



## **NOTICE OF MEETING**

The Regular Board Meeting of the Lake Metropolitan Housing Authority will be held at  
**6:00 p.m. on Wednesday, October 13, 2021**  
**Woodlawn Community Center**  
**553 Sanders Avenue, Painesville, Ohio**

### **REGULAR MEETING AGENDA**

1. Roll Call
2. Chairperson's Comments
3. Minutes – September 8, 2021 and September 29, 2021 (Special Meeting)
4. CEO Report
5. September Finance Report and Bills (August Financials)
6. Other Updates and Comments
7. Resolutions
  - 17-2021: Authorization to negotiate and enter Relocation Services Contract
8. Adjournment

Jeffrey Mackey, Chairperson

### **Mission**

The mission of the Lake Metropolitan Housing Authority is to advocate for, develop and sustain affordable housing opportunities for the residents of Lake County. We support and encourage residents to attain self-sufficiency while maintaining a customer-centered focus.



**REGULAR MEETING OF THE  
LAKE METROPOLITAN HOUSING AUTHORITY  
September 8, 2021  
111 E. WASHINGTON STREET, PAINESVILLE, OHIO  
6:00 P.M.**

The meeting was called to order by Chairperson Jeffrey Mackey at 6:02 p.m.

**PRESENT**

Chairperson Jeffrey Mackey  
Vice-Chair Charles Stennis, Jr.  
Gregory Schmidt  
Cynthia Brooks (absent)  
Kathryn Popp  
George Phillips (absent)  
Julius Williams

**ALSO PRESENT**

Eric Martin, Chief Financial Officer  
Amy Tressler, Assistant Director  
Melissa Winfield

**CHAIRPERSON'S COMMENTS:**

Due to the increase of positive COVID cases, consideration should be given to wearing masks at future board meetings. Inquiry was made on mask protocols for employees while in the office. The return to a mask requirement by employees while inside is being considered due to the high transmission rates locally.

**MEETING MINUTES:**

July 14, 2021 Regular Board Meeting and August 10, 2021 Special Board Meeting minutes. The minutes were accepted by unanimous acclamation.

**CEO REPORT:**

Eric Martin & Amy Tressler shared highlights from the CEO report that was emailed in advance of meeting:

- Eviction notices for nonpayment of rent resumed in July. This increased rent collection. Attorney Pitchford noted the challenges with collection after families vacate. Notices will be issued for delinquent rent moving forward. HUD continues to issue guidance on eviction matters and emergency assistance available to families.
- A HUD REAC inspection of the Multifamily properties was conducted August 24. 5 exigent health and safety deficiencies were identified; all were corrected, and notification made to HUD August 25. Two units at Woodlawn Homes had mold/mildew deficiencies cited. A plan to remediate deficiencies has begun. This includes the use of a dehumidifier, physical removal of stained areas and sealing with Drylok. Completion is anticipated September 13, 2021. A vendor has been secured to clean and fix downspouts/gutters to prevent further water issues in the basements. All Woodlawn units were in process of being inspection prior to the REAC notification.
- Staffing: The new Director of Housing and Maintenance Technician started August 23, 2021.
- Two proposals for consulting services were received for review. Services from these proposals to include executive management and programs guidance during the transition to a permanent CEO.
- Section 18 Disposition (PVP): 90 Day Notice issued to families will expire September 9. HUD confirmed the application for vouchers submitted in June is pending final approval and the

Housing Authority will continue to follow up closely. Calls are coming in from families inquiring on the status.

- Reconvening the REACH Board was discussed during the meeting. Additionally, discussions on financing options for the sale of ParkView Place resumed.
- Lake MHA has reached back out to GPD on the water pooling issue and has asked that inspection of the pre-casting around all window units be included in the adjusted estimate.

### **FINANCE REPORT:**

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Kathryn Popp to approve the June & July 2021 financials. The June & July financials were approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

### **RESOLUTIONS:**

- **Resolution 13-2021:** Resolution appointing Amy Tressler and Eric Martin as Interim Co-Directors of the Lake Metropolitan Housing Authority.

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Kathryn Popp to adopt this resolution. Resolution 13-2021 was approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

- **Resolution 14-2021:** Resolution authorizing the Interim Co-Director to execute a contract with DiCaudo, Pitchford & Yoder for legal services.

A motion was made by Kathryn Popp and seconded by Vice-Chairperson Charles Stennis, Jr. to adopt this resolution. Resolution 14-2021 was approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

- **Resolution 15-2021:** Resolution authorizing the Interim Co-Director to execute a contract with Melissa Winfield for consulting services.

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Julius Williams to adopt this resolution. Resolution 15-2021 was approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

### **ADJOURNMENT:**

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Kathryn Popp adjourn the meeting. This motion was passed by unanimous acclamation by those present. The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Amy Tressler & Eric Martin

**SPECIAL MEETING OF THE  
LAKE METROPOLITAN HOUSING AUTHORITY  
SEPTEMBER 29, 2021  
200 W. JACKSON ST., PAINESVILLE, OHIO  
6:00 P.M.**

The meeting was called to order by Chairperson Jeffrey Mackey at 6:00 p.m.

**PRESENT**

Cynthia Brooks  
Vice-Chair Charles Stennis  
Gregory Schmidt (via telephone)  
Kathryn Popp  
George Phillips (arrived at 6:03pm)  
Julius Williams  
Chairperson Jeffrey Mackey

**ALSO PRESENT**

Eric Martin, Interim Co-Executive Director  
Amy Tressler, Interim Co-Executive Director  
Patricia Jones, Jackson Towers Resident  
Judy Puffenbarger, Jackson Towers Resident

**CHAIRPERSON'S COMMENTS:**

Gregory Schmidt is joining the meeting by telephone. Commissioner Schmidt cannot vote but can comment on discussion.

**RESOLUTION:**

- **Resolution 16-2021:** Resolution authorizing the Interim Co-Directors to execute a contract with Du & Associates, Inc. for consulting services.

Eric Martin commented that consulting services will aide the Housing Authority with the executive management transition process; price is reasonable and will provide needed guidance/training on compliance with the Multifamily program & utilization of the HCV 2-yr tool. Lake MHA can utilize the proposed services proportionate to agency need. HCV management component was added due to the new management staff at Lake MHA. Amy Tressler concurred that the consulting services will fill an identified need due to the changes in staffing and executive management. Chairperson Mackey noted these services will be helpful to staff; he suggested keeping an eye on costs and reporting back the helpfulness of the training. Vice Chairperson Stennis remarked the auditing component is beneficial to support agency compliance. Commissioner Schmidt commented that the proposal offers specific deliverables to the Housing Authority.

A motion was made by Cynthia Brooks and seconded by Vice-Chairperson Charles Stennis, Jr. to adopt this resolution. Resolution 16-2021 was approved by roll call with 6 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis, Jr., George Phillips, Julius Williams, Kathryn Popp and Chairperson Jeffrey Mackey.

**JACKSON TOWERS EXTERNAL REPAIRS:**

Discussion was had on GPD's adjusted proposal for the Jackson Towers external repairs. Inspection of the pre-cast panels was added. Examination of horizontal panels for cracks to concrete will be done through use of a drone; clear communication to residents about the use of drones will be made. Sampling of caulking is included to examine for the presence of asbestos, which if found will require a contractor to remove or seal. This will require proper notification to EPA. Work is estimated to take 2 months but due to weather work will likely commence in spring. The adjusted proposal increases costs by \$6,000 for a total of \$25,148.50 for GPD services, which does not require further formal resolution.

Resident Patti Jones commented that she is one of the residents relocated due to the water intrusion in her unit. Water intrusion to her former unit was significant and she hopes to return to that unit once repairs are complete.

### **JACKSON TOWERS SECURITY CAMERAS**

Resident Judy Puffenbarger inquired about getting new security cameras at Jackson Towers. Since cameras have been inoperable, criminal activity has increased in the building. Eric Martin noted that procurement of a new security camera system is a priority and will require a formal bidding process. Commissioner Schmidt commented that previous discussions on cameras included the need for them to be digital, with license plate recognition and proper placement in the parking lot, inside hallways, and elevators for proper identification.

### **EXECUTIVE SESSION**

A motion was made by Cynthia Brooks and seconded by Vice-Chairperson Charles Stennis, Jr. to enter Executive Session at 6:30pm to discuss a potential real estate transaction and employment matters, to include attendance by agency staff.

A motion was made at 6:41pm to leave Executive Session and return to meeting, which was unanimous.

Vice-Chairperson Stennis shared that a survey will be distributed to staff via Survey Monkey to evaluate staff engagement and culture. This will be used to help address the issue of staff burnout. Chairperson Mackey and the recruitment committee will be meeting to continue work on recruitment of a Chief Executive Officer and will report progress at the next regular meeting.

### **ADJOURNMENT:**

A motion was made and was unanimous to adjourn the meeting. The meeting adjourned at 6:51 p.m.

Respectfully submitted,

Eric Martin & Amy Tressler  
Interim Co-Directors



## Lake Metropolitan Housing Authority CEO Report September 2021

### Housing Choice Voucher

Our pull of 100 Housing Choice Voucher applicants for final eligibility determination resulted in the following:

- 30 were placed back on the waiting list
- 5 were issued mainstream vouchers
- 2 pre-denials mailed
- 6 are pending verification of disability and other documentation.
- 54 are scheduled for a second appointment

HCV Utilization for units leased in September is down one point to 83% from August.

### Public Housing/Multi-Family Program/Market Rate

The occupancy rate increased to 90% in September while vacancies dropped from 29 in the previous two months to 26 in September. Out of the 30 Eviction notices issued to tenants last month, 24 are now current.

### Staffing

In our continued discussions to determine a hiring plan for the Executive Assistant and Human Resource Specialist vacancy, we have concluded that the best course of action is to combine both positions into a HR/Administrative Generalist. We are speaking with our HR consultant to determine an acceptable salary, job description, and job posting. In addition, we are searching for a Multi-Family Specialist which will allow us to evenly redistribute caseloads and help us to further improve the administrative and case management functions required under the program. Additional staffing needs have been identified in our Multi-Family Inspection unit as well. We are assessing the merits of adding an additional Inspector should budgetary resources allow.

On a more disappointing note, the leading candidate for the FSS Coordinator position has accepted another offer. Our search continues for the right individual.



## **Section 18 Disposition**

Temporary Protection Vouchers have now been issued to 18 Public Housing tenants to date with 4 more rescheduled for appointments this week. Anticipated costs to relocate all Public Housing tenants should not exceed \$139,000.

- Physical and Other Moving Costs.... \$30,400
- Security Deposits for Lease Up.... \$54,128
- Utilities, Credit, and Application Fees...\$9,375
- Relocation Coordinator.... \$20,000
- Other General Administration.... \$25,000

All expenses are in budget and will be funded under our Public Housing Operating Reserves.

## **Security Cameras**

Both Jackson Tower façade repairs and security cameras are among our top priorities. As a result, we have met with our Housing and Maintenance leadership team this past week to put together a comprehensive scope of work for the installation of wireless security cameras at all Multi-Family locations. Currently, we are developing the scope of work and researching anticipated costs in order to determine the correct formal bidding process.

This project is to be funded out of our Multi-Family operating reserves. We will share more as things progress.

## **COVID-19 Resurgence**

In addition to requiring masks for all employees and visitors at our administrative offices, we have posted signage throughout all residential buildings recommending residents and visitors, regardless of vaccination status, to wear a mask while in common areas.

Respectfully submitted,

**Amy Tressler and Eric Martin**



## Multifamily/Public Housing Programs

Month Ending September 2021

Occupancy Rate	Jul-21	Aug-21	Sep-21		
Percentage leased as of 09/30/2021	89%	89%	90%		
# of vacancies (264 total MF & PH units) as of 09/30/2021	29	29	26	3 PH Unit	
T.A.R. (Tenant Account Receivables)	Jul-21	Aug-21	Sep-21		
Current Rent Roll	\$66,751	\$56,181	\$54,040		
Rent Collected	\$58,485	\$50,357	\$49,301		
Percentage Collected	88%	90%	91%		
PH Error Analysis Report	Jul-21	Aug-21	Sep-21		
Number of files completed					
Number of files with errors (5 files reviewed monthly)					
Error rate					
Wait List Activity	Jul-21	Aug-21	Sep-21		
# of applicants on PH Wait List (end of month)	343	343	343		
# of applicants on MF Wait List (end of month)	1,039	1,078	1,119		
Evictions	Washington	Jackson	Woodlawn	ParkView	Total
14 Day notices served (non-payment)	0	0	0	0	0
30 Day notices served (lease violations)	0	1	0	0	1
3 Day notices (non-pay)	1	1	0	0	2
3 Day notices (lease violation)	2	0	0	0	2
10 Day notices (lease violation)	3	0	0	0	0
30 Day notices (non-pay)	2	1	7	1	11
Tenant Relations	Washington	Jackson	Woodlawn	ParkView	
Date of quarterly resident meetings held					
Next Meeting Scheduled for:					
Police Reports received from 8/25/2021 through 9/15/21	Washington	Jackson	Woodlawn	ParkView	Total
Criminal/Assault					0
Domestic/Civil/Harassment		3			3
Drug related	3		1		4
Theft/Burglary			1		1
Well Checks					0
Arrest/Warrant Served					0
Identity Theft					0
LMHA Standby Request/Trespassing					0
Disturbance/Noise/Disorderly Conduct		2			2
Not classified/Police Foot Patrols			3		3
<b>Total calls for current month</b>					<b>13</b>
Leasing Activity	Washington	Jackson	Woodlawn	ParkView	Total
Move ins for current month	0	3	0	0	3
Move outs for current month	0	1	0	0	1
Unit transfers for current month	0	1	0	0	1

Report Completed by: Theresa Lee





## Housing Choice Voucher Program

Month Ending September 2021

Leased Action	Jul-21	Aug-21	Sep-21						
Monthly Budget Authority	\$791,424	\$791,424	\$791,424						
Units under lease (1st of month) + HO	1260	1257	1253						
VASH vouchers leased up (18)	13	14	15						
FUP vouchers leased up (25)	20	20	20						
Mainstream vouchers leased up (26)	17	16	16						
Utilization (baseline 1501 eff. 09/01/20)	84%	84%	83%						
Total HAP paid (UA's, ports & HO)	\$739,524	\$727,140	\$734,969						
Total incoming HAP	\$757,453	\$757,453	\$751,279						
Monthly utilization of budget	93%	92%	93%						
HCV Error Analysis Report	Jul-21	Aug-21	Sep-21						
Audit Error rate									
# of files audited									
# of files with errors per QC audit									
Informal Hearing/Terminations	Jul-21	Aug-21	Sep-21						
Informal Hearings conducted	3	0	1						
Informal Reviews conducted	0	3	1						
End of Participations (EOP's)	7	11	14						
Leasing Activity	Jul-21	Aug-21	Sep-21						
# of New Admissions	2	3	3						
# of Moves	8	4	2						
# of Port-Ins	1	0	4						
# of Port-Outs	5	0	2						
# of Vouchers issued	18	20	20						Includes moving vouchers
# of Vouchers on the street	44	27	41						3 vouchers pending inspections
			This includes voucher from PVP issued 10/4 and 10/5 (18)						4 vouchers pending executed HAP
Vouchers Expired	4	11	4						3 Vouchers pending signed leases
FSS/Homeownership	Jul-21	Aug-21	Sep-21						
Active FSS participants	32	31	31						
Current Homeowners	3	3	3						
Wait List Activity	Jul-21	Aug-21	Sep-21						
# of applicants on Wait List (end of month)	12	0	0						2018 HCV
	1491	1490	1491						2021 HCV
# of applicants pulled from Wait List	0	0	5						
Initial Briefing Meetings									
2nd & Final Chance									
HQS Inspections	Annual	Annual R.I.	Initial	Moves	Ports	M.P.I. R.I.	Special	Special R.I.	Total
Jul-21	60	21	7	4	1	1	8	3	105
Aug-21	46	51	5	5	3	1	3	3	117
Sep-21	125	81	6	4	3	1	3	3	226
Report Completed by: Theresa Lee									



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## Lake Metropolitan Housing Authority Finance Report August 2021

The Following summarizes the major financial activity for August 2021. All four programs overall remain positive year-to-date and within budget.

### **Multi-Family:**

The Multi-Family program came in slightly negative for the month of August as monthly rental income came in under budget. However, budget expenses still remain under current projections and the program is in surplus.

### **Housing Choice Voucher:**

The HCV program was positive for the month, year-to-date, and against the budget. Lease rates are still an area of concern and efforts continue to get the numbers moving in the right direction.

Included in this report are the most recent HAP Reserves Worksheet and the Schedule of Restricted Net Position (RNP) for August.

### **Parkview (Public Housing/Market Rate):**

Public Housing remains strong for the month as operating income continues to exceed budget. As our Public Housing cash reserves remain strong in light of eventual program closure; we are weighing the merits of spending some of those reserve dollars to repair a number of emerging issues. Those include plumbing and draining issues recently reported at Parkview, and repairing damage and other deficiencies in a number our empty Public Housing units.



Market Rate income continues to outpace the budget and remains positive for the month and against the budget.

### **Overall Indicators:**

The Payroll Projection report is included through the 9/30/2021 payroll. The surplus in salaries for August increased over the July numbers. This remains a welcomed trend as we prepare to possibly add an additional position beyond the current vacancy listing in order to alleviate the growing administrative burden in our Multi-Family program.

The Per Unit Leased Statistics report and the Fund Balances— by Restriction report has been updated for August 2021

### **State & Local:**

I have included in this report the State & Local balance sheet and operating statement. We are quite pleased that the program continues to grow month over month as our cash position remains strong and moving northward.

### **Banking and Investments:**

Also included in this report are the LMHA Cash and Investment Report as of August 2021 along with copies of the bank statements.

### **Accounts Payable:**

Lastly, all the accounts payable checks issued for the month of August are attached for your review.

Respectfully submitted,

**Eric P. Martin, MBA/PA**

# Lake Metropolitan Housing Authority - Major Programs

Fiscal Year 2022 Summary Operating Report, and Fiscal Year 2021 Comparison

For the Month and Fiscal Year-to-Date ended August 31, 2021

(Preliminary - For Internal Use Only)

	Fiscal Year 2022				Fiscal Year 2021			
	This Month	Year-to-Date	YTD Budget	Variance	Year-to-Date	Variance		
<b>Multi-Family</b>								
Operating Income	\$ 110,176	\$ 238,547	\$ 254,183	\$ (15,636)	\$ 259,089	\$ (20,542)		
Administrative Expenses	\$ 42,507	\$ 70,264	\$ 90,809	\$ (20,545)	\$ 50,923	\$ 19,341		
Utility Expenses	22,406	37,741	43,333	(5,592)	41,301	(3,560)		
Operations Expense	40,868	77,738	75,775	1,963	84,707	(6,969)		
General Expense	5,012	9,064	18,087	(9,023)	11,481	(2,417)		
<b>Surplus / (Deficit)</b>	<b>\$ (617)</b>	<b>\$ 43,740</b>	<b>\$ 26,179</b>	<b>\$ 17,561</b>	<b>\$ 70,677</b>	<b>\$ (26,937)</b>		

<b>Section 8</b>								
Operating Income	\$ 79,011	\$ 158,300	\$ 166,333	\$ (8,033)	\$ 170,286	\$ (11,986)		
Administrative Expenses	\$ 72,104	\$ 125,734	\$ 174,933	\$ (49,199)	\$ 122,643	\$ 3,091		
Utility Expenses	381	718	800	(82)	421	297		
Maintenance Expense	1,768	2,171	1,000	1,171	303	1,868		
General Expense	910	1,839	2,778	(939)	2,186	(347)		
<b>Surplus / (Deficit)</b>	<b>\$ 3,848</b>	<b>\$ 27,838</b>	<b>\$ (13,178)</b>	<b>\$ 41,016</b>	<b>\$ 44,733</b>	<b>\$ (16,895)</b>		

<b>CONSOLIDATED</b>								
Operating Income	\$ 189,187	\$ 396,847	\$ 420,516	\$ (23,669)	\$ 429,375	\$ (32,528)		
Administrative Expenses	\$ 114,611	\$ 195,998	\$ 265,742	\$ (69,744)	\$ 173,566	\$ 22,432		
Utility Expenses	22,787	38,459	44,133	(5,674)	41,722	(3,263)		
Operations Expense	42,636	79,909	76,775	3,134	85,010	(5,101)		
General Expense	5,922	10,903	20,865	(9,962)	13,667	(2,764)		
<b>Surplus / (Deficit)</b>	<b>\$ 3,231</b>	<b>\$ 71,578</b>	<b>\$ 13,001</b>	<b>\$ 58,577</b>	<b>\$ 115,410</b>	<b>\$ (43,832)</b>		

**Lake Metropolitan Housing Authority**

**Balance Sheet**

**August 2021**

**Program: RAD - PBRA**

**Project: Consolidated**

	Period Amount	Balance
<b>ASSETS</b>		
1001.000 Petty Cash	84.05	677.96
1111.800 Cash - RAD PBRA	51,623.54	1,037,668.89
1113.000 Cash - Replacement Reserve	12,740.15	1,207,147.13
1114.000 Cash - Tenant Sec. Deposits	(17.47)	62,735.61
1122.000 Accts Rec Tenants (S)	(11,046.94)	49,645.34
1122.009 Tenant Repayment Agreements (S)	(494.00)	5,813.00
1129.000 A/R - Other	0.00	43.50
1140.001 A/R Parkview Place	(3,374.91)	12,515.88
1140.002 A/R Public Housing	3,029.20	11,028.37
1140.003 A/R REACH	0.00	55.00
1140.005 A/R S-8 Voucher	23,111.23	72,550.08
1140.006 A/R Slate/Local	614.64	4,888.73
1211.000 Prepaid Insurance	(4,652.75)	13,958.25
1250.000 Prepaid Expense	(713.00)	2,851.96
1400.600 Land	0.00	692,731.00
1400.601 Land - Development (Lots)	0.00	29,490.74
1400.700 Buildings	0.00	3,910,612.00
1400.710 Bldg. & Land Improvements	0.00	5,640,393.44
1400.800 Furn. Equip, Mach - Dwellings	0.00	41,171.00
1400.900 Furn. Equip, Mach - Admin	0.00	295,999.63
1400.901 Equipment - Vehicles	0.00	121,590.43
1400.950 Accumulated Depreciation	0.00	(9,316,979.02)
1500.100 Net OPEB Asset	0.00	38,390.00
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
1900.000 Deferred Outflows of Resources (Pens)	0.00	24,363.00
1900.100 Deferred Outflows of Resources (OPEB)	0.00	21,966.00
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>46,329.00</b>
<b>TOTAL ASSETS</b>	<b>70,903.74</b>	<b>3,981,307.92</b>
<b>LIABILITIES AND SURPLUS</b>		
<b>LIABILITIES</b>		
2111.000 Vendors & Contr. (S)	88,211.47	125,263.67
2114.000 Tenants Sec. Dep. (S)	1,337.00	56,478.00
2114.300 Pet Deposit (S)	250.00	4,750.00
2114.314 Interest - Tenant Security Deposits	0.53	9.61
2117.200 OPERS Payable	(0.02)	(0.26)
2117.902 Misc. Payroll - AFLAC	204.24	175.32
2117.950 A/P - Ohio BWC	0.00	(27.00)
2117.999 A/P Payroll Other - Employee	0.00	(136.51)
2135.100 Acc. Comp Absences	0.00	4,295.63
2135.200 Comp. Absences - Non Current	0.00	17,283.44
2500.000 Net Pension Liability	0.00	299,296.00
<b>DEFERRED INFLOWS OF RESOURCES</b>		
2900.000 Deferred Inflows of Resources (Pens)	0.00	173,788.00
2900.100 Deferred Inflows of Resources (OPEB)	0.00	153,258.00
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>327,046.00</b>
<b>TOTAL LIABILITIES</b>	<b>90,003.22</b>	<b>834,433.90</b>
<b>SURPLUS</b>		
2801.000 Net Investment In Capital Assets	0.00	1,389,637.14

Lake Metropolitan Housing Authority

Balance Sheet

August 2021

Program: RAD - PBRA

Project: Consolidated

LIABILITIES AND SURPLUS

SURPLUS		
2805.000 Temporarily Restricted Net Position	0.00	1,180,835.26
2806.000 Unrestricted Net Position	0.00	530,052.75
2806.000 Unrestricted Net Position (Current Year)	(19,099.48)	46,348.87
<b>TOTAL SURPLUS</b>	<b>(19,099.48)</b>	<b>3,146,874.02</b>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<b>70,903.74</b>	<b>3,981,307.92</b>
<b>PROOF</b>	<b>0.00</b>	<b>0.00</b>

**Lake Metropolitan Housing Authority**  
**Operating Statement**  
**Two Months Ending 08/31/2021**  
**Program: RAD - PBRA      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
<b>OPERATING INCOME</b>								
3110.000 Dwelling Rental	44,313.00	56,666.67	(12,353.67)	102,183.00	113,333.33	(11,150.33)	680,000.00	(577,817.00)
3121.000 Tenant Assistance Payments - M/F	65,524.00	69,166.67	(3,642.67)	131,076.00	138,333.33	(7,257.33)	830,000.00	(698,924.00)
3300.113 Interest - Rep. Res.	10.15	8.33	1.82	20.22	16.67	3.55	100.00	(79.78)
3690.000 Other Income - Tenant	328.50	1,250.00	(921.50)	5,267.84	2,500.00	2,767.84	15,000.00	(9,732.16)
<b>TOTAL OPERATING INCOME</b>	<b>110,175.65</b>	<b>127,091.67</b>	<b>(16,916.02)</b>	<b>238,547.06</b>	<b>254,183.33</b>	<b>(15,636.27)</b>	<b>1,525,100.00</b>	<b>(1,286,552.94)</b>
<b>NON-OPERATING INCOME</b>								
3690.920 Other Income - Insurance Proceeds	(18,482.00)	0.00	(18,482.00)	2,609.45	0.00	2,609.45	0.00	2,609.45
<b>TOTAL NON-OPERATING INCOME</b>	<b>(18,482.00)</b>	<b>0.00</b>	<b>(18,482.00)</b>	<b>2,609.45</b>	<b>0.00</b>	<b>2,609.45</b>	<b>0.00</b>	<b>2,609.45</b>
<b>TOTAL INCOME</b>	<b>91,693.65</b>	<b>127,091.67</b>	<b>(35,398.02)</b>	<b>241,156.51</b>	<b>254,183.33</b>	<b>(13,026.82)</b>	<b>1,525,100.00</b>	<b>(1,283,943.49)</b>
<b>EXPENSES</b>								
<b>ADMIN EXPENSE</b>								
4110.000 Admin. Salaries	21,165.59	25,130.75	3,965.16	32,158.06	50,261.50	18,103.44	301,569.00	269,410.94
4120.000 Auditing Fees	0.00	216.67	216.67	0.00	433.33	433.33	2,600.00	2,600.00
4140.100 Advertising - Other	0.00	116.67	116.67	0.00	233.33	233.33	1,400.00	1,400.00
4150.000 Benefits Expense	13,185.51	9,610.25	(3,575.26)	21,034.84	19,220.50	(1,814.34)	115,323.00	94,288.16
4170.000 Legal Expenses	3,025.00	2,083.33	(941.67)	3,025.00	4,166.67	1,141.67	25,000.00	21,975.00
4180.000 Travel Expense	82.78	518.50	435.72	82.78	1,037.00	954.22	6,222.00	6,139.22
4180.100 Board Travel	0.00	120.75	120.75	0.00	241.50	241.50	1,449.00	1,449.00
4185.000 Staff Training	0.00	258.75	258.75	279.50	517.50	238.00	3,105.00	2,825.50
4185.100 Board Training	0.00	60.42	60.42	0.00	120.83	120.83	725.00	725.00
4190.000 Office Sundry Expense	32.26	0.00	(32.26)	90.54	0.00	(90.54)	0.00	(90.54)
4190.020 Bank Charges	248.96	216.67	(32.29)	412.33	433.33	21.00	2,600.00	2,187.67
4190.050 Payroll Processing Charges & Forms	137.93	158.33	20.40	274.78	316.67	41.89	1,900.00	1,625.22
4190.100 Office Supplies	380.16	225.00	(155.16)	863.18	450.00	(413.18)	2,700.00	1,836.82
4190.110 Temporary Help	159.96	83.33	(76.63)	159.96	166.67	6.71	1,000.00	840.04
4190.120 Cleaning Contract	96.00	112.50	16.50	192.00	225.00	33.00	1,350.00	1,158.00
4190.130 Contract - IT Services	208.60	833.33	624.73	2,448.88	1,666.67	(782.21)	10,000.00	7,551.12
4190.140 Contract - MCS	721.40	725.83	4.43	1,434.40	1,451.67	17.27	8,710.00	7,275.60
4190.145 Forms and Publications	0.00	166.67	166.67	166.84	333.33	166.49	2,000.00	1,833.16
4190.150 Shredding	12.09	41.67	29.58	34.98	83.33	48.35	500.00	465.02
4190.200 Telephone	349.46	258.33	(91.13)	530.42	516.67	(13.75)	3,100.00	2,569.58
4190.201 Cell Phones	208.73	208.33	(0.40)	413.04	416.67	3.63	2,500.00	2,086.96
4190.205 Answering Service	266.50	158.33	(108.17)	266.50	316.67	50.17	1,900.00	1,633.50
4190.210 Internet Expense	144.20	175.00	30.80	432.60	350.00	(82.60)	2,100.00	1,667.40
4190.220 Cable	702.25	750.00	47.75	2,018.94	1,500.00	(518.94)	9,000.00	6,981.06
4190.300 Postage & Meter	570.68	458.33	(112.35)	1,300.75	916.67	(384.08)	5,500.00	4,199.25
4190.400 Copier - Lease	0.00	325.00	325.00	653.54	650.00	(3.54)	3,900.00	3,246.46
4190.410 Copier Maintenance	3.19	41.67	38.48	147.83	83.33	(64.50)	500.00	352.17
4190.500 Admin Minor Equipment	0.00	208.33	208.33	0.00	416.67	416.67	2,500.00	2,500.00
4190.600 Dues & Fees	136.50	416.67	280.17	314.74	833.33	518.59	5,000.00	4,685.26

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>ADMIN EXPENSE</b>								
4190.900 Other Sundry Expense	(20.07)	266.67	286.74	69.25	533.33	464.08	3,200.00	3,130.75
4190.910 Tenant Background Checks	260.23	333.33	73.10	389.39	666.67	277.28	4,000.00	3,610.61
4190.950 HR Contract	78.75	0.00	(78.75)	78.75	0.00	(78.75)	0.00	(78.75)
4190.960 Community Outreach	0.00	250.00	250.00	0.00	500.00	500.00	3,000.00	3,000.00
4210.000 Resident Activities	0.00	250.00	250.00	0.00	500.00	500.00	3,000.00	3,000.00
4220.000 Resident Participation	349.99	250.00	(99.99)	599.98	500.00	(99.98)	3,000.00	2,400.02
4230.000 Contract - Other	0.00	375.00	375.00	390.65	750.00	359.35	4,500.00	4,109.35
<b>TOTAL ADMIN EXPENSE</b>	<b>42,506.65</b>	<b>45,404.41</b>	<b>2,897.76</b>	<b>70,264.45</b>	<b>90,808.84</b>	<b>20,544.39</b>	<b>544,853.00</b>	<b>474,588.55</b>
<b>UTILITIES EXPENSE</b>								
4310.000 Water	4,997.65	4,833.33	(164.32)	8,873.61	9,666.67	793.06	58,000.00	49,126.39
4320.000 Electricity	17,098.71	15,000.00	(2,098.71)	27,805.82	30,000.00	2,194.18	180,000.00	152,194.18
4330.000 Gas	309.98	1,833.33	1,523.35	1,061.95	3,666.67	2,604.72	22,000.00	20,938.05
<b>TOTAL UTILITIES EXPENSE</b>	<b>22,406.34</b>	<b>21,666.66</b>	<b>(739.68)</b>	<b>37,741.38</b>	<b>43,333.34</b>	<b>5,591.96</b>	<b>260,000.00</b>	<b>222,258.62</b>
<b>OPERATIONS EXPENSE</b>								
4410.000 Maintenance Salaries	11,249.47	13,734.92	2,485.45	17,519.94	27,469.83	9,949.89	164,819.00	147,299.06
4415.000 Maint. - Temp Help	0.00	83.33	83.33	0.00	166.67	166.67	1,000.00	1,000.00
4420.000 Maint. - Supplies (other)	2,512.62	2,750.00	237.38	5,818.47	5,500.00	(318.47)	33,000.00	27,181.53
4420.050 Maint. - Materials	1,267.82	1,125.00	(142.82)	1,686.10	2,250.00	553.90	13,500.00	11,803.90
4420.100 Maint. - Electrical	0.00	100.00	100.00	0.00	200.00	200.00	1,200.00	1,200.00
4420.200 Maint. - Plumbing	100.18	150.00	49.82	584.47	300.00	(284.47)	1,800.00	1,215.53
4420.300 Maint. - Cleaning Supplies	169.14	75.00	(94.14)	513.14	150.00	(363.14)	900.00	386.86
4420.400 Maint. - Auto	39.37	583.33	543.96	39.37	1,166.67	1,127.30	7,000.00	6,960.63
4420.410 Maint. - Fuel	0.00	416.67	416.67	210.88	833.33	622.45	5,000.00	4,789.12
4420.500 Maint. - Hardware	640.79	333.33	(307.46)	796.74	666.67	(130.07)	4,000.00	3,203.26
4420.510 Maint. - Keys & Locks	25.12	83.33	58.21	1,039.20	166.67	(872.53)	1,000.00	(39.20)
4420.600 Maint. - Paint	0.00	333.33	333.33	3,075.03	666.67	(2,408.36)	4,000.00	924.97
4420.700 Appliances & Dwelling Equip.	4,377.67	2,083.33	(2,294.34)	7,311.95	4,166.67	(3,145.28)	25,000.00	17,688.05
4430.010 Cont - Rubbish Removal	1,195.00	1,166.67	(28.33)	2,300.00	2,333.33	33.33	14,000.00	11,700.00
4430.020 Cont - HVAC	0.00	833.33	833.33	227.25	1,666.67	1,439.42	10,000.00	9,772.75
4430.040 Cont - Elevators	780.00	1,250.00	470.00	1,628.64	2,500.00	871.36	15,000.00	13,371.36
4430.050 Cont - Landscaping	1,732.50	1,475.00	(257.50)	2,923.50	2,950.00	26.50	17,700.00	14,776.50
4430.060 Cont - Unit Turn Expense	1,500.00	0.00	(1,500.00)	1,500.00	0.00	(1,500.00)	0.00	(1,500.00)
4430.070 Cont - Electrical	0.00	791.67	791.67	92.21	1,583.33	1,491.12	9,500.00	9,407.79
4430.080 Cont - Plumbing	0.00	1,000.00	1,000.00	1,064.00	2,000.00	936.00	12,000.00	10,936.00
4430.090 Cont - Exterminator	1,140.00	1,250.00	110.00	1,570.00	2,500.00	930.00	15,000.00	13,430.00
4430.115 Cont - Repairs	670.00	625.00	(45.00)	1,770.00	1,250.00	(520.00)	7,500.00	5,730.00
4430.116 Cont - Uniforms	94.75	308.33	213.58	318.79	616.67	297.88	3,700.00	3,381.21
4430.120 Cont - Miscellaneous	6,391.18	2,083.33	(4,307.85)	14,278.25	4,166.67	(10,111.58)	25,000.00	10,721.75
4450.000 Benefits - Maint.	6,982.42	5,252.42	(1,730.00)	11,459.94	10,504.83	(955.11)	63,029.00	51,569.06
<b>TOTAL OPERATIONS EXPENSE</b>	<b>40,868.03</b>	<b>37,887.32</b>	<b>(2,980.71)</b>	<b>77,737.87</b>	<b>75,774.68</b>	<b>(1,963.19)</b>	<b>454,648.00</b>	<b>376,910.13</b>
<b>GENERAL EXPENSE</b>								
4480.000 Security	359.36	833.33	473.97	1,659.44	1,666.67	7.23	10,000.00	8,340.56
4510.000 Insurance	4,652.75	5,126.92	474.17	9,305.50	10,253.83	948.33	61,523.00	52,217.50
4516.000 Real Estate Assess.	0.00	416.67	416.67	0.00	833.33	833.33	5,000.00	5,000.00
4570.000 Collection Loss	0.00	2,666.67	2,666.67	(1,901.00)	5,333.33	7,234.33	32,000.00	33,901.00
<b>TOTAL GENERAL EXPENSE</b>	<b>5,012.11</b>	<b>9,043.59</b>	<b>4,031.48</b>	<b>9,063.94</b>	<b>18,087.16</b>	<b>9,023.22</b>	<b>108,523.00</b>	<b>99,459.06</b>
<b>TOTAL EXPENSES</b>	<b>110,793.13</b>	<b>114,001.98</b>	<b>3,208.85</b>	<b>194,807.64</b>	<b>228,004.02</b>	<b>33,196.38</b>	<b>1,368,024.00</b>	<b>1,173,216.36</b>



**SURPLUS**

(19,099.48)	13,089.69	(32,189.17)	46,348.87	26,179.31	20,169.56	157,076.00	(110,727.13)
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**Lake Metropolitan Housing Authority**  
**Statement of Operations**  
**RAD - PBRA - All Projects Period From August 2021 Period To August 2021 - All Tenants**

Accounts Receivable Balances

Description	Amount
Beginning Balance	\$60,692.28
Rent	\$58,996.00
Security Deposit	\$1,337.00
Pet Deposit	\$250.00
Adj to Rent	(\$11,130.00)
Adj to Misc - Maintenance Charge	\$407.50
Adj to Misc - Miscellaneous Bank Charge	(\$50.00)
Adj to Late Rent	(\$79.00)
Payment Received	(\$62,092.44)
Utility	(\$1,682.00)
Adj to Utility	(\$1,871.00)
Payment Made	\$3,553.00
Repayment	\$494.00
AR Void	\$820.00
Ending Balance	<u><u>\$49,645.34</u></u>

Security Deposit Balances

	Due	Collected
Beginning Balance	\$0.00	\$55,141.00
Charged	\$1,337.00	
Collected	(\$1,145.00)	\$1,145.00
Applied to Account		\$0.00
Refunded		\$0.00
Ending Balance	<u><u>\$192.00</u></u>	<u><u>\$56,286.00</u></u>

Pet Deposit Balances

	Due	Collected
Beginning Balance	\$0.00	\$4,500.00
Charged	\$250.00	
Collected	(\$250.00)	\$250.00
Applied to Account		\$0.00
Refunded		\$0.00
Ending Balance	<u><u>\$0.00</u></u>	<u><u>\$4,750.00</u></u>

Repayment Agreement Balances: Default Type (6 Agreements)

	Amount
Beginning Balance	\$6,307.00
Monthly Repayment Amount	(\$494.00)
Payments to Principal	\$0.00
Credit Applications to Principle	\$0.00
Create Repayment	\$0.00
Cancel Repayment	\$0.00
Ending Balance	<u><u>\$5,813.00</u></u>

Lake Metropolitan Housing Authority

Balance Sheet

August 2021

Program: Section 8 Voucher

Project: Consolidated

	Period Amount	Balance
<b>ASSETS</b>		
1111.100 Unrestricted Cash	7,251.63	394,635.85
1111.200 Cash HAP Payments	55,594.49	1,214,148.66
1122.000 Tenant Fraud Receivable	0.00	43,175.85
1122.100 Allowance for Doubtful Fraud Rec.	0.00	(43,175.85)
1125.000 Accounts Receivable Mainstream	(9,700.00)	(9,523.00)
1165.000 FSS Escrow Investmen	6,094.38	160,480.12
1211.000 Prepaid Insurance	(452.00)	1,356.00
1250.000 Prepaid Expense	(1,731.56)	6,926.28
1400.900 Furn, Equip, Mach - Admin	0.00	42,980.51
1400.901 Equipment - Vehicles	0.00	33,018.86
1400.950 Accumulated Depreciation	0.00	(70,928.99)
1500.100 Net OPEB Asset	0.00	51,826.00
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
1900.000 Deferred Outflows of Resources (Pens)	0.00	32,890.00
1900.100 Deferred Outflows of Resources (OPEB)	0.00	29,653.00
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>62,543.00</b>
<b>TOTAL ASSETS</b>	<b>57,056.94</b>	<b>1,887,463.29</b>
<b>LIABILITIES AND SURPLUS</b>		
<b>LIABILITIES</b>		
2111.100 A/P Revolving Fund	23,111.23	72,550.08
2117.000 Accounts Payable LMHA	5,000.00	0.00
2117.001 Accounts Payable HAP (S)	3,490.00	3,513.00
2119.000 Other Accts Payable	0.00	915.36
2135.100 Acc. Comp Absences	0.00	6,898.70
2135.200 Comp Absences Non Curren	0.00	27,594.81
2181.100 FSS Escrow Payable	6,094.38	160,480.12
2210.100 Unearned Revenue - CARES Act	0.00	237,125.15
2210.200 Unearned Revenue - FSS	0.00	32,780.78
2500.000 Net Pension Liability	0.00	404,049.00
<b>DEFERRED INFLOWS OF RESOURCES</b>		
2900.000 Deferred Inflows of Resources (Pens)	0.00	234,615.00
2900.100 Deferred Inflows of Resources (OPEB)	0.00	206,899.00
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>441,514.00</b>
<b>TOTAL LIABILITIES</b>	<b>37,695.61</b>	<b>1,387,421.00</b>
<b>SURPLUS</b>		
2801.000 Net Investment In Capital Assets	0.00	5,070.38
2802.000 Restricted Net Position (HAP)	23,599.00	302,228.00
2806.000 Unrestricted Net Position	(23,599.00)	139,208.52
2806.000 Unrestricted Net Position (Current Year)	19,361.33	53,535.39
<b>TOTAL SURPLUS</b>	<b>19,361.33</b>	<b>500,042.29</b>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<b>57,056.94</b>	<b>1,887,463.29</b>
<b>PROOF</b>	<b>0.00</b>	<b>0.00</b>

Lake Metropolitan Housing Authority

Operating Statement

Two Months Ending 08/31/2021

Program: Section 8 Voucher Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
<b>HAP INCOME</b>								
<b>HAP INCOME</b>								
3000.100 HAP Income	757,453.00	0.00	757,453.00	1,514,906.00	0.00	1,514,906.00	0.00	1,514,906.00
3000.120 Mainstream (HAP) Income	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.00	1,100.00
3000.199 HAP Repayments	1,125.82	0.00	1,125.82	2,529.69	0.00	2,529.69	0.00	2,529.69
<b>TOTAL HAP INCOME</b>	<b>758,578.82</b>	<b>0.00</b>	<b>758,578.82</b>	<b>1,518,535.69</b>	<b>0.00</b>	<b>1,518,535.69</b>	<b>0.00</b>	<b>1,518,535.69</b>
<b>TOTAL HAP INCOME</b>	<b>758,578.82</b>	<b>0.00</b>	<b>758,578.82</b>	<b>1,518,535.69</b>	<b>0.00</b>	<b>1,518,535.69</b>	<b>0.00</b>	<b>1,518,535.69</b>
<b>OPERATING INCOME</b>								
<b>OPERATING INCOME</b>								
3000.200 Admin Fee Income	77,834.00	76,916.67	917.33	155,668.00	153,833.33	1,834.67	923,000.00	(767,332.00)
3000.220 Mainstream (Admin) Income	51.00	0.00	51.00	102.00	0.00	102.00	0.00	102.00
3000.300 FSS Grant Income	0.00	5,000.00	(5,000.00)	0.00	10,000.00	(10,000.00)	60,000.00	(60,000.00)
3690.200 50% Fraud Recovery	1,125.81	1,250.00	(124.19)	2,529.68	2,500.00	29.68	15,000.00	(12,470.32)
<b>TOTAL OPERATING INCOME</b>	<b>79,010.81</b>	<b>83,166.67</b>	<b>(4,155.86)</b>	<b>158,299.68</b>	<b>166,333.33</b>	<b>(8,033.65)</b>	<b>998,000.00</b>	<b>(839,700.32)</b>
<b>TOTAL OPERATING INCOME</b>	<b>79,010.81</b>	<b>83,166.67</b>	<b>(4,155.86)</b>	<b>158,299.68</b>	<b>166,333.33</b>	<b>(8,033.65)</b>	<b>998,000.00</b>	<b>(839,700.32)</b>
<b>TOTAL INCOME</b>	<b>837,589.63</b>	<b>83,166.67</b>	<b>754,422.96</b>	<b>1,676,835.37</b>	<b>166,333.33</b>	<b>1,510,502.04</b>	<b>998,000.00</b>	<b>678,835.37</b>
<b>EXPENSES</b>								
<b>ADMIN EXPENSE</b>								
4110.000 Admin. Salaries	38,200.84	53,018.58	14,817.74	59,415.83	106,037.17	46,621.34	636,223.00	576,807.17
4120.000 Audit Fees	0.00	783.33	783.33	0.00	1,566.67	1,566.67	9,400.00	9,400.00
4140.100 Advertising - Other	450.00	66.67	(383.33)	450.00	133.33	(316.67)	800.00	350.00
4150.000 Benefit Expense	23,715.51	20,274.83	(3,440.68)	38,864.37	40,549.67	1,685.30	243,298.00	204,433.63
4170.000 Legal Expenses	520.00	833.33	313.33	520.00	1,666.67	1,146.67	10,000.00	9,480.00
4180.000 Travel Expense	96.26	500.00	403.74	96.26	1,000.00	903.74	6,000.00	5,903.74
4180.100 Board Travel	0.00	195.42	195.42	0.00	390.83	390.83	2,345.00	2,345.00
4185.000 Staff Training	700.00	250.00	(450.00)	1,025.00	500.00	(525.00)	3,000.00	1,975.00
4185.100 Board Training	0.00	96.25	96.25	0.00	192.50	192.50	1,155.00	1,155.00
4190.000 Office Sundry Expense	37.50	0.00	(37.50)	76.25	0.00	(76.25)	0.00	(76.25)
4190.020 Bank Charges	180.96	208.33	27.37	379.33	416.67	37.34	2,500.00	2,120.67
4190.050 Payroll Processing Charges & Forms	187.32	208.33	21.01	373.17	416.67	43.50	2,500.00	2,126.83
4190.100 Office Supplies	1,156.23	708.33	(447.90)	2,625.25	1,416.67	(1,208.58)	8,500.00	5,874.75
4190.110 Temporary Help	186.00	41.67	(144.33)	186.00	83.33	(102.67)	500.00	314.00
4190.120 Cleaning Contract	292.00	325.00	33.00	584.00	650.00	66.00	3,900.00	3,316.00
4190.130 Contract - IT Services	506.60	2,166.67	1,660.07	5,947.20	4,333.33	(1,613.87)	26,000.00	20,052.80
4190.140 Contract - MCS	1,751.96	1,835.33	83.37	3,483.52	3,670.67	187.15	22,024.00	18,540.48
4190.145 Forms and Publications	0.00	125.00	125.00	194.00	250.00	56.00	1,500.00	1,306.00
4190.150 Shredding	36.71	62.50	25.79	106.27	125.00	18.73	750.00	643.73
4190.200 Telephone	1,062.89	741.67	(321.22)	1,613.31	1,483.33	(129.98)	8,900.00	7,286.69
4190.201 Cell Phones	95.21	95.83	0.62	188.40	191.67	3.27	1,150.00	961.60
4190.210 Internet Expense	350.20	416.67	66.47	1,050.60	833.33	(217.27)	5,000.00	3,949.40
4190.220 Cable	68.06	37.50	(30.56)	102.09	75.00	(27.09)	450.00	347.91
4190.300 Postage & Meter	1,712.07	987.50	(724.57)	3,902.29	1,975.00	(1,927.29)	11,850.00	7,947.71

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>ADMIN EXPENSE</b>								
4190.400 Copier - Lease	0.00	1,166.67	1,166.67	1,987.78	2,333.33	345.55	14,000.00	12,012.22
4190.410 Copier Maintenance	9.67	91.67	82.00	449.46	183.33	(266.13)	1,100.00	650.54
4190.500 Admin Minor Equipment	0.00	83.33	83.33	0.00	166.67	166.67	1,000.00	1,000.00
4190.600 Dues & Fees	0.00	250.00	250.00	207.26	500.00	292.74	3,000.00	2,792.74
4190.900 Other Sundry Expense	226.41	229.17	2.76	330.25	458.33	128.08	2,750.00	2,419.75
4190.910 Tenant Background Checks	107.50	500.00	392.50	293.50	1,000.00	706.50	6,000.00	5,706.50
4190.950 HR Contract	78.75	0.00	(78.75)	78.75	0.00	(78.75)	0.00	(78.75)
4190.960 Community Outreach	0.00	166.67	166.67	0.00	333.33	333.33	2,000.00	2,000.00
4230.000 Contract - Other	0.00	333.33	333.33	454.25	666.67	212.42	4,000.00	3,545.75
4230.200 Rentellect	375.00	666.67	291.67	750.00	1,333.33	583.33	8,000.00	7,250.00
<b>TOTAL ADMIN EXPENSE</b>	<b>72,103.65</b>	<b>87,466.25</b>	<b>15,362.60</b>	<b>125,734.39</b>	<b>174,932.50</b>	<b>49,198.11</b>	<b>1,049,595.00</b>	<b>923,860.61</b>
<b>UTILITY EXPENSE</b>								
4310.000 Water	54.06	58.33	4.27	108.12	116.67	8.55	700.00	591.88
4320.000 Electric	326.61	291.67	(34.94)	609.83	583.33	(26.50)	3,500.00	2,890.17
4330.000 Gas	0.00	50.00	50.00	0.00	100.00	100.00	600.00	600.00
<b>TOTAL UTILITY EXPENSE</b>	<b>380.67</b>	<b>400.00</b>	<b>19.33</b>	<b>717.95</b>	<b>800.00</b>	<b>82.05</b>	<b>4,800.00</b>	<b>4,082.05</b>
<b>MAINTENANCE EXPENSE</b>								
4420.400 Maint. - Auto	37.68	250.00	212.32	189.25	500.00	310.75	3,000.00	2,810.75
4420.410 Maint. - Fuel	0.00	250.00	250.00	88.37	500.00	411.63	3,000.00	2,911.63
4430.120 Cont - Miscellaneous	1,730.50	0.00	(1,730.50)	1,893.50	0.00	(1,893.50)	0.00	(1,893.50)
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>1,768.18</b>	<b>500.00</b>	<b>(1,268.18)</b>	<b>2,171.12</b>	<b>1,000.00</b>	<b>(1,171.12)</b>	<b>6,000.00</b>	<b>3,828.88</b>
<b>GENERAL EXPENSE</b>								
4480.000 Security	29.14	54.17	25.03	134.56	108.33	(26.23)	650.00	515.44
4510.000 Insurance	452.00	751.42	299.42	904.00	1,502.83	598.83	9,017.00	8,113.00
4590.100 Admin Fee Portable	428.66	583.33	154.67	799.96	1,166.67	366.71	7,000.00	6,200.04
<b>TOTAL GENERAL EXPENSE</b>	<b>909.80</b>	<b>1,388.92</b>	<b>479.12</b>	<b>1,838.52</b>	<b>2,777.83</b>	<b>939.31</b>	<b>16,667.00</b>	<b>14,828.48</b>
<b>HAP EXPENSE</b>								
4715.100 HAP Occupied Units	725,124.00	0.00	(725,124.00)	1,457,728.00	0.00	(1,457,728.00)	0.00	(1,457,728.00)
4715.500 Hap Portable Cert.	10,655.00	0.00	(10,655.00)	20,469.00	0.00	(20,469.00)	0.00	(20,469.00)
4715.600 Homeownership	1,199.00	0.00	(1,199.00)	2,602.00	0.00	(2,602.00)	0.00	(2,602.00)
4718.000 HAP FSS Escrow Payments	6,088.00	0.00	(6,088.00)	12,039.00	0.00	(12,039.00)	0.00	(12,039.00)
<b>TOTAL HAP EXPENSE</b>	<b>743,066.00</b>	<b>0.00</b>	<b>(743,066.00)</b>	<b>1,492,838.00</b>	<b>0.00</b>	<b>(1,492,838.00)</b>	<b>0.00</b>	<b>(1,492,838.00)</b>
<b>TOTAL EXPENSES</b>	<b>818,228.30</b>	<b>89,755.17</b>	<b>(728,473.13)</b>	<b>1,623,299.98</b>	<b>179,510.33</b>	<b>(1,443,789.65)</b>	<b>1,077,062.00</b>	<b>(546,237.98)</b>
<b>SURPLUS</b>	<b>19,361.33</b>	<b>(6,588.50)</b>	<b>25,949.83</b>	<b>53,535.39</b>	<b>(13,177.00)</b>	<b>66,712.39</b>	<b>(79,062.00)</b>	<b>132,597.39</b>

# Lake Metropolitan Housing Authority

## HAP Reserves Worksheet

	Budget Authority	HUD Disbursed	Program Reserves	HAP Expense	HAP Adjustments	RNP (VMS)	TOTAL Reserves
CV 2020 BA	\$ 9,387,649						
Jan-20	782,304	775,817	663,459	758,104	1,169	150,160	813,619
Feb-20	782,304	779,903	665,861	770,901	1,212	160,374	826,234
Mar-20	782,304	781,719	666,446	759,269	1,642	184,466	850,911
Apr-20	782,304	785,542	663,208	787,474	782	183,316	846,523
May-20	782,304	785,542	659,970	787,507	761	182,112	842,081
Jun-20	782,304	790,406	651,868	813,101	1,862	161,279	813,147
Jul-20	782,304	654,875	779,297	807,198	1,119	10,075	789,372
Aug-20	782,304	790,406	771,195	797,572	1,075	3,984	775,179
Sep-20	782,304	807,344	746,155	785,003	1,341	27,666	773,821
Oct-20	782,304	807,344	721,115	776,231	2,039	60,818	781,933
Nov-20	782,304	797,428	705,991	770,357	874	88,763	794,754
Dec-20	782,304	827,429	660,866	765,018	1,819	152,993	813,859
<b>TOTALS:</b>	<b>9,387,649</b>	<b>9,383,755</b>		<b>9,377,735</b>	<b>99.89%</b>	<b>of Budget Authority</b>	

Includes HUD field HAP Reserves  
Includes VASH voucher HAP

	Budget Authority	HUD Disbursed	Program Reserves	HAP Expense	HAP Adjustments	RNP (VMS)	TOTAL Reserves
CV 2021 BA	\$ 9,497,091						
Jan-21	791,424	804,790	647,501	764,933	1,833	194,683	842,183
Feb-21	791,424	800,703	638,222	758,743	3,515	240,158	878,380
Mar-21	791,424	785,764	643,882	742,601	2,482	285,803	929,685
Apr-21	791,424	785,764	649,542	748,728	2,071	324,910	974,452
May-21	791,424	627,085	813,882	736,548	995	216,442	1,030,323
Jun-21	791,424	780,232	825,074	738,192	1,882	<b>260,364</b>	1,085,438
Jul-21	791,424	757,453	859,045	740,592	1,404	278,629	1,137,674
Aug-21	791,424	757,453	893,016	734,980	1,126	302,228	1,195,244
Sep-21	791,424	751,279	933,162	731,009		322,498	1,255,659
Oct-21	791,424		1,724,586			322,498	2,047,084
Nov-21	791,424		2,516,010			322,498	2,838,508
Dec-21	791,424		3,307,434			322,498	3,629,932

**TOTALS:**

**9,497,091**      **6,850,523**

**6,696,326**      **70.51%**      **of Budget Authority**  
**9,022,236**      **95%**  
 (2,325,910)

Includes HUD field HAP Reserves  
Includes VASH voucher HAP

# Lake Metropolitan Housing Authority - Parkview Place

Fiscal Year 2021 Summary Operating Report, and Fiscal Year 2020 Comparison

For the month, and Fiscal Year-to-Date ended August 31, 2021

(Preliminary - For Internal Use Only)

	Fiscal Year 2022				Fiscal Year 2021	
	This Month	Year-to-Date	YTD Budget	Variance	Year-to-Date	Variance
<b>Public Housing</b>						
Operating Income	\$ 15,725	\$ 66,007	\$ 36,817	\$ 29,190	\$ 57,931	\$ 8,076
Administrative Expenses	\$ 4,070	\$ 7,064	\$ 10,623	\$ (3,559)	\$ 7,832	\$ (768)
Utility Expenses	794	988	2,917	(1,929)	429	559
Operations Expense	4,734	8,060	10,763	(2,703)	8,133	(73)
General Expense	1,299	2,743	3,721	(978)	2,613	130
<b>Surplus / (Deficit)</b>	<b>\$ 4,828</b>	<b>\$ 47,152</b>	<b>\$ 8,793</b>	<b>\$ 38,359</b>	<b>\$ 38,924</b>	<b>\$ 8,228</b>

<b>Market Rate</b>						
Operating Income	\$ 11,113	\$ 22,959	\$ 20,333	\$ 2,626	\$ 21,979	\$ 980
Administrative Expenses	\$ 2,268	\$ 3,353	\$ 5,015	\$ (1,662)	\$ 3,657	\$ (304)
Utility Expenses	711	871	2,167	(1,296)	357	514
Operations Expense	2,700	4,549	6,662	(2,113)	5,860	(1,311)
General Expense	337	739	1,570	(831)	738	1
<b>Surplus / (Deficit)</b>	<b>\$ 5,097</b>	<b>\$ 13,447</b>	<b>\$ 4,919</b>	<b>\$ 8,528</b>	<b>\$ 11,367</b>	<b>\$ 2,080</b>

<b>CONSOLIDATED</b>						
Operating Income	\$ 26,838	\$ 88,966	\$ 57,150	\$ 31,816	\$ 79,910	\$ 9,056
Administrative Expenses	\$ 6,338	\$ 10,417	\$ 15,638	\$ (5,221)	\$ 11,489	\$ (1,072)
Utility Expenses	1,505	1,859	5,084	(3,225)	786	1,073
Operations Expense	7,434	12,609	17,425	(4,816)	13,993	(1,384)
General Expense	1,636	3,482	5,291	(1,809)	3,351	131
<b>Surplus / (Deficit)</b>	<b>\$ 9,925</b>	<b>\$ 60,599</b>	<b>\$ 13,712</b>	<b>\$ 46,887</b>	<b>\$ 50,291</b>	<b>\$ 10,308</b>

**Lake Metropolitan Housing Authority**

**Balance Sheet**

**August 2021**

**Program: Public Housing      Project: Consolidated**

	Period Amount	Balance
<b>ASSETS</b>		
1111.100 General Fund Cash	6,103.28	479,367.75
1122.000 Accts Rec Tenants (S)	(1,206.00)	4,220.00
1128.000 A/R - Section 8	5,000.00	0.00
1128.800 A/R - ParkView Place (Non HUD)	(750.00)	0.00
1211.000 Prepaid Insurance	(450.75)	1,352.25
1212.000 Insurance Deposit	0.00	1,000.00
1250.000 Prepaid Expense	(101.86)	407.40
1400.600 Land	0.00	179,025.00
1400.700 Buildings	0.00	2,794,785.64
1400.710 Bldg. & Land Improvements	0.00	20,696.26
1400.900 Furn, Equip, Mach - Admin	0.00	18,175.00
1400.901 Equipment - Vehicles	0.00	3,112.31
1400.950 Accumulated Depreciation	0.00	(517,518.33)
1500.100 Net OPEB Asset	0.00	5,758.00
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
1900.000 Deferred Outflows of Resources (Pens)	0.00	3,654.00
1900.100 Deferred Outflows of Resources (OPEB)	0.00	3,295.00
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>6,949.00</b>
<b>TOTAL ASSETS</b>	<b>8,594.67</b>	<b>2,997,330.28</b>
<b>LIABILITIES AND SURPLUS</b>		
<b>LIABILITIES</b>		
2111.100 A/P Revolving Fund	3,029.20	11,028.37
2114.000 Tenants Sec. Dep. (S)	0.00	11,017.00
2114.300 Pet Deposit (S)	0.00	750.00
2135.100 Acc. Comp Absences	0.00	777.19
2135.200 Comp. Absences - Non Current	0.00	3,142.34
2137.000 Accrued PILOT	737.66	17,723.50
2500.000 Net Pension Liability	0.00	44,894.00
<b>DEFERRED INFLOWS OF RESOURCES</b>		
2900.000 Deferred Inflows of Resources (Pens)	0.00	26,068.00
2900.100 Deferred Inflows of Resources (OPEB)	0.00	22,989.00
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>49,057.00</b>
<b>TOTAL LIABILITIES</b>	<b>3,766.86</b>	<b>138,389.40</b>
<b>SURPLUS</b>		
2801.000 Net Investment In Capital Assets	0.00	2,498,275.88
2806.000 Unrestricted Net Position	0.00	313,512.90
2806.000 Unrestricted Net Position (Current Year)	4,827.81	47,152.10
<b>TOTAL SURPLUS</b>	<b>4,827.81</b>	<b>2,858,940.88</b>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<b>8,594.67</b>	<b>2,997,330.28</b>
<b>PROOF</b>	<b>0.00</b>	<b>0.00</b>



**Lake Metropolitan Housing Authority**

**Operating Statement**

**Two Months Ending 08/31/2021**

**Program: Public Housing      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
<b>OPERATING INCOME</b>								
3110.000 Dwelling Rental	8,171.00	7,500.00	671.00	16,071.00	15,000.00	1,071.00	90,000.00	(73,929.00)
3200.000 HUD Operating Subsidy - PH	7,554.00	7,952.58	(398.58)	15,085.00	15,905.17	(820.17)	95,431.00	(80,346.00)
3690.000 Other Income - Tenant	0.00	83.33	(83.33)	25.00	166.67	(141.67)	1,000.00	(975.00)
3690.100 CFP For Operations	0.00	2,873.00	(2,873.00)	34,828.00	5,746.00	29,080.00	34,476.00	350.00
<b>TOTAL OPERATING INCOME</b>	<b>15,725.00</b>	<b>18,408.91</b>	<b>(2,683.91)</b>	<b>66,007.00</b>	<b>36,817.84</b>	<b>29,189.16</b>	<b>220,907.00</b>	<b>(154,900.00)</b>
<b>TOTAL INCOME</b>	<b>15,725.00</b>	<b>18,408.91</b>	<b>(2,683.91)</b>	<b>66,007.00</b>	<b>36,817.84</b>	<b>29,189.16</b>	<b>220,907.00</b>	<b>(154,900.00)</b>
<b>EXPENSES</b>								
<b>ADMIN EXPENSE</b>								
4110.000 Admin. Salaries	2,086.50	2,522.08	435.58	3,157.02	5,044.17	1,887.15	30,265.00	27,107.98
4120.000 Auditing Fees	0.00	33.33	33.33	0.00	66.67	66.67	400.00	400.00
4140.100 Advertising - Other	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4150.000 Benefits Expense	1,300.61	964.50	(336.11)	2,065.03	1,929.00	(136.03)	11,574.00	9,508.97
4170.000 Legal Expenses	46.80	333.33	286.53	48.80	666.67	619.87	4,000.00	3,953.20
4180.000 Travel Expense	8.66	55.58	46.92	8.66	111.17	102.51	667.00	658.34
4180.100 Board Travel	0.00	27.83	27.83	0.00	55.67	55.67	334.00	334.00
4185.000 Staff Training	0.00	27.75	27.75	29.25	55.50	26.25	333.00	303.75
4185.100 Board Training	0.00	13.83	13.83	0.00	27.67	27.67	166.00	166.00
4190.000 Office Sundry Expense	3.37	0.00	(3.37)	6.85	0.00	(6.85)	0.00	(6.85)
4190.020 Bank Charges	78.55	125.00	46.45	233.81	250.00	16.19	1,500.00	1,266.19
4190.050 Payroll Processing Charges & Forms	15.32	18.75	3.43	30.52	37.50	6.98	225.00	194.48
4190.100 Office Supplies	47.50	29.17	(18.33)	107.86	58.33	(49.53)	350.00	242.14
4190.110 Temporary Help	16.74	83.33	66.59	16.74	166.67	149.93	1,000.00	983.26
4190.120 Cleaning Contract	12.00	13.33	1.33	24.00	26.67	2.67	160.00	136.00
4190.130 Contract - IT Services	29.80	150.00	120.20	349.83	300.00	(49.83)	1,800.00	1,450.17
4190.140 Contract - MCS	103.06	103.75	0.69	204.92	207.50	2.58	1,245.00	1,040.08
4190.145 Forms and Publications	0.00	25.00	25.00	17.46	50.00	32.54	300.00	282.54
4190.150 Shredding	1.50	6.67	5.17	4.35	13.33	8.98	80.00	75.65
4190.200 Telephone	43.67	29.17	(14.50)	66.29	58.33	(7.96)	350.00	283.71
4190.201 Cell Phones	40.28	41.67	1.39	79.70	83.33	3.63	500.00	420.30
4190.205 Answering Service	27.85	16.67	(10.98)	27.65	33.33	5.68	200.00	172.35
4190.210 Internet Expense	20.80	25.00	4.40	61.80	50.00	(11.80)	300.00	238.20
4190.220 Cable	82.97	83.33	0.36	162.88	166.67	3.79	1,000.00	837.12
4190.300 Postage & Meter	59.44	41.67	(17.77)	135.48	83.33	(52.15)	500.00	364.52
4190.400 Copier - Lease	0.00	50.00	50.00	81.68	100.00	18.32	600.00	518.32
4190.410 Copier Maintenance	0.39	4.17	3.78	18.43	8.33	(10.10)	50.00	31.57
4190.500 Admin Minor Equipment	0.00	200.00	200.00	0.00	400.00	400.00	2,400.00	2,400.00
4190.600 Dues & Fees	0.00	28.33	28.33	18.64	56.67	38.03	340.00	321.36
4190.900 Other Sundry Expense	8.35	41.67	33.32	17.69	83.33	65.64	500.00	482.31
4190.910 Tenant Background Checks	27.23	33.33	6.10	40.74	66.67	25.93	400.00	359.26
4190.950 HR - Contract	8.75	0.00	(8.75)	8.75	0.00	(8.75)	0.00	(8.75)

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>ADMIN EXPENSE</b>								
4190.960 Community Outreach	0.00	33.33	33.33	0.00	66.67	66.67	400.00	400.00
4210.000 Resident Activities	0.00	83.33	83.33	0.00	166.67	166.67	1,000.00	1,000.00
4230.000 Contract - Other	0.00	25.00	25.00	40.88	50.00	9.12	300.00	259.12
<b>TOTAL ADMIN EXPENSE</b>	<b>4,069.74</b>	<b>5,311.57</b>	<b>1,241.83</b>	<b>7,063.71</b>	<b>10,623.18</b>	<b>3,559.47</b>	<b>63,739.00</b>	<b>56,675.29</b>
<b>UTILITIES EXPENSE</b>								
4310.000 Water	4.86	833.33	828.47	9.72	1,666.67	1,656.95	10,000.00	9,990.28
4320.000 Electricity	604.35	333.33	(271.02)	629.83	666.67	36.84	4,000.00	3,370.17
4330.000 Gas	185.18	291.67	106.49	348.53	583.33	234.80	3,500.00	3,151.47
<b>TOTAL UTILITIES EXPENSE</b>	<b>794.39</b>	<b>1,458.33</b>	<b>663.94</b>	<b>988.08</b>	<b>2,916.67</b>	<b>1,928.59</b>	<b>17,500.00</b>	<b>16,511.92</b>
<b>OPERATION EXPENSE</b>								
4410.000 Maintenance Salaries	2,090.70	1,996.00	(94.70)	3,201.34	3,992.00	790.66	23,952.00	20,750.66
4415.000 Maint. - Temp Help	0.00	91.67	91.67	0.00	183.33	183.33	1,100.00	1,100.00
4420.000 Maint. - Supplies (other)	262.88	250.00	(12.88)	608.81	500.00	(108.81)	3,000.00	2,391.19
4420.050 Maint. - Materials	132.67	120.83	(11.84)	177.49	241.67	64.18	1,450.00	1,272.51
4420.100 Maint. - Electrical	0.00	20.83	20.83	0.00	41.67	41.67	250.00	250.00
4420.200 Maint. - Plumbing	10.48	20.83	10.35	61.15	41.67	(19.48)	250.00	188.85
4420.300 Maint. - Cleaning Supplies	17.70	8.33	(9.37)	53.70	16.67	(37.03)	100.00	46.30
4420.400 Maint. - Auto	4.11	66.67	62.56	4.11	133.33	129.22	800.00	795.89
4420.410 Maint. - Fuel	0.00	50.00	50.00	22.06	100.00	77.94	600.00	577.94
4420.500 Maint. - Hardware	67.05	29.17	(37.88)	83.36	58.33	(25.03)	350.00	266.64
4420.510 Maint. - Keys & Locks	2.62	12.50	9.88	108.72	25.00	(83.72)	150.00	41.28
4420.600 Maint. - Paint	0.00	41.67	41.67	321.77	83.33	(238.44)	500.00	178.23
4420.700 Appliances & Dwelling Equip.	0.00	208.33	208.33	0.00	416.67	416.67	2,500.00	2,500.00
4430.010 Cont - Rubbish Removal	181.25	162.50	(18.75)	325.00	325.00	0.00	1,950.00	1,625.00
4430.020 Cont - HVAC	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4430.050 Cont - Landscaping	389.60	275.00	(94.60)	623.68	550.00	(73.68)	3,300.00	2,676.32
4430.070 Cont - Electrical	0.00	20.83	20.83	0.00	41.67	41.67	250.00	250.00
4430.080 Cont - Plumbing	0.00	416.67	416.67	0.00	833.33	833.33	5,000.00	5,000.00
4430.090 Cont - Exterminator	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4430.115 Cont - Repairs	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4430.116 Cont - Uniforms	9.90	41.67	31.77	33.29	83.33	50.04	500.00	466.71
4430.120 Cont - Miscellaneous	284.55	658.33	373.78	341.78	1,316.67	974.89	7,900.00	7,558.22
4450.000 Benefits - Maint.	1,300.96	764.92	(536.04)	2,094.02	1,529.83	(564.19)	9,179.00	7,084.98
<b>TOTAL OPERATION EXPENSE</b>	<b>4,734.47</b>	<b>5,381.76</b>	<b>647.29</b>	<b>8,060.28</b>	<b>10,763.49</b>	<b>2,703.21</b>	<b>64,581.00</b>	<b>56,520.72</b>
<b>GENERAL EXPENSE</b>								
4480.000 Security	110.18	291.67	181.49	330.54	583.33	252.79	3,500.00	3,169.46
4510.000 Insurance	450.75	498.00	47.25	901.50	998.00	94.50	5,976.00	5,074.50
4516.000 Real Estate Assess.	0.00	83.33	83.33	0.00	166.67	166.67	1,000.00	1,000.00
4520.000 PILOT Expense	737.66	612.50	(125.16)	1,510.79	1,225.00	(285.79)	7,350.00	5,839.21
4570.000 Collection Loss	0.00	375.00	375.00	0.00	750.00	750.00	4,500.00	4,500.00
<b>TOTAL GENERAL EXPENSE</b>	<b>1,298.59</b>	<b>1,860.50</b>	<b>561.91</b>	<b>2,742.83</b>	<b>3,721.00</b>	<b>978.17</b>	<b>22,326.00</b>	<b>19,583.17</b>
<b>TOTAL EXPENSES</b>	<b>10,897.19</b>	<b>14,012.16</b>	<b>3,114.97</b>	<b>18,854.90</b>	<b>28,024.34</b>	<b>9,169.44</b>	<b>168,146.00</b>	<b>149,291.10</b>
<b>SURPLUS</b>	<b>4,827.81</b>	<b>4,396.75</b>	<b>(431.06)</b>	<b>47,152.10</b>	<b>8,793.50</b>	<b>(38,358.60)</b>	<b>52,761.00</b>	<b>5,608.90</b>

**Lake Metropolitan Housing Authority**  
**Statement of Operations**  
**Public Housing - All Projects Period From August 2021 Period To August 2021 - All Tenants**

Accounts Receivable Balances

Description	Amount
Beginning Balance	\$5,426.00
Rent	\$8,315.00
Payment Received	(\$10,521.00)
Utility	(\$144.00)
Payment Made	\$524.00
AR Void	\$620.00
Ending Balance	<u>\$4,220.00</u>

Security Deposit Balances

	Due	Collected
Beginning Balance	\$651.00	\$10,366.00
Charged	\$0.00	
Collected	\$0.00	\$0.00
Applied to Account		\$0.00
Refunded		\$0.00
Ending Balance	<u>\$651.00</u>	<u>\$10,366.00</u>

Pet Deposit Balances

	Due	Collected
Beginning Balance	\$0.00	\$750.00
Charged	\$0.00	
Collected	\$0.00	\$0.00
Applied to Account		\$0.00
Refunded		\$0.00
Ending Balance	<u>\$0.00</u>	<u>\$750.00</u>

**Lake Metropolitan Housing Authority**

**Balance Sheet**

**August 2021**

**Program: ParkView Place      Project: Consolidated**

	Period Amount	Balance
<b>ASSETS</b>		
1111.900 LMHA Cash - Erie Bank	22.75	324,319.23
1122.000 Accts Rec Tenants (S)	(925.00)	3,698.00
1122.009 Tenant Repayment Agreements	(15.00)	460.00
1129.352 Grant Receivable - ODNR 2	1,315.04	1,315.04
1211.000 Prepaid Insurance	(270.50)	811.50
1400.600 Land	0.00	126,852.00
1400.700 Buildings	0.00	1,728,647.38
1400.710 Bldg. & Land Improvements	0.00	528,807.69
1400.900 Furn, Equip, Mach - Admin	0.00	10,905.00
1400.901 Equipment - Vehicles	0.00	1,729.06
1400.950 Accumulated Depreciation	0.00	(323,656.19)
<b>TOTAL ASSETS</b>	<b>127.29</b>	<b>2,403,888.71</b>
<b>LIABILITIES AND SURPLUS</b>		
<b>LIABILITIES</b>		
2111.100 A/P Revolving Fund	(3,374.91)	12,515.88
2114.000 Tenant Sec. Deposits	(875.00)	11,965.00
2114.300 Pet Security Deposit	0.00	250.00
2118.800 A/P - Public Housing (Non-HUD)	(750.00)	0.00
2135.100 Acc. Comp Absences	0.00	412.38
2135.200 Comp. Absences - Non Current	0.00	1,514.94
<b>TOTAL LIABILITIES</b>	<b>(4,999.91)</b>	<b>26,658.20</b>
<b>SURPLUS</b>		
2801.000 Net Investment In Capital Assets	0.00	2,073,284.94
2806.000 Undesignated Fund Balance (Non-Federal)	0.00	290,498.93
2806.000 Undesignated Fund Balance (Non-Federal) (Current Year)	5,127.20	13,446.64
<b>TOTAL SURPLUS</b>	<b>5,127.20</b>	<b>2,377,230.51</b>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<b>127.29</b>	<b>2,403,888.71</b>
<b>PROOF</b>	<b>0.00</b>	<b>0.00</b>

**Lake Metropolitan Housing Authority**

**Operating Statement**

**Two Months Ending 08/31/2021**

**Program: ParkView Place      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
3110.000 Dwelling Rental	11,075.00	10,000.00	1,075.00	22,875.00	20,000.00	2,875.00	120,000.00	(97,125.00)
3300.900 Interest Income - ParkView Place	22.75	125.00	(102.25)	44.07	250.00	(205.93)	1,500.00	(1,455.93)
3690.000 Other Income - Tenant	15.00	41.67	(26.67)	40.00	83.33	(43.33)	500.00	(460.00)
<b>TOTAL INCOME</b>	<b>11,112.75</b>	<b>10,166.67</b>	<b>946.08</b>	<b>22,959.07</b>	<b>20,333.33</b>	<b>2,625.74</b>	<b>122,000.00</b>	<b>(99,040.93)</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE EXPENSE</b>								
4110.000 Admin. Salaries	1,029.98	1,246.75	216.77	1,552.93	2,493.50	940.57	14,961.00	13,408.07
4120.000 Auditing Fees	0.00	12.50	12.50	0.00	25.00	25.00	150.00	150.00
4140.100 Advertising - Other	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4150.000 Employee Benefits	642.37	476.75	(165.62)	1,015.79	953.50	(62.29)	5,721.00	4,705.21
4150.100 Emp Ben - Hospital	(22.06)	0.00	22.06	(22.06)	0.00	22.06	0.00	22.06
4170.000 Legal Expenses	466.00	208.33	(257.67)	466.00	416.67	(49.33)	2,500.00	2,034.00
4180.000 Travel Expense	4.83	27.83	23.00	4.83	55.67	50.84	334.00	329.17
4180.100 Board Travel	0.00	13.92	13.92	0.00	27.83	27.83	167.00	167.00
4185.000 Staff Training	0.00	13.83	13.83	16.25	27.67	11.42	166.00	149.75
4185.100 Board Training	0.00	6.92	6.92	0.00	13.83	13.83	83.00	83.00
4190.000 Office Sundry Expense	1.87	0.00	(1.87)	3.80	0.00	(3.80)	0.00	(3.80)
4190.020 Bank Charges	0.00	4.17	4.17	0.00	8.33	8.33	50.00	50.00
4190.110 Temporary Help	9.30	41.67	32.37	9.30	83.33	74.03	500.00	490.70
4190.145 Forms and Publications	0.00	5.00	5.00	9.70	10.00	0.30	60.00	50.30
4190.201 Cell Phones	21.98	25.00	3.02	43.50	50.00	6.50	300.00	256.50
4190.210 Internet Expense	0.00	4.17	4.17	0.00	8.33	8.33	50.00	50.00
4190.220 Cable	49.54	66.67	17.13	97.37	133.33	35.96	800.00	702.63
4190.300 Postage & Meter	35.69	29.17	(6.52)	81.34	58.33	(23.01)	350.00	268.66
4190.600 Dues & Fees	0.00	25.00	25.00	10.39	50.00	39.61	300.00	289.61
4190.900 Other Sundry Expense	4.64	50.00	45.36	9.83	100.00	90.17	600.00	590.17
4190.910 Tenant Background Checks	15.14	41.67	26.53	22.67	83.33	60.66	500.00	477.33
4190.950 HR - Contract	8.75	0.00	(8.75)	8.75	0.00	(8.75)	0.00	(8.75)
4190.960 Community Outreach	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4230.000 Contract - Other	0.00	125.00	125.00	22.72	250.00	227.28	1,500.00	1,477.28
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>2,268.03</b>	<b>2,507.69</b>	<b>239.66</b>	<b>3,353.11</b>	<b>5,015.31</b>	<b>1,662.20</b>	<b>30,092.00</b>	<b>26,738.89</b>
<b>UTILITIES EXPENSE</b>								
4310.000 Water	2.70	500.00	497.30	5.40	1,000.00	994.60	6,000.00	5,994.60
4320.000 Electricity	553.01	291.67	(261.34)	567.17	583.33	16.16	3,500.00	2,932.83
4330.000 Gas	155.57	291.67	136.10	298.05	583.33	285.28	3,500.00	3,201.95
<b>TOTAL UTILITIES EXPENSE</b>	<b>711.28</b>	<b>1,083.34</b>	<b>372.06</b>	<b>870.62</b>	<b>2,166.66</b>	<b>1,296.04</b>	<b>13,000.00</b>	<b>12,129.38</b>
<b>OPERATION EXPENSE</b>								
4410.000 Maintenance Salaries	1,175.90	1,113.42	(62.48)	1,805.79	2,226.83	421.04	13,361.00	11,555.21
4415.000 Maint. - Temp Help	0.00	50.00	50.00	0.00	100.00	100.00	600.00	600.00
4420.000 Maint. - Supplies (other)	146.02	166.67	20.65	338.18	333.33	(4.85)	2,000.00	1,661.82
4420.050 Maint. - Materials	73.71	166.67	92.96	98.61	333.33	234.72	2,000.00	1,901.39
4420.100 Maint. - Electrical	0.00	25.00	25.00	0.00	50.00	50.00	300.00	300.00

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>OPERATION EXPENSE</b>								
4420.200 Maint. - Plumbing	5.81	20.83	15.02	33.95	41.67	7.72	250.00	216.05
4420.300 Maint. - Cleaning Supplies	9.83	4.17	(5.66)	29.83	8.33	(21.50)	50.00	20.17
4420.400 Maint. - Auto	2.28	41.67	39.39	2.28	83.33	81.05	500.00	497.72
4420.410 Maint. - Fuel	0.00	29.17	29.17	12.25	58.33	46.08	350.00	337.75
4420.500 Maint. - Hardware	37.25	16.67	(20.58)	46.31	33.33	(12.98)	200.00	153.69
4420.510 Maint. - Keys & Locks	1.46	12.50	11.04	60.40	25.00	(35.40)	150.00	89.60
4420.600 Maint. - Paint	0.00	25.00	25.00	178.74	50.00	(128.74)	300.00	121.26
4420.700 Appliances & Dwelling Equip.	0.00	41.67	41.67	0.00	83.33	83.33	500.00	500.00
4430.010 Cont - Rubbish Removal	108.75	100.00	(8.75)	195.00	200.00	5.00	1,200.00	1,005.00
4430.020 Cont - HVAC	0.00	66.67	66.67	0.00	133.33	133.33	800.00	800.00
4430.050 Cont - Landscaping	207.90	216.67	8.77	350.82	433.33	82.51	2,600.00	2,249.18
4430.080 Cont - Plumbing	0.00	250.00	250.00	0.00	500.00	500.00	3,000.00	3,000.00
4430.090 Cont - Exterminator	0.00	83.33	83.33	0.00	166.67	166.67	1,000.00	1,000.00
4430.115 Cont - Repairs	0.00	166.67	166.67	0.00	333.33	333.33	2,000.00	2,000.00
4430.116 Cont - Uniforms	5.49	16.67	11.18	18.49	33.33	14.84	200.00	181.51
4430.120 Cont - Miscellaneous	163.82	291.67	127.85	197.51	583.33	385.82	3,500.00	3,302.49
4450.000 Benefits - Maint.	731.40	425.83	(305.57)	1,181.18	851.67	(329.51)	5,110.00	3,928.82
<b>TOTAL OPERATION EXPENSE</b>	<b>2,669.62</b>	<b>3,330.95</b>	<b>661.33</b>	<b>4,549.34</b>	<b>6,661.80</b>	<b>2,112.46</b>	<b>39,971.00</b>	<b>35,421.66</b>
<b>GENERAL EXPENSE</b>								
4480.000 Security	66.12	208.33	142.21	198.36	416.67	218.31	2,500.00	2,301.64
4480.100 Painesville Police Security	0.00	297.67	297.67	0.00	595.33	595.33	3,572.00	3,572.00
4510.000 Insurance	270.50	0.00	(270.50)	541.00	0.00	(541.00)	0.00	(541.00)
4516.000 Real Estate Assess.	0.00	70.83	70.83	0.00	141.67	141.67	850.00	850.00
4570.000 Collection Loss	0.00	208.33	208.33	0.00	416.67	416.67	2,500.00	2,500.00
<b>TOTAL GENERAL EXPENSE</b>	<b>336.62</b>	<b>785.16</b>	<b>448.54</b>	<b>739.36</b>	<b>1,570.34</b>	<b>830.98</b>	<b>9,422.00</b>	<b>8,682.64</b>
<b>TOTAL EXPENSES</b>	<b>5,985.55</b>	<b>7,707.14</b>	<b>1,721.59</b>	<b>9,512.43</b>	<b>15,414.11</b>	<b>5,901.68</b>	<b>92,485.00</b>	<b>82,972.57</b>
<b>SURPLUS</b>	<b>5,127.20</b>	<b>2,459.53</b>	<b>(2,667.67)</b>	<b>13,446.64</b>	<b>4,919.22</b>	<b>(8,527.42)</b>	<b>29,515.00</b>	<b>16,068.36</b>

**Lake Metropolitan Housing Authority**  
**Statement of Operations**  
**ParkView Place - All Projects Period From August 2021 Period To August 2021 - All Tenants**

Accounts Receivable Balances

Description	Amount
Beginning Balance	\$4,623.00
Rent	\$11,075.00
Adj to Misc - Maintenance Fee	\$15.00
Payment Received	(\$11,155.00)
Repayment	\$15.00
Refund Deposit	(\$875.00)
Ending Balance	<u>\$3,698.00</u>

Security Deposit AR Balances

Description	Amount
Beginning Balance	<u>\$0.00</u>
Ending Balance	<u>\$0.00</u>

Pet Deposit AR Balances

Description	Amount
Beginning Balance	<u>\$0.00</u>
Ending Balance	<u>\$0.00</u>

Key Deposit AR Balances

Description	Amount
Ending Balance	<u>\$0.00</u>

Security Deposit Balances

	Due	Collected
Beginning Balance	\$0.00	\$12,840.00
Charged	\$0.00	
Collected	\$0.00	\$0.00
Applied to Account		(\$875.00)
Refunded		\$0.00
Ending Balance	<u>\$0.00</u>	<u>\$11,965.00</u>

Pet Deposit Balances

	Due	Collected
Beginning Balance	\$0.00	\$250.00
Charged	\$0.00	
Collected	\$0.00	\$0.00
Applied to Account		\$0.00
Refunded		\$0.00
Ending Balance	<u>\$0.00</u>	<u>\$250.00</u>

Repayment Agreement Balances: Default Type (1 Agreements)

	Amount
Beginning Balance	\$475.00
Monthly Repayment Amount	(\$15.00)
Payments to Principal	\$0.00
Credit Applications to Principle	\$0.00
Create Repayment	\$0.00
Cancel Repayment	\$0.00
Ending Balance	<u>\$460.00</u>





# Lake Metropolitan Housing Authority

## Selected Statistics

### Fiscal Year 2021 Payroll (through 9/30/2021 payroll)

	<u>HCV</u>	<u>M-F</u>	<u>PH/PVP</u>	<u>TOTAL</u>
Projected \$	466,706	405,570	115,014	987,291
Budget \$	636,223	466,388	82,539	1,185,150
Variance \$	(169,517)	(60,818)	32,475	(197,859)
Variance %	-26.64%	-13.04%	39.35%	-16.69%
Payroll %	47.27%	41.08%	11.65%	
Budget %	53.68%	39.35%	6.96%	
Variance:	-6.41%	1.73%	4.69%	

### Per Unit Leased Statistics - For Management Use Only

HCV Subsidy & Expense / Unit Leased										
Fiscal Year 2022/Calendar Year 2021 - through December 2021										
	Units Authorized	Units Leased	Lease Percent	Admin Subsidy	FSS Subsidy	Total Subsidy	Subsidy / Unit Leased	Program Expenses	Expenses / Unit Leased	P/L per Unit Leased
FY 2021 Avg:	1,475	1,302	88.29%	\$ 80,937	\$ 4,583	\$ 85,520	\$ 65.67	\$ 69,847	\$ 53.64	\$ 12.04
CY 2021 Avg:	1,475	1,279	86.70%	\$ 82,280	\$ 3,125	\$ 85,405	\$ 66.78	\$ 69,689	\$ 54.49	\$ 12.29

### M/F Total Rent & Expense / Unit Leased

Fiscal Year 2022/Calendar Year 2021 - through December 2021										
	Units Authorized	Units Leased	Occupancy	Rent Charged	Subsidy Received	Total Rent	Rent / Unit Leased	Program Expenses	Expense / Unit Leased	P/L per Unit Leased
FY 2021 Avg:	240	219	91.34%	\$ 59,075	\$ 67,471	\$ 126,546	\$ 577.27	\$ 94,979	\$ 433.27	\$ 144.00
CY 2021 Avg:	240	218	90.68%	\$ 60,385	\$ 66,022	\$ 126,408	\$ 580.85	\$ 96,270	\$ 442.37	\$ 138.48

**Lake Metropolitan Housing Authority**

**Balance Sheet**

**August 2021**

**Program: State/Local      Project: Consolidated**

	<b>Period Amount</b>	<b>Balance</b>
<b>ASSETS</b>		
1111.500 Cash - Erie Bank	5.23	198,735.77
1400.900 Furn, Equip, Mach - Admin	0.00	21,153.62
1400.950 Accumulated Depreciation	0.00	(19,642.66)
<b>TOTAL ASSETS</b>	<b>5.23</b>	<b>200,246.73</b>
<b>LIABILITIES AND SURPLUS</b>		
<b>LIABILITIES</b>		
2111.100 A/P Revolving Fund	614.64	4,888.73
<b>TOTAL LIABILITIES</b>	<b>614.64</b>	<b>4,888.73</b>
<b>SURPLUS</b>		
2801.000 Net Investment in Capital Assets	0.00	1,510.96
2806.000 Unrestricted Net Position	0.00	196,906.83
2806.000 Unrestricted Net Position (Current Year)	(609.41)	(3,059.79)
<b>TOTAL SURPLUS</b>	<b>(609.41)</b>	<b>195,358.00</b>
<b>TOTAL LIABILITIES AND SURPLUS</b>	<b>5.23</b>	<b>200,246.73</b>
<b>PROOF</b>	<b>0.00</b>	<b>0.00</b>

**Lake Metropolitan Housing Authority**  
**Operating Statement**  
**Two Months Ending 08/31/2021**  
**Program: State/Local      Project: Consolidated**

	<b>Period Amount</b>	<b>Period Budget</b>	<b>Period Variance</b>	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
<b>INCOME</b>								
3300.100 State/Local Funds - Interest	5.23	0.00	5.23	10.13	0.00	10.13	0.00	10.13
<b>TOTAL INCOME</b>	<b>5.23</b>	<b>0.00</b>	<b>5.23</b>	<b>10.13</b>	<b>0.00</b>	<b>10.13</b>	<b>0.00</b>	<b>10.13</b>
<b>EXPENSES</b>								
4220.100 Vending Supplies	494.64	0.00	(494.64)	1,139.55	0.00	(1,139.55)	0.00	(1,139.55)
4420.700 Appliances & Equipment	0.00	0.00	0.00	1,289.00	0.00	(1,289.00)	0.00	(1,289.00)
4430.000 Contract - Maint	120.00	0.00	(120.00)	824.03	0.00	(824.03)	0.00	(824.03)
9500.000 Non-Federal Expense	0.00	0.00	0.00	(182.66)	0.00	182.66	0.00	182.66
<b>TOTAL EXPENSES</b>	<b>614.64</b>	<b>0.00</b>	<b>(614.64)</b>	<b>3,069.92</b>	<b>0.00</b>	<b>(3,069.92)</b>	<b>0.00</b>	<b>(3,069.92)</b>
<b>SURPLUS</b>	<b>(609.41)</b>	<b>0.00</b>	<b>(609.41)</b>	<b>(3,059.79)</b>	<b>0.00</b>	<b>(3,059.79)</b>	<b>0.00</b>	<b>(3,059.79)</b>





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**Huntington Public Funds Analyzed Checking**

**Account: -----5324**

Statement Activity From:  
 08/01/21 to 08/31/21

Days in Statement Period 31

Average Ledger Balance\* 1,047,014.44  
 Average Collected Balance\* 1,045,247.31

\* The above balances correspond to the  
 service charge cycle for this account.

<b>Beginning Balance</b>	<b>\$1,030,078.53</b>
<b>Credits (+)</b>	<b>195,162.54</b>
Regular Deposits	25,154.58
Lock Box Deposits	14,712.00
Electronic Deposits	155,295.96
<b>Debits (-)</b>	<b>187,869.42</b>
Regular Checks Paid	87,319.14
Electronic Withdrawals	100,188.36
Service Charges	361.92
<b>Ending Balance</b>	<b>\$1,037,371.65</b>

**Deposits (+)**

**Account:-----5324**

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
08/02	1,539.00	75682	Lockbox	08/19	50.00	75682	Lockbox
08/02	177.00	75682	Lockbox	08/20	940.00	75682	Lockbox
08/05	3,254.00	75682	Lockbox	08/23	268.00	75682	Lockbox
08/05	1,568.00	75682	Lockbox	08/24	25.00	75682	Lockbox
08/06	884.00	75682	Lockbox	08/25	1,006.00	75682	Lockbox
08/09	2,328.00	75682	Lockbox	08/26	221.00	75682	Lockbox
08/11	818.00	75682	Lockbox	08/27	700.00	75682	Lockbox
08/17	9,615.00	171195173	Brch/ATM	08/30	434.00	75682	Lockbox
08/17	6,665.00	171195174	Brch/ATM	08/31	6,881.50	171195176	Brch/ATM
08/18	500.00	75682	Lockbox	08/31	1,993.08	171195177	Brch/ATM

**Other Credits (+)**

**Account:-----5324**

Date	Amount	Description
08/02	65,524.00	HUD TREAS 310 MISC PAY 080221 XXXXX3875860103RMT*VV*XXXXX0894800*****HUD Section 8 /CA OH12RD00008\
08/06	33,833.94	ACH SETTLEMENT OFFSET 210806 -SETT-HNB HVACH
08/30	49,438.85	BUS ONL TFR FRM CHECKING 083021 XXXXXXXX8479
08/30	6,499.17	BUS ONL TFR FRM CHECKING 083021 XXXXXXXX8437

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Checks (-)

Account:-----5324

Date	Amount	Check #	Date	Amount	Check #
08/20	206.99	3996	08/16	1,232.34	4086
08/20	130.28	4011*	08/20	1,980.00	4087
08/02	727.59	4019*	08/16	1,085.65	4089*
08/03	340.00	4021*	08/17	16.00	4090
08/04	234.65	4027*	08/16	402.08	4091
08/02	509.42	4031*	08/17	68.07	4092
08/02	2,020.43	4038*	08/16	358.44	4093
08/02	1,742.10	4039	08/23	409.03	4094
08/06	600.00	4040	08/25	151.57	4095
08/02	225.00	4044*	08/25	795.00	4096
08/03	231.99	4046*	08/23	337.27	4097
08/02	1,361.50	4050*	08/26	14,967.55	4098
08/02	61.97	4051	08/27	93.75	4099
08/23	232.00	4054*	08/23	203.78	4100
08/05	9,101.79	4055	08/25	305.83	4101
08/05	329.12	4056	08/27	12.50	4102
08/31	1,410.00	4057	08/25	2,225.91	4103
08/03	698.00	4058	08/24	844.73	4104
08/11	515.01	4059	08/23	825.69	4105
08/05	751.97	4060	08/25	100.00	4106
08/04	155.00	4061	08/23	41.00	4107
08/02	1,075.00	4062	08/27	1,289.00	4108
08/04	892.04	4063	08/23	16.45	4109
08/02	13.25	4064	08/24	375.00	4110
08/04	122.97	4065	08/27	225.00	4112*
08/02	1,193.30	4066	08/25	372.70	4113
08/11	3,553.00	4067	08/25	343.98	4114
08/20	450.00	4068	08/25	3,041.98	4115
08/16	1,588.00	4069	08/23	1,183.00	4116
08/17	30.14	4070	08/23	1,062.84	4117
08/16	750.00	4071	08/25	400.00	4118
08/19	430.00	4072	08/24	4,073.54	4119
08/16	95.30	4073	08/23	300.00	4120
08/16	2,517.04	4074	08/30	1,158.71	4121
08/19	1,661.12	4075	08/24	1,361.50	4122
08/31	908.50	4076	08/25	166.68	4123
08/16	550.93	4077	08/26	353.09	4124
08/17	181.32	4078	08/24	175.00	4125
08/16	121.20	4079	08/31	1,463.00	4126
08/26	1,335.00	4080	08/23	1,239.30	4127
08/17	200.00	4081	08/24	495.00	4128
08/17	22.00	4082	08/24	63.96	4129
08/20	872.00	4083	08/20	546.53	4130
08/16	13.25	4084	08/24	192.53	4131
08/17	754.00	4085	08/16	49.99	604088*



(\* ) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

**Other Debits (-)**

**Account:-----5324**

Date	Amount	Description
08/04	208.32	0150KU84 LAKE ME PAYROLL 080521 0150KU84
08/04	5,929.48	0150KU84 LAKE ME PAYROLL 080521 0150KU84
08/04	27,065.87	0150KU84 LAKE ME PAYROLL 080521 0150KU84
08/06	975.00	OHIO DEF COMP DEFERRALS OBG 000000113373622
08/10	820.00	ACH SETTLEMENT RETURNS 210810 -SETT-SYS88RETS
08/10	9,148.40	OHIOPERS OHPERSWEB 081021 373700
08/16	361.92	PRIOR MONTH'S SERVICE CHARGES
08/18	132.25	0150KU84 LAKE ME PAYROLL 081921 0150KU84
08/18	6,106.44	0150KU84 LAKE ME PAYROLL 081921 0150KU84
08/18	26,850.24	0150KU84 LAKE ME PAYROLL 081921 0150KU84
08/19	975.00	OHIO DEF COMP DEFERRALS OBG 000000113520937
08/24	9,247.36	OHIOPERS OHPERSWEB 082421 373700
08/30	12,730.00	BUS ONL TFR TO CHECKING 083021 XXXXXXXX7990

**Balance Activity**

**Account:-----5324**

Date	Balance	Date	Balance	Date	Balance
07/31	1,030,078.53	08/10	1,072,652.31	08/23	1,030,851.42
08/02	1,088,388.97	08/11	1,069,402.30	08/24	1,014,047.80
08/03	1,087,118.98	08/16	1,060,276.16	08/25	1,007,150.15
08/04	1,052,510.65	08/17	1,075,284.63	08/26	990,715.51
08/05	1,047,149.77	08/18	1,042,695.70	08/27	989,795.26
08/06	1,080,292.71	08/19	1,039,679.58	08/30	1,032,278.57
08/09	1,082,620.71	08/20	1,036,433.78	08/31	1,037,371.65

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1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

**Verification of Electronic Deposits** If you authorized someone to make regular electronic fund transfers of money to your account at least once every sixty days, you can find out whether or not the deposit has been received by us, call either 1-614-480-2001 or call toll free 1-800-480-2001.

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**Huntington PublicFund Business Interest Checking** **Account: -----7990**

<p><b>Statement Activity From:</b>                  08/01/21 to 08/31/21</p> <p>Days in Statement Period <span style="float: right;">31</span></p> <p>Average Ledger Balance* <span style="float: right;">1,195,228.27</span></p> <p>Average Collected Balance* <span style="float: right;">1,195,228.27</span></p> <p>* The above balances correspond to the                  service charge cycle for this account.</p>	<p><b>Beginning Balance</b> <span style="float: right;"><b>\$1,194,406.98</b></span></p> <p><b>Credits (+)</b> <span style="float: right;"><b>12,740.15</b></span></p> <p style="padding-left: 20px;">Electronic Deposits <span style="float: right;">12,730.00</span></p> <p style="padding-left: 20px;">Interest Earned <span style="float: right;">10.15</span></p> <p><b>Total Service Charges (-)</b> <span style="float: right;"><b>0.00</b></span></p> <p><b>Ending Balance</b> <span style="float: right;"><b>\$1,207,147.13</b></span></p>
---	---

Average Percentage Yield Earned this period 0.010%

**Other Credits (+)** **Account:-----7990**

Date	Amount	Description
08/30	12,730.00	BUS ONL TFR FRM CHECKING 083021 XXXXXXXX5324
08/31	10.15	INTEREST PAYMENT

**Service Charge Summary** **Account:-----7990**

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

**Balance Activity** **Account:-----7990**

Date	Balance	Date	Balance	Date	Balance
07/31	1,194,406.98	08/30	1,207,136.98	08/31	1,207,147.13

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**Huntington PublicFund Business Interest Checking** *Account: -----3714*

<b>Statement Activity From:</b> 08/01/21 to 08/31/21		<b>Beginning Balance</b>	<b>\$62,753.08</b>
		<b>Credits (+)</b>	<b>0.53</b>
		Interest Earned	0.53
<b>Days in Statement Period</b> 31		<b>Total Service Charges (-)</b>	<b>18.00</b>
		<b>Ending Balance</b>	<b>\$62,735.61</b>
<b>Average Ledger Balance*</b>	62,743.78		
<b>Average Collected Balance*</b>	62,743.78		

\* The above balances correspond to the service charge cycle for this account.

Average Percentage Yield Earned this period 0.009%

**Other Credits (+)** *Account:-----3714*

Date	Amount	Description
08/31	0.53	INTEREST PAYMENT

**Service Charge Detail** *Account:-----3714*

Date	Service Charge (-)	Waives and Discounts (+)	Description
08/16	3.00		STATEMENT CHARGE
08/16	15.00		BUSINESS ONLINE SERVICE FEES

**Service Charge Summary** *Account:-----3714*

<b>Previous Month Service Charges (-)</b>	<b>\$18.00</b>
<b>Total Service Charges (-)</b>	<b>\$18.00</b>

**Balance Activity** *Account:-----3714*

Date	Balance	Date	Balance	Date	Balance
07/31	62,753.08	08/16	62,735.08	08/31	62,735.61

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**Huntington Public Funds Analyzed Checking**

**Account: -----8437**

<b>Statement Activity From:</b>		<b>Beginning Balance</b>	<b>\$473,264.47</b>
<b>08/01/21 to 08/31/21</b>		<b>Credits (+)</b>	<b>18,205.00</b>
		Regular Deposits	7,569.00
		Electronic Deposits	10,636.00
<b>Days in Statement Period</b>	<b>31</b>	<b>Debits (-)</b>	<b>12,101.72</b>
<b>Average Ledger Balance*</b>	<b>483,675.36</b>	Regular Checks Paid	524.00
<b>Average Collected Balance*</b>	<b>483,359.65</b>	Electronic Withdrawals	11,499.17
		Service Charges	78.55
		<b>Ending Balance</b>	<b>\$479,367.75</b>

\* The above balances correspond to the service charge cycle for this account.

**Deposits (+)**

**Account:-----8437**

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
08/17	6,841.00	171195175	Brch/ATM	08/31	728.00	171195178	Brch/ATM

**Other Credits (+)**

**Account:-----8437**

Date	Amount	Description
08/04	750.00	ACH SETTLEMENT OFFSET 210804 -SETT-HNB HVACH
08/06	2,332.00	ACH SETTLEMENT OFFSET 210806 -SETT-HNB HVACH
08/09	7,554.00	HUD TREAS 310 MISC PAY 080921 XXXXX3875860103 RMT*VV*XXXXX352695*****HUD Operating Fund OH02500000121D\

**Checks (-)**

**Account:-----8437**

Date	Amount	Check #	Date	Amount	Check #
08/06	144.00	43929	08/11	380.00	43930

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**Other Debits (-)**
**Account:-----8437**

Date	Amount	Description
08/16	78.55	PRIOR MONTH'S SERVICE CHARGES
08/30	6,499.17	BUS ONL TFR TO CHECKING 083021 XXXXXXXX5324
08/30	5,000.00	BUS ONL TFR TO CHECKING 083021 XXXXXXXX8440

**Balance Activity**
**Account:-----8437**

Date	Balance	Date	Balance	Date	Balance
07/31	473,264.47	08/09	483,756.47	08/17	490,138.92
08/04	474,014.47	08/11	483,376.47	08/30	478,639.75
08/06	476,202.47	08/16	483,297.92	08/31	479,367.75

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**Huntington Public Funds Analyzed Checking**

Account: -----8479

Statement Activity From:  
 08/01/21 to 08/31/21

Days in Statement Period 31

Average Ledger Balance\* 1,322,184.93  
 Average Collected Balance\* 1,322,184.93

\* The above balances correspond to the  
 service charge cycle for this account.

<b>Beginning Balance</b>	<b>\$1,163,654.17</b>
<b>Credits (+)</b>	<b>845,038.00</b>
Electronic Deposits	845,038.00
<b>Debits (-)</b>	<b>790,933.51</b>
Regular Checks Paid	22,347.11
Electronic Withdrawals	768,586.40
<b>Ending Balance</b>	<b>\$1,217,758.66</b>

**Other Credits (+)**

Account:-----8479

Date	Amount	Description
08/02	757,453.00	86 TREAS 310 MISC PAY 080221 XXXXX3875860103
08/02	77,834.00	86 TREAS 310 MISC PAY 080221 XXXXX3875860103
08/02	9,700.00	86 TREAS 310 MISC PAY 080221 XXXXX3875860103
08/02	51.00	86 TREAS 310 MISC PAY 080221 XXXXX3875860103

**Checks (-)**

Account:-----8479

Date	Amount	Check #	Date	Amount	Check #
08/05	40.00	184433	08/03	1,046.00	184632
08/02	7.00	184471*	08/09	1,400.25	184633
08/25	51.00	184511*	08/09	1,626.35	184634
08/30	771.00	184527*	08/09	4,969.02	184635
08/16	7.00	184574*	08/10	1,642.34	184636
08/02	7.00	184583*	08/09	863.15	184637
08/25	2.00	184592*	08/06	79.00	184638
08/02	14.00	184599*	08/09	670.00	184639
08/03	164.00	184612*	08/09	450.00	184640
08/06	24.00	184614*	08/10	1,522.00	184641
08/25	51.00	184623*	08/30	771.00	184642
08/26	55.00	184624	08/06	23.00	184644*
08/02	23.00	184626*	08/05	66.00	184646*
08/04	45.00	184627	08/09	55.00	184647
08/03	318.00	184631*	08/06	51.00	184648

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Checks (-)

Account:-----8479

Date	Amount	Check #	Date	Amount	Check #
08/06	100.00	184649	08/09	173.00	184698
08/05	50.00	184650	08/09	117.00	184699
08/06	49.00	184654*	08/17	7.00	184701*
08/11	100.00	184657*	08/09	152.00	184702
08/05	43.00	184658	08/26	64.00	184703
08/05	111.00	184659	08/16	9.00	184704
08/09	20.00	184660	08/06	125.00	184705
08/19	45.00	184661	08/09	99.00	184707*
08/16	29.00	184662	08/10	10.00	184708
08/09	16.00	184663	08/05	35.00	184709
08/05	54.00	184664	08/09	14.00	184710
08/31	66.00	184665	08/25	2.00	184711
08/09	181.00	184666	08/12	76.00	184712
08/09	131.00	184667	08/11	129.00	184714*
08/24	43.00	184668	08/06	46.00	184715
08/09	90.00	184669	08/12	23.00	184716
08/11	102.00	184671*	08/09	58.00	184717
08/11	54.00	184672	08/06	70.00	184718
08/09	100.00	184673	08/06	14.00	184719
08/10	86.00	184674	08/09	18.00	184720
08/09	36.00	184675	08/09	35.00	184721
08/09	101.00	184676	08/16	164.00	184722
08/11	55.00	184677	08/06	65.00	184723
08/17	35.00	184678	08/16	43.00	184724
08/30	7.00	184679	08/09	43.00	184726*
08/09	23.00	184680	08/09	58.00	184728*
08/09	65.00	184681	08/09	71.00	184729
08/13	47.00	184682	08/06	51.00	184730
08/09	50.00	184683	08/09	164.00	184734*
08/06	13.00	184684	08/09	106.00	184735
08/06	47.00	184685	08/12	22.00	184737*
08/09	176.00	184686	08/09	98.00	184738
08/12	195.00	184687	08/10	64.00	184739
08/09	192.00	184688	08/06	26.00	184741*
08/05	100.00	184689	08/05	59.00	184742
08/16	7.00	184692*	08/12	26.00	184743
08/06	106.00	184693	08/25	51.00	184744
08/16	104.00	184694	08/19	55.00	184745
08/10	70.00	184696*	08/09	88.00	184746
08/09	105.00	184697			

(\*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

**Other Debits (-)**
**Account:-----8479**

Date	Amount	Description
08/04	582.55	ACH SETTLEMENT OFFSET 210804 -SETT-HNB HVACH
08/04	705,694.00	ACH SETTLEMENT OFFSET 210804 -SETT-HNB HVACH
08/19	5,250.00	ACH SETTLEMENT OFFSET 210819 -SETT-HNB HVACH
08/30	6,088.00	BUS ONL TFR TO CHECKING 083021 XXXXXXXX9630
08/30	49,438.85	BUS ONL TFR TO CHECKING 083021 XXXXXXXX5324
08/31	1,533.00	ACH SETTLEMENT OFFSET 210831 -SETT-HNB HVACH

**Balance Activity**
**Account:-----8479**

Date	Balance	Date	Balance	Date	Balance
07/31	1,163,654.17	08/10	1,283,336.51	08/24	1,276,709.51
08/02	2,008,641.17	08/11	1,282,896.51	08/25	1,276,552.51
08/03	2,007,113.17	08/12	1,282,554.51	08/26	1,276,433.51
08/04	1,300,791.62	08/13	1,282,507.51	08/30	1,219,357.66
08/05	1,300,233.62	08/16	1,282,144.51	08/31	1,217,758.66
08/06	1,299,344.62	08/17	1,282,102.51		
08/09	1,286,730.85	08/19	1,276,752.51		

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1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

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**Balancing Your Statement** - For your convenience, a balancing page is available on our web site <https://www.huntington.com/pdf/balancing.pdf> and also available on Huntington Business Online.



LAKE METROPOLITAN HOUSING AUTHORITY  
 SECTION 8 ACCOUNT  
 189 1ST ST  
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**Huntington Public Funds Analyzed Checking**

**Account: -----8440**

<b>Statement Activity From:</b> 08/01/21 to 08/31/21		<b>Beginning Balance</b>	<b>\$387,384.22</b>
Days in Statement Period 31		<b>Credits (+)</b>	<b>7,251.63</b>
Average Ledger Balance* 388,376.97		Regular Deposits	2,251.63
Average Collected Balance* 388,290.55		Electronic Deposits	5,000.00
* The above balances correspond to the service charge cycle for this account.		<b>Ending Balance</b>	<b>\$394,635.85</b>

**Deposits (+)**

**Account:-----8440**

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
08/17	1,323.13	171195172	Brch/ATM	08/31	928.50	171195179	Brch/ATM

**Other Credits (+)**

**Account:-----8440**

Date	Amount	Description
08/30	5,000.00	BUS ONL TFR FRM CHECKING 083021 XXXXXX8437

**Balance Activity**

**Account:-----8440**

Date	Balance	Date	Balance	Date	Balance
07/31	387,384.22	08/30	393,707.35		
08/17	388,707.35	08/31	394,635.85		

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**Huntington Public Funds Hybrid Checking**

**Account: -----9630**

<b>Statement Activity From:</b> 08/01/21 to 08/31/21		<b>Beginning Balance</b>	<b>\$154,385.74</b>
Days in Statement Period 31		<b>Credits (+)</b>	<b>6,094.38</b>
Average Ledger Balance* 154,781.60		Electronic Deposits	6,088.00
Average Collected Balance* 154,781.60		Interest Earned	6.38
* The above balances correspond to the service charge cycle for this account.		<b>Ending Balance</b>	<b>\$160,480.12</b>

**Other Credits (+)**

**Account:-----9630**

Date	Amount	Description
08/16	6.38	INTEREST PAYMENT
08/30	6,088.00	BUS ONL TFR FRM CHECKING 083021 XXXXXXXX8479

**Balance Activity**

**Account:-----9630**

Date	Balance	Date	Balance	Date	Balance
07/31	154,385.74	08/16	154,392.12	08/30	160,480.12

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**Huntington Public Funds Hybrid Checking**

**Account: -----9630**

Statement Activity From:  
 08/01/21 to 08/31/21

Days in Statement Period 31

Average Ledger Balance\* 154,781.60  
 Average Collected Balance\* 154,781.60

\* The above balances correspond to the  
 service charge cycle for this account.

<b>Beginning Balance</b>	<b>\$154,385.74</b>
<b>Credits (+)</b>	<b>6,094.38</b>
Electronic Deposits	6,088.00
Interest Earned	6.38
<b>Ending Balance</b>	<b>\$160,480.12</b>

**Other Credits (+)**

**Account:-----9630**

Date	Amount	Description
08/16	6.38	INTEREST PAYMENT
08/30	6,088.00	BUS ONL TFR FRM CHECKING 083021 XXXXXXXX8479

**Balance Activity**

**Account:-----9630**

Date	Balance	Date	Balance	Date	Balance
07/31	154,385.74	08/16	154,392.12	08/30	160,480.12

**In the Event of Errors or Questions Concerning Electronic Fund Transfers** (electronic deposits, withdrawals, transfers, payments, or purchases), please call either 1-614-480-2001 or call toll free 1-800-480-2001, or write to The Huntington National Bank Research - EA4W61, P.O. Box 1558, Columbus, Ohio 43216 as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic fund transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

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Account Number: [REDACTED] 6485  
Statement Date: Jul 31, 2021 thru Aug 31, 2021

P.O. Box 42, Clearfield, PA 16830  
Return Service Requested

006619



LAKE METROPOLITAN HOUSING AUTHORITY  
189 FIRST ST  
PAINESVILLE OH 44077-3111

Summary - All Accounts

Product	Account #	Ending Balance
Tiered Interest Savings	1306946485	\$324,319.23

Tiered Interest Savings - 1306946485

Date	Transaction Description	Withdrawal	Deposit	Balance
	<b>BEGINNING BALANCE</b>			<b>\$324,296.48</b>
Aug 31	Credit Interest		22.75	324,319.23
	<b>ENDING BALANCE</b>			<b>\$324,319.23</b>

Interest Summary

Avg. Daily Balance	Min. Balance for Period	Interest Period	Days in Period	Interest Earned	Annual Percentage Yield Earned	Interest Paid YTD
324,296.48	324,296.48	Jul 31, 2021 - Aug 31, 2021	32	22.75	0.08%	381.87

Interest Rate Summary

Date	Rate%	Date	Rate%	Date	Rate%	Date	Rate%
Jun 16	0.08%						

Overdraft/Returned Item Fees

Fee Type	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Account Summary

Previous Date	Beginning Balance	Deposits	Interest Paid	Withdrawals	Fees	Ending Balance
Jul 31, 2021	324,296.48	0.00	22.75	0.00	0.00	324,319.23

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- Reduce the amount of paper, ink and power used to produce paper statements
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Account Number: ██████████ 6525

Statement Date: Jul 31, 2021 thru Aug 31, 2021

**Overdraft/Returned Item Fees**

Fee Type	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**Account Summary**

Previous Date	Beginning Balance	Deposits	Interest Paid	Withdrawals	Fees	Ending Balance
Jul 31, 2021	198,730.54	0.00	5.23	0.00	0.00	198,735.77

Account Number: XXXXXXXXXX 6525  
Statement Date: Jul 31, 2021 thru Aug 31, 2021

P.O. Box 42, Clearfield, PA 16830  
Return Service Requested

013374



LAKE METROPOLITAN HOUSING AUTHORITY  
189 FIRST ST  
PAINESVILLE OH 44077-3111

Summary - All Accounts

Product	Account #	Ending Balance
Interest Checking	2201076525	\$198,735.77

Interest Checking - 2201076525

Date	Transaction Description	Withdrawal	Deposit	Balance
	<b>BEGINNING BALANCE</b>			<b>\$198,730.54</b>
Aug 31	Total Interest Paid		5.23	
	<b>ENDING BALANCE</b>			<b>\$198,735.77</b>

LAKE METROPOLITAN  
HOUSING AUTHORITY

Deposits and Credits

Date	Transaction Description	Amount
Aug 31	Credit Interest	5.23

Balance Summary

Date	Balance	Date	Balance
Jul 31	198,730.54	Aug 31	198,735.77

Interest Summary

Avg. Daily Balance	Min. Balance for Period	Interest Period	Days in Period	Interest Earned	Annual Percentage Yie'd Earned	Interest Paid YTD
198,730.54	198,730.54	Jul 31, 2021 - Aug 31, 2021	32	5.23	0.03%	75.96

Interest Rate Summary

Date	Rate%	Date	Rate%
Jun 16	0.03%		

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**Lake Metropolitan Housing Authority**  
**Vendor Accounting Cash Payment/Receipt Register**  
**RAD - PBRA**

Filter Criteria Includes: 1) Project: RAD - PBRA, 2) Payment Date: 8/1/2021 to 8/31/2021, 3) Financial Period: August 2021, 4) Payments Over: All, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 8) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

**Bank: Huntington - RAD, Bank Account: 01662725324, GL Account: 1111.800**

*Posted Payments*

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
4094	08/19/2021	No	CHK	Active Plumbing Supply	Plumbing Supplies 539 Sanders	Yes	\$409.03
4095	08/19/2021	No	CHK	Avenue Auto Clinic	Ford Fusion '11 Maintenance	Yes	\$151.57
4096	08/19/2021	No	CHK	Campbell Plumbing	515 WS Plumbing	Yes	\$795.00
4097	08/19/2021	No	CHK	Cintas	Hand Sanitizer, Maint. Uniforms	Yes	\$337.27
4098	08/19/2021	No	CHK	City Of Painesville Utilities Office	Admin 6/30-7/30/2021 Electric & Wa	Yes	\$14,967.55
4099	08/19/2021	No	CHK	Com-One Sound	JT Intercom Repair	Yes	\$93.75
4100	08/19/2021	No	CHK	CSC Service Works	Dryer Repair	Yes	\$203.78
4101	08/19/2021	No	CHK	Dominion Energy Ohio	PvP B HMTR 7/13-8/11/2021 Gas	Yes	\$305.83
4102	08/19/2021	No	CHK	G&L Locksmiths	WH Rekey	Yes	\$12.50
4103	08/19/2021	No	CHK	HD Supply Facilities Maintenance	Maint. Supplies	Yes	\$2,225.91
4104	08/19/2021	No	CHK	Home Depot Credit Services	July 2021 Statement	Yes	\$844.73
4105	08/19/2021	No	CHK	Huntington National Bank	July 2021 Statement	Yes	\$825.69
4106	08/19/2021	No	CHK	Lake County Safety Council	FY22 Lake County Safety Council M	Yes	\$100.00
4107	08/19/2021	No	CHK	Lake Health	Admin Background	Yes	\$41.00
4108	08/19/2021	No	CHK	Lakeside Laundry Equipment	WS Top Load Washer, Reader	Yes	\$1,289.00
4109	08/19/2021	No	CHK	Lowe's	July 2021 Statement	Yes	\$16.45
4110	08/19/2021	No	CHK	Market Vision Partners, LLC	July 2021 Rentellect	Yes	\$375.00
4111	08/19/2021	No	CHK	News-Herald	4 Week Online E Subscription	No	\$16.00
4112	08/19/2021	No	CHK	NFP Corporate Services (OH) Inc.	August 2021 Health Insurance	Yes	\$225.00
4113	08/19/2021	No	CHK	ONLINE Information Services, Inc	Employment Background	Yes	\$372.70
4114	08/19/2021	No	CHK	Pitney Bowes Inc.	Red Ink, Adhesive Tape	Yes	\$343.98
4115	08/19/2021	No	CHK	Pitney Bowes Purchase Power	July 2021 Meter Refill	Yes	\$3,041.98
4116	08/19/2021	No	CHK	Provision Impressions/Vision Pres	Window Envelopes	Yes	\$1,183.00
4117	08/19/2021	No	CHK	Sam's Club/Synchrony Bank	July 2021 Statement	Yes	\$1,062.84
4118	08/19/2021	No	CHK	Seacrist Maintenance, Inc.	August 2021 Cleaning Contract	Yes	\$400.00
4119	08/19/2021	No	CHK	Sherwin-Williams	Maint. Paint	Yes	\$4,073.54
4120	08/19/2021	No	CHK	Thomas Fence Co., Inc.	Admin Fence Repair	Yes	\$300.00
4121	08/19/2021	No	CHK	Time Warner Cable - Northeast	Internet 8/5-9/4/2021	Yes	\$1,158.71
4122	08/19/2021	No	CHK	US Bank Equipment Finance	8/3-9/3/2021 Copier Lease	Yes	\$1,361.50
4123	08/19/2021	No	CHK	V&V Youngstown	Maint. Supplies	Yes	\$166.68
4124	08/19/2021	No	CHK	WEX BANK	August 2021 Fuel Charges	Yes	\$353.09
4125	08/19/2021	No	CHK	Clemans, Nelson & Associates, In	July 2021 HR Consulting	Yes	\$175.00
4126	08/19/2021	No	CHK	DiCaudo, Pitchford & Yoder	July 2021 Legal	Yes	\$1,463.00
4127	08/19/2021	No	CHK	GPD Group	JT Pre-Cast Sealant 6/26-7/30/2021	Yes	\$1,239.30
4128	08/19/2021	No	CHK	Mentor Glass Supply & Repair Co	WS Windows	Yes	\$495.00
4129	08/19/2021	No	CHK	NAPA Auto Parts/Painesville	JT Roof Fans	Yes	\$63.96
4130	08/19/2021	No	CHK	The Illuminating Company	PvP B10 7/14-8/13/2021 Electric	Yes	\$546.53

**Lake Metropolitan Housing Authority**  
**Vendor Accounting Cash Payment/Receipt Register**  
**RAD - PBRA**

Filter Criteria Includes: 1) Project: RAD - PBRA, 2) Payment Date: 8/1/2021 to 8/31/2021, 3) Financial Period: August 2021, 4) Payments Over: All, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 8) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

**Bank: Huntington - RAD, Bank Account: 01662725324, GL Account: 1111.800**

*Posted Payments*

<i>Doc Num</i>	<i>Payment Date</i>	<i>Voided</i>	<i>Type</i>	<i>Document Recipient</i>	<i>Document Description</i>	<i>Cleared</i>	<i>Amount</i>	
4131	08/19/2021	No	CHK	Meghan Furman	8/31-9/2/21 OHAC Training - Per Die	Yes	\$192.53	
							Cleared: 37	\$41,212.40
							Uncleared: 1	\$16.00
							Total Payments: 38	\$41,228.40

**Project Summary**

**Bank: Huntington - RAD, Bank Account: 01662725324, GL Account: 1111.800**

<i>Program - Project</i>	<i>Payments</i>	<i>Deposits</i>
RAD - PBRA - RAD - PBRA	\$41,228.40	\$0.00
<b>Total:</b>	<b>\$41,228.40</b>	<b>\$0.00</b>

**Type Summary**

**Bank: Huntington - RAD, Bank Account: 01662725324, GL Account: 1111.800**

<i>Document Type</i>	<i>Count</i>	<i>Amount</i>
Check (CHK)	38	\$41,228.40
<b>Total:</b>	<b>38</b>	<b>\$41,228.40</b>

*End of Report*

**RESOLUTION 17-2021**

**A RESOLUTION AUTHORIZING THE INTERIM DIRECTOR TO NEGOTIATE AND ENTER A CONTRACT WITH ADAM ZIMMERMAN TO PROVIDE HOUSING RELOCATION ASSISTANCE FOR PUBLIC HOUSING TENANTS**

WHEREAS, the Members of the Lake Metropolitan Housing Authority have found and determined that it is necessary to provide relocation assistance for the remaining Public Housing Tenants as a result of HUD approved Disposition of the Authority's Public Housing Units. Further, after consulting with the Lake and Geauga Area Association of Realtors, Adam Zimmerman, has been recommended as the preferred contractor; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE LAKE METROPOLITAN HOUSING AUTHORITY, THAT:

SECTION 1. The Interim Director of the Lake Metropolitan Housing Authority is hereby authorized to negotiate and enter a tenant relocation services contract with Adam Zimmerman pursuant to the proposed costs as outlined in a form similar to the attached Exhibit A. The contract will be subject to periodic reviews, as determined by the Lake Metropolitan Housing Authority.

SECTION 2. The funds necessary to pay the contract amount have been appropriated for said purpose in the current budget of the Lake Metropolitan Housing Authority.

SECTION 3. It is found and determined that all formal actions of the Lake Metropolitan Housing Authority concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Lake Metropolitan Housing Authority and that, except as otherwise provided by Section 121.22 of the Ohio Revised Code, all deliberations of the Lake Metropolitan Housing Authority and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. This Resolution shall go into effect at the earliest time allowed under law.

PASSED:

---

Jeffrey Mackey, Chairperson

ATTEST:

I, ERIC MARTIN, Interim Co-Director/Secretary of the Lake Metropolitan Housing Authority, Lake County, Ohio do hereby certify that the foregoing Resolution 16-2021 was duly passed by vote of the Board of Commissioners for the Lake Metropolitan Housing Authority, Lake County, Ohio at a duly noticed meeting of the Board on this 8<sup>th</sup> day of September 2021.

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Eric Martin, Secretary



## **PUBLIC HOUSING TENANT RELOCATION ASSISTANCE AGREEMENT**

### **Overview**

This relocation assistance agreement is entered into between the **Lake Metropolitan Housing Authority** (the "Client") and **Adam Zimmerman** (the "Relocation Coordinator").

### **Objectives & Deliverables**

The Relocation Coordinator will provide assistance to Public Housing tenants in locating potential options for leasable housing within Lake County.

### **Fees**

The fees for this project will be billed in **¼ hour increments** for all work performed on behalf of the Client, onsite or offsite, at the rate of **\$80/hour**.

There are no anticipated travel expenses at this time. If additional expenses will be incurred, they will be presented to Client for approval in advance.

### **Invoicing**

- Fees and Expenses incurred will be invoiced at the end of **each calendar month**.
- All invoices are payable upon receipt.
- Any balances outstanding past 60 days will cause any remaining work on the project to cease until the outstanding balance is paid in full.
- No deposit is required to begin this project.

### **Term**

This agreement shall be effective through June 30, 2022. Either party may terminate this agreement, at any time, with two-week written notice to the other party. Relocation Coordinator shall be paid for any work already performed and any expenses already incurred.

Either party may initiate discussion about extending this agreement should work need to continue beyond June 30, 2022, or should the scope change at any time.

### **Acceptance**

Please sign below, scan and forward/email a copy to [atzimmerllc@gmail.com](mailto:atzimmerllc@gmail.com) to indicate your acceptance of the terms of this proposal.