

Avon Park Housing Development Corporation (A.P.H.D.C.)

**Board of Directors Regular Meeting
North Central Heights Community Center
709 Juneberry Street, Avon Park, Florida
Tuesday, March 18, 2014
6:00 P.M.**

**A.P.H.D.C.
Regular Meeting Agenda**

ROLL CALL

PREVIOUS MINUTES: Regular Board Meeting Minutes; January 21, 2014

COMMUNICATIONS: None

I. NEW BUSINESS;

**RFA 2014-106 FOR PHA REVITALIZATION OF AFFORDABLE
HOUSING DEVELOPMENTS; FLORIDA HOUSING FINANCE CORP.**

II. OLD BUSINESS: None

Other matters to come before the Board:

Next Board Meeting: May 20, 2014

VI. ADJOURN

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.

REQUEST FOR APPLICATIONS 2014-109

**HOME FINANCING TO BE USED FOR RENTAL DEVELOPMENTS
IN RURAL AREAS**

Issued By:

FLORIDA HOUSING FINANCE CORPORATION

Issued: May 7, 2014

Due: June 10, 2014

SECTION ONE INTRODUCTION

This Request for Applications (RFA) is open to Applicants proposing the construction of affordable housing utilizing HOME Investment Partnerships (HOME-rental) Program funding for Developments in Rural Areas.

Under this RFA, Florida Housing Finance Corporation (the Corporation) expects to have an estimated \$20 million in HOME funding available for award. Fifteen percent of the total HOME funding available (\$3 million) will be available for Applicants that qualify as HOME Community Housing Development Organization (CHDO) Applicants.

The Corporation is soliciting applications from qualified Applicants that commit to provide housing in accordance with the terms and conditions of this RFA, inclusive of Exhibits A and B, applicable laws, rules and regulations, and the Corporation's generally applicable construction and financial standards.

Applicants that are selected to receive funding will be invited to enter credit underwriting and will be expected to complete the credit underwriting process, including Board-approval of the credit underwriting report, and execute a HOME written agreement by June 30, 2015.

SECTION TWO DEFINITIONS

Unless otherwise defined below, capitalized terms within this RFA shall have the meaning as set forth in Rule Chapters 67-48 and 67-60, F.A.C., or in applicable federal regulations.

“Rural” or “Rural Area”

An area of land in Florida recognized, as of Application Deadline, by the United States Department of Agriculture, Rural Development (USDA RD) as an eligible rural area, within which properties are eligible to participate in USDA RD administered single family or multifamily housing programs, as applicable, based on the written determination of USDA RD or which maps as an eligible rural area on the maps and mapping systems established and maintained for that purpose by USDA RD and available at the following link: <http://eligibility.sc.egov.usda.gov/eligibility/welcomeAction.do> (also accessible by clicking [here](#)). The Florida offices of the USDA can be contacted using information found at the website: <http://www.rurdev.usda.gov/FL-Contacts.html> (also accessible by clicking [here](#)).

SECTION THREE PROCEDURES AND PROVISIONS

- A. A complete Application consists of Exhibit A of RFA 2014-109 and all applicable attachments, as outlined in Section Four of the RFA. Exhibit A is available online at <http://www.floridahousing.org/Developers/MultiFamilyPrograms/Competitive/2014-109/> (also accessible by clicking [here](#)). All Applicants must complete the online Exhibit A by **11:00 a.m., Eastern Time**, on June 10, 2014 (Application Deadline). The Corporation must receive (i) the completed online Exhibit A electronically submitted by the Applicant to the Corporation by

clicking the "Submit" button and (ii) a sealed package(s) containing four (4) printed copies of the complete Application (consisting of the submitted online Exhibit A and all applicable attachments), housed in separate 3-ring binders with numbered divider tabs for each attachment, all by the Application Deadline. One (1) of the four (4) printed copies of the complete Application must be labeled "Original Hard Copy", reflect an original signature (blue ink preferred) at Item 10 of Exhibit A, Applicant Certification and Acknowledgement, and include the required non-refundable \$3,000 Application fee payable to Florida Housing Finance Corporation (check or money order only). The Applicant should label the outside of each shipping box with the applicable RFA number. The Corporation will not consider faxed or e-mailed Applications. After 11:00 a.m., Eastern Time, on the Application Deadline, each Application, for which hard copies are received by the Application Deadline, will be assigned an Application number. In addition, such Applications will be assigned a lottery number by having the Corporation's internal auditors run the total number of Applications received through a random number generator program. The printed copies of the complete Application must be addressed to:

Ken Reecy
Director of Multifamily Programs
Florida Housing Finance Corporation
227 N. Bronough Street, Suite 5000
Tallahassee, FL 32301

If any of the hard copies of Exhibit A are not identical to the online submission of Exhibit A, the online Exhibit A will be utilized for scoring purposes.

Applicants should review subsection 67-48.018 (1), F.A.C., to determine eligibility to apply for the HOME funding offered in this RFA.

Pursuant to subsection 67-60.004(2), F.A.C., an Applicant may request in writing to withdraw its Application at any time prior to a vote by the Corporation's Board. For funding selection purposes for this RFA, the Corporation shall disregard any Application withdrawal request that is submitted between 5:00 p.m., Eastern Time, the last business day before the date the Committee meets to make its recommendations to the Board and the Board's vote on the Committee's recommendations, and such Application shall be included in the funding selection process as if no withdrawal request had been submitted.

- B. This RFA does not commit the Corporation to award any funding to any Applicant or to pay any costs incurred in the preparation or delivery of an Application.
- C. Florida Housing reserves the right to:
 - 1. Waive Minor Irregularities; and
 - 2. Accept or reject any or all Applications received as a result of this RFA.
- D. Any interested party may submit any inquiry regarding this RFA in writing to the Director of Multifamily Programs via e-mail at RFA_2014-109_Questions@floridahousing.org. All inquiries are due by 5:00 p.m., Eastern Time, on _____. Phone calls or written inquiries other than at the above e-mail address will not be accepted. The Corporation expects to respond to all inquiries by 5:00 p.m., Eastern Time, on _____ and will post a copy

Sources and Uses and Development Budget -- Rental Projects

All input fields are indicated by shading

Loan 3.2% (15 YRS) \$882.39/mo.

Project Name: North Central Heights III
 Member Institution:
 Application #:

Date (mm/dd/yy): 04/08/14

Development Cost Per Unit: \$170,000
 221d3 per unit limit: \$120,252

Total Units: 20
 Tax Credit Sales Price, if Applicable: expressed as cents per dollar (\$.75)

USES	Total	Source	Source	Source	Source	Source	Source	Source	(Should equal Zero)
	Dollars	AHP	Owner Equity	LIHTC	HOME	Local Match	Bank Loan		
Financing Fees:		Direct Subsidy							
Construction Interest									\$0
Origination Fee									\$0
Fees									\$0
Other:									\$0
Subtotal, financing fees:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Hard Costs:	Total	Source	Source	Source	Source	Source	Source	Source	(Should equal Zero)
	Dollars	AHP	Owner Equity	LIHTC	HOME	Local Match	Bank Loan		
Acquisition									\$0
Construction	\$3,400,000	\$500,000			\$2,224,200	\$125,800	\$550,000		\$0
Hard Cost Contingency	0.00%								\$0
Other:									\$0
Subtotal, hard Costs	\$3,400,000	\$500,000	\$0	\$0	\$2,224,200	\$125,800	\$550,000	\$0	\$0

Soft Costs:	Total	Source	Source	Source	Source	Source	Source	Source	(Should equal Zero)
	Dollars	AHP	Owner Equity	LIHTC	HOME	Local Match	Bank Loan		
Architect									\$0
Appraisal									\$0
Environmental									\$0
Engineering									\$0
Permits									\$0
Insurance									\$0
Inspection Fee									\$0
Inspections									\$0
Loan Closing									\$0
Survey									\$0
Risk/Liability Insurance									\$0
Legal									\$0
Construction Management									\$0
Permanent Loan Fee									\$0
Title/Escrow Fees									\$0
Relocation expenses									\$0
*Furnishings AHP cannot be used									\$0
Replacement Reserve									\$0
*Operating Reserve AHP cannot be used									\$0
Debt Service Reserves									\$0
Tax Credit Fees									\$0
Accounting - Cost Cert.									\$0
Consultant: AHP									\$0
Consultant									\$0
Rent up - Marketing									\$0
Soft Cost Contingency	0.00%								\$0
Other:									\$0
Subtotal, Soft Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Other:										
Developer Fee	0.00%									\$0
Syndication Costs - Legal										\$0
Syndication Costs - Accounting										\$0
Syndication Costs - Consultant										\$0
Other:										\$0
Subtotal other Costs:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grand Totals Sources & Uses		\$3,400,000	\$500,000	\$0	\$0	\$2,224,200	\$125,800	\$550,000	\$0	\$0

Loan, grant, or equity?(enter L, G or E)										
Soft or hard debt?(enter S or H)										
Term of financing (yrs)?								30		
Amortization (yrs)? (If the loan payment is interest only enter 0 in amortization column)								30		
Initial rate?								6.50%		
* Capitalized operating reserves and furnishings cannot be paid for by AHP subsidy										
Fees										
Other charges										
Annual debt service (year 1)? (calc for hard debt only)		\$0	\$0	\$41,716	\$0	\$41,716				\$41,716

Transfer this total to Pro-Forma

The FHLBA has established the following guidelines relating to the financial feasibility of the proposed project. Please provide a brief explanation for any variances.

RMH Development Budget - NCH III - APR 14 via Sources and Uses	If "N", please explain	4/8/2014 Page 1 of 2
1. Developer Fee for project less than 15% or HFA maximum		

Rental Projects Pro-Forma

All input fields indicated by shading

Project Name: North Central Heights III Application #: 0
 Member Institution Name: 0 Date: 04/08/14
 Total Units: 20 Tax cnd sale price: \$0.00

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Income Assumptions															
Gross Residential Rents-Resricted (rooms Unit Annual rent from Rental Workover)	157,320	180,486	163,676	166,949	170,289	173,694	177,169	180,711	184,325	188,012	191,772	195,608	199,520	203,510	207,580
Gross Residential Rents-Non-Restricted Income Units															
Less: Vacancy	(7,868)	(8,023)	(8,184)	(8,347)	(8,514)	(8,685)	(8,858)	(9,036)	(9,216)	(9,401)	(9,589)	(9,780)	(9,976)	(10,176)	(10,379)
Scheduled Commercial Rents															
Less: Vacancy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laundry, Parking															
Other															
Total Effective Gross Income	149,454	152,463	155,492	158,602	161,774	165,009	168,309	171,676	175,109	178,611	182,184	185,827	189,544	193,335	197,201

Expense Assumptions	Percentage Rate of Annual Increase:	% of Gross Rents =	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Management Fee:	3.0%	0.00%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal & Audit			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertising			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gas & Electric			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water, Sewer, Waste Removal			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Supplies			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Payroll			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Insurance			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pest Control			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Maintenance/Repair			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Real Estate Taxes			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Local & State Assessments			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:			90,000	92,700	95,481	98,345	101,296	104,335	107,465	110,689	114,009	117,430	120,952	124,581	128,318	132,168	136,133
Should not be included on the operating performance			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other:			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Reserves			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Replacement Reserves			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Opening Cash/Inv			4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000

Total Expenses	Per unit per Year:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Net Operating Income	\$4,700	94,000	99,700	99,481	102,345	105,289	108,335	111,465	114,689	118,009	121,430	124,952	128,581	132,318	136,168	140,133
Debt Service (Total Hard Debt Only-from SU Statement / Development Budget)		55,454	55,743	56,011	56,256	56,478	56,675	56,845	56,987	57,100	57,182	57,231	57,248	57,225	57,167	57,088
Debt Service Coverage Ratio		1.33	1.34	1.34	1.35	1.35	1.36	1.36	1.37	1.37	1.37	1.37	1.37	1.37	1.37	1.37
Cash Flow		13,729	14,027	14,294	14,540	14,762	14,958	15,128	15,271	15,383	15,465	15,515	15,530	15,509	15,450	15,352
Soft Debt or Residual Receipts Pmt to:		1.33	1.34	1.34	1.35	1.35	1.36	1.36	1.37	1.37	1.37	1.37	1.37	1.37	1.37	1.37
DCR AFTER Soft Debt or Residual Receipts		13,736	14,027	14,284	14,540	14,762	14,958	15,128	15,271	15,383	15,465	15,515	15,530	15,509	15,450	15,352
Net Cash Flow		13,736	14,027	14,284	14,540	14,762	14,958	15,128	15,271	15,383	15,465	15,515	15,530	15,509	15,450	15,352

Rental Project Worksheet

all input cells have shading

The Rental Project Worksheet is used to verify that the proposed rents for the project are set at levels that do not exceed 30% of the targeted population's income.

Project Name: North Central Heights III

Name of Member Institution: 0

Application #: 0

Date: 04/08/14

MSA/PMSA/County: (1)

Highlands

Median Income: (2)

State: (FULL NAME)

Florida

2001 half persons:	Median Income: (2)							
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0

(3) Number of Units	(3) Bedrooms per Unit	Assumed Occupancy Per Unit	(3) Target AMI % enter as decimal	AMI Adjusted for Family Size	Target Income for Unit	30% Rent Cap	(4) Scheduled Rent, Received by Project	(5) 30% Rent Test Pass/Fail	
									(1.5 persons per bedroom and 1 person for efficiencies)
Example: 20	1	1.5	50%	20,000	10,000	250	249	Pass	
5	2	3.0		0	0	0	540	Fail	
5	2	3.0		0	0	0	681	Fail	
5	3	4.5		0	0	0	624	Fail	
5	3	4.5		0	0	0	777	Fail	
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
		0.0		0	0	0			
0	Total units at 80% AMI and below (AHP Assisted Units)						Annual Rent	157,320	(6)
0	Total units over 80% AMI								
20	Total units in the project								
0%	Percentage of units targeted to 50% AMI or below (must be at least 20%)								