

Housing Authority of Avon Park
Board of Commissioners Regular Meeting
North Central Heights Community Building
709 Juneberry Street, Avon Park, Fl.
Tuesday, March 21, 2017, 7:00 PM

AGENDA

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentations: None
- C. Consent Agenda
 - 1. Regular Board Meeting Minutes January, 2017.
 - 2. Occupancy Report; January and February 2017
 - 3. Lakeside Park I Transitional Housing FSS Program Report; January and February 2017
 - 4. TAR & Maintenance Reports; January and February 2017
 - 5. December 2016 and January 2017 Fee Accounting Reports, January and February Cash Analysis Schedules APHA - Project Budgeted Income Statement Reports
- D. Secretary Reports & Old Business
 - 1. Project/Services Status Reports;
 - a. Cornell Colony status report
 - b. 695 Palmetto St project
 - c. APHA Rental Assistance Demonstration (RAD) Conversion status report
- E. New Business;
 - 1. Cornell Colony initial monitoring review. The CEO will provide a report on the review
 - 2. APHA annual audit. The CEO will provide a report on the progress of the audit.
 - 3. PBRA policies. The CEO will review proposed policies for approval of the Board.
- F. Unfinished Business, Concerns of Commissioners
- G. Next Meeting: Regular Board Meeting; April 18, 2017 (CEO has a conflict)
- 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.

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

January 17, 2017, 7:00 P.M.

A. Opening/Roll Call: Chairman Roberts called the Board Meeting to order at 7:00 pm and the Secretary called the member attendance roll: Commissioners Present: Chairman Roberts, Vice-Chairman Bill Day; Commissioners, Greg Wade and Michael Eldred. Commissioners absent: Cameron Barnard. Also in attendance: APHA CEO Tracey Rudy, Director of Housing Bea Gillians, Facilities Manager and David Herbert. CEO Rudy declared a Quorum was present.

B. Public Comments/Presentations: None

C. Consent Agenda: Chairman Roberts called for a motion to approve the Consent Agenda as circulated with the exception of item 5; Fee Accounting Report, moved by Commissioner Wade seconded by Commissioner Day to approve the Consent Agenda with the exception of the Fee Accounting Report; motion carried unanimously.

Chairman Roberts inquired as to the amount of cash the housing authority had on hand to complete the RAD closing. CEO Rudy explained that only \$1.097M of the \$1.4M in unrestricted net assets was available cash as reflected on the schedule of cash also included in the financial statements. Pursuant to the explanation Chairman Roberts called for a motion to approve item 5 of the consent agenda. On a motion by Commissioner Wade seconded by Commissioner Day, the motion carried unanimously.

D. Secretary Report & Old Business:

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

Rental Assistance Demonstration Application: CEO Rudy informed the Board that the RAD conversion was back on track and though a closing was not yet scheduled, it should be very soon.

Cornell Colony; project development status report; CEO Rudy informed the Board that there were still ongoing discussions with FHLB to bring in the AHP grant monies to fully convert the development from construction in progress to permanent financing.

695 Palmetto Ave: CEO Rudy requested that the Board reconsider the planned development of affordable home ownership on the Palmetto Ave site and approve the exploration of funding for a third phase of North Central Heights. On a motion by Commissioner Wade, seconded by Commissioner Day, the motion carried unanimously.

APHA Strategic Plan: CEO Rudy gave a progress report on the APHA strategic plan.

E. New Business:

Resolution No. 17-01 Authorizing the CEO to execute any and all documents associated with the conversion of Public Housing to Project Based Rental Assistance under the RAD program: CEO Rudy reviewed the resolution to authorize the execution of the necessary documents to close on the RAD conversion. Chairman Roberts called for a motion to approve the resolution. On a motion made by Commissioner Wade and seconded by Commissioner Day, the motion carried unanimously.

F. Unfinished Business, Concerns of Commissioners: None

G. Next Meeting: February 21, 2017

Being no further business to come before the Board Chair adjourned the meeting at 7:33 pm.

Accepted _____

Attest _____
SEAL

OCCUPANCY/VACANCY REPORT
January 2017

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>
TOTAL DELANEY HEIGHTS VACANT - 0							

Lakeside Park I

<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>
TOTAL LAKESIDE PARK I VACANT - 0							

Lakeside Park II

<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	6/1/15			21		Tax fraud
222(213)	3	6/4/15			19		Tax fraud
102(202)	2	7/1/15			1		30 day notice not given
313(350)	1	7/31/15			7		Transferred to NCH
329(317)	1	8/18/15			6		Abandoned unit
309(334)	3	8/31/15			3		Moved out of town
214(245)	2	8/31/15			8		Moved in with aunt/medical
310(338)	2	9/3/15			5		Criminal activity
223(207)	4	10/19/15			7		Eviction/unauthorized guest
325(333)	1	12/10/15			4		No notice given
322(345)	3	1/19/16			1		Abandoned unit
306(322)	2	2/16/16			1		Evicted
215(241)	3	4/1/16			1		Abandoned unit
303(310)	3	4/21/16			4		Moved to Highlands Apts
302(306)	3	5/10/16			1		Tax fraud
225(201)	3	5/10/16			1		Moving in with daughter
101(200)	4	5/19/16			1		Lease violation/3 pets unauthorized
218(233)	3	7/5/16					Unreported income
314(354)	2	7/12/16					Moved to Cornell Colony
103(204)	3	7/19/16					Moved to Cornell Colony
216(239)	4	8/9/16					Evicted/tattoo business in unit
317(363)	1	10/10/16					Moved to NCH
209(240)	5	11/16/16					Tenant passed away
219(229)	4	11/30/16					Abandoned/non pmt rent
330(313)	1	12/29/16					No notice given

TOTAL LAKESIDE PARK II VACANT - 25

Submitted by: Penny Pieratt, Comptroller

OCCUPANCY/VACANCY REPORT
January 2017

<u>Ridgedale</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms.</u>	12/27/16					Moving to Texas
34(707)	3	1/3/17					Rent too high
02(742)	3						

TOTAL RIDGEDALE VACANT— 2

<u>North Central Heights I - (40 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit#</u>	<u>Brms</u>	12/8/16	1/9/17	24	8	32	Non payment of rent
620	2						

TOTAL NCH I VACANT— 0

<u>North Central Heights II - (32 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u>#vacancy days</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms</u>	1/17/17					Transferred to NCH I
403	3						

TOTAL NCH II VACANT—1

<u>Cornell Colony - (44 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u>#vacancy days</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms</u>	1/4/17	1/26	13	9	22	Non pmt rent
38202	3						

TOTAL CORNELL COLONY VACANT - 0

OCCUPANCY/VACANCY REPORT
January 2017

Intent to Vacate --

Evictions-

Abandoned Units --

WAITING LIST

LAKESIDE PARK II

1-BRM	173
2-BRM	165
3-BRM	123
4-BRM	38
5-BRM	10
TOTAL	509

DELANEY HEIGHTS

1-BRM	161
TOTAL	161

RIDGEDALE

1-BRM	410
2-BRM	354
3-BRM	251
4-BRM	94
TOTAL	1109

NORTH CENTRAL HEIGHTS

2-BRM	480
3-BRM	387
4-BRM	163
TOTAL	1030

LAKESIDE PARK I

1-BRM	11
2-BRM	237
3-BRM	216
4-BRM	76
5-BRM	22
TOTAL	562

CORNELL COLONY

3-BRM	329
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Tenants Accounts Receivable

January 31, 2017

<u>Delaney Heights</u>		
Jessica Snowden	\$200.00	Pet deposit (making pmts)
DH Total	\$200.00	
<u>Lakeside Park I</u>		
Khalilah Debrown	\$ 24.43	Electric overage
Terranie Hill	16.49	Electric overage
Maria Rodriguez	43.75	Electric overage
Jessica Toney	3.98	Electric overage
Carol Wooden	9.71	Electric overage
Lakeside I Total	\$98.36	
<u>Lakeside Park II</u>		
Lakeside II Total	\$0	
<u>NCH I</u>		
Ralinzsee Hunter	\$ 72.00	Late fees
Anibal Mendoza	367.26	Pro rated rent
Anibal Mendoza	300.00	Security deposit
NCH I Total	\$739.26	
<u>NCH II</u>		
Naketa McQueen	\$ 40.13	Work order (making pmts)
Marquitisha Packer	200.00	Security deposit (making pmts)
Curesser Reynolds	33.96	Work order
Sheldonia Sanders	586.00	Rent
NCH II Total	\$860.09	
<u>Cornell Colony</u>		
Stanley Bean	\$ 100.00	Pet deposit (making pmts)
Cynthia De la Paz	3.68	Garbage
Kameshia Johnson	145.00	Balance on Rent (making pmts)
Nyree Mcalister	659.00	Rent & late fees (making pmts)
CORNELL Total	\$907.68	
<u>Ridgedale</u>		
Shelea Black	\$ 553.16	Work order
Veronica Robinson	458.00	Unreported income
RD Total	\$1,011.16	
GRAND TOTAL	\$3,816.55	

*WRITE OFFS for Delaney Total Delaney \$0	*WRITE OFFS for NCH Total NCH \$0	*WRITE OFFS for Ridgedale Jeanette Leona \$155.55 Total RD \$155.55
*WRITE OFFS for Lakeside Park I Total LPI \$0	*WRITE OFFS for Lakeside Park II Total LPII \$0	*WRITE OFFS Cornell Estine Vierge \$1,229.84 Total CC \$1,229.84

Approved—Tracey Rudy, Chief Executive Officer

January 2017

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. 132 hours were taken during the month of January for sick, annual and holiday leave.

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

Submitted by: Penny Pieratt, Comptroller

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:		12/31/2016		ACCOUNT	1 Month(s) Ended	12 Month(s) Ended	Budget	Variance
					December 31, 2016	December 31, 2016		
Operating Revenues and Expenses								
Operating Expenses								
Nontechnical Salaries	01	001	4110.00	5	18,174.12	192,109.19	186,939.00	(5,170.19)
Legal Expense	01	001	4130.00	5	0.00	3,283.50	4,650.00	1,366.50
Staff Training	01	001	4140.00	5	379.00	3,836.00	4,900.00	1,064.00
Travel	01	001	4150.00	5	286.98	7,515.12	6,450.00	(1,065.12)
Accounting Fees	01	001	4170.00	5	992.04	11,734.34	8,000.00	(3,734.34)
Computer Support/Licensing Fees	01	001	4170.2	5	0.00	4,566.27	0.00	(4,566.27)
Audit Fees	01	001	4171.00	5	0.00	9,450.00	9,450.00	0.00
Employee Benefits Cont - Admin	01	001	4182.00	5	1,613.81	63,327.80	73,110.00	9,782.20
Sundry	01	001	4190.00	5	1,221.91	15,154.99	13,500.00	(1,654.99)
Advertising	01	001	4190.18	5	598.00	3,864.96	0.00	(3,864.96)
Bank Fees	01	001	4190.19	5	0.00	182.90	0.00	(182.90)
Telephone/Communications	01	001	4190.2	5	926.01	9,900.84	8,800.00	(1,100.84)
Collection Loss Recovery Contract Fe	01	001	4190.21	5	0.00	93.90	0.00	(93.90)
Postage	01	001	4190.3	5	0.00	2,760.92	3,750.00	989.08
Eviction Costs	01	001	4190.4	5	0.00	595.00	1,000.00	405.00
Contract Costs- Copier	01	001	4190.6	5	57.64	688.59	600.00	(88.59)
Contract Costs-Admin Security	01	001	4190.7	5	120.00	600.00	0.00	(600.00)
Pre-employment testing	01	001	4190.8	5	0.00	192.55	0.00	(192.55)
Contract Costs-Admin	01	001	4190.9	5	0.00	17,195.85	24,000.00	6,804.15
Ten Services - RAB	01	001	4220.00	5	0.00	38.52	530.00	491.48
Water	01	001	4310.00	5	320.88	3,386.66	3,168.00	(218.66)
Electricity	01	001	4320.00	5	2,139.19	30,734.05	29,062.00	(1,672.05)
Natural Gas	01	001	4330.00	5	82.16	1,013.28	1,139.00	125.72
Sewer	01	001	4390.00	5	559.80	6,400.59	6,134.00	(266.59)
Labor	01	001	4410.00	5	5,693.44	71,533.92	69,588.00	(1,945.92)
Maintenance Materials	01	001	4420.00	5	1,315.20	32,590.27	28,620.00	(3,970.27)
Contract Costs	01	001	4430.00	5	475.00	1,285.50	0.00	(1,285.50)
Pest Control	01	001	4430.1	5	470.00	6,460.00	6,450.00	(10.00)
Contract Costs - Lawn	01	001	4430.3	5	2,000.00	18,050.00	13,350.00	(4,700.00)
Contract Costs-Air Conditioning	01	001	4430.4	5	0.00	8,488.00	9,000.00	512.00
Contract Costs-Plumbing	01	001	4430.5	5	0.00	1,312.50	2,250.00	937.50
Emp Benefit Cont - Maintenance	01	001	4433.00	5	459.48	28,574.33	27,249.00	(1,325.33)
Insurance - Property	01	001	4510.00	5	2,517.57	30,828.76	28,351.00	(2,477.76)
Worker's Comp Insurance	01	001	4510.1	5	678.25	10,444.29	9,500.00	(944.29)
Other Insurance-Crime, Auto, Direc&C	01	001	4510.2	5	22.94	2,073.36	2,791.00	717.64
Liability Insurance	01	001	4510.3	5	577.54	6,515.04	4,300.00	(2,215.04)
Payment in Lieu of Taxes	01	001	4520	5	0.00	0.00	11,773.00	11,773.00
Collection Losses	01	001	4570.00	5	499.52	5,102.37	7,970.00	2,867.63
FSS Monthly Contributions	01	001	4590.02	5	0.00	4,744.00	0.00	(4,744.00)
Other General Expense	01	001	459000	5	1,891.99	9,633.87	10,000.00	366.13
Extraordinary Maintenance	01	001	4610	5	0.00	0.00	27,000.00	27,000.00
Total Operating Expenses					44,072.47	626,262.03	643,374.00	17,111.97
Operating Revenues								
Dwelling Rent	01	001	3110.00	5	11,003.00	144,699.18	150,479.00	(5,779.82)
Operating Subsidy	01	001	3401.00	5	0.00	400,930.00	479,458.00	(78,528.00)
Total Operating Revenues					11,003.00	545,629.18	629,937.00	(84,307.82)
Total Operating Revenues and Expenses					(33,069.47)	(80,632.85)	(13,437.00)	(67,195.85)
Other Revenues and Expenses								
Other Revenues and Expenses								
RESTRICTED INTEREST	01	001	3431.00	5	0.00	28.57	50.00	(21.43)
Investment Income - Unrestricted	01	001	3610.00	5	156.61	2,195.11	2,390.00	(194.89)
Other Income - Tenant	01	001	3690.00	5	793.10	5,711.56	6,750.00	(1,038.44)
Collection Loss Recovery Prior Year	01	001	3690.01	5	0.00	265.68	2,000.00	(1,734.32)
Other Income - FSS Forfeitures	01	001	3690.08	5	0.00	475.08	0.00	475.08
Other Income - Rent for Tulane Ave B	01	001	3690.13	5	950.00	10,650.00	11,500.00	(850.00)
Other Income - Insurance	01	001	3690.14	5	0.00	1,098.17	0.00	1,098.17
Leave with no Notice	01	001	3690.16	5	0.00	237.50	1,000.00	(762.50)
Other Income - Copies & Fax	01	001	3690.2	5	16.43	40.98	100.00	(59.02)

Report Criteria PHA: 01 Project: '001','002','003'
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2016	ACCOUNT	1 Month(s) Ended December 31, 2016	12 Month(s) Ended December 31, 2016	Budget	Variance
Other Income - Scrap Metal Salvage	01 001 3690 4 5		0.00	232.00	687.00	(455.00)
Other Income-Laundry	01 001 3690.7 5		0.00	1,614.23	0.00	1,614.23
Other Income - Community Rm Rent	01 001 3690.8 5		225.00	425.00	0.00	425.00
Operating Transfer In	01 001 9110.00 5		0.00	22,705.00	22,705.00	0.00
Total Other Revenues and Expenses			<u>2,141.14</u>	<u>45,678.88</u>	<u>47,182.00</u>	<u>(1,503.12)</u>
Total Other Revenues and Expenses			2,141.14	45,678.88	47,182.00	(1,503.12)
Total Net Income (Loss)			<u>(30,928.33)</u>	<u>(34,953.97)</u>	<u>33,745.00</u>	<u>(68,698.97)</u>

Report Criteria PHA 01 Project '001','002','003
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

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 December 31, 2016	12 Month(s) Ended December 31, 2016	Budget	Variance
Operating Revenues and Expenses							
Operating Expenses							
Nontechnical Salaries	01	100	4110.00	5	0.00	9,751.20	0.00 (9,751.20)
Admin Salaries - NCH I	01	100	4110.01	5	1,093.24	11,153.60	18,970.00 7,816.40
Admin Salaries - NCH II	01	100	4110.02	5	939.40	8,936.98	14,388.00 5,451.02
Admin Salaries - Ridgedale	01	100	4110.03	5	1,332.16	12,297.23	20,888.00 8,590.77
Accounting Fees	01	100	4170.00	5	150.00	1,650.00	2,300.00 650.00
Audit Fees	01	100	4171.00	5	0.00	0.00	500.00 500.00
Employee Benefits Cont - Admin-Ridg	01	100	4182.00	5	0.00	3,638.35	7,219.00 3,580.65
Employee Benefits Cont - Admin - NC	01	100	4182.1	5	0.00	2,192.68	5,719.00 3,526.32
Employee Benefits Cont - Admin - NC	01	100	4182.2	5	0.00	1,928.36	6,442.00 4,513.64
Sundry	01	100	4190.00	5	34.78	886.50	150.00 (736.50)
Insurance - Workers Comp	01	100	4510.40	5	80.33	1,628.79	1,701.00 72.21
Other General Expense	01	100	4590	5	0.00	0.00	500.00 500.00
Total Operating Expenses					<u>3,629.91</u>	<u>54,063.69</u>	<u>78,777.00</u> <u>24,713.31</u>
Total Operating Revenues and Expenses					<u>(3,629.91)</u>	<u>(54,063.69)</u>	<u>(78,777.00)</u> <u>24,713.31</u>
Other Revenues and Expenses							
Other Revenues and Expenses							
Revenue-Management Fees-Ridgedal	01	100	3690.00	5	3,235.04	35,228.29	36,000.00 (771.71)
Revenue - Management Fees - NCH I	01	100	3690.1	5	873.35	10,532.46	12,000.00 (1,467.54)
Revenue - Management Fees - NCH I	01	100	3690.2	5	1,171.36	13,611.19	16,637.00 (3,025.81)
Other Income - Contribution-NCH	01	100	3690.50	5	0.00	23,258.63	39,900.00 (16,641.37)
Total Other Revenues and Expenses					<u>5,279.75</u>	<u>82,630.57</u>	<u>104,537.00</u> <u>(21,906.43)</u>
Total Other Revenues and Expenses					<u>5,279.75</u>	<u>82,630.57</u>	<u>104,537.00</u> <u>(21,906.43)</u>
Total Net Income (Loss)					<u>1,649.84</u>	<u>28,566.88</u>	<u>25,760.00</u> <u>2,806.88</u>

Report Criteria PHA 01 Project '100'
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

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 December 31, 2016	12 Month(s) Ended December 31, 2016	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	02 001 4110.00	5	1,635.86	14,189.82	12,774.00	(1,415.82)
Accounting Fees	02 001 4170.00	5	300.00	4,601.62	4,100.00	(501.62)
COMPUTER SUPPORT/LICENSING	02 001 4170.2	5	0.00	1,205.00	0.00	(1,205.00)
Audit Fees	02 001 4171.00	5	0.00	3,390.00	5,000.00	1,610.00
Employee Benefits Cont - Admin	02 001 4182.00	5	121.30	6,948.97	6,865.00	(83.97)
Sundry	02 001 4190.00	5	30.33	1,371.88	5,200.00	3,828.12
Advertising and Marketing	02 001 4190.08	5	0.00	1,118.71	0.00	(1,118.71)
Bank Fees	02 001 4190.18	5	10.00	20.00	0.00	(20.00)
Telephone	02 001 4190.2	5	85.96	1,513.80	1,720.00	206.20
Collection Loss Recovery Contract Fe	02 001 4190.21	5	0.00	320.70	0.00	(320.70)
Postage	02 001 4190.3	5	0.00	17.00	30.00	13.00
Eviction Costs	02 001 4190.4	5	0.00	235.00	550.00	315.00
Contract Costs - Admin	02 001 4190.9	5	0.00	7,678.49	11,071.00	3,392.51
Ten Services - After School Program	02 001 4220.2	5	180.00	1,760.90	1,200.00	(560.90)
Water	02 001 4310.00	5	0.00	817.99	1,410.00	592.01
Electricity	02 001 4320.00	5	543.19	6,295.44	5,950.00	(345.44)
Sewer	02 001 4390.00	5	0.00	721.67	1,030.00	308.33
Labor	02 001 4410.00	5	1,482.48	14,578.42	14,766.00	187.58
Maintenance Materials	02 001 4420.00	5	855.75	10,029.55	10,000.00	(29.55)
Contract Costs	02 001 4430.00	5	0.00	1,025.00	0.00	(1,025.00)
Contract Costs-Pest Control	02 001 4430.1	5	100.80	1,310.40	1,390.00	79.60
Contact Costs-Plumbing	02 001 4430.2	5	0.00	412.90	225.00	(187.90)
Contract Costs - AC	02 001 4430.4	5	0.00	5,954.00	6,700.00	736.00
Contract Costs - Lawn	02 001 4430.5	5	3,500.00	7,740.00	3,250.00	(4,490.00)
Garbage and Trash Collection	02 001 4431.00	5	0.00	503.50	550.00	46.50
Emp Benefit Cont - Maintenance	02 001 4433.00	5	106.11	8,405.98	9,539.00	1,133.02
Insurance - Property	02 001 4510.00	5	944.03	11,541.84	11,916.00	374.16
Insurance - Workers Comp	02 001 4510.1	5	71.08	907.14	700.00	(207.14)
Insurance - Liability	02 001 4510.3	5	175.77	1,744.16	3,119.00	1,374.84
Payment in Lieu of Taxes	02 001 4520	5	0.00	0.00	5,000.00	5,000.00
Bad Debts - Other	02 001 4570.00	5	1,659.02	5,183.50	3,200.00	(1,983.50)
Bonneville Interest	02 001 4580.01	5	3,842.19	50,073.07	51,650.00	1,576.93
Other General Expense	02 001 4590.00	5	0.00	1,769.42	100.00	(1,669.42)
Management Fees	02 001 4590.02	5	873.35	8,819.04	10,847.00	2,027.96
Total Operating Expenses			16,519.22	182,214.91	189,852.00	7,637.09
Operating Revenues						
Dwelling Rent	02 001 3110.00	5	17,041.13	208,416.94	209,034.00	(617.06)
Total Operating Revenues			17,041.13	208,416.94	209,034.00	(617.06)
Total Operating Revenues and Expenses			521.91	26,202.03	19,182.00	7,020.03
Other Revenues and Expenses						
Other Revenues and Expenses						
Interest - Restricted	02 001 3431.00	5	0.00	64.76	80.00	(15.24)
Other Income - Tenant	02 001 3690.00	5	1,416.20	7,368.13	7,900.00	(531.87)
Collection Loss Recovery Prior Year	02 001 3690.01	5	0.00	1,019.00	0.00	1,019.00
Total Other Revenues and Expenses			1,416.20	8,451.89	7,980.00	471.89
Total Other Revenues and Expenses			1,416.20	8,451.89	7,980.00	471.89
Total Net Income (Loss)			1,938.11	34,653.92	27,162.00	7,491.92

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 December 31, 2016	12 Month(s) Ended December 31, 2016	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	02 002 4110.00 5		1,347.17	11,631.33	10,259.00	(1,372.33)
Legal Expense	02 002 4130.00 5		0.00	22,698.01	29,528.00	6,829.99
Legal Expense-Development	02 002 4130.1 5		0.00	4,347.63	0.00	(4,347.63)
Accounting Fees	02 002 4170.00 5		300.00	4,547.62	4,100.00	(447.62)
COMPUTER SUPPORT/LICENSING	02 002 4170.2 5		0.00	988.00	0.00	(988.00)
Audit Fees	02 002 4171.00 5		0.00	4,315.00	4,000.00	(315.00)
Employee Benefits Cont - Admin	02 002 4182.00 5		99.90	5,718.42	5,531.00	(187.42)
Sundry	02 002 4190.00 5		30.34	1,092.86	4,350.00	3,257.14
Advertising and Marketing	02 002 4190.08 5		0.00	961.74	0.00	(961.74)
Bank Service Fee	02 002 4190.18 5		0.00	78.57	0.00	(78.57)
Telephone	02 002 4190.2 5		0.00	328.15	0.00	(328.15)
Postage	02 002 4190.3 5		0.00	14.00	25.00	11.00
Contract Costs - Admin	02 002 4190.9 5		0.00	5,148.10	7,100.00	1,951.90
Ten Services - After School Program	02 002 4220.20 5		180.00	1,760.90	1,000.00	(760.90)
Water	02 002 4310.00 5		0.00	550.62	390.00	(160.62)
Electricity	02 002 4320.00 5		55.17	1,249.44	1,200.00	(49.44)
Sewer	02 002 4390.00 5		0.00	135.68	230.00	94.32
Labor	02 002 4410.00 5		1,462.48	14,578.41	14,766.00	187.59
Maintenance Materials	02 002 4420.00 5		345.86	6,733.79	7,670.00	936.21
Contract Costs	02 002 4430.00 5		0.00	800.00	0.00	(800.00)
Contract Costs-Pest Control	02 002 4430.1 5		79.20	1,379.60	1,090.00	(289.60)
Contract Costs - Lawn	02 002 4430.3 5		2,360.00	5,417.50	2,360.00	(3,057.50)
Contract Costs - AC	02 002 4430.4 5		140.00	2,937.00	2,100.00	(837.00)
Contract Costs - Plumbing	02 002 4430.5 5		0.00	983.75	1,690.00	706.25
Garbage and Trash Collection	02 002 4431.00 5		0.00	152.00	570.00	418.00
Emp Benefit Cont - Maintenance	02 002 4433.00 5		108.10	8,405.75	9,539.00	1,133.25
Insurance - Property	02 002 4510.00 5		731.77	8,979.48	10,690.00	1,710.52
Insurance - Workers Comp	02 002 4510.1 5		64.33	391.26	700.00	308.74
Insurance - Liability	02 002 4510.3 5		138.11	1,383.24	1,000.00	(383.24)
Bad Debts - Other	02 002 4570.00 5		0.00	3,116.58	3,350.00	233.42
Bonneville Interest	02 002 4580.01 5		3,475.71	45,296.88	46,720.00	1,423.12
Other General Expense	02 002 4590.00 5		0.00	2,217.36	100.00	(2,117.36)
Management Fees	02 002 4590.02 5		1,171.36	11,438.63	14,234.00	2,795.37
Total Operating Expenses			12,129.50	179,777.30	184,292.00	4,514.70
Operating Revenues						
Dwelling Rent	02 002 3110.00 5		14,321.00	170,404.70	171,501.00	(1,096.30)
Total Operating Revenues			14,321.00	170,404.70	171,501.00	(1,096.30)
Total Operating Revenues and Expenses			2,191.50	(9,372.60)	(12,791.00)	3,418.40
Other Revenues and Expenses						
Other Revenues and Expenses						
INTEREST - RESTRICTED	02 002 3431.00 5		0.00	51.82	65.00	(13.18)
Investment Income - Unrestricted	02 002 3610.00 5		2.76	23.18	30.00	(6.82)
Other Income - Tenant	02 002 3690.00 5		198.00	5,751.70	6,420.00	(668.30)
Other Income - Non Tenant	02 002 3690.3 5		0.00	0.00	500.00	(500.00)
Total Other Revenues and Expenses			200.76	5,826.70	7,015.00	(1,188.30)
Total Other Revenues and Expenses			200.76	5,826.70	7,015.00	(1,188.30)
Total Net Income (Loss)			2,392.26	(3,545.90)	(5,776.00)	2,230.10

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
CORNELL COLONY
CORNELL COLONY LLC

Fiscal Year End Date:	12/31/2016	ACCOUNT	1 Month(s) Ended December 31, 2016	12 Month(s) Ended December 31, 2016	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	03 001 4110 00 5		0 00	0 00	7,883.00	7,883.00
Legal Expense	03 001 4130 00 5		40.00	1,982.50	500.00	(1,482.50)
Accounting Fees	03 001 4170 00 5		250.00	2,532.00	750.00	(1,782.00)
Computer Support/Licensing Fees	03 001 4170.20 5		0.00	144.00	0.00	(144.00)
Employee Benefits Cont - Admin	03 001 4182 00 5		0.00	0.00	11,583.00	11,583.00
Sundry	03 001 4190 00 5		0.00	3,364.73	1,000.00	(2,364.73)
Non Capitalized Admin	03 001 4190.01 5		0.00	4,328.38	0.00	(4,328.38)
Advertising and Marketing	03 001 4190 08 5		0.00	1,542.24	0.00	(1,542.24)
Bank Fees	03 001 4190.19 5		0.00	15.00	0.00	(15.00)
Telephone/Communications	03 001 4190 20 5		809.07	921.03	1,000.00	78.97
Postage	03 001 4190 30 5		0.00	47.00	80.00	33.00
Water	03 001 4310 00 5		14.91	96.47	6,600.00	6,503.53
Electricity	03 001 4320 00 5		145.33	5,231.39	3,971.00	(1,260.39)
Sewer	03 001 4390 00 5		31.20	168.06	6,600.00	6,431.94
Labor	03 001 4410 00 5		0.00	0.00	13,541.00	13,541.00
Materials	03 001 4420 00 5		4.99	5,650.23	5,000.00	(650.23)
Contract Costs - Pest Control	03 001 4430 10 5		158.00	948.00	0.00	(948.00)
Contract Costs-Lawn	03 001 4430 30 5		2,329.16	6,472.90	0.00	(6,472.90)
Garbage and Trash Collection	03 001 4431 00 5		67.68	1,585.64	200.00	(1,385.64)
Emp Benefit Cont - Maintenance	03 001 4433 00 5		0.00	0.00	23,739.00	23,739.00
Property Insurance	03 001 4510 00 5		1,586.58	9,519.48	10,000.00	480.52
Workers Comp	03 001 4510 10 5		43.25	129.75	100.00	(29.75)
Insurance - General Liability	03 001 4510 30 5		299.90	2,543.16	5,394.00	2,850.84
Payment in Lieu of Taxes	03 001 4520 00 5		0.00	3,456.00	0.00	(3,456.00)
Bad Debts - Other	03 001 4570 00 5		812.00	812.00	0.00	(812.00)
Management Fees	03 001 4590 01 5		0.00	0.00	3,690.00	3,690.00
Total Operating Expenses			6,592.07	51,489.96	101,631.00	50,141.04
Operating Revenues						
Dwelling Rent	03 001 3110 00 5		22,372.00	83,626.43	61,503.00	22,123.43
Total Operating Revenues			22,372.00	83,626.43	61,503.00	22,123.43
Total Operating Revenues and Expenses			15,779.93	32,136.47	(40,128.00)	72,264.47
Other Revenues and Expenses						
Other Revenues and Expenses						
Other Income - Misc Other Revenue	03 001 3690 00 5		578.00	1,480.50	0.00	1,480.50
Other General Expense	03 001 4590 02 5		0.00	(538.75)	0.00	(538.75)
Interest on Loan - Heartland National	03 001 5610 00 5		0.00	(46,066.50)	(37,509.00)	(8,557.50)
Total Other Revenues and Expenses			578.00	(45,124.75)	(37,509.00)	(7,615.75)
Total Other Revenues and Expenses			578.00	(45,124.75)	(37,509.00)	(7,615.75)
Total Net Income (Loss)			16,357.93	(12,988.28)	(77,637.00)	64,648.72

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
RIDGEDALE
RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:		12/31/2016	ACCOUNT	1 Month(s) Ended	12 Month(s) Ended	Budget	Variance
				December 31, 2016	December 31, 2016		
Operating Revenues and Expenses							
Operating Expenses							
Nontechnical Salaries	07 002 4110.00	5		1,443.41	12,503.55	11,590.00	(913.55)
Staff Training	07 002 4140.00	5		795.00	795.00	0.00	(795.00)
Travel	07 002 4150.00	5		0.00	5.94	0.00	(5.94)
Accounting Fees	07 002 4170.00	5		250.00	3,505.63	3,500.00	(5.63)
COMPUTER SUPPORT/LICENSING	07 002 4170.2	5		0.00	1,069.50	0.00	(1,069.50)
Audit Fees	07 002 4171.00	5		0.00	2,820.00	4,700.00	1,880.00
Employee Benefits Cont - Admin	07 002 4182.00	5		107.04	6,129.97	6,207.00	77.03
Sundry	07 002 4190.00	5		0.00	720.16	3,550.00	2,829.84
Postage	07 002 4190.03	5		0.00	520.75	50.00	(470.75)
Advertising	07 002 4190.08	5		0.00	770.95	0.00	(770.95)
Coll Agent Fees	07 002 4190.15	5		0.00	114.97	0.00	(114.97)
Bank Fees	07 002 4190.18	5		8.15	112.04	0.00	(112.04)
Telephone	07 002 4190.2	5		115.41	1,632.00	1,750.00	118.00
Eviction Costs	07 002 4190.4	5		0.00	0.00	200.00	200.00
Contract Costs - Admin	07 002 4190.9	5		0.00	6,111.90	6,274.00	162.10
Tenant Services	07 002 4220.00	5		0.00	1,592.09	0.00	(1,592.09)
Tenant Services--Relocation	07 002 4295	5		0.00	719.88	0.00	(719.88)
Water	07 002 4310.00	5		638.92	7,015.77	6,750.00	(265.77)
Electricity	07 002 4320.00	5		316.57	4,005.57	3,370.00	(635.57)
Sewer	07 002 4390.00	5		1,048.30	11,646.08	11,000.00	(646.08)
Labor	07 002 4410.00	5		6,518.96	66,689.47	47,486.00	(19,203.47)
Maintenance Materials	07 002 4420.00	5		465.38	21,452.99	5,200.00	(16,252.99)
Contract Costs	07 002 4430.00	5		0.00	8,770.00	9,500.00	730.00
Pest Control	07 002 4430.1	5		122.00	1,586.00	2,000.00	414.00
Contract Costs-Lawn	07 002 4430.3	5		850.00	5,100.00	4,500.00	(600.00)
Contract Costs-Air Conditioning	07 002 4430.4	5		180.00	4,565.00	500.00	(4,065.00)
Contract Costs-Plumbing	07 002 4430.5	5		0.00	0.00	500.00	500.00
Contract Costs - Vacancy Turnaround	07 002 4430.6	5		0.00	0.00	2,000.00	2,000.00
Garbage and Trash Collection	07 002 4431.00	5		642.10	7,107.92	6,700.00	(407.92)
Emp Benefit Cont - Maintenance	07 002 4433.00	5		497.63	15,405.84	15,553.00	147.16
Insurance - Property	07 002 4510.00	5		750.18	9,201.76	12,296.00	3,094.24
Insurance - Workers Comp	07 002 4510.1	5		165.58	755.01	1,000.00	244.99
Insurance - Liability	07 002 4510.3	5		163.22	1,504.00	1,000.00	(604.00)
Payment in Lieu of Taxes	07 002 4520.00	5		0.00	0.00	1,000.00	1,000.00
Bad Debts - Other	07 002 4570.00	5		0.00	12,936.99	13,000.00	63.01
Interest on Notes Payable-Centennial	07 002 4580.03	5		3,146.64	41,509.43	57,780.00	16,270.57
Management Fees	07 002 4590.00	5		3,235.04	35,228.29	31,167.00	(4,061.29)
Other General Expense	07 002 4590.01	5		0.00	4,317.80	7,000.00	2,682.20
MIP Annual Premium to HUD	07 002 4590.03	5		0.00	4,737.56	0.00	(4,737.56)
Total Operating Expenses				21,479.53	302,759.81	277,123.00	(25,636.81)
Operating Revenues							
Dwelling Rent	07 002 3110.00	5		2,742.00	35,300.70	43,619.00	(8,318.30)
HAP Subsidy	07 002 3110.01	5		0.00	234,173.00	346,298.00	(112,125.00)
Total Operating Revenues				2,742.00	269,473.70	389,917.00	(120,443.30)
Total Operating Revenues and Expenses				(18,737.53)	(33,286.11)	112,794.00	(146,080.11)
Other Revenues and Expenses							
Other Revenues and Expenses							
Investment Income-Unrestricted	07 002 3430	5		0.00	0.00	50.00	(50.00)
Interest - Restricted	07 002 3431.00	5		32.56	447.90	450.00	(2.10)
Investment Income - Unrestricted	07 002 3610.00	5		4.09	42.45	0.00	42.45
Other Income - Tenant	07 002 3690.00	5		783.02	6,433.45	6,890.00	(456.55)
Collection Loss Recovery Prior Year	07 002 3690.01	5		0.00	127.87	0.00	127.87
Leave with no Notice	07 002 3690.16	5		0.00	0.00	1,100.00	(1,100.00)
Other Income - Scrap Metal Salvage	07 002 3690.4	5		0.00	120.00	0.00	120.00
Other Income/Laundry	07 002 3690.7	5		0.00	858.40	0.00	858.40
Total Other Revenues and Expenses				819.67	8,030.07	8,490.00	(459.93)

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:	12/31/2016	ACCOUNT	1 Month(s) Ended December 31, 2016	12 Month(s) Ended December 31, 2016	Budget	Variance
Total Other Revenues and Expenses			819.67	8,030.07	8,490.00	(459.93)
Total Net Income (Loss)			(17,917.86)	(25,256.04)	121,284.00	(146,540.04)

Report Criteria PHA: 07 Project: 002
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

AVON PARK HOUSING AUTHORITY
CASH Analysis
 AVON PARK PUBLIC HOUSING
 As Of Date: 12/31/2016

	Balance
General Fund	
Section 8 PH Funds	65,819.74
Security Deposits	0.00
PNC Account	24,945.00
Petty Cash	0.00
Investment CD at Highlands Bank	100.00
Investment CD at PNC	43,308.77
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	1,057,205.27
FSS Escrow	3,000.00
Development Corporation	5,115.76
Cornell Colony - General Fund	17,822.69
Lakeside Park 2 EAD	5,415.22
Cornell Colony Operating Deficit Reserves	100.00
Cornell Colony Security Deposit	0.00
	0.00

AVON PARK HOUSING AUTHORITY

CASH Analysis

NORTH CENTRAL HEIGHTS T

As Of Date: 12/31/2016

	Balance
General Fund	
Section 8 PH Funds	125,939.26
Security Deposits	0.00
PNC Account	12,460.00
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
Cornell Colony-Security Deposit	0.00

AVON PARK HOUSING AUTHORITY
CASH Analysis
NORTH CENTRAL HEIGHTS II
As Of Date: 12/31/2016

	Balance
General Fund	
Section 8 PH Funds	73,808.85
Security Deposits	0.00
PNC Account	10,150.00
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
Cornell Colony-Security Deposit	0.00

AVON PARK HOUSING AUTHORITY

CASH Analysis

CORNELL COLONY

As Of Date: 12/31/2016

	Balance
General Fund	
Section 5 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	0.00
Development Corporation	51,818.49
Cornell Colony - General Fund	0.00
Lakeside Park 2 - RAD	51,818.49
Cornell Colony-Operating Deficit Reserves	0.00
Cornell Colony-Security Deposit	100.00
	13,604.00

AVON PARK HOUSING AUTHORITY
CASH Analysis
RIDGEDALE
As Of Date: 12/31/2016

	Balance
General Fund	
Section 8 PH Funds	61,272.68
Security Deposits	0.00
PNC Account	7,159.00
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
Cornell Colony Security Deposit	0.00

OCCUPANCY/VACANCY REPORT

February 2017

Public Housing

<u>Delaney Heights</u>		
<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>
6(531)	1	2/20/17
		<u>Move-In Date</u>
		<u># days in Mgmt</u>
		<u>#days in Maint</u>
		<u># vacancydays</u>

Reason for Vacancy
In nursing home

TOTAL DELANEY HEIGHTS VACANT - 1

<u>Lakeside Park I</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>

Reason for Vacancy

TOTAL LAKESIDE PARK I VACANT - 0

<u>Lakeside Park II</u>		
<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>
207(232)	1	6/1/15
222(213)	3	6/4/15
102(202)	2	7/1/15
313(350)	1	7/31/15
329(317)	1	8/18/15
309(334)	3	8/31/15
214(245)	2	8/31/15
310(338)	2	9/3/15
223(207)	4	10/19/15
325(333)	1	12/10/15
322(345)	3	1/19/16
306(322)	2	2/16/16
215(241)	3	4/1/16
303(310)	3	4/21/16
302(306)	3	5/10/16
225(201)	3	5/10/16
101(200)	4	5/19/16
218(233)	3	7/5/16
314(354)	2	7/12/16
103(204)	3	7/19/16
216(239)	4	8/9/16
317(363)	1	10/10/16
209(240)	5	11/16/16
219(229)	4	11/30/16
330(313)	1	12/29/16

TOTAL LAKESIDE PARK II VACANT - 25

Submitted by: Penny Pieratt, Comptroller

Reason for Vacancy
Tax fraud
Tax fraud
30 day notice not given
Transferred to NCH
Abandoned unit
Moved out of town
Moved in with aunt/medical
Criminal activity
Eviction/unauthorized guest
No notice given
Abandoned unit
Evicted
Abandoned unit
Moved to Highlands Apts
Tax fraud
Moving in with daughter
Lease violation/3 pets unauthorized
Unreported income
Moved to Cornell Colony
Moved to Cornell Colony
Evicted/tattoo business in unit
Moved to NCH
Tenant passed away
Abandoned/non pmt rent
No notice given

OCCUPANCY/VACANCY REPORT
February 2017

<u>Ridgedale</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms</u>	<u>12/27/16</u>	<u>2/17</u>	<u>43</u>	<u>10</u>	<u>53</u>	<u>Moving to Texas</u>
34(707)	3	1/3/17	2/1	21	9	30	<u>Rent too high</u>
02(742)	3						
TOTAL RIDGEDALE VACANT—0							

<u>North Central Heights I - (40 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit#</u>	<u>Brms</u>						
TOTAL NCH I VACANT—0							

<u>North Central Heights II - (32 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u>#vacancy days</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms</u>	<u>1/17/17</u>	<u>2/1</u>	<u>9</u>	<u>7</u>	<u>16</u>	<u>Transferred to NCH I</u>
403	3	2/21					<u>No notice given</u>
305	3						
TOTAL NCH II VACANT—1							

<u>Cornell Colony - (44 units total)</u>		<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u>#vacancy days</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms</u>						
TOTAL CORNELL COLONY VACANT - 0							

OCCUPANCY/VACANCY REPORT

February 2017

Intent to Vacate -

Evictions-

Abandoned Units -

WAITING LIST

LAKESIDE PARK II

1-BRM	190
2-BRM	187
3-BRM	133
4-BRM	42
5-BRM	11
TOTAL	563

DELANEY HEIGHTS

1-BRM	172
TOTAL	172

RIDGEDALE

1-BRM	423
2-BRM	374
3-BRM	242
4-BRM	91
TOTAL	1130

NORTH CENTRAL HEIGHTS

2-BRM	507
3-BRM	387
4-BRM	156
TOTAL	1050

LAKESIDE PARK I

1-BRM	16
2-BRM	256
3-BRM	223
4-BRM	81
5-BRM	23
TOTAL	599

CORNELL COLONY

3-BRM	329
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Tenants Accounts Receivable

February 28, 2017

<u>Delaney Heights</u>		
Jessica Snowden		\$150.00 Pet deposit (making pmts)
DH Total	\$150.00	
<u>Lakeside Park I</u>		
Lakeside I Total	\$0.	
<u>Lakeside Park II</u>		
Vanessa Gonzalez		\$68.00 Balance on rent (making pmts)
Lakeside II Total	\$68.00	
<u>NCH I</u>		
NCH I Total	\$0	
<u>NCH II</u>		
Marquitisha Packer		100.00 Security deposit (making pmts)
Sheldonia Sanders		1,492.00 Rent (evicting)
NCH II Total	\$1,592.00	
<u>Cornell Colony</u>		
Nyree Mcalister		\$ 659.00 Rent & late fees (making pmts)
CORNELL Total	\$659.00	
<u>Ridgedale</u>		
Shelea Black		\$ 453.16 Work order (making pmts)
RD Total	\$453.16	
GRAND TOTAL	\$2,922.16	

*WRITE OFFS for Delaney
Total Delaney \$0

*WRITE OFFS for NCH
Roberto Serrano \$278.00
Total NCH \$278.00

*WRITE OFFS for Ridgedale
Total RD \$0

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

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

Approved—Tracey Rudy, Chief Executive Officer

February 2017

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. 24 hours were taken during the month of February for sick, annual and holiday leave.

Delaney Heights Preventive/Annual Inspections	8
Lakeside I Preventive Maintenance Inspections	2
Lakeside Park II Preventive/Annual Inspections	13
Ridgedale Preventive/Annual Inspections	7
North Central Heights I Preventive/AI	5
North Central Heights II Preventive/AI	2
Cornell Colony Preventive/AI	9
Delaney Heights Vacancies	1
Lakeside Park I Vacancies	0
Lakeside Park II Vacancies	0
Ridgedale Vacancies	0
North Central Heights I Vacancies	0
North Central Heights II Vacancies	0
Cornell Colony Vacancies	0
Delaney Heights Move Ins	0
Lakeside Park I Move Ins	0
Lakeside Park II Move-In's	0
Ridgedale Move Ins	2
North Central Heights I Move Ins	0
North Central Heights II Move Ins	1
Cornell Colony Move Ins	0
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	0
North Central Heights II Move Outs	1
Cornell Colony Move Outs	0

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:		12/31/2017	ACCOUNT	1 Month(s) Ended February 28, 2017	2 Month(s) Ended February 28, 2017	Budget	Variance
Operating Revenues and Expenses							
Operating Expenses							
Nontechnical Salaries	01 001 4110.00	5	15,136.78	26,591.68	28,564.16	1,972.48	
Legal Expense	01 001 4130.00	5	141.90	141.90	775.00	633.10	
Staff Training	01 001 4140.00	5	299.00	299.00	816.66	517.66	
Travel	01 001 4150.00	5	32.10	68.99	1,075.00	1,006.01	
Accounting Fees	01 001 4170.00	5	0.00	0.00	1,333.32	1,333.32	
Computer Support/Licensing Fees	01 001 4170.2	5	690.00	690.00	0.00	(690.00)	
Audit Fees	01 001 4171.00	5	0.00	0.00	2,333.32	2,333.32	
Employee Benefits Cont - Admin	01 001 4182.00	5	4,952.13	17,744.86	10,530.16	(7,214.70)	
Sundry	01 001 4190.00	5	409.36	777.58	2,250.00	1,472.42	
Bank Fees	01 001 4190.19	5	15.00	15.00	0.00	(15.00)	
Telephone/Communications	01 001 4190.2	5	832.74	1,536.16	1,466.66	(69.50)	
Postage	01 001 4190.3	5	270.30	270.30	625.00	354.70	
Eviction Costs	01 001 4190.4	5	0.00	0.00	166.66	166.66	
Contract Costs- Copier	01 001 4190.6	5	70.83	70.83	20.00	(50.83)	
Contract Costs-Admin Security	01 001 4190.7	5	0.00	120.00	80.00	(40.00)	
Contract Costs-Admin	01 001 4190.9	5	0.00	0.00	4,000.00	4,000.00	
Ten Services - RAB	01 001 4220.00	5	0.00	0.00	88.32	88.32	
Water	01 001 4310.00	5	557.48	376.98	525.00	148.02	
Electricity	01 001 4320.00	5	196.09	1,441.55	4,820.00	3,378.45	
Natural Gas	01 001 4330.00	5	88.95	135.65	188.32	52.67	
Sewer	01 001 4390.00	5	1,023.06	725.68	1,016.66	290.98	
Labor	01 001 4410.00	5	5,487.95	11,136.75	11,831.50	694.75	
Maintenance Materials	01 001 4420.00	5	917.92	1,052.10	4,770.00	3,717.90	
Pest Control	01 001 4430.1	5	470.00	940.00	1,075.00	135.00	
Contract Costs - Lawn	01 001 4430.3	5	2,000.00	4,000.00	4,000.00	0.00	
Contract Costs-Air Conditioning	01 001 4430.4	5	0.00	75.00	1,500.00	1,425.00	
Contract Costs-Plumbing	01 001 4430.5	5	0.00	0.00	375.00	375.00	
GARBAGE AND TRASH	01 001 4431.00	5	1,311.00	930.06	(1,016.66)	(1,946.72)	
Emp Benefit Cont - Maintenance	01 001 4433.00	5	1,577.07	6,166.24	4,576.82	(1,589.42)	
Insurance - Property	01 001 4510.00	5	2,517.57	5,035.14	4,833.32	(201.82)	
Worker's Comp Insurance	01 001 4510.1	5	678.25	1,356.50	1,447.50	91.00	
Other Insurance-Crime, Auto, Direc&C	01 001 4510.2	5	22.94	45.88	333.32	287.44	
Liability Insurance	01 001 4510.3	5	577.53	1,155.06	833.32	(321.74)	
Payment in Lieu of Taxes	01 001 4520	5	0.00	0.00	1,965.50	1,965.50	
Collection Losses	01 001 4570.00	5	0.00	0.00	1,315.00	1,315.00	
FSS Monthly Contributions	01 001 4590.02	5	874.00	1,717.00	0.00	(1,717.00)	
Other General Expense	01 001 459000	5	438.75	2,244.84	1,666.66	(578.18)	
Extraordinary Maintenance	01 001 4610	5	0.00	0.00	2,500.00	2,500.00	
Total Operating Expenses			41,588.70	86,860.73	102,680.52	15,819.79	
Operating Revenues							
Dwelling Rent	01 001 3110.00	5	12,329.00	23,608.00	25,079.82	(1,471.82)	
Operating Subsidy	01 001 3401.00	5	69,131.00	69,131.00	81,330.32	(12,199.32)	
Total Operating Revenues			81,460.00	92,739.00	106,410.14	(13,671.14)	
Total Operating Revenues and Expenses			39,871.30	5,878.27	3,729.62	2,148.65	
Other Revenues and Expenses							
Other Revenues and Expenses							
RESTRICTED INTEREST	01 001 3431.00	5	0.00	0.00	8.32	(8.32)	
Investment Income - Unrestricted	01 001 3610.00	5	148.35	314.71	398.32	(83.61)	
Other Income - Tenant	01 001 3690.00	5	231.25	425.36	1,125.00	(699.64)	
Other Income - Rent for Tulane Ave B	01 001 3690.13	5	750.00	900.00	2,533.32	(1,633.32)	
Leave with no Notice	01 001 3690.16	5	0.00	190.50	0.00	190.50	
Other Income - Copies & Fax	01 001 3690.2	5	0.00	10.00	0.00	10.00	
Other Income - Misc - Non Tenant	01 001 3690.6	5	1,486.00	1,486.00	0.00	1,486.00	
Other Income-Laundry	01 001 3690.7	5	726.50	726.50	0.00	726.50	
Total Other Revenues and Expenses			3,342.10	4,053.07	4,064.96	(11.89)	

Report Criteria PHA 01 Project: '001','002','003'
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2017	ACCOUNT	1 Month(s) Ended February 28, 2017	2 Month(s) Ended February 28, 2017	Budget	Variance
Total Other Revenues and Expenses			3,342.10	4,053.07	4,064.96	(11.89)
Total Net Income (Loss)			<u>43,213.40</u>	<u>9,931.34</u>	<u>7,794.58</u>	<u>2,136.76</u>

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

Fiscal Year End Date:		ACCOUNT	1 Month(s) Ended	2 Month(s) Ended	Budget	Variance
12/31/2017			February 28, 2017	February 28, 2017		
Operating Revenues and Expenses						
Operating Expenses						
Admin Salaries - NCH I	01 100 4110.01 5		799.26	1,404.17	2,500.00	1,095.83
Admin Salaries - NCH II	01 100 4110.02 5		642.34	1,128.79	2,390.66	1,261.87
Admin Salaries - Ridgedale	01 100 4110.03 5		885.04	1,555.48	3,333.32	1,777.84
Accounting Fees	01 100 4170.00 5		0.00	0.00	383.32	383.32
Audit Fees	01 100 4171.00 5		0.00	0.00	83.32	83.32
Employee Benefits Cont - Admin-Ridg	01 100 4182.00 5		167.13	563.50	1,166.66	603.16
Employee Benefits Cont - Admin - NC	01 100 4182.1 5		126.10	415.78	583.32	167.54
Employee Benefits Cont - Admin - NC	01 100 4182.2 5		115.09	385.70	540.00	154.30
Sundry	01 100 4190.00 5		0.00	0.00	25.00	25.00
Insurance - Workers Comp	01 100 4510.40 5		80.33	160.66	264.16	103.50
Other General Expense	01 100 4590 5		0.00	0.00	83.32	83.32
Total Operating Expenses			2,815.29	5,614.08	11,353.08	5,739.00
Total Operating Revenues and Expenses			(2,815.29)	(5,614.08)	(11,353.08)	5,739.00
Other Revenues and Expenses						
Other Revenues and Expenses						
Revenue-Management Fees-Ridgedal	01 100 3690.00 5		3,245.06	8,910.06	6,666.66	2,243.40
Revenue - Management Fees - NCH I	01 100 3690.1 5		898.21	1,803.87	1,833.32	(29.45)
Revenue - Management Fees - NCH I	01 100 3690.2 5		1,108.35	2,248.19	2,272.82	(24.63)
Other Income/Donations	01 100 3690.40 5		0.00	0.00	37,959.16	(37,959.16)
Total Other Revenues and Expenses			5,251.62	12,962.12	48,731.96	(35,769.84)
Total Other Revenues and Expenses			5,251.62	12,962.12	48,731.96	(35,769.84)
Total Net Income (Loss)			2,436.33	7,348.04	37,378.88	(30,030.84)

Report Criteria PHA 01 Project 100
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

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

Fiscal Year End Date:	12/31/2017	ACCOUNT	1 Month(s) Ended February 28, 2017	2 Month(s) Ended February 28, 2017	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	02 001 4110 00 5		1,240.44	2,183.09	2,419.32	236.23
Accounting Fees	02 001 4170.00 5		0.00	0.00	683.32	683.32
COMPUTER SUPPORT/LICENSING	02 001 4170.2 5		210.00	210.00	0.00	(210.00)
Audit Fees	02 001 4171 00 5		0.00	0.00	833.32	833.32
Employee Benefits Cont - Admin	02 001 4182.00 5		509.25	1,564.40	1,185.66	(378.74)
Sundry	02 001 4190.00 5		0.00	0.00	866.66	866.66
Telephone	02 001 4190.2 5		86.03	174.83	286.66	111.83
Postage	02 001 4190.3 5		0.00	0.00	5.00	5.00
Eviction Costs	02 001 4190.4 5		0.00	0.00	91.66	91.66
Contract Costs - Admin	02 001 4190.9 5		0.00	0.00	1,845.16	1,845.16
DO NOT USE-Water	02 001 4310 5		0.00	0.00	200.00	200.00
Water	02 001 4310.00 5		61.39	61.39	235.00	173.61
Electricity	02 001 4320.00 5		330.93	369.32	991.66	622.34
Sewer	02 001 4390.00 5		49.63	49.63	171.66	122.03
Labor	02 001 4410.00 5		1,174.69	2,095.42	2,510.50	415.08
Maintenance Materials	02 001 4420.00 5		828.49	955.22	1,666.66	710.44
Contract Costs-Pest Control	02 001 4430.1 5		100.80	201.60	231.66	30.06
Contact Costs-Plumbing	02 001 4430.2 5		0.00	0.00	37.50	37.50
Contract Costs - AC	02 001 4430.4 5		0.00	0.00	1,116.66	1,116.66
Contract Costs - Lawn	02 001 4430.5 5		1,750.00	1,750.00	541.66	(1,208.34)
Garbage and Trash Collection	02 001 4431.00 5		45.00	45.00	91.66	46.66
Emp Benefit Cont - Maintenance	02 001 4433.00 5		660.87	2,063.21	1,597.32	(465.89)
Insurance - Property	02 001 4510.00 5		944.03	1,888.06	2,166.66	278.60
Insurance - Workers Comp	02 001 4510.1 5		71.08	142.16	166.66	24.50
Insurance - Liability	02 001 4510.3 5		175.77	351.54	334.32	(17.22)
Payment in Lieu of Taxes	02 001 4520 5		0.00	0.00	833.32	833.32
Bad Debts - Other	02 001 4570.00 5		0.00	0.00	533.32	533.32
Bonneville Interest	02 001 4580.01 5		3,836.44	11,515.10	8,608.32	(2,906.78)
Other General Expense	02 001 4590.00 5		0.00	0.00	16.66	16.66
Management Fees	02 001 4590.02 5		898.21	1,803.87	1,807.82	3.95
Total Operating Expenses			12,973.05	27,424.84	32,075.78	4,650.94
Operating Revenues						
Dwelling Rent	02 001 3110.00 5		17,808.00	35,488.26	34,839.00	649.26
Total Operating Revenues			17,808.00	35,488.26	34,839.00	649.26
Total Operating Revenues and Expenses			4,834.95	8,063.42	2,763.22	5,300.20
Other Revenues and Expenses						
Other Revenues and Expenses						
Investment Income - Unrestricted	02 001 3610.00 5		0.00	0.00	13.32	(13.32)
Other Income - Tenant	02 001 3690.00 5		223.56	684.23	1,316.66	(632.43)
Other Income - Community Rental	02 001 3690.5 5		125.00	125.00	0.00	125.00
Total Other Revenues and Expenses			348.56	809.23	1,329.98	(520.75)
Total Other Revenues and Expenses			348.56	809.23	1,329.98	(520.75)
Total Net Income (Loss)			5,183.51	8,872.65	4,093.20	4,779.45

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

Fiscal Year End Date:	12/31/2017	ACCOUNT	1 Month(s) Ended February 28, 2017	2 Month(s) Ended February 28, 2017	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	02 002 4110.00 5		1,021.54	1,797.65	1,938.66	140.81
Legal Expense	02 002 4130.00 5		0.00	0.00	583.32	583.32
Accounting Fees	02 002 4170.00 5		0.00	0.00	683.32	683.32
COMPUTER SUPPORT/LICENSING	02 002 4170.2 5		165.00	165.00	0.00	(165.00)
Audit Fees	02 002 4171.00 5		0.00	0.00	666.66	666.66
Employee Benefits Cont - Admin	02 002 4182.00 5		419.36	1,288.29	954.66	(333.63)
Sundry	02 002 4190.00 5		0.00	0.00	166.66	166.66
Telephone	02 002 4190.2 5		0.00	0.00	75.00	75.00
Postage	02 002 4190.3 5		0.00	0.00	4.16	4.16
Eviction Costs	02 002 4190.4 5		235.00	235.00	0.00	(235.00)
Contract Costs - Admin	02 002 4190.9 5		0.00	0.00	583.32	583.32
Ten Services - After School Program	02 002 4220.20 5		0.00	0.00	166.66	166.66
Water	02 002 4310.00 5		42.92	42.92	67.50	24.58
Electricity	02 002 4320.00 5		112.82	123.15	206.82	83.67
Sewer	02 002 4390.00 5		10.27	10.27	15.82	5.55
Labor	02 002 4410.00 5		1,174.69	2,095.41	2,510.50	415.09
Maintenance Materials	02 002 4420.00 5		112.12	239.64	1,278.32	1,038.48
Contract Costs-Pest Control	02 002 4430.1 5		79.20	158.40	181.66	23.26
Contract Costs - Lawn	02 002 4430.3 5		1,190.00	1,190.00	393.32	(796.68)
Contract Costs - AC	02 002 4430.4 5		0.00	0.00	350.00	350.00
Contract Costs - Plumbing	02 002 4430.5 5		125.00	125.00	281.66	156.66
Garbage and Trash Collection	02 002 4431.00 5		7.50	7.50	95.00	87.50
Emp Benefit Cont - Maintenance	02 002 4433.00 5		660.80	2,063.02	1,597.32	(465.70)
Insurance - Property	02 002 4510.00 5		731.77	1,463.54	1,666.66	203.12
Insurance - Workers Comp	02 002 4510.1 5		64.33	128.66	185.66	57.00
Insurance - Liability	02 002 4510.3 5		138.11	276.22	250.00	(26.22)
Bad Debts - Other	02 002 4570.00 5		278.00	278.00	558.32	280.32
Bonneville Interest	02 002 4580.01 5		3,470.50	10,416.73	7,786.66	(2,630.07)
Other General Expense	02 002 4590.00 5		0.00	0.00	16.66	16.66
Management Fees	02 002 4590.02 5		1,108.35	2,248.19	2,372.32	124.13
Total Operating Expenses			11,147.28	24,352.99	25,636.62	1,283.63
Operating Revenues						
Dwelling Rent	02 002 3110.00 5		14,321.00	28,548.00	28,583.50	(35.50)
Total Operating Revenues			14,321.00	28,548.00	28,583.50	(35.50)
Total Operating Revenues and Expenses			3,173.72	4,195.01	2,946.88	1,248.13
Other Revenues and Expenses						
Other Revenues and Expenses						
INTEREST - RESTRICTED	02 002 3431.00 5		0.00	0.00	10.82	(10.82)
Investment Income - Unrestricted	02 002 3610.00 5		3.05	6.70	5.00	1.70
Other Income - Tenant	02 002 3690.00 5		925.40	1,251.40	1,070.00	181.40
Other Income - Non Tenant	02 002 3690.3 5		0.00	0.00	83.32	(83.32)
Total Other Revenues and Expenses			929.45	1,258.10	1,169.14	88.96
Total Other Revenues and Expenses			929.45	1,258.10	1,169.14	88.96
Total Net Income (Loss)			4,103.17	5,453.11	4,116.02	1,337.09

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
 CORNELL COLONY
 CORNELL COLONY LLC

Fiscal Year End Date:		12/31/2017	ACCOUNT	1 Month(s) Ended	2 Month(s) Ended	Budget	Variance
				February 28, 2017	February 28, 2017		
Operating Revenues and Expenses							
Operating Expenses							
Nontechnical Salaries	03 001 4110 00 5			0.00	0.00	1,623.16	1,623.16
Staff Training	03 001 4140 00 5			0.00	0.00	83.32	83.32
Accounting Fees	03 001 4170 00 5			0.00	0.00	583.32	583.32
Computer Support/Licensing Fees	03 001 4170.20 5			240.00	240.00	0.00	(240.00)
Audit Fees	03 001 4171.00 5			0.00	0.00	666.66	666.66
Employee Benefits Cont - Admin	03 001 4182.00 5			0.00	0.00	661.00	661.00
Sundry	03 001 4190.00 5			0.00	0.00	2,000.00	2,000.00
Bank Fees	03 001 4190.19 5			0.00	10.00	0.00	(10.00)
Telephone/Communications	03 001 4190.20 5			126.03	266.88	166.66	(100.22)
Postage	03 001 4190.30 5			0.00	0.00	13.32	13.32
Water	03 001 4310.00 5			14.91	14.91	1,155.00	1,140.09
Electricity	03 001 4320.00 5			159.49	159.49	674.66	515.17
Sewer	03 001 4390.00 5			31.20	31.20	1,155.00	1,123.80
Labor	03 001 4410.00 5			0.00	0.00	2,302.00	2,302.00
Materials	03 001 4420.00 5			1,269.57	1,269.57	833.32	(436.25)
Contract Costs - Pest Control	03 001 4430.10 5			158.00	316.00	0.00	(316.00)
Contract Costs-Lawn	03 001 4430.30 5			1,164.58	1,164.58	0.00	(1,164.58)
Garbage and Trash Collection	03 001 4431.00 5			70.18	70.18	33.32	(36.86)
Emp Benefit Cont - Maintenance	03 001 4433.00 5			0.00	0.00	1,706.50	1,706.50
Property Insurance	03 001 4510.00 5			2,379.88	4,759.76	1,666.66	(3,093.10)
Workers Comp	03 001 4510.10 5			43.25	86.50	333.32	246.82
Insurance - General Liability	03 001 4510.30 5			349.41	698.74	596.50	(102.24)
Bad Debts - Other	03 001 4570.00 5			0.00	1,229.84	0.00	(1,229.84)
Management Fees	03 001 4590.01 5			0.00	0.00	2,678.82	2,678.82
Total Operating Expenses				6,006.50	10,317.65	18,932.54	8,614.89
Operating Revenues							
Dwelling Rent	03 001 3110.00 5			22,345.13	44,717.13	44,646.82	70.31
Total Operating Revenues				22,345.13	44,717.13	44,646.82	70.31
Total Operating Revenues and Expenses				16,338.63	34,399.48	25,714.28	8,685.20
Other Revenues and Expenses							
Other Revenues and Expenses							
Other Income - Misc Other Revenue	03 001 3690.00 5			131.50	898.34	0.00	898.34
Interest on Loan - Heartland National	03 001 5610.00 5			(2,915.98)	(13,281.75)	(13,562.82)	281.07
Total Other Revenues and Expenses				(2,784.48)	(12,383.41)	(13,562.82)	1,179.41
Total Other Revenues and Expenses				(2,784.48)	(12,383.41)	(13,562.82)	1,179.41
Total Net Income (Loss)				13,554.15	22,016.07	12,151.46	9,864.61

Report Criteria: FHA 03 Project '001'
 Include Unapproved: False Include Zero Balance: False Include Full Year Budget: False Show Variance Percentage: False

SUBMITTED BY PENNY PIERATT, COMPTROLLER

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
RIDGEDALE
RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:	12/31/2017	ACCOUNT	1 Month(s) Ended February 28, 2017	2 Month(s) Ended February 28, 2017	Budget	Variance
Operating Revenues and Expenses						
Operating Expenses						
Nontechnical Salaries	07 002 4110 00 5		1,094.51	1,926.26	2,200.32	274.06
Staff Training	07 002 4140 00 5		0.00	973.00	0.00	(973.00)
Travel	07 002 4150 00 5		497.00	497.00	0.00	(497.00)
Accounting Fees	07 002 4170 00 5		0.00	0.00	583.32	583.32
COMPUTER SUPPORT/LICENSING	07 002 4170 2 5		195.00	195.00	0.00	(195.00)
Audit Fees	07 002 4171 00 5		0.00	0.00	783.32	783.32
Employee Benefits Cont - Admin	07 002 4182 00 5		449.34	1,380.35	1,073.00	(307.35)
Sundry	07 002 4190 00 5		153.27	153.27	591.66	438.39
Postage	07 002 4190 03 5		254.50	254.50	8.32	(246.18)
Bank Fees	07 002 4190 18 5		7.00	14.72	0.00	(14.72)
Telephone	07 002 4190 2 5		105.98	260.32	291.66	31.34
Eviction Costs	07 002 4190 4 5		0.00	0.00	33.32	33.32
Contract Costs - Admin	07 002 4190 9 5		25.00	25.00	1,045.66	1,020.66
Tenant Services	07 002 4220 00 5		0.00	0.00	10.00	10.00
Water	07 002 4310 00 5		667.47	728.43	1,125.00	396.57
Electricity	07 002 4320 00 5		320.04	330.04	561.66	231.62
Sewer	07 002 4390 00 5		1,054.49	1,147.06	1,833.32	686.26
Labor	07 002 4410 00 5		2,813.82	6,431.47	8,072.66	1,641.19
Maintenance Materials	07 002 4420 00 5		3,298.94	3,298.94	866.66	(2,432.28)
Contract Costs	07 002 4430 00 5		0.00	1,579.00	1,583.32	4.32
Pest Control	07 002 4430 1 5		122.00	244.00	333.32	89.32
Contract Costs-Lawn	07 002 4430 3 5		425.00	425.00	750.00	325.00
Contract Costs-Air Conditioning	07 002 4430 4 5		0.00	145.00	83.32	(61.68)
Contract Costs-Plumbing	07 002 4430 5 5		0.00	0.00	83.32	83.32
Garbage and Trash Collection	07 002 4431 00 5		642.10	698.92	1,116.66	417.74
Emp Benefit Cont - Maintenance	07 002 4433 00 5		278.79	1,110.93	2,616.16	1,505.23
Insurance - Property	07 002 4510 00 5		750.18	1,500.36	1,666.66	166.30
Insurance - Workers Comp	07 002 4510 1 5		185.58	371.16	166.66	(204.50)
Insurance - Liability	07 002 4510 3 5		163.21	326.42	596.00	269.58
Payment in Lieu of Taxes	07 002 4520 00 5		0.00	0.00	166.66	166.66
Bad Debts - Other	07 002 4570 00 5		0.00	155.55	2,166.66	2,011.11
Interest on Notes Payable-Centennial	07 002 4580 03 5		3,130.92	9,416.35	11,063.32	1,646.97
Management Fees	07 002 4590 00 5		3,245.06	8,910.06	5,194.50	(3,715.56)
Other General Expense	07 002 4590 01 5		0.00	0.00	1,166.66	1,166.66
Total Operating Expenses			19,879.20	42,498.11	47,833.10	5,334.99
Operating Revenues						
Dwelling Rent	07 002 3110 00 5		1,852.30	3,794.57	7,269.82	(3,475.25)
HAP Subsidy	07 002 3110 01 5		0.00	0.00	57,716.32	(57,716.32)
Total Operating Revenues			1,852.30	3,794.57	64,986.14	(61,191.57)
Total Operating Revenues and Expenses			(18,026.90)	(38,703.54)	17,153.04	(55,856.58)
Other Revenues and Expenses						
Other Revenues and Expenses						
Interest - Restricted	07 002 3431 00 5		27.97	58.86	75.00	(16.14)
Investment Income - Unrestricted	07 002 3610 00 5		2.70	6.36	8.32	(1.96)
Other Income - Tenant	07 002 3690 00 5		91.06	638.81	1,148.32	(509.51)
Other Income/Laundry	07 002 3690 7 5		562.70	562.70	183.32	379.38
Total Other Revenues and Expenses			684.43	1,266.73	1,414.96	(148.23)
Total Other Revenues and Expenses			684.43	1,266.73	1,414.96	(148.23)
Total Net Income (Loss)			(17,342.47)	(37,436.81)	18,568.00	(56,004.81)

AVON PARK HOUSING AUTHORITY
CASH Analysis
AVON PARK PUBLIC HOUSING
As Of Date: 2/28/2017

	Balance
General Fund	
Section 8 PH Funds	75,462.27
Security Deposits	0.00
PNC Account	24,445.00
Petty Cash	0.00
Investment CD at Highlands Bank	100.00
Investment CD at PNC	43,352.92
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	1,097,460.83
FSS Escrow	1,000.00
Development Corporation	7,749.27
Cornell Colony - General Fund	56,965.14
Lakeside Park 2 - RAD	7,779.27
Cornell Colony Operating Deficit Reserves	100.00
Cornell Colony Security Deposit	0.00
	0.00

AVON PARK HOUSING AUTHORITY
CASH Analysis
NORTH CENTRAL HEIGHTS 1
As Of Date: 2/28/2017

	Balance
General Fund	130,518.01
Section 8 PH Funds	0.00
Security Deposits	0.00
PNC Account	14,000.00
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
Cornell Colony-Security Deposit	0.00

AVON PARK HOUSING AUTHORITY

CASH Analysis

NORTH CENTRAL HEIGHTS II

As Of Date: 2/28/2017

	Balance
General Fund	
Section 8 PH Funds	73,531.70
Security Deposits	0.00
PNC Account	9,900.00
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
Cornell Colony Security Deposit	0.00

AVON PARK HOUSING AUTHORITY
CASH Analysis
RIDGEDALE
As Of Date: 2/28/2017

	Balance
General Fund	
Section 8 PH Funds	69,265.95
Security Deposits	0.00
PNC Account	6,483.00
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
Cornell Colony Security Deposit	0.00

AVON PARK HOUSING AUTHORITY

CASH Analysis

CORNELL COLONY

As Of Date: 2/28/2017

	Balance
General Fund	
Section 8 FH 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	0.00
Development Corporation	62,757.09
Cornell Colony - General Fund	0.00
Lakeside Park 2 - RAD	61,567.09
Cornell Colony-Operating Deficit Reserves	0.00
Cornell Colony-Security Deposit	100.00
	13,801.00



AVON PARK TRANSITIONAL HOUSING

January/February 2017

Monthly Board Report

Case Management Updates

FSS Clients meetings and assessments with FSS Case Manager; Monthly

FSS Enrollment- 21 Participating Households

- Lakeside Park – 1 Clients
- Emergency Transitional Housing- 20 Clients – Enrolled in FSS
- 12 Resident's receiving services that reside in APHA's communities but are not enrolled in the FSS program.

Property Updates:

No Vacancies

Training Sessions for January/February 2017

- January 12, 2017: VITAS Healthcare Services, presenter is Marcela Restrepo, Hispanic Community Liaison. Training workshop at 3:00pm at the Delaney Heights Community Center.
- January 17, 2017: "Fundamentals of Small Business and Entrepreneurship". Training workshop at 4:00pm at the ETH office training room; 6:00pm at North Central Heights Community Center.
- January 18, 2017: "Diabetes Awareness & Prevention", presenter is Paula Allison with Florida Department of Health. Training workshop at 4:00pm at Cornell Community Center.
- January 26, 2017: "Income Tax Preparation", presenter is Elvaretta Butler, Senior Tax Specialist with H & R Block. Workshop starts at 6:00pm at North Central Heights Community Center.
- February 7, 2017: "Cover Letters & Resumes", Job Readiness training workshop at 4:00pm at Cornell Colony Community Center.
- February 23, 2017: "Diabetes Awareness & Prevention", presenter is Paula Allison with Florida Department of Health. Training workshop at North Central Heights at 6:00pm.

Resident Activities

- Every Friday of each month: Pastor Bill Day drops off Bread, Rolls, Pastries, to the ETH office for our residents. These food items are donated from Publix.
- January/February 2017: Weekly Community Garden Activities ("Tomatoes, Bok Choy, Cabbage, Onions to Harvest in February)
- January 19, 2017: "4-H Junior Master Gardeners Club", looking to provide an educational and "hands on" horticultural activity for all children in APHA's families. This event starts at 4:00pm at the Cornell Colony Community Center. A parent must accompany their child/children for registration requirements.
- February 17, 2017: "Couponing 101" with Toni at ETH office at 4:00pm.

Employment Update:

- 12 of our 20 HOUSEHOLDS currently employed.
- Lakeside Park- 0 out of 1 HOUSEHOLD currently employed.

Education Update:

3 ETH Residents enrolled in Secondary Education @ SFSC.
 1 ETH Resident enrolled at University of South Florida, Bachelors of Science curriculum.
 2 ETH Residents enrolled in GED program @ SFSC.
 1 ETH Resident enrolled in parenting classes at Choices Pregnancy Care Center
 1 ETH Resident Graduated 7/25/2016, Cosmetology studies, Received State of Florida Nail Technician License.
 1 ETH Resident recently passed the Criminal Justice Basic Abilities Test "CJBAT" exam.
 1 FSS Resident enrolled in SFSC's Dental Program.
 (Study Programs Include: Medical/Office Management/Business Management/Law Enforcement/Human Services, Dental Assistant Program)

Community Partners:

Florida Health Department	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
Aktion Club	On-going
Choices Pregnancy Care Center Services	On-going
ALPI/ESG Funding Services	On-going
Samaritians Touch Care Center	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
Emergency Preparedness Management Services	Seasonal
H & R Block, Tax Specialists	Seasonal
Christmas in the Highlands Team Jesus Wins	Seasonal
Crossroads Community Church Partnership	
AARP, Grant funded Clerical/Office assistance	
Salvation Army Community Assistance programs	
Cornerstone Hospice	
All Learning Center, new provider in Avon Park	
Florida Prosperity Partnership, educational training programs.	
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.



March 2, 2017

Tracey Rudy, CEO
Cornell Colony, LLC
c/o Avon Park Housing Development Corporation
21 Tulane Drive
Avon Park, FL 33825

RE: Initial Management Review and Physical Inspection
Cornell Colony
ID # 2014-404H / RFA 2014-109
October 18, 2016 and October 19, 2016
Close Out

Dear Ms. Rudy,

The response to the above-referenced Management Review and Physical Inspection Report has been reviewed. All noted discrepancies appear to have been satisfactorily corrected. This letter serves as the official close-out for the review.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Sue A. McGuire".

Sue A. McGuire, HCCP
Sr. Compliance Specialist

cc: David Hines
Martin M. Wohl
Property Manager
Bea Gillians



October 24, 2016

Larry P. Shoeman
Cornell Colony, LLC
c/o Avon Park Housing Development Corporation
21 Tulane Drive
Avon Park, FL 33825

Re: Initial Management Review and Physical Inspection
Cornell Colony
ID # 2014-404H / RFA 2014-109
October 18, 2016 and October 19, 2016

Notice of NonCompliance

Dear Mr. Shoeman,

Attached is the Annual Management Review and Physical Inspection Report for the above referenced property which was conducted on October 18, 2016 and October 19, 2016. Please acknowledge by executing a copy of the signature page and returning it to AmeriNat no later than November 3, 2016. A written response stating how the discrepancies listed have been corrected is due by November 23, 2016 to both AmeriNat and the Florida Housing Finance Corporation (FHFC). This response can be a signed PDF emailed to both offices; per FHFC a hard copy is not necessary.

Sue A McGuire
Sr. Compliance Specialist
AmeriNat
smcguire@amerinatls.com

David Hines
Director of Asset Management & Guarantee
Florida Housing Finance Corporation
compliancereview@floridahousing.org

It was a pleasure visiting your property. Should you have any questions or concerns regarding the Review and Inspection, please do not hesitate to contact our office.

Sincerely,

Sue A. McGuire, HCCP
Sr. Compliance Specialist

Attachments

cc: David Hines
Martin M. Wohl
Property Manager
Bea Gillians

Manager Name/Property Name and Address: Property Manager Cornell Colony 517 W Cornell Street Avon Park, FL 33825		Property Number(s): --- ID # 2014-404H / RFA 2014-109		Date of Review: October 18, 2016	
Management Agent Name and Address: Bea Gillians Avon Park Housing Authority 21 Tulane Drive Avon Park, FL 33825		Type of Review: <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Annual # of this review: 1		Type of Property: GUARANTEE FUND MMRE S.A.L.L. HC HOME RR/P	
Owner Contact Name and Address: Larry P. Shoeman Cornell Colony, LLC c/o Avon Park Housing Development Corporation 21 Tulane Drive Avon Park, FL 33825 director@avonparkha.org		Date of Original Review: 10/18/2016		# of Buildings In the Property:	
		# of Units in Property		# of Files Examined	
		# of Units Inspected		% of Files Examined	
		Total: 44		Total: 43	
		Occupied: 43		Occupied: 43	
		Vacant: 1		Vacant: 1	
		Residential: 44		Non-Residential: 1	
		Set-Aside Requirement(s): 20% @ 50% HOME (9 units minimum) 80% @ 60% HOME (remaining 35 units) 9 LOW; 35 HIGH or FMR, lesser or			

A. Examination of Records				B. Administrative Procedures			
	S	U	See Comments		S	U	See Comments
1. Tenant Files and Records	X			1. Credit History Check	X		
2. Applications and Processing	X			2. Tenant Selection & Orientation	X		
3. Rents	X			3. Drug Free Housing Policy	X		
4. Verifications of Income	X			4. Maintenance Program	X		
5. Income Certification/Recertification	X			5. Security Program	X		
6. Leases	X			6. Vacancy & Occupancy Date of Review	X		
7. Next Available Unit Documentation	X			7. Organization and Supervision	X		
8. Tenant File Discrepancies		X	X	8. Staffing	X		
9. Public Policy Options			NA	9. Office Hours	X		
10. Rent Roll	X			10. Operating Procedures and Manuals	X		
11. Program Reports	X			11. Training	X		
12. Regulatory Agreements (LUHA/LURA)	X			12. Advertising	X		
13. Utility Allowance	X			13. Tenant Programs & Services	X		
14. Memorandum of Understanding (MOU)			NA	14. Affirmative Fair Housing Marketing Plan (AFHMP)		X	X

C. Physical Inspection		Property Equipped	See Comments	Miscellaneous Items		Property Equipped	See Comments
Interior Items		When			When		
1. Lever action faucets bathroom sink		X		1. Project Sign		X	
2. Lever action faucets bathroom shower		X		2. Equal Opportunity Logo displayed		X	
3. Grab Bar - Shower (S), Toilet (T)		X		3. Handicap Accessible Parking Route		X	
4. Roll-in Shower, Walk-in Shower		X		4. Smoke Detectors			NA
5. At least 2 full bathrooms in all 3 bedroom or larger new construction units Bathroom with shower in at least 1 bathroom in at least 90% of the new construction non-Elderly units	R	X		5. Fire Extinguisher/Sprinklers		X	
6. Units located on accessible route, must have lever handles on all bathroom faucets	R	X		6. HUD Logo on all property signs / advertising / lease / application with phrase "Fair Housing Opportunity"	R	X	
7. Units located on accessible route, must have cabinet drawer handles and cabinet door handles in the bathroom that shall be lever or D-pull type that operate easily using a single closed fist	R	X		7. Affirmative Fair Housing Marketing Plan (AFHMP)	R	X	
8. Low-flow Toilets: 1.6 gallons/flush or less (installed)	R	X		All advertising and promotional material shall contain the phrase "Fair Housing Opportunity"	R	X	
9. Low-flow Faucets: 1.5 gallons/minute or less (installed)	R	X		8. Clubhouse with meeting space		X	
10. Low-flow Showerheads: 2.2 gallons/minute or less (installed)	R	X		10. Computer lab		X	
11. Exhaust Fan and/or AC Vent	R	X	X	11. Kitchen facility		X	
12. Pest Infestation			NA	12. Children's Playground		X	
13. Termite Prevention	R		X	13.			
14. Pest Control	R	X		14.			
15. Window covering for each window and glass door inside each unit	R	X		15.			
16. Cable or satellite TV hook-up in each unit and, if the Development offers cable or satellite TV service to the residents, the price cannot exceed the market rate for service of similar quality available to the Development's residents from a primary provider of cable or satellite TV	R	X		16.			
17. Full-size range and oven in all units	R	X	X	17.			
18. Units located on accessible route, must have primary entrance door that shall have a threshold with no more than a 1/2" rise	R	X		18.			
19. Units located on accessible route, must have all door handles on primary entrance door and interior doors must have lever handles	R	X		19.			
20. Units located on accessible route, must have lever handles on all kitchen sink faucets	R	X		20.			
21. Units located on accessible route, must have mid-point on light switches and thermostats that shall not be more than 48" above finished floor level	R	X		21.			
22. Units located on accessible route, must have cabinet drawer handles and cabinet door handles in the kitchen that shall be lever or D-pull type that operate easily using a single closed fist	R	X		22.			
23. Provide reinforced walls for future installation of grab bars that meet or exceed 2010 ADA Standards for Accessible Design around each	R	X		23.			
24. tub/shower unit in each dwelling unit	R	X		24.			
25. paint: 150 grams per liter or less for non-flat paint	R	X		25.			
26. Energy Star qualified refrigerator	R	X	X	26.			
27. Energy Star qualified dishwasher	R	X	X	27.			
Water Heating minimum efficiency specifications: Electric 38 gal.: 95EF standard units	R	X	X	28.			
Water Heating minimum efficiency specifications: Electric 40 gal.: 95EF mobility and sensory units	R	X	X	29.			
29. Energy Star qualified ceiling fans with lighting fixtures in the bedrooms	R	X	X	30.			
30. Air conditioning: in-unit air conditioning: minimum 14 SEER At least 5% of the Development's total units shall be accessible to individuals with mobility impairments [3]	X	X		31.			
31. An additional 2% at a minimum of the development's total units (but not less than 1 unit) must be accessible to individuals with sensory	X			32.			
32. Ceramic floor tile	X			33.			
33. Washer and dryer in each unit/home	X	X		34.			
34. Ceilings/Floors/Walls/Windows	X			35.			
35. Doors	X			36.			
36. Electrical/Lighting/Outlets/Switches	X			37.			
37. Kitchen	X			38.			
38. Patio/Porch/Balcony	X			39.			
39. Smoke Detectors	X			40.			
	X			41.			

Property Name: Cornell Colony		Property Number(s): ID # 2014-404H / RFA 2014-109	Date of Review: October 18, 2016
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C. Physical Inspection (con't)

Exterior Items	Inspected	See Comments	Visual Inspection		See Comments
			S	U	
1. Exterior Walls	X				
2. Exterior Painting	X			X	X
3. Roofs, Flashing, and Vents	X			X	X
4. Gutters and Downspouts, Fascia and Soffits	X		X		
5. Drives, Parking Lots, Paving and Curbs	X		X		
6. Walks, Steps, Guardrails, Ramps	X		X		
7. Fences, Walls, and Gates	X				
8. Porches, Balconies, and Fire Escapes	X				
9. Doors, Windows, and Screens	X				
10. Lawns and Landscaping	X				
11. Sprinkler and Drainage Systems	X				
12. Exterior Lighting in all common areas	X				
13. Gated Entry with card/code access		NA			
14. Perimeter Fencing	X				
15.					
16.					

D. Miscellaneous Observations

1. Surrounding Neighborhood is:

Prosperous	<input type="checkbox"/>
Average	<input checked="" type="checkbox"/>
Depressed	<input type="checkbox"/>

2. This condition is expected to:

Improve	<input type="checkbox"/>
Stay the Same	<input checked="" type="checkbox"/>
Decline	<input type="checkbox"/>

Note: Items marked with an "R" are required by the Land Use Restriction Agreement/Extended Use Agreement

E. Ratings:

	S	U	See Comments
1. Examination of Records	X		
2. Administrative Procedures	X		
3. Physical Inspection	X		

Project in Compliance:

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No
<input type="checkbox"/>	Unknown

Follow-Up Review Required Response Required

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Please acknowledge receipt by signing, dating and returning a copy of the Review to the Monitoring Agent no later than : **November 3, 2016**

A written response addressing each section of the Review stating how the discrepancies/comments have been corrected is due to AmeriNat and to Florida Housing Finance Corporation no later than: **November 23, 2016**

AmeriNat
 (Agent)

 (Signature)
Sue A. McGuire, HCCP
 (Name)
Sr. Compliance Specialist
 (Title)
October 24, 2016
 (Date)

Cornell Colony / Cornell Colony LLC
 (Property/Company)

 (Signature)

 (Name)

 (Title)

 (Date)

Summary

A Examination of Records

9 Tenant File Discrepancies

<u>Unit / Resident(s)</u>	<u>Discrepancy</u>
38296/Mori-Rodriguez	Two retirement payment stubs from Policia de Puerto Rico do not provide gross amount to be received for the year. Please obtain a statement in regards to annual retirement award amount and correct the file accordingly.
38207/Cardona	Paystubs obtained were missing week # 4 (6/19-6/25/16). Income appears to be miscalculated on the Tenant Income Certification (TIC). Year to date calculation is greater than the dollar amount management utilized. Please correct the TIC.

B Administrative Procedures

14 Affirmative Fair Housing Marketing Plan (AFHMP)

The Affirmative Marketing Plan that was provided at the review has not been approved or executed by Florida Housing. This form is to be submitted to Florida Housing.

C Physical Inspection

Interior Items

14 Termite Prevention

Management was unable to provide the current termite prevention contract, including proof of current coverage. Please provide a copy of the executed contract and copy of a cancelled check or accounting ledger, or a current service record with your written response.

29 Water Heating minimum efficiency specifications: Electric 38 gal = .95EF standard units

Observation: During the physical inspection 40 units were observed to have 38 gallon electric water heaters with .95 EF. *No response Required.*

30 Water Heating minimum efficiency specifications: Electric 40 gal = .95EF mobility and sensory units

Observation: During the physical inspection 4 units were observed to have 40 gallon electric water heaters with .95 EF. *No Response Required.*

Visual Inspection

1 Occupied Unit Inspection

Unit 38296

There was no power in this unit, due to new move-in and no activated utilities. Maintenance confirmed the power was not activated by the resident with the utility company. Without power, unable to verify the appliances in the unit are working. However, we were able to activate all the smoke detectors and they were working. Once the power has been activated in the unit, please inspect the appliances and provide photographs of working utilities (working lighted ceiling fans, refrigerator, stove electric panel, etc.) with your written response.

Summary

C Physical Inspection

2 Vacant Unit Preparation

Unit 38206

There was no power in this Never Rented/Vacant unit. Once the power has been activated in the unit, please inspect the appliances and provide photographs of working utilities (working lighted ceiling fans, refrigerator, stove electric panel, etc.) with your written response.

E Ratings

Project in Compliance

This property is in noncompliance for the following:

- Missing Termite Prevention contract
- No Electricity in the unit

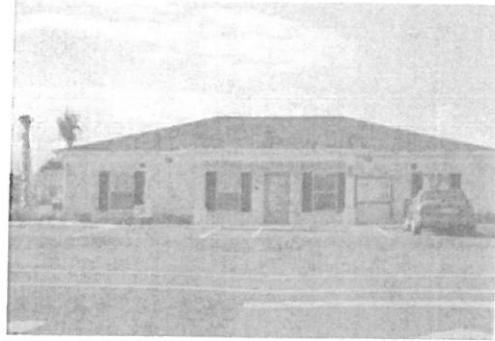
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COMMENTS

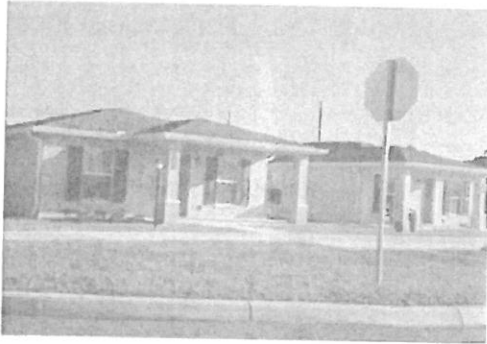
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COMMENTS

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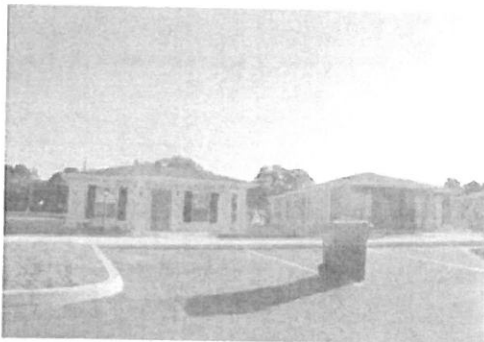
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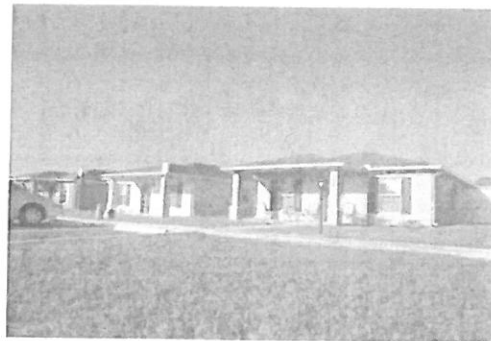


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COMMENTS



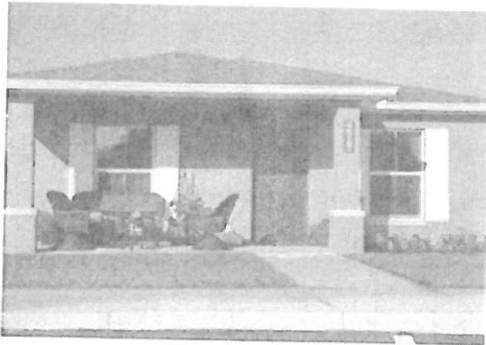
COMMENTS

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COMMENTS

9



COMMENTS

11



COMMENTS

8



COMMENTS

10



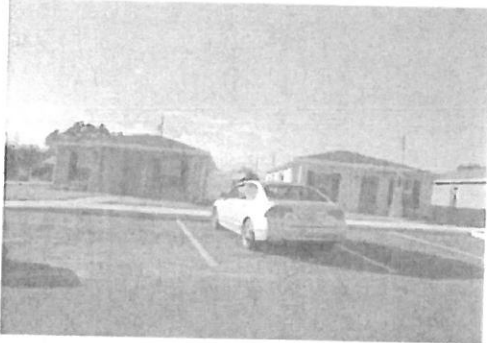
COMMENTS

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COMMENTS

13



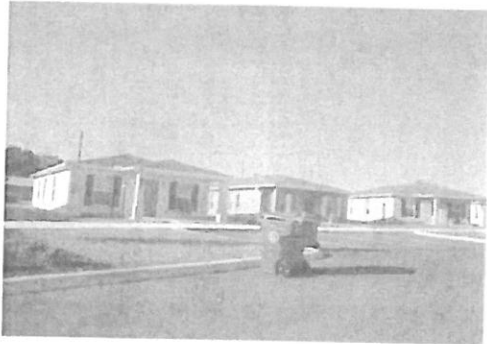
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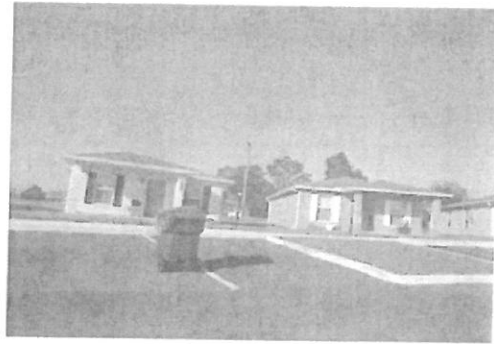
COMMENTS

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COMMENTS

16



COMMENTS

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COMMENTS

18



COMMENTS

19



COMMENTS

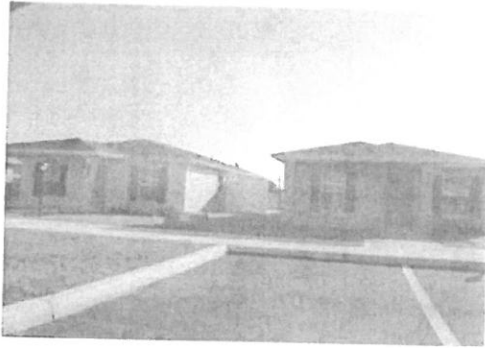
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COMMENTS

22



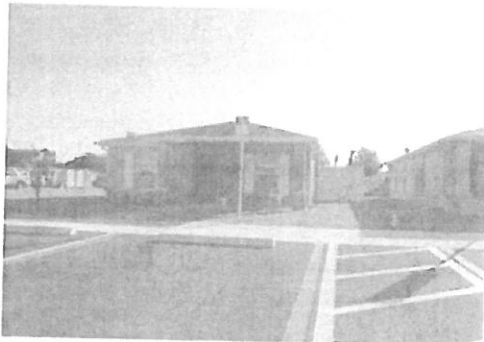
COMMENTS

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COMMENTS

24

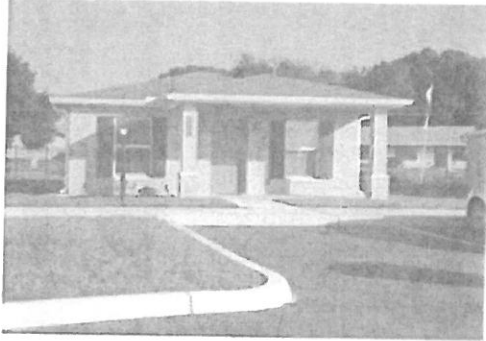


COMMENTS



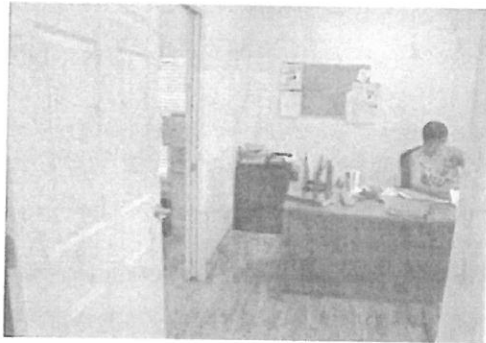
COMMENTS

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COMMENTS

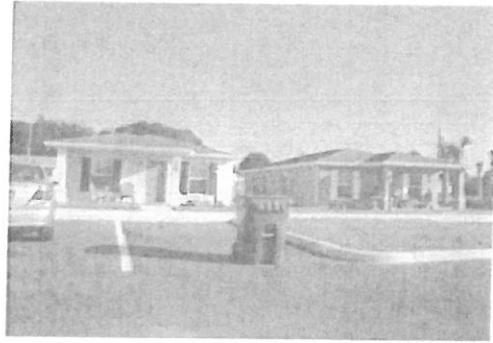
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COMMENTS

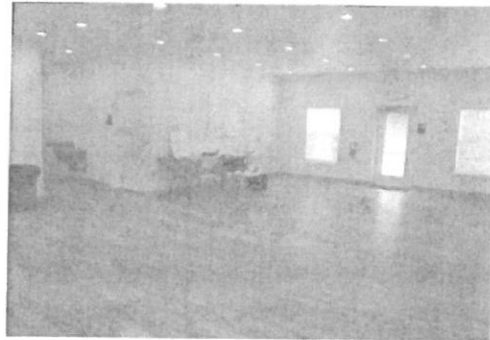
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COMMENTS

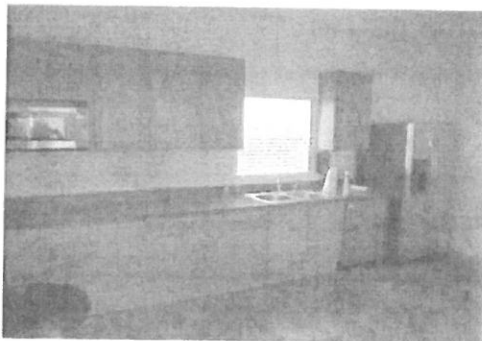
28



COMMENTS

Large Community Room

30



COMMENTS

Kitchen facility

Kitchen facility

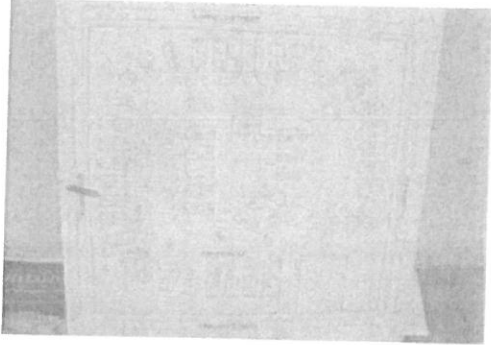


COMMENTS

Computer lab (2 computer + 1 printer)

Computer lab (2 computer + 1 printer)

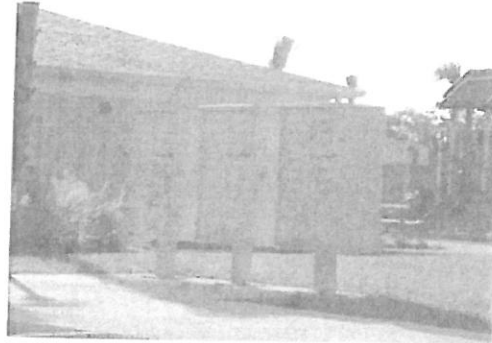
31



COMMENTS

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32



COMMENTS

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COMMENTS

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34



COMMENTS

38 gallon water heater in 40 units/specs

35



COMMENTS

38 gallon water heater in 40 units

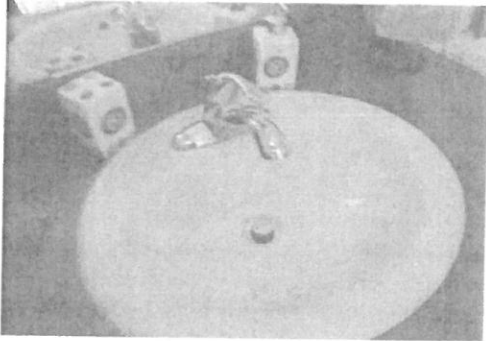
36



COMMENTS

Currently provided washer and dryer

37



COMMENTS

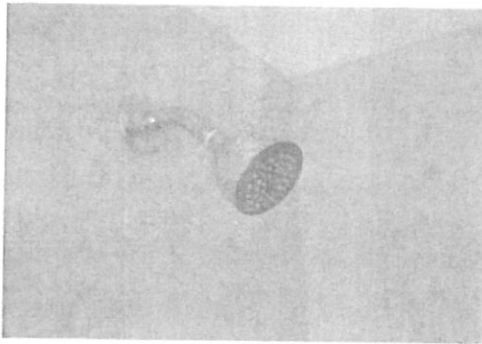
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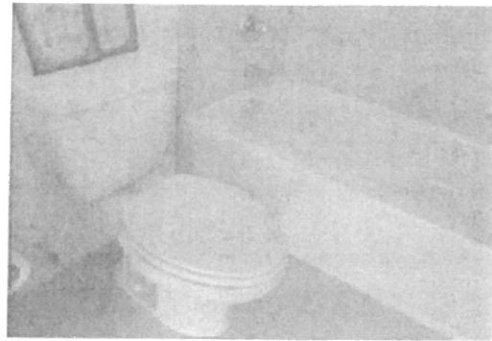
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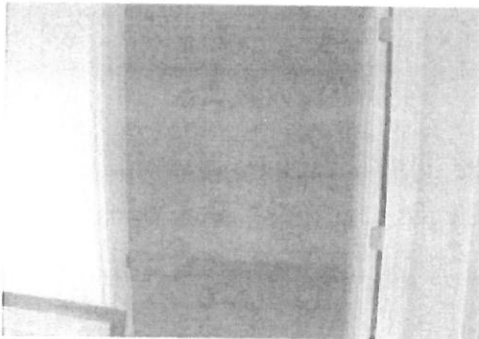
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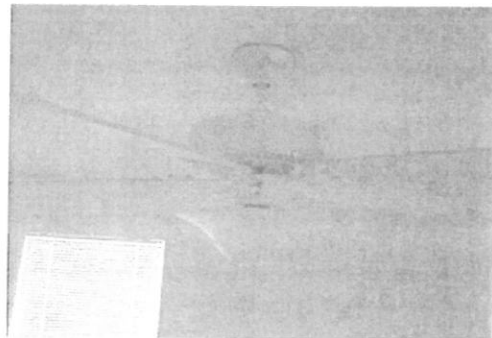
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42



COMMENTS

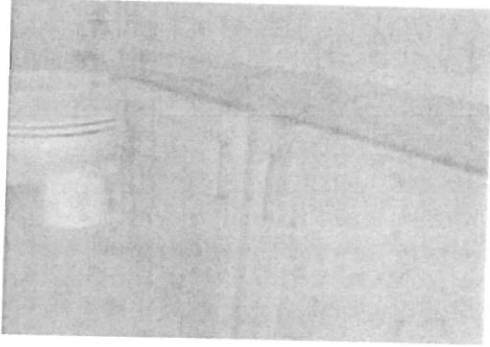
Walk-in closet in master bedroom



COMMENTS

Reversible lighted ceiling fans

43

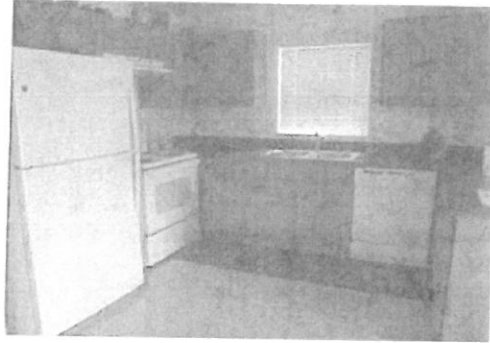


COMMENTS

D-pull type cabinet door handles in bathroom

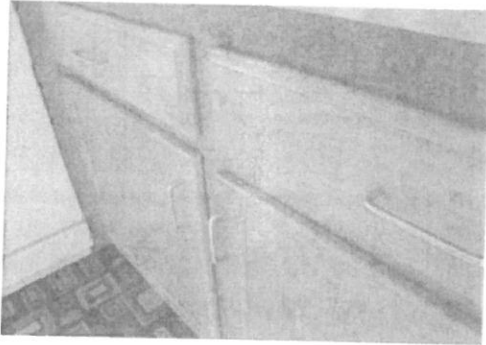
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44



COMMENTS

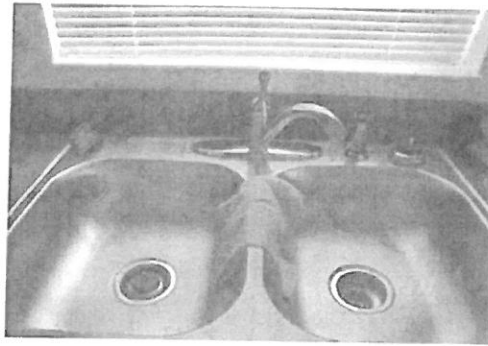
46



COMMENTS

D-pull type cabinet door handles and cabinet drawer handles in kitchen

47



COMMENTS

48



COMMENTS



COMMENTS

49

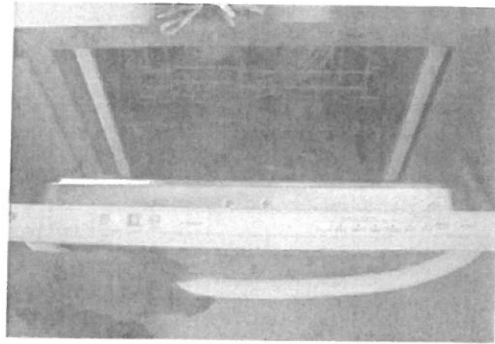


COMMENTS

Dishwasher in 40 units

51

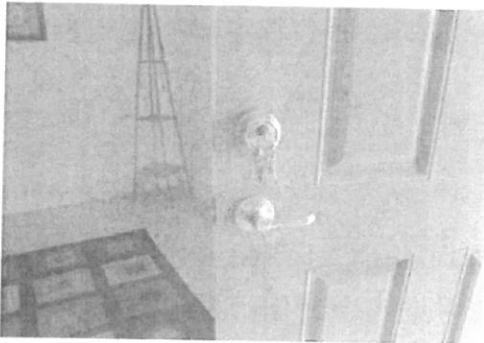
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COMMENTS

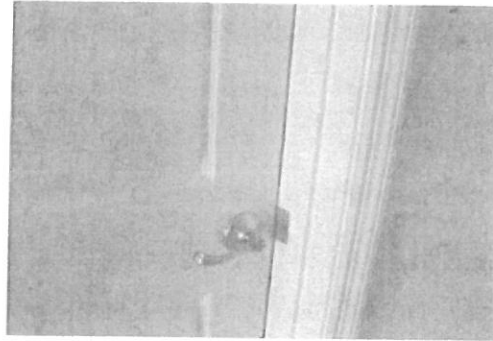
Dishwasher in 4 mobility and sensory units

52



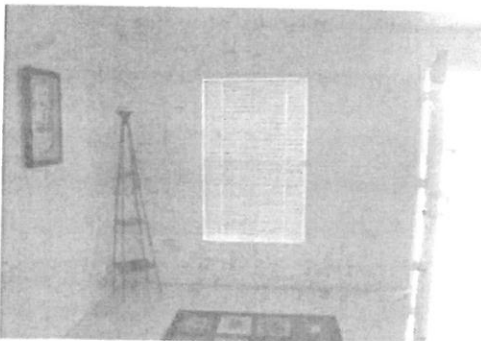
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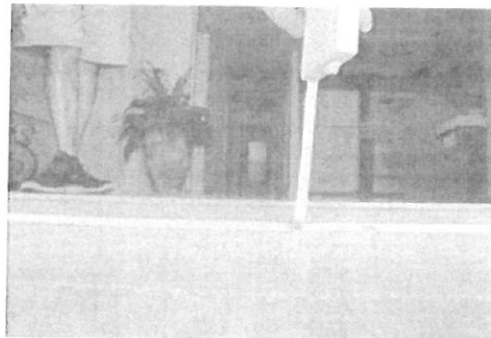


COMMENTS

54



COMMENTS



COMMENTS

Less than 1/2 inch rise at primary entrance door threshold

55



COMMENTS

Thermostats mid-point less than 48" above finished floor level

57

56



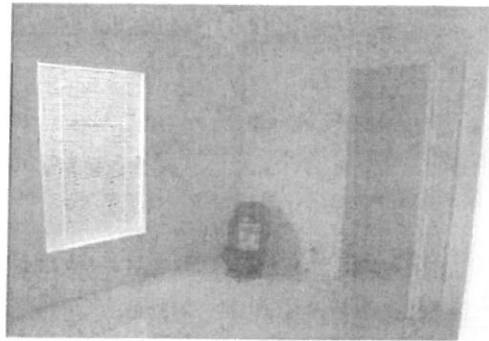
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58



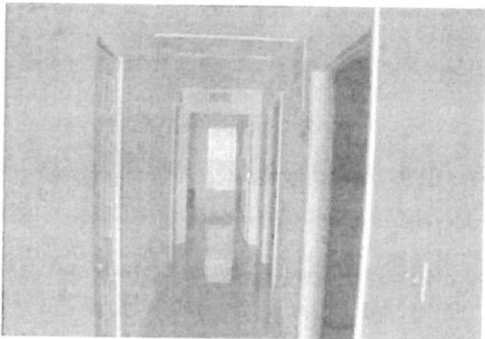
COMMENTS

59



COMMENTS

60

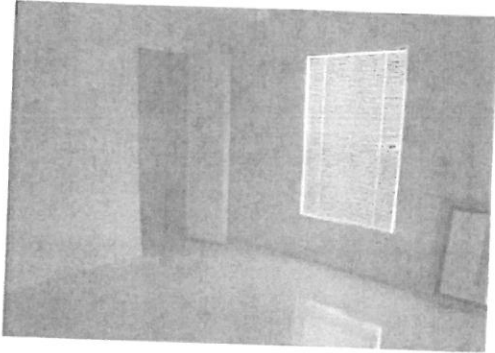


COMMENTS



COMMENTS

61

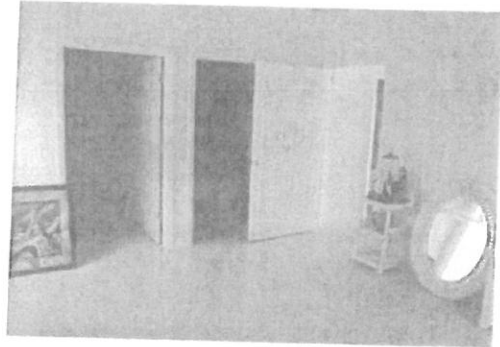


COMMENTS

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62



COMMENTS

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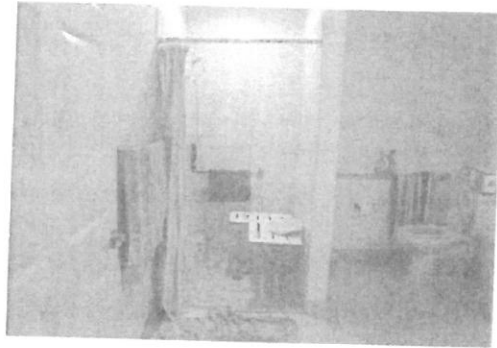
64



COMMENTS

Mobility and sensory unit bathroom vanity

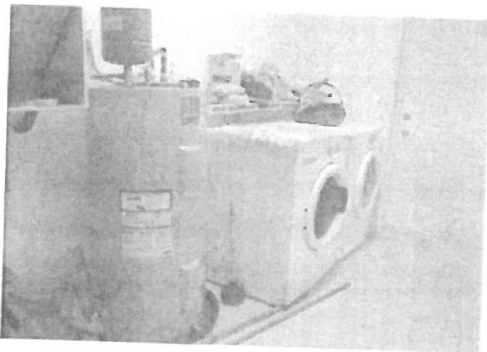
65



COMMENTS

Roll-in shower with seat, grab bars in shower and around toilet

66



COMMENTS

Mobility and sensory unit 40 gallon water heater and front load washer and dryer



COMMENTS

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