

Housing Authority of Avon Park
North Central Heights Community Building
709 Juneberry Street, Avon Park, FL
Wednesday, November 16, 2021, 5:15PM

AGENDA

- A. Opening Prayer, Roll Call by Secretary
- B. Public Comments/Presentations:
- C. Communications:
- D. Consent Agenda
 - 1. Regular Board Meeting Minutes: September and October 2021
 - 2. Monthly Occupancy Report: September and October 2021
 - 3. TAR & Maintenance Reports: September and October 2021
 - 4. Cash Analysis: September and October 2021
 - 5. Project Budgeted Income Statement Reports: September and October 2021
 - 6. Fee Accountants Financials: August and September 2021
- E. Secretary Reports & Old Business
 - Due to Covid19 we are still closed to the public but working in the office; however, we are taking care of those that come to the office on a one-on-one basis—we are wearing masks and gloves. Maintenance is now working on all work orders and we are performing unit inspections.
 - Security Cameras—spoke with Sebring Computers November 2nd and he states Ridgedale is complete and Lakeside Park II cameras only has six to complete.
 - Bassett Electronics installed 17 security cameras on our Lakeside Park I property due to the poor quality of our current cameras per law enforcement November 4th.
 - Exterior stucco painting and repair for the 68 homes at our North Central Heights property began August 9—Carmelo will give us status. **Due to more homes than anticipated for stucco repair, contractor is asking for an additional \$9,989 to stucco repair 25 more homes.
 - We have filled our Housing Clerk position.
 - We have contracted with Labor Finders to get us caught up on the unit vacancies.
 - We had six different audits in October:
 - First Housing North Central Heights II-Oct. 12, waiting on report
 - REAC HUD Lakeside Park II-Oct. 13-14 (score 57—report emailed earlier), Carmelo to give details, we had telephone conference with HUD November 5th.
 - USDA Lakeside Park II-Oct. 21, waiting on report
 - First Housing North Central Heights I-Oct. 22, waiting on report
 - REAC HUD Ridgdeale-Oct. 25, (score 66—report emailed earlier)
 - Amerinat Cornell Colony-Oct. 28-29, no deficiencies
 - Ridgedale has an audit December 1st – compliance North Tampa Hsg. Devel. Corp.
 - 2021 Incentive Compensation for CEO and staff
 - 2022 Budget—Resolution 20-03
- F. New Business
- G. Unfinished Business, Concerns of Commissioners
- H. Next Meeting: Regular Board Meeting: January 18, 2022
- I. 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 DEVELOPMENT CORPORATION

**Board of Directors Regular Meeting
North Central Heights Community Center
709 Juneberry Street, Avon Park, Florida
Tuesday, November 16, 2021; 5:30 P.M.
Meeting Agenda**

ROLL CALL:

PREVIOUS MINUTES:

COMMUNICATIONS:

I. OLD BUSINESS

II. NEW BUSINESS

Other matters to come before the Board:

Next Board Meeting(s): January 18, 2022

VI. ADJOURN

In accordance with the American Disabilities Act and Section 286.26 Florida Statutes, any person with disabilities requiring reasonable accommodations to participate in this meeting should call the Housing Authority offices five days prior to the meeting.

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 22, 2021, 5:15 P.M.

Meeting Minutes

A. Opening/Roll Call: Chairman Wade called the Board Meeting to order at 5:30pm. We had silent prayer. Secretary Pieratt called the member attendance roll: Commissioners Present: Wade, Brojek, Jackson and Day. Also Present: Carmelo Pineiro, APHA Maintenance Supervisor. Absent: Commissioners Knighten and Mundt.

B. Public Comments/Presentations: None

C. Communications: None

D. Consent Agenda: Chairman Wade called for a motion to approve the consent agenda. Commissioner Jackson moved to accept as presented. The motion was seconded by Commissioner Day and carried unanimously.

E. Secretary Report & Old Business: Secretary Pieratt informed the board that the office is still closed to the public due to Covid 19; however, we are taking care of those who come to the office on a one-by-one basis as long as they have masks on. (We have masks to provide them if they do not have one). Maintenance continues to work on all work orders and we are performing annual unit inspections. We have contracted with Bassett Electronics to install 17 new security cameras on our Lakeside Park I property due to the poor quality of our current cameras per law enforcement. Duke Energy has installed lighting for better viewing. Security Cameras update: Ridgedale and Lakeside Park II will be completed within two weeks. Rhino Shield, contractor for exterior stucco and painting continues and one third is completed. We have decided to paint the remaining three homes that were not on the contract so the paint color will match. The Housing Clerk has taken the Application Intake Clerk position so now we need a Housing Clerk. We have contracted with Labor Finders to get us caught up on the unit vacancies. North Central Heights II has an audit scheduled for October 12th, North Central Heights I for October 22nd, Cornell Colony for October 28th, and Ridgedale for December 1st.

F. New Business:

G. Unfinished Business, Concerns of Commissioners:

H. Next Meeting: Tuesday, October 19, 2021 at 5:15pm

Being no further business to come before the Board, Chair adjourned the meeting at 5:45 pm.

Accepted _____

Attest _____

SEAL

**AVON PARK HOUSING DEVELOPMENT CORPORATION
REGULAR MONTHLY MEETING
North Central Heights Community Center
709 Juneberry Street, Avon Park, FL 33825
September 22, 2021, 5:30 P.M.**

Meeting Minutes

ROLL CALL: Director Brojek called the meeting to order at 5:50 PM. Secretary Pieratt called the roll with the following present: Wade, Brojek, Day, and Jackson. Also in attendance: Penny Pieratt, CEO/Secretary, Carmelo Pineiro, APHA Maintenance Supervisor. Absent: Directors Knighten and Mundt.

PREVIOUS MINUTES: On a motion by Director Jackson seconded by Director Wade, the minutes of the previous meeting were unanimously approved as presented.

COMMUNICATIONS:

OLD BUSINESS:

NEW BUSINESS:

Next Board Meeting: Tuesday, October 19, 2021

ADJOURN: There being no further business to come before the Board, Director Brojek adjourned the meeting at 5:55pm; motioned by Jackson and second by Wade.

Accepted _____

Accepted _____

Attest _____

SEAL

**CASH ANALYSIS
9/30/2021**

		<u>Escrows/Reserves</u>	
Petty Cash	\$ 100.00		
Avon Park Development Corp	\$ 108,625.25		
North Central Heights I General Fund	\$ 122,981.58	NCH I Reserves/Bonneville	\$ 113,400.16
NCH I Security Deposit	\$ 10,950.42	NCH I Insurance	\$ 10,750.00
North Central Heights II General Fund	\$ 115,784.41	NCH II Reserves/Bonneville	\$ 90,678.18
NCH II Security Deposit	\$ 10,241.63	NCH II Insurance	\$ 9,979.90
Cornell Colony General Fund	\$ 245,437.68	CC Reserves/Amerinat	\$ 63,836.15
Cornell Colony Security Deposit	\$ 13,321.50	CC Insurance	\$ 14,999.51
		CC Reserves/Amerinat	\$ 117,593.96
		CC Reserves/Heartland	\$ 84,000.00
Lakeside Park I General Fund	\$ 59,102.09	LPI Reserves/First Hsg	\$ 43,581.91
LPI Security Deposit	\$ 3,602.15	LPI Insurance	\$ 4,382.41
Lakeside Park II General Fund	\$ 253,436.70	LPII Reserves/Churchill	\$ 131,753.71
LPII Security Deposit	\$ 15,371.49	O&M Reserves/Churchill	\$ 25,600.00
		Operating Res./Churchill	\$ 58,000.00
		LPII Insurance	\$ 10,816.82
		GNMA-Other Churchill	\$ 11,727.16
Delaney Heights General Fund	\$ 14,918.72	DH Reserves/Center State	\$ 72,087.40
DH Security Deposit	\$ 10,520.08		
COCC	\$ 211,243.68		
Ridgedale General Fund	\$ 53,183.42	RD Reserves/Centennial	\$ 58,275.28
Ridgedale Security Deposit	\$ 6,921.25	RD Insurance	\$ 4,586.55
		RD Residual Reserves	\$ 9,109.93

SUBMITTED BY: PENNY PIERATT, CEO

OCCUPANCY/VACANCY REPORT

Sep-21

Delaney Heights - (50 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
TOTAL DELANEY HEIGHTS VACANT - 0							

Lakeside Park I - (16 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
39	3	8/31/2021					Mold/moved to RD
TOTAL LAKESIDE PARK I VACANT - 1							

Lakeside Park II - (63 units)

<u>Unit #/Add</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
TOTAL LAKESIDE PARK II VACANT - 0							

Ridgedale - (36 units)

<u>Unit #/Add</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
720	3	6/28/2021	9/1/2021	55	10	65	Went to 2 bdrm/HUD
703	2	8/27/2021			OPEN 49626		Abandoned/unreport income
TOTAL RIDGEDALE VACANT - 1							

SUBMITTED BY PENNY PIERATT, CEO

OCCUPANCY/VACANCY REPORT

Sep-21

North Central Heights I - (40 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
604 HC	2	6/1/2021		81			Assisted facility
641	3	7/22/2021			OPEN 49272		Moved to Bombing Range
630	3	8/16/2021			OPEN 49471		Abandoned unit
642	2	8/17/2021			OPEN 49513		Purchased home
659	3	9/3/2021			OPEN 49672		Non Renewal
TOTAL NCH I VACANT - 5							

North Central Heights II - (32 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
TOTAL NCH II VACANT - 0							

Cornell Colony - (44 units) \$765 or \$583

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
38274	3	8/2/2021			OPEN 49383		VAWA
38258	3	8/2/2021			OPEN 49425		Moved to NCH
38180	3	8/27/2021			OPEN 49618		Deceased
TOTAL CORNELL VACANT - 3							

SUBMITTED BY PENNY PIERATT, CEO

OCCUPANCY/VACANCY REPORT

Sep-21

Intent to Vacate --

Ridgedale-unit 732=2 bdrm=needs 3 bdrm when available
 Cornell=unit 38201=3 bdrm=voucher Miami=?
 Cornell=unit 38212=3 bdrm=family issues 9/30
 NCH I=unit 625=2 bdrm=purchasing home 10/31
 NCH II=unit 738=4 bdrm=non renewal 10/31
 Lakeside Park 1=unit 25=2 bdrm=needs 3 bedroom 9/1
 Lakeside Park 2=unit 208=4 bdrm=needs 3 bdrm

Evictions -

Delaney=unit 303=1 bdrm=vulgarity toward contractors & inspection denied 7/23 to attorney if not moved out
 Lakeside Park 2=unit 313=1 bdrm=terminated/failed housekeeping-smoking in unit 7/21
 Lakeside Park 2=unit 251=2 bdrm=terminated/arrested twice sent to attorney 8/6
 Lakeside Park 2=unit 240=3 bdrm=on probation for housekeeping and failed 10/6
 Ridgedale=unit 711=1 brm=did not pay on unreported income arrangement 10/6

WAITING LIST

2019		2018		2017	
DELANEY HEIGHTS		LAKE SIDE PARK I		LAKE SIDE PARK II	
1 BDRM	20	1 BDRM	0	1 BDRM	80
TOTAL	20	2 BDRM	18	2 BDRM	26
		3 BDRM	7	3 BDRM	8
		4 BDRM	10	4 BDRM	8
		5 BDRM	0	5 BDRM	0
		TOTAL	35	TOTAL	122
2017		2021		2021	
RIDGEDALE		NORTH CENTRAL HEIGHTS OPEN		CORNELL COLONY	
1 BDRM	57	2 BDRM	123	3 BDRM	OPEN
2 BDRM	19	3 BDRM	99		89
3 BDRM	139	4 BDRM	61		
4 BDRM	14	TOTAL	283		
TOTAL	229				
				TOTAL	
				778	

SUBMITTED BY PENNY PIERATT, CEO

Daily Tasks:

General cleaning of Admin/Maintenance building & grounds, work orders

Preventive Maintenance:

Work from preventive maintenance inspections are on-going. 166 hours were taken during the month of September for sick, vacation, and holiday leave.

	Maintenance	Rachel/Housing Clerk
Delaney Heights Inspections	0	0
Lakeside Park I Inspections	0	0
Lakeside Park II Inspections	0	0
Ridgdeale Inspections	0	1
NCH I Inspections	0	11
NCH II Inspections	0	8
Cornell Colony Inspections	0	10
Delaney Heights Vacancies	0	
Lakeside Park I Vacancies	0	
Lakeside Park II Vacancies	0	
Ridgedale Vacancies	1	
NCH I Vacancies	1	
NCH II Vacancies	0	
Cornell Colony Vacancies	3	
		Property Manager
Delaney Heights Move Ins	0	0
Lakeside Park I Move Ins	0	0
Lakesdie Park II Move Ins	0	0
Ridgedale Move Ins	0	1
NCH I Move Ins	0	0
NCH II Move Ins	0	0
Cornell Colony Move Ins	0	0
Delaney Heights Move Outs	0	
Lakeside Park I Move Outs	0	
Lakeside Park II Move Outs	0	
Ridgedale Move Outs	0	
NCH I Move Outs	1	
NCH II Move Outs	0	
Cornell Colony Move Outs	0	

Submitted by Penny Pieratt, CEO

Tenant Accounts Receivable
30-Sep-21

<u>Delaney Heights</u>	<u>Amt</u>	<u>Reason</u>
S.Reoli	\$ 762.59	Rent, eviction fees
DH Total	\$ 762.59	
<u>Lakeside Park I</u>		
D. Dennis	\$ 417.81	Rent
T. Jones	\$ 634.53	Rent
M. Russell	\$ 515.37	Unreported income
F. Swinton	\$ 52.37	Work order
T. Taylor	\$ 11.55	Work order
J. Toney	\$ 77.40	Rent, work order
J. Toucet	\$ 831.47	Work order, rent
Lakeside I Total	\$ 2,540.50	
<u>Lakeside Park II</u>		
Q.Ash-birts	\$ 33.59	Work order
C.Bennett	\$ 169.50	Eviction fees
C. Caldwell	\$ 18.93	Work order
J. Gonzalez	\$ 3.50	Work order
J. Guzman	\$ 6.53	Work order
S. Jackson	\$ 16.49	Work order
L. Jones	\$ 401.95	Rent
G. Mack	\$ 23.10	Work order
N. Rivera	\$ 1,633.95	Unreported income
L.Rivera	\$ 1,842.00	Unreported income
B. Roman	\$ 43.50	Work order
S. Roux	\$ 1,055.87	Rent, Work order
C. Smith	\$ 895.00	Unreported income
S. Smith	\$ 187.00	Eviction fees
S. Valentin	\$ 244.00	Unreported income/rent-pmts
F. Vazquez	\$ 577.88	Unreported income/rent-pmts
Lakeside II Total	\$ 7,152.79	

Submitted by:
Penny Pieratt,CEO

Tenant Accounts Receivable

30-Sep-21

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NCH I

R. Brown	\$	713.15	Balance on work order, rent
A. Gonzalez	\$	2,377.56	Rent
E. Lawson	\$	9,127.00	Rent
E. Matthews	\$	430.95	Rent

NCH I Total \$ 12,648.66

NCH II

J. Garcia	\$	927.00	Rent, Work order
X. Garcia	\$	4.58	Work order
J. Matthews	\$	652.02	Rent
Y. Morales	\$	81.28	Work order
T. Otero	\$	46.41	Work order
M. Packer	\$	22.51	Work order
C. Wooden	\$	1,437.85	Work order, rent

NCH II Total \$ 3,171.65

Cornell Colony

L. Bowers	\$	1,799.88	Rent
T. Cohen	\$	4,900.58	Rent
J. Fonseca	\$	355.89	Rent
M. Gilchrist	\$	54.76	Work order
B. Graham	\$	3,119.81	Rent
G. Guerrero	\$	1,068.66	Work order, rent
T. Jones	\$	721.00	Rent
A. Luna	\$	1.89	Work order
C. Simmons	\$	603.75	Work order, rent
L. Webb	\$	67.71	Work order

Cornel Total \$ 12,693.93

Submitted by:
Penny Pieratt,CEO

Tenant Accounts Receivable

30-Sep-21

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Ridgedale

C. Anderson	\$	8.00	Work order
E. Daniels	\$	120.00	Balance on rent
J. Echevarria	\$	508.00	Unreported income/rent-pmts
J. Fils Aime	\$	818.00	Unreported income/rent-pmts
L.Jackson	\$	13.16	Work order
K. Matthews	\$	3.00	Work order
V. Matthews	\$	1,891.20	Unreported income/rent-pmts
S. Moffitt	\$	89.58	Electric
E. Perry	\$	338.00	Rent
N. Pounds	\$	296.00	Unreported income/rent-pmts
M. Thompson	\$	1,070.82	Rent
T. Weatherspoon	\$	228.00	Rent
C. Wooden	\$	156.67	Rent
Ridgedale Total	\$	5,540.43	

GRAND TOTAL	\$ 44,510.55
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WRITE OFFS

Delaney	\$	-
Lakeside Park I	\$	-
Lakeside Park II	\$	-
NCH I	\$	2,579.22
NCH II	\$	-
Ridgedale	\$	2,424.00
Cornell	\$	-
TOTAL	\$	5,003.22

Submitted by:
Penny Pieratt,CEO

CASH ANALYSIS
10/31/2021

		<u>Escrows/Reserves</u>	
Petty Cash	\$ 100.00		
Avon Park Development Corp	\$ 108,175.25		
North Central Heights I General Fund	\$ 113,019.73	NCH I Reserves/Bonneville	\$ 114,511.16
NCH I Security Deposit	\$ 10,950.42	NCH I Insurance	\$ 12,900.00
North Central Heights II General Fund	\$ 105,213.80	NCH II Reserves/Bonneville	\$ 91,567.18
NCH II Security Deposit	\$ 10,241.63	NCH II Insurance	\$ 11,765.23
Cornell Colony General Fund	\$ 250,296.60	CC Reserves/Amerinat	\$ 64,936.15
Cornell Colony Security Deposit	\$ 12,421.50	CC Insurance	\$ 18,812.19
		CC Reserves/Amerinat	\$ 117,593.96
		CC Reserves/Heartland	\$ 84,000.00
Lakeside Park I General Fund	\$ 22,626.84	LPI Reserves/First Hsg	\$ 44,031.86
LPI Security Deposit	\$ 3,602.15	LPI Insurance	\$ 5,472.86
Lakeside Park II General Fund	\$ 264,695.51	LPII Reserves/Churchill	\$ 134,662.44
LPII Security Deposit	\$ 14,965.49	O&M Reserves/Churchill	\$ 25,600.00
		Operating Res./Churchill	\$ 58,000.00
		LPII Insurance	\$ 13,491.37
		GNMA-Other Churchill	\$ 12,308.98
Delaney Heights General Fund	\$ 23,626.85	DH Reserves/Center State	\$ 72,537.40
DH Security Deposit	\$ 10,370.08		
COCC	\$ 216,093.22		
Ridgedale General Fund	\$ 62,323.61	RD Reserves/Centennial	\$ 59,676.15
Ridgedale Security Deposit	\$ 6,489.25	RD Insurance	\$ 6,029.98
		RD Residual Reserves	\$ 9,110.00

SUBMITTED BY: PENNY PIERATT, CEO

OCCUPANCY/VACANCY REPORT

Oct-21

Delaney Heights - (50 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
303	1	10/7/2021			OPEN 49995		Disturbance/violent
TOTAL DELANEY HEIGHTS VACANT - 1							

Lakeside Park I - (16 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
39	3	8/31/2021					Mold/moved to RD
TOTAL LAKESIDE PARK I VACANT - 1							

Lakeside Park II - (63 units)

<u>Unit #/Add</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
208	3	10/4/2021			OPEN 49975		Non renewal
TOTAL LAKESIDE PARK II VACANT - 1							

Ridgedale - (36 units)

<u>Unit #/Add</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
703	2	8/27/2021	10/6/2021	40	7	47	Abandoned/unreport income
711	1	10/4/2021			OPEN 49976		Evicted housekeeping
719	3	10/4/2021			11		Abandoned
715	2	10/20/2021			OPEN 50124		Moved another city
TOTAL RIDGEDALE VACANT - 1							

SUBMITTED BY PENNY PIERATT, CEO

OCCUPANCY/VACANCY REPORT

Oct-21

North Central Heights I - (40 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
604 HC	2	6/1/2021			81		Assisted facility
641	3	7/22/2021			53		Moved to Bombing Range
630	3	8/16/2021					Abandoned unit
642	2	8/17/2021					Purchased home
659	3	9/3/2021					Non Renewal
625	2	10/28/2021					Purchased home
TOTAL NCH I VACANT - 6							

North Central Heights II - (32 units)

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
TOTAL NCH II VACANT - 0							

Cornell Colony - (44 units) \$765 or \$583

<u>Unit #</u>	<u>Bdrm</u>	<u>Move-Out</u>	<u>Move-In</u>	<u>#Days in Mgmt</u>	<u>#Days in Maint.</u>	<u>#Vacancy Days</u>	<u>Reason For Vacancy</u>
38274	3	8/2/2021			49		VAWA
38258	3	8/2/2021			58		Moved to NCH
38180	3	8/27/2021			25		Deceased
38212	3	10/5/2021					Moved in with family
38284	3	10/12/2021					Purchased home
38201	3	10/20/2021					Moved to Miami
TOTAL CORNELL VACANT - 6							

SUBMITTED BY PENNY PIERATTI, CEO

OCCUPANCY/VACANCY REPORT

Oct-21

Intent to Vacate --

Ridgedale-unit 732=2 bdrm=needs 3 bdrm when available
 Ridgedale-unit 729=3 bdrm=needs 2 bdrm when available
 Ridgedale-unit 712=3 bdrm=moving with boyfriend
 NCH II=unit 738=4 bdrm=non renewal 10/31
 Lakeside Park 1=unit 25=2 bdrm=needs 3 bedroom 9/1
 Lakeside Park 2=unit 208=4 bdrm=needs 3 bdrm

Evictions -

Lakeside Park 2=unit 251=2 bdrm=terminated/arrested twice sent to attorney 8/6
 Lakeside Park 2=unit 240=3 bdrm=on probation for housekeeping and failed 10/6
 NCH I=unit 632=3 bdrm=non renewal=non pmt rent for a year=10/31
 NCH I=unit 614=3bdrm=destruction of property

WAITING LIST

2019		2018		2017	
DELANEY HEIGHTS		LAKE SIDE PARK I		LAKE SIDE PARK II	
1 BDRM	20	1 BDRM	0	1 BDRM	80
TOTAL	20	2 BDRM	18	2 BDRM	26
		3 BDRM	7	3 BDRM	8
		4 BDRM	10	4 BDRM	8
		5 BDRM	0	5 BDRM	0
		TOTAL	35	TOTAL	122
2017		2021		2021	
RIDGEDALE		NORTH CENTRAL HEIGHTS OPEN		CORNELL COLONY	
1 BDRM	57	2 BDRM	160	3 BDRM	OPEN
2 BDRM	19	3 BDRM	129		113
3 BDRM	139	4 BDRM	75		
4 BDRM	14	TOTAL	364		
TOTAL	229				
				TOTAL	883

SUBMITTED BY PENNY PIERATTI, CEO

Daily Tasks:

General cleaning of Admin/Maintenance building & grounds, work orders

Preventive Maintenance:

Work from preventive maintenance inspections are on-going. 132 hours were taken during the month of October for sick, vacation, and holiday leave.

	Maintenance	Rachel/Housing Clerk
Delaney Heights Inspections	0	0
Lakeside Park I Inspections	0	1
Lakeside Park II Inspections	0	5
Ridgedale Inspections	0	0
NCH I Inspections	0	0
NCH II Inspections	0	0
Cornell Colony Inspections	0	0
Delaney Heights Vacancies	0	
Lakeside Park I Vacancies	0	
Lakeside Park II Vacancies	0	
Ridgedale Vacancies	1	
NCH I Vacancies	0	
NCH II Vacancies	0	
Cornell Colony Vacancies	0	
		Property Manager
Delaney Heights Move Ins	0	0
Lakeside Park I Move Ins	0	0
Lakeside Park II Move Ins	0	0
Ridgedale Move Ins	0	1
NCH I Move Ins	0	0
NCH II Move Ins	0	0
Cornell Colony Move Ins	0	0
Delaney Heights Move Outs	1	
Lakeside Park I Move Outs	0	
Lakeside Park II Move Outs	1	
Ridgedale Move Outs	3	
NCH I Move Outs	1	
NCH II Move Outs	0	
Cornell Colony Move Outs	3	

Tenant Accounts Receivable
31-Oct-21

<u>Delaney Heights</u>	<u>Amt</u>	<u>Reason</u>
M. Dasher	\$ 85.09	Work order
DH Total	\$ 85.09	
<u>Lakeside Park I</u>		
D. Dennis	\$ 504.81	Rent
T. Jones	\$ 523.53	Rent
M. Russell	\$ 411.37	Unreported income
F. Swinton	\$ 243.37	Work order
T. Taylor	\$ 13.30	Work order
J. Toney	\$ 215.40	Rent, work order
J. Toucet	\$ 731.47	Work order, rent
Lakeside I Total	\$ 2,643.25	
<u>Lakeside Park II</u>		
Q.Ash-birts	\$ 33.59	Work order
C.Bennett	\$ 270.50	Eviction fees
C. Caldwell	\$ 46.25	Work order
T. Echols	\$ 185.89	Work order, rent
G. Mack	\$ 23.10	Work order
N. Rivera	\$ 583.95	Unreported income
L.Rivera	\$ 1,792.00	Unreported income
B. Roman	\$ 43.50	Work order
C. Smith	\$ 745.00	Unreported income
S. Smith	\$ 249.00	Eviction fees
S. Valentin	\$ 31.00	Unreported income/rent-pmts
F. Vazquez	\$ 524.88	Unreported income/rent-pmts
Lakeside II Total	\$ 4,528.66	

Submitted by:
Penny Pieratt,CEO

Tenant Accounts Receivable

31-Oct-21

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NCH I

J. Figueroa	\$	39.79	Work order
A. Gonzalez	\$	948.06	Rent
E. Lawson	\$	9,839.00	Rent
E. Matthews	\$	415.95	Rent
E. Moffatt	\$	93.70	Work order
R. Nance	\$	44.61	Work order

NCH I Total \$ 11,381.11

NCH II

C. Campbell	\$	835.00	Rent
C. Estrella	\$	44.15	Work order
J. Garcia	\$	1,639.00	Rent
J. Matthews	\$	1,364.02	Rent, work order
T. Otero	\$	46.41	Work order
C. Salkey	\$	118.81	Work order
S. Vazquez	\$	224.23	Work order
C. Wooden	\$	1,649.85	Work order, rent

NCH II Total \$ 5,921.47

Cornell Colony

T. Cohen	\$	5,449.58	Rent
F. Cotte	\$	19.26	Work order
J. Fonseca	\$	295.89	Rent
M. Gilchrist	\$	3.90	Work order
B. Graham	\$	3,840.81	Rent
G. Guerrero	\$	874.00	Work order, rent
I. Jones	\$	37.25	Work order
T. Jones	\$	1,442.00	Rent
A. Luna	\$	1.89	Work order
C. Simmons	\$	626.75	Work order, rent
A. Thompson	\$	558.55	Rent, work order
A. Torres	\$	67.71	Work order

Cornel Total \$ 13,217.59

Submitted by:
Penny Pieratt, CEO

Tenant Accounts Receivable

31-Oct-21

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Ridgedale

J. Alexander	\$	112.00	Rent
J. Echevarria	\$	308.00	Unreported income/rent-pmts
L. Figueroa	\$	1,616.26	Unreported income/rent-pmts
L. Hodges	\$	374.00	Rent
L.Jackson	\$	13.16	Work order
S. Moffitt	\$	23.58	Electric
W. Narvaez	\$	15.77	Work order
E. Perry	\$	338.00	Rent
N. Pounds	\$	163.00	Unreported income/rent-pmts
M. Thompson	\$	770.82	Rent
T. Weatherspoon	\$	208.00	Rent
C. Wooden	\$	158.67	Rent
Ridgedale Total	\$	4,101.26	

GRAND TOTAL	\$ 41,878.43
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WRITE OFFS

Delaney	\$	1,090.59
Lakeside Park I	\$	-
Lakeside Park II	\$	350.27
NCH I	\$	-
NCH II	\$	-
Ridgedale	\$	2,875.45
Cornell	\$	3,104.18
TOTAL	\$	7,420.49

Submitted by:
Penny Pieratt,CEO

THE HOUSING AUTHORITY OF AVON PARK

RESOLUTION #20-03

RESOLUTION APPROVING FFY 2022 OPERATING BUDGET

- Whereas, HUD requires the submission of a FY2022 Operating Budget;
- Whereas, APHA staff and APHA Fee Accountant Cornwell Associates have collectively prepared the proposed 2022 Operating Budget in accordance to the regulations and known projected factors at this time; and
- Whereas, APHA Board of Commissioners have received and had opportunity to contemplate/review of the proposed 2022 Operating Budget through prior posting of same on the APHA website for sufficiency determination.

NOW THEREFORE, BE IT RESOLVED that the Operating Budget for the Avon Park Housing Authority for federal fiscal year January 1 to December 31, 2022, attached hereto and incorporated herein, be approved and adopted, with Budget implementation effective January 1, 2022.

ADOPTED THIS 16th DAY OF NOVEMBER 2021.

Accepted _____

Attest _____

SEAL