

## Office of Long-Term Resiliency Subrecipient Quarterly Progress Report (QPR)

<b>Grant No. – Sub. Name:</b>	<b>MT047 – City of Lakeland</b>	
<b>Project Title:</b>	<b>Lake Bonnet Drainage Basin Flood Hazard and Debris Mitigation Project</b>	
<b>Funding Awarded:</b>	<b>\$42,986,390.00</b>	
<b>Agreement Period:</b>	<b>10/27/2022 – 10/26/2028</b>	
<b>Primary Points of Contact Information:</b>	<p>Mitigation Team Grants Coordinator, OLTR Phone #850-921-3182 GM email: <a href="mailto:Joseph.McCormick@commerce.fl.gov">Joseph.McCormick@commerce.fl.gov</a> Department of Commerce - Office of Long-Term Resiliency</p>	<p>Laurie Smith, Manager, Lakes &amp; Stormwater Phone#863-834-6276 / Email: <a href="mailto:laurie.smith@lakelandgov.net">laurie.smith@lakelandgov.net</a> Lana Braddy, Special Projects Coordinator, Lakes &amp; Stormwater Phone#863-834-3327 /Email: <a href="mailto:ana.braddy@lakelandgov.net">ana.braddy@lakelandgov.net</a></p>

**Activity Reporting Period: January 1, 2025 – March 31, 2025**

*An update of this report shall be submitted to FloridaCommerce ten (10) calendar days after the end of each quarter.*

**Section One – Financial Data: PLEASE SUBMIT COPIES OF SUPPORTING DOCUMENTATION FOR LEVERAGE FUNDS USED TO YOUR GRANT MANAGER ON A MONTHLY BASIS.**

	Amount	Funds used this period	Funds used to date	Balance Remaining
Leverage Funds (A)	.00	.00	.00	.00
CDBG-MIT Funds (B)	42,986,390.00	614,094.15	1,356,405.39	41,629,984.61
<b>TOTAL Project Funds (A+B)</b>	<b>42,986,390.00</b>	<b>614,094.15</b>	<b>1,356,405.39</b>	<b>41,629,984.61</b>

**Section Two – Accomplishments within the Past Quarter:**

The following is an overview of significant accomplishments within the past quarter:

January 2025 – The City finalized and submitted Invoice Reimbursement Package 004 (City services) to DOC.

The City’s Consultant, AECOM, continued with the NEPA process based on the approved Feasibility Study Report and 60% Design plans of the selected alternative.

February 2025 – The City finalized and submitted Reimbursement Package 002 (for Consultant services) to DOC and received reimbursement on Invoice Reimbursement Package 004 from DOC.

The City’s Consultant, AECOM, completed the following activities:

March 2025—The City approved AECOM Invoice 3 (Consultant Services) for payment and posted Fair Housing Posters at various public locations around the City and received the fully executed Amendment 2 from DOC.

The City’s Consultant, AECOM, completed the following activities:

- Provided the City and DOC with a progress update on the permitting, NEPA process, Design updates, pump station location sketch, and potential sediment (dredged soils) staging areas were identified and discussed. (See attached DOC Meeting Minutes)
- Provided Fair Housing Posters to the City and posted posters at the jobsite to meet the Q1 Fair Housing requirement.

**Section Three – Issues or risks moving project forward (if any):**

N/A

**Section Four – Projected activities to be completed within the following Quarter:**

- AECOM will continue with the NEPA Process based on the recently approved Feasibility Study Report.
- AECOM will continue to develop the 60% Design of the selected alternative during the NEPA Review and initiate the discussion with the regulatory agencies.
- It is anticipated that AECOM will:
  - Complete the permit package drawings by May 2025
  - Complete the 60% Design of the selected alternative
  - Complete field work and finalize Geotech scope by the end of March 2025
  - Preliminary survey has been received and will be input into CAD to advance the Design
  - Working mechanical engineering components for the Pump Station that include a pump, 2 sumps, and adjacent catch basins.
- AECOM will schedule teleconferences with the appropriate regulatory agencies to introduce the project.
- The City will submit Reimbursement Invoice 005 to DOC in April 2025 for City staff services through February 22, 2025.
- The City and AECOM will review, update, and submit to DOC Modification 7 to Attachment C, updating Construction activities.

**Section Five – Required Submissions** (Attachments - A(3)(M), D(18), E(5), F):

<p>❖ <b>Staffing Plan</b></p> <ul style="list-style-type: none"><li>➢ Were there any Staffing changes since last Quarter?<ul style="list-style-type: none"><li>➢ <i>If answered "Yes", please submit the <b>Updated Org. Chart.</b></i></li></ul></li></ul>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<p>❖ <b>Fair Housing</b> (<i>Attachment F</i>)</p> <ul style="list-style-type: none"> <li>➤ Do you Certify that the City of Lakeland will "affirmatively further fair housing" in its community?</li> <li>➤ Have you <b>already</b> submitted to FloridaCommerce a copy of your Fair Housing resolution or ordinance? <ul style="list-style-type: none"> <li>➤ <i>If answered "Yes", please skip the next bullet point.</i></li> <li>➤ <i>If answered "No", please submit with this Report a copy of the Sub-Recipient's fair housing resolution or ordinance.</i></li> <li>➤ <i>Submit, in the box below, the <b>name and contact information</b> of the Fair Housing Coordinator.</i></li> <li>➤ <i>Provide a copy of the published Fair Housing Coordinator's contact information from the newspaper where listed OR provide, in the box below, the email address for the home page of the Sub-Recipient's website.</i></li> <li>➤ <i>Establish a system (spreadsheet) to log all fair housing calls and submit to Florida Commerce GM on a quarterly basis.</i></li> <li>➤ <i>Submit to Florida Commerce GM support documentation (as proof) for fair housing activities conducted each quarter.</i></li> <li>➤ <i>Submit to Florida Commerce GM a copy of the fair housing poster displayed in the Sub-Recipient's office each quarter.</i></li> </ul> </li> <li>• <b>The Sub-Recipient shall document its fair housing activities by keeping photographs, newspaper articles, sign-in sheets, and copies of handouts in their CDBG-MIT project file and include information about the activities in the comment section of each QPR.</b></li> </ul>	<p style="text-align: center;">Yes <input checked="" type="checkbox"/></p> <p style="text-align: center;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p style="color: red; text-align: center;">This is a condition for receipt of CDBG-MIT funds.</p>
<ul style="list-style-type: none"> <li>➤ <b>Name and contact information of the City of Lakeland's Fair Housing Coordinator:</b></li> </ul> <p>Michael Smith, Housing Programs Manager  Phone: (863) 834-3367  Email: <a href="mailto:Michael.Smith3@lakelandgov.net">Michael.Smith3@lakelandgov.net</a></p> <ul style="list-style-type: none"> <li>➤ <i>Email address for the home page of the Sub-Recipient's website.</i></li> </ul> <p><a href="https://www.lakelandgov.net/departments/community-economic-development/housing/fair-housing/">https://www.lakelandgov.net/departments/community-economic-development/housing/fair-housing/</a></p>		

<p>❖ <b>Equal Employment Opportunity (EEO)</b> (<i>Attachment F</i>)</p> <ul style="list-style-type: none"> <li>➤ Do you Certify that the City of Lakeland and the contractors, subcontractors, subrecipients, and consultants that it hires with CDBG-MIT funds will abide by the Equal Employment Opportunity (EEO) Laws of the United States?</li> <li>➤ Have you <b>already</b> submitted to Florida Commerce a copy of your EEO resolution or ordinance? <ul style="list-style-type: none"> <li>➤ <i>If answered "Yes", please skip the next bullet point.</i></li> <li>➤ <i>If answered "No", please submit with this Report a copy of the Sub-Recipient's EEO resolution or ordinance.</i></li> <li>➤ <i>Submit, in the box below, the <b>name and contact information</b> of the EEO Coordinator.</i></li> <li>➤ <i>Provide a copy of the published EEO Coordinator's contact information from the newspaper where listed OR provide, in the box below, the email address for the home page of the Sub-Recipient's website.</i></li> <li>➤ <i>Establish a system (spreadsheet) to log all EEO calls and submit to Florida Commerce GM on a quarterly basis.</i></li> <li>➤ <i>Submit to Florida Commerce GM the list of certified minority-owned business enterprises (MBE) and women-owned business enterprises (WBE) that the Sub-Recipient uses to solicit bids on CDBG-MIT funded construction activities.</i></li> </ul> </li> </ul> <p style="text-align: center;">• <b>The Sub-Recipient will keep all EEO information in their CDBG-MIT project file as well as submitting the information on a quarterly basis in the QPR.</b></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p style="color: red;">This is a condition for receipt of CDBG-MIT funds</p>
<ul style="list-style-type: none"> <li>➤ <b>Name and contact information of the City of Lakeland's EEO Coordinator:</b></li> </ul> <p>Emily Colon, Deputy City Manager and Title VI/Nondiscrimination Coordinator  228 S. Massachusetts Ave.  Lakeland, FL 33801-5086  Phone: (863) 834-6006  Email: <a href="mailto:Emily.Colon@lakelandgov.net">Emily.Colon@lakelandgov.net</a></p> <ul style="list-style-type: none"> <li>➤ <i>Email address for the home page of the Sub-Recipient's website.</i></li> </ul> <p><a href="https://www.lakelandgov.net/departments/public-works/ada-accessibility/">https://www.lakelandgov.net/departments/public-works/ada-accessibility/</a></p>		

<p>❖ <b>Section 504 and the Americans with Disabilities Act (ADA)</b> (Attachment F)</p> <ul style="list-style-type: none"> <li>➤ Do you Certify that the City of Lakeland provides access to all federally funded activities to all individuals, regardless of handicap?</li> <li>➤ Have you <b>already</b> submitted to Florida Commerce a copy of your Fair Housing resolution or ordinance? <ul style="list-style-type: none"> <li>➤ <i>If answered "Yes", please skip the next bullet point.</i></li> <li>➤ <i>If answered "No", please submit with this Report a copy of the Sub-Recipient's Section 504/ADA resolution or ordinance.</i></li> <li>➤ <i>Submit, in the box below, the <b>name and contact information</b> of the Section 504/ADA Coordinator.</i></li> <li>➤ <i>Provide a copy of the published Section 504/ADA Coordinator's contact information from the newspaper where listed OR provide, in the box below, the email address for the home page of the Sub-Recipient's website.</i></li> <li>➤ <i>Establish a system (spreadsheet) to log all Section 504/ADA calls and submit to Florida Commerce GM on a quarterly basis.</i></li> </ul> </li> </ul> <p>• <b>The Sub-Recipient will keep all Section 504/ADA information in their CDBG-MIT project file as well as submitting the information on a quarterly basis in the QPR.</b></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>This is a condition for receipt of CDBG-MIT funds</p>
<ul style="list-style-type: none"> <li>➤ <b>Name and contact information of the City of Lakeland's Section 504/ADA Coordinator:</b></li> </ul> <p>Kristin Meador, ADA Specialist 228 S. Massachusetts Ave. Lakeland, FL 33801-5086 Phone: (863) 834-8444 Fax: (863) 834-8040 Email: <a href="mailto:ADASpecialist@lakelandgov.net">ADASpecialist@lakelandgov.net</a> or <a href="mailto:Kristin.Meador@lakelandgov.net">Kristin.Meador@lakelandgov.net</a></p> <ul style="list-style-type: none"> <li>➤ <i>Email address for the home page of the Sub-Recipient's website.</i> <a href="https://www.lakelandgov.net/departments/public-works/ada-accessibility/">https://www.lakelandgov.net/departments/public-works/ada-accessibility/</a></li> </ul>		
<ul style="list-style-type: none"> <li>➤ Is FULL Environmental Review completed <u>and</u> approved? <i>If answered "Yes", please take photographs or video of all activity locations <b>prior</b> to initiating any construction and submit with your QPR. As the construction progresses, additional photography or videography shall document the <b>ongoing</b> improvements and be submitted quarterly.</i></li> </ul> <p><b>If no, please explain where you are in the environmental process:</b></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>

Updated 9/08/2023

<p>❖ <b>Equipment Tracking</b> <i>(If Construction is part of the Project)</i></p> <p>➤ Any Equipment purchased <u>specifically</u> for this project?  <i>If answered "Yes", please submit an up-to-date Equipment Inventory Tracking Log listing the current equipment inventory, equipment service dates, etc. for monitoring purposes.</i></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p><b>Estimated <u>construction start date</u></b> (please make sure to review Attachment C as dates should match)</p>	<p><b>DATE:</b> 05/2025</p>	
<p>❖ <b>Have you received an AUGF for this project?</b></p> <p>❖ <b>Was the AUGF issued with conditions?</b>  <b>If yes, please explain:</b></p> <p>❖ <b>Estimated <u>expenditure</u> date</b></p>	<p>No</p> <p><b>DATE:</b> N/A</p>	
<p><b>Section Six – Cumulative Section 3 and Project Accomplishments Reporting</b> <i>(Attachments F, G (6))</i>  <i>*Only provide hours relevant to the current reporting period.</i></p>		
<p><b>Complete the Accompanying Excel Spreadsheet for QPR - Section Six Reporting Requirements (Accomplishments, Sec. 3, Beneficiaries, Race/Ethnicity)</b></p>		
<p><i>This report was prepared by:</i>  <b>Lana R Braddy</b></p>	<p><b>Signature and date:</b>  <b>Lana R Braddy</b>                      <b>4/10/2025</b></p>	



Program:		CDBG-MIT	
Name of Subrecipient:		City of Lakeland	
Project Name:		Lake Bonnet Drainage Basin Flood Hazard and Debris Mitigation Project	
Agreement Number:		MT047	
Year:	2025	Quarter:	1

**Section 3 Accomplishments**

Performance Measure	Projected Total	This Quarter	Total To Date
# of Section 3 Labor Hours	0	0	0
# of Targeted Section 3 Labor Hours	0	0	0
# of Total Labor Hours	0	0	0
Qualitative Section 3 Efforts	Not yet in construction.		

**Project Accomplishments**

Performance Measure	Projected Total	This Quarter	Total To Date
# acres of newly added or improved green space	0	0	0
# acres of wetlands created	TBD	0	0
# cubic feet of stormwater storage added	TBD	0	0
% decrease in affluent discharged	0	0	0
% decrease in area inundated by flooding	TBD	0	0
% decrease in disruption hours to residents and businesses from impacts of storm events	TBD	0	0
% decrease in NFIP CRS score	0	0	0
% decrease in road closures in target area during a flood	TBD	0	0
% decrease water surface elevation level during a flood	TBD	0	0
\$ estimated flood loss avoidance	TBD	0	0
\$ Funds allocated for water management/flood	TBD	0	0
\$ Funds allocated for water-quality improvements	0	0	0
% increase in acres of cropland protected from flooding	0	0	0
% increase in groundwater infiltration	TBD	0	0
% increase in number of acres converted to open space	TBD	0	0
% increase in pumping capacity	TBD	0	0
# linear feet of streams restored	TBD	0	0
# occupied structures in floodplain	TBD	0	0
# of acres green infrastructure created	TBD	0	0
# of acres green space created	0	0	0
# of acres green space preserved	0	0	0
# of acres no longer vulnerable to flood events	TBD	0	0
# of acres of native vegetation planted	TBD	0	0
# of acres with improved multiple hazard risk mapping	TBD	0	0
# of brownfield acres converted to wetland	0	0	0
# of buildings (non-residential)	0	0	0
# of containment systems constructed	TBD	0	0
# of Elevated Structures	0	0	0
# of fewer outages of critical facilities and utilities	0	0	0
# of green infrastructure projects constructed	0	0	0
# of greenspace users	0	0	0
# of Linear feet of Public Improvement	TBD	0	0
# of Linear Feet of Sewer Lines	0	0	0
# of linear feet of shoreline restored	0	0	0
# of linear feet of stream restored	0	0	0
# of linear feet of trails constructed	0	0	0
# of Linear Feet of Water Lines	0	0	0
# of Linear miles of Public Improvement	TBD	0	0
# of Non-business Organizations benefitting	TBD	0	0

Performance Measure	Projected Total	This Quarter	Total To Date
# of non-invasive species trees planted on project sites	TBD	0	0
# of properties protected from future flooding	TBD	0	0
# of properties with access above 100-yr flood level	TBD	0	0
# of public facilities	TBD	0	0
# of pump stations repaired/replaced	TBD	0	0
# of reduced hours streets are flooded	TBD	0	0
# of residents protected from future flooding	TBD	0	0
# of small water retention devices/systems installed	TBD	0	0
# of storm water projects implemented	TBD	0	0
# of vacant lots repurposed	TBD	0	0
# of water control structures repaired/replaced	TBD	0	0
% reduction in emergency maintenance costs	TBD	0	0
% reduction in energy costs	0	0	0
% reduction in loss of service	0	0	0
% reduction of sanitary sewer overflows	0	0	0
% reduction of watershed nitrate loading	TBD	0	0
% reduction of water surface elevation level	TBD	0	0

### Beneficiaries

Performance Measure	Projected Total	Projected Low	Projected Mod	Quarter Total	Total to Date
# of structures harden against future flood events	TBD	TBD	TBD	0	0
# of Persons	7,050	2,020	1,915	0	0

Date Prepared:	4/10/2025
Prepared By:	Lana R. Braddy

# MT047 QPR REPORT TRACKING SPREADSHEET

(Fair Housing, EEO, Section 504 and ADA and Section 3)

Grant No. - Sub Name	Project Title	Funding Award	Agreement Period	QPR Activity Reporting Period
MT047-City of Lakeland	Lake Bonnet Drainage Basin Flood Hazard and Debris Mitigation Project	\$42,986,390.00	10/27/2022 - 10/26/2028	01/01/2025 - 03/31/2025
No. of Fair Housing Calls Received For QPR Activity Period		0		
Name of Caller	Reason for Call	Caller Phone No.	Caller Email	Resolution
No. of Fair Housing Events Held For QPR Activity Period:		1		
Date Held:	Name of Event			
	Attachments F, G(6) - The Sub-Recipient shall document its fair housing activities by keeping photographs, newspaper articles, sign-in sheets, and copies of handouts in their CDBG-MIT project file and include information about the activities in the comment section of each QPR.			



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MT047-City of Lakeland	Lake Bonnet Drainage Basin Flood Hazard and Debris Mitigation Project	\$42,986,390.00	10/27/2022 - 10/26/2028	03/01/2025 - 03/31/2025
No. of Section 504 and ADA Calls Received For QPR Activity Period		0		
Name of Caller	Reason for Call	Caller Phone No.	Caller Email	Resolution
	The Sub-Recipient will keep all Section 504/ADA information in their CDBG-MIT project file as well as submitting the information on a quarterly basis in the QPR.			

