

**Housing Authority of Avon Park**  
**Board of Commissioners Regular Meeting**  
North Central Heights Community Building  
709 Juneberry Street, Avon Park, Fl.  
Tuesday, September 15, 2015, 7:00 PM

**AGENDA**

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentations: None
- C. Consent Agenda
  - 1. Regular Meeting Minutes, July 21, 2015
  - 2. Occupancy Report; August 2015
  - 3. Lakeside Park I Transitional Housing FSS Program Report; August 2015
  - 4. TAR & Maintenance Reports; August 2015
  - 5. Fee Accounting Report; July 2015 and August Account Cash  
Analysis Schedules APHA - Project Budgeted Income Statement Reports
  - 6. Communications- None.
- D. Secretary Reports & Old Business
  - 7. Project Status Reports;
    - a. APHA Rental Assistance Demonstration (RAD) Application status report
    - b. Cornell Colony; project development status report
    - c. APHA 50<sup>th</sup> Year Celebration Event Planning Committee report
- E. New Business;
  - 8. Resolution No. 15-04; Final approval of publication & circulation of Significant Amendment to APHA 2015 Annual/5 Year Plan Update; RAD Conversion.
- F. Unfinished Business, Concerns of Commissioners
- G. Next Meeting: October 20, 2015; Annual Board Meeting (6:45pm) & 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  
September 15, 2015**

**Public Comments/Presentations: None**

**Consent Agenda:**

Minutes: Regular Meeting Minutes of July 21, 2015 will be considered for acceptance.

Occupancy Report/Vacancy Reports; August 2015: Lakeside Park Transitional Housing/Homeless P.H. Units; 0 move-ins, 2 move-out & 6 vacancies during the reporting period. Lakeside Park II; 0 move-ins, 3 move-outs, 10 Vacancies during the period; Ridgedale; 0 move-ins, 2 move-outs, 2 vacancies during the period; Delaney Heights 0 move-outs, 0 move-in, 3 vacancies. NCH I had 3 move-outs and 2 move-ins and 4 vacancies; NCH II had 1 move-out and 3 Move-ins and 0 vacancies. Vacant unit turnaround days in Management on units appear somewhat average this month. Vacates up in Public Housing units due to RAD conversion holding units for pending Rehab & Relocation. Current Wait list summary; D.H. 73; Lakeside Park II 474 (Wait List now Closed); Lakeside Park I (E & T Housing Program) 104; Ridgedale 415, NCH; 507 Combined Wait List Totals; 1,573, increase of 308 from last report; Change is due primarily the increased on-line applications for Public Housing & Ridgedale. Wait List for Public Housing now closed due to total combined PH application volume (651) and RAD conversion taking units off line.

Lakeside Park Transitional Housing FSS Program Report; Case Management activity report for August/September 2015 Transitional Housing & Family Self Sufficiency (FSS) Program activities included in Board packet.

TAR Report, August 2015: Tenants Accounts Receivable totals for PH in were \$3,314.66, with the majority amounts of TARs related to Security and Utility Loan Deposits and 3 unreported income. Ridgedale total for receivables were \$1,622.11 primarily for 2 unreported incomes, resident account water bills, work order and delinquent rents. North Central Heights I TAR was \$716.70 for Rent & NSF fee, Work Order & Move out charge; North Central Heights II TAR; \$324.72 move out charges.

Maintenance Report, August 2015- Over the reporting periods; Maintenance performed 11 PH Annual and Preventive Maint. Inspections. Ridgedale 3 Preventative & Annual Inspections. NCH I & II had 12 Preventative & Annual Insp., Lakeside Park I had 0 Preventative/Annual Inspections. Preventative maintenance continues to be performed through summer months concentrating on major cutback of trees from building rooflines, playground and Community Building improvements, HVAC servicing & common area repair/replacement & pest control. General servicing to security camera system @ both Main Office and Ridgedale Apartments ongoing process.

Executive Summary-Financial Statement/Report for July-August 2015: Report on the Budgeted Income Statement and Agency's August Bank Account Cash Analysis circulated in Board Packet. Fee Accountant Consolidated Financial Statement on operations for July 2015 provided by Fee Accountant.

Communications; None

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

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 be provided an update by ED regarding the APHDC's underwriting status for the Cornell Colony project, including particulars regarding the projects closing completion from August 18, 2015.

1965-2015 APHA 50<sup>th</sup> Year Golden Anniversary Celebration; Celebration Planning Committee Chair Barnard will provide a briefing of their Committee's planning status.

**New Business:**

Resolution No. 15-04; The Board will consider approving final adoption of a Significant Amendment to the APHA's 2015 Annual & 5 Year Plan to implement changes required to facilitate converting its Public Housing stock to Project Based Rental Assistance through participation in the U. S. Department of Housing & Urban Development's Rental Assistance Demonstration (RAD) Program.

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

**July 21, 2015, 7:00 P.M.**

**A. Opening/Roll Call:** Vice Chair Wade called the Board Meeting to order and Chair Wade offered asked for a moment of silent prayer. Following the Prayer, the Secretary called the member attendance roll: Commissioners Present: Commissioners Lester Roberts, Greg Wade, Dora Smith, Theresa Whiteside and Michael Eldred. Commissioner Absent; Cameron Barnard. Also attending; APHA staff Executive Director (ED) Larry Shoeman, Director of Housing Bea Gillians and Facilities Manager David Herbert. Quorum was declared by the Secretary and Chairperson Wade called the meeting to Order at 7:00 pm.

**B. Public Comments/Presentations:** None

**C. Consent Agenda:** Next Commissioner Roberts made a motion to approve the Consent Agenda as circulated, seconded by Commissioner Eldred; motion carried unanimously.

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

Projects Report; The ED provided the Board with a summary narrative & general performance status of each of the respective projects.

2014 APHA Audit Report: The Secretary advised the Board that the Report had been circulated for 3 subsequent months follow circulation and that no comments or questions have been received. This item will be removed from future Agenda.

Rental Assistance Demonstration Application: The ED informed the Board that the applications for both Delaney Heights & Lakeside Park received its invitation to participate (CHAP) on April 1 and that the APHA has engaged Boulevard Group to provide Technical Services as Project Manager for the conversion under Task Order #4 under their Housing consultant Agreement.

Cornell Colony; project development status report: The ED advised the Board that the project is moving closer to closing on finance underwriting and that the APHDC complete that commitment by no later than mid August this summer..

APHA Fifty Year Anniversary Celebration- The ED briefed the Board on the recently held Celebration Committee Meeting held and the planning activities undertaken to conduct the Celebration scheduled for Saturday evening, October 11, 2015 to be held at the NCH Community Center.

**E. New Business:**

Resolution No. 15-02; The ED briefed the Board on the publication & circulation of Significant Amendment to APHA 2015 Annual/5 Year Plan Update required by RAD Conversion and requested the Board approve the Preliminary publication & circulation of the Amendment per Resolution; moved by Commissioner Roberts, seconded by Commissioner Smith to approve the Resolution as circulated; motion passed unanimously.

UK Housing Mgt. Degree Student Internship; The ED reported to the Board that the APHA was selected to host two students from the United Kingdom (Tanya Graham & Ashleigh Mulgrave) under a 6 month internship Program. Funding to support their temporary occupancy will come from the Cornell Colony marketing budget.

Next Regular Board Meeting was set for Sept.15, 2015.

Being no further business to come before the Board, Vice Chair Wade adjourned the meeting at 7:25 pm.  
Accepted \_\_\_\_\_

Attest \_\_\_\_\_  
SEAL

**OCCUPANCY/VACANCY REPORT**  
August 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>
45(534)	1	6/2			20		Moved to Michigan
47(538)	1	7/24			19		Evicted
10(523)	1	7/29			1		Health issues

**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>
207(232)	1	6/1			21		Tax fraud
222(213)	3	6/4			19		Tax fraud
102(202)	2	7/1			1		30 day notice not given
313(350)	1	7/31			7		Transferred to NCH
329(317)	1	8/18			6		Abandoned unit
309(334)	3	8/31					Moved out of town
214(245)	2	8/31					Moved in with aunt/medical

**TOTAL PUBLIC HOUSING VACANT - 10**

**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>
416(1312)	3	5/28			21		Unreported Income
415(1314)	5	5/31			13		Moved to NCH
413(31)	5	6/2			16		Abandoned unit
417(1310)	2	7/31			12		Non renewal lease
411(25)	2	8/10					Evicted/non pmt rent
408(1319)	2	8/21					Evicted/non pmt rent

**TOTAL TRANSITIONAL/ HOMELESS VACANT - 6**

**OCCUPANCY/VACANCY REPORT**  
August 2015

<u>Ridgedale</u>	<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>
	31(713)	2	6/30	8/20	31	21	52	Abandoned unit
	02(742)	3	7/23		2	12	8	Non pmt/abandoned
	15(716)	2	8/18	8/25	2	6		Evicted/non pmt rent

**TOTAL RIDGEDALE VACANT—1**

<u>North Central Heights I - (40 units total)</u>	<u>Unit#</u>	<u>Brms</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>
	617	2	6/22		4	20	30	Transferred to 645
	659	3	7/2	8/1	4	26		Rent is too high
	607	3	7/7		26	17	28	No notice given
	649	2	7/6	8/3	2	2		Health issues
	701	2	8/18					Abandoned unit
	641	3	8/31					Abandoned unit

**TOTAL NCH I VACANT—4**

<u>North Central Heights II - (32 units total)</u>	<u>Unit #</u>	<u>Brms</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>
	724	3	7/1	8/1	20	10	30	Transferred to 660
	302	3	7/20	8/28	24	16	40	Non pmt of rent
	737	3	8/3	8/25	14	9	23	Rent going up to 80%

**TOTAL NCH II VACANT—0**

**OCCUPANCY/VACANCY REPORT**  
August 2015

Intent to Vacate      Ridgedale, 6 (734), 2 Bdrm, moving to TN 9/21  
                                 NCH, 626, 3 Bdrm, purchased home, moving 9/30

Evictions-

Abandoned Units 46(536) 1 Bdrm, take possession 9/4

WAITING LIST

LAKESIDE PARK

1-BRM      145  
2-BRM      172  
3-BRM      114  
4-BRM      31  
5-BRM      12  
TOTAL      474

RIDGEDALE  
1-BRM      105  
2-BRM      143  
3-BRM      118  
4-BRM      49  
TOTAL      415

HOMELESS  
1-BRM      0  
2-BRM      62  
3-BRM      32  
4-BRM      7  
5-BRM      3  
TOTAL      104

DELANEY HEIGHTS

1-BRM      73  
TOTAL      73

NORTH CENTRAL HEIGHTS

2-BRM      255  
3-BRM      171  
4-BRM      81  
                 507

CORNELL COLONY

3-BRM      90



# AVON PARK TRANSITIONAL HOUSING

## August/September 2015

Monthly Board Report

### Case Management Updates

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

### FSS Enrollment- 16 Participating Households

- Lakeside Park – 4 Clients
- Emergency Transitional Housing- 12 Clients – Enrolled in FSS

### Property Updates:

**LPI – 6 Vacant unit's – Move in ready pending RAD**

### Training Sessions for August/September 2015

- August 5<sup>th</sup> 2015: Presentation/Free HIV testing/Clinic given by Holly Pridgen, an outreach specialist with Tri-County Human Services. Held at North Central Height's Community Center.
- August 10<sup>th</sup> 2015: Hardee Interagency meeting, Presentation by Sara Rosenbaum with Florida Heartland Hospital.
- August 14<sup>th</sup> 2015: Training Presentation on Stress and Life Balance-Attending to Priorities and Finding Your Joy.
- September 3<sup>rd</sup> 2015: Highlands Prosperity Partnership committee meeting at SFSC.
- September 18<sup>th</sup> 2015: Training Presentation on Housekeeping-De-clutter Your Space.

### Resident Activities

- Shaddai Ministry – Feeding the Homeless: Every 2<sup>nd</sup> Saturday of the month: August 8<sup>th</sup> & September 12<sup>th</sup> 2015.
- Community Garden Spring Initiative: August 5<sup>th</sup> & August 19<sup>th</sup> & September 2<sup>th</sup> & September 16<sup>th</sup> 2015.
- Every Friday of each month: Crossroads Community Church drops off Bread, Rolls, Pastries, to the ETH office for our residents. These are donated to the Church from Publix.
- Job Fair on August 5<sup>th</sup> 2015 at Highlands Youth Academy from 10:00am to 3:00pm (242 South Blvd)
- Job Fair on August 5<sup>th</sup> 2015 at VITAS Healthcare from 9:00am to 6:00pm (313 Circle Park Drive)
- 19 Donated Back Packs donated by Office Depot on August 14<sup>th</sup> 2015.
- Volunteer Garden crew provided extensive weeding/trimming assistance to the Avon Park Chamber of Commerce on August 28<sup>th</sup> 2015.
- September 1<sup>st</sup> 2015 ETH Resident Meeting on upcoming changes with RAD conversion.

### Employment Update:

- 10 of our 12 HOUSEHOLDS currently employed.
- 4 Enrolled in School = GED, Secondary Education, CNA classes.
- 1 Residents enrolled in the WIA Internship Program
- Lakeside Park- 2 out of 4 HOUSEHOLDS currently employed – 1 enrolled in Secondary Education.



**Education Update:**

4 FSS Residents enrolled in SFSC – Continuing Education  
(Medical/Office Management/Elementary Education) & (Business Management)  
2 Resident’s have successfully passed the CNA class exam.  
1 Resident is taking the Florida State Licensing Exam on September 3<sup>rd</sup> 2015.  
1 Resident has obtained their Florida State CNA Certification.

**Community Partners:**

Hardee County Inter-Agency - Resource interagency informational exchange. Continued monthly participation.  
Royal Care, Nursing, CNA, & HHA, educational training programs. On-going  
Highlands Prosperity Partnership/Poverty Simulation/Understanding Poverty workshops. On-going  
Peace River Center, Helping/Healing/Offering Hope On-going  
USF, Center for Autism & Related disabilities. On-going  
Tri-County P.A.T.H. Program On-going  
Choices Pregnancy Care Center Services. On-going  
Royal Care/ Employment/CNA Classes. On-going  
ALPI/GED/Secondary Funding Services. On-going  
Veolia/Transportation Services. On-going  
New Beginnings/Case Management Services On-going  
Early Learning Coalition Child Care Services. On-going  
Highlands County Coalition for the Homeless Services. On-going  
RCMA; Enrollment announcements. On-going  
AARP, Grant funded Clerical/Office assistance. On-going  
All Learning Center, new provider in Avon Park  
Ridge Area Arc/Resale Store, plant donations  
Habitat for Humanity

**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**

**August 31, 2015**

**Lakeside Park**

Omayra Cordero	\$2,353.00	Unreported income (pmts)
Richard Flores	100.00	Pet deposit (pmts)
Lakeia Jones	151.00	Unreported income (pmts)
Evelyn Soler	150.00	Pet deposit (pmts)
LP Total	\$2,754.00	

**Delaney Heights**

DH Total \$0.00

**Transitional**

Khalilah Debrown	\$22.32	Electric
Tikia English	123.31	Electric, water
Miya Jones	27.74	Electric
Temika Jones	83.39	Electric
Kayla Springfield	15.67	Electric
Jessica Toney	285.23	Unreported income
Homeless Total	\$557.66	

**NCH I**

Michael Eldred	\$11.25	Work order
Jessica Guarente	579.00	Rent, NSF ck fee
Timere Jones	126.45	Move out charges (pmts)
NCH I Total	\$716.70	

**NCH II**

David Sostre	\$324.72	Move out charges from 724
NCH II Total	\$324.72	

**Ridgedale**

Chiqueta Anderson	\$94.00	Work order (pmts)
Resheema Brinson	1,172.84	Unreported income, rent
Brittany Carden	147.49	Water (pmts)
Sophia Coleman	5.04	Water
Terry Jackson	10.00	Work order
Latrisha Lowe	1.84	Water
Verkesha Matthews	101.37	Work order
Yahaira Ortiz	78.04	Unreported income (pmts)
Alba Pineiro	11.49	Water
RD Total	\$1,622.11	

**GRAND TOTAL \$5,975.19**

**\*WRITE OFFS for APHA**

Omar Mercado \$274.92  
**Total APHA \$274.92**

**\*WRITE OFFS for NCH**

Nabila Nassr \$769.09  
**Total NCH \$769.09**

**\*WRITE OFFS for Ridgedale**

Kim Thomas \$1,453.16  
**Total RD \$1,453.16**

**\*WRITE OFFS for Homeless**

Christine Packer \$10.73  
Nyland Quinones \$2,451.67  
**Total HM \$2,462.40**

Approved—Larry Shoeman, Executive Director

**August 2015**

**MAINTENANCE MONTHLY REPORT**

**Daily tasks:**

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

**Special Work:**

**Preventive Maintenance:**

Work from preventive maintenance inspections are on-going. 62 hours were taken during the month of August for sick, annual and holiday leave.

Public Hsg Preventive Maintenance Inspections:	11
Ridgedale Preventive/Annual Inspections	3
North Central Heights I Preventive/AI	7
North Central Heights II Preventive/AI	5
Lakeside Park I Preventive/Annual Inspections	0
Public Hsg Vacancies completed:	3
Ridgedale Vacancies	2
North Central Heights I Vacancies	1
North Central Heights II Vacancies	2
Lakeside Park I Vacancies	2
Public Hsg Move-In's:	0
Ridgedale Move Ins	2
North Central Heights I Move Ins	2
North Central Heights II Move Ins	3
Lakeside Park I Move Ins	0
Public Hsg Move-Out's:	3
Ridgedale Move Outs	1
North Central Heights I Move Outs	2
North Central Heights II Move Outs	1
Lakeside Park I Move Outs	2

**AVON PARK**  
**HOUSING AUTHORITY**

**FISCAL YEAR ENDING December 31, 2015**

**CONSOLIDATED**

**Financial Statements**

**JULY 31, 2015**

# AVON PARK HOUSING AUTHORITY

## **PUBLIC HOUSING**

### **INCOME**

1. Total income is up by \$44,241. Total tenant rental revenue is up by \$12,169. Other tenant revenue is up by \$962.

### **EXPENSES**

2. Total operating expense is up by \$780 compared to the budgeted amount.
3. Administrative expenses are down by \$39,271.
4. Maintenance expenses are up by \$26,273.
5. Utility expenses are down by \$4,482.
6. Total insurance expense is up by \$1,258.
7. Total General expense is up by \$17,017.

**Public Housing's projected net income is scheduled YTD to be (\$118,115). Current net income is (\$26,292).**

## **OTHER BUSINESS ACTIVITIES**

## **NORTH CENTRAL HEIGHTS I**

### **INCOME**

1. Total income is up by \$41,384 compared to budgeted amounts. Total tenant revenue is up by \$17,317.

### **EXPENSES**

2. Total operating expense is down by \$17,085 compared to the budgeted amount.
3. Administrative expenses are down by \$5,586.
4. Maintenance expenses are up by \$2,104.
5. Utility expense is down \$212.
6. Total insurance expense is down by \$301.
7. Total General expense is down by \$12,878.

**North Central Heights I projected net income is scheduled YTD to be \$12,674. Current net income is \$52,906.**

# AVON PARK HOUSING AUTHORITY

## NORTH CENTRAL Height II

### INCOME

1. Total income is up by \$17,242 compared to budgeted amounts. Total tenant revenue is up by \$15,836.

### EXPENSES

2. Total operating expense is down by \$14,778, compared to the budgeted amount.
3. Administrative expenses are down by \$7,301.
4. Maintenance expenses are up by \$1,941.
5. Utility expense is down by \$34.
6. Total insurance expense is up by \$225.
7. Total General expense is down by \$9,426.

**North Central Heights II projected net income is scheduled YTD to be \$3,335. Current net income is \$35,355.**

## RIDGEDALE

### INCOME

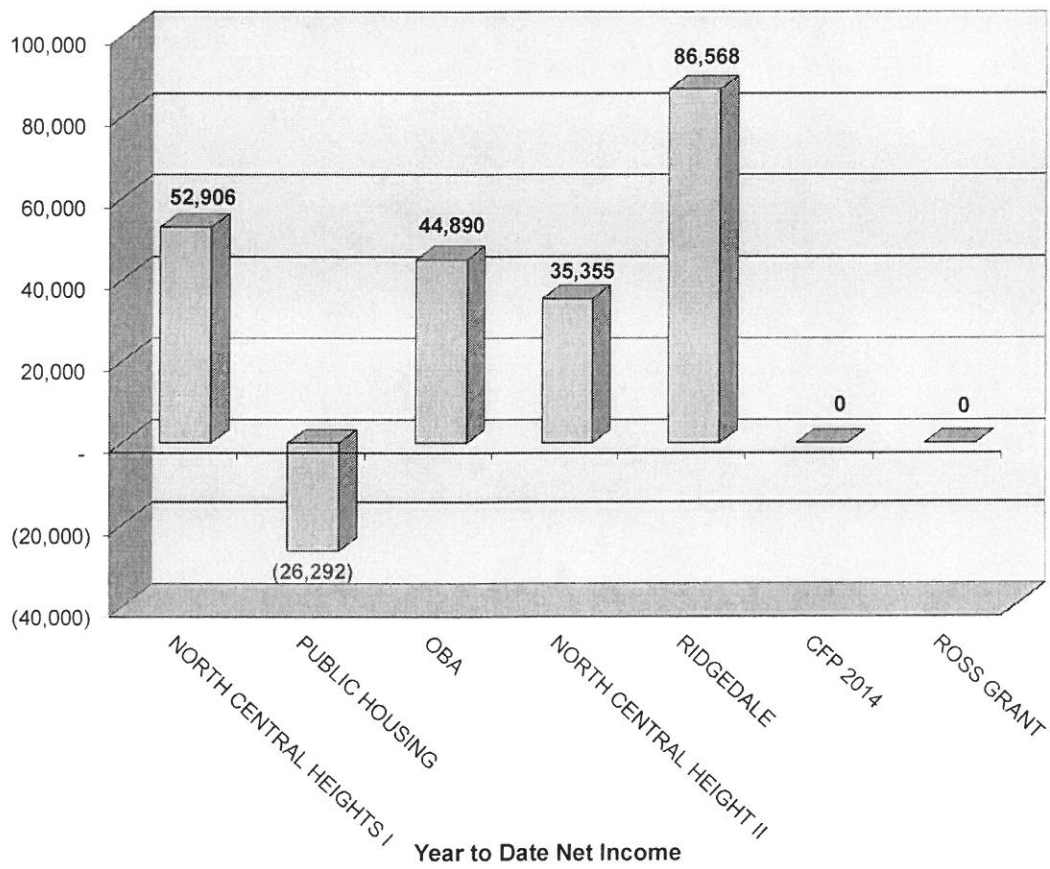
1. Total income is up by \$1,822 compared to budgeted amounts. Total tenant revenue is up by \$10,525.  
Grant subsidy is Down compared to budgeted amounts by (\$5,022). Other revenue is down by (\$2,827).

### EXPENSES

2. Total operating expense is down by (\$69,666) compared to the budgeted amount.
3. Administrative expense is down by \$478.
4. Maintenance expenses are down by \$26,930.
5. Utility expense is down \$2,144.
6. Total insurance expense is up by \$607.
7. Total General expense is down by \$40,686.

**Ridgedale's projected net income is scheduled YTD to be \$19,737. Current net income is \$86,568.**

## Avon Park Housing Authority



**AVON PARK HOUSING AUTHORITY**  
**SCHEDULE OF CASH/INVESTMENT ACCOUNT BALANCES**  
**AS OF JULY 31, 2015**

**PUBLIC HOUSING**

1111.01 GENERAL FUND CHECKING	256,021
1111.40 FSS ESCROW	7,105
1111.06 UTILITY DEPOSIT ESCROW FUND	2,961
1111.09 S8 FUNDS	-
1114.00 SECURITY DEPOSITS	27,845
1117.00 PETTY CASH	100
1162.10 INVESTMENTS - CD HIGHLANDS BNK	42,995
1162.01 LAKESIDE PARK 1 ESCROW	7,250
1162.02 LAKESIDE PARK I RESERVES	12,362
1162.60 NEW INVESTMENT ACCOUNT	1,094,343
<b>TOTAL</b>	<u>1,450,982</u>

**OTHER BUSINESS ACTIVITY**

1111.3 APHDC--OBA	<u>17,569</u>
	<u>17,569</u>

**NORTH CENTRAL HEIGHTS I**

1111.01 GENERAL FUND CHECKING	41,621.94
1114.00 SECURITY DEPOSITS	12,000.00
1162.1 ESCROW -BONNEVILLE-TAXES	12,688.82
1162.11 ESCROW-BONNEVILLE-INSURANCE	78,404.95
1162.12 ESCROW-BONNEVILLE-REPL RS	41,182.46
<b>TOTAL</b>	<u>185,898.17</u>

**NORTH CENTRAL HEIGHT II**

1111.01 GENERAL FUND CHECKING	77,624.57
1114.00 SECURITY DEPOSITS	10,675.00
1162.1 ESCROW-BONNEVILLE-TAXES	9,963.59
1162.11 ESCROW-BONNEVILLE - INSURANCE	60,668.69
1162.12 ESCROW-BONNEVILLE-REPL RES	32,953.40
<b>TOTAL</b>	<u>191,885.25</u>

**RIDGEDALE**

1111.01 GENERAL FUND CHECKING	81,614.82
1114.00 SECURITY DEPOSITS	7,070.00
1162.05 ESCROW MIP	4,252
1162.06 ESCROW RESERVE REPLACEMENT	79,224
1162.07 ESCROW INSURANCE	3,675
1162.08 RESIDUAL RECEIPTS RESERVERS	299,137
<b>TOTAL</b>	<u>474,973.05</u>

**GRAND TOTAL CASH ACCOUNTS 2,321,308**



**AVON PARK HOUSING AUTHORITY**  
**SCHEDULE OF UNRESTRICTED NET ASSETS**  
**AS OF JULY 31, 2015**

**NORTH CENTRAL HEIGHTS I**

UNRESTRICTED NET ASSETS	50,932
YEAR TO DATE EARNINGS	<u>52,906</u>
TOTAL	<u><b>103,839</b></u>

**NORTH CENTRAL HEIGHTS II**

UNRESTRICTED NET ASSETS	78,647
YEAR TO DATE EARNINGS	<u>35,355</u>
TOTAL	<u><b>114,002</b></u>

**PUBLIC HOUSING**

UNRESTRICTED NET ASSETS	1,487,036
YEAR TO DATE EARNINGS	<u>(26,292)</u>
TOTAL	<u><b>1,460,744</b></u>

**RIDGEDALE**

UNRESTRICTED NET ASSETS	94,637
YEAR TO DATE EARNINGS	<u>86,568</u>
TOTAL	<u><b>181,205</b></u>

**OTHER BUSINESS**

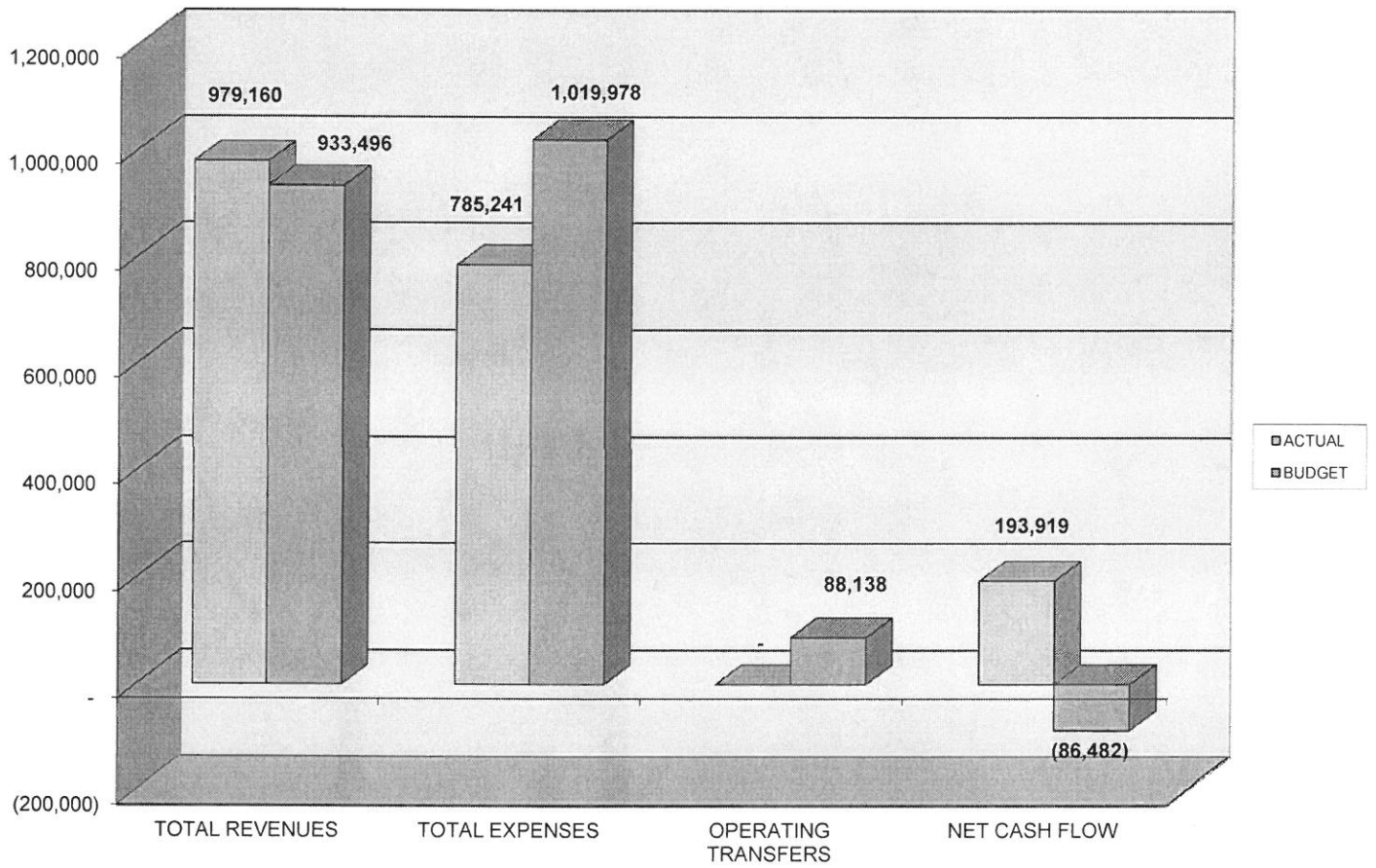
UNRESTRICTED NET ASSETS	23,191
YEAR TO DATE EARNINGS	<u>44,890</u>
TOTAL	<u><b>68,081</b></u>

**CAPITAL FUND 2014**

UNRESTRICTED NET ASSETS	-
YEAR TO DATE EARNINGS	<u>-</u>
TOTAL	<u><b>-</b></u>

TOTAL RESERVE BALANCES **1,927,871**

## APHA CONSOLIDATED



## APHA CONSOLIDATED- BALANCE SHEET

### ASSETS

<b>Current Assets:</b>	
<u>Cash</u>	
111 Unrestricted	474,552
115 Cash - Restricted for Payment of Current Liabilities	-
112 Cash - Restricted Mod and Development	190,737
113 Cash - Other restricted	7,105
114 Cash - Tenant Security Deposits	60,551
100 <b>Total Cash</b>	732,945
<u>Receivables</u>	
121 Accounts Receivable - PHA Projects	-
122 Accounts Receivable - HUD Other Projects	-
124 Accounts Receivable - Other Government	6,700
125 Accounts Receivable - Miscellaneous	33,096
126 Accounts Receivable - Tenants Dwelling Rents	8,192
126.1 Allowance for Doubtful Accounts - Dwelling Rents	-
126.2 Allowance for Doubtful Accounts - Other	-
127 Notes and Mortgages Receivable - Current	-
128 Fraud Recovery	-
128.1 Allowance for Doubtful Accounts - Fraud	-
129 Accrued Interest Receivable	-
120 <b>Total Receivables - Net of Allowances for doubtful accts</b>	47,988
131 Investments - Unrestricted	1,137,338
135 Investments - Restricted for Payments of Current Liabilities	-
132 Investments - Restricted	451,025
142 Prepaid Expenses and Other Assets	60,219
143 Inventories	-
143.1 Allowance for Obsolete Inventory	-
144 Interprogram Due From	29,170
145 Assets Held for Sale	-
146 Amounts To Be Provided	-
150 <b>Total Other Current Assets</b>	1,677,753
<b>Total Current Assets</b>	2,458,686
<b>Non-current Assets:</b>	
<u>Fixed Assets</u>	
161 Land	1,492,993
168 Infrastructure	358,482
162 Buildings	18,043,934
163 Furniture, Equipment & Machinery- Dwellings	48,516
164 Furniture, Equipment & Machinery - Administration	193,740
165 Leasehold Improvements	-
166 Accumulated Depreciation	(5,096,054)
167 Construction in Progress	-
160 <b>Total Fixed Assets - Net of Accumulated Depreciation</b>	15,041,612
171 Notes, Loans, Mortgages Receivable - Non Current	-
172 Notes, Loans, Mortgages Receivable - Non Current - Past Due	-
173 Grants Receivable - Non Current	-
174 Other Assets	-
176 Investments in Joint Ventures	-
180 <b>Total Non-Current Assets</b>	-
190 <b>Total Assets</b>	17,500,298

### LIABILITIES AND EQUITY

<b>Current Liabilities:</b>	
311 Bank Overdraft	-
312 Accounts Payable <= 90 Days	5,992
313 Accounts payable >90 Days Past Due	-
321 Accrued Wage/Payroll Taxes Payable	-
322 Accrued Compensated Absences - Current Portion	13,387
324 Accrued Contingency Liability	-
325 Accrued Interest Payable	-
331 Accounts Payable - HUD PHA Programs	-
332 Accounts Payable - PHA Projects	-
333 Accounts Payable - Other Government	-
341 Tenant Security Deposits	57,590
342 Deferred Revenue	-
343 Current Portion of Long-term Debt - Capital Projects	49,314
344 Current Portion of Long-term Debt - Operating Borrowings	-
348 Loan Liability - Current	-
345 Other Current Liabilities	-
346 Accrued Liabilities - Other	7,105
347 Interprogram Due To	29,170
<b>Total Current Liabilities</b>	162,558
<b>Non-current Liabilities:</b>	
351 Long-term Debt, Net of Current - Capital Projects	14,948,810
352 Long-term Debt, Net of Current - Operating Borrowings	-
354 Accrued Compensated Absences - Non Current	11,711
355 Loan Liability - Non Current	78,471
353 Noncurrent Liabilities - Other	-
<b>Total Noncurrent Liabilities</b>	15,038,993
<b>Total Liabilities</b>	15,201,551
<b>Equity:</b>	
501 Investment in General Fixed Assets	-
<u>Contributed Capital</u>	
502 Project Notes (HUD)	-
503 Long-term Debt - HUD Guaranteed	-
504 Net HUD PHA Contributions	-
505 Other HUD Contributions	-
507 Other Contributions	-
<b>Total Contributed Capital</b>	-
508.1 Invested in Capital Assets, Net of Related Debt	(89,201)
<b>Reserved Fund Balance:</b>	
509 Fund Balance Reserved for Encumbrances/ Designated Fund Balance	-
510 Fund Balance Reserved for Capital Activities	-
<b>Total Reserved Fund Balance</b>	-
511.1 Restricted Net Assets	641,762
512 Undesignated Fund Balance/Retained Earnings	-
512.1 Unrestricted Net Assets	1,746,188
<b>Total Equity</b>	2,298,749
<b>Total Liabilities and Equity</b>	17,500,300

## APHA CONSOLIDATED

LINE	ACCT		CURRENT	CURRENT	% OF	YEAR	YEAR	% OF		BUDGET		
ITEM	#	DESCRIPTION	MONTH	MONTH	MTD	TO DATE	TO DATE	YTD	ANNUAL	BALANCE		
			ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	REMAINING		
					DIFF			DIFF				
<b>REVENUE</b>												
<b>OPERATING INCOME</b>												
703	3110	GROSS POTENTIAL RENT	48,723	42,383	6,341	115%	352,526	296,678	55,848	119%	508,590	156,064
		NET TENANT REVENUE	<u>48,723</u>	<u>42,383</u>	<u>6,341</u>	<u>115%</u>	<u>352,526</u>	<u>296,678</u>	<u>55,848</u>	<u>119%</u>	<u>508,590</u>	<u>156,064</u>
3401		TENANT REVENUE - OTHER	5,091	2,547	2,544	200%	54,602	17,827	36,775	306%	30,560	(24,042)
3404		TENANT REVENUE - EXCESS UTILITY	-	-	-	-	-	-	-	-	-	-
3430		TENANT REVENUE - MAINTENANCE	-	-	-	-	-	-	-	-	-	-
3450		TENANT REVENUE - LATE CHARGES	-	-	-	-	-	-	-	-	-	-
3431		NET OPERATING REVENUE	<u>53,814</u>	<u>44,929</u>	<u>8,884</u>	<u>120%</u>	<u>407,128</u>	<u>314,504</u>	<u>92,623</u>	<u>129%</u>	<u>539,150</u>	<u>132,022</u>
706		HUD PHA OPERATING GRANT CFP	35,729	49,593	(13,864)	72%	251,813	347,148	(95,335)	73%	595,110	343,297
708		OTHER GOVERNMENT GRANTS	34,206	33,119	1,088	103%	232,822	231,831	992	100%	397,424	164,602
711		INVESTMENT INCOME - UNRESTRICTED	206	205	1	100%	1,425	1,438	(13)	99%	2,465	1,040
		MANAGEMENT FEE INCOME	4,921	4,281	640	115%	35,244	29,966	5,279	118%	51,370	16,126
		BOOKKEEPING FEE INCOME	-	-	-	-	4	-	4	-	-	(4)
		ASSET MANAGEMENT FEE INCOME	-	-	-	-	-	-	-	-	-	-
714		FRAUD RECOVERY	-	-	-	-	-	-	-	-	-	-
715		OTHER REVENUE	1,322	1,223	99	108%	50,521	8,563	41,958	590%	14,680	(35,841)
720		INVESTMENT INCOME - RESTRICTED	31	7	24	463%	203	47	156	434%	80	(123)
700		<b>TOTAL REVENUES</b>	<u>130,229</u>	<u>133,357</u>	<u>(3,128)</u>	<u>98%</u>	<u>979,160</u>	<u>933,496</u>	<u>45,664</u>	<u>105%</u>	<u>1,600,279</u>	<u>621,119</u>
<b>OPERATING EXPENDITURES</b>												
<b>ADMINISTRATIVE</b>												
911	4110	ADMINISTRATIVE SALARIES	14,387	16,241	(1,854)	89%	107,171	113,686	(6,515)	94%	194,890	87,719
912	4182	EBC - ADMIN	6,842	7,398	(556)	92%	48,385	51,784	(3,399)	93%	88,773	40,388
4171		AUDITING FEES	-	2,706	(2,706)	0%	17,500	18,943	(1,443)	92%	32,473	14,973
		MANAGEMENT FEES	4,921	4,473	448	110%	35,244	31,310	3,935	113%	53,674	18,430
		BOOKKEEPING FEES	-	-	-	-	-	-	-	-	-	-
		ADVERTISING & MARKETING	688	-	688	-	4,276	-	4,276	-	-	(4,276)
		OFFICE EXPENSE	-	-	-	-	-	-	-	-	-	-
		LEGAL EXPENSE	-	-	-	-	-	-	-	-	-	-
		TRAVEL	-	-	-	-	-	-	-	-	-	-
916	4190	OTHER	8,892	16,343	(7,451)	54%	48,942	114,400	(65,458)	43%	196,115	147,173
		<b>TOTAL ADMINISTRATIVE</b>	<u>35,729</u>	<u>47,160</u>	<u>(11,431)</u>	<u>76%</u>	<u>261,518</u>	<u>330,123</u>	<u>(68,605)</u>	<u>79%</u>	<u>565,925</u>	<u>304,407</u>
<b>TENANT SERVICES</b>												
921	4210	SALARIES	4,294	3,403	891	126%	31,100	23,823	7,277	131%	40,840	9,740
923	4222	EBC - TNT SVCS	2,467	1,619	848	152%	15,605	11,330	4,275	138%	19,422	3,817
924	4230	OTHER	-	205	(205)	0%	-	1,435	(1,435)	0%	2,460	2,460
		<b>TOTAL TENANT SERVICES</b>	<u>6,761</u>	<u>5,227</u>	<u>1,534</u>	<u>129%</u>	<u>46,705</u>	<u>36,588</u>	<u>10,117</u>	<u>128%</u>	<u>62,722</u>	<u>16,017</u>
<b>UTILITIES</b>												
931	4310	WATER	1,087	1,388	(300)	78%	8,538	9,713	(1,174)	88%	16,650	8,112
932	4320	ELECTRICITY	911	3,908	(2,998)	23%	23,287	27,358	(4,072)	85%	46,900	23,614
933	4330	NATURAL GAS	97	117	(19)	83%	667	817	(150)	82%	1,400	733
938	4390	SEWER AND OTHER	1,630	1,680	(50)	97%	10,284	11,780	(1,476)	87%	20,160	9,876
		<b>TOTAL UTILITIES</b>	<u>3,725</u>	<u>7,093</u>	<u>(3,367)</u>	<u>53%</u>	<u>42,775</u>	<u>49,648</u>	<u>(6,872)</u>	<u>86%</u>	<u>85,110</u>	<u>42,335</u>

## APHA CONSOLIDATED

LINE	ACCT		CURRENT	CURRENT	% OF	YEAR	YEAR	% OF		BUDGET
ITEM	#	DESCRIPTION	MONTH	MONTH	MTD	TO DATE	TO DATE	YTD	ANNUAL	BALANCE
			ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	REMAINING
<b>ORDINARY MAINT &amp; OPERATIONS</b>										
941	4410	LABOR	11,079	12,126	(1,047)	91%	88,687	84,881	145,510	56,823
945	4433	EMPLOYEE BENEFITS - MAINTENANCE	4,373	8,358	(3,985)	52%	32,053	58,504	100,293	68,240
943	4420	MATERIALS	3,328	5,709	(2,381)	58%	39,126	39,964	68,510	29,384
<b>CONTRACT COSTS</b>										
943		GARBAGE & TRASH	1,088	1,348	(260)	81%	7,297	9,433	16,170	8,873
		COOLING / AIR CONDITIONING	2,565	388	2,178	662%	5,541	2,713	4,650	(891)
		ELEVATOR MAINTENANCE	-	-	-	-	-	-	-	-
		LANDSCAPE & GROUNDS	-	2,028	(2,028)	0%	13,260	14,193	24,330	11,070
		UNIT TURNAROUNDS	-	2,599	(2,599)	0%	6,173	18,194	31,190	25,018
		ELECTRICAL	-	-	-	-	-	(12,022)	34%	-
		PLUMBING	811	313	499	260%	1,769	2,188	3,750	1,981
		EXTERMINATION	-	802	(802)	0%	6,104	5,612	9,620	3,516
		JANITORIAL	-	626	(626)	0%	-	4,381	7,510	7,510
		ROUTINE MAINTENANCE	3,850	358	3,492	1074%	48,514	2,508	4,300	(44,214)
943	4430	OTHER MISCELLANEOUS CONTRACT COSTS	-	367	(367)	0%	-	2,567	4,400	4,400
<b>TOTAL ORDINARY MAINT &amp; OPER</b>			<b>27,094</b>	<b>35,019</b>	<b>(7,925)</b>	<b>77%</b>	<b>248,524</b>	<b>245,136</b>	<b>420,233</b>	<b>171,709</b>
<b>PROTECTIVE SERVICES</b>										
<b>4480 PROTECTIVE SERVICES CONTRACT COSTS</b>										
		PROTECTIVE SERVICES OTHER	-	-	-	-	-	-	-	-
<b>TOTAL PROTECTIVE SERVICES</b>										
<b>INSURANCE</b>										
961	4510	PROPERTY	5,251	4,962	289	106%	35,600	34,733	59,543	23,943
		GENERAL LIABILITY	702	497	205	141%	5,103	3,480	5,965	862
		WORKER'S COMPENSATION	1,160	1,037	123	112%	8,118	7,258	12,443	4,325
		AUTO INSURANCE	-	-	-	-	-	859	-	-
		OTHER INSURANCE	414	596	(182)	69%	3,024	4,173	7,154	4,130
969	<b>TOTAL INSURANCE EXPENSES</b>		<b>7,527</b>	<b>7,092</b>	<b>435</b>	<b>106%</b>	<b>51,844</b>	<b>49,645</b>	<b>85,105</b>	<b>33,261</b>
<b>GENERAL EXPENSES</b>										
962	4590	OTHER GENERAL EXPENSES	6,038	2,208	3,829	273%	20,477	15,458	26,500	6,023
		COMPENSATED ABSENCES	-	-	-	-	-	5,019	-	-
		PAYMENTS IN LIEU OF TAXES	-	3,658	(3,658)	0%	15,064	25,608	43,899	28,835
		BAD DEBTS	1,680	2,288	(607)	73%	17,823	16,013	27,450	9,627
		INTEREST EXPENSE	7,373	13,013	(5,639)	57%	51,680	91,088	156,150	104,470
<b>TOTAL GENERAL EXPENSES</b>			<b>15,091</b>	<b>21,167</b>	<b>(6,075)</b>	<b>71%</b>	<b>105,044</b>	<b>148,166</b>	<b>253,999</b>	<b>148,955</b>
969	<b>TOTAL OPERATING EXPENDITURES</b>		<b>95,928</b>	<b>122,758</b>	<b>(26,830)</b>	<b>78%</b>	<b>756,410</b>	<b>859,305</b>	<b>1,473,094</b>	<b>716,684</b>
970	<b>CASH FLOW FROM OPERATIONS</b>		<b>34,301</b>	<b>10,599</b>	<b>23,702</b>	<b>324%</b>	<b>222,750</b>	<b>74,191</b>	<b>127,185</b>	<b>(95,565)</b>
<b>OTHER FINANCIAL ITEMS-SOURCES &amp; (USES)</b>										
		OPERATING TRANSFERS IN	-	(12,591)	12,591	0%	-	(88,138)	(151,094)	(151,094)
		OPERATING TRANSFERS OUT	-	12,591	(12,591)	0%	-	88,138	151,094	151,094
		HUD GRANTS - CAPITAL CONTRIBUTIONS	-	-	-	-	-	-	-	-
		DEBT SERVICE PAYMENT - INTEREST	3,276	-	3,276	-	26,416	-	-	(26,416)
		DEBT SERVICE PAYMENT - PRINCIPAL	-	-	-	-	-	26,416	-	-
971	4610	EXTRAORDINARY MAINTENANCE	-	4,083	(4,083)	0%	2,415	28,583	49,000	46,585
		CAPITAL EXPENDITURES	-	18,870	(18,870)	0%	-	132,090	226,440	226,440
		OTHER ITEMS	-	-	-	-	-	-	-	-
<b>TOTAL OTHER EXPENSES</b>			<b>3,276</b>	<b>22,953</b>	<b>(19,677)</b>	<b>14%</b>	<b>28,831</b>	<b>160,673</b>	<b>275,440</b>	<b>246,609</b>
900	<b>TOTAL EXPENDITURES</b>		<b>99,204</b>	<b>145,711</b>	<b>(46,507)</b>	<b>68%</b>	<b>785,241</b>	<b>1,019,978</b>	<b>1,748,534</b>	<b>963,293</b>
<b>NET CASH FLOW</b>			<b>31,025</b>	<b>(12,355)</b>	<b>43,379</b>	<b>-251%</b>	<b>193,919</b>	<b>(86,482)</b>	<b>(148,255)</b>	<b>(342,174)</b>

## ***APHA CONSOLIDATED ACCOUNT DETAIL***

LINE	ACCT		CURRENT	CURRENT		% OF	YEAR	YEAR		% OF	ANNUAL	BUDGET
ITEM	#	DESCRIPTION	MONTH	MONTH	DIFF	MTD	TO DATE	TO DATE	DIFF	YTD	BUDGET	BALANCE
			ACTUAL	BUDGET		BUDGET	ACTUAL	BUDGET		BUDGET	BUDGET	REMAINING
<b>INCOME</b>												
<b>HUD PHA GRANTS</b>												
3401		CAPITAL FUND REVENUE - SOFT COSTS	35,729	49,593	(13,864)	72%	251,813	347,148	(95,335)	73%	595,110	343,297
3401.1		CFP CAPITAL EXPENDITURES	-	-	-	-	-	-	-	-	-	-
3410		SECTION 8 HAP INCOME	-	-	-	-	-	-	-	-	-	-
3410.1		ADMINISTRATIVE FEES EARNED	-	-	-	-	-	-	-	-	-	-
3410.2		PORT IN ADMINISTRATIVE FEES EARNE	-	-	-	-	-	-	-	-	-	-
<b>TOTAL HUD PHA GRANTS</b>			<b>35,729</b>	<b>49,593</b>	<b>(13,864)</b>	<b>72%</b>	<b>251,813</b>	<b>347,148</b>	<b>(95,335)</b>	<b>73%</b>	<b>595,110</b>	<b>343,297</b>
<b>EXPENSES</b>												
<b>ADMINISTRATIVE OFFICE EXPENSES</b>												
4130		LEGAL	-	2,471	(2,471)	0%	1,218	17,296	(16,078)	7%	29,650	28,433
4140		STAFF TRAINING	554	679	(125)	82%	1,837	4,754	(2,917)	39%	8,150	6,313
4150		TRAVEL	1,466	660	806	222%	3,306	4,620	(1,314)	72%	7,920	4,614
4170		ACCOUNTING	2,900	5,955	(3,055)	49%	12,074	41,685	(29,612)	29%	71,460	59,387
4190		SUNDRY	1,147	2,779	(1,632)	41%	17,492	19,454	(1,963)	90%	33,350	15,858
4190.2		TELEPHONE/COMMUNICATIONS	973	788	185	124%	6,663	5,513	1,151	121%	9,450	2,787
4190.3		POSTAGE	788	322	466	245%	1,755	2,255	(500)	78%	3,865	2,110
4190		OFFICE SUPPLIES	-	-	-	-	-	-	-	-	-	-
4190		CONTRACT COST-COPIER/SECURITY	170	238	(68)	71%	557	1,668	(1,111)	33%	2,860	2,303
4190		EVICTON COST	720	100	620	720%	845	700	145	121%	1,200	355
4190.9		CONTRACT COST - ADMIN	175	2,351	(2,176)	7%	3,260	16,456	(13,196)	20%	28,210	24,950
<b>TOTAL ADMINISTRATIVE</b>			<b>8,892</b>	<b>13,872</b>	<b>(4,980)</b>	<b>64%</b>	<b>47,788</b>	<b>97,105</b>	<b>(49,317)</b>	<b>49%</b>	<b>166,465</b>	<b>118,677</b>
<b>TOTAL GENERAL EXPENSES</b>												
4590		OTHER GENENERAL EXPENSE	6,258	2,208	4,050	283%	13,754	15,458	(1,705)	89%	26,501	12,747
4590		FSS CONTRIBUTIONS	(220)	-	(220)	-	6,724	-	6,724	-	-	(6,724)
4590.5		ASSET MANAGEMENT FEE	-	-	-	-	-	-	-	-	-	-
4590.6		OTHER FEES	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OTHER GENERAL EXPENSES</b>			<b>6,038</b>	<b>2,208</b>	<b>3,829</b>	<b>273%</b>	<b>20,477</b>	<b>15,458</b>	<b>5,019</b>	<b>132%</b>	<b>26,501</b>	<b>6,024</b>

## AVON PARK HOUSING AUTHORITY

## CASH Analysis

## AVON PARK PUBLIC HOUSING

As Of Date: 8/31/2015

## Balance

General Fund	247,657.90
Section 8 PH Funds	0.00
Security Deposits	26,795.00
PNC Account	0.00
Petty Cash	100.00
Investment CD at Highlands Bank	43,007.86
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	1,094,528.88
Utility Deposit Escrow Fund	3,000.00
FSS Escrow	6,262.38
Development Corporation	18,973.26
Cornell Colony - General Fund	<del>6,262.38</del>
Lakeside Park 2 - RAD	100.00
Cornell Colony-Operating Deficit Reserves	0.00

## AVON PARK HOUSING AUTHORITY

## CASH Analysis

## RIDGEDALE

As Of Date: 8/31/2015

## Balance

General Fund	86,144.98
Section 8 PH Funds	0.00
Security Deposits	7,257.00
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
Cornell Colony - General Fund	0.00
Lakeside Park 2 - RAD	0.00
Cornell Colony-Operating Deficit Reserves	0.00

## AVON PARK HOUSING AUTHORITY

**CASH Analysis**NORTH CENTRAL HEIGHTS **I**

As Of Date: 8/31/2015

## Balance

General Fund	45,037.02
Section 8 PH Funds	0.00
Security Deposits	12,300.00
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 Escorw	0.00
Development Corporation	0.00
Cornell Colony - General Fund	0.00
Lakeside Park 2 - RAD	0.00
Cornell Colony-Operating Deficit Reserves	0.00

## AVON PARK HOUSING AUTHORITY

**CASH Analysis**NORTH CENTRAL HEIGHTS **II**

As Of Date: 8/31/2015

## Balance

General Fund	79,040.38
Section 8 PH Funds	0.00
Security Deposits	10,775.00
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 Escorw	0.00
Development Corporation	0.00
Cornell Colony - General Fund	0.00
Lakeside Park 2 - RAD	0.00
Cornell Colony-Operating Deficit Reserves	0.00



AVON PARK HOUSING AUTHORITY

CASH Analysis

CORNELL COLONY

As Of Date: 8/31/2015

Balance

General Fund	0.00
Section 8 PH Funds	0.00
Security Deposits	0.00
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	<del>205,500.95</del>
Development Corporation	0.00
Cornell Colony - General Fund	205,500.95
Lakeside Park 2 - RAD	0.00
Cornell Colony-Operating Deficit Reserves	100.00

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

Fiscal Year End Date:	12/31/2015	ACCOUNT		1 Month(s) Ended August 31, 2015	8 Month(s) Ended August 31, 2015	Budget	Variance
<b>Operating Revenues and Expenses</b>							
<b>Operating Expenses</b>							
Administrative Salaries	01 001 4110	5		10,344.57	87,346.89	93,802.00	6,455.11
Legal Expense	01 001 4130	5		0.00	1,217.50	6,666.64	5,449.14
Training	01 001 4140	5		0.00	1,837.00	4,666.64	2,829.64
Travel	01 001 4150	5		93.72	3,355.46	4,666.64	1,311.18
Accounting Fees	01 001 4170	5		1,350.00	5,419.20	11,500.00	6,080.80
Computer Support/Licensing Fees	01 001 4170.2	5		85.00	7,232.01	11,500.00	4,267.99
Audit Fees	01 001 417100	5		0.00	9,450.00	11,248.64	1,798.64
Employee Benefits Cont - Admin	01 001 4182	5		3,729.40	38,521.59	42,498.64	3,977.05
Sundry	01 001 4190	5		637.59	5,509.68	4,000.00	(1,509.68)
Advertising	01 001 4190.18	5		418.35	2,493.99	3,333.28	839.29
Bank Fees	01 001 4190.19	5		0.00	387.49	0.00	(387.49)
Telephone/Communications	01 001 4190.2	5		692.29	6,062.31	4,933.28	(1,129.03)
Postage	01 001 4190.3	5		54.00	1,716.67	2,053.28	336.61
Eviction Costs	01 001 4190.4	5		540.00	900.00	400.00	(500.00)
Contract Costs- Copier	01 001 4190.6	5		79.29	276.15	1,026.64	750.49
Contract Costs-Admin Security	01 001 4190.7	5		0.00	360.00	1,026.64	666.64
Pre-employment testing	01 001 4190.8	5		0.00	147.94	0.00	(147.94)
Contract Costs-Admin	01 001 4190.9	5		50.00	3,085.00	6,000.00	2,915.00
Ten Services - RAB	01 001 4220	5		100.89	396.03	353.28	(42.75)
Water	01 001 4310	5		290.03	2,260.56	3,000.00	739.44
Electricity	01 001 4320	5		5,241.28	21,453.75	22,666.64	1,212.89
Natural Gas	01 001 4330	5		96.45	763.18	933.28	170.10
Sewer & Other	01 001 4390	5		569.13	4,187.13	4,200.00	12.87
Maintenance Salaries	01 001 4410	5		7,558.72	66,037.21	64,785.28	(1,251.93)
Maintenance Materials	01 001 4420	5		4,068.23	29,722.80	30,000.00	277.20
Contract Costs	01 001 4430	5		0.00	36,245.93	1,600.00	(34,645.93)
Pest Control	01 001 4430.1	5		470.00	4,110.00	4,000.00	(110.00)
Contract Costs - Lawn	01 001 4430.3	5		1,300.00	9,100.00	9,200.00	100.00
Contract Costs-Air Conditioning	01 001 4430.4	5		160.00	2,530.00	1,000.00	(1,530.00)
Contract Costs-Plumbing	01 001 4430.5	5		0.00	1,557.40	2,000.00	442.60
Contract Costs - Vacancy Turnaround	01 001 4430.6	5		0.00	4,872.50	8,333.28	3,460.78
Contract Costs-On Call Maint.Service	01 001 4430.80	5		0.00	236.25	0.00	(236.25)
Garbage/Trash Removal	01 001 4431	5		414.00	2,938.86	4,000.00	1,061.14
Emp Benefit Cont - Maintenance	01 001 4433	5		2,811.80	30,769.11	39,378.00	8,608.89
General Insurance--Property, Contents	01 001 4510	5		2,672.05	20,788.12	21,333.28	545.16
Worker's Comp Insurance	01 001 4510.1	5		800.17	6,401.36	4,666.64	(1,734.72)
Other Insurance--Crime, Auto, Direc	01 001 4510.2	5		413.86	3,437.60	3,400.00	(37.60)
Liability Insurance	01 001 4510.3	5		473.68	3,930.65	3,674.00	(256.65)
Payment in Lieu of Taxes	01 001 4520	5		0.00	8,446.46	5,770.00	(2,676.46)
Collection Losses	01 001 4570	5		2,620.32	10,925.66	6,666.64	(4,259.02)
Other General Expense	01 001 459000	5		867.25	3,090.25	1,333.28	(1,756.97)
Extraordinary Maintenance	01 001 4610	5		0.00	2,415.32	32,666.64	30,251.32
<b>Total Operating Expenses</b>				<b>49,002.07</b>	<b>451,935.01</b>	<b>484,282.56</b>	<b>32,347.55</b>
<b>Operating Revenues</b>							
Dwelling Rental	01 001 3110	5		9,333.20	91,502.66	80,000.00	11,502.66
Operating Subsidy	01 001 3401.00	5		35,728.00	287,541.00	296,010.64	(8,469.64)
<b>Total Operating Revenues</b>				<b>45,061.20</b>	<b>379,043.66</b>	<b>376,010.64</b>	<b>3,033.02</b>
<b>Total Operating Revenues and Expenses</b>				<b>(3,940.87)</b>	<b>(72,891.35)</b>	<b>(108,271.92)</b>	<b>35,380.57</b>

**Other Revenues and Expenses**

Report Criteria PHA: 01 Project: '001','002','003'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

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

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended August 31, 2015	8 Month(s) Ended August 31, 2015	Budget	Variance
<b>Other Revenues and Expenses</b>						
RESTRICTED INTEREST	01 001 3431.00	5	0.00	3.53	6.64	(3.11)
Investment Income - Unrestricted	01 001 3610	5	198.67	1,556.41	1,533.28	23.13
Other Income - Tenant	01 001 3690	5	2,222.88	10,622.76	8,500.00	2,122.76
Collection Loss Recovery Prior Year	01 001 3690.01	5	0.00	1,035.50	0.00	1,035.50
Other Income - Transitional Tenants	01 001 3690.09	5	(50.00)	0.00	0.00	0.00
Other Income-Leave with no Notice	01 001 3690.1	5	0.00	441.50	0.00	441.50
Other Income - Rent for Tulane Ave Bldg	01 001 3690.13	5	750.00	6,000.00	5,366.64	633.36
Other Income - Insurance	01 001 3690.14	5	0.00	31,486.93	0.00	31,486.93
Other Income - Retirement Forfeiture	01 001 3690.15	5	0.00	3,100.00	0.00	3,100.00
Other Income - Copies & Fax	01 001 3690.2	5	0.00	25.10	0.00	25.10
Other Income - Scrap Metal Salvage	01 001 3690.4	5	0.00	206.00	0.00	206.00
Other Income - Lakeside Park I	01 001 3690.5	5	50.00	100.00	0.00	100.00
Other Income - Misc - Non Tenant	01 001 3690.6	5	10.00	102.00	0.00	102.00
Other Income-Laundry	01 001 3690.7	5	0.00	700.86	0.00	700.86
Other Income - Community Rm Rent	01 001 3690.8	5	0.00	550.00	0.00	550.00
Other General Expense-Unemployment	01 001 4590.01	5	0.00	(3,366.88)	0.00	(3,366.88)
FSS Monthly Contributions	01 001 4590.02	5	42.19	(6,681.41)	0.00	(6,681.41)
Operating Transfer In	01 001 9110	5	0.00	0.00	100,729.28	(100,729.28)
<b>Total Other Revenues and Expenses</b>			<b>3,223.74</b>	<b>45,882.30</b>	<b>116,135.84</b>	<b>(70,253.54)</b>
<b>Total Other Revenues and Expenses</b>			<b>3,223.74</b>	<b>45,882.30</b>	<b>116,135.84</b>	<b>(70,253.54)</b>
<b>Total Net Income (Loss)</b>			<b>(717.13)</b>	<b>(27,009.05)</b>	<b>7,863.92</b>	<b>(34,872.97)</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 August 31, 2015	8 Month(s) Ended August 31, 2015	Budget	Variance
<b>Operating Revenues and Expenses</b>							
<b>Operating Expenses</b>							
Admin Salaries - NCH I	01 100 4110.01	5	668.84	5,758.42	6,333.28	574.86	
Admin Salaries - NCH II	01 100 4110.02	5	551.16	4,745.19	5,200.00	454.81	
Admin Salaries - Ridgedale	01 100 4110.03	5	767.92	6,611.33	5,695.28	(916.05)	
Legal Expense	01 100 4130	5	0.00	0.00	8,046.64	8,046.64	
Travel	01 100 4150.00	5	0.00	0.00	46.64	46.64	
Accounting Fees	01 100 4170.00	5	450.00	1,050.00	0.00	(1,050.00)	
Accounting Fees - NCH I	01 100 4170.01	5	0.00	0.00	3,168.64	3,168.64	
Accounting Fees - NCH II	01 100 4170.02	5	0.00	0.00	3,168.64	3,168.64	
Accounting Fees - Ridgedale	01 100 4170.03	5	0.00	0.00	3,168.64	3,168.64	
Audit Fees	01 100 4171.00	5	0.00	0.00	333.28	333.28	
Employee Benefits Cont - Admin/Ridgedale	01 100 4182	5	185.95	2,887.93	3,468.00	580.07	
Employee Benefits Cont - Admin - NCH I	01 100 4182.1	5	158.47	1,928.64	1,800.00	(128.64)	
Employee Benefits Cont - Admin - NCH II	01 100 4182.2	5	132.59	1,606.33	1,666.64	60.31	
SUNDRY	01 100 4190	5	0.00	70.00	366.64	296.64	
Insurance - Workers Comp	01 100 4510.40	5	220.34	1,762.72	1,329.28	(433.44)	
Other General Expense	01 100 4590	5	0.00	0.00	333.28	333.28	
Other General Expense Brickell Building	01 100 4590.02	5	0.00	3,143.75	0.00	(3,143.75)	
<b>Total Operating Expenses</b>			<b>3,135.27</b>	<b>29,564.31</b>	<b>44,124.88</b>	<b>14,560.57</b>	
<b>Total Operating Revenues and Expenses</b>			<b>(3,135.27)</b>	<b>(29,564.31)</b>	<b>(44,124.88)</b>	<b>14,560.57</b>	
<b>Other Revenues and Expenses</b>							
<b>Other Revenues and Expenses</b>							
Revenue - Management Fees--Ridgedale	01 100 3690	5	2,594.27	22,740.79	18,246.64	4,494.15	
Revenue - Management Fees - NCH I	01 100 3690.1	5	941.64	7,356.92	7,333.28	23.64	
Revenue - Management Fees - NCH II	01 100 3690.2	5	1,239.10	9,921.70	8,666.64	1,255.06	
Other Income - Misc.Non Tenant	01 100 3690.3	5	0.00	3,000.00	0.00	3,000.00	
Other Income - Contribution-NCH	01 100 3690.50	5	0.00	33,075.00	0.00	33,075.00	
<b>Total Other Revenues and Expenses</b>			<b>4,775.01</b>	<b>76,094.41</b>	<b>34,246.56</b>	<b>41,847.85</b>	
<b>Total Other Revenues and Expenses</b>			<b>4,775.01</b>	<b>76,094.41</b>	<b>34,246.56</b>	<b>41,847.85</b>	
<b>Total Net Income (Loss)</b>			<b>1,639.74</b>	<b>46,530.10</b>	<b>(9,878.32)</b>	<b>56,408.42</b>	

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

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended	8 Month(s) Ended	Budget	Variance
			August 31, 2015	August 31, 2015		
<b>Operating Revenues and Expenses</b>						
<b>Operating Expenses</b>						
Non-Technical Salaries	07 002 4110	5	697.20	5,602.07	5,331.28	(270.79)
Legal Expense	07 002 4130	5	0.00	0.00	386.64	386.64
Staff Training	07 002 4140	5	0.00	0.00	333.28	333.28
Travel	07 002 4150	5	0.00	25.61	133.28	107.67
Accounting Fees	07 002 4170	5	750.00	3,230.00	3,166.64	(63.36)
COMPUTER SUPPORT/LICENSING FEE	07 002 4170.2	5	127.50	2,200.85	3,166.64	965.79
Audit Fees	07 002 4171	5	0.00	2,625.00	3,133.28	508.28
Employee Benefit Contributions-Admin	07 002 4182	5	312.98	2,806.44	3,053.28	246.84
Sundry	07 002 4190	5	0.00	238.75	733.28	494.53
Postage	07 002 4190.03	5	15.00	45.00	0.00	(45.00)
Advertising	07 002 4190.08	5	116.20	670.53	1,000.00	329.47
Bank Fees	07 002 4190.18	5	8.00	129.42	80.00	(49.42)
Telephone	07 002 4190.2	5	103.77	830.16	700.00	(130.16)
Postage - DO NOT USE	07 002 4190.3	5	0.00	0.00	466.64	466.64
Eviction Costs	07 002 4190.4	5	90.00	575.00	400.00	(175.00)
Contract Costs - Admin	07 002 4190.9	5	50.00	275.00	1,333.28	1,058.28
Ten Services - RAB	07 002 4220	5	0.00	0.00	40.00	40.00
Water	07 002 4310	5	708.38	6,263.56	6,833.28	569.72
Electricity	07 002 4320	5	467.16	2,782.68	3,400.00	617.32
Sewer	07 002 4390	5	1,048.30	7,338.10	8,400.00	1,061.90
Labor	07 002 4410	5	3,498.40	33,707.01	30,319.28	(3,387.73)
Materials and Other	07 002 4420	5	523.83	4,241.42	6,666.64	2,425.22
Contract Costs	07 002 4430	5	1,579.00	2,769.00	1,333.28	(1,435.72)
Pest Control	07 002 4430.1	5	122.00	1,326.00	973.28	(352.72)
Contract Costs-Lawn	07 002 4430.3	5	425.00	2,975.00	3,000.00	25.00
Contract Costs-Air Conditioning	07 002 4430.4	5	270.00	665.00	1,000.00	335.00
Contract Costs-Plumbing	07 002 4430.5	5	0.00	0.00	333.28	333.28
Contract Costs - Vacancy Turnaround	07 002 4430.6	5	470.00	1,770.00	5,006.64	3,236.64
Contract Costs-Camera Security	07 002 4430.7	5	0.00	0.00	4,533.28	4,533.28
Contract Costs-On Call Maint. Service	07 002 4430.80	5	0.00	65.63	0.00	(65.63)
Garbage and Trash Collection	07 002 4431	5	642.10	4,638.70	5,400.00	761.30
Employee Benefit Cont.-Ordinary Maintenance	07 002 4433	5	282.66	4,377.94	27,196.64	22,818.70
Insurance-Property, Contents	07 002 4510	5	800.08	6,224.48	5,642.64	(581.84)
Insurance - Workers Comp	07 002 4510.1	5	81.18	649.44	533.28	(116.16)
Insurance - Liability	07 002 4510.3	5	74.56	618.17	600.00	(18.17)
Payment in Lieu of Taxes	07 002 4520.00	5	0.00	303.94	0.00	(303.94)
Collection Losses	07 002 4570	5	1,453.16	4,054.49	6,666.64	2,612.15
Interest on Notes Payable-Centennial	07 002 4580.03	5	3,268.81	29,684.50	38,520.00	8,835.50
Management Fee	07 002 4590	5	2,594.27	22,740.79	19,440.00	(3,300.79)
Other General Expense	07 002 4590.01	5	50.40	80.47	4,666.64	4,586.17
<b>Total Operating Expenses</b>			<b>20,629.94</b>	<b>156,530.15</b>	<b>203,922.32</b>	<b>47,392.17</b>
<b>Operating Revenues</b>						
DWELLING RENTAL	07 002 3110	5	2,811.25	33,753.15	23,333.28	10,419.87
HAP Subsidy	07 002 3110.01	5	25,906.00	212,801.00	219,333.28	(6,532.28)
<b>Total Operating Revenues</b>			<b>28,717.25</b>	<b>246,554.15</b>	<b>242,666.56</b>	<b>3,887.59</b>
<b>Total Operating Revenues and Expenses</b>			<b>8,087.31</b>	<b>90,024.00</b>	<b>38,744.24</b>	<b>51,279.76</b>

**Other Revenues and Expenses**  
**Other Revenues and Expenses**

Report Criteria PHA: 07 Project: '002'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

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

Fiscal Year End Date:	12/31/2015	ACCOUNT	1 Month(s) Ended	8 Month(s) Ended	Budget	Variance
			August 31, 2015	August 31, 2015		
Investment Income-Unrestricted		07 002 3430	5	0.00	0.00	66.64 (66.64)
Interest - Restricted		07 002 3431.00	5	32.01	225.79	33.28 192.51
Interest Earned on Gen Fund Investments		07 002 3610	5	4.26	33.48	0.00 33.48
Other Income - Tenant		07 002 3690	5	1,131.89	4,808.87	5,333.28 (524.41)
Collection Loss Recovery Prior Year		07 002 3690.01	5	0.00	383.00	0.00 383.00
Other Income - Scrap Metal Salvage		07 002 3690.4	5	0.00	12.00	0.00 12.00
Other Income/Laundry		07 002 3690.7	5	0.00	335.93	0.00 335.93
<b>Total Other Revenues and Expenses</b>				<b>1,168.16</b>	<b>5,799.07</b>	<b>5,433.20 365.87</b>
<b>Total Other Revenues and Expenses</b>				<b>1,168.16</b>	<b>5,799.07</b>	<b>5,433.20 365.87</b>
<b>Total Net Income (Loss)</b>				<b>9,255.47</b>	<b>95,823.07</b>	<b>44,177.44 51,645.63</b>

**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 August 31, 2015	8 Month(s) Ended August 31, 2015	Budget	Variance
<b>Operating Revenues and Expenses</b>							
<b>Operating Expenses</b>							
Nontechnical Salaries	02 001 4110	5		790.16	6,348.92	6,042.00	(306.92)
Legal Expense	02 001 4130	5		0.00	0.00	2,000.00	2,000.00
Staff Training	02 001 4140	5		0.00	0.00	100.00	100.00
Travel	02 001 4150	5		0.00	5.75	100.00	94.25
Accounting Fees	02 001 4170	5		900.00	2,660.10	2,333.28	(326.82)
COMPUTER SUPPORT/LICENSING FEE	02 001 4170.2	5		0.00	1,014.73	0.00	(1,014.73)
Audit Fees	02 001 4171	5		0.00	2,975.00	3,800.00	825.00
Employee Benefits Cont - Admin	02 001 4182	5		354.73	3,180.85	3,460.64	279.79
Sundry	02 001 4190	5		0.00	280.78	1,600.00	1,319.22
Advertising and Marketing	02 001 4190.08	5		131.70	1,009.95	1,733.28	723.33
Bank Fees	02 001 4190.18	5		10.00	22.00	0.00	(22.00)
Telephone	02 001 4190.2	5		83.82	650.56	666.64	16.08
Postage	02 001 4190.3	5		17.00	51.00	30.00	(21.00)
Contract Costs - Admin	02 001 4190.9	5		150.00	150.00	1,900.00	1,750.00
Ten Services - After School Program	02 001 4220.2	5		0.00	486.49	800.00	313.51
Water	02 001 4310	5		134.31	732.12	940.00	207.88
Electricity	02 001 4320	5		609.12	4,228.64	3,800.00	(428.64)
Sewer	02 001 4390	5		53.36	372.63	686.64	314.01
MAINTENANCE MATERIALS	02 001 4420	5		949.69	6,809.52	5,166.64	(1,642.88)
Contract Costs	02 001 4430	5		0.00	908.35	1,666.64	758.29
Contract Costs-Pest Control	02 001 4430.1	5		100.80	806.40	800.00	(6.40)
Contract Costs-Plumbing	02 001 4430.2	5		0.00	211.88	0.00	(211.88)
Contract Costs - AC	02 001 4430.4	5		692.00	1,749.50	1,880.00	130.50
Contract Costs - Lawn	02 001 4430.5	5		380.00	2,040.00	2,666.64	626.64
Contract Costs - Vacancy Turnaround	02 001 4430.6	5		0.00	4,492.50	3,000.00	(1,492.50)
Contract Costs - Camera	02 001 4430.7	5		0.00	0.00	473.28	473.28
Contract Costs-On Call Maint. Service	02 001 4430.80	5		0.00	74.37	0.00	(74.37)
Garbage and Trash Collection	02 001 4431	5		79.00	420.10	1,000.00	579.90
Insurance-Property, Contents	02 001 4510	5		997.40	7,759.60	8,000.00	240.40
Insurance - Workers Comp	02 001 4510.1	5		11.60	92.80	466.64	373.84
Insurance - Liability	02 001 4510.3	5		84.50	693.43	394.00	(299.43)
Payment in Lieu of Taxes	02 001 4520	5		0.00	3,479.14	12,550.64	9,071.50
Collection Loss	02 001 4570	5		683.29	4,777.82	2,733.28	(2,044.54)
Bonneville Interest	02 001 4580.01	5		3,869.47	31,003.64	34,433.28	3,429.64
Management Fees	02 001 4590	5		941.64	7,356.92	7,996.00	639.08
Other General Expense	02 001 4590.00	5		56.00	56.00	4,666.64	4,610.64
<b>Total Operating Expenses</b>				<b>12,079.59</b>	<b>96,901.49</b>	<b>117,886.16</b>	<b>20,984.67</b>
<b>Operating Revenues</b>							
Dwelling Rent	02 001 3110	5		18,638.00	148,882.72	129,060.00	19,822.72
<b>Total Operating Revenues</b>				<b>18,638.00</b>	<b>148,882.72</b>	<b>129,060.00</b>	<b>19,822.72</b>
<b>Total Operating Revenues and Expenses</b>				<b>6,558.41</b>	<b>51,981.23</b>	<b>11,173.84</b>	<b>40,807.39</b>
<b>Other Revenues and Expenses</b>							
<b>Other Revenues and Expenses</b>							
Interest - Restricted	02 001 3431.00	5		12.21	23.22	0.00	23.22
Investment Income - Unrestricted	02 001 3610	5		0.00	0.00	16.64	(16.64)
Other Income - Tenant	02 001 3690	5		934.84	5,948.98	1,873.28	4,075.70
Other Income - Non Tenant	02 001 3690.3	5		0.00	2,008.34	0.00	2,008.34
Other Income - Refunds	02 001 3690.4	5		74.95	74.95	0.00	74.95

Report Criteria PHA: 02 Project: '001'

Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

**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	8 Month(s) Ended	Budget	Variance
			August 31, 2015	August 31, 2015		
Other Income - Community Rental	02 001 3690.5	5	150.00	600.00	0.00	600.00
<b>Total Other Revenues and Expenses</b>			<b>1,172.00</b>	<b>8,655.49</b>	<b>1,889.92</b>	<b>6,765.57</b>
<b>Total Other Revenues and Expenses</b>			<b>1,172.00</b>	<b>8,655.49</b>	<b>1,889.92</b>	<b>6,765.57</b>
<b>Total Net Income (Loss)</b>			<b>7,730.41</b>	<b>60,636.72</b>	<b>13,063.76</b>	<b>47,572.96</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 August 31, 2015	8 Month(s) Ended August 31, 2015	Budget	Variance
<b>Operating Revenues and Expenses</b>						
<b>Operating Expenses</b>						
Nontechnical Salaries	02 002 4110	5	650.72	5,228.51	4,975.28	(253.23)
Legal Expense	02 002 4130	5	0.00	0.00	2,666.64	2,666.64
Staff Training	02 002 4140	5	0.00	0.00	333.28	333.28
Travel	02 002 4150	5	0.00	12.65	333.28	320.63
Accounting Fees	02 002 4170	5	900.00	4,064.20	3,333.28	(730.92)
COMPUTER SUPPORT/LICENSING FEE	02 002 4170.2	5	0.00	730.66	3,133.28	2,402.62
Audit Fees	02 002 4171	5	0.00	2,450.00	3,133.28	683.28
Employee Benefits Cont - Admin	02 002 4182	5	292.15	2,619.63	2,850.00	230.37
Sundry	02 002 4190	5	0.00	332.39	400.00	67.61
Advertising and Marketing	02 002 4190.08	5	108.45	875.83	2,733.28	1,857.45
Bank Service Fee	02 002 4190.18	5	0.00	0.00	333.28	333.28
Postage	02 002 4190.3	5	14.00	42.00	26.64	(15.36)
Contract Costs - Admin	02 002 4190.9	5	150.00	150.00	2,000.00	1,850.00
Ten Services - After School Program	02 002 4220.20	5	0.00	486.48	800.00	313.52
Water	02 002 4310	5	42.92	457.62	326.64	(130.98)
Electricity	02 002 4320	5	277.10	1,416.09	1,400.00	(16.09)
Sewer	02 002 4390	5	9.33	66.27	153.28	87.01
MAINTENANCE MATERIALS	02 002 4420	5	2,976.00	6,870.32	3,840.00	(3,030.32)
Contract Costs	02 002 4430	5	0.00	0.00	1,200.00	1,200.00
Contract Costs-Pest Control	02 002 4430.1	5	79.20	633.60	653.28	19.68
Contract Costs - Lawn	02 002 4430.3	5	210.00	1,460.00	1,686.64	226.64
Contract Costs - AC	02 002 4430.4	5	0.00	1,718.50	433.28	(1,285.22)
Contract Costs - Plumbing	02 002 4430.5	5	0.00	211.88	166.64	(45.24)
Contract Costs - Vacancy Turnaround	02 002 4430.6	5	0.00	5,240.00	4,453.28	(786.72)
Contract Costs-On Call Maint. Service	02 002 4430.80	5	0.00	61.25	0.00	(61.25)
Garbage and Trash Collection	02 002 4431	5	12.50	234.92	380.00	145.08
Insurance-Property, Contents	02 002 4510	5	781.33	6,078.52	6,000.00	(78.52)
Insurance - Workers Comp	02 002 4510.1	5	46.39	371.12	266.64	(104.48)
Insurance - Liability	02 002 4510.3	5	69.59	562.75	430.00	(132.75)
Payment in Lieu of Taxes	02 002 4520	5	0.00	2,834.70	10,945.28	8,110.58
Bad Debts - Tenant Rents	02 002 4570	5	0.00	2,821.38	2,233.28	(588.10)
Bonneville Interest	02 002 4580.01	5	3,500.38	28,046.38	31,146.64	3,100.26
Management Fees	02 002 4590	5	1,239.10	9,921.70	8,346.64	(1,575.06)
Other General Expense	02 002 4590.00	5	44.80	5,034.80	6,666.64	1,631.84
<b>Total Operating Expenses</b>			<b>11,403.96</b>	<b>91,034.15</b>	<b>107,779.68</b>	<b>16,745.53</b>
<b>Operating Revenues</b>						
Dwelling Rent	02 002 3110	5	15,387.90	124,557.54	106,666.64	17,890.90
<b>Total Operating Revenues</b>			<b>15,387.90</b>	<b>124,557.54</b>	<b>106,666.64</b>	<b>17,890.90</b>
<b>Total Operating Revenues and Expenses</b>			<b>3,983.94</b>	<b>33,523.39</b>	<b>(1,113.04)</b>	<b>34,636.43</b>
<b>Other Revenues and Expenses</b>						
<b>Other Revenues and Expenses</b>						
INTEREST - RESTRICTED	02 002 3431.00	5	9.77	18.58	13.28	5.30
Investment Income - Unrestricted	02 002 3610	5	3.78	31.10	26.64	4.46
Other Income - Tenant	02 002 3690	5	239.26	4,490.15	4,666.64	(176.49)
Leave with no Notice	02 002 3690.1	5	0.00	185.00	0.00	185.00
Other Income - Non Tenant	02 002 3690.3	5	0.00	1,343.91	333.28	1,010.63
<b>Total Other Revenues and Expenses</b>			<b>252.81</b>	<b>6,068.74</b>	<b>5,039.84</b>	<b>1,028.90</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 August 31, 2015	8 Month(s) Ended August 31, 2015	Budget	Variance
<b>Total Other Revenues and Expenses</b>			<u>252.81</u>	<u>6,068.74</u>	<u>5,039.84</u>	<u>1,028.90</u>
<b>Total Net Income (Loss)</b>			<u><u>4,236.75</u></u>	<u><u>39,592.13</u></u>	<u><u>3,926.80</u></u>	<u><u>35,665.33</u></u>

The Housing Authority of Avon Park  
**RESOLUTION NO. 15-04**

**RESOLUTION AUTHORIZING FINAL APPROVAL AND  
PUBLICATION/CIRCULATION OF SIGNIFICANT AMENDMENT TO THE  
AVON PARK HOUSING AUTHORITY ANNUAL PLAN FOR FISCAL YEAR  
2015 AND 5 YEAR PLAN REVISION/UPDATE**

Whereas, The Avon Park Housing Authority (APHA) has prepared updates to the Annual and 5 Year Plan Revision-Update for federal fiscal year 2015 that details HUD approved conversion of the APHA's Public Housing inventory through the U. S. Department of Housing and Urban Development's Rental Demonstration (RAD) Program to Project Based Rental Assistance (PBRA); and

Whereas, An updated Capital Fund Program Budget Revision (#1) has been prepared for fiscal Year 2015 for the purpose of supporting the requisite expenses required to accommodate conversion cost associated with APHA's participation in the RAD Program for the APHA Public Housing portfolio; and

Whereas, The extent of changes required by RAD Program participation qualifies as a Significant Amendment to the APHA's 2015 Annual & 5-Year Plan and required the APHA to conduct Public Hearing/Resident meetings for the purpose of informing the public of the various changes such conversion will generate as a result of RAD Program implementation; and

Whereas, The APHA published notice on the APHA website, Office and meeting room locations and circulated door hanger resident flyers informing resident of the two Public Hearings/Resident Advisory Board Meetings on July 28<sup>th</sup>, 3pm at Delaney Heights Community Center and July 27<sup>th</sup>, 6pm at 317 Shoreline Dr., Avon Park, Florida and received no resident comments at the hearing(s).

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners accept and authorize final approval of the proposed Significant Amendment to the APHA 2015 Plan & 5 Year Update, attached hereto and incorporated herein, for publication and circulation, in conformity with Program regulations; and

ADOPTED THIS 15th DAY OF SEPTEMBER, 2015.

Accepted \_\_\_\_\_

Attest \_\_\_\_\_

SEAL

# Avon Park Housing Authority

## NOTICE OF SIGNIFICANT AMENDMENT TO 2015 ANNUAL PLAN & 5 YEAR PLAN PUBLIC HEARING- PLAN AMENDMENT REVIEW

The Avon Park Housing Authority hereby announces the scheduling of a Public Hearing concerning the proposed Significant Amendment to the APHA's 2015 Annual Plan and 5 Year Plan Update for the following dates, time and location;

### For Lakeside Park Residents & General Public

**July 27, 2015, 6pm; Lakeside Park residential unit; 213 W. Shoreline Dr., Avon Park,**

### For Delaney Heights Residents & General Public

**July 28, 2015; 3pm, Delaney Heights Community Center, 504 Alton St., Avon Park**

Documents are available for review in advance of the scheduled meetings and comments received beginning July 13, 2015. The 2015 APHA Annual Plan Significant Amendments & 5 Year Plan Update includes the following operational changes that associated with HUD approved participation in the Rental Assistance Demonstration Program;

- Public Housing development designated for moderate rehabilitation- Lakeside Park II;
- Project Based Rental Assistance Resident Rights & Participation;
- Public Housing Family Self-Sufficiency & Resident Opportunities;
- Resident Participation & Funding;
- Resident Procedural Rights;
- Other Miscellaneous Provisions;
- Resident Accessibility & Relocation Plans.

The public is invited to review and comment on these published Plans. Comments will be received until August 10<sup>th</sup> 2015, for the APHA Board of Commissioners to consider public comments for Plan Significant Amendment adoption at their next Regular Board public meeting.

The Public is advised that the Significant Amendment to their 2015 Annual Plan and related documents will be available for inspection at the principle office of the Authority located at 21 Tulane Drive, Avon Park, Florida between the hours of 8:30 am and 4:30pm, closed Wednesdays and between 12 noon and 1:00pm for lunch Monday, Tuesday, Thursday and Friday.

Larry Shoeman  
Executive Director  
Published/Posted this 13th day, July, 2015  
APHA Main Administrative Office- Public Notice Board

# Avon Park Housing Authority

## AVISO DE ENMIENDA SIGNIFICATIVA A EL PLAN ANUAL DEL 2015 & Y EL PLAN DE 5 AÑO - AUDIENCIA PUBLICA PARA REVISIÓN DEL PLAN

La Autoridad de Vivienda Pública de Avon Park anuncia por este medio la agenda de una audiencia pública sobre la propuesta enmienda significativa del APHA 2015 Plan anual y 5 años Plan de actualización para las siguientes fechas, tiempo y lugar;

### **Para los residentes de Avon Park Lakeside y Publico General**

27 de Julio de 2015, 6:00 pm; Unidad residencial en Lakeside; 213 W. Shoreline Dr.,  
Avon Park, Florida

### **Para los residentes de Delaney Heights y Público General**

28 de Julio de 2015; 3:00 pm, Unidad residencial en el Centro del Delaney Heights, 504  
Alton St., Avon Park, Florida

Documentos están disponibles para revisar antes de las reuniones programadas y comentarios serán recibidos empezando el 13 de Julio de 2015. El Plan anual del APHA del 2015 y el Plan de 5 años Plan actualización y el Plan incluye los siguientes cambios de operacionales asociados con la participación de HUD aprobado en el programa de Demostración de Asistencia;

- El desarrollo de Vivienda Pública designada para rehabilitación moderada - Lakeside Park II;
- Proyecto basado en Asistencia de Rentas por proyecto y los derechos y participación de residentes;
- Autosuficiencia Familiar de Vivienda Pública y oportunidades residenciales
- Participación de residentes y la financiación;
- Derechos al proceso de residentes;
- Otras provisiones misceláneas;
- Planes de accesibilidad y reubicaciones (si es requerida)

El público es invitado a revisar y comentar sobre estos planes publicados. Se recibirán comentarios hasta el 10 de Agosto de 2015, para la Junta de Comisionados de APHA considerar comentarios públicos para la adopción de la modificación significativa al Plan en su próxima reunión pública Junta Regular.

El público se aconseja de la modificación significativa a su Plan anual de 2015 y los documentos relacionados estarán disponible para inspección en la oficina de principal de Las Autoridades de Vivienda Pública de Avon Park, localizado en el 21 Tulane Drive, Avon Park, Florida durante el horario de 8:30 am - 4:30 pm, cerrado los miércoles y entre las horas de 12:00 - 1:00 pm del almuerzo el lunes, martes, jueves y viernes.

Larry Shoeman  
Director Ejecutivo

Publicado/Dispuesto al publico este 13, de Julio, 2015 APHA Oficina Principia  
Aviso de Notificó Pública

LAKESIDE PARK

2015 ANNUAL & 5 YEAR PLAN SIGNIFICANT AMENDMENT (RAD) PUBLIC  
HEARING & RESIDENT BRIEFING MEETING  
MEETING ATTENDANCE SHEET

JULY 27, 6:00 P.M.  
213 W. Shoreline Dr., Avon Park, Fl.

Name

Address

Larry Shoeman Executive Director

Ben Gilliams Housing Program Director

No Residents

Attended

DELANEY HEIGHTS

2015 ANNUAL & 5 YEAR PLAN SIGNIFICANT AMENDMENT PUBLIC HEARING  
& RESIDENT BRIEFING MEETING  
MEETING ATTENDANCE SHEET

JULY 28, 3:00 P.M.  
541 Alton St., Delaney Heights Community Center

Name

Address

*Larry Shannon* *Executive Director*

*Bea Gillians* *Director of Housing*

*No*  
*Residents*

*Attended*

## AVON PARK HOUSING AUTHORITY

### 2015 RENTAL ASSISTANCE DEMONSTRATION PROGRAM

#### PROJECT SUMMARY

The Avon Park Housing Authority (APHA) received notice from the U. S. Department of Housing & Urban Development (HUD) on April 1, 2015 that its application to participate in the Department's Rental Assistance Demonstration (RAD) Program approved. In summary, the RAD Program will allow the APHA to convert the Authority's public housing stock from conventional Public Housing Program designation to Multi-family Project Based Rental Assistance (PBRA) Program. Such conversion will facilitate the removal of the HUD Declaration of Trust from the APHA's property and enable the Authority to borrow against its properties to obtain the necessary funds for rehabilitation of those properties. The level of federal subsidy and continued support of rental assistance will not change for residents of those communities. The Authority will has 180 days from the date of initial approval (April 1, 2015) to submit and receive approval from HUD before further advancement through the RAD Program conversion process will be granted.

**PROPERTIES DESIGNATED:** The two public housing communities owned by the APHA are Delaney Heights and Lakeside Park. Both properties were constructed in 1968, block construction and on two centrally located sites in the City of Avon Park, Florida.

Delaney Heights is a 50 unit site, designated for very low income Elderly/Disabled households. This complex was substantially rehabilitated in 2008 and is not targeted for rehabilitation under this program.

Lakeside Park is an 89 unit complex designated for very low income Family households. The project is located on two sites;

1. Lakeside Park I, located at 1306 Tulane Avenue that contains 16 dwelling units contained in 11 Dwelling buildings. This complex has received substantial rehabilitation in 2013 and is not targeted for rehabilitation under this program.
2. Lakeside Park II, located adjacent to Tulane Drive and bordering Lake Tulane contains 63 dwelling units, of which 62 require moderate rehabilitation.

**Funding Sources:** The APHA estimates that the average amount of rehabilitation required for the remaining 62 dwelling units in Lakeside Park II will be approximately \$50k/unit. Together with other underwriting soft costs, the projected funding required to complete RAD Conversion will cost between \$3.5 to \$4 million dollars. Sources for funding may include, but not limited to APHA Operating & Capital Fund Reserves, Federal Home Loan Bank AHP, State of Florida HOME funds and Conventional financing.



## AVON PARK HOUSING AUTHORITY

### 2015 ANNUAL & FIVE YEAR PLAN

#### **Significant PHA Plan Amendments**

##### Rental Assistance Demonstration (RAD) --

The Avon Park Housing Authority (APHA) is amending its Annual and 5-year PHA Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD). As a result, the APHA will be converting all of its Public Housing inventory (Lakeside Park & Delaney Heights) to Project Based Rental Assistance (PBRA) under the guidelines of PIH Notice 2012-32, REV-1 and any successor Notices. Upon conversion to PBRA, the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.7.B & 1.7.C of PIH Notice 2012-32, REV-1). These resident rights, participation, waiting list and grievance procedures are appended to this Attachment.

Additionally, the APHA is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

The RAD Program was designed by HUD to assist in addressing the capital needs of public housing by providing APHA with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that APHA may also borrow funds to address their capital needs. APHA will also be contributing Operating Reserves in the amount of approximately \$1.2 Million dollars and Capital Funds in the amount of \$167,114 towards the conversion.

The Avon Park Housing Authority currently has debt under the Capital Fund Financing Program and will be working with Florida Housing Finance Corporation to address outstanding SAIL Loan debt issues, which may result in additional reductions of capital funds.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

**Development #1**

<u>Name of Public Housing Development:</u>  Delaney Heights	<u>PIC Development ID:</u>  FL012000001	<u>Conversion type (i.e., PBV or PBRA):</u>  PBRA	<u>Transfer of Assistance:</u> <b>NO</b> (if yes, please put the location if known, and # of units transferring)
<u>Total Units:</u>  Delaney Heights—50 units	<u>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</u>  Family	<u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</u>  Family	<u>Capital Fund allocation of Development:</u>  (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why</b>  (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency	10	10	0
One Bedroom	40	40	0
Two Bedroom			
Three Bedroom			
Four Bedroom			
Five Bedroom			
Six Bedroom			
<u>(If performing a Transfer of Assistance):</u>	<u>(Explain how transferring waiting list)</u> N/A		

**Development #2**

<u>Name of Public Housing Development:</u>  Lakeside Park	<u>PIC Development ID:</u>  FL012000001	<u>Conversion type (i.e., PBV or PBRA):</u>  PBRA	<u>Transfer of Assistance:</u> <b>NO</b> (if yes, please put the location if known, and # of units transferring)
<u>Total Units:</u>  Lakeside Park – 79 units	<u>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</u>  Family	<u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</u>  Family	<u>Capital Fund allocation of Development:</u>  (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)
<u>Bedroom Type</u>	<u>Number of Units Pre-Conversion</u>	<u>Number of Units Post-Conversion</u>	<u>Change in Number of Units per Bedroom Type and Why</u>  (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency			
One Bedroom	14	14	0
Two Bedroom	15	15	0
Three Bedroom	23	23	0
Four Bedroom	8	7	0
Five Bedroom	3	3	0
Six Bedroom			
<u>(If performing a Transfer of Assistance):</u>	<u>(Explain how transferring waiting list)</u> N/A		

## Resident Rights, Participation, Waiting List and Grievance Procedures

### **A. PBRA Resident Rights and Participation**

1. **No Rescreening of Tenants upon Conversion.** Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, the first clause of section 8(c)(4) of the Act and 24 CFR § 880.603(b), concerning determination of eligibility and selection of tenants, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family
  
2. **Right to Return.** Any resident that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a PHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.
  
3. **Phase-in of Tenant Rent Increases.** If a resident's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 years, which a PHA may extend to 5 years. To implement this provision, HUD is waiving section 3(a)(1) of the Act, as well as 24 CFR § 880.201 (definition of "total tenant payment"), to the limited extent necessary to allow for the phase-in of tenant rent increases. A PHA must set the length of the phase-in period to be three years, five years or a combination depending on circumstances. For example, a PHA may create a policy that uses a three year phase-in for smaller increases in rent and a five year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. For purposes of this section "Calculated Multifamily TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on the family's most recent HUD Form 50059.

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid Total Tenant Payments (TTP) and the calculated Multifamily housing TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) in prior to Year 3 AR – 66% of difference between most recently paid TTP and calculated Multifamily housing TTP
- Year 3: Year 3 AR and all subsequent recertifications – Year 3 AR and any IR in Year 3: Full Multifamily housing TTP

Five Year Phase-in

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP and the calculated Multifamily housing TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 40% of difference between most recently paid TTP and calculated Multifamily housing TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 60% of difference between most recently paid TTP and calculated Multifamily housing TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR – 80% of difference between most recently paid TTP and calculated Multifamily housing TTP
- Year 5 AR and all subsequent recertifications – Full Multifamily housing TTP

Please Note: In either the three year phase-in or the five-year phase-in, once Multifamily housing TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full multifamily housing TTP from that point forward.

- 4. Public Housing Family Self-Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency (ROSS-SC).** Current PH FSS participants will continue to be eligible

for FSS once their housing is converted under RAD. All owners will be required to administer the FSS program in accordance with the participants' contracts of participation and future guidance published by HUD. Owners may not offer enrollment in FSS to residents in projects converted to PBRA that were not enrolled in the PH FSS program prior to RAD conversion, nor may owners offer FSS enrollment to any new residents at the project. Owners will be allowed to use any funds already granted for PH FSS coordinator salaries until such funds are expended. All owners will be required to provide both service coordinators and payments to escrow until the end of the Contract of Participation. Please see future FSS Notices of Funding Availability and other guidance for additional details, including FSS coordinator funding eligibility under a RAD conversion. As the PH FSS grant is the source of funding for PH FSS, program compliance will continue to be monitored by the Office of Public and Indian Housing.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future public housing ROSS-SC grants nor will its residents be eligible to be served by future public housing ROSS-SC grants.

- 5. Resident Participation and Funding.** Residents of covered projects converting assistance to PBRA will have the right to establish and operate a resident organization in accordance with 24 CFR Part 245 (Tenant Participation in Multifamily Housing Projects). In addition, in accordance with Attachment 1B, residents will be eligible for resident participation funding.
  
- 6. Resident Procedural Rights.** The information provided below must be included as part of the House Rules for the associated project and the House Rules must be furnished to HUD as part of the Financing Plan submission. See Attachment 1E for a sample Addendum to the House Rules.
  - a. Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects converting assistance under RAD, that supplement notification requirements in regulations at 24 CFR § 880.607 and the Multifamily HUD Model Lease.
    - i. Termination of Tenancy and Assistance.** The termination procedure for RAD conversions to PBRA will additionally require that PHAs (as owners) provide adequate written notice of termination of the lease which shall not be less than:
      - A reasonable period of time, but not to exceed 30 days:
        - If the health or safety of other tenants, owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
        - In the event of any drug-related or violent criminal activity or

any felony conviction; or

- 14 days in the case of nonpayment of rent.
  - ii. *Termination of Assistance.* In all other cases, the requirements at 24 CFR § 880.603, the Multifamily HUD Model Lease, and any other HUD multifamily administrative guidance shall apply.
- b. **Grievance Process.** In addition to program rules that require that tenants are given notice of covered actions under 24 CFR Part 245 (including increases in rent, conversions of a project from project-paid utilities to tenant-paid utilities, or a reduction in tenant paid utility allowances), HUD is incorporating resident procedural rights to comply with the requirements of section 6 of the Act. RAD will require that:
- i. Residents be provided with notice of the specific grounds of the proposed owner adverse action, as well as their right to an informal hearing with the PHA (as owner);
  - ii. Residents will have an opportunity for an informal hearing with an impartial member of PHA's staff (as owner) within a reasonable period of time;
  - iii. Residents will have the opportunity to be represented by another person of their choice, to ask questions of witnesses, have others make statements at the hearing, and to examine any regulations and any evidence relied upon by the owner as the basis for the adverse action. With reasonable notice to the PHA (as owner), prior to hearing and at the residents' own cost, resident may copy any documents or records related to the proposed adverse action; and
  - iv. PHAs (as owners) provide the resident with a written decision within a reasonable period of time stating the grounds for the adverse action, and the evidence the PHA (as owner) relied on as the basis for the adverse action.

The PHA (as owner) will be bound by decisions from these hearings, except if the:

- i. Hearing concerns a matter that exceeds the authority of the impartial party conducting the hearing.

- ii. Decision is contrary to HUD regulations or requirements, or otherwise contrary to federal, State, or local law.

If the PHA (as owner) determines that it is not bound by a hearing decision, the PHA must promptly notify the resident of this determination, and of the reasons for the determination.

- 7. **Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID exclusion after conversion, in accordance with regulations at 24 CFR § 960.255. After conversion, no other tenants will be eligible to receive the EID. If a tenant receiving the EID exclusion undergoes a break in employment, ceases to use the EID exclusion, or the EID exclusion expires in accordance with 24 CFR §960.255, the tenant will no longer receive the EID exclusion and the Owner will no longer be subject to the provisions of 24 CFR §960.255. Furthermore, tenants whose EID ceases or expires after conversion shall not be subject to the rent phase-in provision, as described in Section 1.7.B.3; instead, the rent will automatically be adjusted to the appropriate rent level based upon tenant income at that time.
- 8. **Capital Fund Education and Training Community Facilities (CFCF) Program.** CFCF provides capital funding to PHAs for the construction, rehabilitation, or purchase of facilities to provide early childhood education, adult education, and job training programs for public housing residents based on an identified need. Where a community facility has been developed under CFCF in connection to or serving the residents of an existing public housing project converting its assistance under RAD, residents will continue to qualify as “PHA residents” for the purposes of CFCF program compliance. To the greatest extent possible the community facility should continue to be available to public housing residents.

**B. PBRA: Other Miscellaneous Provisions**

- 1. **Access to Records, including Requests for Information Related to Evaluation of Demonstration.** PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.
- 2. **Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** The Davis-Bacon Act (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) and Section



3 (24 CFR Part 135) apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation. (The Davis-Bacon Act only applies for projects with nine or more units.)

3. **Establishment of Waiting List.** In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion. If a project-specific waiting list does exist, but the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.

If a project-specific waiting list for the project does not exist, the PHA shall establish a waiting list in accordance 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. For the purpose of establishing the initial waiting list, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing waiting list given the number of applicants, PHA resources, and community characteristics of the proposed conversion under RAD. Such activities should be pursuant to the PHA's policies for waiting list management, including the obligation to affirmatively further fair housing.

A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (i.e., radio stations, posters, newspapers) within the marketing area; informing local non-profit entities and advocacy groups (i.e., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's centralized public housing waiting list who wish to be placed onto the newly-established waiting list are done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and the obligation to provide meaningful access for persons with limited English proficiency (LEP).<sup>43</sup>

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<sup>43</sup> For more information on serving persons with LEP, please see HUD's Final guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (72 FR 2732), published on January 22, 2007.

To implement this provision, HUD will not apply 24 CFR § 880.603, regarding selection and admission of assisted tenants. However, after the initial waiting list has been established, the PHA shall administer its waiting list for the converted project in accordance with 24 CFR § 880.603.

4. **Mandatory Insurance Coverage.** The project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed property of a project, except with the written approval of HUD to the contrary.
5. **Choice-Mobility.** HUD seeks to provide all residents of covered projects with viable Choice-Mobility options. PHAs that are applying to convert the assistance of a project to PBRA are required to provide a Choice-Mobility option to residents of covered projects. However, as HUD recognizes that not all PHAs will have vouchers sufficient to support this effort, HUD will:
  - Grant a good-cause exemption from the Choice-Mobility requirement for Public housing–only agencies, defined as agencies that own units under a public housing ACC, but do not administer, directly or through an affiliate, a Housing Choice Voucher program.

HUD will issue these exemptions in the following order of priority: 1) small public housing-only PHAs; 2) all other public housing-only PHAs; and 3) combined agencies that currently have more than one-third of their vouchers set aside for veterans and/or homeless.

**It is the intention of the Avon Park Housing Authority to apply to HUD for small public housing-only PHA good-cause exemption from the Choice-Mobility requirement for their PBRA RAD conversion.**

6. **Future Refinancing.** Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)
7. **Submission of Year-End Financial Statements.** Covered projects converting assistance to PBRA must comply with 24 CFR Part 5 Subpart H, as amended, revised, or modified by HUD from time to time regarding submission of financial statements.<sup>48</sup>

- 8. Classification of Converting Projects as Pre-1981 Act Projects under Section 16(c) of the United States Housing Act of 1937.** For purposes of ensuring maximum flexibility in converting to PBRA, all such projects converting to PBRA shall be treated as Pre-1981 Act Projects under Section 16(c) of the US Housing Act of 1937. Section 16(c)(1) of the US Housing Act of 1937, which applies to pre-1981 Act projects, restricts occupancy by families that are other than very low-income to 25% of overall occupancy. Thus, owners of projects converting to PBRA may admit applicants with incomes up to the low-income limit. HUD Headquarters tracks the 25% restriction on a nationwide basis. Owners of projects converting to PBRA do not need to request an exception to admit low-income families. In order to implement this provision, HUD is waiving section 16(c)(2) of the US Housing Act of 1937 and 24 CFR §5.653(d)(2) and is instituting an alternative requirement that owners of projects converting to PBRA adhere to the requirements of section 16(c)(1) of the US Housing Act of 1937 and 24 CFR §5.653(d)(1).

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**Site Selection and Neighborhood Standards Review**

N/A

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**Relocation Plans**

See Attached *Accessibility and Relocation Checklist*

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**Significant Amendment Definition**

As part of the Rental Assistance Demonstration (RAD), APHA is redefining the definition of a substantial deviation from the PHA Plan to *exclude the following RAD-specific items:*

- a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- c. Changes to the financing structure for each approved RAD conversion.

# LAKESIDE PARK RESIDENT RELOCATION PLAN

**BASES FOR PLAN:** The Avon Park Housing Authority has initiated a strategy containing multiple elements associated with efforts to preserve, improve and expand the public housing facilities comprised of the Lakeside Park community. The community is comprised of two designated parcels;

Parcel A - comprised of 18 building containing 34 total dwelling units.

Parcel B- comprised of 19 buildings containing 29 total dwelling units.

**REHABILITATION STRATEGY:** The Avon Park Housing Authority's strategy to provide substantial rehabilitation for Lakeside Park include the following elements;

Parcel A- Utilize multiple possible funding sources to underwrite the approximate \$4M rehab budget; Capital Fund Program, Florida Housing Finance Corporation SAIL Loan and LIHTC funds, Federal Home Loan Bank funds.

Parcel B- Utilize multiple funding sources to underwrite the approximate \$1M rehab budget; Capital Fund Program, Florida Housing Finance Corporation Special Purpose funds, Federal Home Loan Bank funds.

**RELOCATION STRATEGY:** The Avon Park Housing Authority strategy to relocate existing residents to accommodate the Lakeside Park rehabilitation includes the following elements;

Parcel A- (Sequence & Components) During the final stages of completing the assembly of rehab underwriting/financing funding (estimated; 2015), the APHA will proceed with formal notification to residents on pending short term temporary relocation. The temporary relocation strategy will involve performing the project rehab in a specific sequence; group of buildings at a time. Residents occupying the scheduled buildings will be given proper notice and moving options, as prescribed by HUD regulations. The estimated time that relocated families will be temporarily relocated is not expected to exceed 60 days.

Parcel B- (Sequence & Components) The APHA has obtained the funding to effect the rehabilitation of this site and will offer the following relocation options;

OPTION #1, LAKESIDE PARK I; The APHA Lakeside Park I have undergoing substantial rehabilitation. 16 rehabilitated units of various size and capacity will become available to accommodate qualified replacement housing for residents presently occupying this site that choose to relocate permanently to this property.

OPTION #2, RIDGEDALE APARTMENTS; The APHA has a Section 8 Project Based complex called Ridgedale Apartments that has received substantial rehabilitation. 19 rehabilitated units of various size and capacity will become available to accommodate qualified replacement housing for residents presently occupying this site that choose to relocate permanently to the property. The residents that elect to choose this relocation option will receive notice as Displaced Families and participate in the URA relocation initiation of Negotiations (ION) process.

OPTION #3, NORTH CENTRAL HEIGHTS I&II; The APHA has a Affordable Homes Community called North Central Heights that is a newly developed community with units of various size and capacity and will become available to accommodate income eligible residents presently occupying this site that choose to relocate permanently to the property. The residents that elect to choose this relocation option will receive notice as Displaced Families and participate in the URA relocation initiation of Negotiations (ION) process.

OPTION #4, LAKESIDE PARK PARCEL A; The APHA will notify residents presently occupying Parcel B units (that do not elect Option 1) when a unit of same size becomes vacant within the Parcel A development is available for transfer. The residents will then be provided the required relocation assistance associated with the transfer to those vacated public housing units within that development.

**RELOCATION FUNDING SOURCES**; The APHA will utilize a variety of funding sources to underwrite the costs associated with both temporary and permanent relocation. Those sources include the following; Capital Fund Program, Federal Home Loan Bank funds, Florida Housing Finance Corporation Special Purpose funds, Section 8 Project Based subsidy rental assistance (Ridgedale Apartments).

**RELOCATION PLAN CONTACT INFORMATION;**

**Larry P. Shoeman, Executive Director**

**Avon Park Housing Authority**

**P. O. Box 1327, Avon Park, Florida 33826**

**(863) 452-4432**

**[director@avonparkha.org](mailto:director@avonparkha.org)**

## RAD FHEO Accessibility and Relocation Plan Checklist

The following checklist is required to be submitted to the RAD Transaction Manager prior to, or concurrent with, submission of the Financing Plan.

PHA Name: APHA PHA Code: FL 012

PIC Project Number: FL012000001 Total Number of Units: 129

Proposed Number of Units to be Converted: 129

PHA Contact Person: Larry Shoeman Email:  
Director@Avonparkha.org Phone: (863) 452-4432

Date Completed: 5/18/2016

### **Section I: Threshold Questions**

Please check the appropriate box for the following threshold questions:

Question	Yes	No
Will the conversion of assistance impact current accessibility?		X
Will the conversion of assistance result in off-site temporary relocation for any resident that will last for more than 60 days or include the transfer of assistance to another site?		X

**If you answered no to both of the above questions, please skip the remaining sections of this checklist and sign the bottom of the form. In all other cases, please complete the relevant section of the checklist. For example, if you answered yes to the first question, please complete Section II, Accessibility.**

### **Section II: Accessibility**

- Please describe how the conversion of assistance will impact accessibility. Additionally, please indicate the number of units to be converted and the units that will be accessible.

## RAD FHEO Accessibility and Relocation Plan Checklist

- b. Please provide the following waiting list and occupancy data for accessible units. If the units are currently vacant, please provide the data for the most recent occupants of the project.

Bedroom Size	0	1	2	3	4	5	Other	Total
1. Number of persons on waiting list who have requested mobility accessible units		34	44	24	9	1	0	112
2. Number of persons on waiting list who have requested vision and/or hearing accessible units		0	0	0	0	0	0	0
3. Number of mobility accessible units occupied by tenants with disabilities who require the features of the unit		5	0	0	0	0	0	5
4. Number of hearing/vision accessible units occupied by tenants with disabilities who require the features of the unit		0	0	0	0	0	0	0

- c. Please provide the distribution of all wheelchair and other accessible units that will be available in the project after RAD conversion.

Bedroom Size	0	1	2	3	4	5	Other	Total
1. All units		64	20	28	12	5	0	129
2. Total units with project-based rental assistance								
3. Mobility accessible units		11	2	1	1	1		16
4. Vision and/or Hearing accessible units		1	1					2
*5. (Total Accessible Units)		64	20	28	12	5	0	129

### **Section III: Relocation Plan**

- a. Please explain any plans for the relocation of current residents, including the number of residents that will need to relocate, whether the relocation is temporary or permanent and, if temporary, the expected duration of the relocation, the type and location (including census tract) of the replacement housing, how the housing qualifies as a comparable unit as defined by the URA and 49 CFR 24.2(a)(6), and the method of determining which families will be subject to such long-term temporary relocation.

SEE AVON PARK HOUSING AUTHORITY TEMPORARY RELOCATION PLAN; Pages 4-8
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RAD FHEO Accessibility and Relocation Plan Checklist

- b. List the civil rights characteristics (race, national origin, familial status, and/or disability, etc.) of the residents to be transferred off-site for greater than 60 days or permanently relocated due to a transfer of assistance, as a result of the proposed conversion. NONE

White	African American	Asian	Hispanic	American Indian and Alaska Native	Native Hawaiian and Other Pacific Islander	Other (e.g., Families with Children; Disabled Individuals, etc.)

Please describe :

- c. The type of housing counseling or services provided to affected families.

SEE APHA TEMPORARY RELOCATION PLAN

- d. Describe the likely housing market areas/communities where tenants will relocate through HCV assistance or other HUD assistance programs, including whether they are relocated to an area of higher opportunity, areas (e.g., areas with better schools, employment, transportation opportunities), and the extent of improved housing choices and opportunities under the relocation plan.”

NA

Bea Gillians    Name/Title    DIRECTOR OF HOUSING    Date: 06/02/2016

The signature above indicates that (1) I am legally authorized to represent the agency in this matter, (2) all information provided in this checklist is true and accurate, (3) no resident shall be permanently and involuntarily relocated as a result of any conversion action associated with RAD, (4) the PHA will maintain compliance with Section 504 of the Rehabilitation Act of 1973, and HUD’s two (2%) and five (5%) percent accessibility requirements, (5) any relocation lasting under 60 days shall comply with all civil rights and fair housing requirements, including Section 504 of the Rehabilitation Act of 1973, (6) any relocation performed shall comply with Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) and its implementing regulations (49 CFR Part 24), and (7) if the proposed relocation was to be for less than 60 days and something changes requiring a period of temporary relocation longer than 60 days, I shall fill out this form again with the additional details.



RAD FHEO Accessibility and Relocation Plan Checklist

**AVON PARK HOUSING AUTHORITY  
TEMPORARY RELOCATION PLAN**

1. Cover Sheet must include:
  - Name of Project
  - Address of Project
  - Name of Owner/Entity
2. Table of Contents:
  - A. Property Summary
    1. Current Demographics
    2. Displaced Persons
  - B. Relocation Destination
  - C. Temporary Relocation Benefits
    1. Tenant Notices
    2. Moving Assistance
    3. Utility Transfers
  - D. Tenant Relocation Benefits
    1. Tenant Notices
    2. Covered Costs
    3. Advisory Services
  - E. Relocation Services
    1. Transportation
    2. Communication
    3. Delinquent Utility Bills
  - F. Relocation Recordkeeping and Notices
    1. Relocation Plan Assurance Letter (sign and dated)
    2. Site Map
    3. Potential Transition of Tenants/Tenant Transition Schedule
    4. Tenant Packet (include Blank Notices with submission of Plan)
      - General Information Notice
      - Non Displacement Notice and/or
      - Notice of Eligibility
      - Temporary Relocation 90 Day Notice
      - Temporary Relocation 30 Day Notice
      - Transfer Notice 30 Day Notice
    5. Construction Schedule

RAD FHEO Accessibility and Relocation Plan Checklist

AVON PARK HOUSING AUTHORITY  
P. O. BOX 1327  
AVON PARK, FLORIDA 33826-1327  
(863-452-4432)  
WWW.AVONPARKHA.ORG

Project Relocation Specialist Contact Information; Bea Gillians, Director of Housing; Office phone #; 863-452-4432, Ext. 2201; email address; [apha1@avonparkha.org](mailto:apha1@avonparkha.org)

Owner Contact Information; Larry P Shoeman, Executive Director; Phone; 863-452-4432, Ext. 2204; email address; [director@avonparkha.org](mailto:director@avonparkha.org)

**A. Project Summary**

**1. Current Demographics**

The property is located in the Lake Tulane section of the City of Avon Park, Florida, specifically along Tulane and Shoreline Drives, bordering Lake Tulane. GEO Franklin Ward Replat PB 3 Pg 104 All subdivision N of Lake Tulane. The project contains a total of 13.10 acres or approximately 570,600 square feet. The shape of the property is primarily crescent curved in nature with approximately 220,000 feet of frontage on Tulane Drive and 237,000 feet of frontage on Shoreline Drive. Accessibility to the property available from the West right off of Hal MacRae Blvd. merging onto Tulane Drive or from the East taking Verona Avenue merging onto Tulane Drive. The property is located within the City Limits of Avon Park and has public water and electric and natural respectively to the site. The property is not deed restricted as to use and the City of Avon Park observes "Governmental Use" as the sites designated zoning ordinance. The property was constructed in 1967; the project has a total of (37) buildings, (63) residential and (2) ancillary (office/community buildings and laundry facility). The residential buildings are a mixture of one story single and duplex dwelling units. There are a total of (62) residential units comprised of 36 buildings that will require resident relocation. There are (5) floor plans which vary from one another by bedroom count and number of bathrooms. This Relocation Plan has been developed due to renovations of the property which is scheduled to start April 1, 2016.

UNIT MIX & COUNT TABLE TARGETED FOR MODERATE REHAB- Lakeside Park II

<u>Bedroom Size</u>	<u>Unit Count</u>
1 Bedroom	14
2 Bedroom	15
3 Bedroom	23
4 Bedroom	7
5 Bedroom	3

OMB Approval 2577-0276 (Expires 2/29/16)

## RAD FHEO Accessibility and Relocation Plan Checklist

Parking is not covered, the parking and driveways are paved concrete. There are a total of 120 parking spaces, there are 10) spaces designated 504 accessible. Project amenities include (1) Playground Facility.

### **Displace Persons**

The renovation of the total property is expected to take approximately (16) months and *it is "NOT" anticipated that there will be any "displaced persons" who by definition are persons that must move from the property permanently.* If it is determined that there are, the plan will be amended to address the special requirements particular to the tenants. These tenants would be given the Notice of Eligibility for Relocation Assistance (see example in Section F) which would inform them of their rights under URA.

### B. RELOCATION DESTINATION

There will not be any new leases executed beginning the 6 months following date of RAD Obligation date (April 12, 2015) in order to have units available to move tenants into. The Relocation Specialist will track the vacant units each month during renovation and submit tracking documentation to HCDD. A tenant transition plan will be mapped out and submitted to HCDD. This plan will show which tenants will be moved and the new rehabbed units they will be moved to. (See Section F, 3)

If there are no available units onsite the tenant will be provided the option to either obtain their own temporary housing with a stipend housing payment at a local hotel facility. Stipend housing payment will be based on the difference in the tenants current TTP paid to the APHA and any additional rent that the tenant must pay for their temporary housing. In addition, all relocations off site will be within a five mile radius unless it is in response to a request to a "reasonable accommodation".

### C. TEMPORARY RELOCATION OF TENANTS

#### 1. **Tenant Notice**

In preparation for the relocations, APHA will conduct group meetings to notify the tenants of the plans for the complex. In addition to these group meetings, the tenants will also receive written notices of the overall renovation plans and notice of the plans for their relocation. Tenants will be notified that they should not move on their own or contact a mover because they would risk being held responsible for these cost and/or forfeit relocation benefits.

Each tenant will be given a packet of information that is included in Section F of this plan and it includes items mandated via URA. Every attempt will be made to keep the tenants informed and to answer any questions that they may have.

## RAD FHEO Accessibility and Relocation Plan Checklist

### 2. **Moving Assistance**

Moving services will be made available to the tenants. Each resident will be given the option of receiving packing assistance. If a resident prefers to pack their own personal possessions, they will be provided packing supplies. All residents will be provided written notices of their scheduled moving date and time in their 30 day notice. (See Section F, 4)

### 3. **Utility Transfers**

A letter will be sent to the utility providers of the property. It will explain the plans for the property renovation and for them to anticipate numerous requests for transfers within a short period of time. The tenant will be responsible for scheduling the transfer of their utilities and are expected to notify the relocation specialist of the date and time the transfer is scheduled. If there are any problems with any transfers the property will have the utilities turned on in the properties name and the tenant will be given 10 days to resolve the issues with the utility company.

## D. TENANT RELOCATION BENEFITS

### 1. **Tenant Notice**

Tenants will be given notice of what charges and deposits will be covered in the relocation and they will have to sign it and indicate that they understand that there are no other costs that will be covered.

### 2. **Covered Cost**

APHA will pay for packing and moving costs that are scheduled by the relocation specialist. APHA will also cover the cost of deposits or transfer fees for the utilities, any increase in rent of the off site temporary housing, if applicable; and telephone/cable at both the temporary unit and the return to the newly renovated unit. These costs will be paid directly to the providing agency and attached to the tenants unit and head of household. These costs will not be paid on behalf of anyone that moves prior to the coordination efforts of the Relocation Specialist or due to Eviction for Cause.

### 3. **Advisory Services**

Avon Park Housing Authority will contact and interview each person who is affected by the project to discuss his/her needs, preferences, concerns, and to answer questions. (Your property name) will use the Site Occupant Record (Exhibit 8 of HCDD Relocation Policy) to record interview of each household. APHA will also provide information about the project and any benefits the tenant may be eligible for; as applicable to the tenants' circumstances (49CFR 24.205(c)).

## RAD FHEO Accessibility and Relocation Plan Checklist

### E. RELOCATION SERVICES

#### 1. **Transportation**

Relocation of the tenants will be done in phases; the Relocation Specialist will be able to provide the necessary supportive services that may be required. If off site housing is used and there is a need, transportation will be provided to the tenant via taxi companies to tour the proposed unit.

#### 2. **Communication**

Each tenant will be given written information outlining the process and will be given group and individual access to the Relocation Specialist. The tenants that may require special assistance due to a disability will be identified and will be provided assistance in a non-discriminatory manner.

#### 3. **Delinquent Utility Bills**

If the tenants do not have the financial resources to pay delinquent utility bills that would hinder services being transferred to their temporary unit, the property will have the services temporarily placed under the property name. The tenant would have 10 business days after move-in, to resolve the issue with the respective utility company.

### F. RELOCATION RECORDKEEPING AND NOTICES

General Information Notice  
initiation of Negotiations (ION) process  
Non Displacement Notice and/or  
Notice of Eligibility  
Temporary Relocation 90 Day Notice  
Temporary Relocation 30 Day Notice  
Transfer Notice 30 Day Notice

**RELOCATION PLAN ASSURANCES**

I certify that this relocation plan contains accurate information and has been prepared in accordance with 49 CFR Part 24, Uniform Relocation Assistance (URA) and Real Property Acquisition Final Rule and Notice. I further assure that:

1. Relocation staff knows and will follow URA requirements;
2. Relocation staff who will implement this plan are familiar with its contents and the requirements;
3. Sufficient funds have been appropriated, reserved, set aside or otherwise committed to cover the anticipated relocation cost;
4. Families and individuals will have full opportunity to occupy comparable, decent, safe, and sanitary housing;
5. Relocation payments will be made promptly by the borrower and to the full extent for which tenants are eligible;
6. The project activities have been planned in a manner that will minimize hardships to tenants;
7. All tenants will be given a reasonable period of time to move and no one will be required to move unless a comparable replacement unit is available or provided for;
8. Relocation assistance and advisory services will be provided in accordance with the needs of the tenant.

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Print Name

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Title

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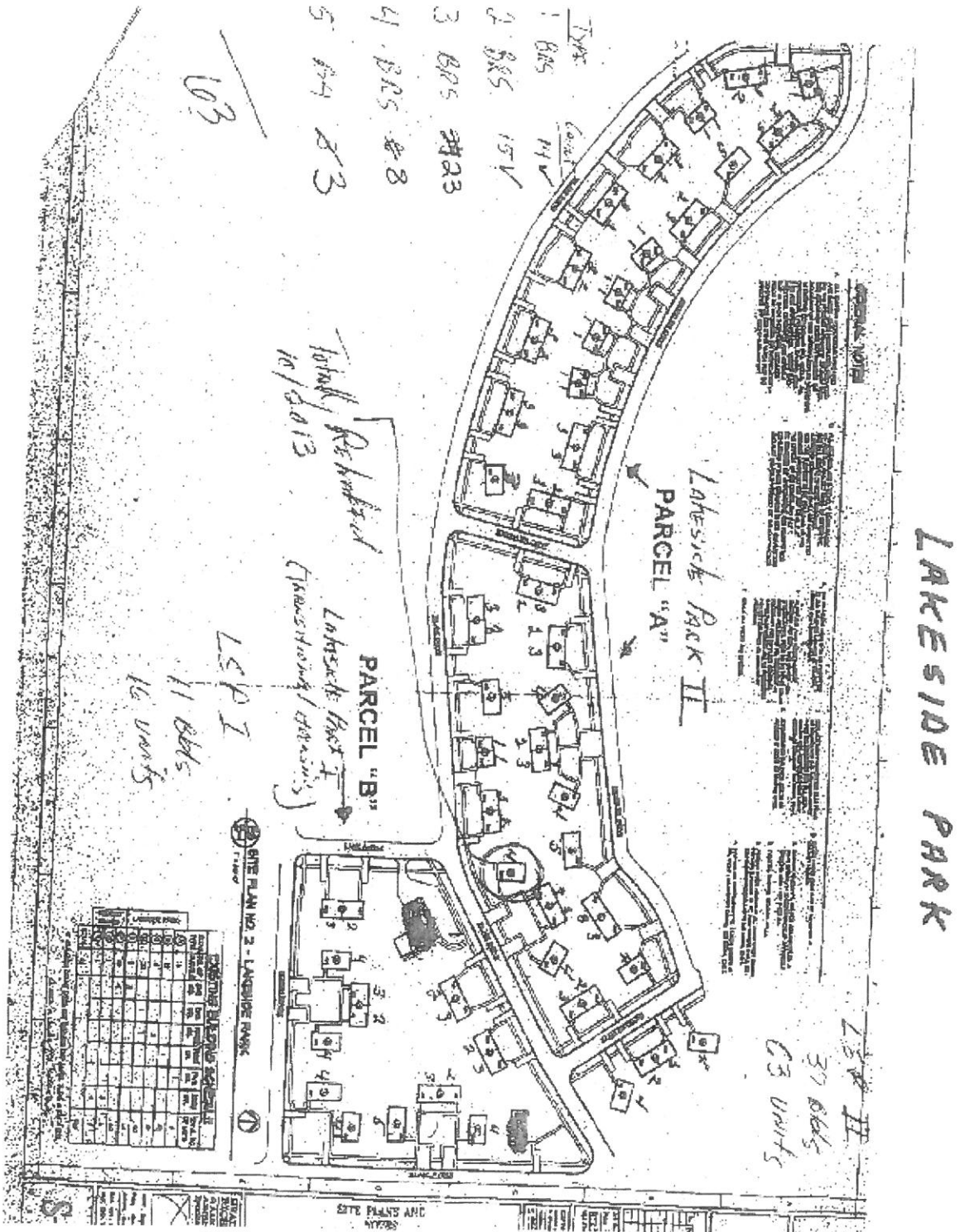
Signature

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Date

RAD FHEO Accessibility and Relocation Plan Checklist

SITE MAP PAGE





# AVON PARK HOUSING AUTHORITY

P.O. Box 1327  
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**Larry P. Shoeman**  
*Executive Director*

Date: July 10, 2015  
To: U.S. Dept. of Housing & Urban Development: Office of Public & Indian Housing  
From: Larry P. Shoeman, Executive Director  
Subject: Avon Park Housing Authority RAD Conversion; PBRA,  
Waiver Request- Choice Mobility Provision

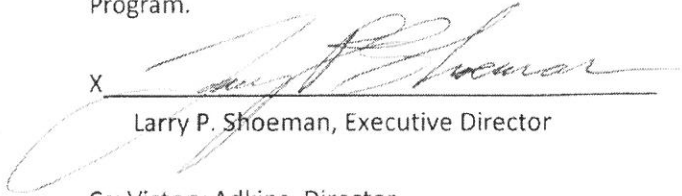
The Avon Park Housing Authority (APHA) is hereby requesting a Waiver of the Choice-Mobility provision for RAD Conversion. This application is based on the fact that the APHA is a small Public Housing only agency with no Housing Choice Voucher Program. Based on the terms provided and authorized under the Consolidated and Further Continuing Appropriations Act of 2014 and accompanying subsequent Notice PIH-2012-32, REV-1, Section 1: Public Housing, C. Other Miscellaneous Provisions, 5. Choice-Mobility; HUD will:

“Grant a good-cause exemption from the Choice-Mobility requirement from the following types of PHA’s:

- Public Housing-only agencies, defined as agencies that own units under a public housing ACC, but do not administer, directly or through an affiliate, a Housing Choice voucher program.”

I, Larry P. Shoeman, Executive Director for the Avon Park Housing Authority hereby certify that the Avon Park Housing Authority is a Public Housing-only agency that owns its units under a public housing ACC and does not administer, directly or through an affiliate, a Housing Choice Voucher Program.

X

  
Larry P. Shoeman, Executive Director

Cc: Victory Adkins, Director  
HUD Miami Field Office



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

PHA Name: Avon Park Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL1401250115 Replacement Housing Factor Grant No: Date of CFFP: April 12, 2015	FFY of Grant: 2015 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:#1 ) <input checked="" type="checkbox"/> Revised Annual Statement and Evaluation Report <input type="checkbox"/> Final Performance and Evaluation Report		Obligated	Total Actual Cost <sup>1</sup> Expended
			Original	Total Estimated Cost Revised <sup>2</sup>		
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		20,705			
3	1408 Management Improvements		2,000	-0-		
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition		2,000	102,429		
9	1450 Site Improvement					
10	1460 Dwelling Structures		1,500	-0-		
11	1465.1 Dwelling Equipment—Nonexpendable		80,000	-0-		
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition		16,929	-0-		
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		<b>FFY of Grant: 2015</b>	
<b>PHA Name:</b> Avon Park Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: FL1401250115 Replacement Housing Factor Grant No: Date of CEFF: April 12, 2015	<b>FFY of Grant Approval:</b>	

Line	Type of Grant	Summmary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
			Original	Revised <sup>2</sup>	Obligated	Expended
18a	Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies	1501 Collateralization or Debt Service paid by the PHA	43,980			
18ba	Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19		1502 Contingency (may not exceed 8% of line 20)				
20		Amount of Annual Grant:: (sum of lines 2 - 19)	167,114			
21		Amount of line 20 Related to LBP Activities				
22		Amount of line 20 Related to Section 504 Activities				
23		Amount of line 20 Related to Security - Soft Costs				
24		Amount of line 20 Related to Security - Hard Costs				
25		Amount of line 20 Related to Energy Conservation Measures	15,429			
<b>Signature of Executive Director</b>			<b>Date</b>	<b>Signature of Public Housing Director</b>		<b>Date</b>

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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 Expires 4/30/2011

Part II: Supporting Pages		PHA Name: Avon Park Housing Authority		Grant Type and Number		Federal FFY of Grant: 2015	
				Capital Fund Program Grant No: FL1401250115			
				CEFP (Yes/ No): Yes			
				Replacement Housing Factor Grant No:			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
FL-012	Program Operations Cost	1406		20,705			
	Offset loss of operating subsidy revenue to underwrite Dwelling & Non-Dwelling facility maintenance costs to services P.H. inventory.						
	Fees & Costs; Permitting for Dwelling unit rehab.	1430		93,500			
	Architectural, Engineering, Planning, Project Management & Financing costs associated with RAD Conversion						
	Debt Service: 2010 SAIL Loan-FHFC	1501		43,980			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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Expires 4/30/2011

**Part II: Supporting Pages**  
PHA Name: Avon Park Housing Authority

**Grant Type and Number**  
Capital Fund Program Grant No:  
CFFP (Yes/ No):  
Replacement Housing Factor Grant No:

**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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 Expires 4/30/2011

**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: Avon Park Housing Authority

Federal FFY of Grant: 2015

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates <sup>1</sup>	
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date
FL-012	04/13/17			04/12/17

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



**Part III: Implementation Schedule for Capital Fund Financing Program**  
PHA Name: Avon Park Housing Authority

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FFY of Grant: 2015  Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/20011

**Part I: Summary**

PHA Name/Number; Avon Park Housing Authority; FL-012		Locality; Avon Park/Highlands County, Florida				
		<input checked="" type="checkbox"/> Original 5-Year Plan			<input type="checkbox"/> Revision No:	
A.	Development Number and Name FL-012; Lakeside Park & Delaney Heights	Work Statement for Year 1 FFY 2015	Work Statement for Year 2 FFY 2016	Work Statement for Year 3 FFY 2017	Work Statement for Year 4 FFY 2018	Work Statement for Year 5 FFY 2019
B.	Physical Improvements Subtotal	Original Statement	CONVERTED TO MULTI-FAMILY PBRA	CONVERTED TO MULTI-FAMILY PBRA	CONVERTED TO MULTI-FAMILY PBRA	CONVERTED TO MULTI-FAMILY PBRA
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing - Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total					



**Part I: Summary (Continuation)**

PHA Name/Number	Locality (City/county & State)				
Development Number and Name	Work Statement for Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
FL-012; Lakeside Park and Delaney Heights	FFY _____ 2015	FFY _____ 2016	FFY _____ 2017	FFY _____ 2018	FFY _____ 2019
	<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:			
	Additional Statement	CONVERTED TO MULTI-FAMILY PBRA	CONVERTED TO MULTI-FAMILY PBRA	CONVERTED TO MULTI-FAMILY PBRA	CONVERTED TO MULTI-FAMILY PBRA

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY 2015	Work Statement for Year 2015		Work Statement for Year 2017			
	Development Number/Name General Description of Major Work Categories	Quantity CONVERTED TO MULTI-FAMILY PBRA	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity CONVERTED TO MULTI-FAMILY PBRA	Estimated Cost
See Annual Statement						

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY 2015	Work Statement for Year 2018			Work Statement for Year: 2019		
	Development Number/Name General Description of Major Work Categories	Quantity CONVERTED TO MULTI-FAMILY PBRA	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity CONVERTED TO MULTI-FAMILY PBRA	Estimated Cost
See Annual Statement						

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

**Part III: Supporting Pages – Management Needs Work Statement(s)**

Work Statement for Year 1 FFY 2015	Work Statement for Year 2016		Work Statement for Year: 2017	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
	CONVERTED TO MULTI-FAMILY PBRA		CONVERTED TO MULTI-FAMILY PBRA	
Sec				
Annual Statement				

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
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Expires 4/30/2011

**Part III: Supporting Pages – Management Needs Work Statement(s)**

Work Statement for Year 1 FFY 2015	Work Statement for Year 2018		Work Statement for Year 2019	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement	CONVERTED TO MULTIFAMILY PBRA		CONVERTED TO MULTIFAMILY PBRA	