

Housing Authority of Avon Park
Board of Commissioners Regular Meeting
North Central Heights Community Building
709 Juneberry Street, Avon Park, Fl.
Tuesday, April 19, 2016, 7:00 PM

AGENDA

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentations: Welcome new Commissioner appointee Bill Day
- C. Consent Agenda
 - 1. Regular Meeting Minutes, March 15, 2016
 - 2. Occupancy Report; March 2016
 - 3. Lakeside Park I Transitional Housing FSS Program Report; Mar./April 2016
 - 4. TAR & Maintenance Reports; March 2016
 - 5. Fee Accounting Report; January 2016 and March Account Cash Analysis
Schedules APHA - Project Budgeted Income Statement Reports
 - 6. Communications- APHA MISSION STATEMENT- Our Mission is to preserve and develop decent, affordable housing to address the needs of limited income individuals and families and to strengthen the community.
- D. Secretary Reports & Old Business
 - 7. Project/Services Status Reports;
 - a. APHA Rental Assistance Demonstration (RAD) Conversion status report
 - b. Cornell Colony; project development status report
 - c. 695 Palmetto St project; prospective development status report
 - d. Executive Search & Strategic Planning Services status report
- E. New Business;
 - 8. Resolution No. 16-03; 2016 Cost Sharing & Participation Agreement
 - 9. 2015 FYE December 31 Audit Report; Malcolm Johnson, CPA
 - 10. 2016 Budget Committee; Chair to appoint Budget Committee Members.
 - 11. Commissioner Roberts to address supplemental compensation for staff related to 2015/16 operational performance & funding availability.
- F. Unfinished Business, Concerns of Commissioners
- G. Next Meeting: Regular Board Meeting May 17th, 2016
- 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
APRIL 19, 2016**

Public Comments/Presentations: None

Consent Agenda:

Minutes: Regular Meeting Minutes of March 15, 2016 will be considered for acceptance.

Occupancy Report/Vacancy Reports; March 2016: Lakeside Park Transitional Housing/Homeless P.H. Units; 1 move-in, 0 move-outs & 0 vacancies during the reporting period. Lakeside Park II; 0 move-ins, 0 move-outs, 12 Vacancies during the period; Ridgedale; 1 move-in, 0 move-outs, 0 vacancy during the period; Delaney Heights 1 move-out, 0 move-ins, 1 vacancy. NCH I had 2 move-outs and 1 move-in and 1 vacancy; NCH II had 0 move-outs and 0 move-ins and 0 vacancy. Vacant unit turnaround days in Management on units reflect in the normal range. LSP II still holding & adding vacancies (12 to date) for pending RAD conversion Rehab & Relocation. Current Wait list summary; D.H. 76; Lakeside Park II 216 (Wait List Reopened); Lakeside Park I (E & T Housing Program) 92; Ridgedale 789, NCH; 787 Cornell Colony; 334. Combined Wait List Totals; 2,294, increase of 219 *from last report*; Change is due primarily to both adding new applicants from re-opening previously closed Wait List and increased local applicant interest in Cornell Colony development.

Lakeside Park Transitional Housing FSS Program Report; Case Management activity report for March/April 2016 Transitional Housing & Family Self Sufficiency (FSS) Program activities included in Board packet.

TAR Report, March 2016: Tenants Accounts Receivable totals for PH were \$3,989.22, with the majority amounts of TARs related to 1 Delaney Heights delinquent rent, and pending eviction and 1 unreported income. Ridgedale total for receivables were \$268.80 primarily for 1 unreported income. North Central Heights I TAR was \$150.00 for Pet Deposit fee; North Central Heights II TAR; \$37.70 for 1 work order charge.

Maintenance Report, February 2016- Over the reporting periods; Maintenance performed 25 PH Annual and Preventive Maint. Inspections. Ridgedale 7 Preventative & Annual Inspections. NCH I & II had 15 Preventative & Annual Inspections. Preventative maintenance continues to be performed through spring period concentrating on servicing gas heating systems, general landscaping for building, playgrounds and Community Building maintenance, HVAC servicing & common area repair/replacement & pest control. General servicing to security camera system @ Main Office, NCH Community Building and Ridgedale Apartments remain an ongoing process.

Executive Summary-Financial Statement/Report for March 2016: Report on the Budgeted Income Statement and Agency's March Bank Account Cash Analysis, February 2016 Consolidated Financial Statement circulated in Board Packet. Malcolm Johnson, CPA will present the 2015 FYE Financial Statements Report.

Communications; **APHA MISSION STATEMENT- Our Mission is to preserve and develop decent, affordable housing to address the needs of limited income individuals and families and to strengthen the community.**

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 Project Status; The Board will be provided an update by ED regarding the project's status including a Photo progress representation showing current stage of construction. Development is running on time and on budget with to-date progress @ 80% complete.

695 Palmetto Ave.; The Board will receive an update on status of project development planning from the ED, including update on site engineering being performed by Cool & Cobb Engineering Company.

Executive Search & Strategic Planning Services; ED will provide the Board with an update on progress Search Consultant Leo Dauwer is receiving from National solicitation of 2016 CEO search process.

New Business:

Resolution No. 16-03; The Board will consider adopting Resolution No. 16-03; adopting & implementing a Cost Sharing & Participation Agreement; Redistributing Public Housing operating costs by new individual LLC owner properties; adding new project Cornell Colony project into the cost allocation assignment formula.

2015 FYE December 31 Audit Report; ED will provide the Board Members with printed copy of the 2015 APHA Annual Audit Report and entertain questions related.

2016 Budget Committee; The ED will request the Chairman to appoint a 2016 Budget Committee to review, identify & recommend potential fiscal operational goals in conjunction with upcoming strategic planning initiatives.

Supplemental Compensation Discussion; Commissioner Roberts to facilitate discussion related to supplemental compensation for APHA staff related to 2016 operational performance & funding availability.

COMMUNITY SERVICE PROVIDER'S OUTREACH FAIR OPEN TO THE PUBLIC

Saturday April 16th, 2016
9:00 am To 2:00pm

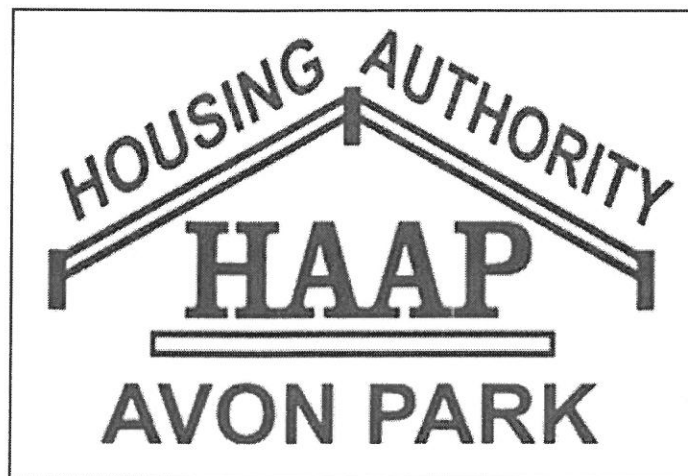
North Central Height's Community Center
709 Juneberry St., Avon Park, FL
(Off N. Central Ave., Avon Park - past Bagwell Lumber)

THIS IS A FREE EVENT!!!!

For Families & Individual's To Meet with
Community Service Provider's and Gain Knowledge
to the Services & Programs They Provide.

*Hot dogs & refreshments will be provided compliments of
the Avon Park Housing Authority.*

A variety of service providers will be at this event!



For More Information Contact:
863-452-4432 Ext.0

THE HOUSING AUTHORITY OF AVON PARK
BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

North Central Heights Community Center
709 Juneberry Street, Avon Park, FL 33825

16, 2016, 7:00 P.M.

A. Opening/Roll Call: Chairman Roberts called the Board Meeting to order and offered a moment for silent prayer. Following, the Secretary called the member attendance roll: Commissioners Present: Commissioners Lester Roberts, Cameron Barnard (via telephone), Greg Wade, Bill Day and Michael Eldred. Commissioners Absence; Theresa Whiteside. Also attending; APHA staff Executive Director (ED) Larry Shoeman, Comptroller Penny Pieratt. ED Shoeman declared a Quorum was present and Chair Roberts called the meeting to Order at 7:00 pm.

B. Public Comments/Presentations: On behalf of the APHA Board Chairman Roberts welcomed newly appointed Commissioner Bill Day to the Authority Board.

C. Consent Agenda: Chairman Roberts called for a motion to approve the Consent Agenda as circulated, moved by Commissioner Wade, seconded by Commissioner Barnard to approve the Consent Agenda; 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.

Rental Assistance Demonstration Application: The ED informed the Board that the RAD conversion qualifying process for both Delaney Heights & Lakeside Park underwriting process continued to move forward and the project is expected to close on financing sometime in the next 60 days.

Cornell Colony: project development status report; The ED informed the Board that the project was moving forward within forecasted milestones and timelines that should enable occupancy to begin June 2016.

695 Palmetto Ave: The ED informed the Board that the APHDC has engaged the local Engineering firm of Cobb & Cool to perform site engineering services for the site, which will provide the requisite details for Habitat and USA Inc. to respond with development proposals.

Executive Search & Strategic Planning Committee; The ED briefed the Board on the March 14th ES&SP Committee Meeting with Consultant Leo Dauwer regarding E.D. Search Advertisement & candidate screening process. With National advertising occurring March end and, depending on quality & quantity of applicants received by Dauwer through April end, the expected timeline for final candidate Board interviews are tentatively scheduled for early May.

E. New Business:

Resolution No. 16-02; The ED informed the Board that an amendment the Annual Contributions Contract was required, along with accommodating Program Budget, as a requirement to receive the 2016 Capital Fund Program allocation. Moved by Commissioner

Wade, seconded by Commissioner Barnard to adopt Resolution No. 16-02 as circulated;
motion carried unanimously.

The next Regular Board Meeting was scheduled for April 19, 2016.

Being no further business to come before the Board Chair adjourned the meeting at 7:32 pm.

Accepted _____

Attest _____
SEAL

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2016	ACCOUNT		1 Month(s) Ended March 31, 2016	3 Month(s) Ended March 31, 2016	Budget	Variance
Operating Revenues and Expenses							
Operating Expenses							
Administrative Salaries	01 001 4110	5		12,785.42	38,018.63	33,493.74	(4,524.89)
Legal Expense	01 001 4130	5		1,345.50	1,888.00	1,249.98	(638.02)
Training	01 001 4140	5		425.00	624.00	750.00	126.00
Travel	01 001 4150	5		1,039.56	1,528.99	1,749.99	221.00
Accounting Fees	01 001 4170	5		0.00	0.00	2,124.99	2,124.99
Computer Support/Licensing Fees	01 001 4170.2	5		0.00	456.15	2,006.73	1,550.58
Audit Fees	01 001 417100	5		4,590.00	4,590.00	3,499.98	(1,090.02)
Employee Benefits Cont - Admin	01 001 4182	5		6,492.48	17,841.43	13,539.00	(4,302.43)
Sundry	01 001 4190	5		680.72	1,698.06	3,375.00	1,676.94
Advertising	01 001 4190.18	5		279.59	609.18	1,500.00	890.82
Bank Fees	01 001 4190.19	5		177.90	177.90	0.00	(177.90)
Telephone/Communications	01 001 4190.2	5		906.91	2,258.00	2,499.99	241.99
Collection Loss Recovery Contract Fe	01 001 4190.21	5		0.00	15.15	0.00	(15.15)
Postage	01 001 4190.3	5		576.40	1,082.55	624.99	(457.56)
Eviction Costs	01 001 4190.4	5		0.00	235.00	249.99	14.99
Contract Costs- Copier	01 001 4190.6	5		58.21	124.36	124.98	0.62
Contract Costs-Admin Security	01 001 4190.7	5		0.00	120.00	124.98	4.98
Pre-employment testing	01 001 4190.8	5		0.00	0.00	124.98	124.98
Contract Costs-Admin	01 001 4190.9	5		864.00	2,792.00	999.99	(1,792.01)
Ten Services - RAB	01 001 4220	5		38.52	38.52	132.48	93.96
Water	01 001 4310	5		277.17	702.30	999.99	297.69
Electricity	01 001 4320	5		2,038.50	6,225.63	8,499.99	2,274.36
Natural Gas	01 001 4330	5		142.86	324.39	349.98	25.59
Sewer & Other	01 001 4390	5		559.80	1,320.94	1,575.00	254.06
Maintenance Salaries	01 001 4410	5		5,248.00	18,608.48	17,397.00	(1,211.48)
Maintenance Materials	01 001 4420	5		2,086.31	7,293.59	10,999.98	3,706.39
Contract Costs	01 001 4430	5		0.00	0.00	8,874.99	8,874.99
Pest Control	01 001 4430.1	5		470.00	1,410.00	2,250.00	840.00
Contract Costs - Lawn	01 001 4430.3	5		1,300.00	2,600.00	3,499.98	899.98
Contract Costs-Air Conditioning	01 001 4430.4	5		425.00	2,175.00	2,250.00	75.00
Contract Costs-Plumbing	01 001 4430.5	5		427.50	427.50	499.98	72.48
Contract Costs - Vacancy Turnaround	01 001 4430.6	5		0.00	0.00	1,999.98	1,999.98
Garbage/Trash Removal	01 001 4431	5		525.00	1,244.74	1,500.00	255.26
Emp Benefit Cont - Maintenance	01 001 4433	5		2,485.41	8,705.36	6,812.25	(1,893.11)
General Insurance--Property, Content:	01 001 4510	5		2,672.05	8,016.15	7,999.98	(16.17)
Worker's Comp Insurance	01 001 4510.1	5		826.06	2,478.18	2,374.98	(103.20)
Other Insurance-Crime, Auto, Direc&C	01 001 4510.2	5		472.46	1,417.38	697.74	(719.64)
Liability Insurance	01 001 4510.3	5		473.68	1,421.04	249.99	(1,171.05)
Payment in Lieu of Taxes	01 001 4520	5		0.00	0.00	2,644.98	2,644.98
Collection Losses	01 001 4570	5		0.00	1,916.94	2,499.99	583.05
Other General Expense	01 001 459000	5		225.00	1,109.62	499.98	(609.64)
Extraordinary Maintenance	01 001 4610	5		0.00	0.00	1,249.98	1,249.98
Total Operating Expenses				50,915.01	141,495.16	153,898.53	12,403.37
Operating Revenues							
Dwelling Rental	01 001 3110	5		12,447.52	37,249.22	33,750.00	3,499.22
Operating Subsidy	01 001 3401.00	5		38,144.00	111,661.00	119,864.49	(8,203.49)
Total Operating Revenues				50,591.52	148,910.22	153,614.49	(4,704.27)
Total Operating Revenues and Expenses				(323.49)	7,415.06	(284.04)	7,699.10
Other Revenues and Expenses							
Other Revenues and Expenses							
RESTRICTED INTEREST	01 001 3431.00	5		28.57	28.57	0.00	28.57
Investment Income - Unrestricted	01 001 3610	5		0.00	394.86	574.98	(180.12)
Other Income - Tenant	01 001 3690	5		1,111.40	3,400.30	4,125.00	(724.70)
Collection Loss Recovery Prior Year	01 001 3690.01	5		0.00	61.23	499.98	(438.75)
Other Income-Leave with no Notice	01 001 3690.1	5		0.00	0.00	249.99	(249.99)
Other Income - Rent for Tulane Ave B	01 001 3690.13	5		950.00	2,100.00	2,874.99	(774.99)
Other Income - Insurance	01 001 3690.14	5		0.00	611.00	2,724.99	(2,113.99)
Other Income - Retirement Forfeiture	01 001 3690.15	5		0.00	0.00	999.99	(999.99)

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2016	ACCOUNT	1 Month(s) Ended	3 Month(s) Ended	Budget	Variance
			March 31, 2016	March 31, 2016		
Other Income - Copies & Fax	01 001 3690.2	5	0.00	10.05	24.99	(14.94)
Other Income - Scrap Metal Salvage	01 001 3690.4	5	54.00	132.00	249.99	(117.99)
Other Income - Misc - Non Tenant	01 001 3690.6	5	0.00	0.00	499.98	(499.98)
Other Income-Laundry	01 001 3690.7	5	0.00	410.93	375.00	35.93
Other Income - Community Rm Rent	01 001 3690.8	5	0.00	200.00	249.99	(49.99)
FSS Monthly Contributions	01 001 4590.02	5	(464.00)	(1,016.00)	0.00	(1,016.00)
Operating Transfer In	01 001 9110	5	0.00	0.00	5,176.23	(5,176.23)
Total Other Revenues and Expenses			1,679.97	6,332.94	18,626.10	(12,293.16)
Total Other Revenues and Expenses			1,679.97	6,332.94	18,626.10	(12,293.16)
Total Net Income (Loss)			1,356.48	13,748.00	18,342.06	(4,594.06)

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

Fiscal Year End Date:	12/31/2016	ACCOUNT	1 Month(s) Ended March 31, 2016	3 Month(s) Ended March 31, 2016	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Admin Salaries - NCH I	01 100 4110.01 5		668.84	2,180.42	3,520.23	1,339.81
Admin Salaries - NCH II	01 100 4110.02 5		551.16	1,796.79	2,374.98	578.19
Admin Salaries - Ridgedale	01 100 4110.03 5		767.92	2,503.42	3,999.99	1,496.57
Audit Fees	01 100 4171.00 5		0.00	0.00	124.98	124.98
Employee Benefits Cont - Admin/Ridg	01 100 4182 5		299.45	857.79	1,500.00	642.21
Employee Benefits Cont - Admin - NC	01 100 4182.1 5		257.30	735.58	1,125.00	389.42
Employee Benefits Cont - Admin - NC	01 100 4182.2 5		214.03	612.73	1,305.75	693.02
SUNDRY	01 100 4190 5		0.00	0.00	1,144.98	1,144.98
Insurance - Workers Comp	01 100 4510.40 5		154.20	462.60	473.73	11.13
Total Operating Expenses			2,912.90	9,149.33	15,569.64	6,420.31
Total Operating Revenues and Expenses			(2,912.90)	(9,149.33)	(15,569.64)	6,420.31
Other Revenues and Expenses						
Other Revenues and Expenses						
Revenue - Management Fees--Ridged	01 100 3690 5		0.00	5,613.16	9,000.00	(3,386.84)
Revenue - Management Fees - NCH I	01 100 3690.1 5		0.00	1,771.73	3,000.00	(1,228.27)
Revenue - Management Fees - NCH I	01 100 3690.2 5		0.00	2,341.88	4,159.23	(1,817.35)
Other Income - Contribution-NCH	01 100 3690.50 5		0.00	0.00	7,500.00	(7,500.00)
Total Other Revenues and Expenses			0.00	9,726.77	23,659.23	(13,932.46)
Total Other Revenues and Expenses			0.00	9,726.77	23,659.23	(13,932.46)
Total Net Income (Loss)			(2,912.90)	577.44	8,089.59	(7,512.15)

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
RIDGEDALE
RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:	12/31/2016	ACCOUNT		1 Month(s) Ended	3 Month(s) Ended	Budget	Variance
				March 31, 2016	March 31, 2016		
Operating Revenues and Expenses							
Operating Expenses							
Non-Technical Salaries	07 002 4110	5		948.81	2,145.37	1,601.25	(544.12)
Legal Expense	07 002 4130	5		0.00	0.00	144.99	144.99
Staff Training	07 002 4140	5		0.00	0.00	124.98	124.98
Travel	07 002 4150	5		0.00	0.00	49.98	49.98
Accounting Fees	07 002 4170	5		0.00	0.00	1,152.99	1,152.99
COMPUTER SUPPORT/LICENSING	07 002 4170.2	5		0.00	75.00	0.00	(75.00)
Audit Fees	07 002 4171	5		1,275.00	1,275.00	1,174.98	(100.02)
Employee Benefit Contributions-Admin	07 002 4182	5		541.89	1,293.28	751.74	(541.54)
Sundry	07 002 4190	5		0.00	0.00	699.99	699.99
Postage	07 002 4190.03	5		0.00	0.00	174.99	174.99
Advertising	07 002 4190.08	5		77.66	155.32	499.98	344.66
Bank Fees	07 002 4190.18	5		7.59	23.75	49.98	26.23
Telephone	07 002 4190.2	5		105.91	317.73	300.00	(17.73)
Collection Loss Recovery Contract Fe	07 002 4190.21	5		0.00	0.00	30.00	30.00
Eviction Costs	07 002 4190.4	5		0.00	0.00	249.99	249.99
Contract Costs - Admin	07 002 4190.9	5		340.00	845.00	499.98	(345.02)
Water	07 002 4310	5		722.66	1,400.00	2,562.48	1,162.48
Electricity	07 002 4320	5		306.63	649.22	1,275.00	625.78
Sewer	07 002 4390	5		1,048.30	2,211.38	3,150.00	938.62
Labor	07 002 4410	5		4,787.20	16,987.95	11,871.48	(5,116.47)
Materials and Other	07 002 4420	5		130.00	1,539.56	2,499.99	960.43
Contract Costs	07 002 4430	5		0.00	0.00	874.98	874.98
Pest Control	07 002 4430.1	5		122.00	366.00	499.98	133.98
Contract Costs-Lawn	07 002 4430.3	5		425.00	850.00	1,125.00	275.00
Contract Costs-Air Conditioning	07 002 4430.4	5		0.00	0.00	375.00	375.00
Contract Costs-Plumbing	07 002 4430.5	5		0.00	0.00	124.98	124.98
Contract Costs - Vacancy Turnaround	07 002 4430.6	5		0.00	0.00	1,877.49	1,877.49
Contract Costs-Camera Security	07 002 4430.7	5		0.00	0.00	1,699.98	1,699.98
Garbage and Trash Collection	07 002 4431	5		642.10	1,329.02	2,025.00	695.98
Employee Benefit Cont.-Ordinary Mair	07 002 4433	5		1,253.81	3,775.48	3,888.24	112.76
Insurance-Property, Contents	07 002 4510	5		800.08	2,400.24	3,123.99	723.75
Insurance - Workers Comp	07 002 4510.1	5		22.03	66.09	249.99	183.90
Insurance - Liability	07 002 4510.3	5		74.56	223.68	249.99	26.31
Payment in Lieu of Taxes	07 002 4520.00	5		0.00	0.00	249.99	249.99
Collection Losses	07 002 4570	5		818.39	8,873.99	2,499.99	(6,374.00)
Interest on Notes Payable-Centennial	07 002 4580.03	5		6,439.90	12,910.09	14,445.00	1,534.91
Management Fee	07 002 4590	5		0.00	5,613.16	7,402.50	1,789.34
Other General Expense	07 002 4590.01	5		0.00	0.00	1,749.99	1,749.99
Total Operating Expenses				20,889.52	65,326.31	71,326.86	6,000.55
Operating Revenues							
DWELLING RENTAL	07 002 3110	5		2,191.00	5,687.04	11,874.99	(6,187.95)
HAP Subsidy	07 002 3110.01	5		0.00	55,796.00	82,249.98	(26,453.98)
Other Income - Leave with No Notice	07 002 3690.1	5		0.00	0.00	1,524.99	(1,524.99)
Total Operating Revenues				2,191.00	61,483.04	95,649.96	(34,166.92)
Total Operating Revenues and Expenses				(18,698.52)	(3,843.27)	24,323.10	(28,166.37)
Other Revenues and Expenses							
Other Revenues and Expenses							
Investment Income-Unrestricted	07 002 3430	5		0.00	0.00	24.99	(24.99)
Interest - Restricted	07 002 3431.00	5		30.34	94.95	12.48	82.47
Interest Earned on Gen Fund Investm	07 002 3610	5		0.00	11.46	0.00	11.46
Other Income - Tenant	07 002 3690	5		911.16	2,387.36	1,999.98	387.38
Other Income/Laundry	07 002 3690.7	5		0.00	248.60	0.00	248.60
Total Other Revenues and Expenses				941.50	2,742.37	2,037.45	704.92

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
 RIDGEDALE
 RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:	12/31/2016	ACCOUNT	1 Month(s) Ended March 31, 2016	3 Month(s) Ended March 31, 2016	Budget	Variance
Total Other Revenues and Expenses			941.50	2,742.37	2,037.45	704.92
Total Net Income (Loss)			(17,757.02)	(1,100.90)	26,360.55	(27,461.45)

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

Fiscal Year End Date:	12/31/2016	ACCOUNT		1 Month(s) Ended March 31, 2016	3 Month(s) Ended March 31, 2016	Budget	Variance
Operating Revenues and Expenses							
Operating Expenses							
Nontechnical Salaries	02 001 4110	5		1,075.31	2,431.40	1,724.25	(707.15)
Staff Training	02 001 4140	5		0.00	0.00	37.50	37.50
Travel	02 001 4150	5		0.00	0.00	37.50	37.50
Accounting Fees	02 001 4170	5		0.00	0.00	874.98	874.98
COMPUTER SUPPORT/LICENSING	02 001 4170.2	5		0.00	85.00	406.23	321.23
Audit Fees	02 001 4171	5		1,445.00	1,445.00	1,249.98	(195.02)
Employee Benefits Cont - Admin	02 001 4182	5		614.17	1,465.79	809.49	(656.30)
Sundry	02 001 4190	5		212.44	262.44	1,249.98	987.54
Advertising and Marketing	02 001 4190.08	5		338.02	426.04	349.98	(76.06)
Telephone	02 001 4190.2	5		85.96	341.70	249.99	(91.71)
Collection Loss Recovery Contract Fe	02 001 4190.21	5		305.70	305.70	0.00	(305.70)
Postage	02 001 4190.3	5		0.00	0.00	11.25	11.25
Contract Costs - Admin	02 001 4190.9	5		919.00	2,310.00	712.50	(1,597.50)
Ten Services - After School Program	02 001 4220.2	5		0.00	0.00	300.00	300.00
Water	02 001 4310	5		74.31	243.80	352.50	108.70
Electricity	02 001 4320	5		602.55	1,174.96	1,624.98	450.02
Sewer	02 001 4390	5		77.63	116.31	257.49	141.18
Labor	02 001 4410	5		556.80	3,073.54	3,691.50	617.96
MAINTENANCE MATERIALS	02 001 4420	5		2,409.76	3,227.74	2,499.99	(727.75)
Contract Costs	02 001 4430	5		0.00	0.00	624.99	624.99
Contract Costs-Pest Control	02 001 4430.1	5		100.80	302.40	294.99	(7.41)
Contract Costs-Plumbing	02 001 4430.2	5		130.40	130.40	49.98	(80.42)
Contract Costs - AC	02 001 4430.4	5		115.00	115.00	624.99	509.99
Contract Costs - Lawn	02 001 4430.5	5		270.00	665.00	874.98	209.98
Contract Costs - Vacancy Turnaround	02 001 4430.6	5		0.00	0.00	1,249.98	1,249.98
Contract Costs - Camera	02 001 4430.7	5		0.00	0.00	177.48	177.48
Garbage and Trash Collection	02 001 4431	5		50.50	82.50	375.00	292.50
Emp Benefit Cont - Maintenance	02 001 4433	5		748.25	1,583.92	2,384.73	800.81
Insurance-Property, Contents	02 001 4510	5		997.40	2,992.20	3,000.00	7.80
Insurance - Workers Comp	02 001 4510.1	5		77.10	231.30	124.98	(106.32)
Insurance - Liability	02 001 4510.3	5		84.50	253.50	829.74	576.24
Payment in Lieu of Taxes	02 001 4520	5		0.00	0.00	1,249.98	1,249.98
Collection Loss	02 001 4570	5		1,235.02	1,330.38	2,499.99	1,169.61
Bonneville Interest	02 001 4580.01	5		3,857.05	15,438.98	12,912.48	(2,526.50)
Management Fees	02 001 4590	5		0.00	1,771.73	2,454.99	683.26
Other General Expense	02 001 4590.00	5		0.00	0.00	1,249.98	1,249.98
Total Operating Expenses				16,382.67	41,806.73	47,419.35	5,612.62
Operating Revenues							
Dwelling Rent	02 001 3110	5		17,496.00	52,588.80	48,397.50	4,191.30
Total Operating Revenues				17,496.00	52,588.80	48,397.50	4,191.30
Total Operating Revenues and Expenses				1,113.33	10,782.07	978.15	9,803.92
Other Revenues and Expenses							
Other Revenues and Expenses							
Interest - Restricted	02 001 3431.00	5		14.54	14.54	6.24	8.30
Other Income - Tenant	02 001 3690	5		824.78	1,985.62	702.48	1,283.14
Collection Loss Recovery Prior Year	02 001 3690.01	5		1,019.00	1,019.00	0.00	1,019.00
Total Other Revenues and Expenses				1,858.32	3,019.16	708.72	2,310.44
Total Other Revenues and Expenses				1,858.32	3,019.16	708.72	2,310.44
Total Net Income (Loss)				2,971.65	13,801.23	1,686.87	12,114.36

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

Fiscal Year End Date:	12/31/2016	ACCOUNT	1 Month(s) Ended March 31, 2016	3 Month(s) Ended March 31, 2016	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	02 002 4110	5	885.54	2,002.31	1,354.74	(647.57)
Legal Expense	02 002 4130	5	8,026.05	12,374.86	249.99	(12,124.87)
Staff Training	02 002 4140	5	0.00	0.00	124.98	124.98
Travel	02 002 4150	5	0.00	0.00	124.98	124.98
COMPUTER SUPPORT/LICENSING	02 002 4170.2	5	0.00	70.00	0.00	(70.00)
Audit Fees	02 002 4171	5	1,190.00	1,190.00	999.99	(190.01)
Employee Benefits Cont - Admin	02 002 4182	5	505.77	1,207.08	636.00	(571.08)
Sundry	02 002 4190	5	82.45	82.45	750.00	667.55
Advertising and Marketing	02 002 4190.08	5	322.49	394.98	249.99	(144.99)
Postage	02 002 4190.3	5	0.00	0.00	9.99	9.99
Contract Costs - Admin	02 002 4190.9	5	534.00	1,492.00	750.00	(742.00)
Ten Services - After School Program	02 002 4220.20	5	0.00	0.00	300.00	300.00
Water	02 002 4310	5	42.92	96.08	174.99	78.91
Electricity	02 002 4320	5	117.47	336.73	525.00	188.27
Sewer	02 002 4390	5	10.27	20.89	57.48	36.59
Labor	02 002 4410	5	556.80	3,073.53	3,691.50	617.97
MAINTENANCE MATERIALS	02 002 4420	5	921.50	1,741.99	2,499.99	758.00
Contract Costs	02 002 4430	5	0.00	0.00	450.00	450.00
Contract Costs-Pest Control	02 002 4430.1	5	79.20	237.60	244.98	7.38
Contract Costs - Lawn	02 002 4430.3	5	200.00	545.00	632.49	87.49
Contract Costs - AC	02 002 4430.4	5	0.00	75.00	624.99	549.99
Contract Costs - Plumbing	02 002 4430.5	5	0.00	0.00	62.49	62.49
Contract Costs - Vacancy Turnaround	02 002 4430.6	5	0.00	0.00	1,669.98	1,669.98
Garbage and Trash Collection	02 002 4431	5	7.50	20.00	142.50	122.50
Emp Benefit Cont - Maintenance	02 002 4433	5	748.23	1,583.88	2,384.73	800.85
Insurance-Property, Contents	02 002 4510	5	781.33	2,343.99	2,691.99	348.00
Insurance - Workers Comp	02 002 4510.1	5	22.03	66.09	174.99	108.90
Insurance - Liability	02 002 4510.3	5	69.59	208.77	249.99	41.22
Payment in Lieu of Taxes	02 002 4520	5	0.00	0.00	1,249.98	1,249.98
Bad Debts - Tenant Rents	02 002 4570	5	1,146.59	1,530.88	837.48	(693.40)
Bonneville Interest	02 002 4580.01	5	3,489.14	13,966.34	11,679.99	(2,286.35)
Management Fees	02 002 4590	5	0.00	2,341.88	3,339.99	998.11
Other General Expense	02 002 4590.00	5	0.00	0.00	1,249.98	1,249.98
Total Operating Expenses			19,738.87	47,002.33	40,186.17	(6,816.16)
Operating Revenues						
Dwelling Rent	02 002 3110	5	14,223.84	42,855.95	39,999.99	2,855.96
Total Operating Revenues			14,223.84	42,855.95	39,999.99	2,855.96
Total Operating Revenues and Expenses			(5,515.03)	(4,146.38)	(186.18)	(3,960.20)
Other Revenues and Expenses						
Other Revenues and Expenses						
INTEREST - RESTRICTED	02 002 3431.00	5	11.64	11.64	4.98	6.66
Investment Income - Unrestricted	02 002 3610	5	0.00	8.20	9.99	(1.79)
Other Income - Tenant	02 002 3690	5	557.87	2,175.86	1,749.99	425.87
Other Income - Non Tenant	02 002 3690.3	5	0.00	0.00	124.98	(124.98)
Total Other Revenues and Expenses			569.51	2,195.70	1,889.94	305.76
Total Other Revenues and Expenses			569.51	2,195.70	1,889.94	305.76
Total Net Income (Loss)			(4,945.52)	(1,950.68)	1,703.76	(3,654.44)

AVON PARK HOUSING AUTHORITY

CASH Analysis

AVON PARK PUBLIC HOUSING

As Of Date: 3/31/2016

Balance

General Fund	280,176.42
Section 8 PH Funds	0.00
Security Deposits	26,963.00
PNC Account	0.00
Petty Cash	100.00
Investment CD at Highlands Bank	43,092.94
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	1,095,620.85
Utility Deposit Escrow Fund	3,000.00
FSS Escrow	4,067.32
Development Corporation	29,852.01
Cornell Colony - General Fund	<u>4,067.32</u>
Lakeside Park 2 - RAD	100.00
Cornell Colony-Operating Deficit Reserves	0.00

AVON PARK HOUSING AUTHORITY

CASH Analysis

RIDGEDALE

As Of Date: 3/31/2016

Balance

General Fund	5,561.03
Section 8 PH Funds	0.00
Security Deposits	6,760.00
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

CORNELL COLONY

As Of Date: 3/31/2016

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	-61,310.84
Development Corporation	0.00
Cornell Colony - General Fund	61,310.84
Lakeside Park 2 - RAD	0.00
Cornell Colony-Operating Deficit Reserves	100.00

AVON PARK HOUSING AUTHORITY

CASH Analysis

NORTH CENTRAL HEIGHTS I

As Of Date: 3/31/2016

Balance

General Fund	43,318.45
Section 8 PH Funds	0.00
Security Deposits	12,850.00
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 II

As Of Date: 3/31/2016

Balance

General Fund	72,460.49
Section 8 PH Funds	0.00
Security Deposits	10,100.00
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

FISCAL YEAR ENDING December 31, 2016

CONSOLIDATED

Financial Statements

FEBRUARY 29, 2016

AVON PARK HOUSING AUTHORITY

FINANCIAL STATEMENT SUMMARY

PUBLIC HOUSING

INCOME

1. Total income is down by (\$7,854). Total tenant rental revenue is up by \$2,302. Other tenant revenue is down by (\$461).

EXPENSES

2. Total operating expense are down by (\$19,951) compared to the budgeted amount.

3. Administrative expenses are down by (\$1,522).

4. Maintenance expenses are down by (\$7,892).

5. Utility expenses are down by (\$2,062).

6. Total insurance expense is up by \$1,340.

7. Total General expense is down by (\$410).

Public Housing's projected net income is scheduled YTD to be \$2,912. Current net income is \$12,392.

NORTH CENTRAL HEIGHTS I

INCOME

1. Total income is up by \$4,719 compared to budgeted amounts. Total tenant revenue is up by \$2,828.

EXPENSES

2. Total operating expense is down by (\$6,689) compared to the budgeted amount.

3. Administrative expenses are down by (\$1,430).

4. Maintenance expenses are down by (\$3,767).

5. Utility expense is down (\$709).

6. Total insurance expense is down by (\$319).

7. Total General expense is down by (\$264).

North Central Heights I projected net income is scheduled YTD to be \$624. Current net income is \$10,830.

AVON PARK HOUSING AUTHORITY

FINANCIAL STATEMENT SUMMARY

NORTH CENTRAL Height II

INCOME

1. Total income is up by \$2,332 compared to budgeted amounts. Total tenant revenue is up by \$1,965.

EXPENSES

2. Total operating expense is down by (\$211), compared to the budgeted amount.

3. Administrative expenses are up by \$3,199.

4. Maintenance expenses are down by (\$3,505).

5. Utility expense is down by (\$222).

6. Total insurance expense is down by (\$332).

7. Total General expense is up by \$850.

North Central Heights II projected net income is scheduled YTD to be \$453. Current net income is \$2,995.

RIDGEDALE

INCOME

1. Total income is down by (\$4,032) compared to budgeted amounts. Total tenant revenue is down by (\$4,421).

Grant subsidy is up compared to budgeted amounts by \$963. Other revenue is down by (\$768).

EXPENSES

2. Total operating expense is down by (\$9,595) compared to the budgeted amount.

3. Administrative expense is down by (\$1,492).

4. Maintenance expenses are down by (\$420).

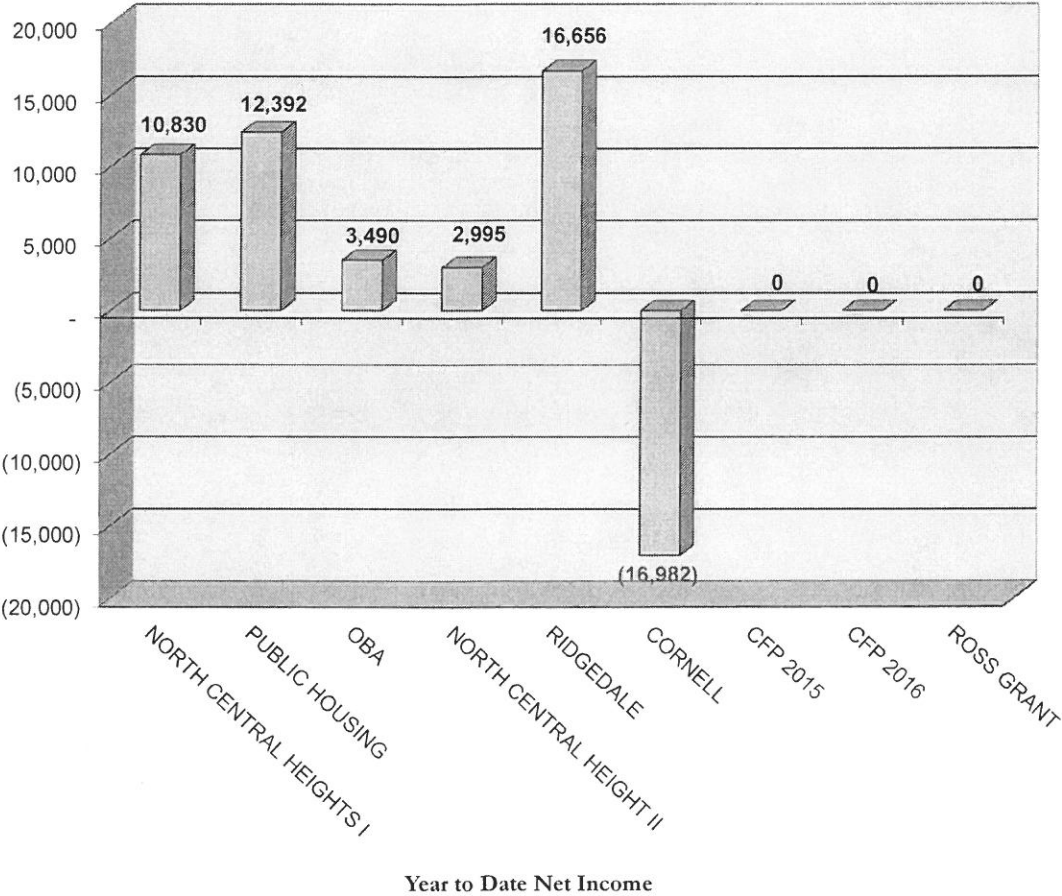
5. Utility expense is down (\$2,475).

6. Total insurance expense is down by (\$623).

7. Total General expense is down by (\$4,574).

Ridgedale's projected net income is scheduled YTD to be \$17,564. Current net income is \$16,656.

Avon Park Housing Authority



AVON PARK HOUSING AUTHORITY
SCHEDULE OF CASH/INVESTMENT ACCOUNT BALANCES
AS OF FEBRUARY 29, 2016

PUBLIC HOUSING

1111.01 GENERAL FUND CHECKING	297,569
1111.40 FSS ESCROW	3,463
1111.06 UTILITY DEPOSIT ESCROW FUND	3,000
1111.09 S8 FUNDS	-
1114.00 SECURITY DEPOSITS	26,483
1117.00 PETTY CASH	100
1162.10 INVESTMENTS - CD HIGHLANDS BNK	4,131
1162.01 LAKESIDE PARK 1 ESCROW	15,162
1162.02 LAKESIDE PARK I RESERVES	43,093
1162.60 NEW INVESTMENT ACCOUNT	1,095,621

TOTAL 1,488,622

OTHER BUSINESS ACTIVITY

1111.3 APHDC--OBA	34,276
1111.50 LAKE SIDE PARK - RAD	100
	<u>34,376</u>

CORNELL COLONY

1111.40 GENERAL FUND-CORNELL COLONY	5,040
1111.60 CORNELL COLONY - OP DEF RESERVES	100
	<u>5,140</u>

NORTH CENTRAL HEIGHTS I

1111.01 GENERAL FUND CHECKING	43,821.52
1114.00 SECURITY DEPOSITS	13,000.00
1162.1 ESCROW -BONNEVILLE-TAXES	14,038.63
1162.11 ESCROW-BONNEVILLE-INSURANCE	94,495.29
1162.12 ESCROW-BONNEVILLE-REPL RS	48,985.09

TOTAL 214,340.53

NORTH CENTRAL HEIGHT II

1111.01 GENERAL FUND CHECKING	81,506.48
1114.00 SECURITY DEPOSITS	10,300.00
1162.1 ESCROW-BONNEVILLE-TAXES	11,210.78
1162.11 ESCROW-BONNEVILLE - INSURANCE	73,166.00
1162.12 ESCROW-BONNEVILLE-REPL RES	39,196.91

TOTAL 215,380.17

RIDGEDALE

1111.01 GENERAL FUND CHECKING	141,651.91
1114.00 SECURITY DEPOSITS	7,089.00
1162.05 ESCROW MIP	2,145
1162.06 ESCROW RESERVE REPLACEMENT	83,692
1162.07 ESCROW INSURANCE	9,035
1162.08 RESIDUAL RECEIPTS RESERVES	299,269

TOTAL 542,881.91

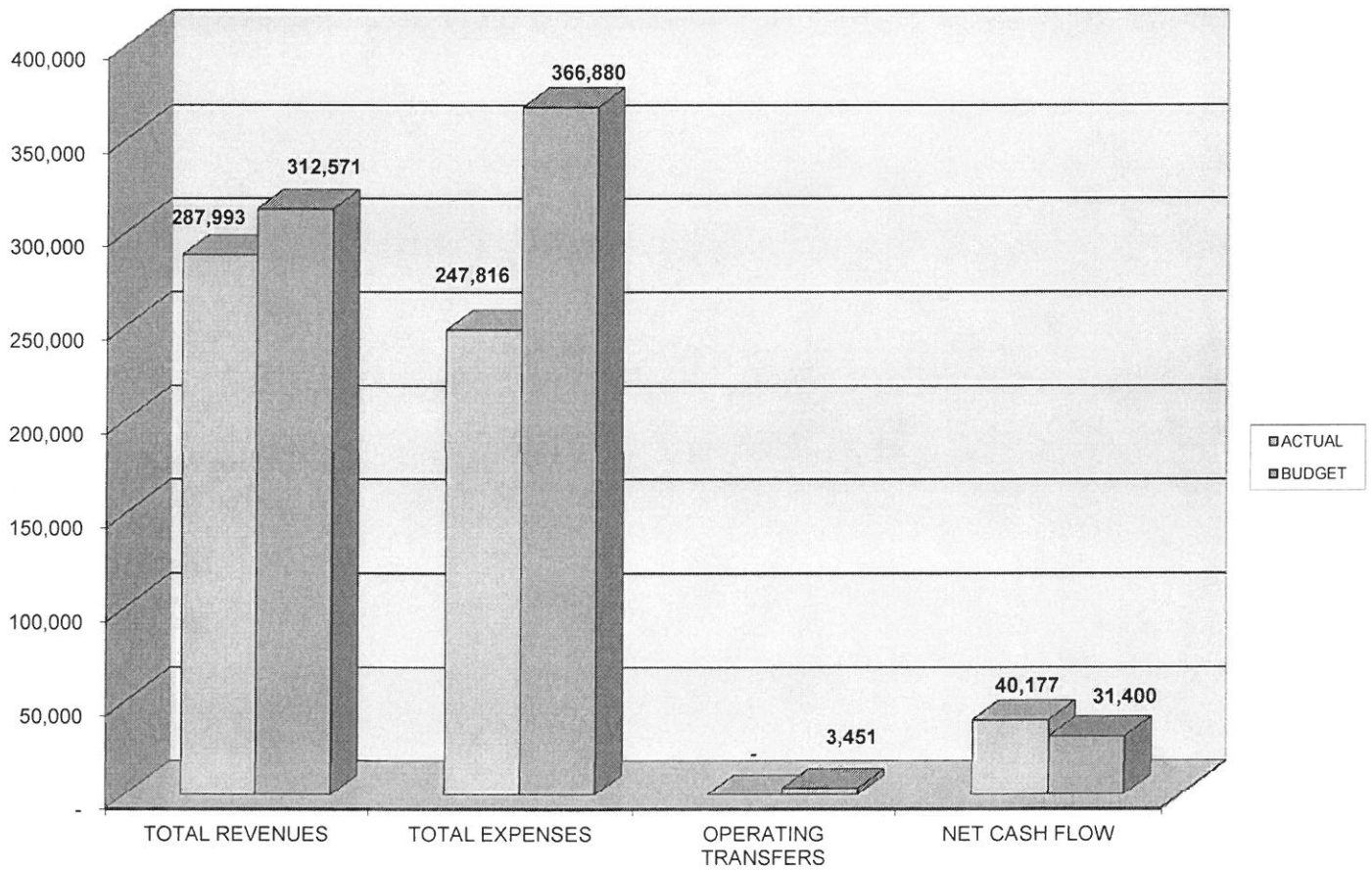
GRAND TOTAL CASH ACCOUNTS 2,500,740

AVON PARK HOUSING AUTHORITY
SCHEDULE OF UNRESTRICTED NET ASSETS
AS OF FEBRUARY 29, 2016

NORTH CENTRAL HEIGHTS I		NORTH CENTRAL HEIGHTS II	
UNRESTRICTED NET ASSETS	50,638	UNRESTRICTED NET ASSETS	77,702
YEAR TO DATE EARNINGS	<u>10,830</u>	YEAR TO DATE EARNINGS	<u>2,995</u>
TOTAL	<u>61,467</u>	TOTAL	<u>80,697</u>
PUBLIC HOUSING		RIDGEDALE	
UNRESTRICTED NET ASSETS	1,427,936	UNRESTRICTED NET ASSETS	115,389
YEAR TO DATE EARNINGS	<u>12,392</u>	YEAR TO DATE EARNINGS	<u>16,656</u>
TOTAL	<u>1,440,327</u>	TOTAL	<u>132,045</u>
OTHER BUSINESS		CAPITAL FUND 2016	
UNRESTRICTED NET ASSETS	60,126	UNRESTRICTED NET ASSETS	-
YEAR TO DATE EARNINGS	<u>3,490</u>	YEAR TO DATE EARNINGS	<u>-</u>
TOTAL	<u>63,616</u>	TOTAL	<u>-</u>
CORNELL COLONY		CAPITAL FUND 2015	
UNRESTRICTED NET ASSETS	(10,797)	UNRESTRICTED NET ASSETS	-
YEAR TO DATE EARNINGS	<u>(6,186)</u>	YEAR TO DATE EARNINGS	<u>-</u>
TOTAL	<u>(16,982)</u>	TOTAL	<u>-</u>

TOTAL RESERVE BALANCES **1,761,170**

APHA CONSOLIDATED



APHA CONSOLIDATED

LINE	ACCT	DESCRIPTION	CURRENT MONTH ACTUAL	CURRENT MONTH BUDGET	% OF MTD BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	% OF YTD BUDGET	ANNUAL BUDGET	BUDGET BALANCE REMAINING
REVENUE										
OPERATING INCOME										
703	3110	GROSS POTENTIAL RENT	46,303	60,564	76%	92,023	121,127	76%	726,764	634,741
		NET TENANT REVENUE	46,303	60,564	76%	92,023	121,127	76%	726,764	634,741
	3401	TENANT REVENUE - OTHER	2,848	2,859	100%	5,383	5,718	94%	34,510	28,927
	3404	TENANT REVENUE - EXCESS UTILITY	-	-	-	-	-	-	-	-
	3450	TENANT REVENUE - MAINTENANCE	-	-	-	-	-	-	-	-
	3450	TENANT REVENUE - LATE CHARGES	-	-	-	-	-	-	-	-
	3451	NET OPERATING REVENUE	49,151	63,423	77%	97,406	126,846	77%	761,074	663,668
706		HUD PHA OPERATING GRANT CFP	55,970	53,881	104%	111,744	107,762	104%	646,572	534,828
708		OTHER GOVERNMENT GRANTS	35,512	27,417	130%	64,706	54,833	118%	329,000	264,294
711		INVESTMENT INCOME - UNRESTRICTED	191	205	93%	415	411	101%	2,465	2,050
		MANAGEMENT FEE INCOME	5,198	5,386	97%	9,727	10,773	90%	64,637	54,910
		BOOKKEEPING FEE INCOME	-	-	-	-	-	-	-	-
		ASSET MANAGEMENT FEE INCOME	-	-	-	-	-	-	-	-
714		FRAUD RECOVERY	-	-	-	-	-	-	-	-
715		OTHER REVENUE	3,060	5,967	51%	3,931	11,933	33%	71,600	67,669
720		INVESTMENT INCOME - RESTRICTED	59	7	889%	65	13	485%	80	15
700		TOTAL REVENUES	149,141	156,286	95%	287,993	312,571	92%	1,875,428	1,587,435
OPERATING EXPENDITURES										
ADMINISTRATIVE										
911	4110	ADMINISTRATIVE SALARIES	15,051	16,680	90%	33,395	33,360	100%	200,160	166,765
912	4182	EBC - ADMIN	7,787	7,521	104%	15,089	15,042	100%	90,251	75,162
	4171	AUDITING FEES	-	2,683	0%	-	5,367	0%	32,200	32,200
		MANAGEMENT FEES	5,198	5,386	97%	9,727	10,773	90%	64,637	54,910
		BOOKKEEPING FEES	-	-	-	-	-	-	-	-
		ADVERTISING & MARKETING	518	-	518	568	-	568	-	(568)
		OFFICE EXPENSE	-	-	-	-	-	-	-	-
		LEGAL EXPENSE	80	-	80	140	-	140	-	(140)
		TRAVEL	-	-	-	-	-	-	-	-
916	4190	OTHER	13,824	10,240	135%	14,907	20,480	73%	138,366	123,459
		TOTAL ADMINISTRATIVE	42,458	42,511	100%	73,826	85,021	87%	525,614	451,788
TENANT SERVICES										
921	4210	SALARIES	3,360	2,881	117%	6,720	5,762	117%	34,570	27,850
923	4222	EBC - TNT SVCS	224	1,778	13%	2,190	3,556	62%	21,333	19,143
924	4230	OTHER	-	291	0%	-	582	0%	3,490	3,490
		TOTAL TENANT SERVICES	3,584	4,949	72%	8,910	9,899	90%	59,393	50,483
UTILITIES										
931	4310	WATER	1,012	1,913	53%	1,325	3,827	35%	22,960	21,635
932	4320	ELECTRICITY	4,478	5,975	75%	5,321	7,950	67%	47,700	42,379
933	4330	NATURAL GAS	134	117	115%	182	233	78%	1,400	1,218
938	4390	SEWER AND OTHER	1,603	2,230	72%	1,974	4,460	44%	26,760	24,786
		TOTAL UTILITIES	7,227	8,235	88%	8,802	16,470	53%	98,820	90,018

APHA CONSOLIDATED

LINE	ACCT		CURRENT	CURRENT		% OF	YEAR	YEAR		% OF		BUDGET
ITEM #	DESCRIPTION		MONTH	MONTH	DIFF	MTD	TO DATE	TO DATE	DIFF	YTD	ANNUAL	BALANCE
			ACTUAL	BUDGET		BUDGET	ACTUAL	BUDGET		BUDGET	BUDGET	REMAINING
ORDINARY MAINT & OPERATIONS												
941	4410	LABOR	12,179	13,346	(1,167)	91%	30,595	26,691	3,904	115%	160,147	129,552
945	4433	EMPLOYEE BENEFITS - MAINTENANCE	5,257	7,135	(1,878)	74%	10,413	14,270	(3,857)	73%	85,619	75,206
943	4420	MATERIALS	7,359	6,167	1,192	119%	8,255	12,333	(4,078)	67%	79,060	70,745
CONTRACT COSTS												
943		GARBAGE & TRASH	1,135	1,848	(712)	61%	1,451	3,695	(2,244)	39%	22,170	20,719
		COOLING / AIR CONDITIONING	1,825	917	908	199%	1,825	1,833	(8)	100%	11,000	9,175
		ELEVATOR MAINTENANCE	-	-	-	-	-	-	-	-	-	-
		LANDSCAPE & GROUNDS	2,465	2,128	338	116%	2,465	4,255	(1,790)	58%	25,530	23,065
		UNIT TURNAROUNDS	-	2,224	(2,224)	0%	-	4,448	(4,448)	0%	26,690	26,690
		ELECTRICAL	-	42	(42)	0%	-	83	(83)	0%	500	500
		PLUMBING	-	288	(288)	0%	-	575	(575)	0%	3,450	3,450
		EXTERMINATION	772	930	(158)	83%	1,544	1,860	(316)	83%	11,160	9,616
		JANITORIAL	-	626	(626)	0%	-	1,252	(1,252)	0%	7,510	7,510
		ROUTINE MAINTENANCE	19,114	11,192	7,922	171%	38,227	22,383	15,844	171%	134,300	96,073
943	4430	OTHER MISCELLANEOUS CONTRACT COSTS	-	292	(292)	0%	-	583	(583)	0%	3,500	3,500
TOTAL ORDINARY MAINT & OPER			50,105	47,131	2,974	106%	94,775	94,263	512	101%	570,576	475,801
PROTECTIVE SERVICES												
	4480	PROTECTIVE SERVICES CONTRACT COSTS	-	-	-	-	-	-	-	-	-	-
		PROTECTIVE SERVICES OTHER	-	-	-	-	-	-	-	-	-	-
TOTAL PROTECTIVE SERVICES			-	-	-	-	-	-	-	-	-	-
INSURANCE												
961	4510	PROPERTY	5,251	6,501	(1,250)	81%	10,502	13,002	(2,500)	81%	78,010	67,508
		GENERAL LIABILITY	788	497	291	158%	1,576	994	581	158%	5,965	4,389
		WORKER'S COMPENSATION	1,101	1,160	(58)	95%	2,203	2,319	(116)	95%	13,915	11,712
		AUTO INSURANCE	-	-	-	-	-	-	-	-	-	-
		OTHER INSURANCE	-	-	-	-	-	-	-	-	-	-
969		TOTAL INSURANCE EXPENSES	7,613	8,754	(1,141)	87%	15,225	17,507	(2,282)	87%	105,044	89,819
GENERAL EXPENSES												
962	4590	OTHER GENERAL EXPENSES	381	7,159	(6,778)	5%	1,437	14,318	(12,882)	10%	85,909	84,472
		COMPENSATED ABSENCES	-	-	-	-	-	-	-	-	-	-
		PAYMENTS IN LIEU OF TAXES	-	1,798	(1,798)	0%	-	3,597	(3,597)	0%	21,580	21,580
		BAD DEBTS	1,749	2,779	(1,030)	63%	10,452	5,558	4,894	188%	33,350	22,898
		INTEREST EXPENSE	9,573	16,852	(7,280)	57%	27,919	33,705	(5,786)	83%	202,227	174,308
TOTAL GENERAL EXPENSES			11,703	28,589	(16,886)	41%	39,808	57,178	(17,370)	70%	343,066	303,258
969		TOTAL OPERATING EXPENDITURES	122,690	140,169	(17,479)	88%	241,346	280,338	(38,992)	86%	1,702,513	1,461,167
970		CASH FLOW FROM OPERATIONS	26,451	16,117	10,334	164%	46,647	32,234	14,413	145%	172,915	126,268
OTHER FINANCIAL ITEMS-SOURCES & (USES)												
		OPERATING TRANSFERS IN	-	(1,725)	1,725	0%	-	(3,451)	3,451	0%	(20,705)	(20,705)
		OPERATING TRANSFERS OUT	-	1,725	(1,725)	0%	-	3,451	(3,451)	0%	20,705	20,705
		DEBT SERVICE PAYMENT - INTEREST	-	-	-	-	6,470	-	6,470	-	-	(6,470)
		DEBT SERVICE PAYMENT - PRINCIPAL	-	-	-	-	-	-	-	-	-	-
971	4610	EXTRAORDINARY MAINTENANCE	-	417	(417)	0%	-	833	(833)	0%	5,000	5,000
		CAPITAL EXPENDITURES	-	42,854	(42,854)	0%	-	85,709	(85,709)	0%	514,252	514,252
973	4715	HOUSING ASSISTANCE PAYMENTS	-	-	-	-	-	-	-	-	-	-
		OTHER ITEMS	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER EXPENSES			-	43,271	(43,271)	0%	6,470	86,542	(80,072)	7%	519,252	512,782
900		TOTAL EXPENDITURES	122,690	183,440	(60,750)	67%	247,816	366,880	(119,064)	68%	2,221,765	1,973,949
		DEPRECIATION ADD BACK	-	42,854	(42,854)	0%	-	85,709	(85,709)	0%	514,252	514,252
		NET CASH FLOW	26,451	15,700	10,751	168%	40,177	31,400	8,776	128%	167,915	127,738

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	
INCOME											
HUD PHA GRANTS											
3401.01	CAPITAL FUND REVENUE - SOFT COSTS	55,970	52,470	3,499	107%	111,744	104,941	6,804	106%	629,643	517,899
3401.1	CFP CAPITAL EXPENDITURES	-	1,411	(1,411)	0%	-	2,822	(2,822)	0%	16,929	16,929
3410	SECTION 8 HAP INCOME	-	27,417	(27,417)	0%	-	54,833	(54,833)	0%	329,000	329,000
3410.1	ADMINISTRATIVE FEES EARNED	-	-	-	-	-	-	-	-	-	-
3410.2	PORT IN ADMINISTRATIVE FEES EARNED	-	-	-	-	-	-	-	-	-	-
TOTAL HUD PHA GRANTS		55,970	81,298	(25,328)	69%	111,744	162,595	(50,851)	69%	975,572	863,828
EXPENSES											
ADMINISTRATIVE OFFICE EXPENSES											
4130	LEGAL	4,891	798	4,093	613%	4,891	1,597	3,295	306%	9,580	4,689
4140	STAFF TRAINING	-	792	(792)	0%	199	1,583	(1,384)	13%	9,500	9,301
4150	TRAVEL	292	702	(410)	42%	489	1,403	(914)	35%	8,420	7,931
4170	ACCOUNTING	2,365	2,872	(507)	80%	-	5,744	(5,744)	0%	34,464	34,464
4190	SUNDRY	889	2,879	(1,990)	31%	1,848	5,758	(3,911)	32%	34,550	32,702
4190.2	TELEPHONE/COMMUNICATIONS	1,103	1,486	(383)	74%	1,810	2,973	(1,154)	61%	17,837	16,018
4190.3	POSTAGE	506	357	149	142%	521	714	(193)	73%	4,285	3,764
4190	OFFICE SUPPLIES	-	83	(83)	0%	-	167	(167)	0%	1,000	1,000
4190	CONTRACT COST-COPIER/SECURITY	66	335	(269)	20%	186	670	(484)	28%	4,020	3,834
4190	EVICTON COST	235	167	68	141%	235	333	(98)	71%	2,000	1,765
4190.9	CONTRACT COST - ADMIN	3,537	1,059	2,478	334%	4,782	2,118	2,664	226%	12,710	7,928
TOTAL ADMINISTRATIVE		8,933	10,732	(1,799)	83%	10,079	21,464	(11,385)	47%	128,786	118,707
TOTAL GENERAL EXPENSES											
4590	OTHER GENERAL EXPENSE	59	1,625	(1,566)	4%	885	3,250	(2,365)	27%	19,501	18,616
4590	FSS CONTRIBUTIONS	322	1,332	(1,010)	24%	567	2,665	(2,098)	21%	15,987	15,420
4590.5	ASSET MANAGEMENT FEE	-	1,332	(1,332)	0%	15	2,665	(2,650)	1%	15,972	15,972
4590.6	OTHER FEES	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER GENERAL EXPENSES		381	4,290	(3,909)	9%	1,467	8,579	(7,112)	17%	51,475	50,008

OCCUPANCY/VACANCY REPORT

March 2016

Public Housing

<u>Delaney Heights</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms.</u>						
44(532)	1	3/28					"For New Life", moved to Frostproof

TOTAL DELANEY HEIGHTS VACANT - 1

<u>Lakeside Park I</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms.</u>						
405(25)	2	2/16	3/17	29	2	31	Moved to NCH

TOTAL LAKESIDE PARK I VACANT - 0

<u>Lakeside Park II</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms.</u>						
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			3		Moved out of town
214(245)	2	8/31			8		Moved in with aunt/medical
310(338)	2	9/3			5		Criminal activity
223(207)	4	10/19			7		Eviction/unauthorized guest
325(333)	1	12/10			4		No notice given
322(345)	3	1/19			1		Abandoned unit
306(322)	2	2/16/16			1		Evicted
TOTAL LAKESIDE PARK II VACANT - 12							

OCCUPANCY/VACANCY REPORT
March 2016

<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>
28(719)	3	2/29	3/28	11	18	29	Non compliance/non renewal
TOTAL RIDGEDALE VACANT— 0							

<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>
616	3	3/3					Abandoned unit
625	2	3/1	3/17	8	9	17	Unauthorized adult/non renewal
TOTAL NCH I VACANT— 1							

<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>
739	3	2/23	3/21	25	3	28	Over income
660	4	3/1	3/28	20	8	28	No notice given
TOTAL NCH II VACANT— 0							

OCCUPANCY/VACANCY REPORT
March 2016

Intent to Vacate

Evictions-

Abandoned Units -

WAITING LIST

LAKESIDE PARK II

1-BRM	109
2-BRM	561
3-BRM	32
4-BRM	17
5-BRM	7
TOTAL	216

DELANEY HEIGHTS

1-BRM	76
TOTAL	76

RIDGEDALE

1-BRM	247
2-BRM	239
3-BRM	209
4-BRM	94
TOTAL	789

NORTH CENTRAL HEIGHTS

2-BRM	332
3-BRM	305
4-BRM	150
TOTAL	787

LAKESIDE PARK I

1-BRM	5
2-BRM	35
3-BRM	31
4-BRM	17
5-BRM	4
TOTAL	92

CORNELL COLONY

3-BRM	334
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AVON PARK TRANSITIONAL HOUSING

March/April 2016

Monthly Board Report

Case Management Updates

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

FSS Enrollment- 23 Participating Households

- Lakeside Park – 3 Clients
- Emergency Transitional Housing- 20 Clients – Enrolled in FSS
- 6 Resident's receiving services that reside in APHA's communities but are not enrolled in the FSS program.

Property Updates:

LP1 - 1 New Move-In in March 2016

LP1 – No Vacancy's

Training Sessions for March/April APHA 2016

- March 2, 2016: Highlands Prosperity Partnership committee meeting at SFSC.
- March 3, 10, 17, 24, 31, 2016: Second 6 week Entrepreneur School starts up. Thursday's 6:00pm – 8:00pm at NCH's C.C.
- March 5, 12, 19, 26, 2016: Entrepreneur School; Part Two, Business Plan Writing Class 10:00am - 11:00am at NCH's C.C.
- March 7, 2016: "Financial Empowerment- Your Money Your Goals" training class.
- March 17 2016: "Nutrition & Fitness – Eating & Exercising for Better Health" training class.
- March/April 2016: CNA schedule for next training session will be posted March 4, 2016.
- April 6, 2016: Highlands Prosperity Partnership committee meeting at SFSC.
- April 7, 2016: Graduation Day for second IMBIZ Class.
- April 7, 2016: "Stress & Life Balance – Attending to Priorities & Finding Your Joy" training class.

Resident Activities

- 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.
- March 2016: Kicks Off our Community Garden Activities.
- March 17, 2016: St. Patrick's Day Party
- March 28, 2016: Neighborhood Watch meeting
- April 2016 Weekly Community Garden Activities
- April 16, 2016: Community Outreach Fair. Open to all APHA Residents & Highlands County Residents. See Attached Outreach Fair Notice.

Employment Update:

- 11 of our 20 HOUSEHOLDS currently employed.
- Lakeside Park- 0 out of 3 HOUSEHOLDS currently employed.

Education Update:

- 6 ETH Residents enrolled in Secondary Education @ SFSC.
- 1 FSS Resident enrolled in Secondary Education @ SFSC.
- 1 FSS Resident to start an Internship program in CPA/Accounting with a local CPA/Accounting Firm.
- 2 ETH Residents enrolled in GED program @ SFSC.
- 1 ETH Resident enrolled in parenting classes at Choices Pregnancy Care Center
- 1 ETH Resident enrolled in Cosmetology studies
(Medical/Office Management/Elementary Education/Business Management/Law Enforcement/Human Services)
- 2 Resident's have obtained their Florida State CNA Certification.

Community Partners:

- Crossroads Community Church Partnership. On-going
- Aktion Club, On-going
- Highlands Prosperity Partnership, On-going
- Royal Care, Nursing, CNA, & HHA, educational training programs. On-going
- Avon Park Public Safety training programs. 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
- ALPI/GED/Secondary Funding Services. On-going
- Veolia/Transportation 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
- New Beginnings TCM Heartland On-going
- AARP, Grant funded Clerical/Office assistance. On-going
- Salvation Army Community Assistance programs. On-going
- Team Jesus Wins
- Cornerstone Hospice
- All Learning Center, new provider in Avon Park
- Hardee County Inter-Agency - Resource interagency informational exchange.
- Florida Prosperity Partnership, educational training programs.
- 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

March 31, 2016

Delaney Heights

Raymond Adams	\$2,605.00	Rent, late fee, eviction fees
DH Total	\$2,605.00	

Lakeside Park I

Khaliliah Debrown	\$ 28.69	Rent, late fee (pmts)
Darcel Dennis	55.60	Electric overage
Darcel Dennis	132.00	Security deposit (pmts)
Earnest Dorn	7.90	Electric overage
Terranie Hill	100.00	Security deposit (pmts)
Chelsea Seivwright	25.85	Balance on late fee
Lakeside I Total	\$350.04	

Lakeside Park II

Ciera Armstrong	\$ 102.00	Rent, late fee (pmts)
Omayra Cordero	925.00	Unreported income (pmts)
Roshayvious McNeil	7.18	Balance on late fee
Lakeside II Total	\$1,034.18	

NCH I

Elizabeth Silva	\$150.00	Pet deposit (pmts)
NCH I Total	\$150.00	

NCH II

Jacqueline Billups	\$31.70	Work order
NCH II Total	\$31.70	

Ridgedale

Linette Figueroa	\$ 15.24	Water overage
Tamara Jean Pierre	51.50	Work order
Vianey Meza	16.49	Water overage
Ashley Tate	\$ 139.83	Unreported income (pmts)
Natanya Williams	45.74	Water overage
RD Total	\$268.80	

GRAND TOTAL \$4,439.72

*WRITE OFFS for Delaney
Total Delaney \$0

*WRITE OFFS for NCH
Hannia Canals \$1,235.02
David Sostre \$1,146.59
Total NCH \$2,381.61

*WRITE OFFS for Ridgedale
Alba Pineiro \$818.39
Total RD \$818.39

*WRITE OFFS for Lakeside Park I
Total LPI \$0

*WRITE OFFS for Lakeside Park II
Total LPII \$0

Approved—Larry Shoeman, Executive Director

Daily tasks:

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

Special Work:

Preventive Maintenance:

Work from preventive maintenance inspections are on-going. 104 hours were taken during the month of March for sick, annual and holiday leave.

Delaney Heights Preventive/Annual Inspections	9
Lakeside I Preventive Maintenance Inspections	3
Lakeside Park II Preventive/Annual Inspections	13
Ridgedale Preventive/Annual Inspections	7
North Central Heights I Preventive/AI	6
North Central Heights II Preventive/AI	9
Delaney Heights Vacancies	0
Lakeside Park I Vacancies	0
Lakeside Park II Vacancies	0
Ridgedale Vacancies	1
North Central Heights I Vacancies	2
North Central Heights II Vacancies	1
Delaney Heights Move Ins	0
Lakeside Park I Move Ins	1
Lakeside Park II Move-In's	0
Ridgedale Move Ins	1
North Central Heights I Move Ins	1
North Central Heights II Move Ins	2
Delaney Heights Move Outs	1
Lakeside Park I Move Outs	0
Lakeside Park II Move-Out's	0
Ridgedale Move Outs	0
North Central Heights I Move Outs	2
North Central Heights II Move Outs	1

The Housing Authority of Avon Park

RESOLUTION NO. 16-03

Resolution Authorizing Amending, Adopting and Implementing a Cost-Sharing & Participation Agreement between the Avon Park Housing Authority (APHA) and Avon Park Housing Development Corporation (APHDC) affiliate Component Units (CU) Lakeside Park I LLC, Lakeside Park II LLC, Delaney Heights LLC, North Central Heights LLC, APHDC-North Central II LLC, North Central Heights II LLC, Cornell Colony LLC and APHA owned Ridgedale LLC; adopting & utilizing Annual APHA/CU Cost Allocation Plan for owner entities by percentage for Operating Fiscal Year End December 31, 2016

Whereas, The Avon Park Housing Authority has previously entered into Management Agreement(s) with APHA owned Ridgedale LLC, and APHDC owned Component Units (CU) North Central Heights LLC, North Central Heights II, LLC, Lakeside Park I LLC, Lakeside Park II LLC, Delaney Heights LLC and Cornell Colony LLC for the purpose providing management services for their afore referenced properties and;

Whereas, The Avon Park Housing Authority, as its primary obligation, has continually demonstrated capacity to perform & operate a broad range of Property Management Services through a contractual relationship with the APHDC and;

Whereas, The Avon Park Housing Authority is willing and able to continue to provide such Services to the mutual benefit of both the APHA and the Avon Park Housing Development Corporation by utilizing and assigning a representative per project cost allocation portion of existing APHA administrative, management and maintenance staff to deliver & fulfill the requisite management services required by the CU's to deliver property management services per said Agreements.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of Avon Park Housing Authority, do hereby approve, authorize and adopt the Cost-Sharing & Participation Agreement associated with the APHA/CU Cost Allocation Plan, attached hereto and incorporated into this Resolution, with effective dates to coincide with implementation and/or renewal of respective Property Management Agreements, through Fiscal Year End December 31, 2016

ADOPTED THIS 19th DAY OF APRIL, 2016

Accepted _____

Attest _____

SEAL

COST-SHARING & PARTICIPATION AGREEMENT

THIS COST-SHARING AND PARTICIPATION AGREEMENT (this "Agreement") is made this 19th day of April 2016, and shall become retroactively effective 1st day of January, 2016 (the "Effective Date"), by and between the Avon Park Housing Authority ("APHA") and the Avon Park Housing Development Corporation.

THE PARTIES ENTER THIS AGREEMENT on the basis of the following facts, understandings and intentions:

A. The parties entered into agreement that certain APHA property administrative, maintenance and executive management services performed by APHA staff performing the day-to-day operations of the Authority will be performed as replicate service activities, in addition to ongoing management of assets and liabilities of the Component Units (CU) portfolio housing inventory in accordance with the terms and conditions set forth therein.

B. In order to achieve certain economies-in-scale operating cost savings & reduced expenses yielding mutual benefits, the APHA agrees to share with and CU's mutually agree to accept, the administrative, maintenance and executive management services provided by the APHA as represented in the individual CU Property Management Agreements. It is further mutually agreed to between the parties that the pro-rata share APHA staffing and operating costs shall be based upon a mutually agreed APHA/CU Staff Allocation Plan ("AA Plan").

C. Allocation Formula; The AA Plan shall be derived and allocated on a formula bases, comprised of a combination of both projected staffing work hours assigned to CU projects, with subsequent reconciliation of actual cost incurred invoiced on a per-unit per-project basis. The AA Plan shall be presented to the CU's by no later than the 10th month of each Annual Budget year, with review, concurrence and approval by the CU's. The current year AA Plan shall be attached as Exhibit A of this agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants of the parties hereto, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. Shared Costs. The Executive Director/CEO shall furnish, either directly or through third-parties engaged by the Executive Director, full range management services activities to reimbursement by the CU's as provided within the terms and conditions of each CU Management Agreement and as reflected in the approved AA Annual Plan.

2. Reimbursement of Shared Costs. The CU's agree to reimburse the APHA on a monthly basis in arrears for the costs incurred on behalf of the CU's outside the scope of the services rendered described in the Property CU's Management Agreement(s). Reimbursement shall be provided to the APHA based upon the actual cost attributable to the CU's use of the services rendered in accordance with the formula referenced in Section C of this agreement. To the extent that any particular project cost(s) is difficult or impracticable to determine, the APHA shall determine in good faith the approximate cost(s) attributable to the CU's use of such services rendered and list such supplemental cost separately on the subsequent invoice. The cost determination shall be subject to the reasonable approval of a majority of the CU's. The parties hereto agree that all charges to the CU's for services provided under this Agreement shall be based on the APHA's actual costs without any allowance or margin for profit to the APHA.

3. Direct Costs. The Executive Director shall cause to procure all materials and supplies acquired by the APHA through its general procurement process through separate purchase order processing so that the direct cost associated with such purchase(s) are appropriately charged out the each project by ownership. Such purchase classifications shall be in conformity form within generally accepted accounting procedures and reconciled to each individual projects General Ledger.

3. Books and Records. The APHA shall maintain appropriate and accurate books of account and records relating to services utilized by the CU's under both the Management Agreement and this Agreement, and such books of account and records shall be accessible for inspection by representatives (including the auditors) of the CU's or any subsidiary of the CU's at any time during normal business hours.

4. Term. This Agreement shall commence on the Effective Date and shall be coterminous with the Management Agreement.

5. Notices. All notices, requests, demands and other communications required or permitted under this Agreement shall be given pursuant to Section 16 of the respective CU Property Management Agreements.

6. Binding Nature of Agreement; Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors and assigns as provided in this Agreement.

7. Entire Agreement. This Agreement and associated Management Agreement contains the entire agreement and understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements, understandings, inducements and conditions, express or implied, oral or written, of any nature whatsoever with respect to the subject matter hereof. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof. This Agreement may not be modified or amended other than by an agreement in writing.

8. Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, and all of which shall together constitute one and the same instrument. This Agreement shall become binding when one or more counterparts hereof, individually or taken together, shall bear the signatures of all of the parties reflected hereon as the signatories.

9. Termination. This Agreement may be terminated by either party giving the other 90 day written notice, with or without cause. If the CU's terminate the Agreement because the APHA did not diligently proceed with the services, or fails to carry out the services in accordance with the Property Management Agreement, or otherwise violates the provisions of that Agreement, and fails to cure any violation within seven days of written notice by the CU, the CU may declare the APHA in default, terminate this Agreement and take over Property Management services. The CU agrees to pay APHA a prorated share of costs for incurred and services retained by the APHA for the completion of work performed up to and including effective terminate date. CU also agrees to indemnify the APHA for any liability accrued by the CU for events/activities occurring post termination.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

"FOR MANAGEMENT ENTITY"

By: /s/ Lester Roberts
x

Lester Roberts,
Board Chairperson
Avon Park Housing Authority

"FOR COMPONENT UNIT(S)"

North Central Heights LLC, NCH II LLC, Cornell Colony LLC, Lakeside Park I LLC, Lakeside Park II LLC, Delaney Heights LLC

By: /s/ Greg Wade
x

Greg Wade,
Board Chairperson
Avon Park Housing Development Corporation

EXHIBIT A

2016 December 31 FYE

ANNUAL APHA/CU COST ALLOCATION PLAN

TOTAL PROPERTY MANAGEMENT PROJECT/UNITS SCHEDULE

<u>PROJECT COMPONENT UNITY ENTITY</u>	COST ALLOCATION FORMULA BY %	<u>TOTAL</u>	<u>%</u>
Lakeside Park I LLC		16	5%
Lakeside Park II LLC		63	23%
Delaney Heights LLC		50	18%
Ridgedale LLC		36	13%
North Central Heights LLC		40	14%
North Central Heights II LLC		32	11%
Cornell Colony LLC		<u>44</u>	<u>16%</u>
		281	100%