

**Housing Authority of Avon Park**  
**Board of Commissioners Regular Meeting**  
North Central Heights Community Building  
709 Juneberry Street, Avon Park, Fl.  
Tuesday, February 17, 2015, 7:00 PM

**AGENDA**

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentations: None
- C. Consent Agenda
  - 1. Regular Meeting Minutes, January 20, 2015
  - 2. Occupancy Report; January 2015
  - 3. Lakeside Park I Transitional Housing FSS Program Report; January/February
  - 4. TAR & Maintenance Reports; January 2015
  - 5. Fee Accounting Report; January 2015 ; January 2015 Account Cash Analysis Schedules
  - 6. Communications- None
- D. Secretary Reports & Old Business
  - 7. Project Status Reports;
    - a. North Central Heights; project operational status report.
    - b. Lakeside Park I; project operational status report.
    - c. APHA Rental Assistance Demonstration (RAD) Application status report.
    - e. Cornell Colony; project development status report.
    - f. Main Street Brickell Building Acquisition status report.
    - g. APHA 50<sup>th</sup> Year Golden Anniversary Celebration.
- E. New Business;
  - 9. Resolution No. 15-02; Resolution adopting 2015 Utility Allowance Schedules for Public Housing.
- F. Unfinished Business, Concerns of Commissioners
- G. Next Meeting: March 17, 2015; Regular Board Meeting
- H. Adjournment

Any person who might wish to appeal any decision made by the Avon Park Housing Authority, in public hearing or meeting, is hereby advised that he/she will need a record of the proceedings, and for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made which will include the testimony and evidence upon which such an appeal is to be based. In accordance with the American Disabilities Act and Section 286.26 Florida Statutes, any person with disabilities requiring reasonable accommodations to participate in this meeting should call the Housing Authority offices five days prior to the meeting.

**Avon Park Housing Authority Board of Commissioners Meeting  
Summary of Agenda Items  
February 17, 2015**

**Public Comments/Presentations: None**

**Consent Agenda:**

Minutes: Regular Meeting Minutes of January 20, 2015 will be considered for acceptance.

Occupancy Report/Vacancy Reports; January 2015: Lakeside Park Transitional Housing/Homeless P.H. Units; 1 move-ins, 2 move-outs & 1 vacancy during the reporting period. Lakeside Park II; 2 move-ins, 4 move-outs, 4 Vacancies during the period; Ridgedale; 1 move-in, 1 move-outs, 2 vacancies during the period; Delaney Heights 1 move-out, 1 move-in, 0 vacancy. NCH I had 1 move-out and 0 move-in and 1 vacancy; NCH II had 2 move-outs and 2 Move-ins and 1 vacancy. Vacant unit turnaround days in Management on units appear somewhat higher this month due to 2 units abandoned & 1 transfer. Current Wait list summary; D.H. 65; Lakeside Park II 196; Lakeside Park I (E & T Housing Program) 131; Ridgedale 146, NCH; 208 Combined Wait List Totals; 746, decrease of 16 from last report; decrease primarily due to purge of Wait List applicants during vacancy lease up and result of prior closing of Ridgedale Waiting List. Case Management Report activity report for January/February 2015 Transitional Housing & Family Self Sufficiency (FSS) Program activities included in Board packet.

TAR Report, January 2015: Tenants Accounts Receivable totals for PH in were \$2,186.11, with the majority amounts of TARs related to Security and Utility Loan Deposits and 2 delinquent rents. Ridgedale total for receivables were \$2,012 primarily for 3 unreported incomes and 1 move out charge. North Central Heights I TAR was \$97 for move out charge & late fees, North Central Heights II TAR; \$334.60 for 1 move out charge.

Maintenance Report, January 2015- Over the reporting periods; Maintenance performed 10 PH Annual and Preventive Maint. Inspections. Ridgedale 4 Preventative & Annual Inspections. NCH I & II had 8 Preventative & Annual Insp., Lakeside Park I had 1 Preventative/Annual Inspections. Preventative maintenance continues to be performed through winter months including continued cutback of trees from building rooflines, playground and Community Building HVAC servicing & common area repair/replacement & pest control. Upgrade to administrative & transitional housing offices security/hurricane screen window covering completed. General servicing to security camera system @ both Main Office and Ridgedale Apartments in process.

Executive Summary-Financial Statement/Report January 2015: Comprehensive report on the Budgeted Income Statement and Agency's January Bank Account Cash Analysis circulated in Board Packet. Fee Accountant Consolidated Financial Statement on operations for December not available at this time due to Year End Closing; still in process & prep for Audit. 2015 Operating Budget implemented. Malcolm Johnson CPA to begin Audit process anticipated to begin first of March, with Report receipt following.

Communications; None

**Old Business Secretary/Executive Directors Report:**

North Central Heights; The ED will provide an oral report on status of project's operations.

Lakeside Park I; The ED will provide an oral report on the operational status of the project.

Rental Assistance Demonstration (RAD) Program Application; The ED will brief the Board on any status change of its application to participate in the HUD RAD Program.

Cornell Colony Underwriting- Qualifying; The Board will provide and update to the Board regarding the APHDC's recent action regarding the Cornell Colony Operating Agreement and Development Agreement with Co-Developers HTG Cornell Developer and Heartland Development Group. as an element of the current joint credit underwriting process for the Cornell Colony project.

Main Street Brickell Building Acquisition Committee Report; The ED will provide an update to the Board regarding the APHDC's response to the City's RFP for Brickell Building.

1965-2015 APHA 50<sup>th</sup> Year Golden Anniversary Celebration; Board to discuss possible celebration event acknowledging APHA fifty years of service to AP Community.

**New Business:**

Resolution No. 15-02: The ED will review a Resolution for their consideration to adopt the 2015 Utility Allowances schedule for Public Housing with an effective date of March 1, 2015.

THE HOUSING AUTHORITY OF AVON PARK  
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES  
North Central Heights Community Center  
709 Juneberry Street  
Avon Park, FL 33825

**January 20, 2015, 7:00 P.M.**

**A. Opening/Roll Call:** Chair Barnard called the Board Meeting to order and offered the opening prayer. Following the Prayer, the Secretary called the member attendance roll: Commissioners Present: Commissioners Cameron Barnard, Lester Roberts, Greg Wade, Dora Smith, Cameron Barnard and Michael Eldred. Commissioners Absent; Theresa Whiteside. Also attending; APHA staff Executive Director (ED) Larry Shoeman, Housing Specialist Bea Gillians, Facilities Manager David Herbert and Comptroller Penny Pieratt. Also attending were the Serrano family and representatives Turner, Hicks and White from Tri-County Human Services. Quorum was declared by the Secretary and Chairperson Barnard called the meeting to Order at 7:00 pm.

**B. Public Comments/Presentations:** Certificates of Appreciation were presented to the Serrano family servings as "Secret Santa's" and to representatives Turner, Hicks and White from Tri-County Human Services for their many gifts that were distributed to the APHA's Transitional Housing families during the past Christmas Holiday.

**C. Consent Agenda:** Next Chair Barnard requested a motion to approve the Consent Agenda as circulated, Moved by Commissioner Roberts to accept the Consent Agenda as circulated, seconded by Commissioner Eldred; motion carried unanimously.

**D. Secretary Report & Old Business:**

North Central Heights I & II- The ED provided an oral update report to the Board regarding project's operational status.

Lakeside Park I- The ED provided the Board with an oral status report regarding the project.

Rental Assistance Demonstration Application: The ED informed the Board that the applications for both Delaney Heights & Lakeside Park still remains outstanding at this time however noted that Congress did include additional funding in the recently adopted Federal Appropriations Budget for authorizing 85,000 additional RAD units for the coming year for program expansion.

Cornell Colony; project development status report; The ED advised the Board that APHDC-Cornell Colony LLC remains in the process of qualifying for project underwriting qualifying with FHFC for project funding for the 44 single family unit development. The APHDC will continue working with Marty Wohl of Marmer Construction and Chris Shear of Housing Trust Group as Co-Developers on progression through the project underwriting process, with both Operating Agreement and Development Agreements forthcoming.

Main street Brickell Building Acquisition Committee Report- The ED reviewed with the Board the findings and recommendations provided by the Brickell Building Acquisition Committee held January 14<sup>th</sup> and the subsequent actions taken by the APHDC Board to move forward with revising the previous proposal submitted by the APHDC, formally responding to the City's RFP for building purchase, including the revised terms and conditions recommended by the BB Acquisition Committee. After review and discussion, moved by Commissioner Eldred, seconded by Commissioner Wade that the APHA Board endorse the subsequent actions taken by the APHDC Board to submit a response to the City's RFP, in accordance with the most recent terms and conditions recommended by the BB Acquisition Committee; motion carried unanimously.

**E. New Business:**

Resolution No.15-01- Resolution amending Resolution No. 14-09; Revision to APHA Personnel Policy; Opt out election of Group Health Insurance Plan; increasing incentive payment from \$500 to \$1,500 and changing "one time" payment for election to "Annual". ED informed the Board that the employees (3) that qualify for such election did not respond to APHA's invitation to opt out due to the limited election benefit and requested modification to increase benefit. Savings from such increase, after benefit payment, would still result in annual savings to APHA approximately \$40K+. Moved by Commissioner Roberts, seconded by Commissioner Wade to adopt Resolution No. 15-01, amending APHA Resolution No. 14-9 as circulated. Motion carried unanimously.

**F. Unfinished Business, Concerns of Commissioners- None**

**H. Next Regular meeting date;** Next Regular Board Meeting to take place February 17, 2015.

Being no further business to come before the Board, Chair Barnard adjourned the meeting at 7:35 pm.

Accepted \_\_\_\_\_

Attest \_\_\_\_\_

SEAL

**OCCUPANCY/VACANCY REPORT**  
January 2015

**Public Housing**

**Delaney Heights**

<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
07(529)	1	12/8	1/5	19	10	29	In nursing home
27(305)	1	1/8					Disturbing peace

**Lakeside Park**

<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
206(228)	3	11/13	12/4	2	20	22	Reason for Vacancy
329(317)	1	12/1	12/11	3	8	11	Housekeeping issues/non comp
306(322)	2	12/11	1/6	25	2	27	Rent too high
319(355)	3	1/2	1/14	10	3	13	Transferred to unit 329
221(221)	3	1/6					Transferred to NCH
321(349)	2	1/12					Transferred to unit 306
318(359)	2	1/14					No notice
							Transferred to unit 319

**TOTAL PUBLIC HOUSING VACANT - 4**

**Transitional/Homeless**

<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
411(25)	2	11/10	12/11	22	10	32	Transferred to 321
412(27)	4	11/26(fire)					Transferred to 411 (fire unit)

**TOTAL TRANSITIONAL/HOMELESS VACANT - 1**

OCCUPANCY/VACANCY REPORT  
January 2015

<u>Ridgedale</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms.</u>						
07(732)	2	1/1/24	1/2	5	35	40	Lease violations
15(716)	2	11/19	12/19	4	26	30	Abandoned unit
09(728)	3	12/19					Transferred to #15
06(734)	2	1/27					Eviction/non pmt rent

TOTAL RIDGEDALE VACANT—2

<u>North Central Heights I - (40 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit#</u>	<u>Brms</u>						
644	2	12/1	12/10	2	8	10	Purchased home
642	2	1/30					Income increase

TOTAL NCH I VACANT—1

<u>North Central Heights II — (32 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u>#vacancy days</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms</u>						
304	3	9/30	12/11	52	20	72	Transferred to 650 (10/1)
404	3	10/31	12/12	27	16	43	Abandoned unit
726	3	10/31	12/11	37	5	42	Abandoned unit
656	3	10/31	1/2	62	2	64	Transferred to 740 (11/1)
742	4	1/1					Housekeeping/property damage
654	3	1/13	1/26	4	10	14	Broke lease

TOTAL NCH II VACANT—1

OCCUPANCY/VACANCY REPORT

January 2015

Intent to Vacate

607, 2 bdrms, NCH I, has many pets/does not want to pay deposits,  
09(525), Delaney Heights, not in good health, 3/2/15  
625, NCH I, needs bigger home, 2/15/15

Evictions-

Abandoned Units

WAITING LIST FOR LAKESIDE PARK

1-BRM	38
2-BRM	87
3-BRM	43
4-BRM	19
5-BRM	9
TOTAL	<u>196</u>

WAITING LIST FOR RIDGEDALE

1-BRM	44
2-BRM	56
3-BRM	28
4-BRM	18
TOTAL	<u>146</u>

HOMELESS

1-BRM	0
2-BRM	72
3-BRM	32
4-BRM	19
5-BRM	8
TOTAL	<u>131</u>

WAITING LIST FOR DELANEY HEIGHTS

1-BRM	65
TOTAL	<u>65</u>

WAITING LIST FOR NORTH CENTRAL HEIGHTS

2-BRM	116
3-BRM	49
4-BRM	43
TOTAL	<u>208</u>





AVON PARK TRANSITIONAL HOUSING  
January/February 2015  
Monthly Board Report

**Case Management Updates**

FSS Clients meetings and assessments with new FSS Case Manager; Monthly

**FSS Enrollment- 22 Participating Households**

- Lakeside Park – 6 Clients
- Emergency Transitional Housing- 16 Clients – Enrolled in FSS
- Pending two new families for FSS program – approval upon move-in

**Property Updates:**

LPI – 1 Vacant (Fire Damaged Unit) – Off Line  
1 Non-renewal of Lease

**Training Sessions for January/February 2015**

- January 2015 Training – APHA’s Review of Lease Agreement, Code of Conduct, & ETH/FSS Contract of Participation Policies.
- February 2015 Training – “12 Steps to a Healthy Relationship” & Parenting presentation given by Dorinda Hendry, Director of Choices Pregnancy Care Center.

**Resident Activities**

- Community Garden Re-vitalization on January 31 2015; Bill Roberts, a reporter with the News Sun was on site to take pictures and gather information for an upcoming article in the “Highlands Sun” publication.
- Shaddai Ministry – Feeding the Homeless: Every 2<sup>nd</sup> Saturday of the month; January 10<sup>th</sup> 2015 & February 14<sup>th</sup> 2015.
- Crossroads Community Church – Will host a free “Block Party” on February 7<sup>th</sup> 2015. Face painting, kids show, bounce houses, games & food.
- Community Garden to start planting seedlings on or around February 14<sup>th</sup> 2015.

**Employment Update:**

- 12 of our 16 HOUSEHOLDS currently employed –
- 7-Enrolled in School – GED & Secondary Education
- Lakeside Park- 5 out of 6 HOUSEHOLDS currently employed – 3 enrolled in Secondary Education

**Education Update:**

4 FSS Residents enrolled in GED Classes – 1 Recently Graduated  
3 FSS Residents enrolled in SFSC – Continuing Education  
(Medical/Office Management/Elementary Education)  
1 FSS Resident enrolled in Keiser College – Online courses in Culinary Management

**Education Update continued:**

1 FSS Resident enrolled in US Careers – Online courses in Medical Office Management

1 FSS Resident enrolled in Ashworth College – Online courses in Medical Office Management

**Resident Success:**

Resident Javona Moses one of ETH & FSS program participant and one of the youngest residents in our program has purchased a vehicle. Ms. Moses has been contributing into her Escrow Account for over a year and she was able to utilize these funds for a down payment on a vehicle. We expect to see many great things in store for this young lady!

**Community Partners:**

Hardee County Inter-Agency Meeting on January 12<sup>th</sup> & February 9<sup>th</sup> 2015 - Resource interagency sharing exchange. Continued monthly participation.

New Beginnings Heartland looking for APHA resident referrals to assist with a variety of services.

Ruth House Ministries International Outreach Partners meeting on January 7<sup>th</sup> 2015.

Champion for Children Advocacy Center meeting on January 21<sup>st</sup> 2015

Choices Pregnancy Care Center Services – February 11<sup>th</sup> training presentation

**APHA MISSION**-The Mission of the Avon Park Housing Authority is to assist low-income families with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission

**Tenants Accounts Receivable**  
**January 31, 2015**

**Lakeside Park**

Lakeia Jones	\$100.00	Security Deposit (pmts)
Carmen Kuiper	150.00	Security Deposit (pmts)
Milna Lucien	45.00	Utility loan agreement (pmts)
Omar Mercado	246.58	Utility loan agreement (pmts)
Brandi Robinson	250.00	Unreported income (pmts)
LP Total	\$791.58	

**Delaney Heights**

Sylvester Evans	\$238.00	Utility loan agreement (pmts)
Tania Marrow	125.00	Utility loan agreement (pmts)
Carla Greene	4.89	Electric
DH Total	\$367.89	

**Transitional**

Tikia English	\$120.50	Electric
Naketa McQueen	190.14	Electric
Tocarra Morris	50.00	Security deposit (pmts)
Nyland Quinones	566.00	Rent, late fee
Lakeshia Stansberry	100.00	Rent, late fee
Homeless Total	\$1,026.64	

**NCH I**

Hilda Cruz	\$ 42.00	Move out charges/transferred (pmts)
Nabila Nassr	55.00	Late fees
NCH I Total	\$97.00	

**NCH II**

Sandra Cole	\$334.60	Move out charges/transferred (pmts)
NCH II Total	\$334.60	

**Ridgedale**

Sophia Coleman	\$ 95.59	Work order
Jeanine Davis	68.00	Security deposit (pmts)
Jean McCall	820.64	Move out charges
Alba Pineiro	29.44	Work order (pmts)
Lateshia Walker	330.00	Unreported income
Chiquita Wooden	137.00	Unreported income (pmts)
Yakisha Wright	532.00	Unreported income (pmts)
RD Total	\$2,012.67	

**GRAND TOTAL \$4,630.38**

**\*WRITE OFFS for APHA**

Alisha Trammel \$752.00  
 Total APHA \$752.00

**\*WRITE OFFS for NCH**

Arlene Heredia \$307.00  
 Total NCH \$307.00

**\*WRITE OFFS for Ridgedale**

Total RD \$0

**\*WRITE OFFS for Homeless**

Total HM \$0

Approved—Larry Shoeman, Executive Director

Submitted by: Penny Pieratt, Comptroller

**Daily tasks:**

General cleaning of Admin./Maintenance Bld. & grounds, work orders.

**Special Work:**

**Preventive Maintenance:**

Work from preventive maintenance inspections are on-going. 80 hours were taken during the month of January for sick, annual and holiday leave.

Public Hsg Preventive Maintenance Inspections:	10
Ridgedale Preventive/Annual Inspections	4
North Central Heights I Preventive/AI	3
North Central Heights II Preventive/AI	5
Lakeside Park I Preventive/Annual Inspections	1
Public Hsg Vacancies completed:	4
Ridgedale Vacancies	1
North Central Heights I Vacancies	0
North Central Heights II Vacancies	2
Lakeside Park I Vacancies	0
Public Hsg Move-In's:	3
Ridgedale Move Ins	2
North Central Heights I Move Ins	0
North Central Heights II Move Ins	2
Lakeside Park I Move Ins	0
Public Hsg Move-Out's:	5
Ridgedale Move Outs	1
North Central Heights I Move Outs	1
North Central Heights II Move Outs	2
Lakeside Park I Vacancies	0

2/9/2015 3:34:10 PM COH  
PHA: 01  
Project: '001','002','003','100'

AVON PARK PUBLIC HOUSING

CASH Analysis  
As Of Date: 1/31/2015

Balance

General Fund	354,415.01
Section 8 PH Funds	0.00
Security Deposits	27,745.00
PNC Account	0.00
Petty Cash	100.00
Investment CD at Highlands Bank	42,920.53
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	1,093,252.25
Utility Deposit Escrow Fund	2,291.73
FSS Escrow	3,120.15
Development Corporation	21,971.58

2/9/2015 3:35:04 PM COH  
PHA: 07  
Project: '002'

RIDGEWALE

CASH Analysis  
As Of Date: 1/31/2015

Balance

General Fund	101,921.94
Section 8 PH Funds	0.00
Security Deposits	0.00
PNC Account	6,684.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escrow	0.00
Development Corporation	0.00

2/9/2015 3:35:40 PM COH

NORTH CENTRAL HEIGHTS I

PHA: 02

Project: '001'

CASH Analysis

As Of Date: 1/31/2015

Balance

General Fund	59,582.31
Section 8 PH Funds	0.00
Security Deposits	14,200.00
PNC Account	0.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escrow	0.00
Development Corporation	0.00

2/9/2015 3:36:18 PM COH

NORTH CENTRAL HEIGHTS II

PHA: 02

Project: '002'

CASH Analysis

As Of Date: 1/31/2015

Balance

General Fund	36,769.85
Section 8 PH Funds	0.00
Security Deposits	11,175.00
PNC Account	0.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escrow	0.00
Development Corporation	0.00

**AVON PARK HOUSING AUTHORITY**  
**Budgeted Income Statement**  
**AVON PARK PUBLIC HOUSING**

Fiscal Year End Date:	12/31/2015	ACCOUNT		1 Month(s) Ended	1 Month(s) Ended	Budget	Variance
				January 31, 2015	January 31, 2015		
<b>Operating Expenses</b>							
Administrative Salaries	01 001 4110	5	11,176.55	11,176.55	11,725.25	548.70	
Legal Expense	01 001 4130	5	0.00	0.00	833.33	833.33	
Training	01 001 4140	5	0.00	0.00	583.33	583.33	
Travel	01 001 4150	5	269.73	269.73	583.33	313.60	
Accounting Fees	01 001 4170	5	0.00	0.00	2,875.00	2,875.00	
Audit Fees	01 001 417100	5	0.00	0.00	1,406.08	1,406.08	
Employee Benefits Cont - Admin	01 001 4182	5	7,848.50	7,848.50	5,312.33	(2,536.17)	
Sundry	01 001 4190	5	276.17	276.17	500.00	223.83	
Advertising	01 001 4190.18	5	0.00	0.00	416.66	416.66	
Bank Fees	01 001 4190.19	5	53.69	53.69	0.00	(53.69)	
Telephone/Communications	01 001 4190.2	5	414.34	414.34	616.66	202.32	
Postage	01 001 4190.3	5	21.00	21.00	256.66	235.66	
Eviction Costs	01 001 4190.4	5	0.00	0.00	50.00	50.00	
Contract Costs- Copier	01 001 4190.6	5	0.00	0.00	128.33	128.33	
Contract Costs-Admin Security	01 001 4190.7	5	120.00	120.00	128.33	8.33	
Contract Costs-Admin	01 001 4190.9	5	420.00	420.00	750.00	330.00	
Ten Services - RAB	01 001 4220	5	0.00	0.00	44.16	44.16	
Water	01 001 4310	5	85.11	85.11	375.00	289.89	
Electricity	01 001 4320	5	1,359.65	1,359.65	2,833.33	1,473.68	
Natural Gas	01 001 4330	5	48.69	48.69	116.66	67.97	
Sewer & Other	01 001 4390	5	169.20	169.20	525.00	355.80	
Maintenance Salaries	01 001 4410	5	9,797.47	9,797.47	8,098.16	(1,699.31)	
Maintenance Materials	01 001 4420	5	282.70	282.70	3,750.00	3,467.30	
Contract Costs	01 001 4430	5	0.00	0.00	200.00	200.00	
Pest Control	01 001 4430.1	5	470.00	470.00	500.00	30.00	
Contract Costs-Lawn	01 001 4430.3	5	1,300.00	1,300.00	1,150.00	(150.00)	
Contract Costs-Air Conditioning	01 001 4430.4	5	0.00	0.00	125.00	125.00	
Contract Costs-Plumbing	01 001 4430.5	5	0.00	0.00	250.00	250.00	
Contract Costs - Vacancy Turnaround	01 001 4430.6	5	0.00	0.00	1,041.66	1,041.66	
Garbage/Trash Removal	01 001 4431	5	100.63	100.63	500.00	399.37	
Emp Benefit Cont - Maintenance	01 001 4433	5	6,265.14	6,265.14	4,922.25	(1,342.89)	
General Insurance--Property, Contents	01 001 4510	5	2,524.98	2,524.98	2,666.66	141.68	
Worker's Comp Insurance	01 001 4510.1	5	800.17	800.17	583.33	(216.84)	
Other Insurance-Crime, Auto, Direc&Offic	01 001 4510.2	5	450.27	450.27	425.00	(25.27)	
Liability Insurance	01 001 4510.3	5	520.06	520.06	459.25	(60.81)	
Payment in Lieu of Taxes	01 001 4520	5	0.00	0.00	721.25	721.25	
Collection Losses	01 001 4570	5	752.00	752.00	833.33	81.33	
Other General Expense	01 001 459000	5	0.00	0.00	166.66	166.66	
Extraordinary Maintenance	01 001 4610	5	0.00	0.00	4,083.33	4,083.33	
<b>Total Operating Expenses</b>			<b>45,526.05</b>	<b>45,526.05</b>	<b>60,535.32</b>	<b>15,009.27</b>	
<b>Operating Revenues</b>							
Dwelling Rental	01 001 3110	5	9,981.01	9,981.01	10,000.00	(18.99)	
Operating Subsidy	01 001 3401.00	5	34,669.00	34,669.00	37,001.33	(2,332.33)	
<b>Total Operating Revenues</b>			<b>44,650.01</b>	<b>44,650.01</b>	<b>47,001.33</b>	<b>(2,351.32)</b>	
<b>Income from Operations</b>			<b>(876.04)</b>	<b>(876.04)</b>	<b>(13,533.99)</b>	<b>12,657.95</b>	
<b>Other Revenues and Expenses</b>							
RESTRICTED INTEREST	01 001 3431.00	5	0.00	0.00	0.83	(0.83)	
Investment Income - Unrestricted	01 001 3610	5	192.45	192.45	191.66	0.79	
Other Income - Tenant	01 001 3690	5	1,255.53	1,255.53	1,062.50	193.03	
Other Income - Rent for Tulane Ave Bldg	01 001 3690.13	5	750.00	750.00	670.83	79.17	
Other Income - Insurance	01 001 3690.14	5	16,388.47	16,388.47	0.00	16,388.47	

**AVON PARK HOUSING AUTHORITY**  
**Budgeted Income Statement**  
**AVON PARK PUBLIC HOUSING**

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended		Budget	Variance
			January 31, 2015	January 31, 2015		
Other Income - Copies & Fax		01 001 3690.2	5	7.00	7.00	0.00
Other Income - Scrap Metal Salvage		01 001 3690.4	5	12.00	12.00	0.00
Other Income - Lakeside Park I		01 001 3690.5	5	50.00	50.00	0.00
Other Income - Misc - Non Tenant		01 001 3690.6	5	92.00	92.00	0.00
Operating Transfer In		01 001 9110	5	0.00	0.00	12,591.16
<b>Total Other Revenues and Expenses</b>				<b>18,747.45</b>	<b>18,747.45</b>	<b>14,516.98</b>
<b>Net Income (Loss)</b>				<b>17,871.41</b>	<b>17,871.41</b>	<b>982.99</b>
						<b>16,888.42</b>



**AVON PARK HOUSING AUTHORITY**  
**Budgeted Income Statement**  
**AVON PARK PUBLIC HOUSING**  
**OTHER BUSINESS ACTIVITIES**

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended January 31, 2015	1 Month(s) Ended January 31, 2015	Budget	Variance
<b>Operating Expenses</b>						
Admin Salaries - NCH I	01 100 4110.01	5	742.12	742.12	791.66	49.54
Admin Salaries - NCH II	01 100 4110.02	5	611.49	611.49	650.00	38.51
Admin Salaries - Ridgedale	01 100 4110.03	5	851.93	851.93	711.91	(140.02)
Legal Expense	01 100 4130	5	0.00	0.00	1,005.83	1,005.83
Travel	01 100 4150.00	5	0.00	0.00	5.83	5.83
Accounting Fees - NCH I	01 100 4170.01	5	0.00	0.00	396.08	396.08
Accounting Fees - NCH II	01 100 4170.02	5	0.00	0.00	396.08	396.08
Accounting Fees - Ridgedale	01 100 4170.03	5	0.00	0.00	396.08	396.08
Audit Fees	01 100 4171.00	5	0.00	0.00	41.66	41.66
Employee Benefits Cont - Admin/Ridgedal	01 100 4182	5	602.39	602.39	433.50	(168.89)
Employee Benefits Cont - Admin - NCH I	01 100 4182.1	5	417.91	417.91	225.00	(192.91)
Employee Benefits Cont - Admin - NCH II	01 100 4182.2	5	348.40	348.40	208.33	(140.07)
SUNDRY	01 100 4190	5	0.00	0.00	45.83	45.83
Insurance - Workers Comp	01 100 4510.40	5	220.34	220.34	166.16	(54.18)
Other General Expense	01 100 4590	5	0.00	0.00	41.66	41.66
<b>Total Operating Expenses</b>			<b>3,794.58</b>	<b>3,794.58</b>	<b>5,515.61</b>	<b>1,721.03</b>
<b>Income from Operations</b>			<b>(3,794.58)</b>	<b>(3,794.58)</b>	<b>(5,515.61)</b>	<b>1,721.03</b>
<b>Other Revenues and Expenses</b>						
Revenue - Management fees - Ridgedale	01 100 3690	5	2,623.26	2,623.26	2,280.83	342.43
Revenue - Management Fees - NCH I	01 100 3690.1	5	974.46	974.46	916.66	57.80
Revenue - Management Fees - NCH II	01 100 3690.2	5	1,260.58	1,260.58	1,083.33	177.25
<b>Total Other Revenues and Expenses</b>			<b>4,858.30</b>	<b>4,858.30</b>	<b>4,280.82</b>	<b>577.48</b>
<b>Net Income (Loss)</b>			<b>1,063.72</b>	<b>1,063.72</b>	<b>(1,234.79)</b>	<b>2,298.51</b>

**AVON PARK HOUSING AUTHORITY**  
**Budgeted Income Statement**  
**RIDGEDALE**  
**RIDGEDALE APARTMENTS LLC**

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended January 31, 2015	1 Month(s) Ended January 31, 2015	Budget	Variance
<b>Operating Expenses</b>						
Non-Technical Salaries		07 002 4110	5	686.05	686.05	666.41 (19.64)
Legal Expense		07 002 4130	5	0.00	0.00	48.33 48.33
Staff Training		07 002 4140	5	0.00	0.00	41.66 41.66
Travel		07 002 4150	5	0.00	0.00	16.66 16.66
Accounting Fees		07 002 4170	5	0.00	0.00	791.66 791.66
Audit Fees		07 002 4171	5	0.00	0.00	391.66 391.66
Employee Benefit Contributions-Admin.		07 002 4182	5	492.06	492.06	381.66 (110.40)
Sundry		07 002 4190	5	0.00	0.00	91.66 91.66
Advertising		07 002 4190.08	5	0.00	0.00	125.00 125.00
Bank Fees		07 002 4190.18	5	6.37	6.37	10.00 3.63
Telephone		07 002 4190.2	5	103.77	103.77	87.50 (16.27)
Postage		07 002 4190.3	5	0.00	0.00	58.33 58.33
Eviction Costs		07 002 4190.4	5	125.00	125.00	50.00 (75.00)
Contract Costs - Admin		07 002 4190.9	5	0.00	0.00	166.66 166.66
Ten Services - RAB		07 002 4220	5	0.00	0.00	5.00 5.00
Water		07 002 4310	5	0.00	0.00	854.16 854.16
Electricity		07 002 4320	5	41.50	41.50	425.00 383.50
Sewer		07 002 4390	5	0.00	0.00	1,050.00 1,050.00
Labor		07 002 4410	5	5,253.64	5,253.64	3,789.91 (1,463.73)
Materials and Other		07 002 4420	5	0.00	0.00	833.33 833.33
Contract Costs		07 002 4430	5	0.00	0.00	166.66 166.66
Pest Control		07 002 4430.1	5	122.00	122.00	121.66 (0.34)
Contract Costs-Lawn		07 002 4430.3	5	425.00	425.00	375.00 (50.00)
Contract Costs-Air Conditioning		07 002 4430.4	5	0.00	0.00	125.00 125.00
Contract Costs-Plumbing		07 002 4430.5	5	0.00	0.00	41.66 41.66
Contract Costs - Vacancy Turnaround		07 002 4430.6	5	700.00	700.00	625.83 (74.17)
Contract Costs-Camera Security		07 002 4430.7	5	0.00	0.00	566.66 566.66
Garbage and Trash Collection		07 002 4431	5	0.00	0.00	675.00 675.00
Employee Benefit Cont.-Ordinary Mainten.		07 002 4433	5	847.98	847.98	3,399.58 2,551.60
Insurance-Property, Contents		07 002 4510	5	756.04	756.04	705.33 (50.71)
Insurance - Workers Comp		07 002 4510.1	5	81.18	81.18	66.66 (14.52)
Insurance - Liability		07 002 4510.3	5	81.46	81.46	75.00 (6.46)
Collection Losses		07 002 4570	5	0.00	0.00	833.33 833.33
Interest on Notes Payable-Centennial		07 002 4580.03	5	6,647.79	6,647.79	4,815.00 (1,832.79)
Management Fee		07 002 4590	5	2,623.26	2,623.26	2,430.00 (193.26)
Other General Expense		07 002 4590.01	5	0.00	0.00	583.33 583.33
<b>Total Operating Expenses</b>				<b>18,993.10</b>	<b>18,993.10</b>	<b>25,490.29 6,497.19</b>
<b>Operating Revenues</b>						
DWELLING RENTAL		07 002 3110	5	3,849.00	3,849.00	2,916.66 932.34
HAP Subsidy		07 002 3110.01	5	24,542.00	24,542.00	27,416.66 (2,874.66)
<b>Total Operating Revenues</b>				<b>28,391.00</b>	<b>28,391.00</b>	<b>30,333.32 (1,942.32)</b>
<b>Income from Operations</b>				<b>9,397.90</b>	<b>9,397.90</b>	<b>4,843.03 4,554.87</b>
<b>Other Revenues and Expenses</b>						
Investment Income-Unrestricted		07 002 3430	5	0.00	0.00	8.33 (8.33)
Interest - Restricted		07 002 3431.00	5	25.47	25.47	4.16 21.31
Interest Earned on Gen Fund Investments		07 002 3610	5	4.79	4.79	0.00 4.79
Other Income - Tenant		07 002 3690	5	1,017.64	1,017.64	666.66 350.98
Other Income - Scrap Metal Salvage		07 002 3690.4	5	12.00	12.00	0.00 12.00
<b>Total Other Revenues and Expenses</b>				<b>1,059.90</b>	<b>1,059.90</b>	<b>679.15 380.75</b>

AVON PARK HOUSING AUTHORITY  
Budgeted Income Statement  
RIDGEDALE  
RIDGEDALE APARTMENTS LLC

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Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended January 31, 2015	1 Month(s) Ended January 31, 2015	Budget	Variance
Net Income (Loss)			<u>10,457.80</u>	<u>10,457.80</u>	<u>5,522.18</u>	<u>4,935.62</u>

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**AVON PARK HOUSING AUTHORITY**  
**Budgeted Income Statement**  
**NORTH CENTRAL HEIGHTS**  
**N CENTRAL HEIGHTS MGMT**

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended January 31, 2015	1 Month(s) Ended January 31, 2015	Budget	Variance
<b>Operating Expenses</b>						
Nontechnical Salaries		02 001 4110	5	777.51	777.51	755.25 (22.26)
Legal Expense		02 001 4130	5	0.00	0.00	250.00 250.00
Staff Training		02 001 4140	5	0.00	0.00	12.50 12.50
Travel		02 001 4150	5	0.00	0.00	12.50 12.50
Accounting Fees		02 001 4170	5	0.00	0.00	291.66 291.66
Audit Fees		02 001 4171	5	0.00	0.00	475.00 475.00
Employee Benefits Cont - Admin		02 001 4182	5	557.70	557.70	432.58 (125.12)
Sundry		02 001 4190	5	0.00	0.00	200.00 200.00
Advertising and Marketing		02 001 4190.08	5	0.00	0.00	216.66 216.66
Bank Fees		02 001 4190.18	5	7.00	7.00	0.00 (7.00)
Telephone		02 001 4190.2	5	73.82	73.82	83.33 9.51
Postage		02 001 4190.3	5	0.00	0.00	3.75 3.75
Contract Costs - Admin		02 001 4190.9	5	0.00	0.00	237.50 237.50
Ten Services - After School Program		02 001 4220.2	5	0.00	0.00	100.00 100.00
Water		02 001 4310	5	0.00	0.00	117.50 117.50
Electricity		02 001 4320	5	60.08	60.08	475.00 414.92
Sewer		02 001 4390	5	0.00	0.00	85.83 85.83
<b>MAINTENANCE MATERIALS</b>		02 001 4420	5	143.06	143.06	645.83 502.77
Contract Costs		02 001 4430	5	452.26	452.26	208.33 (243.93)
Contract Costs-Pest Control		02 001 4430.1	5	100.80	100.80	100.00 (0.80)
Contract Costs - AC		02 001 4430.4	5	0.00	0.00	235.00 235.00
Contract Costs - Lawn		02 001 4430.5	5	250.00	250.00	333.33 83.33
Contract Costs - Vacancy Turnaround		02 001 4430.6	5	0.00	0.00	375.00 375.00
Contract Costs - Camera		02 001 4430.7	5	0.00	0.00	59.16 59.16
Garbage and Trash Collection		02 001 4431	5	0.00	0.00	125.00 125.00
Insurance-Property, Contents		02 001 4510	5	942.50	942.50	1,000.00 57.50
Insurance - Workers Comp		02 001 4510.1	5	11.60	11.60	58.33 46.73
Insurance - Liability		02 001 4510.3	5	90.50	90.50	49.25 (41.25)
Payment in Lieu of Taxes		02 001 4520	5	0.00	0.00	1,568.83 1,568.83
Collection Loss		02 001 4570	5	0.00	0.00	341.66 341.66
Bonneville Interest		02 001 4580.01	5	3,881.37	3,881.37	4,304.16 422.79
Management Fees		02 001 4590	5	974.46	974.46	999.50 25.04
Other General Expense		02 001 4590.00	5	0.00	0.00	583.33 583.33
<b>Total Operating Expenses</b>				<b>8,322.66</b>	<b>8,322.66</b>	<b>14,735.77 6,413.11</b>
<b>Operating Revenues</b>						
Dwelling Rent		02 001 3110	5	18,682.00	18,682.00	16,132.50 2,549.50
<b>Total Operating Revenues</b>				<b>18,682.00</b>	<b>18,682.00</b>	<b>16,132.50 2,549.50</b>
<b>Income from Operations</b>				<b>10,359.34</b>	<b>10,359.34</b>	<b>1,396.73 8,962.61</b>
<b>Other Revenues and Expenses</b>						
Investment Income - Unrestricted		02 001 3610	5	0.00	0.00	2.08 (2.08)
Other Income - Tenant		02 001 3690	5	161.57	161.57	234.16 (72.59)
<b>Total Other Revenues and Expenses</b>				<b>161.57</b>	<b>161.57</b>	<b>236.24 (74.67)</b>
<b>Net Income (Loss)</b>				<b>10,520.91</b>	<b>10,520.91</b>	<b>1,632.97 8,887.94</b>

**AVON PARK HOUSING AUTHORITY**  
**Budgeted Income Statement**  
**NORTH CENTRAL HEIGHTS**  
**NORTH CENTRAL HEIGHTS II**

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended January 31, 2015	1 Month(s) Ended January 31, 2015	Budget	Variance
<b>Operating Expenses</b>						
Nontechnical Salaries		02 002 4110	5	640.30	640.30	621.91 (18.39)
Legal Expense		02 002 4130	5	0.00	0.00	333.33 333.33
Staff Training		02 002 4140	5	0.00	0.00	41.66 41.66
Travel		02 002 4150	5	0.00	0.00	41.66 41.66
Accounting Fees		02 002 4170	5	0.00	0.00	416.66 416.66
COMPUTER SUPPORT/LICENSING FEE		02 002 4170.2	5	0.00	0.00	391.66 391.66
Audit Fees		02 002 4171	5	0.00	0.00	391.66 391.66
Employee Benefits Cont - Admin		02 002 4182	5	459.29	459.29	356.25 (103.04)
Sundry		02 002 4190	5	0.00	0.00	50.00 50.00
Advertising and Marketing		02 002 4190.08	5	0.00	0.00	341.66 341.66
Bank Service Fee		02 002 4190.18	5	0.00	0.00	41.66 41.66
Postage		02 002 4190.3	5	0.00	0.00	3.33 3.33
Contract Costs - Admin		02 002 4190.9	5	0.00	0.00	250.00 250.00
Ten Services - After School Program		02 002 4220.20	5	0.00	0.00	100.00 100.00
Water		02 002 4310	5	0.00	0.00	40.83 40.83
Electricity		02 002 4320	5	32.30	32.30	175.00 142.70
Sewer		02 002 4390	5	0.00	0.00	19.16 19.16
MAINTENANCE MATERIALS		02 002 4420	5	0.00	0.00	480.00 480.00
Contract Costs		02 002 4430	5	0.00	0.00	150.00 150.00
Contract Costs-Pest Control		02 002 4430.1	5	79.20	79.20	81.66 2.46
Contract Costs - Lawn		02 002 4430.3	5	200.00	200.00	210.83 10.83
Contract Costs - AC		02 002 4430.4	5	0.00	0.00	54.16 54.16
Contract Costs - Plumbing		02 002 4430.5	5	0.00	0.00	20.83 20.83
Contract Costs - Vacancy Turnaround		02 002 4430.6	5	0.00	0.00	556.66 556.66
Garbage and Trash Collection		02 002 4431	5	0.00	0.00	47.50 47.50
Insurance-Property, Contents		02 002 4510	5	738.30	738.30	750.00 11.70
Insurance - Workers Comp		02 002 4510.1	5	46.39	46.39	33.33 (13.06)
Insurance - Liability		02 002 4510.3	5	72.41	72.41	53.75 (18.66)
Payment in Lieu of Taxes		02 002 4520	5	0.00	0.00	1,368.16 1,368.16
Bad Debts - Tenant Rents		02 002 4570	5	307.00	307.00	279.16 (27.84)
Bonneville Interest		02 002 4580.01	5	3,511.15	3,511.15	3,893.33 382.18
Management Fees		02 002 4590	5	1,260.58	1,260.58	1,043.33 (217.25)
Other General Expense		02 002 4590.00	5	0.00	0.00	833.33 833.33
<b>Total Operating Expenses</b>				<b>7,346.92</b>	<b>7,346.92</b>	<b>13,472.46 6,125.54</b>
<b>Operating Revenues</b>						
Dwelling Rent		02 002 3110	5	15,119.16	15,119.16	13,333.33 1,785.83
<b>Total Operating Revenues</b>				<b>15,119.16</b>	<b>15,119.16</b>	<b>13,333.33 1,785.83</b>
<b>Income from Operations</b>				<b>7,772.24</b>	<b>7,772.24</b>	<b>(139.13) 7,911.37</b>
<b>Other Revenues and Expenses</b>						
INTEREST - RESTRICTED		02 002 3431.00	5	0.00	0.00	1.66 (1.66)
Investment Income - Unrestricted		02 002 3610	5	3.79	3.79	3.33 0.46
Other Income - Tenant		02 002 3690	5	1,571.18	1,571.18	583.33 987.85
Other Income - Non Tenant		02 002 3690.3	5	0.00	0.00	41.66 (41.66)
<b>Total Other Revenues and Expenses</b>				<b>1,574.97</b>	<b>1,574.97</b>	<b>629.98 944.99</b>
<b>Net Income (Loss)</b>				<b>9,347.21</b>	<b>9,347.21</b>	<b>490.85 8,856.36</b>

The Housing Authority of Avon Park

**RESOLUTION NO. 15-02**

**Resolution to Adopt the 2015 Utility Allowances for the Public Housing Program of the Avon Park Housing Authority, effective March 1, 2015**

- Whereas, The Housing Authority secured with Boulevard Group Inc. to review and update as necessary the APHA's Public Housing Utility Allowances Schedule; and
- Whereas, the APHA public housing residents have been informed by proper notice of the proposed revised utility allowances and provided opportunity to submit oral or written comments during the required 30-day comment period; and
- Whereas, the APHA will take into consideration any comments received by the public housing residents prior to implementation during the referenced comment solicitation period and
- Whereas, the revised utility allowances must be incorporated into the APHA Fiscal Year (FFY) 2015 operating budget and be considered in developing operational cost associated with such budget implementation process; and
- Whereas, it is in the financial best interests of both the public housing residents and the APHA to implement the revised changes which incorporate utility credits wherein an excess of 10% increase/decrease from the last UA Schedule is experienced.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners hereby adopts the 2015 Utility Allowance Schedules as prepared and submitted by Boulevard Group, Inc. as attached and incorporated here this Resolution for the public housing program of the Avon Park Housing Authority, with an effective date of March 1, 2015.

ADOPTED THIS 17TH DAY OF February, 2015.

Accepted \_\_\_\_\_

Attest \_\_\_\_\_

SEAL



January 15, 2015

Avon Park Housing Authority  
P. O. Box 1327  
Avon Park, Florida 33826-1327  
Attn: Larry Shoeman, E.D.

**Re: Task Order #3 -- Utility Allowance (UA) Study for  
Avon Park Housing Authority's Public Housing Units**

Dear Mr. Shoeman:

Boulevard Group is pleased to present the results of our study of utility consumption and rates for end user utilities for Avon Park Housing Authority ("APHA") comprising Lakeside Park I, sixteen (16) units, Lakeside Park II, seventy-seven (77) units, and Delaney Heights, fifty (50) units. Our scope included the preparation of utility allowances for space heating, cooking, other electricity, hot water heating, water, sewer and garbage services. We understand that APHA pays the utilities for Lakeside Park I, and the utility allowance will be consulted as part of the calculation of any excess utilities used by residents. By contrast, residents are directly charged for their utility consumption while residing in Lakeside Park II or Delaney Heights. Our work performed is in response to Task Order Number Three (3).

The Utility Allowance (UA) applicable to this engagement cover the utilities and services mentioned above as if they were paid by the resident, except for telephone, air conditioning, clothes washer and dryer services, and dishwasher, in accordance with CFR 24 Section 965.505. We have included an allowance for air conditioning as a courtesy. The allowances are effective as of January 1, 2015. Electric is provided by Duke Power Company, and their rate is comprised of a base rate of \$8.76 per month plus an energy charge of 7.263 cents per kWh for the first 1,000 kWh and 8.625 cents per kWh above 1,000 kWh; plus a fuel charge of 4.077 cents per kWh for the first 1,000 kWh, and 5.077 cents per kWh above 1,000 kWh, effective January 1, 2014. Natural gas service is provided by Peoples Gas System, a Division of Tampa Electric Company and their rates are comprised of a base rate of \$12 per month for RS-1, lowest consumption category applicable to Delaney Heights, and \$17.50 per month calculated by blending consumption categories RS-2 and RS -3, applicable to Lakeside Park I and II. In addition to the monthly base rate there is a distribution charge of \$0.36942, plus a purchased gas adjustment (PGA) that changes periodically. Accordingly, we averaged the last 12 months to obtain an estimated value equal to \$0.89789 per Therm. The base rate went into effect June 18, 2009. Water, sewer and garbage services are provided by the City of Avon Park. Whereas the monthly water rate is a flat \$12.92 for the first 3,000 gallons, increasing marginally for each 3,000 of additional gallons consumed, and a \$28 and \$16 per month flat fee for sewer and garbage services, respectively.

The allowance foundationally underscores the concept that utility allowances should reflect a reasonable consumption of utilities by an energy-conservative household of moderate circumstances consistent with the requirements of a safe, sanitary, and healthful environment.

The Utility Allowances provide for the following allowable utilities:

- Electricity (for space heating, cooking, hot water heating, lighting, refrigeration, other electric appliances including microwave, radios, television, computer, other minor items of equipment), but clothes washer and dryer services, and dishwashing have been excluded. We have included air conditioning as a courtesy as it would be germane if a related waiver has been applied for by APHA and granted by HUD.
- Hot water
- Sewer, water, and trash and garbage collection have been included as well.

Additionally, some residents may have in their dwelling units an additional refrigerator and/or a separate freezer appliance which will consume additional electricity and residents should not be compensated for their use.

Furthermore, 24 Code of Federal Regulations (CFR) Section 982.517(c), requires an annual review of each utility allowance schedule and accordingly must revise its allowance for a utility category if there has been a change of ten percent (10%) or more in the utility rate since the last time the utility allowance schedule was revised. The PHA must maintain information supporting its annual review of utility allowances and any revisions made in each respective utility allowance schedule.

Lakeside Park I is comprised of sixteen (16) transitional units, energy star rated duplexes ranging from two (2) to five (5) bedrooms, with APHA paying for the utilities. The rent charged includes a reasonable level of utility use and the enclosed utility allowance schedule can be used for calculating excess utilities, recoverable from the resident. Lakeside Park II is comprised of seventy-seven (77) non-energy rated duplexes ranging from one (1) to five (5) bedrooms, and the residents are directly charged for their utility consumption. Delaney Heights is comprised of fifty (50) non-energy rated row houses (four units per building), comprised of ten (10) studios and forty (40) one bedroom units and the residents are directly charged for their utility consumption.

#### *Calculation – Methodology Used*

The following is a description and record detailing the basis upon which the revised (updated June 30, 2014) consumption and utility allowances (UAs) were established and in accordance with 24 CFR 965.





The Utility Allowance Schedules for the aforementioned properties have been calculated based on the Utility Allowance Model, and utilizing the HUD Utility Schedule Model (HUSM). The Model was developed for HUD for PHA use, and uses data published by the Energy Information Administration of the Department of Energy in its Residential Energy Consumption Survey, from 1997, 2001, 2005, and 2009. In addition the Model uses linear regression techniques and statistical results, extracting large samples, to measure actual household consumption from actual residences to predict utility consumption and costs using the output data. In addition, the Model calculates utility consumption estimates for Avon Park, Florida using the most recent 30-year normal weather data (1981-2010) from the National Climatic Data Center of the National Oceanic and Atmosphere Administration, using formulas based on heating degree-days and number of bedrooms. The estimates are based on housing types, structure, energy efficiency and Energy Star data as appropriate, and estimates consumption across bedroom sizes and/or structure type and based on local rates and services provided by Duke Power Company, Peoples Gas System, and the City of Avon Park.

The utility allowances for all building structures are summarized on HUD forms 52667 (copies attached).

Thank you for the opportunity to provide these services and for the help provided, and professional courtesies extended to us throughout this engagement!

Sincerely,

*Kris Warren*

Kris Warren  
Senior Vice-President  
Boulevard Group

Exhibits

**NOTICE OF PROPOSED UTILITY ALLOWANCE CHANGE  
2015 UTILITY ALLOWANCE REVISION**

The Housing Authority of Avon Park Proposed Utility Allowance revision is hereby posted for thirty (30) to allow public review and comments for the following locations:

Lakeside Park II  
Lakeside Park I  
Delaney Heights

The Adoption of the attached Utility Allowance Schedule will be effective March 1, 2015.

The Public is advised to submit comments to:

Larry Shoeman, Executive Director, 21 Tulane Drive, Avon Park, Florida 33825

Published/Posted this 1st day, February, 2015

APHA Main Administrative Office- Public Notice Board  
ETH Office and Delaney Heights Community Center

Attachments:  
Proposed Utility Allowance Schedules

Post Date: 1/30/15

## TOTAL MONTHLY UTILITY ALLOWANCE 2015

HA SITE	Site Name	Building Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
FL 12-b	LAKESIDE PARK I	DUPLEX	\$0	\$	\$ 175	\$ 208	\$ 240	\$ 275
FL 12-b	LAKESIDE PARK II	DUPLEX	\$ 0	\$ 153	\$ 178	\$ 203	\$ 227	\$ 250
FL 12-c	DELANEY HEIGHTS	ROWHOUSE	\$ 129	\$ 144				

Utility Allowance Change Effective: March 1, 2015

Resident Post Notice: January 30, 2015

Notice posted at:

**Lakeside Park I & Lakeside Park II**

APHA Main Reception Area & Laundry room

Emergency Transitional - Lobby & Conference room

**Delaney Heights**

Community Center & Laundry room

# 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. 09/30/2017)

See Public Reporting Statement and Instructions on back

Locality		Unit Type					Date (mm/dd/yyyy)
Lakeside Park I		Duplex					1/1/2015
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric			10	11	12	14
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric			9	10	12	14
	d. Coal / Other						
Other Electric			32	42	52	62	
Air Conditioning			33	43	54	66	
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric			20	25	28	31
	d. Coal / Other						
Water			27	33	38	44	
Sewer			28	28	28	28	
Trash Collection			16	16	16	16	
Range/Microwave							
Refrigerator							
Other -- specify							

**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	
	Water Heating	
	Water	
	Sewer	
	Trash Collection	
	Range/Microwave	
Address of Unit	Refrigerator	
	Other	
	<b>Total</b>	\$
Number of Bedrooms		

# 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. 09/30/2017)

See Public Reporting Statement and Instructions on back

Locality		Unit Type					Date (mm/dd/yyyy)
Lakeside Park II		Duplex					1/1/2015
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas		18	18	18	18	18
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas		27	28	30	32	33
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Other Electric		27	40	52	65	77	
Air Conditioning							
Water Heating	a. Natural Gas		15	21	26	30	34
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Water		22	27	33	38	44	
Sewer		28	28	28	28	28	
Trash Collection		16	16	16	16	16	
Range/Microwave							
Refrigerator							
Other -- specify							

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

# 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. 09/30/2017)

See Public Reporting Statement and Instructions on back

Locality <b>Delaney Heights</b>	Unit Type <b>Rowhouse</b>	Date (mm/dd/yyyy) <b>1/1/2015</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						
b. Bottle Gas						
c. Oil / Electric	10	12				
d. Coal / Other						
Cooking						
a. Natural Gas						
b. Bottle Gas						
c. Oil / Electric	7	9				
d. Coal / Other						
Other Electric	19	23				
Air Conditioning	16	19				
Water Heating						
a. Natural Gas	13	15				
b. Bottle Gas						
c. Oil / Electric						
d. Coal / Other						
Water	20	22				
Sewer	28	28				
Trash Collection	16	16				
Range/Microwave						
Refrigerator						
Other -- specify						

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

**CERTIFICATION OF FINANCIAL CONDITION TO  
AmeriNational Community Services, Inc.**

The attached financial statements and/or tax returns (the "statements") as described below are the most recent statements prepared by or for me. I understand that AmeriNational Community Services, Inc. ("ACS") is relying on the information contained in these statements in deciding to give or continue the financial accommodation or extension of credit requested or received. The statements are delivered to ACS to induce it to extend credit from time to time and or to continue its present extensions of credit, at its discretion, to the undersigned. The undersigned hereby certifies that this/these statements are correct and complete; accurately reflect the condition and affairs of the undersigned at the date and for the periods stated, and that said statements reflect all known liabilities, direct or contingent, as of the date thereof.

The undersigned also represents and warrants that to his/her knowledge there has been no material adverse change in the condition or affairs of the undersigned from the date of said statements. No proceedings are pending or threatened, nor are there any known claims that are probable of assertion against the undersigned and for which loss contingency reserves should be accrued in order to make such financial statements not false or misleading in any material respect.

ACS is authorized to make all inquiries deemed necessary to verify the accuracy of the information contained herein, and to determine the credit-worthiness of the undersigned. Each of the undersigned authorizes ACS to answer questions about its credit experience with the undersigned.

STATEMENTS AND/OR TAX RETURNS ATTACHED: (IMPORTANT: please indicate as appropriate)

___ Personal Financial Statement dated: _____	___ Corporate Financial Statement dated: _____
___ Personal Tax Return for Tax Year: _____	___ Corporate Tax Return for Tax Year: _____
___ Personal Tax Return for Tax Year: _____	___ Corporate Tax Return for Tax Year: _____
___ Personal Tax Return for Tax Year: _____	___ Corporate Tax Return for Tax Year: _____

I HAVE READ, UNDERSTAND AND AGREE TO MAKE THESE REPRESENTATIONS AND WARRANTIES.

**IF AN INDIVIDUAL:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Social Security # \_\_\_\_\_

X \_\_\_\_\_  
Signature

**IF A CORPORATION:**

Corporate Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tax ID # \_\_\_\_\_

X \_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date

# Planting seeds: Community garden taking shape at Avon Park Housing Authority



Bill Rogers/News-Sun

Shanay Jones, at right, clears out weeds in the community garden in Avon Park last Saturday.

By **BILL ROGERS**  
NEWS-SUN CORRESPONDENT

AVON PARK — At one point, there were enough different vegetables to, as Temikia Jones said, "make a salad" in the community garden at the Avon Park Housing Authority.

There were beans, squash, cabbage, okra, tomatoes, carrots, spinach, potatoes and kale as well as a variety of herbs when the garden was flourishing in Lakeside Park 1.

But the garden has been dormant for a while due to various reasons.

An effort is underway to get it to be productive once again. The first step was taken last Saturday when Jones and several members of the 4-H Club removed weeds and tidied up the garden.

"We going to ●

concentrate today on getting clean," said Master Gardener Charlie Reynolds, who has helped set up the garden. "You've got to be clean. If you are not clean you have got diseases and fungus."

Reynolds said this time of year is right at the cusp between winter and spring planting. He said the group will likely use starters, instead of seeds, which have already sprouted and can be bought at a nursery.

It probably will be the middle of this month before planting begins. Beans, collards, okra and cabbage will be planted in pots. Reynolds said it will take about 60 days for them to reach maturity.

"We've had real good luck with bush beans," Reynolds said. "What we want to do is feed the people in



Bill Rogers/News-Sun

Deonte Courtney joined several other young people who worked Saturday in the garden at Lakeside Park 1.

transitional housing." Jones, who is also a Master Gardener, said she and Reynolds look at a chart showing what to plant depending on the season. She added they are willing to try anything even if doesn't work.

"That's the way the 4-Hers actually learn," she said. "They have to learn to let stuff

die and see what they did wrong." Noting that everyone involved is a volunteer, Reynolds said "it's a great turnout" for the cleanup. "If it wasn't for her (Jones) none of this would have happened," he said. The hope is to be able to take some of the crops to a flea market and sell them.

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