011-005	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (01/08/2002)	
5. Number of units affected: 44	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs:

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 27/04/99

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies: Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
FSS	129	Self Selected	Main Office	Both
HOPE VI CSS	343	Residence	West Lake Office	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	19
Section 8	65	65

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

(select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures:

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents

- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2004PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

- Yes No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
 Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management:

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

A. Resident Advisory Board Recommendations

- 1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
- 2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment P
 - Provided below:
- 3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:
 - Other: (list below) To be determined after reviewing comments received on 10-8-03

B. Description of Election process for Residents on the PHA Board

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)
- 3. Description of Resident Election Process
 - a. Nomination of candidates for place on the ballot: (select all that apply)
 - Candidates were nominated by resident and assisted family organizations
 - Candidates could be nominated by any adult recipient of PHA assistance
 - Self-nomination: Candidates registered with the PHA and requested a place on ballot
 - Other: (describe):
 - b. Eligible candidates: (select one)
 - Any recipient of PHA assistance
 - Any head of household receiving PHA assistance
 - Any adult recipient of PHA assistance
 - Any adult member of a resident or assisted family organization
 - Other (list)
 - c. Eligible voters: (select all that apply):
 - All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
 - Representatives of all PHA resident and assisted family organizations
 - Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here): **City of Lakeland, Florida and Polk County, Florida**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below):

In 1999, the Lakeland Housing Authority (LHA) received HUD approval for a \$21,842,801 grant under the HOPE VI program for the revitalization of the Paul A. Diggs neighborhood into a new community known as Washington Ridge Renaissance. Overall, the HOPE VI effort will provide approximately 305 new units of rental housing and 89 new units of homeownership, as well as 40 rehabilitated units of rental housing and 44 rehabilitated units of homeownership. LHA is developing this HOPE VI project in partnership with The Communities Group (TCG), a Washington, DC-based organization that is currently serving as developer on seven HOPE VI sites in the south and east.

On-Site

In 2002, LHA used about \$1.2 million in HOPE VI funds for the demolition of the 380 public housing units (of which 220 were at Washington Park and 160 were at Lake Ridge). Rodda Construction served as the construction manager for the demolition, and Cross Environmental Services and Trans-Con were the primary subcontractors. Minority and women-owned business enterprises received 67% of the contract amounts awarded by Rodda for the demolition.

The City of Lakeland provided a \$2 million grant for the infrastructure improvements. This contribution allowed Rodda Construction and its subs to begin the infrastructure work in October, 2002.

In December, 2002, Renaissance at Washington Ridge, Ltd., LLLP, the ownership entity created to take advantage of the federal low income housing tax credit program in order to develop the on-site rental phase, closed on the financing that will allow development of 196 affordable rental units. The financing includes a \$1,583,900 loan from SunTrust Bank, \$10,318,368 in equity from CDC Renaissance, LLC (an affiliate of SunTrust Community Development Corp.), \$7,129,370 in HOPE VI funds from LHA, and the above-mentioned City contribution of \$2,000,000. Construction of this phase began in late December. Minority and women-owned business enterprises received 26% of the contract amounts awarded by Rodda. The 196 units will include a 78-unit senior building at Washington Park, 89 additional rental units in a mix of 2BR, 3BR, and 4 BR at Washington Park, and 29 rental units in a mix of 2BR, 3BR, and 4 BR at Lake Ridge. Each dwelling unit will contain living, dining, and kitchen areas and new kitchen appliances, as well as energy efficient air conditioning units, cable hookup, and other modern amenities. Of the 196 units, 109 will be public housing replacement units.

In the first half of 2004, LHA will begin construction of the 55 homeownership units at Washington Park (15) and Lake Ridge (40). First mortgage financing will come through a consortium of local banks and mortgage institutions developed by Keystone Challenge Fund. LHA will assist with HOPE VI funds to make the houses affordable to families whose incomes are at or below 80% of area median income. Also, the City has agreed to provide up to \$3,500 per buyer in down payment and closing cost assistance. In addition, LHA and TCG successfully applied in October, 2002, for \$800,000 in HOME funds from FHFC to assist in development of these houses. Lakeland Polk Housing Corporation (LPHC), a 501(c)(3) affiliate of LHA, was the applicant for the HOME funds---LPHC qualified as a Community Housing Development Organization (CHDO) for which FHFC has a set-aside of HOME funds. LPHC will act as the developer of these 55 units.

Booker T. Washington Park

LHA contributed \$100,000 of the HOPE VI funds to the City to assist in

the refurbishing of the park.

Dakota Park

In March, 2002, Dakota Park Limited Partnership, the entity created to use the tax credit program at Dakota Park, closed on the financing that allowed rehabilitation of the five buildings and construction of one new building. The financing includes a \$500,000 loan from SunTrust Bank, \$1,997,487 in equity from CDC Dakota Park, LLC (an affiliate of SunTrust Community Development Corp), \$714,591 in HOPE VI funds from LHA, and \$120,000 from Bank of America through the Federal Home Loan Bank of Atlanta's Affordable Housing Program. In addition, the City had previously provided \$125,000 in grant funds that financed various repairs to the apartments in 2000 and 2001. Rodda Construction began the renovations in March, 2002, and all six buildings received certificates of occupancy in December, 2002. Minority and women-owned business enterprises received 28% of the contracts amounts awarded by Rodda at Dakota Park. To date all of the 40 units are occupied. Of the 40 units, 20 are public housing replacement units. Lakeland Polk Housing Corporation (LPHC) serves as the managing general partner of Dakota Park Limited Partnership.

Magnolia Pointe

Beginning in 1997, LHA received a series of grants totaling \$3,200,000 from HUD's Modernization program to allow total renovation of Lakeview Gardens (as these forty-four units were then known). After receipt of the HOPE VI grant in 1999, LHA and TCG agreed to sell the units as condominiums upon completion of the renovations. The work is now complete, and LHA has received HUD approval to sell the units. With recent approval by the State of the condominium regime documents, LHA will sell the condos to families with incomes at or below 80% of area median. Funding will include affordable first mortgage loans through the consortium of local banks mentioned above, \$515,000 in HOPE VI funds, and up to \$3,500 per buyer in down payment and closing cost assistance from the City.

Greater Lakeland

With the help of the Community Development department, LHA is presently looking for a site outside of the Diggs neighborhood for the final rental phase of the HOPE VI. This site was the subject of an

application for tax credits in 2003.

The LHA is not designated as "troubled" by HUD, nor is it performing poorly.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below):

As can be seen by the above, the City of Lakeland has been very generous in cooperating with the LHA. Polk County has not traditionally gotten involved with LHA, because most of LHA's properties are located within the corporate city limits of Lakeland.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans

Attachment A: Deconcentration

10.4 DECONCENTRATION POLICY

It is the Lakeland Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Lakeland Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

10.5 DECONCENTRATION INCENTIVES

The Lakeland Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

Attachment B

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P0115204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	60,000			
3	1408 Management Improvements	5,500			
4	1410 Administration	60,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	18,500			
8	1440 Site Acquisition				
9	1450 Site Improvement	20,500			
10	1460 Dwelling Structures	372,500			
11	1465.1 Dwelling Equipment— Nonexpendable	1,000			
12	1470 Nondwelling Structures	1,000			
13	1475 Nondwelling Equipment	4,500			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	500			
18	1499 Development Activities	1,000			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Lakeland Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P0115204 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency	60,000			
21	Amount of Annual Grant: (sum of lines 2 – 20)	605,000			
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P0115204 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations							
	- Operating Subsidy	1406	>20%	60,000				
	Total 1406			60,000				
PHA-Wide	Management Improvements							
	- Develop & Update Agency Plan	1408	Lump Sum	3,000				
	- Vacancy Reduction	1408	Lump Sum	500				
	- Develop Resident Initiatives	1408	Lump Sum	500				
	- Computer Software	1408	Lump Sum	500				
	- Grant Writing	1408	Lump Sum	500				
	- Security Camera System	1408	Lump Sum	500				
	Total 1408			5,500				
PHA – Wide	Administration							

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P0115204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Facilities Director – 25%, Maintenance Sup 50% Operations Support Assoc. – 50%, Purchasing Agent – 35%	1410	Lump Sum	29,000				
	- Employee Benefits	1410	Lump Sum	11,000				
	- Proration of Admin Support	1410	Lump Sum	20,000				
	Total 1410			60,000				
PHA-Wide	Fees and Costs							
	- Clerk-of-the-Works Salary 50% (15 hours per week)	1430	Lump Sum	7,250				
	- Security Camera Maintenance Contract	1430	Lump Sum	500				
	- A/E Fees	1430	Lump Sum	8,500				
	- Sundry Planning and In-house Design	1430	Lump Sum	2,250				
	Total 1430			18,500				
PHA-Wide	Site Improvements							

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P0115204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Tree Trimming	1450	Lump Sum	5,000				
	- Sidewalk Repairs	1450	Lump Sum	500				
	- Erosion Control	1450	Lump Sum	500				
	- Fencing	1450	Lump Sum	1,500				
	- Reseal/Paving Repair	1450	Lump Sum	1,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Drainage Repair/Gutters	1450	Lump Sum	1,000				
	- Landscaping	1450	Lump Sum	5,000				
	- Signage	1450	Lump Sum	1,000				
	- Add Parking Central	1450	Lump Sum	0				
	- Misc Repairs –PHAS	1450	Lump Sum	500				
FL11-4 Westlake Addition.	- Playground Equipment/ Basketball Court	1450	Lump Sum	1,000				
FL11-5 Lakeview Gardens	Site improvements	1450	Lump Sum	0				
		1450	Lump Sum					
FL11-6 Cecil Gober & John Wright	- Playground Improvements (Forced account labor)	1450	Lump Sum	2,000				
	- Water Line Replacement and Individual Meters (Forced account labor)	1450	Lump Sum	500				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-7 Paul Colton & Bonnet Shores	- Water Line Replacement and Individual Meters (Force account labor)	1450	Lump Sum	500				
	- Playground Improvements (Force account labor)	1450	Lump Sum	500				
	Total 1450			20,500				
PHA-Wide	Dwelling Structures							
	- Exterior Painting	1460	Lump Sum	1,000				
	- Pressure Washing	1460	Lump Sum	500				
	- Exterior/ Screen Doors	1460	Lump Sum	500				
	- Security Window Screens	1460	Lump Sum	500				
	- Exterior Masonry Repairs	1460	Lump Sum	500				
	- Soffet, Fascia, & Gable Repairs	1460	Lump Sum	500				
	- Fire Suppression System	1460	Lump Sum	500				
	- Misc Repairs PHAS	1460	Lump Sum	1,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-2 Westlake	- Comprehensive Modernization to include –Exterior Paint, mildew control, central HVAC, dryer/vent/wiring, and range vent hoods	1460	Lump Sum	500				
FL11-4 Westlake Add	Exterior Paint	1460	Lump Sum	500				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-6 Cecil Gober & John Wright	- Comprehensive Modernization to include utility doors, exterior windows, kitchen and bath modernization, VCT flooring replacement, water supply line replacement, emergency call system, dryer vents, central HVAC, interior & exterior doors and attic insulation, repair termite damage, drywall replacement, HW heater replacement, upgrade elec service (replace aluminum wire and devices) (Forced account labor)	1460	Lump Sum	500				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-7 Paul Colton & Bonnet Shores	- Comprehensive Modernization to include utility doors, exterior windows, kitchen and bath modernization, VCT flooring replacement, water supply line replacement, emergency call system, dryer vents, central HVAC, attic insulation, gutters and downspouts, and interior & exterior doors, repair termite damage, drywall replacement, HW heater replacement, upgrade elec service (replace aluminum wire and devices) (Forced account labor)	1460	Lump Sum	366,000				
	Total 1460			372,500				
1465.1	Dwelling Equipment							
PHA-Wide	- Appliance Replacement	1465.1	Lump Sum	2,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total 1465.1			2,000				
1470	Non-Dwelling Structures							
PHA-Wide	- Renovation of Community Buildings	1470	Lump Sum	1,000				
	Total 1470			1,000				
1475	Non-Dwelling Equipment							
PHA-Wide	- Replace Office furniture and equipment	1475	Lump Sum	500				
	- Common Area furniture and fixtures	1475	Lump Sum	500				
	Purchase maintenance vehicles	1475	2	500				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150204 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Replacement Equipment including handtruck, floor buffers, wet vacs, spray paint equip., chain saws, backpack sprayers, hvac recovery equip., and drywall spray texture machine)	1475	Lump Sum	2,000				
	Replacement mower	1475	Lump Sum	500				
	Replacement dump trailer	1475	Lump Sum	500				
	Total 1475			4,500				
1495.1	Relocation Costs							
	- Relocation	1495.1	Lump Sum	500				
	Total 1495.1			500				
1498	Mod Used for Development							
	- Development	1498	Lump Sum	1,000				
	Total 1498			1,000				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Lakeland Housing Authority		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant:2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant:2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant:2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
Westlake 11-2		1000	1000	1000	146000
Westlake Addition 11-4		25000	1000	1000	1000
Lakeview Gardens/Magnolia Pointe 11-5		1000	1000	1000	1000
Cecil Gober 11-6		1000	1000	200000	100000
John Wright 11-6		1000	150000	50000	50000
Bonnet Shores 11-7		100000	1000	1000	1000
Paul Colton 11-7		200000	200000	121000	1000
HA-Wide		271000	260000	250000	225000
CFP Funds Listed for 5-year planning					
		600,000	615,000	625,000	650,000
Replacement Housing Factor Funds		240,036	272,875	278,425	283,975

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u> 2 </u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u> 3 </u> FFY Grant: 2005 PHA FY:2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Westlake 11-2	Site improvements Mold, Mildew mitigation	1000	Westlake 11-2	Interior modernization	1000
Annual	Westlake Addition 11-4	Exterior Paint Site Improvements	25,000	Westlake 11-4		
sStatement	Lakeview Gardens/Magnolia Pointe 11-5	Carpet, Site Improvements	1,000	Lakeview Gardens/ Magnolia Pointe 11-5	Site Improvements	1000
	Cecil Gober 11-6	Community Building repairs , Site improvements	1,000	Cecil Gober 11-6	Site Improvement Interior Modernization	1000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u> 2 </u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u> 3 </u> FFY Grant: 2005 PHA FY:2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	Bonnet Shores 11-7 Paul Colton 11-7	Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)	100,000 200,000	Bonnett Shores 11-7 Paul Colton 11-7	Site Improvements Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)Site Improvements	1,000 200,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY:2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	HA-Wide	Operations	100,000	HA-Wide		95,900
		Management	5,000			4,800
		Improvements	40,000			38,000
		Administration	10,000			1,000
		Fees & Costs	1,000			1,000
		Site Improvements	1,000			1,000
		Dwelling Structures	1,000			4,800
		Dwelling Equipment	5,000			29,000
		NonDwelling Structures	30,000			8,600
		NonDwelling	3,000			2,900
		Relocation Costs	1,000			1,000
		Mod. For Dev	1,000			1,000
		Contingency	7,000			6700

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year :_4___ FFY Grant: 2006 PHA FY: 2006			Activities for Year: __5_ FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Westlake 11-2	Site Improvement	1000	Westlake 11-2	Comprehensive Modernization including Central HVAC, Exterior, Interior Doors, Dryer Hookup/Vent, Electric Panel upgrade, VCT Flooring, Kitchen Cabinets	140,000
Westlake Add 11-4	Site Improvement	1000	Westlake Add 11-4	Site Improvements	1,000
Lakeview Gardens/ Magnolia Pointe 11-5	Site Improvement	1,000	Lakeview Gardens/ Magnolia Pointe 11-5	Site Improvement	1,000
Cecil Gober 11-6	Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)	200,000	Cecil Gober 11-6	Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)	100,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year :_4__ FFY Grant: 2006 PHA FY: 2006			Activities for Year: __5_ FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
John Wright 11-6	Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)	50,000	John Wright 11-6	Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)	50,000
Bonnet Shores 11-7	Site Improvement	1,000	Bonnet Shores 11-7	Site Improvement	1,000

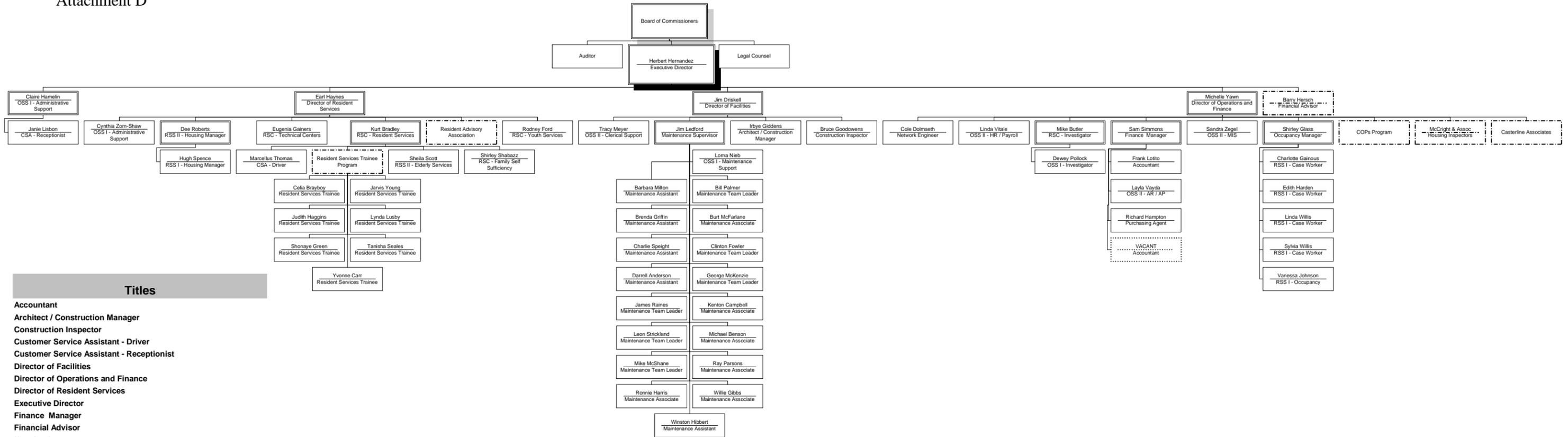
Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year :_4__ FFY Grant: 2006 PHA FY: 2006			Activities for Year: __5_ FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Paul Colton 11-7	Comprehensive modernization including interior & exterior doors and windows, kitchen and bath cabinets, new water supply system with individual meters and CPVC piping in units, replacement all plumbing fixtures, tub surrounds and VCT flooring, drywall, framing/ trim repairs from termite damage, R-30 attic insulation, replacement duct system and existing forced air heat with new HVAC split system, dryer vent to outside, replace main elec service panel and all aluminum wiring/ devices. (Force Account)	121,000	Paul Colton 11-7	Site Improvement	1,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year :_4__ FFY Grant: 2006 PHA FY: 2006			Activities for Year: __5_ FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA - Wide	Operations	92,300	HA - Wide	Operations	83,000
	Management	4,600		Management	4,200
	Improvements	36,900		Improvements	33,200
	Administration	9,200		Administration	8,300
	Fees & Costs	1,000		Fees & Costs	1,000
	Site Improvements	1,000		Site Improvements	1,000
	Dwelling Structures	1,000		Dwelling Structures	1,000
	Dwelling Equipment	4,600		Dwelling Equipment	4,200
	NonDwelling Structures	27,700		NonDwelling Structures	25,900
	NonDwelling	2,800		NonDwelling	2,500
	Relocation Costs	1,000		Relocation Costs	1,000
	Mod. For Dev	1,000		Mod. For Dev	1,000
	Contingency	6,500		Contingency	5,800
Total CFP Estimated Cost	\$625,000				\$650,000

Attachment D

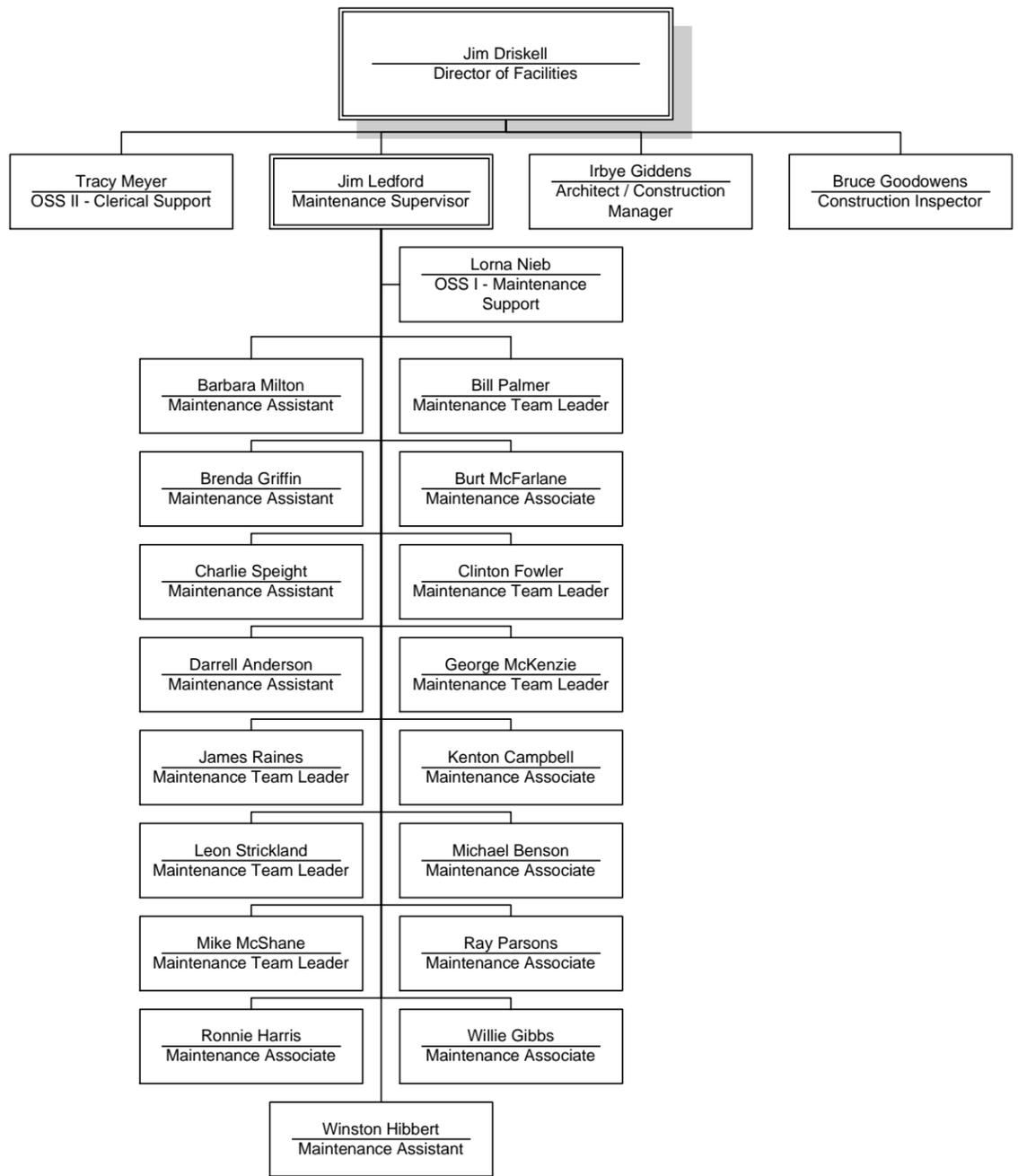


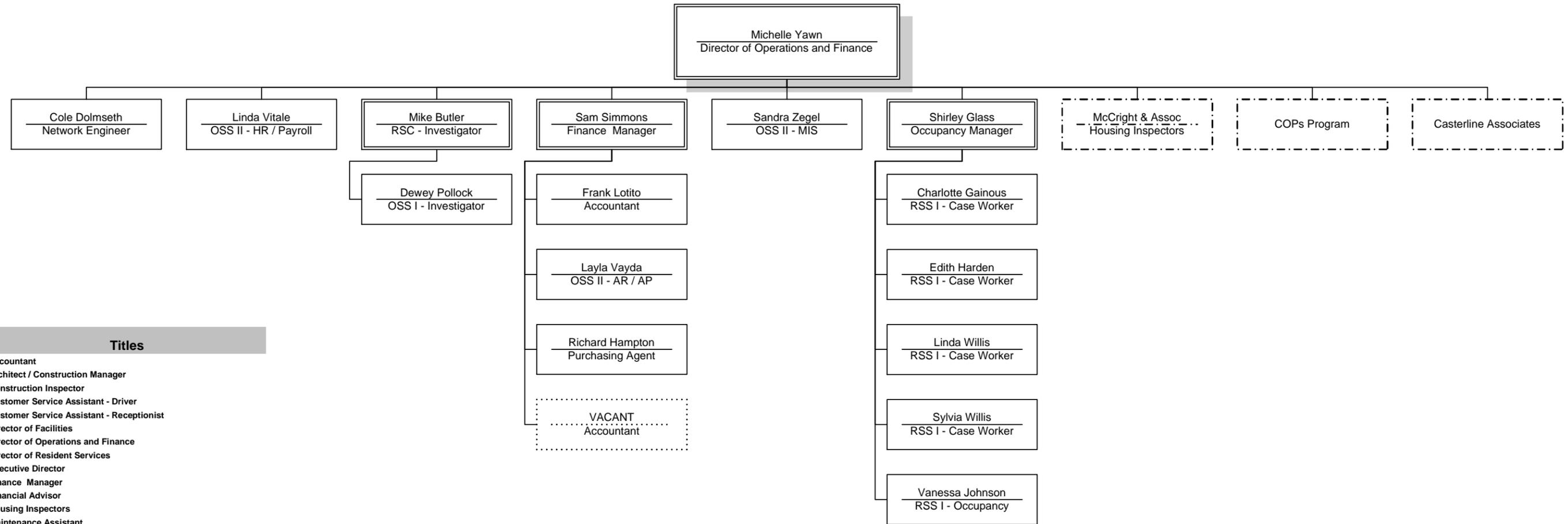
Titles

- Accountant
- Architect / Construction Manager
- Construction Inspector
- Customer Service Assistant - Driver
- Customer Service Assistant - Receptionist
- Director of Facilities
- Director of Operations and Finance
- Director of Resident Services
- Executive Director
- Finance Manager
- Financial Advisor
- Housing Inspectors
- Maintenance Assistant
- Maintenance Associate
- Maintenance Supervisor
- Maintenance Team Leader
- Network Engineer
- Occupancy Manager
- Operations Support Specialist I - Administrative Support
- Operations Support Specialist I - Clerical Support
- Operations Support Specialist I - Investigator
- Operations Support Specialist I - Maintenance Support
- Operations Support Specialist II - AR / AP
- Operations Support Specialist II - Clerical Support
- Operations Support Specialist II - HR / Payroll
- Operations Support Specialist II - Special Projects
- Purchasing Agent
- Resident Services Coordinator - Family Self Sufficiency
- Resident Services Coordinator - Investigator
- Resident Services Coordinator - Support Services
- Resident Services Coordinator - Technical Centers
- Resident Services Coordinator - Youth Services
- Resident Services Specialist I - Case Worker
- Resident Services Specialist I - Housing Manager
- Resident Services Specialist I - Occupancy
- Resident Services Specialist II - Elderly Services
- Resident Services Specialist II - Housing Manager
- Resident Services Trainee

Titles

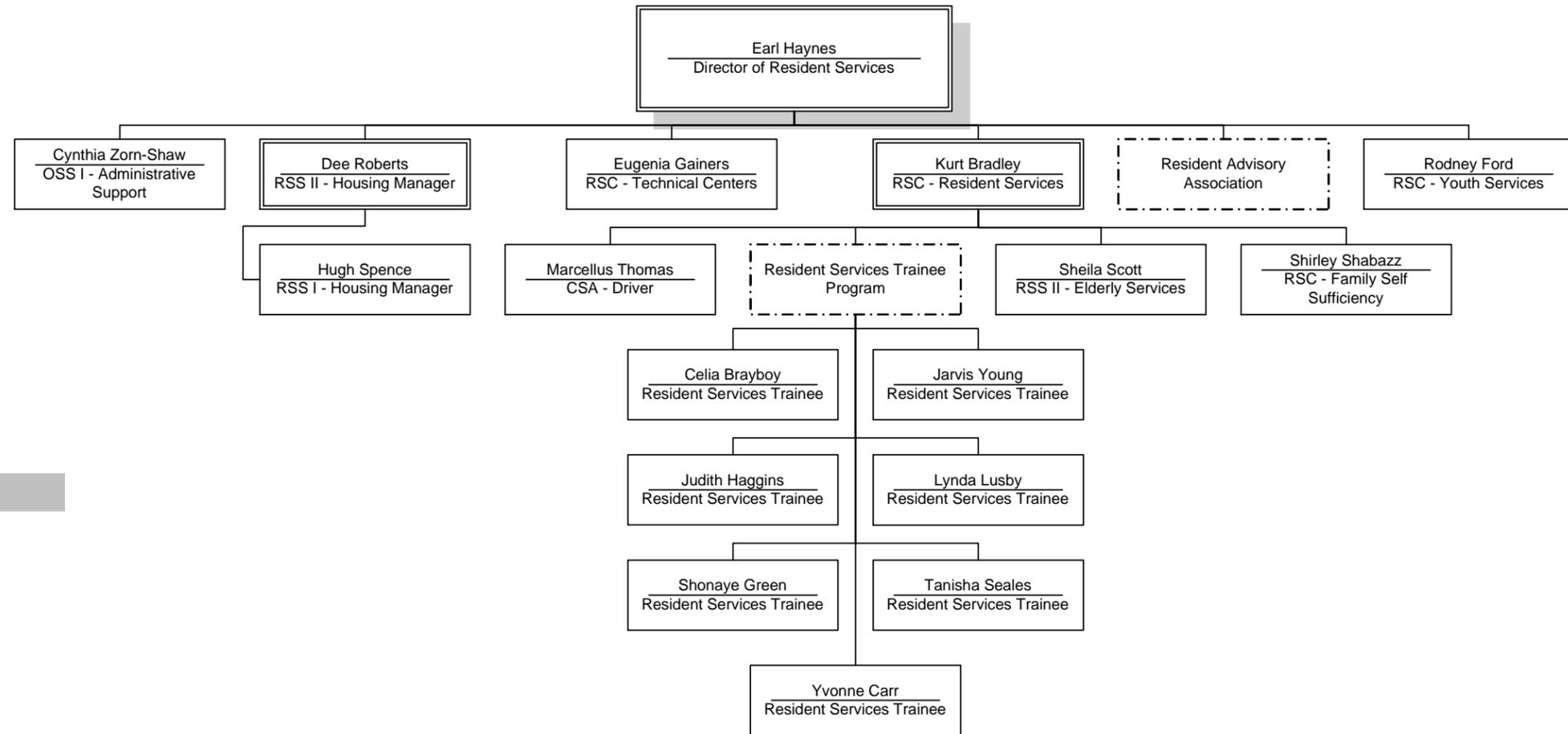
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- Housing Inspectors
- Maintenance Assistant
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- Resident Services Specialist II - Housing Manager
- Resident Services Trainee

Attachment E

Definition

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which requires formal approval of the Board of Commissioners.

Required Attachment _F_: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **Tonda Jiles**

B. How was the resident board member selected: (select one)?

- Elected
- Appointed

C. The term of appointment is (include the date term expires): **May, 2005**

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **Mayor Ralph Fletcher**

Required Attachment ___G___: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Stella Black, President

Lilly Brown

Tonda Jiles

Dorothy Huntley

Nita Henderson

**Attachment H
Lakeland Housing Authority
2003 Mission Statement, Goals and Objectives
Update**

Mission statement:

To provide quality, affordable housing and self-sufficiency opportunities in an effective and professional manner.

Goals and objectives:

Goal #1: Provide an environment and organizational structure that empowers LHA managers to assume greater responsibility in managing operations.

Objective #1: Improve PO tracking and decrease turn around time to five (5) business days.

This area has improved but more improvement is necessary. Problems that have been identified include inaccurate or incomplete information on requisitions and purchase orders, accounting staff attempting to correct such information and making errors, inability to know where paperwork is in the process, and paperwork being misplaced or sidetracked. Staff discussion and training is helping with some of these areas. Conscientious attention to the process and time sensitive processing by supervisory staff will help the most.

Objective #2: Allow all Directors to approve purchases less than \$1,000.

Completed. This has speeded up smaller purchases but requires that the Directors and the Executive Director agree in principle with the overall approach to program and project implementation.

Objective #3: Implement Task Tracking by designing an Access database or other appropriate system by end of first quarter 2003.

Creation of an Access database or purchase of other software to assist in this area has not been implemented. Our Groupwise email system does not mesh well with Outlook and attempts to work them together have not been successful. Each Director keeps a task list that is reviewed monthly with the Executive Director. By the end of the year, if appropriate, a Word or Excel or Access format may be established for each Director to use.

Objective #4: Improve monthly reporting by designing Access database to monitor PHAS (Public Housing Assessment System)

as well as any other areas that cannot be tracked through our existing software.

Monthly SEMAP reports have been designed by in-house staff and are currently functioning adequately.

Monthly FASS reports are 98% complete . This work was started roughly 18 months ago, and has turned out to be much more complicated than initially anticipated. The final product is expected to be released in August. by Cornwell and Associates. These reports will include financial reports for all programs (PH, S8, PHDEP, HOPE VI) using a consistent format. Along with monthly OR&E reports will be Balance Sheets by program, Statement of Cash Flows, and a monthly FASS score sheet. These monthly reports will help management stay on top of critical indicators such as Tenants Account Receivable Outstanding, Occupancy Loss, and more.

Objective #5: Establish MBO's for each department and update and report monthly.

Each Director keeps a "Task List" which includes those objectives that they are responsible for and each director reports to the Executive Director periodically. Monthly staff meetings with all supervisors cover the areas that each department is responsible for and allows interdepartmental communication about problem areas. Timelines for strategic tasks are established. Tracking of these timelines in conjunction with the task lists shows where improvement and attention is needed.

Goal #2: Continue to improve our public image through enhanced communication, coordination, and accountability with outside agencies, among the staff and with residents.

Objective #1: Update the displays in the administrative building lobby periodically with photographs of work in progress, resident activities, calendars of events, and architectural renderings of proposed projects.

Displays for property listings have been ordered and installed in the lobby. Photographs of work in progress and completed work are displayed, newspaper clippings are posted, newsletters available. More work is necessary to better utilize the video system and wall space available.

Objective #2: Provide customer service telephone training to key staff.

Telephone training is now part of the RST training curriculum and is imparted to RSTs during their orientation training when assigned to switchboard rotation. Various training tapes are made available to persons with reception duties. HTVN has various training programs on customer service that will be shared with relevant staff.

Objective #3: Upgrade and reprogram our telephone system to insure it is user friendly with short hold times and easy access by callers to staff they need to speak with.

The telephone system has been expanded and modernized, however, improvement can be made to the prompts so that callers can reach their party more quickly and directly.

Objective #4: Utilize public relations and information techniques to educate the public about the work that we do: issue public service announcements and press releases; meet with news reporters periodically; seek advice from the City of Lakeland's public information officer; enhance our web site, annual report and newsletter.

Newsletter has been re-formatted and appearance and content has been improved to a much more professional appearance. Photography work has been enhanced through use of digital photography and plate printing of photos. Newsletter has been submitted for FAHRO newsletter award.

Newsletter articles are regularly submitted to SERC-NAHRO, NAHRO, FAHRO, Tampa HUD, Neighborhood Networks HUD. Recent articles from our newsletter have appeared in Tampa HUD newsletter, The Quest Newspaper and The Ledger. Kurt Bradley maintains regular contact with area media reporters both print and TV.

News press releases for events are released as indicated to all local and regional media. Public relations officer for the City of Lakeland is contacted periodically for guidance on important issues or opportunities.

LHA has received positive press from the Ledger for Technical Learning Centers and Washington Renaissance Project. Congressman Putnam and State Senator Dockery attended the Dakota Park ribbon cutting. Bay News (and Channel 8 WFLA) have recently done stories on HOPE VI project. News release was completed about the award of SERC-NAHRO Human Services Award for Travis Car Repair program from CSS. CSS Vans received vivid graphics decal applications promoting Washington Renaissance Project and LHA. The LHA website is updated periodically with relevant information.

Objective #5: Encourage professional development activities that will enhance staff capabilities to meet the needs of the public.

Staff recently attended a professional development motivational seminar (Imagine 21) sponsored by Polk Works and put on by The Pacific Institute. This was facilitator training so that staff can put on similar type programs to the residents and staff in developing positive motivational direction. Technical Center Coordinator and PCSB instructors attended PLATO training so that they will be able to deliver educational tutoring and instruction to adults and youth through the technical learning center. A variety of training programs, some which include certifications, are offered through the HTVN Network. Other training certification

programs are available in larger Florida or southeast U.S. cities. Due to budget constraints, travel and training budgets are closely monitored.

Goal #3: Be an Innovative Affordable Housing Provider

Objective #1: Work with residents to improve all existing programs and facilities and establish new programs and fully utilize facilities to meet identified needs.

Technical Learning Centers were opened on schedule June 30th. Professional Technical Center Coordinator was hired to make this program a success. The Resident Advisory Board (RAB) has offices in an LHA office. John Wright Homes community center is now used as a neighborhood tutoring center. Staff has begun working more closely with the RAB, including regular meetings and collaboration on grant applications such as the HUD ROSS grant, which LHA will be applying for this year with RAB concurrence. Agency plan review by the RAB led to changes in several policies.

Objective #2: Utilize 100%+ of allocated annual Section 8 budget authority.

Monthly goals were set for \$\$\$ utilization and so far goals have been met or exceeded. As of June 30, 2003, 1,288 families were being assisted, and 105% (cumulative YTD) of available dollars have been spent. As of March 2003, PHAs have been advised that over-leasing is no longer allowed, and will result in LHA having to reduce it's current program size to the baseline number of units, totaling 1,243. Staff discusses goals bi-weekly and determines action needed. Monthly review of vouchers issued guides staff determination of whether to open waiting list, issue more vouchers, etc.

Telephone call center has been established which allows for more efficient waiting list administration. Pro rata HAP payments are calculated and tracked by software, allowing more efficient use of staff time, and issuance of pro rata rent checks sooner, leading to happier landlords. Criminal history checks by LPD has sped up the application process by at least one week. Better organization and speedier application processing has lead to more orientations of applicants, and more vouchers on the street.

Objective #3: Implement the HOPE VI Homeownership Phases as planned, including Magnolia Pointe, the Homes at Washington Ridge, and the Section 8 Homeownership Plan (5 closings).

Magnolia Pointe sales have been delayed pending submittal of documents to the state agency responsible for approving condominium sales. Construction is complete and units are ready. The Homes at Washington Ridge project is still in the final planning stage and is likely to be delayed until early 2004. The market study for this phase indicated a need for garages, but garages had not been designed for. Revisions will be necessary. The homeownership plan is also in final draft form and nearly ready for submittal for HUD approval. The Section 8 homeownership plan has been included in the Agency Plan but will likely require more work prior to implementation in 2004.

Objective #4: Implement the HOPE VI Rental Phases as planned.

Dakota Park renovations and lease-up were completed by 12/31/2002. Construction of Washington Ridge rental apartments is on schedule and 29 units have been completed and leased-up. The remainder of the 196 units will be completed by 12/31/2003. An additional approximately 300 rental units will make up the final phases. Finding the land for these units will be a challenge and will require a concerted effort.

Objective #5: Develop staff and organizational capability so that LHA is prepared to develop and manage 60+ units of affordable rental units by the end of 2004.

The experience gained by carrying out Objective 4 above will support the achievement of this objective. Legal, financial and other consultants are in place to assist existing LHA staff. Additional staff will be necessary due to the meticulous nature of the various funding applications that will be required to be written. The developer fee to be earned will more than offset the seed money costs. Fortunately, LHA reserves are healthy and can supply the seed money when combined with the program income earned from the existing HOPE VI phases.

Objective #6: Manage and coordinate various resident service programs (CSS, FSS, youth, elderly, disabled, trainees) so that 10% of eligible populations participate monthly.

Tracking will begin monthly of resident participation in various activities. Talk more about the range of services offered, how many currently participate, give some indication of the level of participation.

Objective #7: Work with the City of Lakeland to coordinate our affordable housing efforts with their targeted redevelopment plans.

LHA has a history of supporting City plans. The City worked with the Diggs neighborhood for several years before LHA decided to undertake the HOPE VI project. The goal was the revitalization of the entire neighborhood, not just the public housing sites. Magnolia Pointe is being converted to affordable condominiums as part of the City's overall goal of upgrading the Dixieland neighborhood.

Objective #8: Investigate the possibility of funding and/or joint ventures in rehabilitation of housing in historic areas and development of assisted living facilities.

Contact has been made with a real estate broker who specializes in assisted living facilities and several sites in Lakeland have been visited. Meeting this objective will likely be delayed due to other objectives having a higher priority.

Goal #4: Implement income generating and cost saving measures while increasing operational efficiency.

Objective #1: Leverage funds/services by collaborating with LHA partners.

Staff continues to collaborate with existing partners and develop new relationships and tap into other resources. Our current partners continue to provide monthly and/or quarterly reports of in-kind services. The amount of in-kind services has amounted to over \$4M thus far. Staff will continue to nurture LHA's relationship with our newly discovered partners.

During recent in-kind solicitation efforts for ROSS grant more than \$680,000.00 in services was pledged giving us a full 20 points on our grant application.

We have applied to become the only Certified Testing Facility in Polk County for MS Office users at our Technical Learning Center. At the present time anyone wishing to take the tests must go to Tampa or Orlando.

Research with the newsletter printing and handling procedure has resulted in a cost savings on mailing of .03 per piece by utilizing a computerized mailing label system through the printer which barcodes the mail prior to delivery to the Post Office. This also freed up the RSTs from manually folding, sealing and labeling the newsletters.

Objective #2: Implement CSS Work Plan.

The CSS Work Plan is being fully implemented. LHA has an approved contract with Florida Agricultural and Mechanical University (FAMU), a historically Black college. for monitoring and evaluating LHA's HOPE VI program.

Objective #3: Implement Energy and Water Cost savings programs.

The Facilities and Maintenance Department has initiated the first stages of energy efficient capital improvements with early kitchen and bathroom demolition of off-line units at Paul Colton and Bonnet Shores complexes. Capital Improvements will be implemented to reduce energy and water consumption, thereby producing cost savings for the Authority. In addition to the planned ESCO program, management has also initiated a variety of utility cost saving measures throughout the Authority.

Objective #4: Write three (3) grant applications to foundations or other non-governmental sources.

LHA is in the process of developing a "grant writing team". Staff has identified several grants for which to apply. Staff will continue exploring the website and collaborating with our partners for other grant opportunities. CSS has made application to HUD for a \$250,000 ROSS grant. CSS has made application to HUD for A Homeownership Supportive Services grant for \$300,000.

CSS has applied to the Staples Learning Foundation for a \$25,000 grant for the Technical Learning Centers.
CSS filed for, but was not funded, to the US Olympic Committee to receive 25 used PC computers.

CSS currently has plans to file for second round funding of a \$250,000 grant from the Toshiba Corp in December for laptop computers for a mobile computer-training laboratory.

Objective #5: Review cost saving opportunities and progress quarterly.

The demolition efforts designed to replace existing fixtures with energy and water efficient devices in residential units began April 14, 2003. Twelve off-line units, six at Paul Colton and six at Bonnet Shores, are currently undergoing capital improvements for greater energy efficiency. Other cost saving measures have been implemented Authority-wide. Reduction in energy and water consumption will be gauged by reviewing the utility register on a monthly comparison basis.

A number of other cost saving initiatives have been implemented and include, just to name a few, switching telephone service to the State's Suncom system, outsourcing Section 8 inspections, changing banking service providers, utilizing the 3 day float on HUD dollars, continuing with the approach used in 2002 to pay merit increases as a lump sum (not to base) based on review of quarterly performance, increased public housing maintenance charges, minimized overtime, switched Nextel to the State's contract pricing, restricted out of state travel, reducing Housing Mgmt. Staff by ½ position and CSS department by one full time position, eliminated five CFP positions, and put a ceiling on LHA's portion of employee health insurance premiums.

OBJECTIVE #6: increase Fraud Recovery.

Investigative staff are provided a listing of all annual re-certifications for Public Housing and Section 8 and are submitting to the State of Florida's Wage Collection Department for an income matching process. This has proven to provide a large source of unreported income and will be done on a regularly basis.

Persons reporting zero income will be screened more closely, and possibly required to provide certification monthly of no income.

The above improvements were put in place during the month of June, therefore, the impact is not yet evident in the recovered dollars to date, but should result in a steady increase over the last half of the year. Through May 2003, we have recovered \$12,000 through the Public Housing and Section 8 programs.

Goal #5: Improve physical condition and appearance of all properties.

Objective #1: Implement Capital Fund Program as indicated in the Five-Year Plan.

We have not yet received our 2003 allocation of Capital Funding. However, we have in addition to the repainting of West Lake and repaving of Central, demo'd out units at Bonnet Shores and Paul Colton in anticipation of the modernization and ESCo work at these projects. The final design work is nearly complete and work will begin during the last quarter of the year. All prior years funds are currently closed out or on the process of being closed out.

Objective #2: Utilize professional design consultants for fresh approaches to old problems: use more color on West Lake exteriors during repainting; design xeriscape landscaping improvements for common areas.

Front 60 units of Westlake were repainted using three separate color schemes. Received good reviews from residents.

Landscaping project for Westlake Administration Building is in planning stages utilizing college students for labor.

Objective #3: Utilize utility and energy savings "add-ons" to the public housing operating budget to reduce operating costs and finance improvements to public housing apartments: air conditioning, metered utilities, dryer connections.

This work is being done in conjunction with #5. We anticipate having a consultant finalized for the required HUD energy audit and project lender during August of this year. Start of work is projected for early 2004.

Goal #6: Expand the supply of assisted housing through development of new units under HOPE VI, other affordable housing opportunities and acquisition of additional housing vouchers.

Objective #1: Apply for additional rental vouchers after our current vouchers are fully utilized.

The 2003 SUPERNOFA includes funding available for the Mainstream/ Disabled vouchers, but the maximum number available to each applicant is 50. We are applying for 50 of the Mainstream vouchers.

OBJECTIVE #2: Leverage private or other public funds to create additional housing opportunities BY CONTINUING TO Implement OUR HOPE VI Revitalization Plan and other affordable housing opportunities.

See Goal #3, Objective #4 above. The City of Lakeland provided \$2,000,000 towards development of the infrastructure for the HOPE VI sites. Lakeland-Polk Housing Corporation was successful in applying for \$860,000 of state HOME funds for the Homes at Washington Ridge homeownership project.

OBJECTIVE #3: Acquire or build units or developments THROUGH OUR HOPE VI Revitalization Plan and other affordable housing opportunities.

See Goal #3 above.

OBJECTIVE #4: Achieve 98% Lease Up rate under Section 8 program.

Presently the Section 8 Program is over leased. A monthly Fund Utilization report is generated showing each months goal for the year and the actual amount of leased units and HAP money spent. Each month a meeting is held with the Accountant and the Occupancy Manager to discuss the leasing goals to closely monitor achieving this lease up rate goal.

Goal #7: Improve the quality of assisted housing

OBJECTIVE # 1: Improve public housing management PHAS score.

Our PHAS scores for the past 3 years are as follows: 2002 – a score of 80 (to be appealed for a score of 84), 2001-a score of 77, and 2000 a score of 83, all of which are considered Standard Performers. Our most recent PHAS score indicates a need to improve in outstanding tenant accounts receivable and occupancy loss. These areas will be monitored monthly with the upcoming FASS reports.

OBJECTIVE # 2: Improve voucher management SEMAP score.

Our SEMAP scores for the past 2 years (2001 was the first year that scores were not advisory in nature) are as follows: 2002 –74 points, 2001- 80 points. The SEMAP score is monitored and reported on monthly, which should assist in an improved SEMAP score. 2002 SEMAP score indicated standard performance. We are shooting for high performer in 2003. The area that we scored poorly on in 2002 was our lease up rate. This has already been turned around for 2003, and we've actually over-leased the program through both dollars and units.

OBJECTIVE # 3: Increase customer satisfaction by Improving annually as measured by RASS.

Our RASS scores for the past 3 years are as follows: 2002- 9 points out of a possible 10, 2001 – 4 points and 2000 9 points. Our most recent RASS score indicates a need to improve in Communications, Safety and Appearance of the complexes, however, according to the survey results, our score was 4.3 out of a

possible 5 points, so these areas were the lowest, but do not indicate areas of great concern.

OBJECTIVE #4: Renovate or modernize public housing units, including, Lake View Gardens, Cecil Gober Villas, John Wright Homes, West Lake, Paul Colton Villas, & Bonnet Shores.

Work on Bonnet Shores and Paul Colton will be started under the combined ESCo and Capital Fund programs during the 4th quarter 2003. Lakeview Gardens AKA Magnolia Point rehabilitation was completed during the last year including all exterior and interiors of all buildings, new water/sewer and electric services. In addition all common areas were repaved, re-landscaped, and new foundation plantings were added. West Lake Phase One was completely repainted in a pleasing pastel pallet of colors. The community centers at Bonnet Shores, West Lake, Paul Colton and Cecil Gober were updated with new computer labs. Our phases for the coming year include beginning a multi year modernization program at Bonnet Shores and Paul Colton, which will include new kitchens, baths, windows, doors, cabinets central HVAC, insulation and upgraded electric service. Site landscaping is also planned for all properties.

OBJECTIVE # 5: Provide replacement public housing through our HOPE VI Revitalization Plan.

See Goal #3 above.

Goal #8: Increase assisted housing choices

OBJECTIVE # 1: Provide voucher mobility counseling.

Portability information is provided to the family in the orientation packet. Portability is also explained and discussed with the families at the voucher issuing orientation meeting. Portability is also discussed at the monthly movers meeting.

OBJECTIVE # 2: Conduct outreach efforts to potential voucher landlords

Staff has attended several meetings with the Polk County Investors Club by invitation from Mr. Frank Berry to speak on the Section 8 Program.

Quarterly Landlord briefing are scheduled for existing and potential new landlords. McCright and Associates, the recently hired Section 8 Inspection firm, will attend these training sessions as well in the very near future. Their website is being made available to all landlords, old and new, and provides details on what is expected as a Section 8 landlord. HQS guidelines and accompanying forms are made available for their review. Providing this level of information, will allow professional persons thinking about becoming a Section 8 landlord, the

information that they need to make an informed decision, as it relates to the standards expected through the program.

OBJECTIVE # 3: Implement voucher homeownership program

Section 8 Administrative Plan now includes the Section 8 Homeownership Plan. Consultant will be procured to write a more detailed homeownership plan, if needed, and assist with implementation. Other housing authority plans will be reviewed.

The 2003 SUPERNOFA has funds available to assist in implementation of this program and also to assist in the necessary counseling for clients interested in the Homeownership program through Section 8.. Staff has contracted with a consultant to write these applications.

OBJECTIVE # 4: Implement public housing or other homeownership programs SUCH AS Section 23 & Nehemiah.

The Section 5h Homeownership Plan for Magnolia Pointe is operational. The draft homeownership plan for the Homes at Washington Ridge is completed and will be submitted by August.

OBJECTIVE # 5: Implement public housing site-based waiting lists.

Site based waiting lists for Dakota Park and the Washington Ridge Rental units are being managed by the Lane Company, management agent for these properties. There is currently no need to implement other such lists for the public housing that LHA manages.

Goal #9: Provide an improved living environment

Objective #1: Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments. This will be accomplished by undertaking mixed finance/mixed income developments through our HOPE VI Implementation, and also, researching site based waiting lists for possible implementation in HOPE VI mixed finance/mixed income housing.

Dakota Park site based waiting list has been established. Household income statistics will be reviewed periodically. Dakota Park average income will be reported on the next quarterly report, as well as the average household income of the first 29 rental units at Washington Ridge.

All public housing sites will be reviewed annually for income statistics. Generally, there is not a problem with any of our public housing sites having higher income levels than other sites.

Objective # 2: Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments by Undertaking scattered site housing acquisition/development in non-impacted neighborhoods; and, undertaking mixed finance/mixed income development through HOPE VI.

The HOPE VI revitalization that is occurring here in Lakeland is doing exactly what this goal is asking for. Dakota Park, a historically low income development, has been renovated and is now a mixed-income development with both Public Housing and Low-Income Tax Credit Units available for the mix of lower and higher income persons.

Magnolia Pointe, formerly a Section 23 low-income apartment complex, converted to Public Housing 20 years ago, has been totally renovated into affordable condominium homeownership units. This conversion will allow higher income, working families to move into and purchase these new homes, therefore, promoting income mixing.

Washington Park and Lake Ridge Homes, 380 units of conventional Public Housing, have been demolished, and are being rebuilt through a collaboration of partners in the community, as well as our Lead Developer, The Communities Group. Rebuilding these affordable units with mixed sources of funds, will provide the opportunity to bring a mixed income of persons back into the neighborhood, which was previously all low-income.

Objective # 3: Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

A two-year extension has been requested from the SAC office for the elderly designation of Cecil Gober Villas. This request was submitted to the SAC office in March, so we expect a reply very soon.

Staff is working with the Schiff Group in writing a Designation Plan, for the public housing units at Renaissance at Washington Ridge, elderly facility and the duplexes.

Objective # 4: Improve curb appeal of all sites through maintenance of exterior appearance.

Westlake units were pressure washed and repainted in a three-color paint scheme. Curbs and parking spaces were painted. Site based maintenance teams promotes staff responsibility for specific sites.

GOAL # 10: Promote self-sufficiency and asset development of assisted households.

Objective # 1: Increase the number and percentage of employed persons in assisted families.

Extensive and intense computer related skills training and job placement assistance is being formulated and implemented for the four Technical Learning Centers. This training will include MS IC3 & MOUS certification training. PLAT educational enhancement training, KET Life Skills training and Workplace Essentials skills

LHA Annual Job Fair is again planned for Sikes Hall at Lakeland Center with 75 potential employers participating this year.

Objective # 2: Provide or attract supportive services to improve assistance recipients' employability

See above objective for progress in this area.

Objective # 3: Provide or attract supportive services to increase independence for the elderly or families with disabilities

Transportation issues have been addressed for the elderly and they are frequently transported by LHA van.

Application packets to utilize the independent Community Transport vans and Citrus Connection Handi-Vans were obtained and the CSS Transportation division assists elderly with making application process.

Contact was made with City of Lakeland and traffic engineering was accomplished at Cecil-Gober Villas to allow elderly better and safer access to the Citrus Connection bus lines.

Technical Learning Center was established at Cecil-Gober for the seniors to have computer instruction and access to improve their accessibility to State, Federal and Local social services. Generations-On-Line software was added which is specifically designed for senior citizens to provide interactive computer instruction and free e-mail accounts for them to communicate with families and social service agencies.

Outdoor activity area was reconstructed to provide weather resistant activity area for social gatherings and family events on-site. Donations were obtained to offset costs of this remodeling and repair of the existing structures.

Partnerships continue with VISTE, Polk County Opportunity Council and a new partnership with Abilities Group for self-sufficiency activities for disabled and elderly services have been established.

New Approach Drug Grant is being revised to provide employment opportunity for 4 elderly/disabled residents monitoring the surveillance cameras on LHA properties.

GOAL #11: **Ensure equal opportunity and affirmatively further fair housing**

OBJECTIVE #1: Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

The Fair Housing notice is placed in all advertisements announcing the acceptance of applications. The Fair Housing logo is posted in the LHA offices, as well as the Discrimination Hotline Telephone number, for anyone who feels they've been discriminated against.

Each applicant and mover is supplied with the Discrimination Complaint form and staff are available to assist the families with completing the form, if necessary.

LHA staff are provided ongoing training in areas of Fair Housing.

Currently on our Public Housing program, 13% are White and 87% are Black. The ethnic composition for these active tenants are 2% Hispanic / Latino and 98% Non-Hispanic / Latin.

OBJECTIVE #2: Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

Staff coordinates with agencies that work with disabled families such as The Center for Independent Living in Central Florida, Inc., Disabled Services and United Way Referral Services, on an as needed basis.

Several staff serve on these and other committees and are able to help provide referrals to appropriate agencies as needed.

Of the families currently on the Public Housing program, 31% are disabled, and on our Section 8 program 38% are disabled.

Attachment I

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P0115203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	239,000		0.00	0.00
3	1408 Management Improvements	11,000		0.00	0.00
4	1410 Administration	120,000		0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	40000		0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	128,000		0.00	0.00
10	1460 Dwelling Structures	510,000		0.00	0.00
11	1465.1 Dwelling Equipment— Nonexpendable	1,000			
12	1470 Nondwelling Structures	1,000		0.00	0.00
13	1475 Nondwelling Equipment	48,800		0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1,000		0.00	0.00
18	1499 Development Activities	5,000		0.00	0.00

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Lakeland Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P0115203 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: **06/30/2003**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency	95,200		0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,200,000		0.00	0.00
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	205,000			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations							
	- Operating Subsidy	1406	>20%	239,000				
	Total 1406			239,000				
PHA-Wide	Management Improvements							
	- Develop & Update Agency Plan	1408	Lump Sum	6,000				
	- Vacancy Reduction	1408	Lump Sum	1,000				
	- Develop Resident Initiatives	1408	Lump Sum	1,000				
	- Computer Software	1408	Lump Sum	1,000				
	- Grant Writing	1408	Lump Sum	1,000				
	- Security Camera System	1408	Lump Sum	1,000				
	Total 1408			11,000				
PHA – Wide	Administration							
	- Facilities Director – 25%, Maintenance Sup 50% Operations Support Assoc. – 50%, Purchasing Agent – 35%	1410	Lump Sum	58,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Employee Benefits	1410	Lump Sum	22,000				
	- Proration of Admin Support	1410	Lump Sum	40,000				
	Total 1410			120,000				
PHA-Wide	Fees and Costs							
	- Clerk-of-the-Works Salary 50% (15 hours per week)	1430	Lump Sum	15,500				
	- Security Camera Maintenance Contract	1430	Lump Sum	1,000				
	- A/E Fees	1430	Lump Sum	19000				
	- Sundry Planning and In-house Design	1430	Lump Sum	4,500				
	Total 1430			40,000				
PHA-Wide	Site Improvements							
	- Tree Trimming	1450	Lump Sum	10,000				
	- Sidewalk Repairs	1450	Lump Sum	10,000				
	- Erosion Control	1450	Lump Sum	6,000				
	- Fencing	1450	Lump Sum	5,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

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Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Reseal/Paving Repair	1450	Lump Sum	15,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Drainage Repair/Gutters	1450	Lump Sum	4,000				
	- Landscaping	1450	Lump Sum	15,000				
	- Signage	1450	Lump Sum	1,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

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Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Add Parking Central - Misc Repairs –PHAS	1450 1450	Lump Sum Lump Sum	15,000 2,000				
FL11-4 Westlake Addition.	- Playground Equipment/ Basketball Court	1450	Lump Sum	1,000				
FL11-5 Lakeview Gardens	Site improvements	1450	Lump Sum	1,000				
		1450	Lump Sum					
FL11-6 Cecil Gober & John Wright	- Playground Improvements (Forced account labor)	1450	Lump Sum	1,000				
	- Water Line Replacement and Individual Meters (Forced account labor)	1450	Lump Sum	1,000				
FL11-7 Paul Colton & Bonnet Shores	- Water Line Replacement and Individual Meters (Force account labor)	1450	Lump Sum	40,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Playground Improvements (Force account labor)	1450	Lump Sum	1,000				
	Total 1450			128,000				
PHA-Wide	Dwelling Structures							
	- Exterior Painting	1460	Lump Sum	3,000				
	- Pressure Washing	1460	Lump Sum	1,000				
	- Exterior/ Screen Doors	1460	Lump Sum	1,000				
	- Security Window Screens	1460	Lump Sum	1,000				
	- Exterior Masonry Repairs	1460	Lump Sum	1,000				
	- Soffet, Fascia, & Gable Repairs	1460	Lump Sum	1,000				
	- Fire Suppression System	1460	Lump Sum	20,000				
	- Misc Repairs PHAS	1460	Lump Sum	2,000				
FL11-2 Westlake	- Comprehensive Modernization to include –Exterior Paint, mildew control, central HVAC, dryer/vent/wiring, and range vent hoods	1460	Lump Sum	25,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-4 Westlake Add	Exterior Paint	1460	Lump Sum	1000				
FL11-6 Cecil Gober & John Wright	- Comprehensive Modernization to include utility doors, exterior windows, kitchen and bath modernization, VCT flooring replacement, water supply line replacement, emergency call system, dryer vents, central HVAC, interior & exterior doors and attic insulation, repair termite damage, drywall replacement, HW heater replacement, upgrade elec service (replace aluminum wire and devices) (Forced account labor)	1460	Lump Sum	1000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-7 Paul Colton & Bonnet Shores	- Comprehensive Modernization to include utility doors, exterior windows, kitchen and bath modernization, VCT flooring replacement, water supply line replacement, emergency call system, dryer vents, central HVAC, attic insulation, gutters and downspouts, and interior & exterior doors, repair termite damage, drywall replacement, HW heater replacement, upgrade elec service (replace aluminum wire and devices) (Forced account labor)	1460	Lump Sum	393,000				
	Total 1460			450,000				
1465.1 PHA-Wide	Dwelling Equipment - Appliance Replacement	1465.1	Lump Sum	1,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total 1465.1			1,000				
1470	Non-Dwelling Structures							
PHA-Wide	- Renovation of Community Buildings	1470	Lump Sum	1,000				
	Total 1470			1,000				
1475	Non-Dwelling Equipment							
PHA-Wide	- Replace Office furniture and equipment	1475	Lump Sum	5,000				
	- Common Area furniture and fixtures	1475	Lump Sum	1,000				
	Purchase maintenance vehicles	1475	2	30,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Replacement Equipment including handtruck, floor buffers, wet vacs, spray paint equip., chain saws, backpack sprayers, hvac recovery equip., and drywall spray texture machine)	1475	Lump Sum	4,000				
	Replacement mower	1475	Lump Sum	4,800				
	Replacement dump trailer	1475	Lump Sum	4,000				
	Total 1475			48,800				
1495.1	Relocation Costs							
	- Relocation	1495.1	Lump Sum	1,000				
	Total 1495.1			1000				
1498	Mod Used for Development							
	- Development	1498	Lump Sum	5,000				
	Total 1498			5,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program No: FL29P01150203 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
1406	12/04			6/06				
1408	12/04			6/06				
1410	12/04			6/06				
1430	12/04			6/06				
1450	12/04			6/06				
1460	12/04			6/06				
1465.1	12/04			6/06				
1470	12/04			6/06				
1475	12/04			6/06				
1495.1	12/04			6/06				
1499	12/04			6/06				
1502	12/04			6/06				

Attachment J

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29P011xxx			Federal FY of Grant: 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Replacement Affordable Housing	240,036			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Lakeland Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29P011xxx	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL29P011xxx			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Replacement Affordable Housing		240,036					
	Total 1499		240,036					

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No: FL29P011xxx					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
1499	12/04			6/06				

Attachment K

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program: FL14P01150101 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2003 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$244,437	\$244,437	\$244,437.00	\$244,437.00
3	1408 Management Improvements	\$38,000	\$38,000.00	\$38,000.00	\$38,000.00
4	1410 Administration	\$130,773	\$130,773.00	\$130,773.00	\$130,773.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$64,480	\$28,844.08	\$28,844.08	\$28,844.08
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$139,916.00	\$116,354.15	\$116,354.15	\$116,354.15
10	1460 Dwelling Structures	\$503,430	\$793,198.56	\$790,601.83	\$790,601.83
11	1465.1 Dwelling Equipment— Nonexpendable	\$37,000	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$15,000	\$12,403.27	\$15,000.00	\$15,000.00
13	1475 Nondwelling Equipment	\$60,000	\$9,599.94	\$9,599.94	\$9,599.94
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$10,000.00	\$0.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Lakeland Housing Authority	Grant Type and Number Capital Fund Program: FL14P01150101 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1498 Mod Used for Development	\$10,000.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency	\$120,574.00	\$0.00	\$0.00	\$0.00
20	Amount of Annual Grant: (sum of lines 2-19)	\$1,373,610.00	\$1,373,610.00	\$1,373,610.00	\$1,373,610.00
21	Amount of line 20 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 20 Related to Section 504 Compliance	\$137,214.00	\$0.00	\$0.00	\$0.00
23	Amount of line 20 Related to Security	\$6,703.00	\$0.00	\$0.00	\$0.00
24	Amount of line 20 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations			-				
	-Operating Subsidy	1406	18%	\$244,437.00	\$244,437.00	\$244,437.00	\$244,437.00	
	Total 1406			\$244,437.00	\$244,437.00	\$244,437.00	\$244,437.00	
PHA Wide	Management Improvements							
	-Develop and Update Agency Plan	1408	LS	\$10,000.00	\$27,152.86	\$27,152.86	\$27,152.86	
	-Develop Resident Initiatives	1408	LS	\$3,000.00	\$0.00	\$0.00	\$0.00	
	-Computer Software	1408	LS	\$10,000.00	\$8,719.00	\$8,719.00	\$8,719.00	
	-Grant Writing	1408	LS	\$15,000.00	\$2,128.14	\$2,128.14	\$2,128.14	
	Total 1408			\$38,000.00	\$38,000.00	\$38,000.00	\$38,000.00	
PHA Wide	Administration							
	-Facilities Director-50%, Operations Support Assoc.-100%, Purchasing Agent-35%	1410	LS	\$57,780.00	\$57,461.61	\$57,461.61	\$57,461.61	
	-Employee Benefit Contribution	1410	LS	\$18,190.00	\$18,508.39	\$18,508.39	\$18,508.39	
	-Proration of Admn. Support	1410	LS	\$54,803.00	\$54,803.00	\$54,803.00	\$54,803.00	
	Total 1410			\$130,773.00	\$130,773.00	\$130,773.00	\$130,773.00	
PHA Wide	Fees & Costs							
	-Clerk-of-the Works Salary	1430	LS	\$3900.00	\$16,965.21	\$16,965.21	\$16,965.21	
	-Clerk-of-the-Works Fringe Benefits	1430	LS	\$12,480.00	\$5,428.87	\$5,428.87	\$5,428.87	
	-A/E Fees (FL 11-5, FL 11-2)	1430	LS	\$8,500.00	\$6,450.00	\$6,450.00	\$6,450.00	
	-Capital Plan Update Fee	1430	LS	\$3,500.00	\$0.00	\$0.00	\$0.00	
	-Sundry Planning, In-house Design	1430	LS	\$1,000.00	\$0.00	\$0.00	\$0.00	
	Total 1430			\$64,480.00	\$28,844.08	\$28,844.08	\$28,844.08	

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Site Improvements							
	-Tree Trimming	1450	LS	\$1,000.00	\$0.00	\$0.00	\$0.00	
	-Sidewalk Repairs	1450	LS	\$15,000.00	\$0.00	\$0.00	\$0.00	
	-Erosion Control	1450	LS	\$6,000.00	\$0.00	\$0.00	\$0.00	
	-Fencing	1450	LS	\$15,000.00	\$0.00	\$0.00	\$0.00	
	-Reseal/Paving Repair	1450	LS	\$15,000.00	\$0.00	\$0.00	\$0.00	
	-Drainage Repair	1450	LS	\$10,000.00	\$0.00	\$0.00	\$0.00	
	-Landscaping	1450	LS	\$1,000.00	\$0.00	\$0.00	\$0.00	
	-Signage	1450	LS	\$4,000.00	\$0.00	\$0.00	\$0.00	
	-Add Parking Central	1450	LS	\$5,000.00	\$0.00	\$0.00	\$0.00	
	Total 1450			\$72,000.00	\$0.00	\$0.00	\$0.00	
PHA Wide	Dwelling Structures							
	-Fire Suppression	1460	LS	\$16,000.00	\$0.00	\$0.00	\$0.00	
	-Exterior Painting	1460	LS	\$10,000.00	\$0.00	\$0.00	\$0.00	
	-Pressure Washing	1460	LS	\$1,000.00	\$0.00	\$0.00	\$0.00	
	-Exterior Doors	1460	LS	\$1,000.00	\$0.00	\$0.00	\$0.00	
	Total 1460			\$28,000.00	\$0.00	\$0.00	\$0.00	
PHA Wide	Dwelling Equipment							
	-Ranges and Refrigerators	1465	LS	\$12,000.00	\$0.00	\$0.00	\$0.00	
	Total 1465			\$12,000.00	\$0.00	\$0.00	\$0.00	

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	<u>Non-Dwelling Structure</u>							
	504 at Central Office/Maintenance	1470	LS	<u>\$0.00</u>	<u>\$8,886.28</u>	<u>\$11,483.01</u>	<u>\$11,483.01</u>	
				\$0.00	\$8,886.28	\$11,483.01	\$11,483.01	
PHA Wide	<u>NonDwelling Equipment</u>							
	-Add Modular Office Equipment/Furniture	1475	LS	<u>\$45,000.00</u>	<u>\$9,599.94</u>	<u>\$9,599.94</u>	<u>\$9,599.94</u>	
	Total 1475			\$45,000	\$9,599.94	\$9,599.94	\$9,599.94	
PHA Wide	<u>Relocation Costs</u>							
	-Relocation	1495	LS	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Total 1495			\$10,000.00	\$10,000.00	\$0.00	\$0.00	
PHA Wide	<u>Mod Used for Development</u>							
	-Supplement Replacement Housing	1498	LS	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Total 1498			\$10,000	\$0.00	\$0.00	\$0.00	
PHA Wide	<u>Contingency</u>							
	-Construction Contingency	1502	LS	<u>\$120,574.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Total 1502			\$120,574.00	\$0.00	\$0.00	\$0.00	
FL 11-2	<u>Site Improvements</u>							
Westlake	-Trim overhanging trees/additional parking	1450	LS	<u>\$2,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Apartments	Sub-Total 1450			\$2,000.00	\$0.00	\$0.00	\$0.00	
	<u>Dwelling Structure</u>							

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Comprehensive Modernization: (to include)</u>	1460	LS	\$10,000.00	\$0.00	\$0.00	\$0.00	
	-Mildew Control							
	-Central HVAC							
	-Attic Insulation							
	-Window Screens			-				
	-Dryer/Vent Wiring			-				
	-Building Relocation			-				
	Sub-Total 1460			\$10,000.00	\$0.00	\$0.00	\$0.00	
	Non-Dwelling Structure							
	-Community Building Renovation (limited)/Computer Lab	1470	LS	<u>\$5,000.00</u>	\$1,224.49	\$1,224.49	\$1,224.49	
	Sub-Total 1470			\$5,000.00	\$1,224.49	\$1,224.49	\$1,224.49	
	Total: FL 11-2, Westlake Apartments			\$17,000.00	\$1,224.49	\$1,224.49	\$1,224.49	
FL 11-4	Site Improvements			-				
Westlake Addition	-Playground Equipment/Parking Lot	1450	LS	<u>\$5,000.00</u>	\$0.00	\$0.00	\$0.00	
	Sub-Total 1450			\$5,000.00	\$0.00	\$0.00	\$0.00	
	Non-Dwelling Structure							

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
	-Entry Steps(504) and Porch Columns	1470	LS	\$5,000.00	\$1,067.16	\$1,067.16	\$1,067.16	
	Sub-Total 1470			\$5,000.00	\$1,067.16	\$1,067.16	\$1,067.16	
	NonDwelling Equipment							
	-Benches/Playground/Shade Devices/Trash Cans	1475	LS	\$15,000.00	\$0.00	\$0.00	\$0.00	
	Sub-Total 1475			\$15,000.00	\$0.00	\$0.00	\$0.00	
	-							
	Total: FL 11-4, Washington Addition			\$25,000.00	\$25,000.00	\$1,067.16	\$1,067.16	
FL 11 -5	Site Improvements							
Lakeview Gardens	<u>Comprehensive Site Improvements: (to include)</u>	1450	LS	<u>\$45,316.00</u>	\$116,210.32	\$116,210.32	\$116,210.32	
	-Erosion Control							
	-Landscaping / Grassing							
	-Dwelling Unit / Yard Definition							
	-Sidewalks (FA)							
	-Road & Parking (Seal & Re-stripe)							
	-Site Furnishings							
	-Dumpster Pads							
	-Tot Lot Relocation							
	-Fencing							

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
	Sub-Total 1450			\$45,316.00	\$116,210.32	\$116,210.32	\$116,210.32	
				-				
	<u>Dwelling Structure</u>							
	Comprehensive Modernization: (to include)	1460	LS	<u>\$308,264.00</u>	<u>\$781,836.56</u>	<u>\$779,239.83</u>	<u>\$779,239.83</u>	
	-Interior/Exterior Renovation and 504/A & V Accessibility							
	Sub-Total 1460			\$308,264.00	\$781,836.56	\$779,239.83	\$779,239.83	
FL 11 -5	<u>Site Improvements</u>							
	<u>Dwelling Equipment</u>							
	-Appliances	1465	LS	<u>\$25,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Sub-Total 1465			\$25,000.00	\$0.00	\$0.00	\$0.00	
	Total: FL 11-5, Lakeview Gardens			\$378,580.00	\$898,046.88	\$895,450.15	\$895,450.15	
FL 11 -6	<u>Site Improvements</u>							
Cecil Gober	Comprehensive Site Improvements: (to include)	1450	LS	<u>\$10,600.00</u>	<u>\$143.83</u>	<u>\$143.83</u>	<u>\$143.83</u>	
John Wright	-Site Drainage / Erosion Control							
	-Sidewalk Repair / Parking							
	-Additional Parking			-				
	-Landscaping							
	-Playground							
	Sub-Total 1450			\$10,600.00	\$143.83	\$143.83	\$143.83	

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
	Dwelling Structure							
	Comprehensive Modernization: (to include)	1460	LS	<u>\$42,500.00</u>	\$1,085.84	\$1,085.84	\$1,085.84	
	-Replace Utility Doors							
	-Windows			-				
	-Kitchen Modernization							
	-Bathroom Modernization							
	-Water Line Replacement							
	-Emergency Call System							
	-Dryer Vents							
	-Termite Treatment/Repair							
	-Central HVAC Repairs							
	-Attic Insulation							
	Sub-Total 1460			\$42,500.00	\$1,085.84	\$1,085.84	\$1,085.84	
	NonDwelling Structures							
	-Community Room/504/Door Opener/Canopy	1470	LS	<u>\$10,000.00</u>	<u>\$779.80</u>	<u>\$779.80</u>	<u>\$779.80</u>	
	Sub-Total 1470			\$10,000.00	\$779.80	\$779.80	\$779.80	
	Total: FL 11-6, Cecil Gober/John Wright			\$63,100.00	\$2,009.47	\$2,009.47	\$2,009.47	
FL 11 -7	Site Improvements							

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
Paul Colton	<u>Comprehensive Site Improvements: (to include)</u>	1450	LS	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Bonnet Shores	-Drainage Correction (Bonnet Shores)							
	-Drainage Correction (Paul Colton)							
	-Site Sewer Cleaning, Paul Colton							
	-Fencing							
	-Playground							
	Sub-Total 1450			\$5,000.00	\$0.00	\$0.00	\$0.00	
	<u>Dwelling Structure</u>							
	<u>Comprehensive Modernization: (to include)</u>	1460	LS	<u>\$109,666.00</u>	<u>\$10,276.16</u>	<u>\$10,276.16</u>	<u>\$10,276.16</u>	
	-Interior Doors / Hardware							
	-Gutters & Downspouts							
	-Utility Doors							
	-Windows							
	-Kitchen Modernization							
	-Bathroom Modernization							
	-Water Line Replacement							
	-Dryer Vents							
	-Termite Treatment/Repair							

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL14P01150101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status Propos Worl
				Original	Revised	Funds Obligated	Funds Expended	
	-Central HVAC							
	-Attic Insulation							
	Sub-Total 1460			\$109,666.00	\$10,276.16	\$10,276.16	\$10,276.16	
	Non-Dwelling Structures							
	Community Building Renovation	1470	LS	\$0.00	\$445.54	\$445.54	\$445.54	
	Subtotal 1470			\$0.00	\$445.54	\$445.54	\$445.54	
	Total: FL 11-7, Paul Colton/Bonnet Shores			\$114,666.00	\$10,721.70	\$10,721.70	\$10,721.70	
	TOTAL CFP710			\$1,373,610.00	\$1,373,610.00	\$1,373,610.00	\$1,373,610.00	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL29P01150201 Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1406	Sep-03			Sep-05			
1408	Sep-03			Sep-05			
1410	Sep-03			Sep-05			
1430	Sep-03			Sep-05			
1465	Sep-03			Sep-05			
1475	Sep-03			Sep-05			
1495	Sep-03			Sep-05			
1498	Sep-03			Sep-05			
1502	Sep-03			Sep-05			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program #: FL29P01150201 Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
FL 11-2, Westlake Apartments	Sep-03			Sep-05			
FL 11-4, Westlake Addition	Sep-03			Sep-05			
FL 11-5, Lakeview Gardens	Sep-03			Sep-05			
FL 11-6, Ceil Gober & John Wright	Sep-03			Sep-05			
FL 11-7, Paul Colton Villas & Bonnet Shores	Sep-03			Sep-05			

Attachment L

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	260,000		\$134,724.00	\$134,724.00
3	1408 Management Improvements	49,000		\$12,054.61	\$12,054.61
4	1410 Administration	140,000		\$77,392.56	\$77,392.56
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	74,500		\$9,771.52	\$9,771.52
8	1440 Site Acquisition				
9	1450 Site Improvement	104,000		\$104,000.00	\$104,000.00
10	1460 Dwelling Structures	501,500		\$501,500.00	\$501,500.00
11	1465.1 Dwelling Equipment— Nonexpendable	12,000		\$3,400.00	\$3,400.00
12	1470 Nondwelling Structures	15,000		\$15,000.00	\$15,000.00
13	1475 Nondwelling Equipment	50,000		\$552.93	\$552.93
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	5,000			0
18	1499 Development Activities	10,000			0

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Lakeland Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement **Reserve for Disasters/ Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: 06/30/2003 **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency	76,634			0
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,297,634		\$858,395.62	\$858,395.62
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	15,000			
24	Amount of line 21 Related to Security – Soft Costs	12,500			
25	Amount of Line 21 Related to Security – Hard Costs	10,000			
26	Amount of line 21 Related to Energy Conservation Measures	302,000			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations							
	- Operating Subsidy	1406	20%	260,000		\$134,724.00	\$134,724.00	
	Total 1406			260,000		\$134,724.00	\$134,724.00	
PHA-Wide	Management Improvements							
	- Develop and Update Agency Plan	1408	Lump Sum	10,000		\$10,000.00	\$10,000.00	
	- Develop Resident Initiatives	1408	Lump Sum	4,000				
	- Computer Software	1408	Lump Sum	10,000		\$2,054.61	\$2,054.61	
	- Grant Writing	1408	Lump Sum	15,000				
	- Security Camera System	1408	Lump Sum	10,000				
	Total 1408			49,000		\$12,054.61	\$12,054.61	
PHA – Wide	Administration							
	- Facilities Director – 50%, Operations Support Assoc. – 100%, Purchasing Agent – 35%	1410	Lump Sum	61,880		\$34,208.14	\$36,905.97	
	- Employee Benefits	1410	Lump Sum	19,600		\$10,835.15	\$11,689.67	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Proration of Admin Support	1410	Lump Sum	58,520		\$32,349.27	\$34,902.02	
	Total 1410			140,000		\$77,392.56	\$77,392.56	
PHA-Wide	Fees and Costs							
	- Clerk-of-the-Works Salary	1430	Lump Sum	39,000				
	- Security Camera Maintenance Contract	1430	Lump Sum	12,500				
	- A/E Fees	1430	Lump Sum	18,500		\$9,771.52	\$9,771.52	
	- Sundry Planning and In-house Design	1430	Lump Sum	4,500				
	Total 1430			74,500		\$9,771.52	\$9,771.52	
PHA-Wide	Site Improvements							
	- Tree Trimming	1450	Lump Sum	1,000				
	- Sidewalk Repairs	1450	Lump Sum	15,000				
	- Erosion Control	1450	Lump Sum	6,000				
	- Fencing	1450	Lump Sum	5,000				
	- Reseal/Paving Repair	1450	Lump Sum	15,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	- Drainage Repair/Gutters	1450	Lump Sum	10,000				
	- Landscaping	1450	Lump Sum	1,000				
	- Signage	1450	Lump Sum	1,000				
	- Add Parking Central	1450	Lump Sum	5,000				
FL11-4 Westlake Addition.	- Playground Equipment/ Basketball Court	1450	Lump Sum	5,000		\$1,370.00	\$1,370.00	
FL11-5 Lakeview Gardens	- Site Improvements Magnolia	1450	Lump Sum	5,000		\$101,901.46	\$101,901.46	
	- Common Area Irrigation/Wells	1450	Lump Sum	5,000				
FL11-6 Cecil Gober & John Wright	- Playground Improvements (Forced account labor)	1450	Lump Sum	5,000		\$728.54	\$728.54	
	- Water Line Replacement and Individual Meters (Forced account labor)	1450	Lump Sum	10,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-7 Paul Colton & Bonnet Shores	- Water Line Replacement and Individual Meters (Forced account labor)	1450	Lump Sum	10,000				
	- Playground Improvements (Forced account labor)	1450	Lump Sum	5,000				
	Total 1450			104,000		\$104,000.00	\$104,000.00	
PHA-Wide	Dwelling Structures							
	- Exterior Painting	1460	Lump Sum	10,000				
	- Pressure Washing	1460	Lump Sum	1,000				
	- Exterior/ Screen Doors	1460	Lump Sum	1,000				
	- Security Window Screens	1460	Lump Sum	1,000				
	- Exterior Masonry Repairs	1460	Lump Sum	1,000				
	- Soffet, Fascia, & Gable Repairs	1460	Lump Sum	1,000				
	- Energy Conservation	1460	Lump Sum	10,000				
FL11-2 Westlake	- Comprehensive Modernization to include – mildew control, central HVAC, dryer/vent/wiring, and range vent hoods	1460	Lump Sum	10,000		\$3,838.20	\$3,838.20	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
FL11-5 Lakeview Garden	- Comprehensive Modernization to include interior and exterior renovations	1460	Lump Sum	15,000		\$488,978.55	\$478,978.55	
FL11-6 Cecil Gober & John Wright	- Comprehensive Modernization to include utility doors, exterior windows, kitchen and bath modernization, water supply line replacement, emergency call system, dryer vents, central HVAC, interior doors and attic insulation (Forced account labor)	1460	Lump Sum	163,500		\$913.25	\$913.25	
FL11-7 Paul Colton & Bonnet Shores	- Comprehensive Modernization to include utility doors, exterior windows, kitchen and bath modernization, water supply line replacement, emergency call system, dryer vents, central HVAC, attic insulation, gutters and downspouts, and interior doors (Forced account labor)	1460	Lump Sum	288,000		\$7,770.00	\$7,770.00	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total 1460			501,500		\$501,500.00	\$501,500.00	
1465.1	Dwelling Equipment							
PHA-Wide	- Appliance Replacement	1465.1	Lump Sum	12,000		\$3,400.00	\$3,400.00	
	Total 1465.1			12,000		\$3,400.00	\$3,400.00	
1470	Non-Dwelling Structures							
PHA-Wide	- Renovation of Community Buildings	1470	Lump Sum	15,000		\$15,000.00	\$15,000.00	
	Total 1470			15,000		\$15,000.00	\$15,000.00	
1475	Non-Dwelling Equipment							
PHA-Wide	- Replace Office furniture and equipment	1475	Lump Sum	10,000		\$552.93	\$552.93	
	- Common Area furniture and fixtures	1475	Lump Sum	5,000				
	Purchase site-based maintenance vehicles	1475	2	14,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P01150202 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Replacement Equipment including handtruck, floor buffers, wet vacs, spray paint equip., chain saws, backpack sprayers, hvac recovery equip., and drywall spray texture machine)	1475	Lump Sum	6,000				
	Replacement diesel "Dixie Chopper" mower	1475	Lump Sum	13,000				
	Replacement double axle trailer	1475	Lump Sum	2,000				
	Total 1475			50,000			\$552.93	\$552.93
1495.1	Relocation Costs							
	- Relocation	1495.1	Lump Sum	5,000				
	Total 1495.1			5000				
1498	Mod Used for Development							
	- Development	1498	Lump Sum	10,000				
	Total 1498			10,000				

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part III: Implementation Schedule**

PHA Name: Lakeland Housing Authority		Grant Type and Number Capital Fund Program No: FL29P01150202 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
1406	12/03			6/05				
1408	12/03			6/05				
1410	12/03			6/05				
1430	12/03			6/05				
1450	12/03			6/05				
1460	12/03			6/05				
1465.1	12/03			6/05				
1470	12/03			6/05				
1475	12/03			6/05				
1495.1	12/03			6/05				
1499	12/03			6/05				
1502	12/03			6/05				

Attachment M Pet Policy

The Lakeland Housing Authority allows for pet ownership in its developments with the written pre-approval of the Housing Authority.

The Lakeland Housing Authority adopts the following reasonable requirements as part of the Pet Policy:

1. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units.
2. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Lakeland Housing Authority harmless from any claims caused by an action or inaction of the pet.
3. Residents must have the prior written approval of the Housing Authority before moving a pet into their unit.
4. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request.
5. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.
6. A pet deposit of \$300 is required at the time of registering a pet.
7. The Lakeland Housing Authority will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles).

All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only one four-legged pet per unit and other non- four-legged pets will be allowed according to this schedule.

Unit Size	Pets
Zero Bedroom	1
One Bedroom	1
Two Bedrooms	1
Three Bedrooms	2
Four or More Bedrooms	2

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No animal may exceed twenty (20) pounds in weight projected to full adult size.

8. In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Lakeland Housing Authority to attest to the inoculations.
9. The Lakeland Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

Attachment N
Conversion Analysis

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **4**
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **1**
- c. How many Assessments were conducted for the PHA’s covered developments? **4**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None	

d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

Attachment O

Section 8 Homeownership Capacity Statement

The Lakeland Housing Authority's Section 8 Homeownership Program has the required capacity because a purchasing family must invest at least three percent of the purchase price of the home they are buying in the property. This can take the form of either a down payment, closing costs, or a combination of the two. Of this sum, at least one percent of the purchase price must come from the family's personal resources.

In addition, the family must qualify for the mortgage loan under a lender's normal lending criteria taking into account the fact that this is by definition a low-income family.

Attachment P

The Lakeland Housing Authority Resident Advisory Association's Recommendations to the Proposed LHA Five-Year Plan and FY 2004 Annual Plan

The LHARAA is the Lakeland Housing Authority's Resident Advisory Board. Resident Advisory Boards are to make recommendations regarding the development of the PHA plan.¹ PHAs "*must* consider the recommendations of the Resident Advisory Board...in preparing the final Annual Plan."²

The LHARAA makes the following recommendations to the Lakeland Housing Authority regarding its proposed Annual Plan for FY 2004:

NOTE: Lakeland Housing Authority (LHA) has responded to the below bolded comments, and may not necessarily agree with nor accept some of the comments made in the unbolded comments of the RAB.

INCREASING RESIDENT SELF-SUFFICIENCY

Comment #1:

COMPLY WITH SECTION 3, BY GIVING EMPLOYMENT OPPORTUNITIES TO RESIDENTS OF PUBLIC HOUSING TO "THE GREATEST EXTENT FEASIBLE"³ The Lakeland Housing Authority Resident Advisory Association believes that the greatest way to improve the quality of life for the residents of public housing is through economic empowerment. The Resident Council feels very strongly that if a resident is qualified for a position with the housing authority, he or she should be hired before any non-residents. Congress apparently shared this belief with LHARAA and codified it in Section 3.⁴ According to Section 3, at least 30-percent of all new hires with the Lakeland Housing Authority should go to low-income households, with a preference given to public housing residents.⁵ Furthermore, when hiring outside contractors, the Lakeland Housing Authority should give a preference to businesses controlled by (or those businesses that provide significant employment opportunities to) public housing residents.

¹24 C.F.R. 903.13(a)(1).

²24 C.F.R. 903.13(c) (emphasis added).

³ 24 C.F.R. § 135.1(a).

⁴ 12 U.S.C. § 1701u.

⁵ 24 C.F.R. § 135.30(b)(1)(iii).

Residents are qualified to fill a myriad of positions at the housing authority— Resident Services, security, maintenance, landscaping, child care, painting, and rent collection, just to name a few. The Lakeland Housing Authority Resident Advisory Association wants to ensure that the Housing Authority follows federal law and hires residents for these positions “to the greatest extent feasible.”⁶ The Resident Council applauds the LHA for seeking to “increase and encourage the self-sufficiency of all residents.”⁷ LHARAA would simply assert that the easiest and most obvious way for the LHA to create “encourage resident self-sufficiency” is by complying fully with Section 3 and employing residents to the greatest extent feasible.

To ensure compliance with Section 3, the Resident Council is requesting that the HA supply the following data:

- 1. The percentage of HA employees who are residents (PH and S8) of the HA.*
- 2. The percentage of businesses that the HA has contracted within the last year that are owned by residents of the HA.*
- 3. The percentage of employees of all contractors hired by the HA within the last year that are residents of the HA.**

Response #1:

LHA has historically exceeded the 30% goal that they’ve set for themselves, and will pull together the reports requested by the RAB and present to them no later than October 31, 2003.

Comment #2:

COMPLY WITH THE EARNED INCOME DISREGARD MANDATED BY HUD. Section 4 of the proposed Annual Plan deals with PHA Rent Determination Policies.⁸ LHARAA fears that the LHA does not always disregard increases in tenant income as mandated by 24 C.F.R. § 960.255. To eliminate the disincentive to increases in income that public housing tenants faced, Congress established the Earned Income Disregard.⁹ PHAs are to ignore increases in income if:

- 1) The increase in income is because a family member who was “previously unemployed” got a job;
- 2) A household member currently receives welfare, or has received welfare in the past six months; or
- 3) The resident’s earnings increased while he or she was in an “economic self-sufficiency” program, such as job training, English proficiency, or substance abuse programs.¹⁰

⁶ 24 C.F.R. § 135.1(a).

⁷ Proposed FY 2004 - 2008 LHA Five-Year Plan, Page 5.

⁸ Proposed FY 2004 LHA Annual Plan, Page 19.

⁹ 42 U.S.C. § 1437a(d).

¹⁰ 24 C.F.R. § 960.255.

Housing authorities must ignore 100% of these increases in income for the first twelve months, and 50% of these increases in income for the next 12 months.¹¹ The Lakeland Housing Authority Resident Advisory Association believes that the Earned Income Disregard is an incredibly important mandate to public housing authorities. One of the greatest hurdles to overcome in achieving economic self-sufficiency is dealing with the increased costs of attaining a better employment position. Between the increased costs of buying new work clothes, child care and transportation costs, increases in income can initially be very costly. ***Therefore, LHARAA recommends that the LHA examine its procedures for determining whether a resident is eligible for the Earned Income Disregard. The Resident Council also would like to know how the LHA currently determines eligibility for the Earned Income Disregard. Finally, the Resident Council recommends that the LHA hold trainings for staff and residents on the Earned Income Disregard.***

Response #2:

Subject 2. Page (2) Comply with the Earned Income Disregard mandated by HUD.

LHA is in compliance with the mandatory Earned Income Disregard under the Quality and Housing Work Responsibility Act of 1998 (QHWRA). If a resident is eligible, the LHA excludes 100% of the increase in income from wages for the first 12 months and 50% of the increase in income from wages for an additional 12 months (24 C.F.R. 960.255). I recommend that LHARAA include these policies as an agenda item in future meetings so that residents will become educated about this benefit called the “earned income disregard” or “earned income disallowance”.

Training for staff is on-going and LHA will be more than happy to include our residents in future HTVN broadcast training. Staff will provide a schedule of training to the Resident Advisory Association.

Comment #3:

ESTABLISHING MORE FAIR ADMISSION POLICIES

GIVE HOMELESS PEOPLE THE HIGHEST ADMISSION PREFERENCE. LHARAA strongly believes that public housing should be an option for those with the greatest need. Under the proposed Annual Plan, the LHA would give no admission preference to people suffering from homelessness.¹² Clearly, those without a consistent home have the greatest need for low-cost housing. Residency in the Lakeland Housing Authority could offer homeless people the stability and security needed to fully reintegrate into society and to care for their families. ***Therefore, LHARAA recommends that people suffering from homelessness be given the highest admission preference.***

¹¹ 24 C.F.R. § 960.255(b).

¹² Proposed FY 2004 LHA Annual Plan, Page 13.

Response #3:

LHA has established their preferences in Public Housing to encourage working families (as defined in the ACOP Glossary) in order to minimize the concentration of poverty that occurs when unemployed persons are concentrated in one area. These preferences were adopted shortly after the Quality Housing and Work Responsibility Act (QHWRA) of 1998, which required PHA's to design their preference and policies in a fashion that would provide for deconcentration of poverty and income mixing in Public Housing.

LHA's Section 8 Housing Choice Voucher Program does provide preference for those families living in substandard housing, which would include homeless families / persons. The beauty of the Section 8 Housing Choice Voucher Program, is that the vouchers are portable, meaning a person can move anywhere in the U.S. with that voucher, which helps to minimize the concentration of poverty into one targeted area.

This philosophy is supported by HUD's policy, which sets the Public Housing Program income limits at a much higher limit than the Section 8 Housing Choice Voucher Program. The intent of the Section 8 Housing Choice Voucher Program is to serve the extremely low income persons. HUD requires PHA's to admit at least 75% of new admissions and movers to those families at or below 30% of the area median income (extremely low income). In Public Housing, which is geared towards families who are low income, HUD requires that only 40% of new admissions be at or below 30% of the area median income. The Quality Housing and Work Responsibility Act (QHWRA) of 1998 set out these requirements of PHA's, requiring that PHA's modify their policies to address this requirement.

Therefore, we encourage the RAB to assist LHA is referring homeless families needing housing assistance to the Section 8 Housing Choice Voucher Program.

After meeting with the RAB, it was decided that LHA and RAB will form a committee to look at this issue together in more detail.

Comment #4

ENSURE EQUAL TREATMENT OF PART-TIME AND SEASONAL EMPLOYEES. The Lakeland Housing Authority proposes to give an admission preference to "Working families and those unable to work because of age or disability".¹³ LHARAA wants to ensure that all workers be given the same preference. *Therefore, LHARAA recommends that the Lakeland Housing Authority specifically include seasonal and part-time workers in their definition of "working families". If one group of workers is given a preference, all workers should receive the same preference.*

Response #4:

See response #3 above which explains the reasoning for having a preference for working families. Allowing a person to get a preference for working 2 hours per week or on a seasonal basis would not support deconcentration of poverty.

After meeting with the RAB, it was decided that LHA and RAB will form a committee to look at this

¹³ Proposed FY 2004 LHA Annual Plan, Page 13.

issue together in more detail. **Comment #5:**

GIVE EQUAL PREFERENCE TO APPLICANTS RECEIVING JOB TRAINING AS THOSE CURRENTLY EMPLOYED. The Lakeland Housing Authority proposes to give admission preferences to "Working families and those unable to work because of age or disability"¹⁴, as well as to "Those enrolled currently in educational, training, or upward mobility programs."¹⁵ The Housing Authority proposes to give a higher preference to "working families" than to "those enrolled in training programs".¹⁶ ***LHARAA recommends that working families be given the same admission preference as those who are currently enrolled in educational or training programs.*** LHARAA feels that those who are working towards improving their lot in life by attaining an education should be given the same preference as those who already possess the skills to be employable. It is only rational to give the same admission preference to those who are in job training programs as is given to those who currently have jobs.

Response #5:

LHA's definition of "Working Family Preference" does include families who are engaged in self-sufficiency activities such as secondary, vocational, or employment training such as on the job training. See the ACOP Glossary, page 85.

Comment #6:

ONLY CONSIDER APPLICANT'S MISDEMEANOR CRIMINAL HISTORY FOR THE PREVIOUS 5 YEARS AND FELONY CRIMINAL HISTORY FOR THE PREVIOUS 10 YEARS. According to the proposed Annual Plan, the LHA examines applicants' criminal history.¹⁷ The Lakeland Housing Authority Resident Advisory Association appreciates the time and effort the Housing Authority expends to help ensure that new residents of public housing keep the LHA's developments a safe place to live. However, LHARAA feels that people who have engaged in criminal activity can be rehabilitated. The Resident Council believes that one-time criminals who have the strength to change their lives and become law abiding citizens should not be denied housing, simply because of indiscretions in their remote past. ***Therefore, LHARAA recommends that the Lakeland Housing Authority not consider an applicant's criminal activity or incarceration more than five years in the past for a misdemeanor, or more than 10 years in the past for a felony. Once this period is met, and a person's criminal history should be irrelevant for admission purposes.***

¹⁴ Proposed FY 2004 LHA Annual Plan, Page 13.

¹⁵ Proposed FY 2004 LHA Annual Plan, Page 14.

¹⁶ Proposed FY 2004 LHA Annual Plan, Page 14.

¹⁷ Proposed FY 2004 LHA Annual Plan, Page 11.

Response #6:

LHA looks at the past 10 years for conviction of violent criminal activity and the past five years for conviction of non-violent criminal activity. Section 8.4 Grounds for Denial, P., explains that mitigating circumstances will be considered, to include evidence of rehabilitation.

After discussing this issue in more detail with the RAB, it was clarified that their concern was not with the eligibility component, but the preference component. After this matter was clarified, it was decided that LHA and RAB will form a committee to look at this issue together in more detail.

Comment #7:

WHEN CONSIDERING AN APPLICANT'S PREVIOUS RENTAL HISTORY, DO NOT DENY ADMISSION BECAUSE OF EVICTIONS BY "SLUM LORDS". According to the proposed Annual Plan, the LHA examines applicants' rental history.¹⁸ Many of the residents of the LHA know far too well that low-income tenants sometimes must suffer the hardships of living in slum housing. Tenants must often face the dilemma of choosing to either pay their rent or make necessary repairs to their homes that their callous landlords refuse to make. Tenants, ignorant of how to properly assert their rights, often fail to withhold rent in the complex manner prescribed by law. "Slum lords" manipulate the legal system and evict these unfortunate tenants. LHARAA strongly believes that the real culprit in these situations are not the tenants who get a legal judgement against them, but the slum lords, who take advantage of the tenant's need for shelter and heartlessly punish the tenants for attempting to exert some level of personal worth. *Therefore, LHARAA recommends that the Housing Authority inquire about the circumstances surrounding an eviction, and not deny admission to applicants who have been evicted by "slum lords".*

Response #7:

Section 8.4, Grounds For Denial, (P), (d), allows an applicant denied for inability to discharge lease obligations, to provide evidence to support their argument, and for LHA to consider these circumstances.

Comment #8:

ENSURING RESIDENT INPUT

WORK WITH THE RESIDENT COUNCIL IN DEVELOPING A PLAN TO USE THE RESIDENT PARTICIPATION FUNDS FOR FY 2003. The Lakeland Housing Authority Resident Advisory Association strongly believes that active resident participation is vital for the housing authority to be effective in responding to resident needs. HUD agrees with this assessment, contending that it "promotes resident participation and the active involvement of residents in all aspects of a HA's overall mission and operation."¹⁹ To further its strong belief in the efficacy of resident participation, HUD has allocated funding for resident participation activities.²⁰ Beginning in FY 2001, HUD gave all public

¹⁸ Proposed FY 2004 LHA Annual Plan, Page 11.

¹⁹ 24 C.F.R. § 964.11.

housing authorities funds specifically earmarked for resident participation.²¹ These funds are solely to

²⁰ 24 C.F.R. § 964.150.

²¹ *Id.*

be used for resident participation activities that support interaction between the residents and their housing authority.²² Housing authorities may *not* decline to accept or use this funding.²³ The amount of the funding is calculated by multiplying the number of occupied units in the housing authority times \$25.²⁴ HUD form 52723, “Operating Fund Calculation of Operating Subsidy, Part D, line 13” should list the housing authority’s request for the resident participation funding and HUD’s approval. According to HUD Regulations, the housing authority “shall provide funds it receives to the duly elected resident council at each development and/ or jurisdiction-wide resident council.”²⁵ The Lakeland Housing Authority is required to work with LHARAA in determining how the resident participation funds are to be spent.²⁶ ***LHARAA requests that the Housing Authority follow federal law and work with the Resident Council in determining how the resident participation funds be spent for FY 2004. Specifically, LHARAA would like to develop a formal Memorandum of Understanding as to how these funds will be utilized to “promote resident participation.”***

Response #8:

Ensuring Resident Input (Resident Participation Funds)

The LHA will work with LHARAA in developing a plan to use the resident participation funds each year as appropriated. We welcome LHARAA’s development of a formal memorandum of understanding and input on how the resident participation funds are to be spent.

Comment #9:

INCLUDE RESIDENT REPRESENTATIVES ON THE LHA GRIEVANCE BOARD. Section 6 of the Proposed Annual Plan deals with the LHA’s Grievance Procedures.²⁷ LHARAA believes that the residents should have a voice in determining who is admitted into the Housing Authority and who is evicted from the Housing Authority. No one understands what a “good resident” of public housing is more than current residents. Furthermore, HUD specifically authorizes resident input in determining who is admitted into public housing.²⁸ The residents’ perspective would be invaluable to the LHA in resolving disputes with their current or potential residents. ***Therefore, the Lakeland Housing Authority Resident Advisory Association recommends that the Housing Authority include resident representatives on the Grievance Board.***

²² 24 C.F.R. § 964.150(a)(2).

²³ Id.

²⁴ 24 C.F.R. § 964.150(a)(1).

²⁵ Id.

²⁶ 24 C.F.R. § 964.150(a)(3).

²⁷ Proposed FY 2004 LHA Annual Plan, Page 24.

²⁸ 24 C.F.R § 960.206(c).

Response #9:

Over the past year, LHA has had zero (0) requests for a Grievance Hearing from Public Housing residents. Should the need arise for a hearing officer, the below procedures will be followed. In the past, the Resident Advisory Board has not been provided a list of prospective hearing officers, as the procedure states. Thank you for bringing this to our attention. We will provide this list to the Resident Advisory Board when we meet to discuss these comments.

4.2 Selection of a Hearing Officer

A grievance hearing shall be conducted by an impartial person appointed by the Lakeland Housing Authority other than a person who made or approved the action under review or a subordinate of such person.

The Lakeland Housing Authority shall annually submit a list of prospective hearing officers. This list shall be provided to any existing resident organization(s) for such organization's comments or recommendations. The Lakeland Housing Authority shall consider any comments or recommendations by a resident organization.

From this list, a hearing officer shall be selected.

Comment #10:

ESTABLISH A CALENDAR FOR MEETINGS BETWEEN LHARAA AND THE HOUSING AUTHORITY FOR THE NEXT YEAR. LHARAA believes that to adequately represent the interests of the residents, it must operate independently of the Housing Authority. LHARAA also believes that it behooves both the Housing Authority and the residents if the resident council and the Housing Authority keep an open dialogue. To further this open dialogue, the Housing Authority and LHARAA have agreed to meet formally once every three months to discuss issues that are important to both organizations. To ensure that scheduling conflicts do not arise, LHARAA would like to schedule these meetings now for the next year.

Response #10:

Currently, the meeting schedule established is quarterly with the Director of Resident Services. LHARAA meets monthly on the second Tuesday of each month at 5:30 p.m. Staff presence is mandatory when LHARAA request staff attendance.

We suggest that LHARAA establish the meeting schedule for next year and staff will adjust their schedule accordingly (Director of Resident Services).

Comment #11:

ADOPT A DEFINITION OF "SIGNIFICANT AMENDMENT" TO THE PHA PLAN THAT WILL ENSURE THAT THE RESIDENT COUNCIL WILL BE ABLE TO PROVIDE MEANINGFUL INPUT MORE OFTEN. Resident Advisory Boards are to make recommendations regarding any

significant amendment or modification to the PHA Plan.²⁹ PHAs “*must* consider the recommendations made by the Resident Advisory Board” regarding a significant amendment to the Plan.³⁰ Therefore, the definition of “significant amendment and modification” as outlined in the Annual Plan is vital. The proposed Annual Plan fails to define “significant modification”. This must be corrected. LHARAA urges that a definition of “significant modification” be included, and it give the residents a real voice throughout the year. HUD “recognize[s] the importance of resident involvement in creating a positive living environment and in actively participating” in public housing.³¹ No one understands how a policy change will effect the residents of the LHA more than the residents themselves. ***Therefore, the LHARAA recommends that a definition of “substantial modification or amendment” be included in the Annual Plan that would give LHARAA an assurance of input throughout the year. Changes in Rent Policies, Admissions Policies, Demolition/ Disposition Plans, and any changes to tenant leases should be considered “substantial modifications to the plan” per se.***

Response #11:

The definition of significant amendment is included as an attachment to the 2004 Agency Plan and a copy will be provide to the LHARAA when we meet to discuss these comments.

Comment #12:

ADDRESSING HEALTH AND SAFETY ISSUES

IMPROVE RESIDENT SECURITY. Section 13 of the proposed Annual Plan addresses “PHA Safety and Crime Prevention Measures”.³² LHARAA believes that health and safety issues are one of the greatest concerns facing the residents of the Lakeland Housing Authority. The Housing Authority should focus a large proportion of its limited resources on ensuring the safety of its residents. LHARAA recommends that the following security measures be taken:

- A. *Man and maintain the security cameras at the developments.***
- B. *Increase the number and visibility of the police officers.***
- C. *Advocate for a greater police presence at Housing Authority developments.***
- D. *Enforce the Housing Authority’s contracts with the police department and the sheriff’s office.***
- E. *Work with the police and LHARAA to develop an effective and active neighborhood watch program.***
- F. *Increase outdoor lighting throughout the Housing Authority, including the playground areas.***
- G. *Advocate for reasonable police pursuit policies within the residential neighborhoods of the LHA.***

²⁹ 24 C.F.R. § 903.13(a)(1).

³⁰ 24 C.F.R. § 903.13(c) (emphasis added).

³¹ 24 C.F.R. § 964.1.

³² Proposed FY 2004 LHA Annual Plan, Page 33.

H. Advocate for increased police monitoring of the abandoned building behind the elderly units in Westlake, as people use the building to commit crimes.

Response #12:

A. LHA / Presbyterian Homes has advertised for four camera monitoring staff and have received roughly 20 applicants. We will be scheduling interviews in the very near future. A number of the old cameras are down, and we have proposals out to replace these which would cost more to repair than to replace. LHAs investigative staff have moved their offices to the monitoring station so that they can better coordinate and manage the cameras.

B. At the present time we have two investigators that handle mostly Fraud cases and are in and around the developments on a consistent basis. We also have two LPD officers assigned to us who are in and around the complexes as well. We will continue to coordinate with the officers to increase their exposure on LHA properties.

C. We agree that this is a wonderful concept, however we are in a time where severe budget cuts are more of a norm than not. We have an excellent working relationship with the Lakeland Police Dept, as well as the Polk County Sheriffs Office. We will continue to strive for better police coverage, however we are at the mercy of the Law Enforcement agencies, and we have been advised that cuts in service will most likely begin around the first of the 2004 year.

D. Again this is a money issue. Everyone in Public Service has been charged with ways to do more with less, which is the very issue involving the Lakeland Police Dept. and the Polk County Sheriffs Office. At the current time we have no contract with the Sheriffs office and we are working without a contract with The Lakeland Police Dept. We are in current negotiations with both agencies. Both agencies are doing more with less and their services have been stretched very thin. We continue to pursue other grant funds and hope that the PHDEP program will be reinstited in the 2004, as has been speculated.

E. Currently the Lakeland Police Dept has an active watch program in place, however, resident participation has not been satisfactory.

F. LHA maintenance staff will review the sites for areas that need additional lighting and would ask the LHARAA to recommend those areas that they are particularly interest in seeing additional lighting.

G. LHA has no say so in Police policy. The Lakeland Police Dept. does have one of the better pursuit policies in Florida and their record reflects that.

H. This is an interesting concern. The police have no legal right to go on private property without consent of the owner either verbally or in writing. If there is a problem in the above described area then code enforcement needs to be contacted and the property needs to be posted. When that is done the property owners are notified and in some cases the police may be allowed to inspect the properties for trespassers, etc

Comment #13:

ENGAGE IN PEST CONTROL ACTIVITIES MORE REGULARLY. Housing Authority residents often encounter insects and rodents. These vermin pose potential health risks to the residents, especially children and the elderly. Because of Florida's tropical climate, the Lakeland Housing Authority must be extremely vigilant in its attempts to rid its developments of pests. LHARAA believes that the Housing Authority could do more. *Therefore LHARAA recommends that the LHA engage in pest control activities more regularly, such as a contracted semi-annual spraying of all units.*

Response #13:

Pest control will be provided during routine and preventative maintenance work orders and when requested by the residents using the work order system. The building that the resident resides in will be treated to insure the pest does not avoid the treatment by escaping to the other unit in the building. If we cannot solve the pest problem we will bring in outside help.

Comment #14:

INSTALL OR ACTIVATE EMERGENCY CALL SYSTEM IN ALL ELDERLY DEVELOPMENT UNITS. LHARAA is concerned for the safety of its older residents. Residents in the elderly developments often have health and safety concerns other individuals do not have. Many of the senior units have emergency call systems, or "panic buttons" installed. However, these emergency call buttons simply do not work. *Therefore, LHARAA recommends that the Housing Authority install panic buttons in the elderly units that do not have them and activate the buttons in the units that do have them.*

Response #14:

Parts are no longer available for the existing system; therefore a replacement system will be reviewed for the 2005 budget or earlier.

Comment #15:

PHYSICAL IMPROVEMENTS AND ACCESSIBILITY ISSUES

MAKE A NUMBER OF PHYSICAL IMPROVEMENTS. LHARAA understands the LHA's budget concerns. However, LHARAA also believes that the residents concerns should be given great weight in determining how the Housing Authority's limited resources are spent. LHARAA believes that the following physical improvements are of the highest priority at the LHA:

A. Water erodes soil from around the doors. This results in a steep drop off of the porch. This is a safety concern for many residents. Therefore, LHARAA recommends that the LHA improve the drainage system and properly re-sod the area around porches.

B. As the Housing Authority is aware, many of the sidewalks are uneven because growing tree roots have lifted the cement. The LHA has repeatedly promised the residents that it would fix this safety concern, but nothing has yet been done. Therefore, LHARAA recommends that the sidewalks be fixed.

C. The grass is often too high; it is therefore slippery. This makes walking treacherous, especially for those with mobility issues and the elderly. The LHARAA, therefore, recommends that the LHA cut the grass shorter and more often.

D. LHARAA believes that the Housing Authority should invest in building walkways leading out the back door of units. The elderly and people with disabilities often find it difficult to exit through their backdoors, because of the lack of suitable paths. This is a fire hazard and a potential area of LHA liability.

E. The Housing Authority has a duty to affirmatively further fair housing under Section 504 of the Rehabilitation Act. LHARAA fears that with the designation of more units as elderly only, people with disabilities will feel that they are not welcome at the LHA. Therefore, along with installing rear walkways, LHARAA believes that the Housing Authority needs to install accessibility ramps in the rear of some units to make them wheelchair accessible.

F. LHARAA is concerned that the combination of the high porches and lack of railings at some of the family units could be a danger to young children. LHARAA fears that a child could fall off the porch and be seriously injured. Therefore, LHARAA recommends that the LHA install railings around these porches.

G. LHARAA is concerned that the Housing Authority is making a practice of fixing the exterior of units that are close to the road, while ignoring units that are not as visible. Likewise, LHARAA fears that, in an attempt to "increase curb appeal", the Housing Authority is cosmetically restoring the front buildings, but not the back ones. Therefore, LHARAA recommends that the LHA give equal care to all units.

H. LHARAA is concerned that when the LHA lays sod, it does not dedicate enough man hours to do the job appropriately. The sod is not properly installed and it is uneven. This is a safety concern for residents as well as a potential waste of the time and money that is invested. Therefore, LHARAA recommends that the Housing Authority be more diligent in ensuring that when sod is laid, it is done so properly. The uneven sod is a safety issue, and therefore a potential LHA liability.

Response #15:

- A. A project to eliminate the erosion problems has begun in all complexes that includes placing sod around unit porches and other eroded areas; however the laying of sod must coincide with the natural elements of the weather, i.e., enough rain fall to insure growth because there are no means to keep sod irrigated until roots are established. The estimated completion dates for all erosion control work is July 2004.
- B. The sidewalk repair is scheduled in the 2004 and 5-year plan, work will be completed in a twelve month period started with Westlake.
- C. The lawn crew has an 8-day rotation between the complexes that will be met or exceeded. If there are areas that need attention between mowing, residents should bring it to the attention of maintenance.
- D. More detailed information needed before decision can be made. During the meeting, the RAB was asked to provide specific areas that rails or ramps have not been provided. The Maintenance Supervisor

follows up on all reasonable accommodation requests, and provides needed, reasonable modifications. The Maintenance Supervisor will contact VISTA and other support groups that assist with these modifications to see how they can assist with these requests, since this is their area of specialty.

E. Many ramps have been installed through all complexes at the request of the residents through the work order system. If a resident requires assistance with accessibility, they should contact their manager.

F. All porch heights will be measured and inspected to ensure that they meet the HUD Physical inspection criteria, those that do not will be brought into compliance. If there are specific problems with an individual porch notify maintenance.

G. Units are repaired when requested by the residents through the use of the LHA work order system. Exterior painting needs are determined by the age and condition of the exterior paint surface. Westlake Addition units are scheduled to be painted within the next two calendar years.

H. Maintenance will review procedures in the laying of sod to insure that the job is completed as quickly and professionally as possible. The maintenance supervisor will verify completed job is done properly.

Comment #16:

INFORM LHARAA OF WHEN MAJOR PHYSICAL IMPROVEMENT PROJECTS ARE TAKING PLACE AND WHEN THEY ARE COMPLETED. LHARAA is responsible to report progress in Housing Authority developments to the residents it represents. LHARAA also feels that it has a duty to watch over housing authority actions, such as progress in physical improvements. *Therefore, LHARAA requests that the Housing Authority contact LHARAA when it initiates capital improvement projects and when it completes them.*

Response #16:

An LHA representative will attend scheduled LHARAA meetings to keep them updated on all planned major physical improvement projects, we will also keep them informed on the progress and completion dates.

Comment #17:

MISCELLANEOUS RECOMMENDATIONS

INCREASE OVERSIGHT OF SECTION 8 LANDLORDS THROUGHOUT THE YEAR. LHARAA is concerned that some Section 8 landlord participants may be abusing the strains on the system. As the Housing Authority is all too aware, many private landlords refuse to participate in the Section 8 program. Because of the relatively small number of Section 8 landlords, those who do participate in the program know that voucher recipients have few options through which they can utilize their vouchers. Some of these landlords are unscrupulous, and take advantage of residents who they know have nowhere else to turn. Some Section 8 landlords let their apartments go into disrepair in between LHA inspections. Other landlords charge tenants unconscionable and illegal fees (“late fees”, “nonrefundable maintenance fees”, “finder’s fees”, etc.) without LHA’s approval, because they know the recipient will do whatever is necessary to keep a landlord who is willing to accept a Section 8 voucher. *LHARAA therefore recommends that the LHA increase oversight of Section 8 landlords throughout the year. Furthermore, LHA should work to educate Section 8 participants of their rights and how to enforce their rights.*

Response #17:

Lakeland Housing Authority has a considerably large number of landlords, and continues to increase that number on a regular basis. Several landlords in the past year have been terminated from the program for fraudulent activities, which demonstrates our commitment to ensuring landlord integrity as much as we stress tenant integrity. Landlords are given packets that explain what their responsibilities are, and are also required to certify to these requirements in signing the HAP contract with LHA.

Residents receive extensive training at orientation, which generally lasts for several hours. They are given a number of handouts to take home, which outlines that their responsibilities are, as well as what the landlords responsibilities are.

Residents with a complaint about their landlord are asked to put this complaint in writing. LHA provides a standard form for residents to put their complaint down on. These complaints are followed up on by the Occupancy Manager.

LHA encourages the residents that are experiencing these problems to contact the Housing Authority so that we can follow up.

Samples of the forms, handouts, etc. discussed above will be provided to the LHARAA at our meeting.

During the meeting, RAB recommended that LHA perform special inspections on units where at annual recert, a large number of landlord repairs were necessary, to ensure that the landlord is keeping the unit up to standard all year. This will be explored, but could not be committed to at this point.

Comment #18:

INCREASE LHA STAFF. LHARAA recognizes how overworked LHA staff is; the residents can see that employees work hard, but believe that they are just stretched too thin. Employees have so much work and so many responsibilities that they just cannot devote enough time to accomplish all that is necessary. LHARAA also recognizes the budget constraints the LHA is facing. Nonetheless, LHARAA urges the Housing Authority to do whatever it can to increase staff—whether that be through traditional funding sources, nontraditional funding, or attaining community volunteers. If the Housing Authority is able to hire new staff, LHARAA reminds the LHA that this would be a prime opportunity to fulfill the mandate of Section 3. *LHARAA recommends that the LHA increase its staff.*

Response #18:

LHA management agrees that staffing could be increased, however, with funding constraints that are placed on PHAs, this is not possible. We continue to pursue additional funding through grants as they become available. Just several months ago, we applied for a number of grants, two of which would create employment opportunities.

Comment #19:

REVIEW HOUSING AUTHORITY PRIORITIES AND ELICIT THE OPINION OF LHARAA.

LHARAA is concerned that the Housing Authority may confuse its priorities at times. For example, the

recent Job Fair was advertised to potential employers weeks in advance of the event. However, residents were only given fliers a day before the event. LHARAA applauds the Housing Authority for having the job fair. However, the entire point of such an event is to benefit the residents. Therefore, prior notice would have been appropriate. If LHARAA was involved in this decision-making, perhaps the resident

needs would have been more fully considered. As another example, the Housing Authority expended a good deal of money on new software. Again, LHARAA appreciates the action. However, despite the large expenditures on the software, the Housing Authority failed to provide monies for the training of the tutors on how to use the new software. LHA then requested LHARAA to donate money to sponsor the tutors training; LHARAA out of concern for the residents needs, did donate the money. The Housing Authority failed in prioritizing the essential needs of this project. ***Therefore, the LHARAA recommends that it be more involved in decision-making and planning of issues that directly effect the residents.***

Response #19:

We applaud the insight of the LHARAA and encourage its participation in future decision making and planning of events and/or matters that directly effect the residents, as residents can sometimes contribute actual life experience information which can be beneficial to the betterment of the overall HA.