

Housing Authority of Avon Park
Board of Commissioners Regular Meeting
North Central Heights Community Building
709 Juneberry Street, Avon Park, Fl.
Tuesday, July 15, 2014, 7:00 PM

AGENDA

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentation: None
- C. Consent Agenda
 - 1. Regular Meeting Minutes, June 17, 2014 Board Meeting Minutes.
 - 2. Occupancy Report; June 2014
 - 3. Lakeside Park I Transitional Housing & FSS Program Report; June 2014
 - 4. TAR & Maintenance Reports; June 2014
 - 5. Fee Accounting Report; May 2014, Consolidated Financial Statement & APHA Projects Report; June 2014 Account Cash Analysis Schedules
 - 6. Communications- None
- D. Secretary Reports & Old Business
 - 7. Project Status Reports;
 - a. North Central Heights; project operational status report.
 - b. Lakeside Park I; project operational status report.
 - c. Arcadia Housing Authority Housing Management Assistance; status report.
 - d. APHA Rental Assistance Demonstration (RAD) Application status report.
 - e. Community Housing Development Organization (CHDO) formation status report.
 - f. Cornell Colony; FHFC Application for Rural Housing Development.
 - g. 2014 Comprehensive Audit Services RFP Committee report
- E. New Business;
 - 8. 2014 Comprehensive Audit Services; Auditor selection
 - 9. APHA Customer Code of Conduct
- F. Unfinished Business, Concerns of Commissioners
- G. Next Meeting: August 19, 2014; 7pm.
- H. Adjournment

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

**Avon Park Housing Authority Board of Commissioners Meeting
Summary of Agenda Items
July 15, 2014**

Public Comments/Presentations: None

Consent Agenda:

Minutes: Regular Meeting Minutes of June 17, 2014 will be considered for acceptance.

Occupancy Report/Vacancy Reports; June 2014: Lakeside Park Transitional Housing/Homeless P.H. Units; 2 move-ins, 1 move-out & 0 vacancies during the period. Lakeside Park II; 0 move-ins, 2 move-outs, 4 Vacancies during the period; Ridgedale; 3 move-ins, 2 move-outs, 3 vacancies during the period; Delaney Heights 1 move-out, 0 move-ins, 1 vacancy during the period. Vacant unit turnaround days in Management on units appear within acceptable ranges. One unit had a high number (40 days) in Ridgedale as a result of tenant criminal activity-lease violations. NCH I had 2 move-outs and 0 move-ins and 2 vacancies; NCH II had 2 move-outs and 1 Move-in and 2 vacancies. Wait list summary; D.H. currently has 18; Lakeside Park II 297; Lakeside Park I (E & T Housing Program) 87; Ridgedale 296, NCH; 138 Combined Wait List Totals; 724, increase of 112 from last report; increase primarily due to surge of Wait List applicants through the on-line application taking process and announcement of Wait List Closure for Ridgedale & Lakeside Park effective August 1st. Case Management Report activity report for June Transitional Housing & Family Self Sufficiency (FSS) Program activities included in Board packet.

TAR Report, June 2014: Tenants Accounts Receivable combined for PH in April was \$1,820.27, with the highest amounts of TARs related to two unreported incomes and two for two Security Deposits & Late Rents (w/repayment agreements). Ridgedale total receivable for the period; \$946.28, for 2 unreported incomes, electric charges and 1 for move-out charges. North Central Heights I; \$100.00 for Pet Deposit and North Central Heights II \$482.00 for a Pet Deposit and 1deliquent rent.

Maintenance Report, June 2014- Over the reporting period; Maintenance performed 12 PH Annual and Preventive Maint. Inspections. Ridgedale 7 Preventative & Annual Inspections. NCH I & II had 3 Preventative & Annual Insp., Lakeside Park I had 3 Preventative/Annual Inspections. APHA entertained a on-site HUD REAC Inspection on June 25th. Inspection Score of the APHA was 79/100, which places the Authority in "Standard Performer" status with HUD. Any and all unit/grounds inspection violations noted were corrected within the allowed correction period.

Executive Summary-Financial Statement/Report May-June 2014: Comprehensive report on the Budgeted Income Statement and Agency's May-June Bank Account Cash Analysis circulated in Board Packet. Fee Accountant Consolidated Financial Statement on operations for May, 2014 included in report. Items reflecting limited deviations due to mid budget year adjustments & fiscal performance experience. 2013 Audit Report circulated as received. 2014 Comprehensive Audit Services Committee Report to be presented to the Board for auditor selection consideration for upcoming year

Communications: None

Old Business Secretary/Executive Directors Report:

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

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

Arcadia Housing Authority; The ED will provide the Board with a briefing of the Housing Management assistance being provided to the AHA from the APHA.

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

Community Housing Development Organization (CHDO); The ED will provide the Board with briefing of the APHA's initial steps to organize a CHDO to further the promotion of affordable housing for the Heartland Region.

Cornell Colony Application; The ED will update the Board on the joint application with developer Marty Wohl to FHFC 2014 RFA- Rural Housing Development.

2014 Comprehensive Audit Services RFP Committee Report; Chair Cameron Barnard will report the status of the Committees actions & recommendation.

New Business:

2014 Comprehensive Audit Services; The Board will consider the recommendation's presented by the RFP Committee, select the APHA's Audit firm for 2014 and authorize the ED to proceed to engage such firm for such services accordingly.

Avon Park Housing Authority Customer Code of Conduct; The Board will review and consider adopting a Customer Code of Conduct policy as a means to promote mutually respectful and courteous actions and communications between APHA staff and residents/public at large while on APHA property.

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

June 17, 2014, 7:00 P.M.

A. Opening/Roll Call: Chairman Longshore called the Board Meeting to order, asked Commissioner Barnard to offer the prayer, following the Prayer, the Secretary called the member attendance roll: Commissioners Present: Commissioners Eric Longshore, Lester Roberts, Greg Wade, Dora Smith, Cameron Barnard, and Michael Eldred. Commissioner Absent; Theresa Whiteside. Also attending; APHA staff Executive Director (ED) Larry Shoeman, Facilities Manager David Herbert, Comptroller Penny Pieratt and Housing Specialist Bea Gillians. Mrs. Penny Phillippi was also in attendance. Quorum was declared by the Secretary and Chairman Longshore called the meeting to Order at 7:00 pm.

B. Public Comments: None

C. Consent Agenda: Chairman Longshore requested a motion for the Consent Agenda as circulated, Moved by Commissioner Roberts, seconded by Commissioner Wade that the Consent Agenda be approved as circulated; motion carried unanimously.

D. Secretary Report & Old Business:

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

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

Arcadia Housing Authority Housing Management Assistance; The ED updated the Board on progress provided the AHA by the APHA and anticipates that the Management Assistance services provided by the APHA should come to a close as soon as HUD formally determines AHA is deemed a "Standard" Performer under HUD's rating system.

Project Compliance Report; The ED provided the Board with review of the status of compliance with funding entities.

Rental Assistance Demonstration Application; The ED informed the Board that the applications for both Delaney Heights & Lakeside Park remains outstanding at this time until funding for the coming year is appropriated by Congress to include additional participation expansion.

E. New Business:

Resolution No. 14-07; The ED informed the Board that Resolution No. 14-07 provides for the Final approval of amendment to the APHA's Admissions & Continued Occupancy Policy, Standard Operating Procedures for Annual Wait List Purging and establishing a Maximum Wait List Waiting Standard for Opening & Closing APHA Managed properties and that the required Public Hearings & comments related have been performed and communicated to the Board. Moved by Commissioner Roberts to adopt Resolution No. 14-07 as circulated, seconded by Commissioner Smith; motion passed unanimously.

Ridgedale Apartments Management Agreement- The ED informed the Board that the APHA's Management Agreement is up for renewal and that the renewed agreement, including a 1% increase in Management Fees, requires Board approval and authorization for the ED to execute said agreement on behalf of the APHA. Moved by Commissioner Barnard that the Management Agreement between APHA and Ridgdale LLC be approved as proposed, seconded by Commissioner Eldridge; motion passed unanimously.

2014 FAHRO Conference, Orlando, Florida August 12-14, 2014: The ED informed the Board that the upcoming State Housing Conference was scheduled for August 12-14 and requested interest in Board Members attending. Commissioners Barnard and Smith volunteered to attend. The ED acknowledged that he would proceed with making the necessary attendance arrangements.

F. Unfinished Business, Concerns of Commissioners- Commissioner Longshore reinforced his opinion regarding the importance of the use of local subcontractors for proposed Cornell Colony new single family development presently being considered by APHDC. The ED acknowledged such concern, affirmed that he would share that view with the G.C. if the project was funded and would include this item as a topic of discussion on future APHA Board Meeting Agendas.

H. Next Regular meeting date; Next scheduled Regular Meeting to be held on the third Tuesday of the month; July 15, 2014.

Being no further business to come before the Board, Chairman Longshore adjourned the meeting at 7:49 pm.

Accepted _____

Attest _____

SEAL

OCCUPANCY/VACANCY REPORT

June 2014

Public Housing

<u>Delaney Heights</u>		<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
<u>Unit #</u>	<u>Brms.</u>	6/30					Health Issues
35(514)	1						
<u>Lakeside Park</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>	5/30					Moved to another location
310(338)	2	6/12					Abandoned
305(318)	3	6/13					Purchased home
319(355)	3						

TOTAL PUBLIC HOUSING VACANT - 4

<u>Transitional/Homeless</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>	5/31	6/10	7	4	11	Transferred to NCH
413(31)	5	6/11	6/27	16	1	17	Evicted non pmt rent
414(1316)	4						

TOTAL TRANSITIONAL/ HOMELESS VACANT - 0

OCCUPANCY/VACANCY REPORT
June 2014

<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>						
22(702)	4	5/9	6/17	29	11	40	Criminal Activity
11(724)	2	5/12	6/1	14	7	21	Transferred to unit 29
24(727)	3	5/15	6/4	3	18	21	Moved to Ormond Beach
06(734)	2	5/22					Moved to New York
20(706)	4	6/10					Ejected non pmt rent
01(744)	3	6/17					Transferred to unit 22

TOTAL RIDGEDALE VACANT—3

<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>						
701	2	6/2					Over income
617	2	6/9					No notice given

TOTAL NCH I VACANT—2

<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>						
654	3	5/1	6/1	20	11	31	Over income
660	4	6/2					No Notice
718	3	6/4					Purchased home

TOTAL NCH II VACANT—2

OCCUPANCY/VACANCY REPORT

June 2014

Intent to Vacate

Evictions-

Abandoned Units

WAITING LIST FOR LAKESIDE PARK

1-BRM	66
2-BRM	111
3-BRM	72
4-BRM	33
5-BRM	15
TOTAL	<u>297</u>

WAITING LIST FOR RIDGEDALE

1-BRM	85
2-BRM	96
3-BRM	74
4-BRM	41
TOTAL	<u>296</u>

HOMELESS

1-BRM	0
2-BRM	40
3-BRM	29
4-BRM	13
5-BRM	5
TOTAL	<u>87</u>

WAITING LIST FOR DELANEY HEIGHTS

1-BRM	18
TOTAL	<u>18</u>

WAITING LIST FOR NORTH CENTRAL HEIGHTS

2-BRM	58
3-BRM	45
4-BRM	35
TOTAL	<u>138</u>



AVON PARK TRANSITIONAL HOUSING

June, 2014

Monthly Board Report

Case Management Updates

- Career Source Heartland Orientation Training-WIA education and Bonding program

FSS Enrollment- 25 Participating Households

- LP II- 9 Households
- Emergency Transitional Housing- 16 Households

Property Updates:

- N/A

June Training Sessions

- Tri County Peer Specialist- Carol Tuck
- New Beginning, INC. Family Service Informative Session, Mrs. Cam Barnard/Mrs. Dozier

Employment Update:

- 13 of 16 HOUSEHOLDS currently employed (1 of 13 Maternity Leave)
- 13 ETH INDIVIDUALS currently employed
- LP II- 7 out of 9 currently employed.

Education Update:

- CNA Royal Care program completion (Exam pending Level 2 Background)
- 2 individuals currently enrolled into Post Secondary Education
- 6 RCMA/Hopewell Enrollment (Early Headstart Program)
- 4 Early Learning Childcare Assistance Program (Subsidized Childcare)
- 2 Pending Post Secondary Enrollment for Fall 2014

APHA "Says Thank You"

- ARC Retail Store- Providing ETH tenants access to appropriate business attire for employment interviews. Store Manager, Mrs. Fannie was very generous in helping individuals move towards self sufficiency.
- Hopewell, Ms. Katrina Family Support Worker helped in the enrollment process of six (6) ETH and Lakeside Park II families. With the service provided, clients are able to advance education and employment opportunities in aims of becoming self sufficient.

Tenants Accounts Receivable
June 30, 2014

Lakeside Park

Angela Brooks	\$ 10.05	Electric
Richard Flores	250.00	Security Deposit
Jacqueline Hernandez	269.00	Rent, late fee
Roshayvious McNeil	150.00	Security Deposit
Roshayvious McNeil	10.71	Electric
Carmen Rivera	384.00	Unreported income (making pmts)
Sol Mary Rivera	208.00	Rent
Brandi Robinson	18.43	Electric
Priscilla Vazques	284.36	Unreported income (making pmts)
LP Total	\$1,584.55	

Delaney Heights

Raymond Adams	\$ 60.00	Late fee, stop payment fee
Mary Dasher	57.72	Electric
Alfredo Llorente	115.00	Rent, late fee
Randy Miller	3.00	Rent balance
DH Total	\$235.72	

Transitional

Bridget Henderson	\$251.08	Work Order
Victoria Leal	60.00	Security deposit
Naketa McQueen	165.16	Work order
Patricia Pritchard	200.00	Security deposit
Homeless Total	\$676.24	

NCH I

Ariana Roman	\$100.00	Pet deposit
NCH I Total	\$100.00	

NCH II

Ivelisse Dick	\$ 382.00	Rent
Gina Murillo	100.00	Pet deposit
NCH II Total	\$482.00	

Ridgedale

Jennifer Echevarra	\$ 63.66	Work order
Dalian Rivera	643.08	Unreported income (making payments)
Alexis Roper	78.08	Move out charges (making payments)
Francis Weeks	25.32	Electric
Yakisha Wright	136.14	Electric
RD Total	\$946.28	

GRAND TOTAL \$4,024.79

***WRITE OFFS for APHA**
Jaleesa Wooden \$146.40
Total APHA \$146.40

***WRITE OFFS for NCH**
Daniel Omeara \$266.70
Total NCH \$266.70

***WRITE OFFS for Ridgedale**
Shatasha Brown \$2,890.67
Keila Trinidad \$50.50
Total RD \$\$2,941.17

***WRITE OFFS for Homeless**
Alexander Almonte \$653.86
Angela Sanchez \$1,892.00
Total HM \$2,545.86

Approved—Larry Shoeman, Executive Director
Submitted by: Penny Pieratt, Comptroller

June 2014

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. 38 hours were taken during the month of June for sick, annual and holiday leave.

Public Hsg Preventive Maintenance Inspections:	12
Ridgedale Preventive/Annual Inspections	7
North Central Heights I Preventive/AI	1
North Central Heights II Preventive/AI	2
Lakeside Park I Preventive/Annual Inspections	3
Public Hsg Vacancies completed:	3
Ridgedale Vacancies	3
North Central Heights I Vacancies	2
North Central Heights II Vacancies	2
Lakeside Park I Vacancies	2
Public Hsg Move-In's:	0
Ridgedale Move Ins	3
North Central Heights I Move Ins	0
North Central Heights II Move Ins	1
Lakeside Park I Move Ins	2
Public Hsg Move-Out's:	3
Ridgedale Move Outs	2
North Central Heights I Move Outs	2
North Central Heights II Move Outs	2
Lakeside Park I Vacancies	1

7/3/2014 2:56:30 PM COH
PHA: 01
Project: '001', '002', '003', '100'

AVON PARK PUBLIC HOUSING

CASH Analysis
As Of Date: 6/30/2014

Balance

General Fund	268,667.31
Section 8 PH Funds	0.00
Security Deposits	28,210.00
NC Account	0.00
Netty Cash	100.00
Investment CD at Highlands Bank	42,832.56
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	1,091,971.05
Utility Deposit Escrow Fund	3,000.00
SS Escrow	3,072.57
Development Corporation	13,277.56

7/3/2014 2:57:08 PM COH
PHA: 07
Project: '002'

RIDGEDALE

CASH Analysis
As Of Date: 6/30/2014

Balance

General Fund	65,985.90
Section 8 PH Funds	0.00
Security Deposits	5,578.00
NC Account	0.00
Netty 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
SS Escrow	0.00
Development Corporation	0.00

7/3/2014 3:01:09 PM COH
PHA: 02
Project: '001'

NORTH CENTRAL HEIGHTS I

CASH Analysis
As Of Date: 6/30/2014

Balance

General Fund	
Section 8 PH Funds	33,248.58
Security Deposits	0.00
PNC Account	13,500.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escorw	0.00
Development Corporation	0.00

7/3/2014 3:01:43 PM COH
PHA: 02
Project: '002'

NORTH CENTRAL HEIGHTS II

CASH Analysis
As Of Date: 6/30/2014

Balance

General Fund	
Section 8 PH Funds	54,829.37
Security Deposits	0.00
PNC Account	10,900.00
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 Escorw	0.00
Development Corporation	0.00

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance
Operating Expenses						
Administrative Salaries	01 001 4110	5	10,906.44	67,577.90	71,953.98	4,376.08
Legal Expense	01 001 4130	5	250.00	325.00	4,999.98	4,674.98
Training	01 001 4140	5	59.00	59.00	3,499.98	3,440.98
Travel	01 001 4150	5	6.16	1,721.85	3,499.98	1,778.13
Accounting Fees	01 001 4170	5	4,230.00	7,524.36	12,249.96	4,725.60
Computer Support/Licensing Fees	01 001 4170.2	5	170.00	6,603.08	4,999.98	(1,603.10)
Audit Fees	01 001 417100	5	8,348.40	13,748.40	8,436.48	(5,311.92)
Employee Benefits Cont - Admin	01 001 4182	5	876.02	29,276.47	31,003.98	1,727.51
Sundry	01 001 4190	5	1,096.79	6,359.43	11,430.00	5,070.57
Advertising	01 001 4190.18	5	388.80	1,734.04	0.00	(1,734.04)
Bank Fees	01 001 4190.19	5	14.00	14.00	0.00	(14.00)
Telephone/Communications	01 001 4190.2	5	737.76	3,955.81	3,699.96	(255.85)
Postage	01 001 4190.3	5	23.89	1,879.67	1,539.96	(339.71)
Eviction Costs	01 001 4190.4	5	90.00	450.00	249.96	(200.04)
Contract Costs- Copier	01 001 4190.6	5	59.25	406.32	750.00	343.68
Contract Costs-Admin Security	01 001 4190.7	5	0.00	240.00	619.98	379.98
Contract Costs-Admin	01 001 4190.9	5	1,649.44	4,024.44	7,500.00	3,475.56
Ten Services - RAB	01 001 4220	5	90.49	177.70	264.96	87.26
Water	01 001 4310	5	0.00	1,726.03	1,800.00	73.97
Electricity	01 001 4320	5	2,847.31	12,295.62	14,499.96	2,204.34
Natural Gas	01 001 4330	5	0.00	610.93	589.98	(20.95)
Sewer & Other	01 001 4390	5	0.00	2,419.78	2,799.96	380.18
Maintenance Salaries	01 001 4410	5	7,699.80	39,180.78	39,100.98	(79.80)
Maintenance Materials	01 001 4420	5	2,212.54	19,568.80	19,999.98	431.18
Contract Costs	01 001 4430	5	0.00	0.00	499.98	499.98
Pest Control	01 001 4430.1	5	470.00	2,820.00	3,000.00	180.00
Contract Costs-Lawn	01 001 4430.3	5	1,300.00	6,500.00	6,825.00	325.00
Contract Costs-Air Conditioning	01 001 4430.4	5	232.00	232.00	750.00	518.00
Contract Costs-Plumbing	01 001 4430.5	5	0.00	1,873.50	1,500.00	(373.50)
Contract Costs - Vacancy Turnaround	01 001 4430.6	5	702.50	3,692.50	6,000.00	2,307.50
Garbage/Trash Removal	01 001 4431	5	25.43	1,567.63	3,000.00	1,432.37
Emp Benefit Cont - Maintenance	01 001 4433	5	641.67	18,582.00	20,437.98	1,855.98
General Insurance--Property, Contents	01 001 4510	5	2,525.18	15,149.08	17,499.96	2,350.88
Worker's Comp Insurance	01 001 4510.1	5	505.31	3,031.86	3,499.98	468.12
Other Insurance-Crime, Auto, Direc&Offic	01 001 4510.2	5	478.69	2,333.62	2,649.96	316.34
Liability Insurance	01 001 4510.3	5	314.80	2,033.18	1,968.96	(64.22)
Payment in Lieu of Taxes	01 001 4520	5	0.00	0.00	3,144.96	3,144.96
Collection Losses	01 001 4570	5	2,692.26	7,374.37	2,499.96	(4,874.41)
Other General Expense	01 001 459000	5	0.00	599.60	7,024.98	6,425.38
Extraordinary Maintenance	01 001 4610	5	0.00	0.00	2,499.96	2,499.96
Total Operating Expenses			51,643.93	287,668.75	328,291.68	40,622.93
Operating Revenues						
Dwelling Rental	01 001 3110	5	11,442.50	64,692.15	45,429.96	19,262.19
Excess Utilities	01 001 3120	5	0.00	9.44	0.00	9.44
Operating Subsidy	01 001 3401.00	5	36,583.00	220,946.00	212,530.98	8,415.02
Total Operating Revenues			48,025.50	285,647.59	257,960.94	27,686.65
Income from Operations			(3,618.43)	(2,021.16)	(70,330.74)	68,309.58
Other Revenues and Expenses						
RESTRICTED INTEREST	01 001 3431.00	5	0.00	0.00	4.98	(4.98)
Investment Income - Unrestricted	01 001 3610	5	198.20	1,180.73	1,149.96	30.77
Other Income - Tenant	01 001 3690	5	1,805.83	6,850.23	6,375.00	475.23

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance
Other Income - Satellite Accident	01 001 3690.08	5	0.00	2,189.28	0.00	2,189.28
Other Income-Leave with no Notice	01 001 3690.1	5	0.00	250.00	0.00	250.00
Other Income - Rent for Tulane Ave Bldg	01 001 3690.13	5	750.00	6,000.00	0.00	6,000.00
Other Income - Copies & Fax	01 001 3690.2	5	0.00	10.00	0.00	10.00
Other Inc -Ridgedale-	01 001 3690.3	5	210.28	5,153.67	0.00	5,153.67
Other Income - Scrap Metal Salvage	01 001 3690.4	5	67.00	249.00	0.00	249.00
Other Income - Misc - Non Tenant	01 001 3690.6	5	5.00	29.00	12,357.96	(12,328.96)
Other Income - Community Rm Rent	01 001 3690.8	5	0.00	100.00	0.00	100.00
Operating Transfer In	01 001 9110	5	0.00	23,635.59	91,002.48	(67,366.89)
Total Other Revenues and Expenses			3,036.31	45,647.50	110,890.38	(65,242.88)
Net Income (Loss)			(582.12)	43,626.34	40,559.64	3,066.70

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

Fiscal Year End Date:	12/31/2014	ACCOUNT		1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance
Operating Expenses							
Admin Salaries - NCH I	01 100 4110.01	5	668.84	4,144.08	4,408.98	264.90	
Admin Salaries - NCH II	01 100 4110.02	5	551.18	3,415.24	3,633.96	218.72	
Admin Salaries - Ridgedale	01 100 4110.03	5	767.94	4,758.44	5,072.46	314.02	
Legal Expense	01 100 4130	5	0.00	0.00	2,499.96	2,499.96	
Travel	01 100 4150.00	5	0.00	0.00	34.98	34.98	
Accounting Fees	01 100 4170.00	5	0.00	150.00	0.00	(150.00)	
Accounting Fees - NCH I	01 100 4170.01	5	0.00	1,104.78	3,000.00	1,895.22	
Accounting Fees - NCH II	01 100 4170.02	5	0.00	962.76	3,000.00	2,037.24	
Accounting Fees - Ridgedale	01 100 4170.03	5	0.00	2,836.10	1,275.00	(1,561.10)	
Audit Fees	01 100 4171.00	5	0.00	0.00	249.96	249.96	
Employee Benefits Cont - Admin/Ridgedale	01 100 4182	5	153.44	2,128.50	1,915.98	(212.52)	
Employee Benefits Cont - Admin - NCH I	01 100 4182.1	5	2.76	1,332.17	1,653.00	320.83	
Employee Benefits Cont - Admin - NCH II	01 100 4182.2	5	2.40	1,106.67	1,371.48	264.81	
SUNDRY	01 100 4190	5	0.00	122.50	274.98	152.48	
MARKETING/ADVERTISING	01 100 4190.18	5	0.00	0.00	229.98	229.98	
Contract Costs/Admin	01 100 4190.90	5	0.00	0.00	180.00	180.00	
Insurance - Workers Comp	01 100 4510.40	5	137.89	827.34	1,575.96	748.62	
Other General Expense	01 100 4590	5	0.00	0.00	499.98	499.98	
Total Operating Expenses			2,284.45	22,888.58	30,876.66	7,988.08	
Income from Operations			(2,284.45)	(22,888.58)	(30,876.66)	7,988.08	
Other Revenues and Expenses							
Revenue - Management fees - Ridgedale	01 100 3690	5	2,412.61	14,924.74	15,000.00	(75.26)	
Revenue - Management Fees - NCH I	01 100 3690.1	5	936.89	4,752.26	4,999.98	(247.72)	
Revenue - Management Fees - NCH II	01 100 3690.2	5	1,063.44	5,906.74	5,031.96	874.78	
Other Income - Ridgedale Contribution	01 100 3690.50	5	0.00	0.00	4,449.96	(4,449.96)	
Total Other Revenues and Expenses			4,412.94	25,583.74	29,481.90	(3,898.16)	
Net Income (Loss)			2,128.49	2,695.16	(1,394.76)	4,089.92	

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
RIDGEDALE
RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance	
Operating Expenses							
Non-Technical Salaries		07 002 4110	5	638.14	3,953.67	4,210.50	256.83
Legal Expense		07 002 4130	5	0.00	0.00	2,499.96	2,499.96
Staff Training		07 002 4140	5	0.00	289.00	499.98	210.98
Travel		07 002 4150	5	0.00	131.97	499.98	368.01
Accounting Fees		07 002 4170	5	2,404.00	2,404.00	0.00	(2,404.00)
COMPUTER SUPPORT/LICENSING FEE		07 002 4170.2	5	0.00	764.40	1,249.98	485.58
Audit Fees		07 002 4171	5	2,319.00	3,819.00	2,354.46	(1,464.54)
Consulting Fees		07 002 4180	5	0.00	0.00	3,499.98	3,499.98
Employee Benefit Contributions-Admin.		07 002 4182	5	51.92	2,239.48	2,389.98	150.50
Sundry		07 002 4190	5	27.99	478.06	649.98	171.92
Advertising		07 002 4190.08	5	86.48	410.21	649.98	239.77
Bank Fees		07 002 4190.18	5	21.41	27.93	60.00	32.07
Administrative Contracts		07 002 4190.19	5	0.00	50.00	0.00	(50.00)
Telephone		07 002 4190.2	5	85.56	513.36	504.96	(8.40)
TENANT BACKGROUND CHECKS		07 002 4190.20	5	0.00	17.90	0.00	(17.90)
Postage		07 002 4190.3	5	0.00	505.00	19.98	(485.02)
Eviction Costs		07 002 4190.4	5	90.00	450.00	0.00	(450.00)
Contract Costs - Admin		07 002 4190.9	5	50.00	125.00	660.00	535.00
Ten Services - RAB		07 002 4220	5	0.00	0.00	30.00	30.00
Water		07 002 4310	5	911.19	5,105.35	4,524.96	(580.39)
Electricity		07 002 4320	5	710.08	2,215.62	2,349.96	134.34
Sewer		07 002 4390	5	1,048.30	6,289.80	5,775.00	(514.80)
Labor		07 002 4410	5	2,560.00	11,620.75	10,861.50	(759.25)
Materials and Other		07 002 4420	5	1,397.66	3,797.78	10,485.00	6,687.22
Contract Costs		07 002 4430	5	0.00	600.00	4,999.98	4,399.98
Pest Control		07 002 4430.1	5	122.00	732.00	729.96	(2.04)
Contract Costs-Lawn		07 002 4430.3	5	425.00	2,125.00	3,000.00	875.00
Contract Costs-Air Conditioning		07 002 4430.4	5	228.00	553.00	1,249.98	696.98
Contract Costs-Plumbing		07 002 4430.5	5	0.00	267.25	499.98	232.73
Contract Costs - Vacancy Turnaround		07 002 4430.6	5	2,162.50	3,647.50	3,754.98	107.48
Contract Costs-Camera Security		07 002 4430.7	5	0.00	3,069.50	1,599.96	(1,469.54)
Garbage and Trash Collection		07 002 4431	5	678.10	4,068.60	4,050.00	(18.60)
Employee Benefit Cont.-Ordinary Mainten:		07 002 4433	5	209.96	5,921.46	5,398.98	(522.48)
Insurance-Property, Contents		07 002 4510	5	756.04	4,536.56	5,145.00	608.44
Insurance - Workers Comp		07 002 4510.1	5	55.66	333.96	324.96	(9.00)
Insurance - Liability		07 002 4510.3	5	81.46	384.68	420.00	35.32
Collection Losses		07 002 4570	5	2,941.17	10,159.54	1,999.98	(8,159.56)
Interest Expense-Heartland		07 002 4580.01	5	0.00	416.81	0.00	(416.81)
Interest on Notes Payable-Centennial		07 002 4580.03	5	3,377.65	20,371.43	27,499.98	7,128.55
Management Fee		07 002 4590	5	2,412.61	14,924.74	14,094.00	(830.74)
Other General Expense		07 002 4590.01	5	210.28	5,153.67	11,329.98	6,176.31
Total Operating Expenses				26,062.16	122,473.98	139,873.86	17,399.88
Operating Revenues							
DWELLING RENTAL		07 002 3110	5	2,232.00	21,882.30	12,709.98	9,172.32
HAP Subsidy		07 002 3110.01	5	26,470.00	164,972.00	163,470.00	1,502.00
Other Income - Leave with No Notice		07 002 3690.1	5	0.00	241.42	0.00	241.42
Total Operating Revenues				28,702.00	187,095.72	176,179.98	10,915.74
Income from Operations				2,639.84	64,621.74	36,306.12	28,315.62
Other Revenues and Expenses							
Investment Income-Unrestricted		07 002 3430	5	0.00	0.00	49.98	(49.98)

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
RIDGEDALE
RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended	6 Month(s) Ended	Budget	Variance	
			June 30, 2014	June 30, 2014			
Interest - Restricted		07 002 3431.00	5	5.62	31.69	24.96	6.73
Interest Earned on Gen Fund Investments		07 002 3610	5	11.35	68.45	0.00	68.45
Other Income - Tenant		07 002 3690	5	1,132.49	4,507.72	2,719.98	1,787.74
Other Income - Refinance		07 002 3690.10	5	0.00	1,564.65	0.00	1,564.65
Other Income - Scrap Metal Salvage		07 002 3690.4	5	0.00	6.00	0.00	6.00
Other Income		07 002 3690.6	5	0.00	0.00	3,049.98	(3,049.98)
Total Other Revenues and Expenses				1,149.46	6,178.51	5,844.90	333.61
Net Income (Loss)				3,789.30	70,800.25	42,151.02	28,649.23

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

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance	
Operating Expenses							
Nontechnical Salaries		02 001 4110	5	723.26	4,481.00	4,771.50	290.50
Legal Expense		02 001 4130	5	249.00	1,258.93	2,499.96	1,241.03
Staff Training		02 001 4140	5	0.00	0.00	499.98	499.98
Travel		02 001 4150	5	0.00	65.52	249.96	184.44
Accounting Fees		02 001 4170	5	1,200.00	1,200.00	0.00	(1,200.00)
COMPUTER SUPPORT/LICENSING FEE		02 001 4170.2	5	0.00	866.32	1,999.98	1,133.66
Audit Fees		02 001 4171	5	2,628.20	4,328.20	2,616.00	(1,712.20)
Employee Benefits Cont - Admin		02 001 4182	5	58.90	2,538.24	2,709.00	170.76
Sundry		02 001 4190	5	0.00	394.55	0.00	(394.55)
Advertising and Marketing		02 001 4190.08	5	55.50	1,674.38	0.00	(1,674.38)
Bank Fees		02 001 4190.18	5	0.00	89.94	0.00	(89.94)
Telephone		02 001 4190.2	5	0.00	423.66	499.98	76.32
Tenant Background Checks		02 001 4190.20	5	0.00	31.84	0.00	(31.84)
Postage		02 001 4190.3	5	0.00	17.00	19.98	2.98
Eviction Costs		02 001 4190.4	5	0.00	0.00	499.98	499.98
Contract Costs - Admin		02 001 4190.9	5	0.00	1,700.00	594.96	(1,105.04)
Tenant Services		02 001 4220	5	0.00	150.00	0.00	(150.00)
Ten Services - After School Program		02 001 4220.2	5	90.00	720.00	495.00	(225.00)
Water		02 001 4310	5	139.89	430.03	705.00	274.97
Electricity		02 001 4320	5	460.43	2,404.75	2,299.98	(104.77)
Sewer		02 001 4390	5	92.09	335.19	540.00	204.81
Labor		02 001 4410	5	0.00	8,950.50	12,309.48	3,358.98
MAINTENANCE MATERIALS		02 001 4420	5	682.23	3,640.11	3,949.98	309.87
Contract Costs		02 001 4430	5	0.00	760.00	1,249.98	489.98
Contract Costs-Pest Control		02 001 4430.1	5	100.80	604.80	600.00	(4.80)
Contract Costs-Plumbing		02 001 4430.2	5	0.00	0.00	499.98	499.98
Contract Costs - AC		02 001 4430.4	5	0.00	0.00	499.98	499.98
Contract Costs - Lawn		02 001 4430.5	5	310.00	1,700.00	1,749.96	49.96
Contract Costs - Vacancy Turnaround		02 001 4430.6	5	287.50	2,932.50	4,080.00	1,147.50
Contract Costs - Camera		02 001 4430.7	5	0.00	150.00	499.98	349.98
Garbage and Trash Collection		02 001 4431	5	86.33	686.09	1,704.96	1,018.87
Emp Benefit Cont - Maintenance		02 001 4433	5	4.30	5,157.33	6,118.50	961.17
Insurance-Property, Contents		02 001 4510	5	942.56	5,654.76	6,499.98	845.22
Insurance - Workers Comp		02 001 4510.1	5	63.09	378.54	499.98	121.44
Insurance - Liability		02 001 4510.3	5	174.43	427.36	1,464.00	1,036.64
Payment in Lieu of Taxes		02 001 4520	5	0.00	0.00	1,635.48	1,635.48
Collection Loss		02 001 4570	5	0.00	2,333.59	1,194.96	(1,138.63)
Bonneville Interest		02 001 4580.01	5	0.00	23,389.83	25,425.00	2,035.17
Management Fees		02 001 4590	5	936.89	4,752.26	4,653.48	(98.78)
Other General Expense		02 001 4590.00	5	5,278.00	5,278.00	499.98	(4,778.02)
Total Operating Expenses				14,563.40	89,905.22	96,136.92	6,231.70
Operating Revenues							
Dwelling Rent		02 001 3110	5	18,968.00	104,313.16	93,072.00	11,241.16
Total Operating Revenues				18,968.00	104,313.16	93,072.00	11,241.16
Income from Operations				4,404.60	14,407.94	(3,064.92)	17,472.86
Other Revenues and Expenses							
Interest - Restricted		02 001 3431.00	5	0.00	7.51	12.96	(5.45)
Other Income - Tenant		02 001 3690	5	5,660.00	2,413.09	1,404.96	1,008.13
Other Income - Non Tenant		02 001 3690.3	5	3,270.72	3,808.22	0.00	3,808.22
Other Income - Community Rental		02 001 3690.5	5	100.00	600.00	0.00	600.00

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

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance
Total Other Revenues and Expenses			<u>9,030.72</u>	<u>6,828.82</u>	<u>1,417.92</u>	<u>5,410.90</u>
Net Income (Loss)			<u>13,435.32</u>	<u>21,236.76</u>	<u>(1,647.00)</u>	<u>22,883.76</u>

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

Fiscal Year End Date:	12/31/2014	ACCOUNT	1 Month(s) Ended June 30, 2014	6 Month(s) Ended June 30, 2014	Budget	Variance	
Operating Expenses							
Nontechnical Salaries		02 002 4110	5	595.62	3,690.20	3,929.46	239.26
Legal Expense		02 002 4130	5	249.00	1,739.57	499.98	(1,239.59)
Staff Training		02 002 4140	5	0.00	0.00	499.98	499.98
Travel		02 002 4150	5	0.00	65.52	249.96	184.44
Accounting Fees		02 002 4170	5	2,652.50	2,652.50	1,500.00	(1,152.50)
COMPUTER SUPPORT/LICENSING FEE		02 002 4170.2	5	0.00	713.44	1,500.00	786.56
Audit Fees		02 002 4171	5	2,164.40	3,564.40	2,092.98	(1,471.42)
Employee Benefits Cont - Admin		02 002 4182	5	48.50	2,090.34	2,230.98	140.64
Sundry		02 002 4190	5	0.00	378.98	244.98	(134.00)
Advertising and Marketing		02 002 4190.08	5	45.70	1,699.78	1,500.00	(199.78)
Bank Service Fee		02 002 4190.18	5	0.00	20.00	0.00	(20.00)
Tenant Background Check		02 002 4190.20	5	0.00	31.81	0.00	(31.81)
Postage		02 002 4190.3	5	0.00	14.00	19.98	5.98
Eviction Costs		02 002 4190.4	5	0.00	0.00	499.98	499.98
Contract Costs - Admin		02 002 4190.9	5	0.00	1,700.00	499.98	(1,200.02)
Ten Services - After School Program		02 002 4220.20	5	90.00	870.00	309.96	(560.04)
Water		02 002 4310	5	30.00	162.92	244.98	82.06
Electricity		02 002 4320	5	46.21	580.76	1,050.00	469.24
Sewer		02 002 4390	5	9.33	56.93	114.96	58.03
Labor		02 002 4410	5	0.00	7,394.47	10,137.00	2,742.53
MAINTENANCE MATERIALS		02 002 4420	5	272.10	2,136.66	2,880.00	743.34
Contract Costs		02 002 4430	5	0.00	494.00	999.96	505.96
Contract Costs-Pest Control		02 002 4430.1	5	79.20	475.20	499.98	24.78
Contract Costs - Lawn		02 002 4430.3	5	200.00	1,150.00	1,500.00	350.00
Contract Costs - AC		02 002 4430.4	5	105.00	105.00	499.98	394.98
Contract Costs - Plumbing		02 002 4430.5	5	0.00	0.00	499.98	499.98
Contract Costs - Vacancy Turnaround		02 002 4430.6	5	0.00	2,470.00	2,784.96	314.96
Garbage and Trash Collection		02 002 4431	5	8.00	63.53	499.98	436.45
Emp Benefit Cont - Maintenance		02 002 4433	5	4.29	4,321.26	5,038.98	717.72
Insurance-Property, Contents		02 002 4510	5	738.36	4,429.88	4,999.98	570.10
Insurance - Workers Comp		02 002 4510.1	5	28.05	168.30	405.48	237.18
Insurance - Liability		02 002 4510.3	5	72.41	341.95	1,249.98	908.03
Payment in Lieu of Taxes		02 002 4520	5	0.00	0.00	1,299.96	1,299.96
Bad Debts - Tenant Rents		02 002 4570	5	266.70	(22.61)	1,674.96	1,697.57
Bonneville Interest		02 002 4580.01	5	0.00	21,158.81	23,359.98	2,201.17
Management Fees		02 002 4590	5	1,063.44	5,906.74	6,284.46	377.72
Other General Expense		02 002 4590.00	5	8,759.42	8,759.42	405.00	(8,354.42)
Total Operating Expenses				17,528.23	79,383.76	82,008.78	2,625.02
Operating Revenues							
Dwelling Rent		02 002 3110	5	14,704.00	80,151.24	78,558.00	1,593.24
Total Operating Revenues				14,704.00	80,151.24	78,558.00	1,593.24
Income from Operations				(2,824.23)	767.48	(3,450.78)	4,218.26
Other Revenues and Expenses							
INTEREST - RESTRICTED		02 002 3431.00	5	0.00	6.01	9.96	(3.95)
Investment Income - Unrestricted		02 002 3610	5	2.25	15.85	19.98	(4.13)
Other Income - Tenant		02 002 3690	5	9,924.12	3,887.77	2,355.00	1,532.77
Other Income - Non Tenant		02 002 3690.3	5	0.00	437.50	0.00	437.50
Total Other Revenues and Expenses				9,926.37	4,347.13	2,384.94	1,962.19
Net Income (Loss)				7,102.14	5,114.61	(1,065.84)	6,180.45

AVON PARK
HOUSING AUTHORITY

FISCAL YEAR ENDING December 31, 2014

CONSOLIDATED

Financial Statements

May 31, 2014

AVON PARK HOUSING AUTHORITY

PUBLIC HOUSING

INCOME

1. Total income is up by \$44,827. Total tenant rental revenue is up by \$11,892. Other tenant revenue is down by \$246.

EXPENSES

2. Total operating expense is down by \$ 12,720 compared to the budgeted amount.
3. Administrative expenses are up by \$5,387.
4. Maintenance expenses are up by \$ 1,740.
5. Utility expenses are down by \$1,287..
6. Total insurance expense is down by \$2,376.
7. Total General expense is down by \$5,277.

Public Housing's projected net income is scheduled YTD to be (\$42,030). Current net income is \$44,208.

OTHER BUSINESS ACTIVITIES

NORTH CENTRAL HEIGHTS I

INCOME

1. Total income is up by \$3,367 compared to budgeted amounts. Total tenant revenue is up by \$6,050.

EXPENSES

2. Total operating expense is down by \$10,199 compared to the budgeted amount.
3. Administrative expenses are up by \$3,272.
4. Maintenance expenses are down by \$2,581.
5. Utility expense is down \$410.
6. Total insurance expense is down by \$1,135.
7. Total General expense is down by \$10,199.

North Central Heights I projected net income is scheduled YTD to be (\$6,800). Current net income is \$ 7,801.

NORTH CENTRAL Height II

INCOME

1. Total income is down by \$7,5885 compared to budgeted amounts. Total tenant revenue is down by \$200.

EXPENSES

2. Total operating expense is down by \$19,525, compared to the budgeted amount.
3. Administrative expenses are down by \$8,140.

4. Maintenance expenses are down by \$4,218.
5. Utility expense is down by \$460.
6. Total insurance expense is down by \$336.
7. Total General expense is down by \$6,893.

North Central Heights II projected net income is scheduled YTD to be (\$32,950). Current net income is (\$1,988).

RIDGEDALE

INCOME

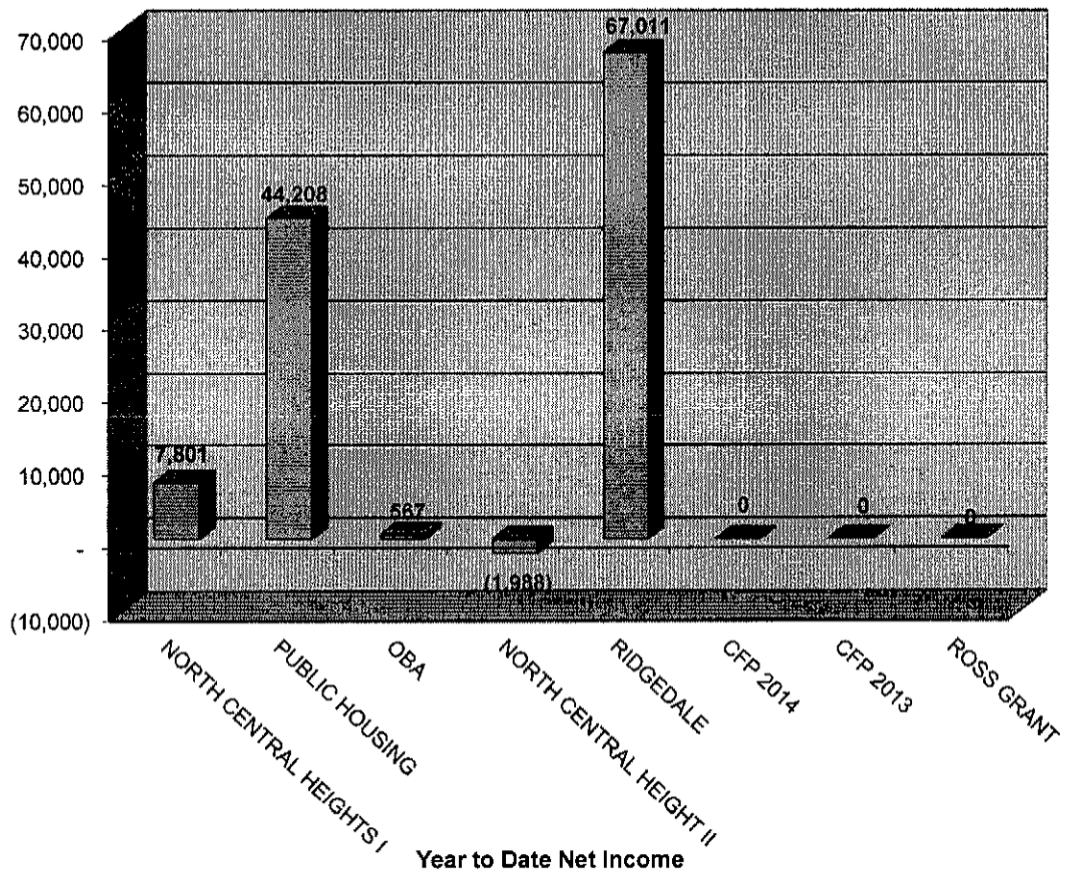
1. Total income is up by \$11,735 compared to budgeted amounts. Total tenant revenue is up by \$9,059.
Grant subsidy is up compared to budgeted amounts by \$2,277. Other revenue is down by \$730.

EXPENSES

2. Total operating expense is down by \$119,849 compared to the budgeted amount.
3. Administrative expense is down by \$10,145.
4. Maintenance expenses are down by \$13,309.
5. Utility expense is up \$ 1,000.
6. Total insurance expense is down by \$2,053.
7. Total General expense is up by \$1,614.

Ridgedale's projected net income is scheduled YTD to be \$19,885. Current net income is \$67,011.

Avon Park Housing Authority



AVON PARK HOUSING AUTHORITY
SCHEDULE OF CASH/INVESTMENT ACCOUNT BALANCES
AS OF MAY 31, 2014

PUBLIC HOUSING

1111.01 GENERAL FUND CHECKING	268,869
1111.02 PNC ACCOUNT	2,377
1111.06 UTILITY DEPOSIT ESCROW FUND	3,000
1111.09 S8 FUNDS	-
1114.00 SECURITY DEPOSITS	29,310
1162.10 INVESTMENTS - CD HIGHLANDS BNK	42,820
1162.01 LAKESIDE PARK I ESCROW	10,579
1162.02 LAKESIDE PARK I RESERVES	6,937
1162.60 NEW INVESTMENT ACCOUNT	1,091,786

TOTAL 1,455,678

OTHER BUSINESS ACTIVITY

1111.3 APHDC--OBA	12,011
	<u>12,011</u>

NORTH CENTRAL HEIGHTS I

1111.01 GENERAL FUND CHECKING	7,806.75
1114.00 SECURITY DEPOSITS	13,850.00
1162.1 ESCROW -BONNEVILLE-TAXES	24,837.69
1162.11 ESCROW-BONNEVILLE-INSURANCE	71,603.05
1162.12 ESCROW-BONNEVILLE-REPL RS	25,589.64
TOTAL	<u>143,687.13</u>

NORTH CENTRAL HEIGHT II

1111.01 GENERAL FUND CHECKING	41,903.62
1114.00 SECURITY DEPOSITS	11,500.00
1162.1 ESCROW-BONNEVILLE-TAXES	-
1162.11 ESCROW-BONNEVILLE - INSURANCE	21,013.01
1162.12 ESCROW-BONNEVILLE-REPL RES	55,614.01
TOTAL	<u>130,030.64</u>

RIDGEDALE

1111.01 GENERAL FUND CHECKING	292,865.83
1114.00 SECURITY DEPOSITS	6,165.00
1162.05 ESCROW MIP	3,384
1162.06 ESCROW RESERVE REPLACEMENT	66,191
1162.07 ESCROW INSURANCE	531
TOTAL	<u>369,137.65</u>

GRAND TOTAL CASH ACCOUNTS 2,110,545

AVON PARK HOUSING AUTHORITY
SCHEDULE OF UNRESTRICTED NET ASSETS
AS OF MAY 31, 2014

NORTH CENTRAL HEIGHTS I

UNRESTRICTED NET ASSETS	7,080
YEAR TO DATE EARNINGS	7,801
TOTAL	<u>14,881</u>

NORTH CENTRAL HEIGHTS II

UNRESTRICTED NET ASSETS	64,446
YEAR TO DATE EARNINGS	(1,988)
TOTAL	<u>62,458</u>

PUBLIC HOUSING

UNRESTRICTED NET ASSETS	1,420,193
YEAR TO DATE EARNINGS	44,208
TOTAL	<u>1,464,401</u>

RIDGEDALE

UNRESTRICTED NET ASSETS	243,176
YEAR TO DATE EARNINGS	67,011
TOTAL	<u>310,187</u>

OTHER BUSINESS

UNRESTRICTED NET ASSETS	11,735
YEAR TO DATE EARNINGS	567
TOTAL	<u>12,302</u>

CAPITAL FUND 2013

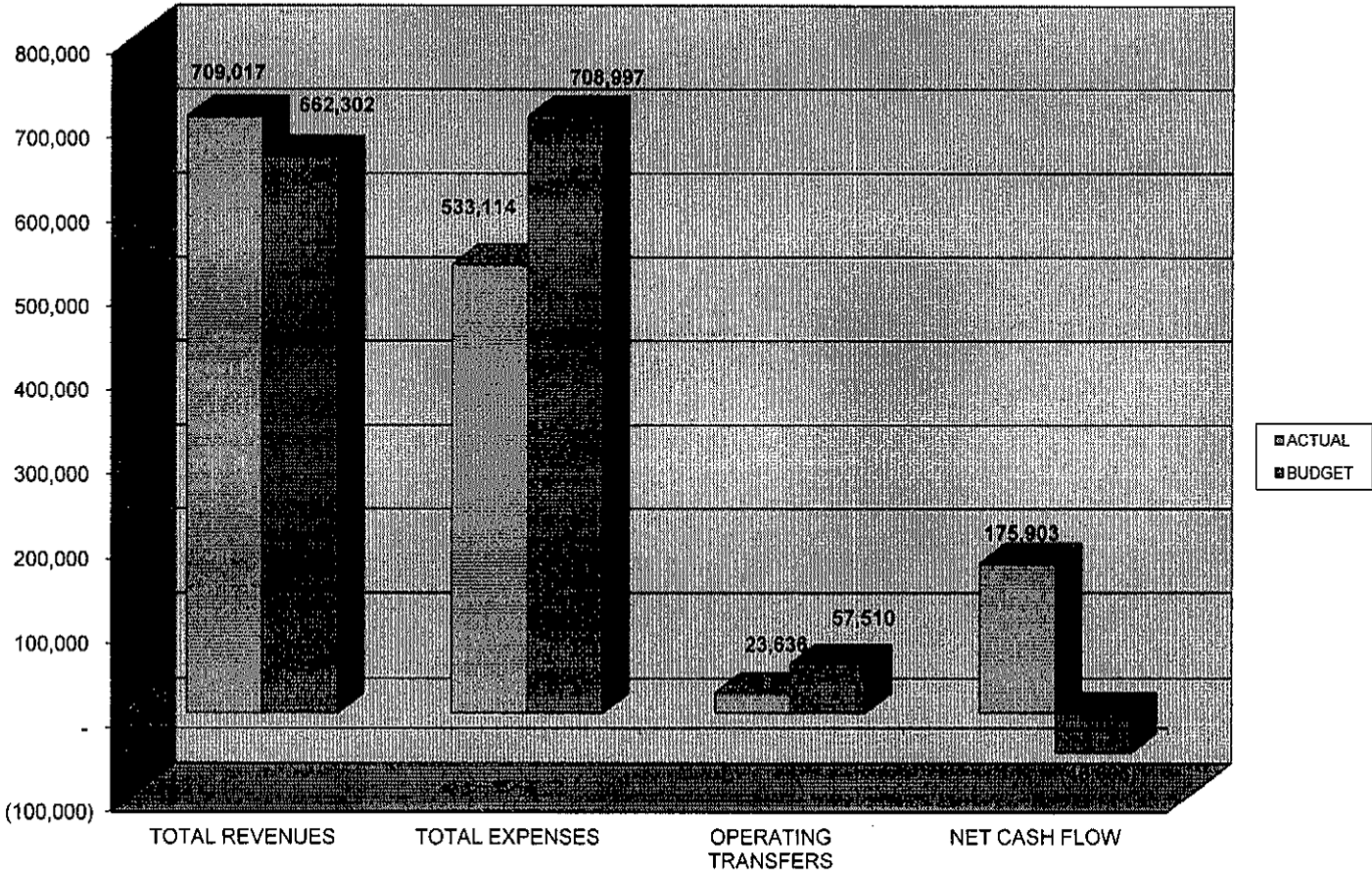
UNRESTRICTED NET ASSETS	-
YEAR TO DATE EARNINGS	-
TOTAL	<u>-</u>

CAPITAL FUND 2014

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

TOTAL RESERVE BALANCES **1,864,230**

APHA CONSOLIDATED



APHA CONSOLIDATED- BALANCE SHEET

<u>ASSETS</u>		<u>LIABILITIES AND EQUITY</u>			
Current Assets:		Current Liabilities:			
Cash		311	Bank Overdraft		
111	Unrestricted	628,834	312	Accounts Payable <= 90 Days	8,019
115	Cash - Restricted for Payment of Current Liabilities	-	313	Accounts payable >90 Days Past Due	-
112	Cash - Restricted Mod and Development	-	321	Accrued Wage/Payroll Taxes Payable	2,679
113	Cash - Other restricted	-	322	Accrued Compensated Absences - Current Portion	15,536
114	Cash - Tenant Security Deposits	80,825	324	Accrued Contingency Liability	-
100	Total Cash	<u>669,659</u>	325	Accrued Interest Payable	-
Receivables		331	Accounts Payable - HUD PHA Programs	-	
121	Accounts Receivable - PHA Projects	-	332	Accounts Payable - PHA Projects	-
122	Accounts Receivable - HUD Other Projects	-	333	Accounts Payable - Other Government	11,875
124	Accounts Receivable - Other Government	25,003	341	Tenant Security Deposits	60,825
125	Accounts Receivable - Miscellaneous	-	342	Deferred Revenue	-
126	Accounts Receivable - Tenants Dwelling Rents	5,112	343	Current Portion of Long-term Debt - Capital Projects	699,012
126.1	Allowance for Doubtful Accounts - Dwelling Rents	-	344	Current Portion of Long-term Debt - Operating Borrowings	-
126.2	Allowance for Doubtful Accounts - Other	-	348	Loan Liability - Current	-
127	Notes and Mortgages Receivable - Current	-	345	Other Current Liabilities	-
128	Fraud Recovery	-	346	Accrued Liabilities - Other	3,072
128.1	Allowance for Doubtful Accounts - Fraud	-	347	Interprogram Due To	12,480
129	Accrued Interest Receivable	-	310	Total Current Liabilities	<u>811,299</u>
120	Total Receivables - Net of Allowances for doubtful accts	<u>30,115</u>	Non-current Liabilities:		
131	Investments - Unrestricted	1,134,605	351	Long-term Debt, Net of Current - Capital Projects	14,377,530
135	Investments - Restricted for Payments of Current Liabilities	-	352	Long-term Debt, Net of Current - Operating Borrowings	-
132	Investments - Restricted	306,756	354	Accrued Compensated Absences - Non Current	7,860
142	Prepaid Expenses and Other Assets	71,300	355	Loan Liability - Non Current	76,471
143	Inventories	-	353	Noncurrent Liabilities - Other	-
143.1	Allowance for Obsolete Inventory	-	350	Total Noncurrent Liabilities	<u>14,463,861</u>
144	Interprogram Due From	2,820	Total Liabilities		<u>15,275,160</u>
145	Assets Held for Sale	-	Equity:		
146	Amounts To Be Provided	-	501	Investment in General Fixed Assets	-
	Total Other Current Assets	<u>1,515,482</u>	Contributed Capital		
150	Total Current Assets	<u>2,235,256</u>	502	Project Notes (HUD)	-
Non-current Assets:			503	Long-term Debt - HUD Guaranteed	-
Fixed Assets			504	Net HUD PHA Contributions	-
161	Land	1,480,402	505	Other HUD Contributions	-
166	Infrastructure	358,482	507	Other Contributions	-
162	Buildings	18,040,959	508	Total Contributed Capital	<u>-</u>
163	Furniture, Equipment & Machinery- Dwellings	39,816	508.1	Invested in Capital Assets, Net of Related Debt	410,494
164	Furniture, Equipment & Machinery - Administration	164,074	Reserved Fund Balances		
165	Leasehold Improvements	-	509	Fund Balance Reserved for Encumbrances/	-
166	Accumulated Depreciation	(4,561,818)		Designated Fund Balance	-
167	Construction in Progress	-	510	Fund Balance Reserved for Capital Activities	-
160	Total Fixed Assets - Net of Accumulated Depreciation	<u>15,501,916</u>	511	Total Reserved Fund Balance	<u>-</u>
171	Notes, Loans, Mortgages Receivable - Non Current	-	511.1	Restricted Net Assets	258,135
172	Notes, Loans, Mortgages Receivable - Non Current - Past Due	-	512	Undesignated Fund Balance/Retained Earnings	-
173	Grants Receivable - Non Current	-	512.1	Unrestricted Net Assets	1,792,383
174	Other Assets	-	513	Total Equity	<u>2,462,012</u>
176	Investments In Joint Ventures	-	600	Total Liabilities and Equity	<u>17,737,172</u>
180	Total Non-Current Assets	<u>-</u>			
190	Total Assets	<u>17,737,172</u>			

APHA CONSOLIDATED

LINE	ACCT	DESCRIPTION	CURRENT MONTH ACTUAL	CURRENT MONTH BUDGET	DIFF	% OF MTD BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	DIFF	% OF YTD BUDGET	ANNUAL BUDGET	BUDGET BALANCE REMAINING
REVENUE												
OPERATING INCOME												
703	3110	GROSS POTENTIAL RENT	44,719	38,295	6,424	117%	223,892	191,475	32,217	117%	459,540	235,848
		NET TENANT REVENUE	<u>44,719</u>	<u>38,295</u>	<u>6,424</u>	<u>117%</u>	<u>223,892</u>	<u>191,475</u>	<u>32,217</u>	<u>117%</u>	<u>459,540</u>	<u>235,848</u>
	3401	TENANT REVENUE - OTHER	2,952	2,143	809	138%	(864)	10,713	(11,576)	-8%	25,710	28,574
	3404	TENANT REVENUE - EXCESS UTILITY	-	-	-	-	9	9	9	-	-	(9)
	3430	TENANT REVENUE - MAINTENANCE	-	-	-	-	-	-	-	-	-	-
	3450	TENANT REVENUE - LATE CHARGES	-	-	-	-	-	-	-	-	-	-
708	3431	NET OPERATING SUBSIDY	<u>(11,875)</u>	<u>8,634</u>	<u>3,240</u>	<u>138%</u>	<u>58,303</u>	<u>43,171</u>	<u>15,133</u>	<u>135%</u>	<u>103,610</u>	<u>45,507</u>
		HUD PHA OPERATING GRANT CFP	86,535	50,489	6,067	112%	250,874	252,345	(1,472)	99%	605,629	354,755
708		OTHER GOVERNMENT GRANTS	27,319	27,245	74	100%	138,502	136,225	2,277	102%	328,940	189,438
711		INVESTMENT INCOME - UNRESTRICTED	213	203	10	105%	1,061	1,017	44	104%	2,440	1,379
		MANAGEMENT FEE INCOME	4,231	4,281	(49)	99%	21,171	21,404	(233)	99%	51,370	30,199
		BOOKKEEPING FEE INCOME	-	-	-	-	-	-	-	-	-	-
		ASSET MANAGEMENT FEE INCOME	-	-	-	-	-	-	-	-	-	-
714		FRAUD RECOVERY	-	-	-	-	-	-	-	-	-	-
715		OTHER REVENUE	1,711	1,182	529	145%	16,238	5,908	10,327	275%	14,180	(2,056)
720		INVESTMENT INCOME - RESTRICTED	11	9	3	128%	32	44	(12)	73%	108	74
700		TOTAL REVENUES	<u>149,568</u>	<u>132,480</u>	<u>17,107</u>	<u>113%</u>	<u>709,017</u>	<u>662,302</u>	<u>46,715</u>	<u>107%</u>	<u>1,689,525</u>	<u>880,508</u>
OPERATING EXPENDITURES												
ADMINISTRATIVE												
911	4110	ADMINISTRATIVE SALARIES	18,173	16,314	1,859	111%	94,055	81,572	12,493	115%	195,772	101,707
912	4182	EBC - ADMIN	7,827	7,202	325	105%	44,446	36,010	8,436	123%	98,423	41,977
	4171	AUDITING FEES	-	2,625	(2,625)	0%	10,000	13,125	(3,125)	76%	31,500	21,500
		MANAGEMENT FEES	4,231	4,473	(241)	95%	21,171	22,364	(1,193)	95%	53,674	32,503
		BOOKKEEPING FEES	-	-	-	-	-	-	-	-	-	-
		ADVERTISING & MARKETING	1,266	-	1,266	-	4,942	-	4,942	-	-	(4,942)
		OFFICE EXPENSE	5,800	11,017	(5,216)	53%	31,912	55,083	(23,172)	58%	132,200	100,288
		LEGAL EXPENSE	598	2,727	(2,171)	20%	2,575	13,833	(11,058)	19%	32,720	30,145
		TRAVEL	853	715	138	119%	1,975	3,575	(1,596)	55%	8,580	9,601
918	4190	OTHER	732	12,281	(11,549)	6%	5,978	19,579	(13,601)	31%	18,170	12,182
		TOTAL ADMINISTRATIVE	<u>39,139</u>	<u>57,353</u>	<u>(18,214)</u>	<u>68%</u>	<u>217,067</u>	<u>244,941</u>	<u>(27,874)</u>	<u>89%</u>	<u>555,039</u>	<u>341,972</u>
TENANT SERVICES												
921	4210	SALARIES	49	44	5	111%	237	221	16	107%	530	293
923	4222	EBC - TNT SVCS	380	-	380	-	1,410	-	1,410	-	-	(1,410)
924	4230	OTHER	-	109	(109)	0%	-	546	(546)	0%	1,310	1,310
		TOTAL TENANT SERVICES	<u>429</u>	<u>153</u>	<u>276</u>	<u>280%</u>	<u>1,647</u>	<u>767</u>	<u>881</u>	<u>215%</u>	<u>1,840</u>	<u>193</u>
UTILITIES												
931	4310	WATER	1,235	1,194	41	103%	6,343	5,971	372	106%	14,330	7,957
932	4320	ELECTRICITY	1,782	3,058	(1,296)	58%	13,433	15,288	(1,855)	88%	36,890	23,257
933	4330	NATURAL GAS	98	98	(0)	100%	611	482	119	124%	1,180	569
938	4390	SEWER AND OTHER	1,705	1,549	156	110%	7,952	7,746	206	103%	18,590	10,838
		TOTAL UTILITIES	<u>4,801</u>	<u>6,899</u>	<u>(1,099)</u>	<u>81%</u>	<u>28,339</u>	<u>29,498</u>	<u>(1,157)</u>	<u>96%</u>	<u>70,780</u>	<u>42,451</u>

APHA CONSOLIDATED

LINE	ACCT		CURRENT	CURRENT		% OF	YEAR	YEAR		% OF	ANNUAL	BUDGET
ITEM	#	DESCRIPTION	MONTH	MONTH	DIFF	MTD	TO DATE	TO DATE	DIFF	YTD	BUDGET	BALANCE
			ACTUAL	BUDGET		BUDGET	ACTUAL	BUDGET		BUDGET	BUDGET	REMAINING
ORDINARY MAINT & OPERATIONS												
941	4410	LABOR	10,596	14,184	(3,588)	76%	59,340	70,918	(11,578)	84%	170,203	110,893
945	4433	EMPLOYEE BENEFITS - MAINTENANCE	5,514	6,022	(508)	92%	33,122	30,112	3,010	110%	72,268	39,146
943	4420	MATERIALS	6,539	5,320	1,216	123%	25,334	26,600	(1,266)	95%	63,840	38,506
CONTRACT COSTS												
943		GARBAGE & TRASH	313	1,425	(112)	92%	5,855	7,125	(1,270)	82%	17,100	11,245
		COOLING / AIR CONDITIONING	325	458	(133)	71%	329	2,292	(1,967)	14%	5,900	5,175
		ELEVATOR MAINTENANCE	-	-	-	-	-	-	-	-	-	-
		LANDSCAPE & GROUNDS	2,665	2,638	28	101%	9,240	13,188	(3,948)	70%	31,650	22,410
		UNIT TURNAROUNDS	-	2,418	(2,418)	0%	2,990	12,068	(9,098)	25%	29,010	28,020
		ELECTRICAL	-	-	-	-	-	-	-	-	-	-
		PLUMBING	-	458	(458)	0%	1,874	2,292	(418)	82%	5,500	3,627
		EXTERMINATION	772	813	(41)	95%	3,860	4,067	(207)	95%	9,760	5,900
		JANITORIAL	-	350	(350)	0%	-	1,750	(1,750)	0%	4,200	4,200
		ROUTINE MAINTENANCE	15,226	292	14,934	5220%	26,297	1,456	24,839	1803%	3,500	22,797
943	4430	OTHER MISCELLANEOUS CONTRACT COSTS	-	1,083	(1,083)	0%	-	5,417	(5,417)	0%	13,000	13,000
TOTAL ORDINARY MAINT & OPER			42,947	35,481	7,466	121%	168,237	177,305	(9,068)	95%	425,531	257,284
PROTECTIVE SERVICES												
4480		PROTECTIVE SERVICES CONTRACT COSTS	3,220	-	3,220	-	3,220	-	3,220	-	-	(3,220)
		PROTECTIVE SERVICES OTHER	-	-	-	-	-	-	-	-	-	-
TOTAL PROTECTIVE SERVICES			3,220	-	3,220	-	3,220	-	3,220	-	-	(3,220)
INSURANCE												
961	4510	PROPERTY	4,962	6,372	(1,410)	78%	24,808	31,859	(7,051)	78%	76,462	61,854
		GENERAL LIABILITY	475	375	100	127%	2,544	1,875	669	136%	4,500	1,956
		WORKER'S COMPENSATION	750	890	(100)	89%	3,950	4,451	(501)	89%	10,682	6,732
		AUTO INSURANCE	-	-	-	-	-	-	-	-	-	-
		OTHER INSURANCE	479	167	312	267%	1,855	833	1,022	223%	2,000	1,145
969		TOTAL INSURANCE EXPENSES	6,705	7,804	(1,098)	86%	33,157	39,018	(5,861)	85%	93,644	60,487
GENERAL EXPENSES												
962	4590	OTHER GENERAL EXPENSES	687	2,996	(2,309)	23%	5,543	14,981	(9,438)	37%	25,050	19,507
		COMPENSATED ABSENCES	-	-	-	-	-	16,993	(16,993)	0%	40,782	40,782
		PAYMENTS IN LIEU OF TAXES	-	3,399	(3,399)	0%	-	8,137	7,807	227%	14,730	756
		BAD DEBTS	4,188	1,227	2,960	341%	13,945	8,137	5,808	227%	14,730	756
		INTEREST EXPENSE	7,417	12,781	(5,364)	58%	61,959	63,904	(1,945)	97%	153,370	91,417
TOTAL GENERAL EXPENSES			12,292	20,403	(8,111)	60%	81,447	102,015	(20,568)	80%	233,932	152,485
969		TOTAL OPERATING EXPENDITURES	109,533	127,073	(17,541)	88%	533,113	593,642	(60,428)	90%	1,384,715	851,653
970		CASH FLOW FROM OPERATIONS	40,035	5,387	34,648	743%	175,903	68,760	107,143	256%	204,751	28,336
OTHER FINANCIAL ITEMS-SOURCES & (USES)												
		OPERATING TRANSFERS IN	-	(15,167)	15,167	0%	(23,836)	(75,835)	52,000	31%	(182,005)	(188,369)
		OPERATING TRANSFERS OUT	-	11,502	(11,502)	0%	23,636	57,510	(33,874)	41%	138,025	114,389
		HUD GRANTS - CAPITAL CONTRIBUTIONS	-	3,665	(3,665)	0%	-	18,325	(18,325)	0%	43,980	43,980
		DEBT SERVICE PAYMENT - INTEREST	-	-	-	-	-	-	-	-	-	-
		DEBT SERVICE PAYMENT - PRINCIPAL	-	3,804	(3,804)	0%	-	19,022	(19,022)	0%	45,853	45,853
971	4610	EXTRAORDINARY MAINTENANCE	-	417	(417)	0%	-	2,063	(2,063)	0%	5,000	5,000
		CAPITAL EXPENDITURES	-	18,870	(18,870)	0%	-	94,350	(94,350)	0%	226,440	226,440
		OTHER ITEMS	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER EXPENSES			-	23,091	(23,091)	0%	0	115,455	(115,455)	0%	277,093	277,093
900		TOTAL EXPENDITURES	109,533	160,164	(40,632)	73%	533,113	708,897	(175,883)	76%	1,681,887	1,128,755
NET CASH FLOW			40,035	(17,704)	57,740	-226%	(175,903)	(146,695)	222,598	-377%	(72,342)	(249,247)

APHA CONSOLIDATED ACCOUNT DETAIL

LINE ACCT	CURRENT	CURRENT		% OF	YEAR	YEAR		% OF	ANNUAL	BUDGET
ITEM # DESCRIPTION	MONTH	MONTH	DIFF	MTD	TO DATE	TO DATE	DIFF	YTD	BUDGET	BALANCE
INCOME	ACTUAL	BUDGET		BUDGET	ACTUAL	BUDGET		BUDGET	BUDGET	REMAINING
HUD PHA GRANTS										
3401 CAPITAL FUND REVENUE - SOFT COSTS	15,343	50,469	(35,126)	30%	44,687	252,345	(207,658)	18%	605,629	560,942
3401.1 CFP CAPITAL EXPENDITURES	-	-	-	-	-	-	-	-	-	-
3410 SECTION 8 HAP INCOME	-	-	-	-	-	-	-	-	-	-
3410.1 ADMINISTRATIVE FEES EARNED	-	-	-	-	-	-	-	-	-	-
3410.2 PORT IN ADMINISTRATIVE FEES EARNE	-	-	-	-	-	-	-	-	-	-
TOTAL HUD PHA GRANTS	15,343	50,469	(35,126)	30%	44,687	252,345	(207,658)	18%	605,629	560,942
EXPENSES										
ADMINISTRATIVE OFFICE EXPENSES										
4140 STAFF TRAINING	-	763	(763)	0%	289	3,813	(3,524)	8%	9,150	8,861
4170 ACCOUNTING	1,925	5,667	(3,742)	34%	17,125	28,333	(11,208)	60%	68,000	50,875
4190 SUNDRY	1,153	3,178	(2,026)	36%	6,988	15,892	(8,903)	44%	38,140	31,152
4190.2 TELEPHONE/COMMUNICATIONS	888	773	116	115%	4,159	3,863	297	108%	9,270	5,111
4190.3 POSTAGE	-	267	(267)	0%	2,392	1,333	1,058	179%	3,200	808
4190.5 OFFICE EQUIPMENT	-	-	-	-	-	-	-	-	-	-
4190.4 PORT OUT ADMINISTRATIVE EXPENSES	1,834	1,834	200	112%	6,197	8,171	(1,974)	76%	19,810	13,413
TOTAL ADMINISTRATIVE	5,800	12,281	(6,481)	47%	37,151	61,404	(24,253)	61%	147,370	110,219
TOTAL GENERAL EXPENSES										
4590 OTHER GENENERAL EXPENSE	687	1,997	(1,310)	34%	5,543	9,983	(4,440)	56%	23,961	18,418
4590.5 ASSET MANAGEMENT FEE	-	1,000	(1,000)	0%	-	4,998	(4,998)	0%	11,994	11,994
4590.6 OTHER FEES	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER GENERAL EXPENSES	687	2,997	(2,309)	23%	5,543	14,981	(9,438)	37%	35,955	30,412

2014 APHA Audit Firm Respondents/Tabulation
 REVIEW COMMITTEE MINUTES & SCORING/RATING/RANKING REPORT
 Thursday, June 26, 2014, 10:00 AM
 Delaney Heights Community Center
 541 Alton St., Avon Park, Florida

TO: APHA Board of Commissioners

FROM: Cameron Barnard, Committee Chairperson

COMMITTEE REPORT: Chairperson Barnard called the meeting to order, Roll Call -Committee Members Present; Cameron Barnard, Greg Wade and Lester Roberts. Quorum declared. Executive Director Shoeman provided the Committee in advance copies of all submitted proposals and verified that all five proposals had been received within the specified submittal deadline. The Committee then individually reviewed each of the proposals, discussed various elements contained therein and then scored/rated & ranked each proposal independently. The following results are a compilation of the collective scoring sheets tabulated by the Secretary/Executive Director;

FIRM NAME	SCORE RANKING		
	<u>Total Score</u>	<u>Average Score</u>	<u>Ranking</u>
Malcolm Johnson & Company, P.A. 210 N. Highway 17/92 Debary, FL 32713-2157	242	80.66/100	1st
Barton, Gonzalez & Myers, P.A. 13137 66 th Street Largo, Fl. 33773 Ph: 727-344-1040	228	76/100	2nd
Berman Hopkins, CPA 8035 Spyglass Hill Rd. Melbourne, Fl. 32940	215	71.66/100	3rd
Clifton Larson Allen, CPA 811 East Main St. Lakeland, Fl. 33801-5126 Ph: 863-683-6783	212	70.66/100	4th
Goldie Roberts, CPA 8518 S Kays Chapel Rd. Fredericksburg, IN 47120-8501	165	55/55	5th

cb

RECOMMENDATION: Engage the firm "Malcolm Johnson & Assoc." to perform the APHA 2011 Annual Audit Financial Statements in the amount of \$17,500, with the consideration of extending two additional subsequent fiscal yearend audit engagement(s) for 2015 and 2016 for same amount.

2014 COMPREHENSIVE AUDIT SERVICES

AGENCY REFERENCE/COMMENTS

MALCOM JOHNSON & ASSOCIATES 

Survey conducted 6/26/2014 afternoon by Larry Shoeman, APHA Executive Director.

Stuart Housing Authority

Maria Burger, Executive Director: "Performed audits for SHA past 5 years, very happy with their services, very professional & thorough, fees are very competitive and held same for past 5 years. Highly recommends this firm".

Levy County Housing Authority

Robert Williams, Executive Director; "Has performed their audit for the past 6 years, excellent knowledge, performs a very good Board briefing at audit presentation, very professional, thorough & comprehensive job, recommends them".

Manatee County Housing Authority

Robert Rogers, Executive Director; "Great service, very high quality of work product, minimal staff interruption during on-site work. Helps train staff re: reporting requirements while performing audit, many years of auditing experience. Audit fees low compared to other firms but quality high. Would recommend their services".

AVON PARK HOUSING AUTHORITY CUSTOMER CODE OF CONDUCT

Avon Park Housing Authority (APHA) provides important housing services to the public in the APHA service area. Safety is the critical principle by which APHA operates. A successful partnership between APHA and the public is dependent upon APHA employees and the public behaving in a mutually respectful and courteous manner. In an effort to improve the experience of its applicants, residents and public at large, the APHA Board of Commissioners have adopted a policy that is commonly referred to as the Customer Code of Conduct (**Code**). The Code sets out prohibited behaviors for everyone who communicates with APHA staff in the course of access or use of APHA operations. It authorizes certain personnel to expel from APHA property persons who commit Code of Conduct Violations (as defined herein) for a minimum period of 12 business hours and terminate further communications with those individuals until such conduct has been resolved.

POLICY

It is the mission of the APHA, through the efforts of dedicated, well-trained employees, to provide a safe and secure environment for customers and employees to exchange communications at the APHA. APHA has established a Customer Code of Conduct to promote a mutually respectful operating environment for its residents and public at large. A Copy of this Policy shall be displayed and publicly posted for customer reference in the APHA Lobby and Administrative Office.

VIOLATIONS AND PROHIBITED BEHAVIORS

No individual may engage in inappropriate conduct on, at, or in, either the public or non-public areas of APHA facilities, including at administrative offices, common areas of APHA properties, operational and maintenance facilities.

The following are those behaviors and activities that are prohibited at APHA:

A. Animals

Bringing any animal other than a guide dog or service dog other than a service animal as permitted by federal statute or regulation onto APHA property without advance authorization from the APHA. Guide dogs and service dogs are permitted provided that such guide dog or service dog is accompanied by a disabled person, blind person, person with visual disabilities, deaf person, or a person who is responsible for training a

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guide dog or service dog.

B. Commercial Activity/Solicitation

1. Soliciting money or selling goods or services for a fee on any APHA properties or facilities without the express permission by the APHA.
2. Delivering or distributing handbills or flyers of a commercial nature on any APHA properties or facilities without the express permission by the APHA.

C. Conduct/Civility

1. Spitting, defecating, or urinating.
2. Discarding litter, except into receptacles designated for that purpose.
3. Bringing commercial or large-size shopping carts onto APHA properties.
4. Roller-skating, roller-blading, or skateboarding on APHA sidewalk areas.
5. Indecent exposure.
6. Stealing or willfully damaging, defacing, or destroying APHA property.
7. Otherwise disorderly or inappropriate conduct that is inconsistent with the orderly and respectful communication with APHA staff and Authority representatives.

D. Food, Drink, Alcohol, and Drugs

1. Consumption of food or possession of any open food container in APHA Lobby areas or consumption or possession of any open beverage container. This prohibition does not apply to a person providing food or beverage to any child under age five.
2. Drinking alcoholic beverages or possessing open containers of alcoholic beverages on APHA property.
3. Smoking tobacco in any form, or using electronic cigarettes or

vaporizers, on the premises of administrative offices or maintenance facilities

E. Noise and Behavior

1. Playing any radio; cassette, cartridge, or tape player; or any similar device, including but not limited to: a CD player, an iPod, an MP3 device, or a mobile phone, unless such device is connected to an earphone that limits the sound to the hearing of the individual user.
2. Engaging in indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which such conduct tends to cause or provoke a disturbance. This is not intended to prohibit ordinary conversation between staff and/or the general public in normal conversational tones.
3. Causing sounds that are unreasonable and highly disruptive of other individuals using APHA facilities or services, including but not limited to: loud, abusive, indecent, profane, or drunken conduct.
4. Fighting.
5. Behavior that is disruptive, harassing, or threatening in nature to APHA customers or employees.

F. Weapons

1. Carrying or possessing a firearm if customer does not have on his or her person a valid weapons carry license issued pursuant to federal & State Law.
2. Lighting an incendiary device (e.g., match, lighter, torch).

IMMEDIATE EXPULSION FROM APHA PREMISES

APHA staffs are authorized to inform any person observed violating the APHA's Code of Conduct that unless they cease and correct such conduct, they will be expelled immediately from APHA property. If after such warning the individual(s) do not cooperate with such order, APHA staff is authorized to immediately contact the Sheriff's Department who then escort the violator off the premises and may be criminally trespassed from the APHA property.

Any expulsion order issued under this section shall be effective for a minimum of 12 business hours following the expulsion. Failure to immediately comply with an expulsion order and remain off APHA Property while the expulsion order is in effect shall be grounds for issuance of an order for criminal trespass. A person can be expelled from APHA Property by APHA staff either orally or in writing.

Any APHA Staff issuing such order shall prepare and submit to the Executive Director a written summary of the facts accurately recording the circumstances pertaining to the violation. The Executive Director shall then render a final decision/determination in the matter which may include, direct counseling of violator, affirm or resend expulsion and/or take any other action deemed appropriate to diffuse or resolve the conduct violation.