

September 16, 2014

**Lakeland Housing Authority**  
*and*  
*West Lake Management Inc.*

**REQUEST FOR PUBLIC REVIEW AND COMMENTS**

Proposed 2015 Housing Choice Voucher, Public Housing  
and Low Income Housing Tax Credit Utility Allowances  
Revision (No changes from 2014)

The attached revision to the Housing Choice Voucher and  
Public Housing programs utility allowances is hereby  
posted for thirty (30) days to allow for public review and  
comments

Please direct your comments in writing to Carlos Pizarro,  
Director of Housing,  
430 Hartsell Ave, Lakeland, FL 33815 on or before October  
16, 2014

# Housing Authority Services

A Housing Services Consulting Group, LLC Company  
Robert W. Williams, Executive Director

September 15, 2014

Lakeland Housing Authority  
Idalia Gonzalez-Morales, Section 8 Manager  
430 Hartsell Avenue  
Lakeland, FL 33815

Dear Mrs. Gonzalez-Morales,

Housing Authority Services completed a review of Lakeland, Florida utility suppliers. This review was completed to determine if any supplier had an increase or decrease in current rates from the previous year. Housing Authority Services review determined that; Pursuant to HUD rules and regulations and based on the rates stated below, the overall increase and/or decrease is plus/minus the 10% threshold as determined by HUD. Therefore no changes in the current utility allowance rates are needed.

## Utility Supplier Review Results:

### Electric

Lakeland Electric:	No Change
City of Bartow	No Change

### Natural Gas

Peoples Gas System	Increase of 10.992%
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### Bottle Gas/Propane

Amerigas	Decrease of 7.0%
Countryside Propane	No Change

### Water & Sewer

City of Auburnville	No Change
City of Bartow	No Change
City of Haines City	No Change
City of Lake Wales	No Change
City of Lakeland	No Change
Polk County Utilities	No Change
City of Winter Haven	No Change

### Trash Collection

All agencies/Cities	No Change
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Best regards,  
Sent via-electronic mail  
Robert Williams,  
Executive Director

2019 Ridgewood Road  
Akron, OH 44313

Phone 330-800-3984 Fax 330-800-2090

R.WILLIAMS@HOUSINGAUTHORITYSERVICES.COM

# Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0169  
(exp. 4/30/2014)

Locality <b>Lakeland Housing Authority</b>	Unit Type <b>Low Rise/High Rise/Garden/Walk-Up</b>	Date (mm/dd/yyyy) <b>01/01/2015</b>
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Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	4	7	7	9	10	11
	b. Bottle Gas	17	30	30	38	43	47
	c. Oil / Electric	6	7	8	9	10	10
	d. Heat Pump	3	3	3	4	4	4
Cooking	a. Natural Gas	4	5	8	9	11	12
	b. Bottle Gas	17	22	35	39	48	52
	c. Oil / Electric	6	8	10	12	14	17
	d. Coal / Other						
Other Electric	16	24	32	40	48	56	
Air Conditioning/Heat Pump	18	21	31	42	52	63	
Water Heating	a. Natural Gas	7	10	13	16	20	24
	b. Bottle Gas	31	44	57	70	87	105
	c. Oil / Electric	10	15	20	25	31	36
	d. Coal / Other						
Water	16	17	20	23	26	30	
Sewer	26	26	31	36	42	47	
Trash Collection	17	17	17	17	17	17	
Range/Microwave	12	12	12	12	12	12	
Refrigerator	13	13	13	13	13	13	
Natural Gas Flat Fee	12	12	12	12	12	12	
Electric Flat Fee	8	8	8	8	8	8	

<b>Actual Family Allowances</b> To be used by the family to compute allowance. Complete below for the actual unit rented.  Name of Family _____  Address of Unit _____  Number of Bedrooms _____	Utility or Service	per month cost
	Heating	\$ _____
	Cooking	_____
	Other Electric	_____
	Air Conditioning	_____
	Water Heating	_____
	Water	_____
	Sewer	_____
	Trash Collection	_____
	Range/Microwave	_____
	Refrigerator	_____
	Other	_____
<b>Total</b>	<b>\$ _____</b>	

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## Instructions for Form HUD-52667, Allowances For Tenant Furnished Utilities and Other Services

Form HUD -52667 shall be completed by a HA for each different type of unit as explained below. Each form shall be reproduced by the HA and given to families with their Certificate or Voucher or subsequently in connection with any revisions. The form will provide the family, while shopping for a unit, with the amount of the allowances for various types of units for rent. With these allowances the family can compare gross rents and fair market rents. Form HUD-52667 shall also be used by the HA to record the actual allowance for each family.

**Level of Allowance:** Utilities and other services are included in gross rent, and when they are not furnished by the owner, an allowance must be provided to the family. Allowances must be adequate for all utilities and services not provided by the owner that were included in the fair market rent. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality. In developing the schedule, the HA must use normal patterns of consumption for the community as a whole and current utility rates. Allowances must not be based on energy consumption or costs above average or below average income families. The objective shall be to establish allowances based on actual rates and average consumption estimates and should allow the majority of participating families an allowance that is adequate to cover expected average utility costs and other services over a 12-month period.

### Determining Allowances:

- a. In general, HAs shall use to the extent possible local sources of information on the cost of utilities and services. The following local sources should be contacted:
  - (1) Electric utility suppliers.
  - (2) Natural gas utility suppliers.
  - (3) Water and sewer suppliers.
  - (4) Fuel oil and bottle gas suppliers.
  - (5) Public service commissions.
  - (6) Real estate and property management firms.
  - (7) State and local agencies.
  - (8) Appliance sales or leasing firms.

- b. Recently adopted utility allowance schedules from neighboring HAs with essentially the same type of housing stock should also be examined. In most cases fuel or utilities rates normally will not vary appreciably in neighboring communities and where data is not available in small communities' allowances for larger nearby communities may be used. Where local sources are inadequate, the HA may consult the national average consumption data provided in Table 1 and make appropriate adjustments to reflect local conditions.
- c. The HA must establish separate heating and cooling allowances for the various types of existing housing in the locality with the same number of bedrooms. Depending on local housing stock, utility allowances must be established for the following unit types: detached houses, duplexes, row or townhouses, garden and high rise apartments and manufactured homes. In addition to establishing different heating and cooling allowances for various types of structures, attention should be given to different allowances for water depending on whether families will have responsibilities for lawn care.
- d. The data to be solicited from the local sources shown above should be as close as possible in form and detail to the format of form HUD -52667. If possible, all consumption data should be obtained for each unit size and type. If data is available only for an average unit size (2.5 bedrooms), multiply the utilities costs for the average unit by the following factors:

<u>Size of Unit</u>	<u>Factor</u>
1-BR	0.5
2-BR	0.7
3-BR	0.9
4-BR	1.1
5-BR	1.4
6-BR	1.6

Example: Natural gas heating cost for average sized unit is \$18.00 per month. The allowance for a 4-bedroom unit will be  $1.4 \times \$18.00 = \$25.00$  (rounded to nearest dollar).

**Air Conditioning:** Allowances for air conditioning must be established only for communities where the majority of units in the market provide centrally air conditioned units or appropriate wiring for tenant installed A/C units.

**Ranges and Refrigerators:** Allowances for ranges and refrigerators must be based on the lesser of the cost of leasing or installment purchasing of suitable equipment.

**Utility Rate Schedules:** The cost of gas and electricity varies according to amounts consumed as shown on the appropriate rate schedules. It is not possible to compute exactly the cost of electricity for any given function without knowing the total electrical usage for a unit. However, because neither the HA or the families know beforehand just what will be the combination of utilities for any unit rented, it will be necessary to approximate the allowances for each function (e.g., heating cooking, etc.) as follows:

For electricity the rates used for lighting, refrigeration and appliances (Table 1, Item I), should be from the top of the rate schedule or the higher unit costs. Allowances for electric cooking, water heating and space heating should be computed from the middle or lower steps in the rate schedules.

Similarly, allowances for gas used for water heating and cooking should be computed using rates from the top of the rate schedule and for heating from the lower steps.

**Supporting Documentation:** The HA shall maintain with the form HUD-52667 copies of all supporting documentation used in determining the allowances and any revisions. For instance, letters from local utility companies shall be attached plus any worksheets used by the HA in computing allowances. The material should contain, if possible, the quantities of the utilities that are the basis of the dollar allowances (e.g., kilowatt hours per unit). A copy of the utility allowance schedule must be sent to the HUD Field Office.

**Table 1**  
**Average Allowances For Tenant Purchased Utilities**

Note: The consumption amounts listed below are inexact averages and must be used with caution when establishing allowances for actual projects.

	Monthly Consumption	
	Units	2 1/2-BR (a)
<b>I. Electricity</b>		
a. Lighting and Refrigeration	KWH	250-400 (b)
b. Cooking	KWH	110
c. Domestic Hot Water	KWH	340 (c)
d. Space Heating	KWH	680 (d)
e. Air Conditioning	KWH	180 (e)
<b>II. Natural Gas And Bottle Gas</b>		
a. Cooking	Therms	8
b. Domestic Hot Water	Therms	21 (c)
c. Space Heating	Therms	48 (d)
<b>III. Fuel Oil</b>		
a. Domestic Hot Water	Gals	17 (c)
b. Space Heating	Gals	40 (d)
<b>IV. Water</b>		
a. Domestic Use	Gals	8,000
b. Lawn	Gals	2,000

- (a) Estimated average consumption for a hypothetical 2 1/2 bedroom dwelling unit. All consumptions listed must be adjusted for the size of the dwelling unit. Factors shown under Determining Allowances, subparagraph d, may be used for making the adjustment.
- (b) Consumptions will vary considerably depending on electrical appliances used. Upper limits should be sufficient to provide 85 kilowatt hours for a clothes dryer and 50 kilowatt hours for a frost free refrigerator.
- (c) The temperature of local water supply varies by geographic area and will have considerable impact on energy used to heat domestic water. This estimate is for Northern Central geographic areas where the average city water temperature is approximately 50° F.
- (d) Consumptions are for housing insulated for the heating system installed. Normally a building designed for electric space heating is better insulated than one designed for gas or oil space heating equipment. Climatic conditions assumed to be 4,000 heating degree days and 0° F outside design temperature. Consumption must be adjusted for the normal heating degree days and the outside design temperature in the given geographic area.
- (e) Consumption estimated for 1,000 degree days cooling. Actual consumption will depend on many variables.

**Note:** The consumption amounts listed above are inexact averages and must be used with caution when establishing allowances for actual projects.

# Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing  
(exp. 4/30/2014)

OMB Approval No. 2577-0169

Locality <b>Lakeland Housing Authority</b>	Unit Type Row House/Town House/Semi-Detached Duplex	Date (mm/dd/yyyy) <b>01/01/2015</b>
-----------------------------------------------	--------------------------------------------------------	----------------------------------------

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	7	9	10	12	14	15
	b. Bottle Gas	21	30	34	43	47	51
	c. Oil / Electric	7	8	9	10	11	12
	d. Heat Pump	3	3	4	4	4	5
Cooking	a. Natural Gas	4	5	8	9	11	12
	b. Bottle Gas	17	22	35	39	48	52
	c. Oil / Electric	6	8	10	12	14	17
	d. Coal / Other						
Other Electric		16	26	36	50	60	70
Air Conditioning/Heat Pump		19	22	33	44	56	67
Water Heating	a. Natural Gas	7	10	13	16	20	24
	b. Bottle Gas	31	44	57	70	87	105
	c. Oil / Electric	10	15	20	25	31	36
	d. Coal / Other						
Water		16	17	20	23	26	30
Sewer		26	26	31	36	42	47
Trash Collection		17	17	17	17	17	17
Range/Microwave		12	12	12	12	12	12
Refrigerator		13	13	13	13	13	13
Natural Gas Flat Fee		12	12	12	12	12	12
Electric Flat Fee		8	8	8	8	8	8

<b>Actual Family Allowances</b> To be used by the family to compute allowance. Complete below for the actual unit rented.	Utility or Service	per month cost
	Heating	\$
Name of Family	Cooking	
	Other Electric	
	Air Conditioning	
	Water Heating	
	Water	
	Sewer	
	Trash Collection	
	Range/Microwave	
	Refrigerator	
	Other	
Address of Unit	<b>Total</b>	\$
Number of Bedrooms		

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<u>Size of Unit</u>	<u>Factor</u>
1-BR	0.5
2-BR	0.7
3-BR	0.9
4-BR	1.1
5-BR	1.4
6-BR	1.6

Example: Natural gas heating cost for average sized unit is \$18.00 per month. The allowance for a 4-bedroom unit will be  $1.4 \times \$18.00 = \$25.00$  (rounded to nearest dollar).

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b. Cooking	KWH	110
c. Domestic Hot Water	KWH	340 (c)
d. Space Heating	KWH	680 (d)
e. Air Conditioning	KWH	180 (e)
<b>II. Natural Gas And Bottle Gas</b>		
a. Cooking	Therms	8
b. Domestic Hot Water	Therms	21 (c)
c. Space Heating	Therms	48 (d)
<b>III. Fuel Oil</b>		
a. Domestic Hot Water	Gals	17 (c)
b. Space Heating	Gals	40 (d)
<b>IV. Water</b>		
a. Domestic Use	Gals	8,000
b. Lawn	Gals	2,000

- (a) Estimated average consumption for a hypothetical 2 1/2 bedroom dwelling unit. All consumptions listed must be adjusted for the size of the dwelling unit. Factors shown under Determining Allowances, subparagraph d, may be used for making the adjustment.
- (b) Consumptions will vary considerably depending on electrical appliances used. Upper limits should be sufficient to provide 85 kilowatt hours for a clothes dryer and 50 kilowatt hours for a frost free refrigerator.
- (c) The temperature of local water supply varies by geographic area and will have considerable impact on energy used to heat domestic water. This estimate is for North Central geographic areas where the average city water temperature is approximately 50° F.
- (d) Consumptions are for housing insulated for the heating system installed. Normally a building designed for electric space heating is better insulated than one designed for gas or oil space heating equipment. Climatic conditions assumed to be 4,000 heating degree days and 0° F outside design temperature. Consumption must be adjusted for the normal heating degree days and the outside design temperature in the given geographic area.
- (e) Consumption estimated for 1,000 degree days cooling. Actual consumption will depend on many variables.

**Note:** The consumption amounts listed above are inexact averages and must be used with caution when establishing allowances for actual projects.



# Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0169  
(exp. 4/30/2014)

Locality <b>Lakeland Housing Authority – City of Lakeland</b>	Unit Type <b>Single Family &amp; Mobile Home</b>	Date (mm/dd/yyyy) <b>01/01/2015</b>
------------------------------------------------------------------	-----------------------------------------------------	----------------------------------------

Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	7	9	10	12	14	15
	b. Bottle Gas	30	38	43	51	60	64
	c. Oil / Electric	9	10	11	13	14	15
	d. Heat Pump	4	4	4	5	6	6
Cooking	a. Natural Gas	4	5	8	9	11	12
	b. Bottle Gas	17	22	35	39	48	52
	c. Oil / Electric	6	8	10	12	14	17
	d. Coal / Other						
Other Electric	23	34	44	59	69	80	
Air Conditioning/Heat Pump	22	24	37	49	62	75	
Water Heating	a. Natural Gas	7	10	13	16	20	24
	b. Bottle Gas	31	44	57	70	87	105
	c. Oil / Electric	10	15	20	25	31	36
	d. Coal / Other						
Water	20	22	24	28	31	35	
Sewer	28	28	33	39	44	49	
Trash Collection	17	17	17	17	17	17	
Range/Microwave	12	12	12	12	12	12	
Refrigerator	13	13	13	13	13	13	
Natural Gas Flat Fee	12	12	12	12	12	12	
Electric Flat Fee	8	8	8	8	8	8	

**Actual Family Allowances** To be used by the family to compute allowance.  
Complete below for the actual unit rented.

Name of Family	Utility or Service	per month cost	
	Heating	\$	
	Cooking		
	Other Electric		
	Air Conditioning		
	Address of Unit	Water Heating	
		Water	
		Sewer	
		Trash Collection	
		Range/Microwave	
Number of Bedrooms	Refrigerator		
	Other		
	<b>Total</b>	\$	

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**Air Conditioning:** Allowances for air conditioning must be established only for communities where the majority of units in the market provide centrally air conditioned units or appropriate wiring for tenant installed A/C units.

**Ranges and Refrigerators:** Allowances for ranges and refrigerators must be based on the lesser of the cost of leasing or installment purchasing of suitable equipment.

**Utility Rate Schedules:** The cost of gas and electricity varies according to amounts consumed as shown on the appropriate rate schedules. It is not possible to compute exactly the cost of electricity for any given function without knowing the total electrical usage for a unit. However, because neither the HA or the families know beforehand just what will be the combination of utilities for any unit rented, it will be necessary to approximate the allowances for each function (e.g., heating cooking, etc.) as follows:

For electricity the rates used for lighting, refrigeration and appliances (Table 1, Item I), should be from the top of the rate schedule or the higher unit costs. Allowances for electric cooking, water heating and space heating should be computed from the middle or lower steps in the rate schedules.

Similarly, allowances for gas used for water heating and cooking should be computed using rates from the top of the rate schedule and for heating from the lower steps.

**Supporting Documentation:** The HA shall maintain with the form HUD-52667 copies of all supporting documentation used in determining the allowances and any revisions. For instance, letters from local utility companies shall be attached plus any worksheets used by the HA in computing allowances. The material should contain, if possible, the quantities of the utilities that are the basis of the dollar allowances (e.g., kilowatt hours per unit). A copy of the utility allowance schedule must be sent to the HUD Field Office.

**Table 1**

**Average Allowances For Tenant Purchased Utilities**

Note: The consumption amounts listed below are inexact averages and must be used with caution when establishing allowances for actual projects.

	Monthly Consumption	
	Units	2 1/2-BR (a)
<b>I. Electricity</b>		
a. Lighting and Refrigeration	KWH	250-400 (b)
b. Cooking	KWH	110
c. Domestic Hot Water	KWH	340 (c)
d. Space Heating	KWH	680 (d)
e. Air Conditioning	KWH	180 (e)
<b>II. Natural Gas And Bottle Gas</b>		
a. Cooking	Therms	8
b. Domestic Hot Water	Therms	21 (c)
c. Space Heating	Therms	48 (d)
<b>III. Fuel Oil</b>		
a. Domestic Hot Water	Gals	17 (c)
b. Space Heating	Gals	40 (d)
<b>IV. Water</b>		
a. Domestic Use	Gals	8,000
b. Lawn	Gals	2,000

- (a) Estimated average consumption for a hypothetical 2 1/2 bedroom dwelling unit. All consumptions listed must be adjusted for the size of the dwelling unit. Factors shown under Determining Allowances, subparagraph d, may be used for making the adjustment.
- (b) Consumptions will vary considerably depending on electrical appliances used. Upper limits should be sufficient to provide 85 kilowatt hours for a clothes dryer and 50 kilowatt hours for a frost free refrigerator.
- (c) The temperature of local water supply varies by geographic area and will have considerable impact on energy used to heat domestic water. This estimate is for Northern Central geographic areas where the average city water temperature is approximately 50° F.
- (d) Consumptions are for housing insulated for the heating system installed. Normally a building designed for electric space heating is better insulated than one designed for gas or oil space heating equipment. Climatic conditions assumed to be 4,000 heating degree days and 0° F outside design temperature. Consumption must be adjusted for the normal heating degree days and the outside design temperature in the given geographic area.
- (e) Consumption estimated for 1,000 degree days cooling. Actual consumption will depend on many variables.

**Note:** The consumption amounts listed above are inexact averages and must be used with caution when establishing allowances for actual projects.