

**Housing Authority of Avon Park
Board of Commissioners Regular Meeting**
North Central Heights Community Building
709 Juneberry Street, Avon Park, FL.
Tuesday, October 21, 2014, 7:00 PM

AGENDA

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentation
- C. Consent Agenda
 - 1. Regular Meeting Minutes, September 16, 2014
 - 2. Occupancy Report; September 2014
 - 3. Lakeside Park I Transitional Housing FSS Program Report; September/October 2014
 - 4. TAR & Maintenance Reports; September 2014
 - 5. Fee Accounting Report; August 2014, Consolidated Financial Statement & APHA Projects Report; September 2014 Account Cash Analysis Schedules
 - 6. Communications-09/29/14 HUD notification letter of 2014 FSS Coordinator Position grant Award; \$68,424, 10/06/14 HUD Letter closing 2013 Audit Finding, 10/08/14 Senator Bill Nelson Ltr. FSS Award, 10/14/14 email; V.Rocher HUD Field Office APHA-AHA Management Agreement closure.
- 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. Cornell Colony; project development status report.
 - f. Main Street Brickell Building Acquisition Consideration; City of Avon Park.
 - g. Request for Applications 2014-112; Smaller Permanent Supportive Housing Properties for Persons with Developmental Disabilities.
- E. New Business;
 - 9. Proposed 2015 Draft APHA Operating Budget.
 - 10. Resolution No. 14-10; Resolution Authorizing Preliminary approval of APHA 2015 and 5 Year Plan Update.
 - 11. Resolution No. 14-11; Resolution adopting Amendment and restatement to the APHA Employer Retirement Plan Addendum Agreement.
- F. Unfinished Business, Concerns of Commissioners
- G. Next Meeting: November 18, 2014; Regular Board Meeting
- H. Adjournment

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

**Avon Park Housing Authority Board of Commissioners Meeting
Summary of Agenda Items
October 21, 2014**

Public Comments/Presentations: None

Consent Agenda:

Minutes: Regular Meeting Minutes of September 16, 2014 will be considered for acceptance.

Occupancy Report/Vacancy Reports; September 2014: Lakeside Park Transitional Housing/Homeless P.H. Units; 2 move-ins, 0 move-outs & 0 vacancies during the period. Lakeside Park II; 4 move-ins, 2 move-outs, 2 Vacancies during the period; Ridgedale; 0 move-ins, 1 move-out, 2 vacancies during the period; Delaney Heights 0 move-out, 0 move-ins, 0 vacancies during the period. NCH I had 2 move-outs and 0 move-ins and 3 vacancies; NCH II had 1 move-out and 0 Move-in and 4 vacancies. Vacant unit turnaround days in Management on units appear in acceptable ranges. Wait list summary; D.H. currently has 45; Lakeside Park II 290; Lakeside Park I (E & T Housing Program) 98; Ridgedale 295, NCH; 230 Combined Wait List Totals; 958, decrease of 93 from last report; decrease primarily due to purge of Wait List applicants during vacancy lease up and result of closing of Lakeside Park II & Ridgedale Waiting List. Case Management Report activity report for September/October 2014 Transitional Housing & Family Self Sufficiency (FSS) Program activities included in Board packet.

TAR Report, September 2014: Tenants Accounts Receivable combined for PH in was \$1,357.27, with the highest amount of TARs related to two large Work Orders. Sept. Ridgedale total for July receivables were \$1,343.18 primarily for 1 unreported income. North Central Heights I Sept. TAR was \$0, North Central Heights II Sept. TAR; \$428.26 primarily for one delinquent rent.

Maintenance Report, September 2014- Over the reporting period; Maintenance performed 13 PH Annual and Preventive Maint. Inspections. Ridgedale 3 Preventative & Annual Inspections. NCH I & II had 11 Preventative & Annual Insp., Lakeside Park I had 4 Preventative/Annual Inspections. Preventative maintenance performed for fall months included major cutback of trees from building rooflines in prep for Hurricane season, playground and Community Building HVAC servicing & common area repair/replacement & pest control. Upgrade to security camera system @ both Main Office and Ridgedale Apartments. Front screen door locks being changed out @ Delaney Heights dwellings to accommodate EMS access.

Executive Summary-Financial Statement/Report August 2014: Comprehensive report on the Budgeted Income Statement and Agency's September Bank Account Cash Analysis circulated in Board Packet. Fee Accountant Consolidated Financial Statement on operations for August, 2014 included in report. Items reflecting limited deviations due to 3rd quarter year adjustments & fiscal performance experience. 2015 Audit scheduled for March 1 with completion anticipated by April mid-month.

Communications; 1). HUD Award Letter 09/29/14; Family Self Sufficiency Coordinator position in the amount of \$68,424, 2). U. S. Senator Bill Nelson

congratulatory Letter; FSS Funding Award, 3). 10/06/14 HUD Audit Closure Letter, 4). 10/14/14 Email Message from HUD Miami Office Acting Director Victor Rocher Re: APHA-Arcadia HA Management Agreement closure.

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 status of Housing Management assistance being provided to the AHA by 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.

Cornell Colony Underwriting- Qualifying; The ED will update the Board on the current joint initial credit underwriting process for proposed Cornell Colony project.

Main Street Brickell Building; The ED will provide an update on due diligence consideration of potential acquisition of Brickell Building from City of Avon Park.

Draft Request For Applications 2014-112: Smaller Permanent Supportive Housing Properties for Persons with Developmental Disabilities; The ED will inform the Board of his discussions with Ridge Area ARC Executive Director Rhonda Beckman regarding their interest in partnering with the APHA on the subject RFA.

New Business:

Resolution No. 14-10; The Board will consider adoption of Resolution for Preliminary approval of the 2015 APHA Annual & 5 Year Plan Update.

Resolution No. 14-11; The Board will consider adoption of Resolution amending & restating the Employee Retirement Plan to bring the Plan into compliance with the Pension Protection Act of 2006 and other legislative and regulatory changes.

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

September 16, 2014, 7:00 P.M.

A. Opening/Roll Call: Chairman Longshore called the Board Meeting to order and offered 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, Theresa Whiteside, and Michael Eldred. Commissioners Absent: None. Also attending; APHA staff Executive Director (ED) Larry Shoeman, Facilities Manager David Herbert and Housing Specialist Bea Gillians. Public attendees included Raphael Cruz, Penny Phillippi and City Manager Julian Deleon. Quorum was declared by the Secretary and Chairman Longshore called the meeting to Order at 7:00 pm.

B. Public Comments: Secretary Shoeman acknowledged former APHA resident and current APHA lawncare services contractor Raphael Cruz for receiving the Lonnie Burton Award by the Southern Region of Community Action Agencies. Mr. Cruz was also acknowledged for his success of recently transitioning from renter to homeowner by moving into a Habitat for Humanity new home.

Following the Cruz acknowledgement, the Chairman exercised his parliamentary authority and, as a convenience to City Manager Julian Deleon, moved item number 8 under New Business up to next item on the Agenda for discussion.

New Business; 8). Main Street Brickell Building Acquisition Consideration; City of Avon Park. The ED informed the Board that he had contacted the City Manager's office to ascertain the City's intent to utilize the area built out for residential use above the Brickell Building, recently publicized in the local news. Based on potential mutual interests discussed, the Secretary invited the City Manager to the Board to open a dialogue with the APHA Board on possible partnershiping with the City on purchase & acquisition of the Building. City Manager Deleon expressed interest in working with the APHA on possible purchase of the Building from the City. Moved by Commissioner Eldridge, seconded by Commissioner Roberts that the ED further negotiate with the City Manager and bring back additional information to present to the Board for further consideration on such partnership. Motion carried unanimously.

C. Consent Agenda: Chairman Longshore requested a motion for the Consent Agenda as circulated, Moved by Commissioner Roberts to accept the Consent Agenda as circulated with the exception of Items 4 & 5 pulled for further discussion, seconded by Commissioner Wade. The ED then responded to questions raised by Commissioner Roberts regarding one Tenant Accounts Receivable and one line item in June Consolidated Financial Statement. Following those clarifications from the ED, call for vote on the motion was made by the Chair; 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.

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.

Community Housing Development Organization (CHDO) formation status report: The ED advised the Board that the Heartland Community Housing Organization held their Organizational Meeting on July 10, 2014, elected officers, adopted Articles of Incorporation & By-Laws and have filed with the IRS for 501 C 3 Tax Exempt designation.

Cornell Colony; project development status report: The ED advised the Board that newly formed APHDC-Cornell Colony LLC has been invited by Florida Housing to participate in underwriting qualifying for project funding for the 44 single family unit development. The APHDC will be working with Marty Wohl of Marmer Construction and Chris Shear of Housing Trust Group as Co-Developers on the project.

E. New Business:

Draft Request for Applications 2014-112; Smaller Permanent Supportive Housing Properties for Persons with Developmental Disabilities; The ED provided a briefing to the Board regarding the APHDC prospects of partnering with local non-profit Ridge Area ARC in pursuing funding for the referenced RFA, to include purchase and development of eligible units constructed on the property adjacent to NCH at northwest side of that development.

Resolution No. 14-09; Amending Section 4.27 of APHA Personnel Policy; Employee opt out of APHA Group Health Insurance Plan; The ED proposed a change to the APHA Personnel Policy that would allow for employees that had health insurance available through other means (VA, Spouse Plans, etc.) that they would be able to opt out of the APHA's Plan & receive a one- time compensation payment of \$500 as an employee incentive payment, with related cost savings to the APHA. Moved by Commissioner Eldred, seconded by Commissioner Whiteside that Resolution No. 14-09 is adopted as circulated and the APHA Personnel Policy amended as stated. Motion carried unanimously.

F. Unfinished Business, Concerns of Commissioners- Commissioner Longshore informed the Board that he had accepted employment with the County's Building Inspection Department and would not be continuing on the Board following the next Annual & Regular Meeting of the Board and expressed his gratitude to the APHA for their confidence in him in his service as Chairman of the Board.

H. Next Regular meeting date; Next Regular Board Meeting scheduled for October 21, 2014, Annual Meeting to take place 15 minutes prior to the Regular Meeting at 6:45pm.

Being no further business to come before the Board, Chairman Longshore adjourned the meeting at 8:55 pm.

Accepted _____

Attest _____
SEAL



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

September 29, 2014

Mr. Larry Shoeman
Executive Director
Avon Park
21 Tulane Drive
Avon Park, FL 33826

Dear Mr. Shoeman:

The Department of Housing and Urban Development is pleased to inform you that the Avon Park (2014-FSS- 4DPH- FL012) has been selected to receive **\$68424** for the FY 2014 Family Self Sufficiency Program (FSS), to support the following positions:

Total Renewal FSS Program Coordinator Position(s): 1 Total Amount: \$68424.

By accepting this award, you assume certain administrative and financial responsibilities, including timely submission of all financial and programmatic reports, resolution of all interim FSS audit findings and consent to reviews. You will also be required to comply with all of the provisions in the FY14 FSS Notice of Funding Availability; including the Affirmatively Furthering Fair Housing requirements (p.13-14). (Tribes/TDHEs are excepted from this requirement.)

Your local HUD Field Office will be contacting you regarding execution of the obligation documents, which include the Grant Agreement and Form HUD-1044, as well as any other requirements you are required to enter into prior to accessing funds from this grant.

Your Field Office will be requesting that your agency sign and return the Grant Agreement within 72 hours of receipt, so please initiate any approvals/board resolutions, etc., that you may need to have in place in order for this expedited grant execution to take place.

Should you have questions concerning this award letter, please contact Andrea Edmond or Lisa M. Smyth, Grant Administrators at (202) 475-8851 or (202) 475-8835 respectively, or Rochelle Katz at (202) 475-4967. Thank you for your interest in HUD and its programs.

Sincerely,

Cedric A. Brown
Director
Grants Management Center

OCT 06 2014

Enclosure



United States Senate
WASHINGTON, DC 20510-0905

BILL NELSON
FLORIDA

October 8, 2014

Mr. Larry Shoeman
Avon Park Housing Authority
P.O. Box 1327
Avon Park, Florida 33826

Dear Mr. Shoeman:

Congratulations on the \$68,424 Public Housing Family Self Sufficiency award from the U.S. Department of Housing and Urban Development. Your dedication to improving to working to better he lives of public housing residents in Avon Park is appreciated and laudable.

Best wishes for continued success.

Sincerely,

Bill Nelson



U.S. Department of Housing and Urban Development

Region IV, Miami Field Office
Brickell Plaza Federal Building
909 SE First Avenue, Rm. 500
Miami, FL 33131-3042

October 6, 2014

Mr. Eric Longshore
Chairperson
Board of Commissioners
Avon Park Housing Authority
P.O. Box 1327
Avon Park, FL 33826

Dear Mr. Longshore:

This is in reference to the Avon Park Housing Authority's (APHA) letter dated September 2, 2014, which provides a response to the controlled concern noted in the management letter accompanying the audit for fiscal year ended December 31, 2013

Based on the information submitted by the APHA, i.e. the new amendment provisions on Managing the Waiting List and Annual Wait List Purge Policy, we are closing this Audit concern. You should be aware; however, that actions planned and responses given that are not subsequently implemented will cause the concern to be revealed on next year's audit as repeat findings or concerns

Should you have any questions or require technical assistance, please contact Bibi Lachman, Financial Analyst, at (305) 520-5081 or via E-mail at Bibi.A.Lahman@hud.gov.

Very sincerely yours,

A handwritten signature in black ink, appearing to read "Victor Rocher".

Victor Rocher
Acting Director
Office of Public Housing

Cc: Larry Shoeman, Executive Director

*HUD's mission is to increase homeownership, support community
Development and increase access to affordable housing free from discrimination*

Larry Shoeman

From: Rocher, Victor [victor.rocher@hud.gov]
Sent: Tuesday, October 14, 2014 3:42 PM
To: 'Larry Shoeman'; 'Becky Mercer'
Cc: 'tedjanhanus@hotmail.com'; 'Eric and Brenda Longshore'; Cintron, Jose; Atkins, Victor B; Lachman, Bibi A; Carney, Michael J
Subject: RE: Management Agreement with Arcadia Housing Authority

Larry –

We are in complete agreement that in the last three years under Becky Mercer's stewardship, and with the assistance from the Avon Park HA, the Arcadia Housing Authority achieved great progress; including correcting several operational deficiencies and bringing Audited Financial Statements to date. We were also pleased to learn that Ms. Mercer had been officially hired as the Executive Director of the Arcadia Housing Authority. All of this to say that in our opinion the interagency management agreement between the two Authorities can be concluded.

On behalf of all of us in the Miami Office of Public Housing, our deepest appreciation to the Avon Park HA, specially you Larry, for all the assistances provided.

Becky Sue – our best wishes for continued success!

Thank you all.

Victor Rocher
Acting Director
Office of Public Housing
USHUD - Miami Field Office
Tel. (305) 520-5085
Fax (305) 536-5662

From: Larry Shoeman [mailto:Director@avonparkha.org]
Sent: Thursday, October 09, 2014 2:05 PM
To: Rocher, Victor
Cc: 'Becky Mercer'; tedjanhanus@hotmail.com; 'Eric and Brenda Longshore'
Subject: Management Agreement with Arcadia Housing Authority
Importance: High

Victor- As you are aware, at the end of September 2011, the Avon Park Housing Authority entered into a Management Agreement with the Arcadia Housing Authority to more or less serve in effect as a surrogate agency to assist the AHA transition from Troubled to Standard status. Over the past three years, the AHA has come a long way towards achieving that accomplishment, including bringing all the prior delinquent F.S. Audits to current status. Additionally, the AHA has also recently codified their CEO leadership status by entering into an Executive Director employment agreement with prior Interim E.D. Becky Mercer.

I have summarized the above circumstance for the purpose of raising the question; how much longer does the Department anticipate the need for the APHA & AHA to sustain the aforementioned subject agreement?

I thank you in advance for your response to this question.

Respectfully,
Larry Shoeman,

OCCUPANCY/VACANCY REPORT

September 2014

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>
---------------	--------------	-----------------	---------------------	-----------------------	-----------------------	----------------------	---------------------------

Lakeside Park

<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
216(239)	4	8/1	9/2	21	12	33	Non pmt rent
334(250)	3	8/25	9/25	18	14	32	Non pmt rent
322(345)	3	8/28	9/25	18	11	29	Lease violat/unauthorized adult
306(322)	2	8/29	9/22	4	21	25	Moved to NY
324(337)	1	9/5					Numerous lease violations
313(350)	1	9/25					Transferred to bigger unit

TOTAL PUBLIC HOUSING VACANT - 2

Transitional/Homeless

<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>	<u># vacancydays</u>	<u>Reason for Vacancy</u>
---------------	--------------	-----------------	---------------------	-----------------------	-----------------------	----------------------	---------------------------

TOTAL TRANSITIONAL/HOMELESS VACANT - 0

OCCUPANCY/VACANCY REPORT
September 2014

<u>Ridgedale</u>					
<u>Unit #</u>	<u>Brms.</u>	<u>Move-Out</u>	<u>Move-In Date</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>
18(710)	3	8/29			
31(713)	2	9/22			
TOTAL RIDGEDALE VACANT—2					
				<u># vacancydays</u>	<u>Reason for Vacancy</u>
					No notice given
					Non pmt rent/abandoned

<u>North Central Heights I - (40 units total)</u>					
<u>Unit#</u>	<u>Brms</u>	<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>
701	2	6/2			
626	3	9/8			
650	3	9/17			
TOTAL NCH I VACANT—3					
				<u># vacancydays</u>	<u>Reason for Vacancy</u>
					Over income
					Over income
					Abandoned unit

<u>North Central Heights II – (32 units total)</u>					
<u>Unit #</u>	<u>Brms</u>	<u>Move-Out</u>	<u>Move-In</u>	<u># days in Mgmt</u>	<u>#days in Maint</u>
660	4	6/2			
740	4	8/4			
406	3	8/29			
304	3	9/30			
TOTAL NCH II VACANT—4					
				<u>#vacancy days</u>	<u>Reason for Vacancy</u>
					No Notice
					Over income
					Working less/cannot afford
					Transferred to 650 (10/1)

OCCUPANCY/VACANCY REPORT

September 2014

Intent to Vacate

Evictions-

Abandoned Units

WAITING LIST FOR LAKESIDE PARK

1-BRM	77
2-BRM	109
3-BRM	63
4-BRM	29
5-BRM	12
TOTAL	<u>290</u>

WAITING LIST FOR RIDGEDALE

1-BRM	99
2-BRM	97
3-BRM	62
4-BRM	37
TOTAL	<u>295</u>

HOMELESS

1-BRM	0
2-BRM	56
3-BRM	26
4-BRM	12
5-BRM	4
TOTAL	<u>98</u>

WAITING LIST FOR DELANEY HEIGHTS

1-BRM	45
TOTAL	<u>45</u>

WAITING LIST FOR NORTH CENTRAL HEIGHTS

2-BRM	92
3-BRM	84
4-BRM	54
TOTAL	<u>230</u>



AVON PARK TRANSITIONAL HOUSING September/October, 2014

Monthly Board Report

Case Management Updates

Re-evaluation of all FSS/ETH clients and development of new case plans

FSS Enrollment- 28 Participating Households

- Lakeside Park – 8 Clients
- Emergency Transitional Housing- 20 Clients – Enrolled in FSS

Property Updates:

LPI - At full occupancy

September Move-in: 2

No Training Sessions for September/October

Resident Activities

- Community Garden Clean up

Employment Update:

- 11 of 16 HOUSEHOLDS currently employed
- 9-Enrolled in School – GED & Secondary Education
- Lakeside Park- 5 out of 8 currently employed – 3 enrolled in GED & ESOL

Education Update:

6 FSS Residents enrolled in GED Classes

3 FSS Residents enrolled in SFSC – Continuing Education

(Medical/Office Management/Elementary Education)

Community Partners:

Working with Career Source for MOU – Exploring a resident internship training program
(Approved 10/8/2014)

APHA MISSION-The Mission of the Avon Park Housing Authority is to assist low-income families with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission

Tenants Accounts Receivable
September 30, 2014

Lakeside Park

Richard Flores	\$150.00	Security Deposit
Xylina Gauss	50.00	Security Deposit
Bridget Henderson	349.36	Work order/transfer charges
Awilda Marrero	100.00	Security Deposit
Sol Rivera	333.75	Work order
LP Total	\$983.11	

Delaney Heights

DH Total \$0

Transitional

Naketa McQueen	\$ 29.16	Work order
Christine Packer	25.00	Work order
Patricia Pritchard	220.00	Rent, late fees
Patricia Pritchard	100.00	Security deposit
Homeless Total	\$374.16	

NCH I

NCH I Total \$0

NCH II

Jacqueline Billups	\$380.00	Rent
Rokeisha Johnson	48.26	Work order
NCH II Total	\$428.26	

Ridgedale

Linette Figueroa	\$ 76.74	Move out charges/transferred
Wilneisha Gammage	167.00	Rent
Alba Pineiro	93.44	Work order
Joe Ramos	1,006.00	Retro rent/unreported income
RD Total	\$1,343.18	

GRAND TOTAL \$3,128.71

***WRITE OFFS for APHA**

Jacqueline Hernandez \$660.86
Total APHA \$660.86

***WRITE OFFS for NCH**

Janice Donaldson \$613.00
Jessie Mitchell \$163.52
Total NCH \$776.52

***WRITE OFFS for Ridgedale**

Tiana Brassell \$527.84
Dalian Rivera \$383.00
Total RD \$910.84

***WRITE OFFS for Homeless**

Total HM \$0

Approved—Larry Shoeman, Executive Director

September 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. 59 hours were taken during the month of September for sick, annual and holiday leave.

Public Hsg Preventive Maintenance Inspections:	13
Ridgedale Preventive/Annual Inspections	3
North Central Heights I Preventive/AI	9
North Central Heights II Preventive/AI	2
Lakeside Park I Preventive/Annual Inspections	4
Public Hsg Vacancies completed:	4
Ridgedale Vacancies	1
North Central Heights I Vacancies	0
North Central Heights II Vacancies	1
Lakeside Park I Vacancies	1
Public Hsg Move-In's:	4
Ridgedale Move Ins	0
North Central Heights I Move Ins	0
North Central Heights II Move Ins	0
Lakeside Park I Move Ins	2
Public Hsg Move-Out's:	2
Ridgedale Move Outs	1
North Central Heights I Move Outs	2
North Central Heights II Move Outs	1
Lakeside Park I Vacancies	0

AVON PARK **HOUSING AUTHORITY**

FISCAL YEAR ENDING December 31, 2014

CONSOLIDATED **Financial Statements**

August 31, 2014

AVON PARK HOUSING AUTHORITY

PUBLIC HOUSING

INCOME

1. Total income is up by \$69,088. Total tenant rental revenue is up by \$25,657. Other tenant revenue is up by \$508.

EXPENSES

2. Total operating expense is up by \$23,002 compared to the budgeted amount.
3. Administrative expenses are up by \$12,852.
4. Maintenance expenses are up by \$17,687.
5. Utility expenses are up by \$4,044.
6. Total insurance expense is down by \$3,107.
7. Total General expense is down by \$8,299.

Public Housing's projected net income is scheduled YTD to be (\$67,248). Current net income is \$10,563.

OTHER BUSINESS ACTIVITIES

NORTH CENTRAL HEIGHTS I

INCOME

1. Total income is up by \$33,780 compared to budgeted amounts. Total tenant revenue is up by \$15,930.

EXPENSES

2. Total operating expense is down by \$21,252 compared to the budgeted amount.
3. Administrative expenses are up by \$7,007.
4. Maintenance expenses are down by \$13,323.
5. Utility expense is up \$579.
6. Total insurance expense is down by \$1,612.
7. Total General expense is down by \$14,502.

North Central Heights I projected net income is scheduled YTD to be (\$10,879). Current net income is \$36,895.

AVON PARK HOUSING AUTHORITY

NORTH CENTRAL Height II

INCOME

1. Total income is up by \$6,160 compared to budgeted amounts. Total tenant revenue is up by \$4,289.

EXPENSES

2. Total operating expense is down by \$27,240, compared to the budgeted amount.
3. Administrative expenses are down by \$10,457.
4. Maintenance expenses are down by \$12,293.
5. Utility expense is down by \$500.
6. Total insurance expense is down by \$482.
7. Total General expense is down by \$3,964.

North Central Heights II projected net income is scheduled YTD to be (\$22,285). Current net income is \$11,115.

RIDGEDALE

INCOME

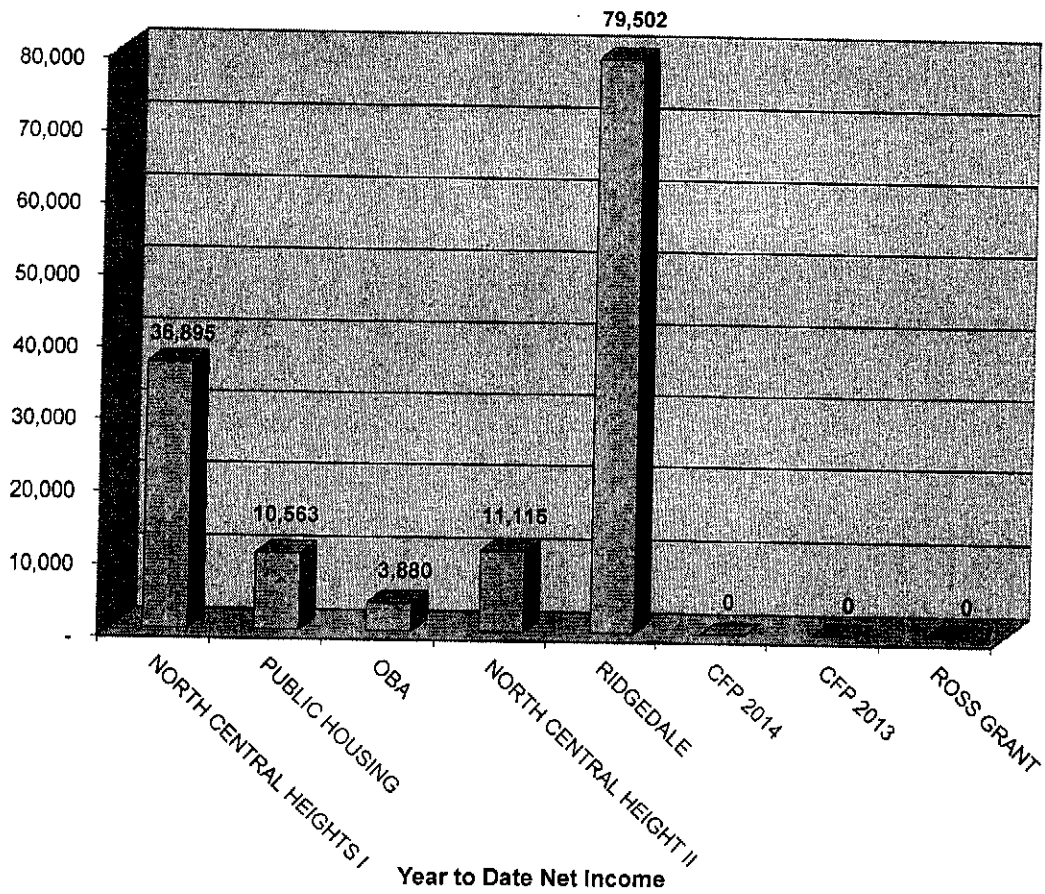
1. Total income is up by \$7,054 compared to budgeted amounts. Total tenant revenue is up by \$10,534.
Grant subsidy is down compared to budgeted amounts by (\$3,268). Other revenue is down by (\$2,255).

EXPENSES

2. Total operating expense is down by (\$46,227) compared to the budgeted amount.
3. Administrative expense is down by \$13,096.
4. Maintenance expenses are down by \$8,979.
5. Utility expense is up \$ 2,593.
6. Total insurance expense is down by \$3,223.
7. Total General expense is down by \$28,581.

Ridgedale's projected net income is scheduled YTD to be \$31,817. Current net income is \$79,502.

Avon Park Housing Authority



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

PUBLIC HOUSING

1111.01 GENERAL FUND CHECKING	261,755
1111.02 PNC ACCOUNT	1,822
1111.06 UTILITY DEPOSIT ESCROW FUND	3,000
1111.09 S8 FUNDS	-
1114.00 SECURITY DEPOSITS	28,220
1162.10 INVESTMENTS - CD HIGHLANDS BNK	42,858
1162.01 LAKESIDE PARK 1 ESCROW	5,629
1162.02 LAKESIDE PARK I RESERVES	8,137
1162.60 NEW INVESTMENT ACCOUNT	1,092,330

TOTAL 1,443,751

OTHER BUSINESS ACTIVITY

1111.3 APHDC--OBA	15,925
	<u>15,925</u>

NORTH CENTRAL HEIGHTS I

1111.01 GENERAL FUND CHECKING	40,904.01
1114.00 SECURITY DEPOSITS	13,900.00
1162.1 ESCROW-BONNEVILLE-TAXES	3,038.49
1162.11 ESCROW-BONNEVILLE-INSURANCE	66,102.96
1162.12 ESCROW-BONNEVILLE-REPL RS	28,930.43
TOTAL	<u>152,875.89</u>

NORTH CENTRAL HEIGHT II

1111.01 GENERAL FUND CHECKING	72,283.70
1114.00 SECURITY DEPOSITS	11,000.00
1162.1 ESCROW-BONNEVILLE-TAXES	2,454.51
1162.11 ESCROW-BONNEVILLE - INSURANCE	51,241.10
1162.12 ESCROW-BONNEVILLE-REPL RES	23,149.57
TOTAL	<u>160,128.88</u>

RIDGEDALE

1111.01 GENERAL FUND CHECKING	61,998.95
1114.00 SECURITY DEPOSITS	6,180.00
1162.05 ESCROW MIP	4,441
1162.06 ESCROW RESERVE REPLACEMENT	69,228
1162.07 ESCROW INSURANCE	4,420
TOTAL	<u>146,268.00</u>

GRAND TOTAL CASH ACCOUNTS 1,918,949

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

NORTH CENTRAL HEIGHTS I

UNRESTRICTED NET ASSETS	7,080
YEAR TO DATE EARNINGS	<u>36,895</u>
TOTAL	<u>43,975</u>

PUBLIC HOUSING

UNRESTRICTED NET ASSETS	1,420,193
YEAR TO DATE EARNINGS	<u>10,563</u>
TOTAL	<u>1,430,756</u>

OTHER BUSINESS

UNRESTRICTED NET ASSETS	11,735
YEAR TO DATE EARNINGS	<u>3,880</u>
TOTAL	<u>15,615</u>

CAPITAL FUND 2014

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

NORTH CENTRAL HEIGHTS II

UNRESTRICTED NET ASSETS	64,446
YEAR TO DATE EARNINGS	<u>11,115</u>
TOTAL	<u>75,561</u>

RIDGEDALE

UNRESTRICTED NET ASSETS	243,176
YEAR TO DATE EARNINGS	<u>79,502</u>
TOTAL	<u>322,678</u>

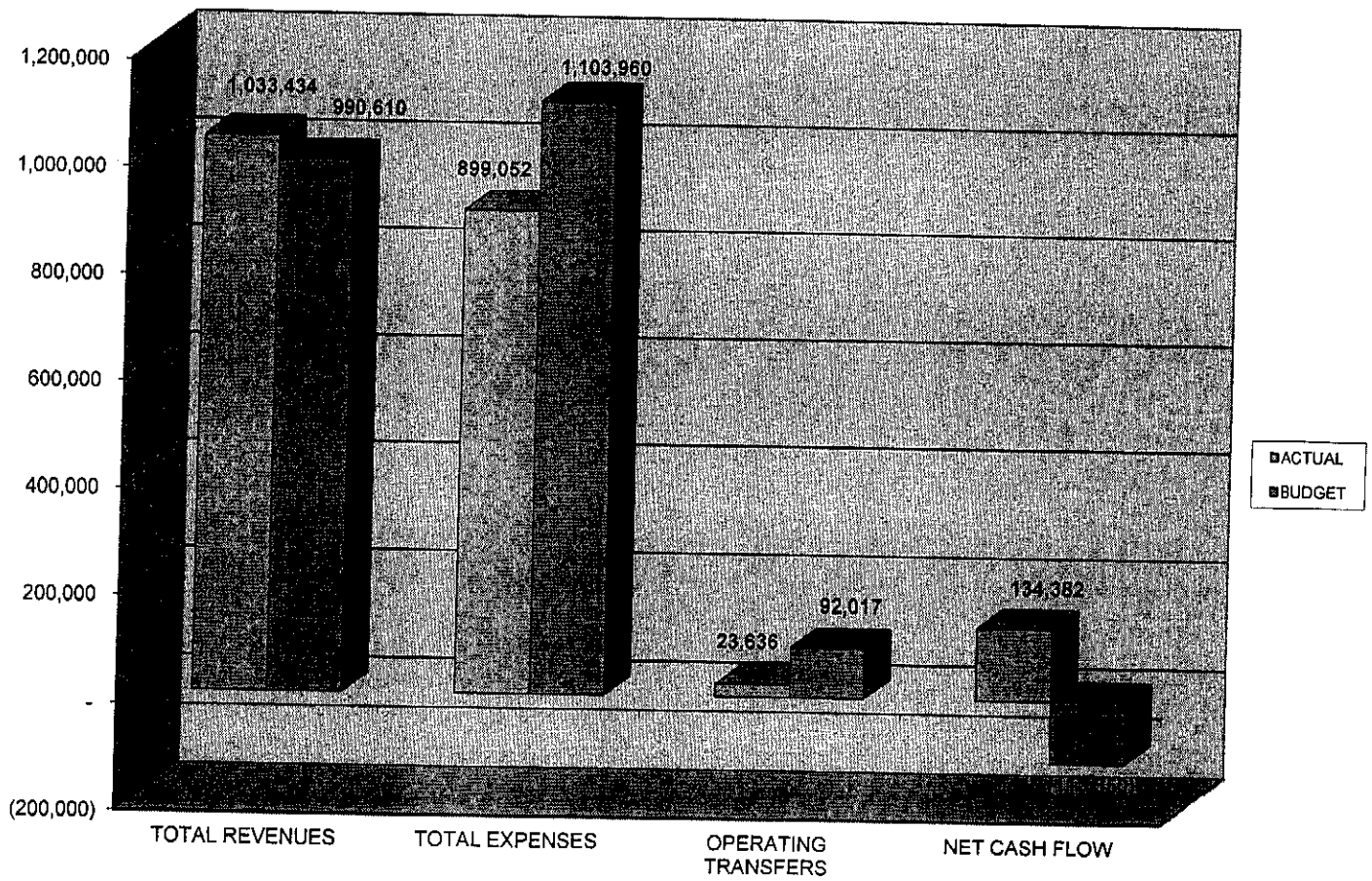
CAPITAL FUND 2013

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

TOTAL RESERVE BALANCES

1,888,585

APHA CONSOLIDATED



APHA CONSOLIDATED- BALANCE SHEET

ASSETS

Current Assets:	
<u>Cash</u>	
111 Unrestricted	457,689
115 Cash - Restricted for Payment of Current Liabilities	-
112 Cash - Restricted Mod and Development	-
113 Cash - Other restricted	-
114 Cash - Tenant Security Deposits	58,300
100 Total Cash	<u>516,089</u>
<u>Receivables</u>	
121 Accounts Receivable - PHA Projects	-
122 Accounts Receivable - HUD Other Projects	15,343
124 Accounts Receivable - Other Government	(1,306)
125 Accounts Receivable - Miscellaneous	-
126 Accounts Receivable - Tenants Dwelling Rents	2,592
126.1 Allowance for Doubtful Accounts - Dwelling Rents	-
126.2 Allowance for Doubtful Accounts - Other	-
127 Notes and Mortgages Receivable - Current	-
128 Fraud Recovery	-
128.1 Allowance for Doubtful Accounts - Fraud	-
129 Accrued Interest Receivable	-
120 Total Receivables - Net of Allowances for doubtful accts	<u>16,530</u>
131 Investments - Unrestricted	1,135,188
135 Investments - Restricted for Payments of Current Liabilities	-
132 Investments - Restricted	498,122
142 Prepaid Expenses and Other Assets	50,904
143 Inventories	-
143.1 Allowance for Obsolete Inventory	-
144 Interprogram Due From	2,833
145 Assets Held for Sale	-
146 Amounts To Be Provided	-
150 Total Other Current Assets	<u>1,684,847</u>
Total Current Assets	<u>2,218,466</u>
Non-current Assets:	
<u>Fixed Assets</u>	
161 Land	1,460,402
166 Infrastructure	358,482
162 Buildings	18,043,934
163 Furniture, Equipment & Machinery- Dwellings	42,716
164 Furniture, Equipment & Machinery - Administration	164,074
165 Leasehold Improvements	-
166 Accumulated Depreciation	(4,561,818)
167 Construction in Progress	-
160 Total Fixed Assets - Net of Accumulated Depreciation	<u>15,507,791</u>
171 Notes, Loans, Mortgages Receivable - Non Current	-
172 Notes, Loans, Mortgages Receivable - Non Current - Past Due	-
173 Grants Receivable - Non Current	-
174 Other Assets	-
176 Investments in Joint Ventures	-
180 Total Non-Current Assets	<u>-</u>
190 Total Assets	<u>17,726,256</u>

LIABILITIES AND EQUITY

Current Liabilities:	
311 Bank Overdraft	-
312 Accounts Payable <= 90 Days	5,992
313 Accounts payable >90 Days Past Due	-
321 Accrued Wage/Payroll Taxes Payable	2,679
322 Accrued Compensated Absences - Current Portion	15,536
324 Accrued Contingency Liability	-
325 Accrued Interest Payable	-
331 Accounts Payable - HUD PHA Programs	-
332 Accounts Payable - PHA Projects	-
333 Accounts Payable - Other Government	-
341 Tenant Security Deposits	59,300
342 Deferred Revenue	-
343 Current Portion of Long-term Debt - Capital Projects	688,629
344 Current Portion of Long-term Debt - Operating Borrowings	-
346 Loan Liability - Current	-
345 Other Current Liabilities	-
346 Accrued Liabilities - Other	2,364
347 Interprogram Due To	8,900
310 Total Current Liabilities	<u>783,601</u>
Non-current Liabilities:	
351 Long-term Debt, Net of Current - Capital Projects	14,377,530
352 Long-term Debt, Net of Current - Operating Borrowings	-
354 Accrued Compensated Absences - Non Current	7,880
355 Loan Liability - Non Current	78,471
353 Noncurrent Liabilities - Other	-
350 Total Noncurrent Liabilities	<u>14,483,861</u>
Total Liabilities	<u>15,247,462</u>
Equity:	
501 Investment in General Fixed Assets	-
<u>Contributed Capital</u>	
502 Project Notes (HUD)	-
503 Long-term Debt - HUD Guaranteed	-
504 Net HUD PHA Contributions	-
505 Other HUD Contributions	-
507 Other Contributions	-
508 Total Contributed Capital	<u>-</u>
508.1 Invested in Capital Assets, Net of Related Debt	413,393
Reserved Fund Balance:	
509 Fund Balance Reserved for Encumbrances/	-
Designated Fund Balance	-
510 Fund Balance Reserved for Capital Activities	-
511 Total Reserved Fund Balance	<u>-</u>
511.1 Restricted Net Assets	255,386
512 Undesignated Fund Balance/Retained Earnings	-
512.1 Unrestricted Net Assets	1,810,015
513 Total Equity	<u>2,478,794</u>
600 Total Liabilities and Equity	<u>17,726,256</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
REVENUE			ACTUAL	BUDGET		BUDGET	ACTUAL	BUDGET		BUDGET		REMAINING
OPERATING INCOME												
703	3110	GROSS POTENTIAL RENT	45,164	38,295	6,869	118%	362,770	306,380	56,410	118%	459,540	96,770
		NET TENANT REVENUE	<u>45,164</u>	<u>38,295</u>	<u>6,869</u>	<u>118%</u>	<u>362,770</u>	<u>306,380</u>	<u>56,410</u>	<u>118%</u>	<u>459,540</u>	<u>96,770</u>
	3401	TENANT REVENUE - OTHER	2,799	2,143	656	131%	22,050	17,140	4,910	129%	25,710	3,880
	3404	TENANT REVENUE - EXCESS UTILITY	-	-	-	-	0	-	0	-	-	(0)
	3430	TENANT REVENUE - MAINTENANCE	-	-	-	-	-	-	-	-	-	-
	3450	TENANT REVENUE - LATE CHARGES	-	-	-	-	-	-	-	-	-	-
	3431	NET OPERATING REVENUE	<u>47,963</u>	<u>40,438</u>	<u>7,525</u>	<u>119%</u>	<u>384,829</u>	<u>323,500</u>	<u>61,329</u>	<u>119%</u>	<u>485,250</u>	<u>100,421</u>
706		HUD PHA OPERATING GRANT CFP	33,845	50,469	(16,624)	67%	368,948	403,753	(34,805)	91%	605,629	236,682
708		OTHER GOVERNMENT GRANTS	27,066	27,245	(179)	99%	214,692	217,960	(3,268)	99%	326,940	112,246
711		INVESTMENT INCOME - UNRESTRICTED	200	203	(3)	98%	1,677	1,627	50	103%	2,440	783
		MANAGEMENT FEE INCOME	4,771	4,281	491	111%	34,537	34,247	290	101%	51,370	16,533
		BOOKKEEPING FEE INCOME	-	-	-	-	-	-	-	-	-	-
		ASSET MANAGEMENT FEE INCOME	-	-	-	-	-	-	-	-	-	-
714		FRAUD RECOVERY	-	-	-	-	-	-	-	-	-	-
715		OTHER REVENUE	6,139	1,182	4,957	519%	28,675	9,453	19,221	303%	14,160	(14,495)
720		INVESTMENT INCOME - RESTRICTED	32	9	23	358%	77	71	6	109%	108	28
700		TOTAL REVENUES	<u>120,016</u>	<u>123,828</u>	<u>(3,810)</u>	<u>97%</u>	<u>1,033,434</u>	<u>890,610</u>	<u>142,824</u>	<u>104%</u>	<u>1,485,915</u>	<u>452,481</u>
OPERATING EXPENDITURES												
ADMINISTRATIVE												
911	4110	ADMINISTRATIVE SALARIES	16,371	16,314	2,057	113%	158,242	130,515	27,728	121%	195,772	37,830
912	4182	EBC - ADMIN	8,466	7,202	1,264	118%	69,803	57,815	12,187	121%	88,423	16,820
	4171	AUDITING FEES	-	2,625	(2,625)	0%	25,460	21,000	4,460	121%	31,500	6,040
		MANAGEMENT FEES	4,771	4,473	299	107%	34,537	35,783	(1,246)	97%	53,674	19,137
		BOOKKEEPING FEES	-	-	-	-	-	-	-	-	-	-
		ADVERTISING & MARKETING	1,361	-	1,361	-	7,130	-	7,130	-	-	(7,130)
		OFFICE EXPENSE	8,060	11,017	(2,957)	73%	65,811	88,133	(22,322)	75%	132,200	66,389
		LEGAL EXPENSE	858	2,727	(1,869)	31%	4,629	21,813	(17,185)	21%	32,720	28,992
		TRAVEL	1,690	715	975	236%	4,641	5,720	(1,079)	81%	9,590	3,939
916	4190	OTHER	-	12,281	(12,281)	0%	5,158	31,327	(25,169)	20%	15,170	12,012
		TOTAL ADMINISTRATIVE	<u>43,578</u>	<u>57,353</u>	<u>(13,775)</u>	<u>76%</u>	<u>376,408</u>	<u>391,908</u>	<u>(15,497)</u>	<u>96%</u>	<u>569,039</u>	<u>182,430</u>
TENANT SERVICES												
921	4210	SALARIES	-	44	(44)	0%	328	353	(26)	93%	830	202
923	4222	EBC - TNT SVCS	-	-	-	-	1,590	-	1,590	-	-	(1,590)
924	4230	OTHER	-	109	(109)	0%	-	873	(873)	0%	1,310	1,310
		TOTAL TENANT SERVICES	<u>-</u>	<u>153</u>	<u>(153)</u>	<u>0%</u>	<u>1,918</u>	<u>1,227</u>	<u>691</u>	<u>156%</u>	<u>1,840</u>	<u>(78)</u>
UTILITIES												
931	4310	WATER	1,058	1,194	(136)	89%	10,177	9,553	623	107%	14,330	4,153
932	4320	ELECTRICITY	5,413	3,058	2,355	177%	30,298	24,460	5,828	124%	36,690	6,402
933	4330	NATURAL GAS	87	98	(11)	88%	898	787	111	114%	1,180	282
938	4390	SEWER AND OTHER	1,177	1,548	(372)	76%	12,546	12,393	153	101%	15,590	6,044
		TOTAL UTILITIES	<u>7,735</u>	<u>5,898</u>	<u>1,835</u>	<u>131%</u>	<u>53,909</u>	<u>47,193</u>	<u>6,715</u>	<u>114%</u>	<u>70,790</u>	<u>19,881</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
ORDINARY MAINT & OPERATIONS												
941	4410	LABOR	11,389	14,184	(2,815)	80%	97,864	113,469	(15,604)	88%	170,203	72,339
945	4433	EMPLOYEE BENEFITS - MAINTENANCE	6,149	8,022	127	102%	49,501	48,178	1,322	103%	72,258	22,787
943	4420	MATERIALS	8,992	5,320	1,672	131%	44,394	42,560	1,834	104%	85,840	19,446
CONTRACT COSTS												
943		GARBAGE & TRASH	882	1,425	(543)	62%	8,681	11,400	(2,719)	76%	17,100	8,419
		COOLING / AIR CONDITIONING	750	458	292	164%	2,619	3,687	(1,068)	71%	5,500	2,881
		ELEVATOR MAINTENANCE	-	-	-	-	-	-	-	-	-	-
		LANDSCAPE & GROUNDS	2,290	2,638	(348)	87%	16,080	21,100	(5,040)	76%	31,850	15,590
		UNIT TURNAROUNDS	1,743	2,418	(675)	72%	12,828	19,340	(6,513)	66%	29,010	16,183
		ELECTRICAL	-	-	-	-	-	-	-	-	-	-
		PLUMBING	-	458	(458)	0%	2,141	3,667	(1,526)	58%	5,500	3,359
		EXTERMINATION	772	813	(41)	95%	6,178	6,507	(331)	95%	9,790	3,584
		JANITORIAL	-	350	(350)	0%	-	2,800	(2,800)	0%	4,200	4,200
		ROUTINE MAINTENANCE	-	292	(292)	0%	28,766	2,333	26,432	1233%	1,500	(26,665)
943	4430	OTHER MISCELLANEOUS CONTRACT COSTS	-	1,083	(1,083)	0%	-	8,667	(8,667)	0%	13,000	19,000
TOTAL ORDINARY MAINT & OPER			30,947	35,461	(4,514)	87%	269,029	283,687	(14,659)	95%	428,531	156,507
PROTECTIVE SERVICES												
4480		PROTECTIVE SERVICES CONTRACT COSTS	-	-	-	-	5,250	-	5,250	-	-	(5,250)
		PROTECTIVE SERVICES OTHER	-	-	-	-	-	-	-	-	-	-
TOTAL PROTECTIVE SERVICES			-	-	-	-	5,250	-	5,250	-	-	(5,250)
INSURANCE												
961	4510	PROPERTY	4,962	6,372	(1,410)	78%	40,209	50,975	(10,766)	79%	76,482	36,253
		GENERAL LIABILITY	559	375	184	149%	4,306	3,000	1,306	144%	4,500	194
		WORKER'S COMPENSATION	790	860	(100)	89%	8,320	7,121	(801)	89%	10,882	4,362
		AUTO INSURANCE	-	-	-	-	-	-	-	-	-	-
		OTHER INSURANCE	450	187	263	270%	3,234	1,333	1,901	243%	2,000	(1,234)
969		TOTAL INSURANCE EXPENSES	6,761	7,804	(1,042)	87%	54,068	62,429	(8,361)	87%	93,544	49,576
GENERAL EXPENSES												
962	4590	OTHER GENERAL EXPENSES	80	2,996	(2,916)	3%	20,001	23,969	(3,968)	83%	25,050	5,049
		COMPENSATED ABSENCES	-	3,399	(3,399)	0%	-	27,188	(27,188)	0%	40,782	40,782
		PAYMENTS IN LIEU OF TAXES	-	1,227	(1,227)	63%	20,808	9,820	10,988	212%	14,730	(6,078)
		BAD DEBTS	775	12,761	(11,986)	58%	67,199	102,247	(35,048)	66%	153,370	86,171
		INTEREST EXPENSE	-	-	-	-	-	-	-	-	-	-
TOTAL GENERAL EXPENSES			8,264	20,403	(12,139)	41%	108,008	163,224	(55,216)	66%	233,832	125,924
969		TOTAL OPERATING EXPENDITURES	97,284	127,073	(29,789)	77%	888,590	949,667	(61,076)	91%	1,384,775	516,188
970		CASH FLOW FROM OPERATIONS	22,732	(3,247)	25,979	-700%	164,844	40,943	123,901	403%	101,341	(63,708)
OTHER FINANCIAL ITEMS-SOURCES & (USES)												
		OPERATING TRANSFERS IN	-	(18,972)	18,972	0%	(23,835)	(151,772)	128,136	16%	(227,659)	(204,022)
		OPERATING TRANSFERS OUT	(0)	11,502	(11,502)	0%	23,636	92,017	(68,381)	26%	138,026	114,389
		HUD GRANTS - CAPITAL CONTRIBUTIONS	-	3,665	(3,665)	0%	-	29,320	(29,320)	0%	43,980	43,980
		DEBT SERVICE PAYMENT - INTEREST	3,356	3,356	-	-	30,462	30,462	-	-	-	(30,462)
		DEBT SERVICE PAYMENT - PRINCIPAL	-	3,804	(3,804)	0%	-	30,435	(30,435)	0%	45,853	45,853
971	4610	EXTRAORDINARY MAINTENANCE	-	417	(417)	0%	-	3,333	(3,333)	0%	5,000	5,000
		CAPITAL EXPENDITURES	-	18,870	(18,870)	0%	-	150,960	(150,960)	0%	228,440	228,440
		OTHER ITEMS	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER EXPENSES			3,356	19,287	(15,931)	17%	30,462	154,293	(123,832)	20%	231,440	200,978
900		TOTAL EXPENDITURES	100,640	146,360	(45,720)	69%	899,052	1,103,960	(204,908)	81%	1,616,215	717,166
NET CASH FLOW			19,377	(22,534)	41,911	-86%	134,382	(113,350)	247,732	-119%	(130,299)	(264,633)

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		REMAINING
HUD PHA GRANTS												
3401		CAPITAL FUND REVENUE - SOFT COSTS	-	50,469	(50,469)	0%	44,687	403,753	(359,066)	11%	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 EARNED	-	-	-	-	-	-	-	-	-	-
TOTAL HUD PHA GRANTS			-	50,469	(50,469)	0%	44,687	403,753	(359,066)	11%	605,629	560,942
EXPENSES												
ADMINISTRATIVE OFFICE EXPENSES												
4140		STAFF TRAINING	-	763	(763)	0%	667	6,100	(5,433)	11%	9,150	8,483
4170		ACCOUNTING	3,918	5,867	(1,749)	69%	39,190	45,333	(6,143)	86%	68,000	28,810
4190		SUNDRY	2,060	3,178	(1,118)	65%	12,010	25,427	(13,417)	47%	38,140	26,130
4190.2		TELEPHONE/COMMUNICATIONS	1,347	773	574	174%	7,326	6,180	1,146	119%	9,270	1,944
4190.3		POSTAGE	25	267	(242)	9%	2,982	2,133	849	140%	3,200	219
4190.5		OFFICE EQUIPMENT	-	-	-	-	-	-	-	-	-	-
4190.4		PORT OUT ADMINISTRATIVE EXPENSES	709	1,634	(925)	43%	8,874	13,073	(4,199)	68%	19,610	10,736
TOTAL ADMINISTRATIVE			8,060	12,281	(4,221)	66%	71,050	98,247	(27,197)	72%	147,370	76,320
TOTAL GENERAL EXPENSES												
4590		OTHER GENERAL EXPENSE	80	1,997	(1,916)	4%	20,001	15,973	4,028	125%	23,961	3,960
4590.5		ASSET MANAGEMENT FEE	-	1,000	(1,000)	0%	-	7,996	(7,996)	0%	11,994	11,994
4590.6		OTHER FEES	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER GENERAL EXPENSES			80	2,997	(2,916)	3%	20,001	23,969	(3,968)	83%	35,955	16,954

10/7/2014 8:26:12 AM COH
PHA: 01
Project: '001','002','003','100'

AVON PARK PUBLIC HOUSING

CASH Analysis
As Of Date: 9/30/2014

Balance

General Fund	248,548.28
Section 8 PH Funds	0.00
Security Deposits	28,870.00
PNC Account	0.00
Petty Cash	100.00
Investment CD at Highlands Bank	42,870.36
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	1,092,521.66
Utility Deposit Escrow Fund	2,570.42
FSS Escrow	2,364.48
Development Corporation	15,314.22

10/7/2014 8:29:17 AM COH
PHA: 07
Project: '002'

RIDGEDALE

CASH Analysis
As Of Date: 9/30/2014

Balance

General Fund	70,200.36
Section 8 PH Funds	0.00
Security Deposits	5,672.00
PNC Account	0.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escrow	0.00
Development Corporation	0.00

10/7/2014 8:30:53 AM COH
PHA: 02
Project: '001'

NORTH CENTRAL HEIGHTS I

CASH Analysis
As Of Date: 9/30/2014

Balance

General Fund	43,622.51
Section 8 PH Funds	0.00
Security Deposits	13,300.00
PNC Account	0.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escrow	0.00
Development Corporation	0.00

10/7/2014 8:31:26 AM COH
PHA: 02
Project: '002'

NORTH CENTRAL HEIGHTS II

CASH Analysis
As Of Date: 9/30/2014

Balance

General Fund	72,351.55
Section 8 PH Funds	0.00
Security Deposits	10,700.00
PNC Account	0.00
Petty Cash	0.00
Investment CD at Highlands Bank	0.00
Investment CD at PNC	0.00
Investment MM at Highlands Bank	0.00
Investment MM	0.00
Utility Deposit Escrow Fund	0.00
FSS Escrow	0.00
Development Corporation	0.00

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2014	ACCOUNT		1 Month(s) Ended September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Operating Expenses							
Administrative Salaries	01 001 4110	5	11,078.55	105,903.73	107,930.97	2,027.24	
Legal Expense	01 001 4130	5	0.00	362.50	7,499.97	7,137.47	
Legal Expense--CHODO	01 001 4130.2	5	225.00	752.50	0.00	(752.50)	
Training	01 001 4140	5	0.00	378.00	5,249.97	4,871.97	
Travel	01 001 4150	5	133.24	4,492.93	5,249.97	757.04	
Accounting Fees	01 001 4170	5	900.00	10,224.36	18,374.94	8,150.58	
Computer Support/Licensing Fees	01 001 4170.2	5	2,786.00	16,769.83	7,499.97	(9,269.86)	
Audit Fees	01 001 417100	5	0.00	13,748.40	12,654.72	(1,093.68)	
Employee Benefits Cont - Admin	01 001 4182	5	4,300.37	48,362.75	46,505.97	(1,856.78)	
Sundry	01 001 4190	5	621.76	9,918.93	17,145.00	7,226.07	
Misc. Expense for CHODO	01 001 4190.17	5	0.00	251.25	0.00	(251.25)	
Advertising	01 001 4190.18	5	384.93	3,121.87	0.00	(3,121.87)	
Bank Fees	01 001 4190.19	5	0.00	14.00	0.00	(14.00)	
Telephone/Communications	01 001 4190.2	5	809.87	6,725.60	5,549.94	(1,175.66)	
Postage	01 001 4190.3	5	138.03	2,584.38	2,309.94	(274.44)	
Eviction Costs	01 001 4190.4	5	0.00	450.00	374.94	(75.06)	
Contract Costs- Copier	01 001 4190.6	5	59.25	584.07	1,125.00	540.93	
Contract Costs-Admin Security	01 001 4190.7	5	170.00	830.00	929.97	99.97	
Pre-employment testing	01 001 4190.8	5	0.00	93.00	0.00	(93.00)	
Contract Costs-Admin	01 001 4190.9	5	2,100.00	6,799.44	11,250.00	4,450.56	
Ten Services - RAB	01 001 4220	5	0.00	177.70	397.44	219.74	
Water	01 001 4310	5	689.70	3,291.56	2,700.00	(591.56)	
Electricity	01 001 4320	5	3,483.29	25,137.49	21,749.94	(3,387.55)	
Natural Gas	01 001 4330	5	98.57	996.33	884.97	(111.36)	
Sewer & Other	01 001 4390	5	1,029.43	4,706.57	4,199.94	(506.63)	
Maintenance Salaries	01 001 4410	5	7,475.20	65,535.38	58,651.47	(6,883.91)	
Maintenance Materials	01 001 4420	5	4,008.27	33,288.91	29,999.97	(3,288.94)	
Contract Costs	01 001 4430	5	0.00	1,800.00	749.97	(1,050.03)	
Pest Control	01 001 4430.1	5	470.00	4,230.00	4,500.00	270.00	
Contract Costs-Lawn	01 001 4430.3	5	1,300.00	10,400.00	10,237.50	(162.50)	
Contract Costs-Air Conditioning	01 001 4430.4	5	0.00	578.00	1,125.00	547.00	
Contract Costs-Plumbing	01 001 4430.5	5	0.00	1,873.50	2,250.00	376.50	
Contract Costs - Vacancy Turnaround	01 001 4430.6	5	1,402.50	9,530.00	9,000.00	(530.00)	
Garbage/Trash Removal	01 001 4431	5	645.06	3,076.70	4,500.00	1,423.30	
Emp Benefit Cont - Maintenance	01 001 4433	5	4,126.70	33,191.84	30,656.97	(2,534.87)	
General Insurance--Property, Contents	01 001 4510	5	2,524.98	23,238.74	26,249.94	3,011.20	
Worker's Comp Insurance	01 001 4510.1	5	505.31	4,547.78	5,249.97	702.19	
Other Insurance-Crime, Auto, Direc&Offic	01 001 4510.2	5	450.27	3,684.47	3,974.94	290.47	
Liability Insurance	01 001 4510.3	5	314.80	2,977.58	2,953.44	(24.14)	
Payment in Lieu of Taxes	01 001 4520	5	0.00	0.00	4,717.44	4,717.44	
Collection Losses	01 001 4570	5	660.86	8,575.64	3,749.94	(4,825.70)	
Other General Expense	01 001 459000	5	40.00	719.83	10,537.47	9,817.64	
Extraordinary Maintenance	01 001 4610	5	0.00	0.00	3,749.94	3,749.94	
Total Operating Expenses			52,931.94	473,925.56	492,437.52	18,511.96	
Operating Revenues							
Dwelling Rental	01 001 3110	5	10,758.63	96,988.65	68,144.94	28,843.71	
Excess Utilities	01 001 3120	5	0.00	9.44	0.00	9.44	
Operating Subsidy	01 001 3401.00	5	36,790.00	331,108.00	318,796.47	12,311.53	
Total Operating Revenues			47,548.63	428,106.09	386,941.41	41,164.68	
Income from Operations			(5,383.31)	(45,819.47)	(105,496.11)	59,676.64	

Other Revenues and Expenses

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

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

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
AVON PARK PUBLIC HOUSING

Fiscal Year End Date:	12/31/2014	ACCOUNT		1 Month(s) Ended September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
RESTRICTED INTEREST		01 001 3431.00	5	0.00	0.00	7.47	(7.47)
Investment Income - Unrestricted		01 001 3610	5	204.29	1,769.14	1,724.94	44.20
Other Income - Tenant		01 001 3690	5	842.90	9,851.34	9,562.50	288.84
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	400.00	0.00	400.00
Other Income - Rent for Tulane Ave Bldg		01 001 3690.13	5	750.00	8,250.00	0.00	8,250.00
Other Income - Copies & Fax		01 001 3690.2	5	0.00	15.00	0.00	15.00
Other Inc -Ridgedale-		01 001 3690.3	5	0.00	5,153.67	0.00	5,153.67
Other Income - Scrap Metal Salvage		01 001 3690.4	5	0.00	291.00	0.00	291.00
Other Income - Misc - Non Tenant		01 001 3690.6	5	0.00	1,141.29	18,536.94	(17,395.65)
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	136,503.72	(112,868.13)
Total Other Revenues and Expenses				1,797.19	52,796.31	166,335.57	(113,539.26)
Net Income (Loss)				(3,586.12)	6,976.84	60,839.46	(53,862.62)

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 September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Operating Expenses							
Admin Salaries - NCH I	01 100 4110.01	5		668.84	6,485.02	6,613.47	128.45
Admin Salaries - NCH II	01 100 4110.02	5		551.18	5,344.37	5,450.94	106.57
Admin Salaries - Ridgedale	01 100 4110.03	5		767.94	7,446.23	7,608.69	162.46
Legal Expense	01 100 4130	5		0.00	0.00	3,749.94	3,749.94
Travel	01 100 4150.00	5		0.00	0.00	52.47	52.47
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	4,500.00	3,395.22
Accounting Fees - NCH II	01 100 4170.02	5		0.00	962.76	4,500.00	3,537.24
Accounting Fees - Ridgedale	01 100 4170.03	5		0.00	2,836.10	1,912.50	(923.60)
Audit Fees	01 100 4171.00	5		0.00	0.00	374.94	374.94
Employee Benefits Cont - Admin/Ridgedale	01 100 4182	5		383.18	3,670.10	2,873.97	(796.13)
Employee Benefits Cont - Admin - NCH I	01 100 4182.1	5		200.25	2,207.19	2,479.50	272.31
Employee Benefits Cont - Admin - NCH II	01 100 4182.2	5		166.64	1,833.15	2,057.22	224.07
SUNDRY	01 100 4190	5		0.00	122.50	412.47	289.97
MARKETING/ADVERTISING	01 100 4190.18	5		0.00	0.00	344.97	344.97
Contract Costs/Admin	01 100 4190.90	5		0.00	0.00	270.00	270.00
Insurance - Workers Comp	01 100 4510.40	5		137.89	1,241.04	2,363.94	1,122.90
Other General Expense	01 100 4590	5		0.00	0.00	749.97	749.97
Cornell Colony Expense	01 100 4590.01	5		0.00	130.00	0.00	(130.00)
Total Operating Expenses				2,875.92	33,533.24	46,314.99	12,781.75
Income from Operations				(2,875.92)	(33,533.24)	(46,314.99)	12,781.75
Other Revenues and Expenses							
Revenue - Management fees - Ridgedale	01 100 3690	5		3,011.49	22,730.12	22,500.00	230.12
Revenue - Management Fees - NCH I	01 100 3690.1	5		836.47	7,412.22	7,499.97	(87.75)
Revenue - Management Fees - NCH II	01 100 3690.2	5		1,132.18	9,374.66	7,547.94	1,826.72
Other Income - Ridgedale Contribution	01 100 3690.50	5		0.00	0.00	6,674.94	(6,674.94)
Total Other Revenues and Expenses				4,980.14	39,517.00	44,222.85	(4,705.85)
Net Income (Loss)				2,104.22	5,983.76	(2,092.14)	8,075.90

AVON PARK HOUSING AUTHORITY
Budgeted Income Statement
RIDGEDALE
RIDGEDALE APARTMENTS LLC

Fiscal Year End Date:	12/31/2014	ACCOUNT		1 Month(s) Ended September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Operating Expenses							
Non-Technical Salaries		07 002 4110	5	685.95	6,229.74	6,315.75	86.01
Legal Expense		07 002 4130	5	0.00	0.00	3,749.94	3,749.94
Staff Training		07 002 4140	5	0.00	289.00	749.97	460.97
Travel		07 002 4150	5	0.00	131.97	749.97	618.00
Accounting Fees		07 002 4170	5	250.00	3,154.00	0.00	(3,154.00)
COMPUTER SUPPORT/LICENSING FEE		07 002 4170.2	5	390.00	1,154.40	1,874.97	720.57
Audit Fees		07 002 4171	5	0.00	3,819.00	3,531.69	(287.31)
Consulting Fees		07 002 4180	5	0.00	0.00	5,249.97	5,249.97
Employee Benefit Contributions-Admin.		07 002 4182	5	253.54	3,642.45	3,584.97	(57.48)
Sundry		07 002 4190	5	0.00	528.46	974.97	446.51
Advertising		07 002 4190.08	5	123.37	868.77	974.97	106.20
Bank Fees		07 002 4190.18	5	6.32	41.97	90.00	48.03
Administrative Contracts		07 002 4190.19	5	0.00	50.00	0.00	(50.00)
Telephone		07 002 4190.2	5	98.77	783.25	757.44	(25.81)
TENANT BACKGROUND CHECKS		07 002 4190.20	5	0.00	17.90	0.00	(17.90)
Postage		07 002 4190.3	5	15.00	520.00	29.97	(490.03)
Eviction Costs		07 002 4190.4	5	0.00	450.00	0.00	(450.00)
Contract Costs - Admin		07 002 4190.9	5	0.00	225.00	990.00	765.00
Ten Services - RAB		07 002 4220	5	0.00	0.00	45.00	45.00
Water		07 002 4310	5	922.30	7,661.52	6,787.44	(874.08)
Electricity		07 002 4320	5	485.65	3,859.24	3,524.94	(334.30)
Sewer		07 002 4390	5	1,048.30	9,434.70	8,662.50	(772.20)
Labor		07 002 4410	5	3,922.03	24,928.38	16,292.25	(8,636.13)
Materials and Other		07 002 4420	5	686.73	6,058.67	15,727.50	9,668.83
Contract Costs		07 002 4430	5	0.00	600.00	7,499.97	6,899.97
Pest Control		07 002 4430.1	5	122.00	1,098.00	1,094.94	(3.06)
Contract Costs-Lawn		07 002 4430.3	5	425.00	3,400.00	4,500.00	1,100.00
Contract Costs-Air Conditioning		07 002 4430.4	5	150.00	1,067.00	1,874.97	807.97
Contract Costs-Plumbing		07 002 4430.5	5	0.00	267.25	749.97	482.72
Contract Costs - Vacancy Turnaround		07 002 4430.6	5	915.00	5,615.00	5,632.47	17.47
Contract Costs-Camera Security		07 002 4430.7	5	0.00	5,099.50	2,399.94	(2,699.56)
Garbage and Trash Collection		07 002 4431	5	678.10	6,102.90	6,075.00	(27.90)
Employee Benefit Cont.-Ordinary Mainten:		07 002 4433	5	1,741.07	12,698.11	8,098.47	(4,599.64)
Insurance-Property, Contents		07 002 4510	5	756.04	6,804.67	7,717.50	912.83
Insurance - Workers Comp		07 002 4510.1	5	55.66	500.93	487.44	(13.49)
Insurance - Liability		07 002 4510.3	5	81.46	629.06	630.00	0.94
Collection Losses		07 002 4570	5	910.84	11,493.06	2,999.97	(8,493.09)
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	3,349.15	33,810.89	41,249.97	7,439.08
Management Fee		07 002 4590	5	3,011.49	22,730.12	21,141.00	(1,589.12)
Other General Expense		07 002 4590.01	5	0.00	5,153.67	16,994.97	11,841.30
Total Operating Expenses				21,083.77	191,335.39	209,810.79	18,475.40
Operating Revenues							
DWELLING RENTAL		07 002 3110	5	1,967.55	29,448.63	19,064.97	10,383.66
HAP Subsidy		07 002 3110.01	5	30,296.00	244,988.00	245,205.00	(217.00)
Other Income - Leave with No Notice		07 002 3690.1	5	0.00	241.42	0.00	241.42
Total Operating Revenues				32,263.55	274,678.05	264,269.97	10,408.08
Income from Operations				11,179.78	83,342.66	54,459.18	28,883.48
Other Revenues and Expenses							
Investment Income-Unrestricted		07 002 3430	5	0.00	0.00	74.97	(74.97)

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:	12/31/2014	ACCOUNT	1 Month(s) Ended September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Interest - Restricted	07 002 3431.00	5	25.29	90.36	37.44	52.92
Interest Earned on Gen Fund Investments	07 002 3610	5	3.72	78.18	0.00	78.18
Other Income - Tenant	07 002 3690	5	641.50	6,270.58	4,079.97	2,190.61
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	4,574.97	(4,574.97)
Total Other Revenues and Expenses			670.51	8,009.77	8,767.35	(757.58)
Net Income (Loss)			11,850.29	91,352.43	63,226.53	28,125.90

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 September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Operating Expenses							
Nontechnical Salaries	02 001 4110	5		777.44	7,060.66	7,157.25	96.59
Legal Expense	02 001 4130	5		570.00	2,068.93	3,749.94	1,681.01
Staff Training	02 001 4140	5		0.00	0.00	749.97	749.97
Travel	02 001 4150	5		0.00	83.72	374.94	291.22
Accounting Fees	02 001 4170	5		300.00	2,628.00	0.00	(2,628.00)
COMPUTER SUPPORT/LICENSING FEE	02 001 4170.2	5		442.00	1,308.32	2,999.97	1,691.65
Audit Fees	02 001 4171	5		0.00	4,328.20	3,924.00	(404.20)
Employee Benefits Cont - Admin	02 001 4182	5		287.36	4,128.32	4,063.50	(64.82)
Sundry	02 001 4190	5		53.68	504.23	0.00	(504.23)
Advertising and Marketing	02 001 4190.08	5		42.50	1,836.88	0.00	(1,836.88)
Bank Fees	02 001 4190.18	5		0.00	89.94	0.00	(89.94)
Telephone	02 001 4190.2	5		73.82	709.31	749.97	40.66
Tenant Background Checks	02 001 4190.20	5		0.00	31.84	0.00	(31.84)
Postage	02 001 4190.3	5		17.00	34.00	29.97	(4.03)
Eviction Costs	02 001 4190.4	5		0.00	0.00	749.97	749.97
Contract Costs - Admin	02 001 4190.9	5		426.25	2,126.25	892.44	(1,233.81)
Tenant Services	02 001 4220	5		0.00	150.00	0.00	(150.00)
Ten Services - After School Program	02 001 4220.2	5		0.00	720.00	742.50	22.50
Water	02 001 4310	5		37.44	607.36	1,057.50	450.14
Electricity	02 001 4320	5		20.99	4,244.98	3,449.97	(795.01)
Sewer	02 001 4390	5		42.55	447.43	810.00	362.57
Labor	02 001 4410	5		0.00	8,950.50	18,464.22	9,513.72
MAINTENANCE MATERIALS	02 001 4420	5		536.88	5,126.40	5,924.97	798.57
Contract Costs	02 001 4430	5		1,025.00	1,785.00	1,874.97	89.97
Contract Costs-Pest Control	02 001 4430.1	5		100.80	907.20	900.00	(7.20)
Contract Costs-Plumbing	02 001 4430.2	5		0.00	0.00	749.97	749.97
Contract Costs - AC	02 001 4430.4	5		0.00	774.00	749.97	(24.03)
Contract Costs - Lawn	02 001 4430.5	5		310.00	2,725.00	2,624.94	(100.06)
Contract Costs - Vacancy Turnaround	02 001 4430.6	5		0.00	3,362.50	6,120.00	2,757.50
Contract Costs - Camera	02 001 4430.7	5		0.00	150.00	749.97	599.97
Garbage and Trash Collection	02 001 4431	5		63.40	791.63	2,557.44	1,765.81
Emp Benefit Cont - Maintenance	02 001 4433	5		0.00	5,157.33	9,177.75	4,020.42
Insurance-Property, Contents	02 001 4510	5		942.50	8,482.20	9,749.97	1,267.77
Insurance - Workers Comp	02 001 4510.1	5		63.09	567.81	749.97	182.16
Insurance - Liability	02 001 4510.3	5		90.50	698.86	2,196.00	1,497.14
Payment in Lieu of Taxes	02 001 4520	5		0.00	0.00	2,453.22	2,453.22
Collection Loss	02 001 4570	5		776.52	3,110.11	1,792.44	(1,317.67)
Bonneville Interest	02 001 4580.01	5		3,887.96	38,951.35	38,137.50	(813.85)
Management Fees	02 001 4590	5		836.47	7,412.22	6,980.22	(432.00)
Other General Expense	02 001 4590.00	5		0.00	5,278.00	749.97	(4,528.03)
Total Operating Expenses				11,724.15	127,338.48	144,205.38	16,866.90
Operating Revenues							
Dwelling Rent	02 001 3110	5		17,813.00	157,839.10	139,608.00	18,231.10
Total Operating Revenues				17,813.00	157,839.10	139,608.00	18,231.10
Income from Operations				6,088.85	30,500.62	(4,597.38)	35,098.00
Other Revenues and Expenses							
Interest - Restricted	02 001 3431.00	5		0.00	15.30	19.44	(4.14)
Other Income - Tenant	02 001 3690	5		860.02	3,693.11	2,107.44	1,585.67
Other Income - Non Tenant	02 001 3690.3	5		0.00	3,808.22	0.00	3,808.22
Other Income - Refunds	02 001 3690.4	5		0.00	5,126.54	0.00	5,126.54

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 September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Other Income - Community Rental	02 001 3690.5	5	100.00	800.00	0.00	800.00
Total Other Revenues and Expenses			<u>960.02</u>	<u>13,443.17</u>	<u>2,126.88</u>	<u>11,316.29</u>
Net Income (Loss)			<u>7,048.87</u>	<u>43,943.79</u>	<u>(2,470.50)</u>	<u>46,414.29</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 September 30, 2014	9 Month(s) Ended September 30, 2014	Budget	Variance
Operating Expenses							
Nontechnical Salaries	02 002 4110	5		640.24	5,814.61	5,894.19	79.58
Legal Expense	02 002 4130	5		570.00	2,809.57	749.97	(2,059.60)
Staff Training	02 002 4140	5		0.00	0.00	749.97	749.97
Travel	02 002 4150	5		0.00	65.52	374.94	309.42
Accounting Fees	02 002 4170	5		300.00	3,552.50	2,250.00	(1,302.50)
COMPUTER SUPPORT/LICENSING FEE	02 002 4170.2	5		364.00	1,077.44	2,250.00	1,172.56
Audit Fees	02 002 4171	5		0.00	3,564.40	3,139.47	(424.93)
Employee Benefits Cont - Admin	02 002 4182	5		236.65	3,399.86	3,346.47	(53.39)
Sundry	02 002 4190	5		25.00	448.78	367.47	(81.31)
Advertising and Marketing	02 002 4190.08	5		116.72	1,969.69	2,250.00	280.31
Bank Service Fee	02 002 4190.18	5		412.00	432.80	0.00	(432.80)
Tenant Background Check	02 002 4190.20	5		0.00	31.81	0.00	(31.81)
Postage	02 002 4190.3	5		14.00	28.00	29.97	1.97
Eviction Costs	02 002 4190.4	5		0.00	0.00	749.97	749.97
Contract Costs - Admin	02 002 4190.9	5		426.25	2,151.25	749.97	(1,401.28)
Ten Services - After School Program	02 002 4220.20	5		0.00	870.00	464.94	(405.06)
Water	02 002 4310	5		44.21	309.76	367.47	57.71
Electricity	02 002 4320	5		221.07	1,257.61	1,575.00	317.39
Sewer	02 002 4390	5		13.07	90.53	172.44	81.91
Labor	02 002 4410	5		0.00	7,394.47	15,205.50	7,811.03
MAINTENANCE MATERIALS	02 002 4420	5		318.21	4,714.39	4,320.00	(394.39)
Contract Costs	02 002 4430	5		800.00	1,294.00	1,499.94	205.94
Contract Costs-Pest Control	02 002 4430.1	5		79.20	712.80	749.97	37.17
Contract Costs - Lawn	02 002 4430.3	5		230.00	1,800.00	2,250.00	450.00
Contract Costs - AC	02 002 4430.4	5		115.00	465.00	749.97	284.97
Contract Costs - Plumbing	02 002 4430.5	5		0.00	0.00	749.97	749.97
Contract Costs - Vacancy Turnaround	02 002 4430.6	5		385.00	4,291.25	4,177.44	(113.81)
Garbage and Trash Collection	02 002 4431	5		0.00	96.06	749.97	653.91
Emp Benefit Cont - Maintenance	02 002 4433	5		0.00	4,321.26	7,558.47	3,237.21
Insurance-Property, Contents	02 002 4510	5		738.33	6,644.94	7,499.97	855.03
Insurance - Workers Comp	02 002 4510.1	5		28.05	252.46	608.22	355.76
Insurance - Liability	02 002 4510.3	5		72.41	559.18	1,874.97	1,315.79
Payment in Lieu of Taxes	02 002 4520	5		0.00	0.00	1,949.94	1,949.94
Bad Debts - Tenant Rents	02 002 4570	5		0.00	(22.61)	2,512.44	2,535.05
Bonneville Interest	02 002 4580.01	5		3,517.11	35,236.00	35,039.97	(196.03)
Management Fees	02 002 4590	5		1,132.18	9,374.66	9,426.69	52.03
Other General Expense	02 002 4590.00	5		0.00	8,759.42	607.50	(8,151.92)
Total Operating Expenses				10,798.70	113,767.41	123,013.17	9,245.76
Operating Revenues							
Dwelling Rent	02 002 3110	5		13,590.00	122,622.88	117,837.00	4,785.88
Total Operating Revenues				13,590.00	122,622.88	117,837.00	4,785.88
Income from Operations				2,791.30	8,855.47	(5,176.17)	14,031.64
Other Revenues and Expenses							
INTEREST - RESTRICTED	02 002 3431.00	5		0.00	12.24	14.94	(2.70)
Investment Income - Unrestricted	02 002 3610	5		3.50	25.50	29.97	(4.47)
Other Income - Tenant	02 002 3690	5		966.06	5,545.23	3,532.50	2,012.73
Other Income - Non Tenant	02 002 3690.3	5		0.00	437.50	0.00	437.50
Total Other Revenues and Expenses				969.56	6,020.47	3,577.41	2,443.06
Net Income (Loss)				3,760.86	14,875.94	(1,598.76)	16,474.70

The Housing Authority of Avon Park
RESOLUTION NO. 14-10

**RESOLUTION AUTHORIZING PRELIMINARY APPROVAL AND
PUBLICATION OF THE ANNUAL PLAN FOR FISCAL YEAR 2015 AND 5
YEAR PLAN REVISION/UPDATE**

- Whereas, The Avon Park Housing Authority has prepared updates to the Annual and 5 Year Plan Revision-Update for federal fiscal year 2015 in accordance with the U.S. Department of Housing and Urban Development guidelines for Small Public Housing Authorities; and
- Whereas, A updated Capital Fund Program has been prepared for fiscal Year 2015 using the best available data as part of the Annual Plan update process; and
- Whereas, The 5-Year Plan has also been revised/updated as part of the Annual Plan planning process, for the years 2014-2018 under the same regulations; and
- Whereas, The aforementioned Plan is required to be published, circulated and public hearings held in accordance with the U.S.D.H.U.D. guidelines to inform the general public and APHA Residents regarding the contents of the proposed Annual Plan(s).

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners Accept and authorize preliminary approval of the proposed Plan, attached hereto and incorporated herein, for publication and circulation, in conformity with the requisite 2015 fiscal year 2015 Annual and the 5-Year Plan for 2014-2018.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Executive Director to conduct the requisite public hearings to obtain and record public comments and subsequently submit such comments received at the next Regular Meeting of the Board of Commissioner for consideration at Final Plan adoption.

ADOPTED THIS 21st DAY OF October, 2014.

Accepted _____

Attest _____

SEAL

NOTICE OF 2015 ANNUAL PLAN REVIEW
Avon Park Housing Authority

Annual Plan 2015 Year Plan documents are available for review and comment beginning October 1, 2015. The APHA Annual Plan includes public housing Admissions and Occupancy Plan (known as the ACOP), Long Range Goals and Capital Grant Program budgets that support the two public housing properties (Lakeside Park & Delaney Heights) owned and operated by the Avon Park Housing Authority. The public is invited to review and comment on these published Plans. Comments will be received until November 18th for the APHA Board of Commissioners to consider public comments & Plan adoption at their November 18th Board meeting, 7pm held at the North Central Heights Community Center located at 709 Juneberry St., Avon Park, Florida.

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

Larry Shoeman
Executive Director

Published/Posted this 1st day, October, 2014
APHA Main Administrative Office- Public Notice Board
Delaney Heights Community Center
Lakeside Park Transitional Housing Office Lobby

**NOTICE OF RESIDENT ADVISORY BOARD MEETING
2015 APHA ANNUAL PLAN REVIEW
Delaney Heights Community Center
541 Alton St.
Avon Park, Florida
October 13, 2014; 4:00 P.M.**

The Resident Advisory Board will hold their 2015 Annual Plan Public Hearing/Review Meeting on October 13, 2014 at 4:00 P.M. All Delaney Heights residents are invited to attend. The purpose of the meeting will be to review the Avon Park Housing Authority's 2015 Annual Plan. The Annual Plan documents will be available for review and comment beginning from October 1st, 2014 through November 18, 2014. The 2015 APHA Annual Plan includes public housing Admissions and Occupancy Plan (known as the ACOP), Long Range Goals, Utility Allowance Schedules, Updated Maintenance Charge List and Capital Grant Program Budget that support the two public housing properties (Lakeside Park & Delaney Heights) owned and operated by the Avon Park Housing Authority. The public is invited to review and comment on these published Plans. Comments will be received until November 18th for the APHA Board of Commissioners to consider public comments & Plan adoption at their November 18th Board meeting, 7pm held at the North Central Heights Community Center located at 709 Juneberry St., Avon Park, Florida.

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

Larry Shoeman
Executive Director

Published/Posted this 1st day, October, 2014
APHA Main Administrative Office- Public Notice Board
Delaney Heights Laundry Room- Notice Board

PUBLIC HEARING

Resident Advisory Board & Resident Meeting(s)

Monday, October 13, 2014

2014 Annual Plan

DELANEY HEIGHTS: DELANEY HEIGHTS COMMUNITY BUILDING 4:00 P.M.

PLAN PRESENTATION SUMMARY: Mr. Shoeman opened the meeting with a welcome the nine (9) attendees and requested they record their attendance on the meeting sign-in sheet. Mr. Shoeman introduced staff member Bea Gillian's, Housing Specialist who served as Spanish translator and David Herbert, Facilities Manager who would be delivering the review of the 2015 Maintenance Charge List changes.

Mr. Shoeman then proceeded to provide the attending residents with an over-view of the 2015 Annual & 5 Year Plan Update. Residents were reminded that, as a result of full 2009 CFP funding expenditure & ARRA grant spent on substantial rehab of Delaney Heights AND that in light of the significant reduction in Operating Subsidy through lower program funding authorized by Congress., the 2015 CFP funding would be primarily directed for substantially rehabilitation of; 1).one dwelling building in Lakeside Park, 2). one Lakeside Park playground, 3). one exterior light & pole fixture and 4). expansion of the security camera network on the Lakeside Park II site. Respectively the Delaney Heights Community will only receive for the most part preventative and limited capital improvements in subsequent years until the operating budget situation changes. Mr. Shoeman also entertained questions regarding the front screen door lock replacement process currently underway.

Mr. Shoeman then turned the meeting over to David Herbert, APHA Facilities Manager, who reviewed the 2015 Maintenance Charge List changes with residents and responded to general questions related.

After all questions were fielded, Mr. Shoeman thanked the residents for coming out to today's meeting. General Resident comments were in agreement of the Plan and support of the changes discussed. Mr. Shoeman departed the Resident Advisory Council Board Meeting at approximately 4:36 pm.

DELANEY HEIGHTS

2015 ANNUAL & 5 YEAR PLAN PUBLIC HEARING & RESIDENT BRIEFING
MEETING

MEETING ATTENDANCE SHEET

October 14, 4:00 P.M.

541 Alton St., Delaney Heights Community Center

Name

Address

Emile [unclear]
Roman Avonzi
Miguelia Bienes
Joy L. Fiker
Greg Wedel
Elliott [unclear]

A/so Attending
BEA Gillman APTA
David Herbert "
Larry Shorman "

**LAKESIDE PARK RESIDENTS
NOTICE OF 2015 ANNUAL PLAN REVIEW
Avon Park Housing Authority
Emergency/Transitional Housing Office
1306 Tulane Dr.
Avon Park, Florida
October 14, 2014; 4:00 P.M.**

Annual Plan 2015 Year Plan documents are available for review and comment beginning October 1, 2014. The APHA Annual Plan includes public housing Admissions and Occupancy Plan (known as the ACOP), Long Range Goals and Capital Grant Program budgets that support the two public housing properties (Lakeside Park & Delaney Heights) owned and operated by the Avon Park Housing Authority.

Lakeside Park Residents are invited to attend a 2014 Annual Plan briefing meeting to be held at the Lakeside Park Emergency & Transitional Housing Office located at 1306 Tulane Ave, Avon Park, Tuesday October 14th at 4:00 PM. The general public is also invited to attend. Comments will be received until November 18th for the APHA Board of Commissioners to consider public comments & Plan adoption at their October 18th Board meeting, 7pm held at the North Central Heights Community Center located at 709 Juneberry St., Avon Park, Florida.

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

Larry Shoeman
Executive Director

Published/Posted this 1st day, October 2014
APHA Main Administrative Office- Public Notice Board
Lakeside Park Transitional Housing Office Lobby, 1306 Tulane Ave,
Lakeside Park I Laundry Room – Notice Board

LAKESIDE PARK

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

October 14, 2014; 4:00 P.M.
1306 Tulane Ave., E & T Training Room

Bridgette Henderson

Patricia Brown

Victoria Leal

CLAUDIA BREW

Also attending:

Larry Shoeman, APHA

David Herbert, APHA

PUBLIC HEARING

Resident Advisory Board & Resident Meeting(s)

Monday, October 14, 2014

2015 Annual and 5 Year Plan Update

LAKESIDE Park : LAKESIDE PARK TRANSITIONAL HOUSING OFFICE TRAINING RM., 4:00 P.M.

PLAN PRESENTATION SUMMARY: Mr. Shoeman opened the meeting with a welcome the nine (4) attendees and requested they record their attendance on the meeting sign-in sheet. Mr. Shoeman introduced staff member David Herbert, Facilities Manager who would be delivering the review of the 2015 Maintenance Charge List changes.

Mr. Shoeman then proceeded to provide the attending residents with an over-view of the 2015 Annual & 5 Year Plan Update. Residents were informed that the 2015 CFP funding would be primarily directed for substantially rehabilitation of; 1).one dwelling building in Lakeside Park, 2). one Lakeside Park playground, 3). one exterior light & pole fixture and 4). expansion of the security camera network on the Lakeside Park II site. Mr. Shoeman also entertained questions regarding when the work would begin and how the one unit that would be substantially rehabilitated selected. Mr. Shoeman responded that the funding supporting that project is not available until late summer/early fall but the residents would be notified when the project would start. Mr. Shoeman also stated that the proposed work would provide some labor work available as temporary employment opportunities for tenants since the Authority plans to perform the majority of work items by Force Account and serve as the projects General Contractor.

Mr. Shoeman then turned the meeting over to David Herbert, APHA Facilities Manager, who reviewed the 2015 Maintenance Charge List changes with residents and responded to general questions related.

After all questions were fielded, Mr. Shoeman thanked the residents for coming out to today's meeting. General Resident comments were in agreement of the Plan and support of the changes discussed. Mr. Shoeman departed the Resident Advisory Council Board Meeting at approximately 4:28 pm.

PHA Plans
Streamlined Annual
Version

**U.S. Department of Housing and
Urban Development**
Office of Public and Indian
Housing

OMB No. 2577-0226
(exp. 08/31/2009)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan
for Fiscal Year: 2015 & 5 Year Plan
Update

PHA Name: Housing Authority of Avon Park

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: Housing Authority of Avon Park

PHA Number: FL-012

PHA Fiscal Year Beginning: 01/2015

PHA Programs Administered:

Public Housing and Section 8

☐ **Section 8 Only**

☒ **Public Housing Only**

Number of public housing units: 129

Number of S8 units:

Number of public housing units:

Number of S8 units: 27

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Larry P. Shoeman, Exec.Dir.

Phone: 863-452-4432

TDD: 800-342-3552

Email: director@avonparkha.org

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

☒ PHA's main administrative office ☒ PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No.

If yes, select all that apply:

☒ Main administrative office of the PHA
☒ PHA development management offices
☐ Main administrative office of the local, county or State government
☐ Public library ☒ PHA website ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

☒ Main business office of the PHA ☒ PHA development management offices
☐ Other (list below)

Streamlined Annual PHA Plan
Fiscal Year 2015
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. PHA PLAN COMPONENTS

- ☒ 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- ☒ 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- ☐ 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- ☐ 4. Project-Based Voucher Programs
- ☒ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- ☐ 6. Supporting Documents Available for Review
- ☒ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☒ 8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, *Certification for a Drug-Free Workplace*;

Form HUD-50071, *Certification of Payments to Influence Federal Transactions*; and

Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities*.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B. Yes

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated 1/10/2002	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics
Lakeside Park	1/10/2002	20	48	318%
Delaney Heights	1/10/2002	14	22	23%
Lakeside Park I	1/10/2012	08	10	17%

2. What is the number of site based waiting list developments to which families may apply at one time? 3
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? 2
4. ☐ Yes ☒ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year? 3
2. ☐ Yes ☒ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)? If yes, how many lists?

3. ☒ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists? 3
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☒ PHA main administrative office
 - ☒ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - ☒ Other (list below) Lakeside Park Transitional Housing Office

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. ☒ Yes ☐ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	<input type="checkbox"/> Revitalization Plan under development <input type="checkbox"/> Revitalization Plan submitted, pending approval <input type="checkbox"/> Revitalization Plan approved <input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. ☐ Yes ☒ No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name(s) below:

4. ☒ Yes ☐ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below: The APHA plans to perform substantial rehabilitation for Lakeside Park PH with funds from the Federal Home Loan Bank of Atlanta and Florida Housing Finance Corporation.

5. ☐ Yes ☒ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

(if applicable) [24 CFR Part 903.12(c); 903.7(k)(1)(i)]

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria:

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- ☐ Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

☐ Yes ☒ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- ☐ low utilization rate for vouchers due to lack of suitable rental units
- ☐ access to neighborhoods outside of high poverty areas
- ☐ other (describe below):

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: Highlands County, Florida

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The APHA will continue to promote the development of affordable multi-family & elderly/disable rental housing where needed through the efforts of the APHA's non-profit affiliate Avon Park Housing Development Corporation and newly created 501 C 3 Tax Exempt Non-Profit entity; Heartland Community Housing Organization, throughout Highlands County and regional four County area.

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plan and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan;</i>	Streamlined Annual Plan
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	Streamlined Annual Plan
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	Streamlined Annual Plan
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Streamlined Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Streamlined Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Streamlined Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Streamlined Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Streamlined Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Streamlined Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Streamlined Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Streamlined Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	N.A.
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Streamlined Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Streamlined Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Streamlined Annual Plan: Operations and Maintenance and Community Service &

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Self-Sufficiency
	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Streamlined Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Streamlined Annual Plan: Capital Needs
X	Most recent CFP Budget/Progress Report (HUD 52825) for any active CFP grants.	Streamlined Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	NA
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Streamlined Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	NA
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	NA
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Streamlined Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Streamlined Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	NA
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	NA
	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Streamlined Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Streamlined Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing.	Streamlined Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Streamlined Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Streamlined Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Streamlined Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Streamlined Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans Only: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Other supporting documents (optional) VAWA Policy Statement Restatement of APHA previously adopted Policy on prohibition against denial of assistance to Victims of Domestic Violence, Dating Violence and Stalking	Streamlined Annual Plan; Agency VAWA Policy
	Memorandum of Agreement with Heartland Community Housing Organization to promote regional development strategies for affordable rental housing in a four county (Highlands, Hardee, Desoto, and Okeechobee Counties) region.	Streamlined Annual Plan; Temp Management and Operations

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

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

Part I: Summary		PHA Name: Avon Park Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP: 2015		FFY of Grant: 2015 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:				<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Original	Total Estimated Cost	Revised²	Obligated	Total Actual Cost¹	Expended
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³	20,000					
3	1408 Management Improvements	2,000					
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs	2,000					
8	1440 Site Acquisition						
9	1450 Site Improvement	1,500					
10	1460 Dwelling Structures	80,000					
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment	16,929					
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

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

50

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

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

Part I: Summary

PHA Name:
Avon Park Housing
Authority

Grant Type and Number
Capital Fund Program Grant No:
Replacement Housing Factor Grant No:
Date of CFFP:

FY of Grant: 2015
FFY of Grant Approval:

Type of Grant

☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies
☐ Performance and Evaluation Report for Period Ending:

☐ Revised Annual Statement (revision no:)
☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	43,980				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)	166,409				
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs	15,429				
25	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director		Date	Signature of Public Housing Director		Date	

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

57

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

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

Part II: Supporting Pages

PHA Name: Avon Park Housing Authority			Grant Type and Number		Federal FFY of Grant: 2015			
			Capital Fund Program Grant No:					
			CFPP (Yes/No): Yes					
			Replacement Housing Factor Grant No:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
FL-012								
	Program Operations Cost	1406		20,000				
	Offset loss of operating subsidy revenue to underwrite Dwelling & Non-Dwelling facility maintenance costs to services P.H. inventory.							
	Management Improvements; update computer system software	1408		2,000				
	Fees & Costs; Permitting for Dwelling unit rehab.	1430		2,000				
	Site Improvements: Additional street lighting			1,500				
	Dwelling Structures; substantially rehab. one dwelling building; plumbing, flooring, kitchen cabinets, HVAC Install, security screening, electrical, painting, insulation, energy efficient appliances.	1460		80,000				
	Non-dwelling equipment; Install Security camera system network @ Lakeside Park II.	1475		16,929				
	Debt Service: 2010 SAIL Loan-FHFC	1501		43,980				

Capital Fund Program—Five-Year Action Plan Revision/Update
Development

U.S. Department of Housing and Urban

Office of Public and Indian Housing
Expires 4/30/20011

Part I: Summary

PHA Name/Number; Avon Park Housing Authority; FL-012		Locality; Avon Park/Highlands County, Florida			<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1	
A. Development Number and Name FL-012; Lakeside Park	Work Statement for Year 1 FFY 2014	Work Statement for Year 2 FFY 2015	Work Statement for Year 3 FFY 2016	Work Statement for Year 4 FFY 2017	Work Statement for Year 5 FFY 2018	
B. Physical Improvements Subtotal	80,000			80,000		
C. Management Improvements	2,000					
D. PHA-Wide Non-dwelling Structures and Equipment	16,929			1,140		
E. Administration						
F. Other; Fees & Costs/ Site Improvements	3,500			2000		
G. Operations	20,000		94,045	10,905	94,045	
H. Demolition						
I. Development						
J. Capital Fund Financing - Debt Service	43,980		43,980	43,980	43,045	
K. Total CFP Funds		166,409	138,025	138,025	138,025	
L. Total Non-CFP Funds						
M. Grand Total						

19

Capital Fund Program—Five-Year Action Plan Revision/Update Development

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
Expires 4/30/2011

Part I: Summary (Continuation)

[illegible]

Part II: Supporting Pages – Physical Needs Work Statement(s)				
Work Statement for Year 1 FFY 2012	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Work Statement for Year: 2014 FFY 2016
See Annual Statement	Lakeside Park			Lakeside Park
	1460 Dwelling Structures	1 of 35 Bldgs	80,000	
	Repl Elec. Sockets & lighting			
	Paint exterior walls			
	Install hurricane/Security Screens			
	Replace roofs, install central Heat/Air systems			
	Replace plumbing, H2O heaters, upgrade elec. Service			
	Repl.Kitchen Cabinetry			
	1450 Site Improvements	1	1,500	
	Additional street lighting			
	1430 Fees & Costs	"	2,000	
	1475 Non-Dwelling Equipment			
	Install security camera system network	16 camera system, 1 DVR/wireless network	16,929	

63

Capital Fund Program—Five-Year Action Plan Revision/Update
Development

U.S. Department of Housing and Urban

Office of Public and Indian Housing Expires 4/30/20011			
Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$-0-
	\$100,429		

64

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
Expires 4/30/2001

65

**Capital Fund Program—Five-Year Action Plan Revision/Update
Development**

U.S. Department of Housing and Urban

**Office of Public and Indian Housing
Expires 4/30/2011**

66

U.S. Department of Housing and Urban Development

Expires 4/30/2001

67

U.S. Department of Housing and Urban

Expires 4/30/2001

69

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

69

Streamlined PHA Plan PHA Certifications of Compliance

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Streamlined Annual PHA Plan*

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the streamlined Annual PHA Plan for PHA fiscal year beginning January 1, 2015, hereinafter referred to as the Streamlined Annual Plan, of which this document is a part and make the following certifications, agreements with, and assurances to the Department of Housing and Urban Development (HUD) in connection with the submission of the Streamlined Plan and implementation thereof:

1. The streamlined Annual Plan is consistent with the applicable comprehensive housing affordability strategy (or any streamlined Plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, and provided this Board or Boards an opportunity to review and comment on any program and policy changes since submission of the last Annual Plan.
3. The PHA made the proposed streamlined Annual Plan, including policy and program revisions since submission of the last Annual Plan, and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the streamlined Plan and invited public comment.
4. The PHA will carry out the streamlined Annual Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
6. For streamlined Annual Plans that include a policy or change in policy for site-based waiting lists:
The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(b)(2).
7. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
8. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
9. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
10. The PHA has submitted with the streamlined Plan a certification with regard to a drug-free workplace required by 24 CFR Part 24, Subpart F.
11. The PHA has submitted with the streamlined Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

71

17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
19. The PHA will undertake only activities and programs covered by the streamlined Annual Plan in a manner consistent with its streamlined Annual Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its streamlined Plan.
20. All certifications and attachments (if any) to the streamlined Plan have been and will continue to be available at all times and all locations that the PHA streamlined Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the streamlined Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its streamlined Annual Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):

- ☐ 903.7a Housing Needs
- ☒ 903.7b Eligibility, Selection, and Admissions Policies
- ☐ 903.7c Financial Resources
- ☒ 903.7d Rent Determination Policies
- ☐ 903.7h Demolition and Disposition
- ☐ 903.7k Homeownership Programs
- ☐ 903.7r Additional Information
- ☒ A. Progress in meeting 5-year mission and goals
- ☒ B. Criteria for substantial deviation and significant amendments
- ☐ C. Other information requested by HUD
- ☐ 1. Resident Advisory Board consultation process
- ☐ 2. Membership of Resident Advisory Board
- ☐ 3. Resident membership on PHA governing board

22. The PHA provides assurance as part of this certification regarding its streamlined annual PHA Plan that:
- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
- (ii) The changes were duly approved by the PHA board of directors (or similar governing body); and
- (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.

AVON PARK HOUSING AUTHORITY
PHA Name

FL-012
PHA Number

Streamlined Annual PHA Plan for Fiscal Year: 2015

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
ERIC LONGSHORE	BOARD CHAIRMAN
Signature	Date
X	OCTOBER 21, 2014

PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

The Violence against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 607(2) of VAWA adds the following provision to Section 6 of the U.S. Housing Act of 1937, which lists contract provisions and requirements for the public housing program:

Every contract for contributions shall provide that . . . the public housing agency shall not deny admission to the project to any applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for assistance or admission, and that nothing in this section shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking.

Notification and Victim Documentation

APHA Policy

The APHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under the APHA's policies. Therefore, if the APHA makes a determination to deny admission to an applicant family on the basis of an unfavorable history, the APHA will include in its notice of denial a statement of the protection against denial provided by VAWA and will offer the applicant the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking

One of the following:

- A police or court record documenting the actual or threatened abuse; or
- A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The applicant must submit the required documentation with her or his request for an informal hearing or must request an extension in writing at that time. If the applicant so requests, the APHA will grant an extension of 10 business days, and will postpone scheduling the applicant's informal hearing until after it has received the documentation or the extension period has elapsed. If after reviewing the documentation provided by the applicant the APHA determines the family is eligible for assistance, no informal hearing will be scheduled and the APHA will proceed with admission of the applicant family.

PERPETRATOR REMOVAL OR DOCUMENTATION OF REHABILITATION

APHA Policy

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, the APHA will proceed as above but will require, in addition, either (a) that the perpetrator be removed from the applicant household and not reside in the public housing unit or (b) that the family provide documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment.

If the family elects the second option, the documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to his or her belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation.

This additional documentation must be submitted within the same time frame as the documentation required above from the victim.

APHA CONFIDENTIALITY REQUIREMENTS

All information provided to the APHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

2014 Statement of Service: During the course of the 2014 Operating Year, the APHA has not any applications for protection under this category. The APHA will remain diligent in 2015 to provide protection and referral services to resident victims that qualify for consideration and protection under this policy.

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

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

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Julian Deleon the City of Avon Park, Florida City Manager certify that the Five Year and
Annual PHA Plan of the Avon Park Housing Authority is consistent with the Consolidated Plan of
City of Avon Park prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

Avon Park Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Subsidy and Capital Fund Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Larry P. Shoeman

Title

Executive Director

Signature

Date (mm/dd/yyyy)

10/01/2014

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="checked" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		2. Status of Federal Action: <input checked="checked" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		3. Report Type: <input checked="checked" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: <input checked="checked" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c			5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:		
6. Federal Department/Agency: U. S. Department of Housing & Urban Development			7. Federal Program Name/Description: Public Housing Operating subsidy & Capital Fund Program CFDA Number, if applicable: _____		
8. Federal Action Number, if known:			9. Award Amount, if known: \$		
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): None			b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): None		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: _____ Print Name: <u>Larry P. Shoeman</u> Title: <u>Executive Director</u> Telephone No.: <u>863-452-4432, Ext. 2204</u> Date: <u>10/01/2014</u>		
Federal Use Only:			Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)		

Certification for a Drug-Free Workplace

U.S. Department of Housing
and Urban Development

Applicant Name

Avon Park Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Subsidy and Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Following project receive both Operating Subsidy and Capital Fund Program funding;
Lakeside Park Transitional Public Housing Project; 1306 Tulane Dr., Avon Park, Florida 33825
Lakeside Park Family Public Housing Project; 21 Tulane Dr., Avon Park, Florida 33825
Delaney Heights Elderly/Disabled Public Housing Project; 541 Alton St.; Avon Park, Florida 33825
Avon Park Housing Authority Administrative Office; 21 Tulane Dr., Avon Park, Florida 33825
ALL PROJECTS LOCATED IN HIGHLANDS COUNTY, FLORIDA

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title

Signature

Date

X

78

Civil Rights Certification

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

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

AVON PARK HOUSING AUTHORITY

FL-012

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official Eric Longshore	Title Board Chairman
Signature	Date 10/21/2014

Revised 10/14

Avon Park Housing Authority
2015 Resident Maintenance Charge Schedule

Work Code	Task Description	Part Cost	Labor Hours	Labor Rate	Labor Total	Total
Refrigerator						
✓000	Replace Refrigerator (Tenant Damage)	\$468.00	1	\$25	\$25.00	\$493
001	Refrigerator Shelf Stud	\$6.25	0.5	\$25	\$12.50	\$18.75
002	Refrigerator Light Switch	\$2.87	0.5	\$25	\$12.50	\$15.37
003	Refrigerator Door Bar	\$14.97	0.5	\$25	\$12.50	\$27.47
004	Refrigerator Door Gasket	\$47.54	1	\$25	\$25.00	\$72.54
005	Refrigerator Freezer Door Gasket	\$37.03	1	\$25	\$25.00	\$62.03
006	Dairy Door	\$16.04	0.5	\$25	\$12.50	\$28.54
007	Ice Trays	\$1.37	0	\$25	\$0.00	\$1.37
008	Shelf	\$36.54	0.5	\$25	\$12.50	\$49.04
009	Shelf Brackets	\$3.32	0.5	\$25	\$12.50	\$15.82
010	Crisper Pan	\$50.62	0.5	\$25	\$12.50	\$63.12
011	Crisper Cover	\$33.42	0.5	\$25	\$12.50	\$45.92
012	Refrigerator Door Handle	\$22.50	0.5	\$25	\$12.50	\$35.00
013	Unstop Refrigerator Drain, Tenant Abuse	\$0.00	1	\$25	\$25.00	\$25.00
014	Freezer Door	\$49.96	0.5	\$25	\$12.50	\$62.46
015	Ice Tray Shelf	\$5.37	0.5	\$25	\$12.50	\$17.87
016	Shelf Support	\$8.85	0.5	\$25	\$12.50	\$21.35
017	Unstop Refrigerator	\$0.00	1	\$25	\$25.00	\$25.00
018	Cleaning Refrigerator	\$5.00	1	\$25	\$25.00	\$30.00
Kitchen Cabinets						
019	Countertop Material (Per Foot)	\$15.00	0	\$25	\$0.00	\$15.00
020	Cabinet Door Hinges Flush	\$1.83	0.25	\$25	\$6.25	\$8.08
020A	Cabinet Door Hinges Concealed	\$3.92	0.25	\$25	\$6.25	\$10.17
021	Cabinet Drawers	\$45.00	1	\$25	\$25.00	\$70.00
022	Cabinet Doors	\$38.50	1	\$25	\$25.00	\$63.50
023	Repair and Refinish Cabinets, Tenant Abuse	\$20.00	3	\$25	\$75.00	\$95.00
Kitchen Plumbing						
024	Complete Strainer Basket Kit	\$8.29	0.5	\$25	\$12.50	\$20.79
025	Basket Strainer Cup	\$2.00	0.5	\$25	\$12.50	\$14.50
026	Sink Spout	\$14.95	0.5	\$25	\$12.50	\$27.45
027	Faucet Handle	\$4.48	0.5	\$25	\$12.50	\$16.98
028	Unstop Kitchen Sink	\$0.00	1	\$25	\$25.00	\$25.00
029	Unstop Washer Drain	\$0.00	1	\$25	\$25.00	\$25.00
030	Kitchen Faucet	\$63.62	0.5	\$25	\$12.50	\$76.12
031	Hose For Kitchen Sprayer	\$8.50	0.5	\$25	\$12.50	\$21.00
032	Kitchen Faucet Cartridge Stem	\$3.29	0.5	\$25	\$12.50	\$15.79
033	Faucet Cartridge Cap Assembly	\$14.09	0.5	\$25	\$12.50	\$26.59
034	Stainless Steel Sink	\$69.95	1	\$25	\$25.00	\$94.95
034A	Airator	\$4.95	0.25	\$25	\$6.25	\$11.20
034B	Sink Supply Line	\$5.99	1	\$25	\$25.00	\$30.99
Bathroom						
035	Towel Bar	\$4.58	0.5	\$25	\$12.50	\$17.08
036	Tissue Roller Complete	\$4.95	0.5	\$25	\$12.50	\$17.45
✓037	Tissue Roller Only	\$1.00	0.5	\$25	\$12.50	\$13.50
✓038	Shower Rod	\$8.95	0.5	\$25	\$12.50	\$21.45
039	Brackets for Shower Rod	\$2.99	0.5	\$25	\$12.50	\$15.49

Avon Park Housing Authority

Revised 10/14

2014 Resident Maintenance Charge Schedule

Work Code	Task Description	Part Cost	Labor Hours	Labor Rate	Labor Total	Total
✓ 040	Bath Soap Dish	\$4.75	0.25	\$25	\$6.25	\$11.00
041	Commode Seat	\$11.99	0.5	\$25	\$12.50	\$24.49
042	Commode Tank	\$61.99	0.5	\$25	\$12.50	\$74.49
043	Commode Tank Top	\$29.99	0.5	\$25	\$12.50	\$42.49
044	Commode Complete	\$110.00	1	\$25	\$25.00	\$135.00
✓ 045	Medicine Cabinet Mirror	✓ \$69.00	0.5	\$25	\$12.50	\$81.50
046	Put Lavatory Back on Wall	\$0.00	1	\$25	\$25.00	\$25.00
047	Replace Lavatory	\$50.00	1	\$25	\$25.00	\$75.00
048	Unstop Bathroom Drains	\$0.00	1	\$25	\$25.00	\$25.00
049	Pull Commode	\$15.00	1	\$25	\$25.00	\$40.00
050	Toilet Tank Valve	\$10.00	0.5	\$25	\$12.50	\$22.50
051	Flush Valve Flapper	\$3.75	0.5	\$25	\$12.50	\$16.25
051A	Flapperless Valve	\$11.99	0.5	\$25	\$12.50	\$24.49
✓ 052	Toothbrush Holder	\$4.32	0.5	\$25	\$12.50	\$16.82
053	1 1/4" J Bend Trap	\$3.90	0.5	\$25	\$12.50	\$16.40
054	Tub and Lavatory Stopper	\$1.00	0.5	\$25	\$12.50	\$13.50
055	Tub Angle stop 1/2 to 3/8	\$5.95	0.5	\$25	\$12.50	\$18.45
056	Porcelain Steel Lavatory	\$67.99	1	\$25	\$25.00	\$92.99
057	Bathroom Faucet Set	\$31.99	1	\$25	\$25.00	\$56.99
058	Medicine Cabinet	\$59.11	0.5	\$25	\$12.50	\$71.61
059	Pop Up Plug For Lavatory	\$14.93	0.5	\$25	\$12.50	\$27.43
060	Mixing Valve for Control kit	\$42.29	0.5	\$25	\$12.50	\$54.79
061	Shower Control Kit	\$78.00	0.5	\$25	\$12.50	\$90.50
061A	Shower Faucet Stem	\$7.53	1	\$25	\$25.00	\$32.53
061B	Shower Faucet Washer	\$0.58	0.5	\$25	\$12.50	\$13.08
062	Bathroom Faucet Handles	\$5.34	0.5	\$25	\$12.50	\$17.84
063	Tub Spout Divider	\$14.58	0.5	\$25	\$12.50	\$27.08
✓ 064	Showerhead	\$7.52	0.5	\$25	\$12.50	\$20.02
065	Digging Up Sewer Lines	\$0.00	2	\$25	\$50.00	\$50.00
066	Drain Cleaner	\$10.00	0.5	\$25	\$12.50	\$22.50
067	Toilet Tank Lever Arm	\$5.09	0.5	\$25	\$12.50	\$17.59
068	Tub Drain Trip Bracket	\$6.03	0.5	\$25	\$12.50	\$18.53
069	Overflow Plate 2 Hole	\$5.50	0.5	\$25	\$12.50	\$18.00
070	Tub Drain Trip	\$2.56	0.5	\$25	\$12.50	\$15.06
071	1 1/2 Trip Waste and Overflow	\$22.49	0.5	\$25	\$12.50	\$34.99
072	Patch Tub Materials	\$30.00	0.5	\$25	\$12.50	\$42.50
072AA	Toilet Supply Line	\$5.67	0.5	\$25	\$12.50	\$18.17
072BB	Wax Ring	\$4.67	0	\$25	\$0.00	\$4.67
072CC	Toilet Bolts	\$0.87	0	\$25	\$0.00	\$0.87
072DD	Exhaust Fan	\$41.25	1	\$25	\$25.00	\$66.25
Range						
072A	Replace Range (Tenant Damage) GAS	\$521.00	1	\$25	\$25.00	\$546
072B	Replace Range (Tenant Damage) Elect.	\$375.00	1	\$25	\$25.00	\$400
073	Top Grate	\$10.38	0.5	\$25	\$12.50	\$22.88
✓ 074	Burner 6"	\$16.00	0.5	\$25	\$12.50	\$28.50
✓ 075	Burner 8"	\$21.00	0.5	\$25	\$12.50	\$33.50
✓ 076	Knobs	\$6.68	0.5	\$25	\$12.50	\$19.18

Revised 10/14

Avon Park Housing Authority
2014 Resident Maintenance Charge Schedule

Work Code	Task Description	Part Cost	Labor Hours	Labor Rate	Labor Total	Total
077	Oven Control Knobs	\$5.38	0.5	\$25	\$12.50	\$17.88
078	Oven Racks	\$22.74	0.5	\$25	\$12.50	\$35.24
079	Oven Door Gasket Long	\$15.00	0.5	\$25	\$12.50	\$27.50
080	Oven Door Gasket Short	\$12.00	0.5	\$25	\$12.50	\$24.50
081	Broiler Pan	\$21.06	0.5	\$25	\$12.50	\$33.56
082	Oven Control	\$59.28	0.5	\$25	\$12.50	\$71.78
083	Oven Safety Valve	\$39.67	0.5	\$25	\$12.50	\$52.17
084	Oven Door Spring	\$1.66	0.5	\$25	\$12.50	\$14.16
085	Broiler Door Hinges	\$10.00	0.5	\$25	\$12.50	\$22.50
086	Pull and Clean Oven	\$10.00	2	\$25	\$50.00	\$60.00
087	Vent-a-hood filters	\$7.42	0.5	\$25	\$12.50	\$19.92
088	Vent-a-hood blades	\$3.50	0.5	\$25	\$12.50	\$16.00
089	Vent-a-hood motor	\$39.84	0.5	\$25	\$12.50	\$52.34
090	Vent-a-hood switch	\$8.00	0.5	\$25	\$12.50	\$20.50
091	Complete Vent-a-hood	\$69.00	0.5	\$25	\$12.50	\$81.50
091A	8" Drip Pans	\$5.99	0.5	\$25	\$12.50	\$18.49
091B	6" Drip Pans	\$5.25	0.5	\$25	\$12.50	\$17.75
091C	Range Receptacle	\$9.95	0.5	\$25	\$12.50	\$22.45
Electrical Fixtures and Globes						
092	Weatherproof Plate for Outside Sockets	\$3.45	0.5	\$25	\$12.50	\$15.95
093	Complete Outside Light Fixture	\$36.69	0.5	\$25	\$12.50	\$49.19
✓ 094	Ground Fault Circuit	\$14.99	0.5	\$25	\$12.50	\$27.49
094A	GFCI Breaker	\$40.00	0.5	\$25	\$12.50	\$52.50
095	Kitchen Fixtures (Fluorescent)	\$44.96	0.5	\$25	\$12.50	\$57.46
✓ 096	Bedroom Globes	\$5.00	0.5	\$25	\$12.50	\$17.50
097	Bathroom Globes	\$5.39	0.5	\$25	\$12.50	\$17.89
098	Light Globe Kit	\$13.79	0.5	\$25	\$12.50	\$26.29
099	Hall Globes	\$6.44	0.5	\$25	\$12.50	\$18.94
100	Dining Room Globe	\$12.50	0.5	\$25	\$12.50	\$25.00
101	Outside Globes	\$7.29	0.5	\$25	\$12.50	\$19.79
102	Fluorescent Bulb	\$5.32	0.5	\$25	\$12.50	\$17.82
102A	T8 Ballist	\$22.00	1	\$25	\$25.00	\$47.00
102B	T12 Ballist	\$29.00	1	\$25	\$25.00	\$44.00
103	Appliance Bulb	\$2.11	0.5	\$25	\$12.50	\$14.61
104	Standard Bulb	\$0.85	0.5	\$25	\$12.50	\$13.35
104A	Spiral Bulb	\$2.50	0.5	\$25	\$12.50	\$15.00
105	Cover for Receptacle	\$0.58	0.5	\$25	\$12.50	\$13.08
✓ 106	Wall Receptacle	\$3.99	0.5	\$25	\$12.50	\$16.49
107	Wall Switch Cover - Single .51 Double 1.12		0.5	\$25	\$12.50	\$12.50
✓ 108	Wall Switch - Single	\$3.99	0.5	\$25	\$12.50	\$16.49
108A	Wall Switch - Double	\$7.59	0.5	\$25	\$12.50	\$20.09

Revised 10/14

Avon Park Housing Authority
2014 Resident Maintenance Charge Schedule

Work Code	Task Description	Part Cost	Labor Hours	Labor Rate	Labor Total	Total
Electrical Fixtures and Globes (Cont.)						
109	3 Way Switch	\$5.76	0.5	\$25	\$12.50	\$18.26
110	Thermostat	\$33.08	0.5	\$25	\$12.50	\$45.58
111	Control Switch for Heater	\$15.63	0.5	\$25	\$12.50	\$28.13
112	Ceiling Fan	\$44.66	0.5	\$25	\$12.50	\$57.16
✓ 112A	Ceiling Fan Light Switch	\$5.39	0.5	\$25	\$12.50	\$17.89
✓ 113	Ceiling Fan Light Kit	\$20.00	0.5	\$25	\$12.50	\$32.50
Window, Screens and Doors						
114	Screen for Windows (Per Sq. Ft.)	\$1.44	0.5	\$25	\$12.50	\$13.94
114A	Stainless steel Screen for Doors (Per Sq. Ft.)	\$2.75	0.5	\$25	\$12.50	\$15.25
115	Door and Window Trim (Per Ft.)	\$3.50	0.5	\$25	\$12.50	\$16.00
✓ 116	Security Screen Door	\$599.00	1	\$25	\$25.00	\$624.00
117	SCREEN DOOR COMPLETE	\$98.00	1	\$25	\$25.00	\$123.00
118	Handle for Screen Door	\$7.99	0.5	\$25	\$12.50	\$20.49
118A	Screen Door Closer	\$11.99	0.5	\$25	\$12.50	\$24.49
118B	Screen Door Sweep	\$5.05	0.5	\$25	\$12.50	\$17.55
119	HOOK FOR DOOR	\$1.50	0.5	\$25	\$12.50	\$14.00
120	SPRING FOR SCREEN DOOR	\$2.75	0.5	\$25	\$12.50	\$15.25
121	Center Section (Metal)	\$15.00	0.5	\$25	\$12.50	\$27.50
122	Kick Plate	\$17.24	0.5	\$25	\$12.50	\$29.74
123	Striker Plate	\$1.44	0.5	\$25	\$12.50	\$13.94
124	Privacy Lock	\$17.49	0.5	\$25	\$12.50	\$29.99
125	Latch Bolt replacement	\$8.03	0.5	\$25	\$12.50	\$20.53
126	Dead Bolt Striker Plate	\$1.44	0.5	\$25	\$12.50	\$13.94
127	Dead Bolt Latch Replacement	\$39.00	0.5	\$25	\$12.50	\$51.50
128	Weather Stripping (Per Ft.)	\$1.13	0.5	\$25	\$12.50	\$13.63
129	Outside Door Hardware	\$25.00	0.5	\$25	\$12.50	\$37.50
130	Screen Door Hinges and Plate	\$18.50	0.5	\$25	\$12.50	\$31.00
131	Patch Holes in Door and Paint	\$10.00	1	\$25	\$25.00	\$35.00
132	Re-hang inside door w/o hinges	\$10.00	1	\$25	\$25.00	\$35.00
133	Re-hang inside door w/hinges	\$15.00	1	\$25	\$25.00	\$40.00
134	Repair Door Jam	\$15.00	0.5	\$25	\$12.50	\$27.50
135	Door Stops	\$1.00	0.5	\$25	\$12.50	\$13.50
✓ 136	Exterior Door Complete	\$450.00	1.5	\$25	\$37.50	\$487.50
137	Inside Wood Door with Lock	\$51.00	1	\$25	\$25.00	\$76.00
138	Inside Wood Door without Lock	\$35.00	0.5	\$25	\$12.50	\$47.50
139	Closet Door	\$27.50	0.5	\$25	\$12.50	\$40.00
139A	Bifold Door	\$32.89	0.5	\$25	\$12.50	\$45.39
139B	Bifold Door Track	\$8.99	0.5	\$25	\$12.50	\$21.49
139C	Accordion Closet Door	\$24.00	0.5	\$25	\$12.50	\$36.50
140	Base Board (Vinyl and Wood) Per Ft.	\$0.95	0.5	\$25	\$12.50	\$13.45
141	Large Window Screen	\$29.50	0.5	\$25	\$12.50	\$42.00
142	Small Window Screen	\$21.75	0.5	\$25	\$12.50	\$34.25
142A	Window Glass (Per Sq. Ft.)	\$4.50	1	\$25	\$25.00	\$29.50

Revised 10/14

Avon Park Housing Authority
2014 Resident Maintenance Charge Schedule

Work Code	Task Description	Part Cost	Labor Hours	Labor Rate	Labor Total	Total
Window, Screens and Doors (Cont.)						
152	Interior Door Hinges	\$4.75	1	\$25	\$25.00	\$29.75
153	Change Locks on All Doors (Exterior)	\$40.00	0.5	\$25	\$12.50	\$52.50
154	One Key Made	\$5.00	0.25	\$25	\$6.25	\$11.25
154A	One Key Made Ridgedale	\$3.75	0.25	\$25	\$6.25	\$10.00
155	Passage Lock	\$8.99	0.5	\$25	\$12.50	\$21.49
156	PRIVACY LOCK	\$11.99	0.5	\$25	\$12.50	\$24.49
157	Slide Lock	\$3.00	0.5	\$25	\$12.50	\$15.50
Miscellaneous						
158	Garbage Can NCH Only	\$100.00	0.5		\$0.00	\$100.00
160	Outside Faucet Bib	\$6.50	0.5	\$25	\$12.50	\$19.00
162	Clothes Line Wire	\$12.50	0.5	\$25	\$12.50	\$25.00
163	Shades	\$7.95	0.5	\$25	\$10.00	\$17.95
163A	Mini Blind	\$11.92	0.5	\$25	\$12.50	\$24.42
163B	Ridgedale blind 47x64	\$13.00	0.5	\$25	\$12.50	\$25.50
163C	Ridgedale blind 70x64	\$25.00	0.5	\$25	\$12.50	\$37.50
164	Brackets for Curtain Rod	\$1.35	0.5	\$25	\$12.50	\$13.85
165	Floor Tile per Square	\$3.50	0.5	\$25	\$12.50	\$16.00
166	Curtain Rods (Per Ft.)	\$1.50	0.5	\$25	\$12.50	\$14.00
167	Range Hood Ends	\$3.50	0.5	\$25	\$12.50	\$16.00
167A	Dryer Vent (if added later)	\$7.50	0.5	\$25	\$12.50	\$20.00
168	Washing Machine Hose Hibs	\$3.25	0.5	\$25	\$12.50	\$15.75
168A	Dryer Cord	\$15.00	0.5	\$25	\$12.50	\$27.50
169	Threshold	\$17.99	0.5	\$25	\$12.50	\$30.49
170	Shelving for Closets (Per Ft.)	\$4.50	0.5	\$25	\$12.50	\$17.00
171	Fire Extinguisher	\$52.49	0.5	\$25	\$12.50	\$64.99
172	Refill for Fire Extinguisher	\$15.00	0.5	\$25	\$12.50	\$27.50
✓ 173	Smoke Alarm	\$21.00	0.5	\$25	\$12.50	\$33.50
174	Batteries for Smoke Alarm	\$2.25	0.5	\$25	\$12.50	\$14.75
175	Frost Proof Sillcock Outside Faucet	\$3.79	0.5	\$25	\$12.50	\$16.29
176	Pop Off Valve	\$10.95	0.5	\$25	\$12.50	\$23.45
176B	Open Door for Tenant (During Hours)*	\$10.00		\$25	\$0.00	\$10.00
176C	Open Door for Tenant (After Hours)*	\$30.00		\$25	\$0.00	\$30.00
176D	Pad Lock	\$4.25	0.5	\$25	\$12.50	\$16.75
176E	Hasp	\$3.50	0.5	\$25	\$12.50	\$16.00
176F	Abandoned Vehicles (Flat Fee)	\$75.00	0	\$25	\$0.00	\$75.00

The Housing Authority of Avon Park

RESOLUTION NO. 14-11

Resolution Approving Updates to APHA Employee Retirement Plan

- Whereas, The Internal Revenue Service (IRS) requires an update to the Employee Retirement Plan that has been updated by Plan Lincoln Financial Administrator Annette Martin; and
- Whereas, the Plan update requires inclusion of the current names and Title of the Trustees and the Executive Director as having Power of Attorney to act on behalf of the Authority Trust; and
- Whereas, past action of the Board of Commissioners has appointed Trustees Lester A. Roberts, Alice Oldham and Larry P. Shoeman as Trustee with Power of Attorney.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners accepts the updates to the Employee Retirement Plan to bring the Plan into conformance with current IRS requirements; and

BE IT FURTHER RESOLVED that the Trustees of the Plan be established by name and title, Lester A. Roberts, Commissioner, Penny Pieratt, APHA Comptroller, and Larry P. Shoeman, Executive Director as Trustees and Power of Attorney.

ADOPTED THIS 21st DAY OF OCTOBER 2014

Accepted _____

Attest _____
SEAL

PLAN ADDENDUM

EMPLOYER INFORMATION

(An amendment to the Addendum Agreement is not needed solely to reflect a change in this Employer Information Section.)

1. EMPLOYER'S NAME, ADDRESS, TELEPHONE NUMBER, TIN AND FISCAL YEAR

Name: Housing Authority of Avon Park

Address: PO Box 1327

Street

Avon Park

City

FL

State

33825

Zip

Telephone: (863) 452-4432

Taxpayer Identification Number (TIN): 59-1117651

Employer's Fiscal Year ends: Dec. 31

2. TYPE OF GOVERNMENTAL ENTITY. This Plan may only be adopted by a state or local governmental entity, or agency thereof, including an Indian tribal government and may not be adopted by any other entity, including a federal government and any agency or instrumentality thereof.

☒ Government Housing

3. PARTICIPATING EMPLOYERS (Plan Section 1.38). Will any other Employers adopt this Plan as Participating Employers?

a. ☒ No

b. ☐ Yes

PLAN INFORMATION

(An amendment to the Addendum Agreement is not needed solely to reflect a change in the information in Questions 9. through 10.)

4. PLAN NAME:

Housing Authority of Avon Park ERP

5. PLAN STATUS

a. ☒ Amendment and restatement of existing Plan

PPA RESTATEMENT (leave blank if not applicable)

1. ☒ This is an amendment and restatement to bring a plan into compliance with the Pension Protection Act of 2006 ("PPA") and other legislative and regulatory changes (i.e., the 6-year pre-approved plan restatement).

6. EFFECTIVE DATE (Plan Section 1.16) (complete a. if new plan; complete a. AND b. if an amendment and restatement)

Initial Effective Date of Plan

a. June 1, 1977

Restatement Effective Date. If this is an amendment and restatement, the effective date of the restatement (hereinafter called the "Effective Date") is:

b. June 1, 2014

7. PLAN YEAR (Plan Section 1.42) means:

a. ☐ the calendar year

b. ☒ the twelve-month period ending on May 31, (e.g., June 30th)

8. VALUATION DATE (Plan Section 1.52) means:

a. ☒ every day that the Trustee (or Insurer), any transfer agent appointed by the Trustee (or Insurer) or the Employer, and any stock exchange used by such agent are open for business (daily valuation)

NOTE: The Plan always permits interim valuations.

9. TRUSTEE(S) OR INSURER(S) (Plan Sections 1.25 and 1.50):

a. ☒ **Individual Trustee(s).** Individual Trustee(s) who serve as Trustee(s) over assets not subject to control by a corporate Trustee.

Name(s)

Title(s)

Larry Shoeman Executive Director

Executive Director

Penny Pieratt

Comptroller

Lester Roberts

Commissioner

Address and telephone number

1. ☒ Employer address and telephone number

10. ADMINISTRATOR'S NAME, ADDRESS AND TELEPHONE NUMBER

(If none is named, the Employer will be the Administrator (Plan Section 1.2).)

a. ☒ Employer (use Employer address and telephone number)

11. CONTRIBUTION TYPES

The selections made below must correspond with the selections made under the Contributions and Allocations Section of this Addendum Agreement.

CONTRIBUTIONS

The Plan permits the following contributions (select one or more):

- a. ☐ **Employer contributions other than matching**
- b. ☒ **Employer matching contributions**
- c. ☒ **Mandatory Employee contributions**
- d. ☒ **After-tax voluntary Employee contributions**
- e. ☒ **Rollover contributions**

ELIGIBILITY REQUIREMENTS

12. ELIGIBLE EMPLOYEES (Plan Section 1.17) means all Employees (including Leased Employees) EXCEPT those Employees who are excluded below or elsewhere in the Plan:

a. ☒ **No excluded Employees.** There are no additional excluded Employees under the Plan (skip to Question 13).

b. ☐ **Exclusions.** The following Employees are not Eligible Employees for Plan purposes (select one or more):

- 1. ☐ Union Employees (as defined in Plan Section 1.17)
- 2. ☐ Nonresident aliens (as defined in Plan Section 1.17)
- 3. ☐ Leased Employees (Plan Section 1.28)
- 4. ☐ Part-time/temporary/seasonal Employees. A part-time, temporary or seasonal Employee is an Employee whose regularly scheduled service is less than Hours of Service in the relevant eligibility computation period (as defined in Plan Section 1.54). However, if any such excluded Employee actually completes a Year of Service, then such Employee will no longer be part of this excluded class.

5. ☐ Other: _____ (must be definitely determinable under Regulations §1.401-1(b). Exclusions may be employment title specific but may not be by individual name nor result in only a finite group of individuals (e.g., excluding anyone hired after 12/31/12.)

13. CONDITIONS OF ELIGIBILITY (Plan Section 3.1)

a. ☐ **No age or service required.** No age or service required for all Contribution Types

b. ☒ **Eligibility.** An Eligible Employee will be eligible to participate in the Plan upon satisfaction of the following (complete c. and d., select e. and f. if applicable):

Eligibility Requirements

c. ☒ **Age Requirement**

- 1. ☒ No age requirement
- 2. ☐ Age 20 1/2
- 3. ☐ Age 21
- 4. ☐ Age (may not exceed 26)

d. ☒ **Service Requirement**

- 1. ☐ No service requirement
- 2. ☐ (not to exceed 60) months of service (elapsed time)
- 3. ☐ 1 Year of Service
- 4. ☐ _____ (not to exceed 5) Years of Service
- 5. ☐ consecutive month period from the Eligible Employee's employment commencement date and during which at least Hours of Service are completed.
- 6. ☒ 6 consecutive months of employment from the Eligible Employee's employment commencement date.

7. ☐ Other: _____ (e.g., date on which 1,000 Hours of Service is completed within the computation period) (must satisfy the Notes below)

NOTE: If c.4. or d.7. is selected, the condition must be an age or service requirement that is definitely determinable and may not exceed age 26 and may not exceed 5 Years of Service.

NOTE: Year of Service means Period of Service if elapsed time method is chosen

14. **EFFECTIVE DATE OF PARTICIPATION (ENTRY DATE)** (Plan Section 3.2)

An Eligible Employee who has satisfied the eligibility requirements will become a Participant in the Plan as of the:

- a. ☐ date such requirements are met
b. ☐ first day of the month coinciding with or next following the date on which such requirements are met
c. ☐ first day of the Plan Year quarter coinciding with or next following the date on which such requirements are met
d. ☒ earlier of the first day of the Plan Year or the first day of the seventh month of the Plan Year coinciding with or next following the date on which such requirements are met
e. ☐ first day of the Plan Year coinciding with or next following the date on which such requirements are met (Eligibility must be six months of service (or 1 1/2 Years (or Periods) of Service if 100% immediate vesting is selected) or less and age must be 20 1/2 or less.)
f. ☐ first day of the Plan Year in which such requirements are met

SERVICE

15. **RECOGNITION OF SERVICE WITH OTHER EMPLOYERS** (Plan Sections 1.39 and 1.54)

- a. ☒ Prior service with the designated employers is recognized as follows

	Eligibility	Vesting	Allocation
b. <input checked="" type="checkbox"/> Employer name: Government Housing Authority	1. <input type="checkbox"/>	2. <input checked="" type="checkbox"/>	3. <input type="checkbox"/>

16. **SERVICE CREDITING METHOD** (Plan Sections 1.39 and 1.54)

1. A Year of Service means completion of at least 1,000 Hours of Service during the plan year.

VESTING

17. **VESTING OF PARTICIPANT'S INTEREST - EMPLOYER CONTRIBUTIONS** (Plan Section 6.4(b))

- a. ☒ The vesting provisions selected below apply.

Vesting for Employer matching contributions

- b. ☒ The following vesting schedule, based on a Participant's Years of Service (or Periods of Service if the elapsed time method is selected), applies to Employer matching contributions:

1. ☐ 6 Year Graded: 0-1 year-0%; 2 years-20%; 3 years-40%; 4 years-60%; 5 years-80%; 6 years-100%

2. ☐ 4 Year Graded: 1 year-25%; 2 years-50%; 3 years-75%; 4 years-100%

3. ☒ 5 Year Graded: 1 year-20%; 2 years-40%; 3 years-60%; 4 years-80%; 5 years-100%

4. ☐ Cliff: 100% vesting after _____ (not to exceed 15) years

5. ☐ Other graded vesting schedule (must provide for full vesting no later than 15 years of service; add additional lines as necessary)

Years (or Periods) of Service	Percentage
_____	_____%
_____	_____%
_____	_____%
_____	_____%
_____	_____%
_____	_____%

18. **VESTING OPTIONS**

Excluded vesting service. The following Years of Service will be disregarded for vesting purposes:

- a. ☒ None

RETIREMENT AGES

19. **NORMAL RETIREMENT AGE ("NRA")** (Plan Section 1.32) means:

- a. ☒ **Age/participation.** The later of the date a Participant attains age 65 (may not exceed 65) or the 5th (may not exceed 10th) anniversary of the first day of the Plan Year in which participation in the Plan commenced

20. **NORMAL RETIREMENT DATE** (Plan Section 1.33) means, with respect to any Participant, the:
- ☐ date on which the Participant attains "NRA"
 - ☐ first day of the month coinciding with or next following the Participant's "NRA"
 - ☒ first day of the month nearest the Participant's "NRA"
21. **EARLY RETIREMENT DATE** (Plan Section 1.15)
- ☐ N/A (no early Retirement provisions provided)
 - ☒ Early Retirement Date means the:
 - ☐ date on which a Participant satisfies the early retirement requirements
 - ☒ first day of the month coinciding with or next following the date on which a Participant satisfies the early retirement requirements
 - ☐ Anniversary Date coinciding with or next following the date on which a Participant satisfies the early retirement requirements

Early retirement requirements

- ☐ Participant attains age _____
AND, completes.... (leaving blank if not applicable)
- ☒ at least 10 Years (or Periods) of Service for vesting purposes
- ☐ at least _____ Years (or Periods) of Service for eligibility purposes

COMPENSATION

22. **COMPENSATION** with respect to any Participant is defined as follows (Plan Sections 1.10 and 1.23).
- Base definition**
- ☐ Wages, tips and other compensation on Form W-2
 - ☒ Code §3401(a) wages (wages for withholding purposes)
 - ☐ 415 safe harbor compensation
- NOTE:** Plan Section 1.23(c) provides that the base definition of Compensation includes deferrals that are not included in income due to Code §§401(k), 125, 132(f)(4), 403(b), 402(h)(1)(B)(SEP), 414(h)(2), & 457(b).
- Determination period.** Compensation will be based on the following "determination period" (this will also be the Limitation Year unless otherwise elected at option f. under Section B of Appendix A):
- ☒ the Plan Year
 - ☐ the Fiscal Year coinciding with or ending within the Plan Year
 - ☐ the calendar year coinciding with or ending within the Plan Year
- Adjustments to Compensation** (for Plan Section 1.10). Compensation will be adjusted by:
- ☒ **Adjustments.** Compensation will be adjusted by (select all that apply):
 - ☒ excluding overtime
 - ☒ excluding bonuses

23. **POST-SEVERANCE COMPENSATION (415 REGULATIONS)**
The following optional provision of the 415 Regulations will apply to Limitation Years beginning on or after July 1, 2007 unless otherwise elected below:

CONTRIBUTIONS AND ALLOCATIONS

24. **ALLOCATION CONDITIONS** (Plan Section 4.3).
- ☒ **No conditions.** All Participants share in the allocations regardless of service completed during the Plan Year or employment status on the last day of the Plan Year.
25. **MATCHING CONTRIBUTION PROVISIONS**
- Maximum matching contribution.** The total matching contribution made on behalf of any Participant for any Plan Year will not exceed:
 - ☐ N/A (no Plan specific limit on the amount of matching contribution)
 - ☐ \$_____
 - ☒ 7.5 % of Compensation.
 - Period of determination.** The matching contribution formula will be applied on the following basis (and elective deferrals and any Compensation or dollar limitation used in determining the matching contribution will be based on the applicable period):
 - ☐ the Plan Year
 - ☐ each payroll period
 - ☒ each month
 - ☐ each Plan Year quarter
 - ☐ each payroll unit (e.g., hour)

26. ALLOCATION CONDITIONS (Plan Section 4.3).
a. ☒ **No conditions.** All Participants share in the allocations regardless of service completed during the Plan Year or employment status on the last day of the Plan Year.
27. FORFEITURES (Plan Sections 1.21 and 4.3(e))
Forfeitures of Employer matching contributions will be:
a. ☒ used to reduce any Employer contribution.
b. ☐ used to pay plan annual administrative expenses
c. ☐ both a. and b.
28. ALLOCATION OF EARNINGS (Plan Section 4.3(c))
Allocation of earnings with respect to amounts which are not subject to Participant investment direction and which are contributed to the Plan after the previous Valuation Date will be determined;
a. ☒ by using a weighted average based on the amount of time that has passed between the date a contribution or distribution is made and the prior Valuation Date
29. MANDATORY EMPLOYEE CONTRIBUTIONS (Plan Section 4.8)
a. ☐ No mandatory Employee contributions.
b. ☒ An Eligible Employee must contribute to the Plan 5.5 % (not to exceed 25%) of Compensation.
c. ☐ Other: _____ (must be definitely determinable)
Employer pick-up contribution. The mandatory Employee contribution is "picked-up" by the Employer under Code §414(h)(2) unless elected below.
d. ☐ The mandatory Employee contribution is not "picked-up" by the Employer.
30. AFTER-TAX VOLUNTARY EMPLOYEE CONTRIBUTIONS (Plan Section 4.9)
There are no Employer matching contributions on after-tax voluntary Employee contributions.

DISTRIBUTIONS

31. FORM OF DISTRIBUTIONS (Plan Sections 6.5 and 6.6)
Distributions under the Plan may be made in (select all that apply; must select at least one):
a. ☒ lump-sums
NOTE: Regardless of the above, a Participant is not required to request a withdrawal of his or her total Account for an in-service distribution, a hardship distribution, or a distribution from the Participant's Rollover Account.
32. CONDITIONS FOR DISTRIBUTIONS UPON SEVERANCE OF EMPLOYMENT. Distributions upon severance of employment pursuant to Plan Section 6.4(a) will not be made unless the following conditions have been satisfied:
Accounts less than \$5,000 or in excess of \$5,000
a. ☒ Distributions will be made within six (6) months coincident with or next following severance of employment.
33. DISTRIBUTIONS UPON DEATH (Plan Section 6.8(b)(2))
Distributions upon the death of a Participant prior to the "required beginning date" will be:
a. ☒ made within 5 (or if lesser 5) years of death for all Beneficiaries
34. OTHER PERMITTED DISTRIBUTIONS (select all that apply; leave blank if none apply)
IN-SERVICE DISTRIBUTIONS (Plan Section 6.11)
In-service distributions will NOT be allowed except:
a. ☐ In-service distributions may be made to a Participant who has not separated from service provided the following has been satisfied:
The Participant has reached Normal Retirement Age

MISCELLANEOUS

35. LOANS TO PARTICIPANTS (Plan Section 7.6)
a. ☐ New loans are NOT permitted.
b. ☒ New loans are permitted.
NOTE: Regardless of whether new loans are permitted, if the Plan permits rollovers, then the Administrator may, in a uniform manner, accept rollovers of loans into this Plan.
36. ROLLOVERS (Plan Section 4.6) (skip if rollover contributions are NOT selected at 11.e.)
Eligibility. Rollovers may be accepted from all Participants who are Employees as well as the following (select all that apply; leave blank if not applicable):
a. ☒ Any Eligible Employee, even prior to meeting eligibility conditions to be a Participant
b. ☐ Participant who are Former Employees

- Distributions.** When may distributions be made from a Participant's Rollover Account?
- c. ☐ At any time
 - d. ☒ Only when the Participant is otherwise entitled to a distribution under the Plan

37. WRERA - RMD WAIVERS FOR 2009 (Plan Section 6.8(f))

Suspension/continuation of RMDs. Unless otherwise elected below, required minimum distributions (RMDs) for 2009 were suspended unless a Participant or Beneficiary elected to receive such distributions:

a. ☐ RMDs for 2009 were suspended for any Participant or Beneficiary who was scheduled to receive his/her first RMD for 2009 or who did not make a continuing election prior to 2009 to receive his/her RMD (unless the Participant or Beneficiary made an election to receive such distribution). RMDs for 2009 were continued for any Participant or Beneficiary who had made a continuing election to receive an RMD prior to 2009 (unless the Participant or Beneficiary made an election to suspend such distribution).

b. ☒ RMDs continued unless otherwise elected by a Participant or Beneficiary.

c. ☐ RMDs continued in accordance with the terms of the Plan (i.e., no election available to Participants or Beneficiaries).

d. ☐ Other:

Direct rollovers. The Plan also treated the following as "eligible rollover distributions" in 2009 (If no election is made, then a "direct rollover" was only offered for "2009 RMDs"):

e. ☐ "2009 RMDs" and "Extended 2009 RMDs."

f. ☐ "2009 RMDs" but only if paid with an additional amount that is an "eligible rollover distribution" without regard to Code §401(a)(9)(H).

With regard to any questions regarding the provisions of the Plan, adoption of the Plan, call or write (this information must be completed by the sponsor of this Plan or its designated representative):

Name: Housing Authority of Avon Park
Address: PO Box 1327
Avon Park, Florida 33825
Telephone: (863) 452-4432

The Employer and Trustee (or Insurer) hereby cause this Plan to be executed on the date(s) specified below:

EMPLOYER: [name of Employer]

By: _____

DATE SIGNED

TRUSTEE (OR INSURER):

[] The signature of the Trustee or Insurer appears on a separate agreement or Contract,

OR (add additional Trustee signature lines as necessary)
[name of Trustee]

TRUSTEE OR INSURER

DATE SIGNED