



Sarasota Housing Authority (SHA)
Board of Commissioners
269 S. Osprey Avenue, #100, Sarasota, FL 34236

AGENDA

Regular Meeting of the Board
October 25, 2023, 4:30 P.M.

NOTES

- I. **CALL TO ORDER**
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**
- V. **APPROVAL OF MINUTES**
 - A. Regular Board Meeting – September 27, 2023
- VI. **APPROVAL OF AGENDA**
 - A. Regular Board Meeting – October 25, 2023
- VII. **SPECIAL PRESENTATIONS**
 - A. SHA Department Introductions/Updates (Property Mgmt)
 - B. Team Member of the Quarter
- VIII. **PUBLIC PRESENTATIONS**
- IX. **RESOLUTIONS – Accepted By Consent**
 - A. Res 23-10: Utility Allowances
 - B. Res 23-11: Approval of Amendment to HCV Admin Plan-Addition of Damage Claim Chapter
 - C. Res 23-12: Approval of General Contractor / Construction Mgmt Contract Negotiation

X. **OLD BUSINESS**

- A. President & CEO Compensation Proposal
- B. Central Gardens – Height Discussion

XI. **NEW BUSINESS**

- A. Courts to Cypress Square Transfer Policy
- B. Shop with a Cop Event – Saturday, 12/9/23, 6-8 am

XII. **PROGRAM UPDATES – Accepted By Consent**

- A. Monthly Financial Statements
 - SHA
 - Janie’s Garden
- B. Board Committee Meeting Minutes
- C. Housing Choice Voucher Report
- D. Housing Management Reports
- E. Capital Improvement Report
- F. Resident Services Monthly Report

XIII. **COMMISSIONER ANNOUNCEMENTS/COMMENTS**

XIV. **ADJOURNMENT**

Next Meeting: December 6, 2023 (*Combined Nov/Dec*)



Sarasota Housing Authority (SHA)
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
September 27, 2023
4:30 P.M.

- I. **CALL TO ORDER:** Chair Jack Meredith called the meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:31 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair Jack Meredith, Vice Chair Ernestine Taylor, Commissioner John Colón, Commissioner Deborah Sargent, Commissioner Mark Vengroff (Zoom), and Commissioner Duane Finger (Zoom, In at 4:37 pm)

Commissioners Not Present: Commissioner Carolyn Mason

Zoom Attendees: Attorney Ric Gilmore, Attorney Rhonda Stringer (In at 5:04 pm), Joe Chambers (Out at 5:30 pm), Elena Andrews, Sue Ladwig and Doug Francis (Out at 5:35 pm)

In-Person Attendees: City Commissioner Jen Ahearn-Koch (Out at 5:14 pm) and Valerie Buchand (Special Presentation: Bill Sadlo and Michael Beaumier)

SHA Personnel: William Russell and Andrea Keddell
- V. **APPROVAL OF MINUTES – ACCEPTED BY CONSENT**
 - A. SHA Annual Board Meeting – August 2, 2023
 - Chair Meredith put up the minutes from the August 2, 2023, Annual Board Meeting for approval.
 - Commissioner Colón made a motion to approve the minutes. Commissioner Taylor seconded the motion.
 - It was noted that City Commissioner Jen Ahearn-Koch was present at the August 2nd meeting and that the recorded minutes will be changed to reflect this.
 - Attorney Gilmore added that he recommends adding an agenda item, Approval of the Agenda, after the Approval of the Minutes section. A question was raised as to whether or not this needed to be changed through the Bylaws Committee. Attorney Gilmore will look into that matter and get back to SHA Staff before the next meeting.
 - The motion was voted on and passed unanimously.
- VI. **SPECIAL PRESENTATION**
 - A. Boys & Girls Club – Revision of Roy McBean Club Expansion Plan (Michael Beaumier, Osprey Consulting; Bill Sadlo, Boys & Girls Club)
 - Mr. Sadlo thanked the board for the 27 years of partnership between the Housing Authority and the Boys and Girls Club.

- Mr. Beaumier went over a presentation that was handed out and emailed to the board. The presentation outlined the revisions made to the expansion plan for the Boys and Girls Club on the Roy McBean property. Issues had come up with the current building leaking. So, they're now planning to build a new freestanding building. They've already raised \$4 million for the project and plan to raise more.
- Questions and concerns of the board were asked and addressed.
- B. SHA Housing Inventory Analysis – Mr. Russell provided an overview of a handout that was provided to the board outlining the growth of the SHA portfolio over the past 18 years in comparison to what was done in the 40 years prior to that. SHA housing inventory has increased by 1,535 units, a 97% increase. He also announced plans to get this information out to the community so they're more aware of SHA's efforts to increase the supply of affordable housing in Sarasota.
 - Questions and comments from the board were asked, answered and addressed.

VII. PUBLIC PRESENTATION

- A. Ms. Valerie Buchand addressed the board:
 - Ms. Buchand stated that Carolyn Spencer joined the Resident Council months ago and needs to receive her stipend for these past months. Mr. Russell commented that he had signed Ms. Spencer's stipend check payment earlier that day.
 - She informed the board that they need to hold off on voting and discussing the Resident Council's budget because SHARC has requested meetings with HUD and SHA's development partners and they've yet to have these meetings. They are seeking development fees for the community services they provide.

VIII. RESOLUTIONS – ACCEPTED BY CONSENT

- A. None

IX. OLD BUSINESS

- A. President & CEO Evaluation
 - Attorney Gilmore went over the Evaluation Compilation Sheet from the evaluations submitted for the evaluation that was due in June 2023. As of this date, only 6 of the 7 evaluations of the commissioners on the board at the time the evaluation was due have been submitted. Attorney Gilmore reminded the board that a detailed evaluation compilation can be requested and will be provide. Pursuant to the President & CEO contract, it is up to the board's discretion to provide a salary increase and/or bonus based on the evaluation score.
 - Commissioner Sargent requested a copy of all the individual evaluations. Attorney Gilmore said he would do so.
 - Commissioner Vengroff questioned the disparity of one of the evaluators' scores from all the other evaluators' scores and questioned if perhaps the evaluating commissioner needed some clarification on how to score the performance. Attorney Gilmore stated he's available to discuss this if that commissioner would like that and discussed that the evaluation form could possibly be updated, given all the changes over the years to the HUD programs.

- Attorney Gilmore went over possible scenarios for providing compensation adjustments based on evaluation results. He recommended assigning percentages in advance for particular scores/ranges.
- Discussion took place about having the compensation discussed at this meeting or at a committee level first.
- Mr. Russell informed the board that he's not received a merit increase by the board since 2019 and before that it was 2016, and he believes an increase is warranted.
- Commissioner Finger made a motion, based on the performance scores and the recent presentation, to provide Mr. Russell with a 4% increase, effective immediately.
 - Commissioner Vengroff added that the percentage increase may need to be higher, given that there's been no increase in 4 years, especially if you take into consideration inflation and positive performance over the years.
- Commissioner Sargent requested to table this item until the next meeting, so they could receive more information. Commissioner Colón added that he feels Mr. Russell's performance has been exemplary but that he believes all the commissioners should be present for the discussion or to have input on the decision. Attorney Gilmore recommended that any commissioner wanting any additional information from Mr. Russell should put the request in writing via email.
- Commissioner Colón made a motion to table this item and have it on the October 25th agenda for consideration and a decision for an increase. Commissioner Finger seconded the motion.
 - Commissioner Finger suggested that Chair Meredith and Mr. Russell meet prior to the next board meeting on October 25th and bring a proposal back to the board at the October meeting. He suggested having additional information provided, based on salaries around the state and how other housing authorities handle their increases.
 - Commissioner Meredith suggested that it may be prudent to base their decision on Mr. Russell's performance and what he's done for this agency and what SHA's budget can afford.
 - The motion was voted on and passed unanimously.

B. Sarasota Housing Authority Agency-Wide Resident Council (SHAARC)-Funding Proposal

- Commissioner Sargent made a motion to table this item. Commissioner Taylor seconded the motion.
 - The motion was voted on and passed unanimously.

X. NEW BUSINESS

A. Landlord Event Report

- Mr. Russell reported that SHA held a successful Landlord recruitment event. He'd only invited Chair Meredith, so as not to trigger Government in the Sunshine. However, upon reflection he's informed the board that in the future he is going to have these events publicly noticed and ensure that the entire board is informed and invited.

XI. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements
- B. Board Committee Reports
- C. Housing Management Reports
- D. Housing Voucher Report
- E. Capital Fund Program Report
- F. Resident Services Monthly Report

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- Commissioner Colón made a motion to accept the Program Updates Consent Agenda. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Sargent reported that Janie’s has been successful in cleaning up the homeless element in the area, but that trash and litter continues to be a problem.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:53 pm.



TEAM MEMBER of the QUARTER

Derrick Kirce

3rd Quarter – 2023

Derrick Kirce is an employee of the Housing Choice Voucher Department. He has been serving the Sarasota community since 2007, formerly with the Sarasota County School Board and Janie's Garden's Better Tomorrows program.

Derrick joined Sarasota Housing Authority's team in February 2023, serving as the Section 8/HCV program's landlord liaison. This role was created to increase landlord participation in Section 8. He served as part of a panel that was interviewed by the Herald Tribune, he planned the recently successful Landlord Appreciation event at Popstroke, and has presented at multiple Sarasota County Real Estate Investors events in efforts to promote the HCV Landlord Program. Within six months of him joining the agency, landlord participation has increased nearly 10 percent. In addition to landlord outreach, he is the point of contact for all landlord concerns such as direct deposit updates, acquiring and selling assisted properties, and conducting inspections.

We are pleased to have Derrick Kirce recognized as the team member of the quarter for the hard work and dedication that he has given to SHA's families and landlords.

RESOLUTION 23-10

**A RESOLUTION APPROVING THE SARASOTA HOUSING
AUTHORITY (SHA) PUBLIC HOUSING (PH) AND SECTION 8 (HCV)
UTILITY ALLOWANCE SCHEDULE**

WHEREAS the Sarasota Housing Authority must maintain a utility allowance schedule for all basic, tenant-paid utilities;

WHEREAS the utility allowance schedule must be determined based on the published cost of utilities by local utility providers (power, gas, water, solid waste, etc.) and on consumption rates for the community;

WHEREAS the utility allowance schedule, and the utility allowance for an individual family, must include the utilities and services that are necessary in the locality to provide housing that complies with the housing quality standards and Uniform Physical Code Standards (UPCS); and

WHEREAS SHA utilized a consultant to compute the utility allowances for the upcoming year for the Public Housing and HCV Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

The SHA Board of Commissioners approves this resolution to implement new utility allowances for the Public Housing and HCV Program, as required by HUD, effective November 1, 2023.

ACCEPTED BY: _____ DATE: _____
Jack Meredith,
Chairman

ATTESTED BY: _____ DATE: _____
William O. Russell III,
President & CEO



269 S. Osprey Avenue, Suite 100, Sarasota FL 34236

Housing Choice Voucher
 Change in Utility Allowance for 2024
 (Based on All Electric Two BR Apartments)

Sarasota County (all electric if tenant pays all)			
Type of Unit	2023 UA	2024 UA	Variance
2BR Garden	\$137.00	\$152.00	\$15.00

Manatee County (all electric if tenant pays all)			
Type of Unit	2023 UA	2024 UA	Variance
2BR Garden	\$147.00	\$152.00	\$5.00

Public Housing
 Bertha Mitchell

Monthly Utility Allowance	3 BR.
Electric	\$ 69.00
Natural Gas	\$ 34.00
Total	\$ 103.00
Previous	\$ 100.00
Increase	\$ 3.00
Percentage Change	3%

RESOLUTION 23-11

**RESOLUTION APPROVING SARASOTA HOUSING AUTHORITY
HOUSING CHOICE VOUCHER ADMINISTRATION PLAN**

WHEREAS HUD requires Sarasota Housing Authority (SHA) to administer its housing choice voucher program under the guidelines of a Section 8 Administrative Plan (PLAN) that details the local governing policies consistent with HUD rules and regulations, as amended;

WHEREAS HUD advises Public Housing Authorities (PHAs) to take administrative steps to amend and update the PLAN as needed;

WHEREAS SHA Staff recommends that PLAN be revised; and

WHEREAS the attached PLAN does comply with the current HUD rules and regulations, as well as Florida real estate laws.

NOW, THEREFORE, BE IT RESOLVED THAT:

The SHA Board of Commissioners approves the attached revised PLAN and authorizes SHA to immediately begin using the revised PLAN and its attachments.

ACCEPTED BY: _____ DATE: _____
Jack Meredith,
Chairman

ATTESTED BY: _____ DATE: _____
William O. Russell III,
President & CEO

Chapter 19

DAMAGE CLAIMS

A claim for tenant damages is a reimbursement to a property owner for a former tenant's damages caused by negligence or abuse.

PART I. ELIGIBILITY REQUIREMENTS

19-I.A. The owner is eligible to submit a claim for unit damages if:

The former tenant was receiving rental assistance at move-out; or if the rental assistance had been terminated prior to move-out.

19-I.B. Other requirements for tenant damage claim:

1. The owner/agent collected the appropriate security deposit from the tenant. If the owner/agent did not collect the appropriate security deposit from the tenant, the claim will be reduced by the amount of the security deposit the owner should have collected from the tenant. An appropriate security deposit is not less than 75% of the contract rent.
2. State and local law must permit such amounts to be deducted from the tenant's security deposit. Not allowable "other charges" due under the lease include:
 - 1) Any charges for damages during tenancy that the tenant was previously billed for and that were still unpaid at move-out.
 - 2) Legal fees.
 - 3) Collection agency fees.
 - 4) Unpaid utility bills left by the tenant.
 - 5) Cost of photographing unit to prove tenant damage.
3. Landlord/owner has attended the mandatory landlord orientation and registered for the landlord portal.
4. Landlord/owner must have documented regular (not less than twice a year) landlord inspection of the property and noted concerns for which the tenant must have been noted
5. Damage claims are limited to \$2,500 and up to 50% 1 month of contract rent

19-I.C. Other requirements for tenant damages:

1. By signing the damage claim form the owner/agent certifies they have determined the damage claim was due to the tenant's negligence or abuse. Only extraordinary repairs and/or replacements should be claimed.

Normal costs of turning over an apartment after a tenant vacates may not be included on a claim to HUD for tenant damages. The costs an owner incurs for the basic cleaning and repairing of such items necessary to make a unit ready for occupancy by the next tenant are part of the costs of doing business. The following is a list of items typically attributable to routine use or "normal wear and tear".

Normal Wear and Tear

- Fading, peeling, or cracked paint
- Slightly torn or faded wallpaper
- Small chips in plaster
- Nail holes, pin holes, or cracks in wall
- Door sticking from humidity
- Cracked windowpane from faulty foundation or building settling
- Floors needing coat of varnish
- Carpet faded or worn thin from walking
- Loose grouting and bathroom tiles
- Worn or scratched enamel in old bathtubs, sinks, or toilets
- Rusty shower rod
- Partially clogged sinks caused by aging pipes
- Dirty or faded lamp or window shades

Tenant Damage

Tenant damages usually require more extensive repair, and at greater cost than "normal wear and tear" and are often the result of a tenant's abuse or negligence that is above and beyond normal wear and tear.

- Gaping holes in walls or plaster
- Drawings, crayon markings, or wallpaper that owner did not approve
- Seriously damaged or ruined wallpaper
- Chipped or gouged wood floors
- Doors ripped off hinges
- Broken windows
- Missing fixtures
- Holes in ceiling from removed fixtures
- Holes, stains, or burns in carpet
- Missing or cracked bathroom tiles
- Chipped and broken enamel in bathtubs and sinks
- Clogged or damaged toilet from improper use
- Missing or bent shower rods
- Torn, stained, or missing lamp and window shades



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LIFE EXPECTANCY CHART

Many major items have a predictable life span. A list of items and their life expectancy are listed below:

Hot Water Heaters	10 years	All units
Plush Carpeting	5 years 7 years	Family Elderly
Air Conditioning Units	10 years	All units
Ranges	20 years	All units
Refrigerators	10 years	All units
Interior Painting - Enamel	5 years 7 years	Family Elderly
Interior Painting – Flat	3 years 5 years	Family Elderly
Tiles/Linoleum	5 years 7 years	Family Elderly
Window shades, screens, blinds	3 years	Family, Elderly

* If these items were in good condition at the time of move in, and it can be shown that damage, above the normal wear and tear has been sustained, then a damage claim can be submitted.

- a. An owner/agent should be encouraged to apply for insurance reimbursement prior to submitting a claim. However, it is important to note, if an owner receives special claims reimbursement for damage covered by the owner's insurance after SHA has already paid, the owner is required to re-pay SHA.
- b. Any damages, other than those billed during tenancy, found and billed at move-out are claimed as damages on the claim form.
- c. Failure to provide the tenant with an itemized listing of damages will result in the denial of the claim.



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OWNER/AGENT CLAIM SUBMISSION REQUIREMENTS

The owner/agent must submit the following:

- A. Signed claim forms
- B. Supporting documentation for damages:
 - 1. Evidence that the owner/agent took all reasonable steps to collect the debt
 - 2. The owner/agent must certify the submitted claim is not the result of normal wear and tear or routine maintenance.
 - 3. Copies of the move-in and move-out inspection reports.
 - 4. A copy of the security deposit disposition notice provided to the tenant which indicates the move-out date, amount of security deposit collected, amount of security deposit returned, and any charges with-held from the security deposit.
 - 5. A repair cost breakdown that must include at least one of the following:
 - (1) Invoices
 - (2) Receipts
 - (3) Owner/agent certification

DAMAGE CLAIM TIMELINES

- A. Submission deadline:

The claim form must be received within 60 calendar days from the date the vacated unit is available for occupancy.
- B. Review and approval of the damage claim may take up to 60 days upon submission.

RESOLUTION 23-12

**RESOLUTION APPROVING THE AWARD OF A CONTRACT
TO CONDUCT GENERAL CONTRACTING/CONSTRUCTION
MANAGEMENT (GCCM) SERVICES FOR THE
SARASOTA HOUSING AUTHORITY (SHA)**

WHEREAS SHA issued a Request for Proposals (RFP) for GCCM Services;

WHEREAS SHA received four (4) responsible responses to the RFP by the proposal deadline;

WHEREAS; SHA's RFP Evaluation Team reviewed and scored each submission based on specific competitive criteria and, once the scores were tabulated, McIntyre Elwell & Strammer General Contractors, Inc. (ME&S) and Marmer Construction, Inc. were deemed to be in the competitive range for best and final interviews; and

WHEREAS; upon completion of the best and final interviews, an SHA procurement panel recommends to the Board that it hereby authorize its President & CEO to enter into a contract with Marmer Construction, Inc. for the purpose of providing GCCM services for the Central Gardens Development to SHA.

NOW THEREFORE, BE IT RESOLVED THAT:

The SHA Board of Commissioners hereby agrees to authorize its President & CEO to award the contract for GCCM services to Marmer Construction, Inc.

ACCEPTED BY: _____ DATE: _____
Jack Meredith,
Chairman

ATTESTED BY: _____ DATE: _____
William Russell,
President & CEO

Notice of Successful Offeror (Proposer)

TO: All Proposers in response to the above noted RFP

We are pleased to announce that, as a result of our Best & Final interviews in response to the above noted RFP, we are recommending to our board award to the following top-rated proposer, Marmer Construction, Inc.

Following we have listed all Best & Final proposers and where each proposer placed as the result of our interviews/evaluation:

Name of Proposer	Average Points	Final Rank
Marmer Construction, Inc.	95.7	1
McIntyre Elwell & Strammer General Contractors, Inc.	93.3	2

We remind each proposer of his/her right to a debriefing and the right to protest. Please note that the SHA must receive written notice of either within 10 days of the receipt of this Notice (please note that the Procedure to Protest, which all protestants MUST comply with, is contained within the Instructions to Proposers and Contractors document already received by each proposer).

We are grateful for your interest in doing business with our Agency and we will ensure that you receive similar notices from our Agency in the future.

William Russell,
President & CEO

**Notice of Proposal Evaluation Results
Request For Proposals (RFP) No. 2023-P01,
General Contracting / Construction Management**

TO: All Proposers in response to the above noted RFP.

A compilation of the General Contracting/Construction Management RFP evaluation committee scores are listed below. As a result of our evaluation of the proposals we received in response to the above noted RFP, we have deemed the following 2 firms to be in the competitive range (the “competitive range” is described within Section 4.2.5 of the RFP Document which you have already received).

The Sarasota Housing Authority will proceed with checking references and shall also conduct interviews prior to completing and recommending a final award to our board.

Name of Offeror	Average Points Received as a Result of Agency Evaluation	
McIntyre Elwell & Strammer General Contractors, Inc.	93.7	Competitive Range
Marmer Construction, Inc.	93.0	
Stellar Development, Inc.	78.0	
Banyan Tree Construction, LLC	48.0	

We remind each proposer of his/her right to a debriefing and the right to protest. Please note that our Agency must receive written notice of either within 10 days of the receipt of this Notice (please note that the Procedure to Protest, which all protestants MUST comply with, is contained within the Supplemental Instructions to Proposers and Contractors document already received by each proposer).

We are grateful for your interest in doing business with our Agency and we will ensure that you receive from our Agency notice of similar opportunities in the future.

William Russell,
President & CEO

Proposed Courts to Cypress Square Transfer Policy

- Limit total transfers to 25 units, which is 30% of total Cypress Square units.
- It would be first-come, first-serve.
- Residents must be in good standing regarding timely rent payment (no more than 3 times in 12 months) and compliance with lease.

Sarasota Housing Authority
Cash Position
September 30, 2023

COCC	941,484.53
HCV - HAP	1,558,146.89
HCV - Reserve	469,234.47
Bertha Mitchell	1,744,998.28
Towers	282,231.37
Annex	2,709,834.48
Energy Grant Program	8,502.86
Resident Services	284,510.13
SVC	969,450.91
SHMC	24,543.88
Towers LIHTC	127,376.80
Bertha Mitchell-SD	47,548.11
Towers - SD	23,328.43
Annex - SD	20,905.28
Rosemary Cohen	204,636.36
Development	3,449,467.84
Towers LIHTC Reserves	955,739.70
Towers LIHTC Construction	144,240.00
Litigations Proceeds	236,938.06
HCV FSS Escrow	284,945.11
PHA FSS Escrow	97,433.38
SHFC - Operating	1,197,628.63
SHFC - Restricted BB&T	115,435.93
SHFC - Reserve	428,319.04
Petty Cash	<u>500.00</u>
Total Cash	<u><u>16,327,380.47</u></u>
COCC Investments	500,000.00
HCV Investments	<u>1,500,000.00</u>
Total Investments	<u><u>2,000,000.00</u></u>
Total Cash and Investments	<u><u>18,327,380.47</u></u>

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: Annex Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	24,832.00	24,325.91	506.09	150,318.25	145,955.50	4,362.75	291,911.00	(141,592.75)
HUD Revenue	77,746.00	85,379.50	(7,633.50)	473,116.00	512,277.00	(39,161.00)	1,024,554.00	(551,438.00)
Other Operating Revenue	8.58	(384.00)	392.58	4,752.38	(2,304.00)	7,056.38	(4,608.00)	9,360.38
TOTAL INCOME	102,586.58	109,321.41	(6,734.83)	628,186.63	655,928.50	(27,741.87)	1,311,857.00	(683,670.37)
EXPENSES								
Administrative Expense	37,249.62	34,124.43	(3,125.19)	244,172.94	204,746.50	(39,426.44)	409,493.00	165,320.06
Tenant Services	0.00	2.00	2.00	595.27	12.00	(583.27)	24.00	(571.27)
Utility Expense	9,316.00	9,081.08	(234.92)	49,553.58	54,486.50	4,932.92	108,973.00	59,419.42
4935.00 Sewer Expense	4,573.62	0.00	(4,573.62)	23,745.21	0.00	(23,745.21)	0.00	(23,745.21)
Maintenance	19,429.11	13,436.67	(5,992.44)	102,993.82	80,620.00	(22,373.82)	161,240.00	58,246.18
Protective Services	3,412.50	3,662.83	250.33	20,458.69	21,977.00	1,518.31	43,954.00	23,495.31
Insurance Expense	790.22	2,731.92	1,941.70	22,354.12	16,391.50	(5,962.62)	32,783.00	10,428.88
4962.00 General Expenses	32.21	1,389.00	1,356.79	1,186.63	8,334.00	7,147.37	16,668.00	15,481.37
TOTAL EXPENSES	74,803.28	64,427.93	(10,375.35)	465,060.26	386,567.50	(78,492.76)	773,135.00	308,074.74
SURPLUS	27,783.30	44,893.48	17,110.18	163,126.37	269,361.00	106,234.63	538,722.00	375,595.63

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: Business Activities Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Administrative Revenue	0.00	0.00	0.00	4,386.63	0.00	4,386.63	0.00	4,386.63
Other Operating Revenue	819,106.78	0.00	819,106.78	838,953.94	0.00	838,953.94	0.00	838,953.94
TOTAL INCOME	819,106.78	0.00	819,106.78	843,340.57	0.00	843,340.57	0.00	843,340.57
EXPENSES								
Administrative Expense	209.42	0.00	(209.42)	14,479.21	0.00	(14,479.21)	0.00	(14,479.21)
4921.04 Resident Services - Council fee	158.70	0.00	(158.70)	793.50	0.00	(793.50)	0.00	(793.50)
Utilities Expense	0.00	0.00	0.00	(34.13)	0.00	34.13	0.00	34.13
Maintenance	1,561.37	0.00	(1,561.37)	2,538.30	0.00	(2,538.30)	0.00	(2,538.30)
Insurance Expense	15,711.56	0.00	(15,711.56)	22,511.72	0.00	(22,511.72)	0.00	(22,511.72)
General Expense	103.45	0.00	(103.45)	134.28	0.00	(134.28)	0.00	(134.28)
TOTAL EXPENSES	17,744.50	0.00	(17,744.50)	40,422.88	0.00	(40,422.88)	0.00	(40,422.88)
SURPLUS	801,362.28	0.00	(801,362.28)	802,917.69	0.00	(802,917.69)	0.00	(802,917.69)

Sarasota Housing Authority

Operating Statement

Six Months Ending 09/30/2023

Program: Bertha Mitchell Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	26,780.00	41,486.83	(14,706.83)	171,215.12	248,921.00	(77,705.88)	497,842.00	(326,626.88)
HUD Revenues	127,855.74	181,726.17	(53,870.43)	846,403.52	1,090,357.00	(243,953.48)	2,180,714.00	(1,334,310.48)
Other Operating Revenue	21,675.84	24,435.58	(2,759.74)	86,278.14	146,613.50	(60,335.36)	293,227.00	(206,948.86)
TOTAL INCOME	176,311.58	247,648.58	(71,337.00)	1,103,896.78	1,485,891.50	(381,994.72)	2,971,783.00	(1,867,886.22)
EXPENSES								
Administrative Expense	39,973.41	52,771.73	12,798.32	250,440.69	316,630.50	66,189.81	633,261.00	382,820.31
Tenant Services	555.45	150.17	(405.28)	3,161.91	901.00	(2,260.91)	1,802.00	(1,359.91)
Utility Expense	13,733.50	41,567.67	27,834.17	81,189.45	249,406.00	168,216.55	498,812.00	417,622.55
4935.00 Sewer Expense	11,963.45	0.00	(11,963.45)	58,738.87	0.00	(58,738.87)	0.00	(58,738.87)
Maintenance	53,010.09	39,766.15	(13,243.94)	238,640.43	238,597.00	(43.43)	477,194.00	238,553.57
Protective Services	0.00	98.25	98.25	0.00	589.50	589.50	1,179.00	1,179.00
Insurance Expense	1,941.43	7,468.08	5,526.65	32,437.87	44,808.50	12,370.63	89,617.00	57,179.13
General Expense	2,080.38	6,947.42	4,867.04	12,255.84	41,684.50	29,428.66	83,369.00	71,113.16
TOTAL EXPENSES	123,257.71	148,769.47	25,511.76	676,865.06	892,617.00	215,751.94	1,785,234.00	1,108,368.94
SURPLUS	53,053.87	98,879.11	45,825.24	427,031.72	593,274.50	166,242.78	1,186,549.00	759,517.28

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: Energy Grant Program Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
TOTAL INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES								
4911.00 Administrative Salaries	3,333.96	0.00	(3,333.96)	19,751.77	0.00	(19,751.77)	0.00	(19,751.77)
4915.00 Administrative EBC Expenses	1,480.03	0.00	(1,480.03)	8,350.03	0.00	(8,350.03)	0.00	(8,350.03)
4922.00 Relocation Expenses	0.00	0.00	0.00	394.00	0.00	(394.00)	0.00	(394.00)
4942.26 Lighting/Fixtures	0.00	0.00	0.00	9,592.16	0.00	(9,592.16)	0.00	(9,592.16)
4942.30 Miscellaneous Materials	0.00	0.00	0.00	33.57	0.00	(33.57)	0.00	(33.57)
4962.00 General Expenses	2.65	0.00	(2.65)	5,063.42	0.00	(5,063.42)	0.00	(5,063.42)
TOTAL EXPENSES	4,816.64	0.00	(4,816.64)	43,184.95	0.00	(43,184.95)	0.00	(43,184.95)
SURPLUS	(4,816.64)	0.00	4,816.64	(43,184.95)	0.00	43,184.95	0.00	43,184.95

Sarasota Housing Authority

Operating Statement

Six Months Ending 09/30/2023

Program: Resident Services Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
3706.20 ROSS Grant	5,810.67	0.00	5,810.67	34,864.02	0.00	34,864.02	0.00	34,864.02
3706.30 HUD FSS Grant	6,468.00	0.00	6,468.00	39,348.97	0.00	39,348.97	0.00	39,348.97
3707.50 Other Admin Revenue	0.00	0.00	0.00	3,040.00	0.00	3,040.00	0.00	3,040.00
3707.51 Other Admin Revenue: YT	3,000.00	0.00	3,000.00	5,800.00	0.00	5,800.00	0.00	5,800.00
TOTAL INCOME	15,278.67	0.00	15,278.67	83,052.99	0.00	83,052.99	0.00	83,052.99
EXPENSES								
4911.00 Administrative Salaries	11,047.33	0.00	(11,047.33)	93,888.53	0.00	(93,888.53)	0.00	(93,888.53)
4912.10 Accounting fees	311.76	0.00	(311.76)	2,182.32	0.00	(2,182.32)	0.00	(2,182.32)
4914.00 Marketing & Advertising	116.00	0.00	(116.00)	2,616.00	0.00	(2,616.00)	0.00	(2,616.00)
4915.00 Administrative EBC Expenses	3,389.47	0.00	(3,389.47)	25,174.23	0.00	(25,174.23)	0.00	(25,174.23)
4916.00 Office Supplies Expense	0.00	0.00	0.00	73.79	0.00	(73.79)	0.00	(73.79)
4918.00 Travel Expenses	42.57	0.00	(42.57)	132.54	0.00	(132.54)	0.00	(132.54)
4919.01 Telephone Expense	377.66	0.00	(377.66)	2,350.26	0.00	(2,350.26)	0.00	(2,350.26)
4919.02 Dues/Subsription Expense	35.00	0.00	(35.00)	103.31	0.00	(103.31)	0.00	(103.31)
4919.04 Training Expense	0.00	0.00	0.00	1,970.46	0.00	(1,970.46)	0.00	(1,970.46)
4919.07 Postage Expense	20.65	0.00	(20.65)	20.65	0.00	(20.65)	0.00	(20.65)
4919.09 Office Lease Expense	501.36	0.00	(501.36)	3,008.16	0.00	(3,008.16)	0.00	(3,008.16)
4919.11 Internet Expense	495.22	223.50	(271.72)	2,978.71	1,341.00	(1,637.71)	2,682.00	(296.71)
4919.112 YT Internet	0.00	223.50	223.50	483.98	1,341.00	857.02	2,682.00	2,198.02
4919.12 Investigations	0.00	3.50	3.50	29.99	21.00	(8.99)	42.00	12.01
4919.15 Admin. General Contracts	350.56	0.00	(350.56)	2,907.29	0.00	(2,907.29)	0.00	(2,907.29)
4919.16 Admin. Equipment Contracts	114.92	0.00	(114.92)	647.51	0.00	(647.51)	0.00	(647.51)
4919.161 Admin Equip Contracts: YT	0.00	29.50	29.50	0.00	177.00	177.00	354.00	354.00
4921.02 Resident Services EBC Expenses	444.58	911.42	466.84	5,160.88	5,468.50	307.62	10,937.00	5,776.12
4921.03 Resident Services Tenant Servic	0.00	7.25	7.25	3,625.00	43.50	(3,581.50)	87.00	(3,538.00)
4921.04 Resident Services - Council fee	0.00	0.00	0.00	1,352.49	0.00	(1,352.49)	0.00	(1,352.49)
4921.09 YT- After School Tutors	200.00	184.92	(15.08)	1,583.76	1,109.50	(474.26)	2,219.00	635.24
4921.11 YT- Program Supplies/Activities	1,291.54	0.00	(1,291.54)	(11,578.77)	0.00	11,578.77	0.00	11,578.77
4921.111 YT- Program Supplies/Activities	0.00	701.83	701.83	2,149.75	4,211.00	2,061.25	8,422.00	6,272.25
4921.12 YT- Printing/Advertising	0.00	144.42	144.42	0.00	866.50	866.50	1,733.00	1,733.00
4921.13 YT- Travel/Training	0.00	4.75	4.75	1,086.00	28.50	(1,057.50)	57.00	(1,029.00)
4921.14 Shop with a Cop	0.00	166.00	166.00	0.00	996.00	996.00	1,992.00	1,992.00
4932.00 Electricity Expense	889.05	60.58	(828.47)	2,155.23	363.50	(1,791.73)	727.00	(1,428.23)
4941.00 Maintenance Labor	0.00	0.00	0.00	1.33	0.00	(1.33)	0.00	(1.33)
4942.16 Hardware	0.00	3.83	3.83	0.00	23.00	23.00	46.00	46.00
4942.18 HVAC Parts	0.00	86.33	86.33	0.00	518.00	518.00	1,036.00	1,036.00
4942.20 Janitorial Supplies	0.00	13.92	13.92	0.00	83.50	83.50	167.00	167.00
4942.28 Lumber	0.00	11.83	11.83	0.00	71.00	71.00	142.00	142.00
4942.30 Miscellaneous Materials	0.00	0.00	0.00	46.99	0.00	(46.99)	0.00	(46.99)

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
4942.34 Paint/Drywall	0.00	30.83	30.83	0.00	185.00	185.00	370.00	370.00
4942.36 Plumbing parts	0.00	31.67	31.67	0.00	190.00	190.00	380.00	380.00
4943.01 Alarm Expense	35.00	32.33	(2.67)	210.00	194.00	(16.00)	388.00	178.00
4943.04 Electrical Expense	0.00	286.00	286.00	0.00	1,716.00	1,716.00	3,432.00	3,432.00
4943.05 Plumbing Expense	0.00	777.08	777.08	0.00	4,662.50	4,662.50	9,325.00	9,325.00
4943.06 HVAC Expense	0.00	10.42	10.42	0.00	62.50	62.50	125.00	125.00
4943.10 Routine Maintenance Exp.	500.00	407.33	(92.67)	3,124.96	2,444.00	(680.96)	4,888.00	1,763.04
4943.101 YT- Routing Maintenance	0.00	216.67	216.67	124.68	1,300.00	1,175.32	2,600.00	2,475.32
4943.12 Equipment Leasing	222.93	32.00	(190.93)	986.95	192.00	(794.95)	384.00	(602.95)
4952.00 Protective Services Expense	0.00	4.08	4.08	0.00	24.50	24.50	49.00	49.00
4961.02 Liability Insurance	0.00	0.00	0.00	231.45	0.00	(231.45)	0.00	(231.45)
4961.03 Worker's Compensation Insurance	513.48	0.00	(513.48)	513.48	0.00	(513.48)	0.00	(513.48)
4961.04 Auto Insurance	439.56	405.58	(33.98)	2,195.12	2,433.50	238.38	4,867.00	2,671.88
4962.00 General Expenses	10.16	83.58	73.42	432.67	501.50	68.83	1,003.00	570.33
TOTAL EXPENSES	21,348.80	5,094.65	(16,254.15)	151,969.70	30,568.00	(121,401.70)	61,136.00	(90,833.70)
SURPLUS	(6,070.13)	(5,094.65)	(975.48)	(68,916.71)	(30,568.00)	(38,348.71)	(61,136.00)	(7,780.71)

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: Section 8 Voucher Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
3704.30 Tenant Revenue - Other	0.00	194.58	(194.58)	0.00	1,167.50	(1,167.50)	2,335.00	(2,335.00)
HUD Revenues	2,401,989.95	1,862,799.16	539,190.79	13,798,212.89	11,176,795.00	2,621,417.89	22,353,590.00	(8,555,377.11)
Other Operating Revenue	(1,095.50)	8,375.50	(9,471.00)	77,227.36	50,253.00	26,974.36	100,506.00	(23,278.64)
TOTAL INCOME	2,400,894.45	1,871,369.24	529,525.21	13,875,440.25	11,228,215.50	2,647,224.75	22,456,431.00	(8,580,990.75)
EXPENSES								
Administrative Expense	109,194.50	122,567.90	13,373.40	647,871.22	735,407.50	87,536.28	1,470,815.00	822,943.78
4921.03 Resident Services - Tenant	0.00	20.25	20.25	105.84	121.50	15.66	243.00	137.16
Utilities Expense	1,067.84	0.00	(1,067.84)	4,758.64	0.00	(4,758.64)	0.00	(4,758.64)
Maintenance	4,603.30	2,121.91	(2,481.39)	16,818.23	12,731.50	(4,086.73)	25,463.00	8,644.77
Insurance	2,098.15	368.92	(1,729.23)	7,750.04	2,213.50	(5,536.54)	4,427.00	(3,323.04)
General Expense	64.97	645.42	580.45	23,195.21	3,872.50	(19,322.71)	7,745.00	(15,450.21)
4964.00 Bad Debt Expense	0.00	0.00	0.00	365.00	0.00	(365.00)	0.00	(365.00)
4971.50 Misc - Landlord Bonus	1,500.00	1,935.58	435.58	33,250.00	11,613.50	(21,636.50)	23,227.00	(10,023.00)
4971.51 EHV Reimbursables	7,500.00	1,470.25	(6,029.75)	7,500.00	8,821.50	1,321.50	17,643.00	10,143.00
HAP Expense	2,186,861.06	1,663,309.08	(523,551.98)	12,576,270.24	9,979,854.50	(2,596,415.74)	19,959,709.00	7,383,438.76
TOTAL EXPENSES	2,312,889.82	1,792,439.31	(520,450.51)	13,317,884.42	10,754,636.00	(2,563,248.42)	21,509,272.00	8,191,387.58
SURPLUS	88,004.63	78,929.93	9,074.70	557,555.83	473,579.50	83,976.33	947,159.00	(389,603.17)

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: SHFC Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue Other	84,256.26	77,150.16	7,106.10	481,675.22	462,901.00	18,774.22	925,802.00	(444,126.78)
Other Revenue	3,440.55	(166.67)	3,607.22	34,986.67	(1,000.00)	35,986.67	(2,000.00)	36,986.67
TOTAL INCOME	87,696.81	76,983.49	10,713.32	516,661.89	461,901.00	54,760.89	923,802.00	(407,140.11)
EXPENSES								
Administrative Expense	18,262.57	2,077.68	(16,184.89)	115,253.37	12,466.00	(102,787.37)	24,932.00	(90,321.37)
Utilities Expense	3,947.20	7,932.58	3,985.38	19,420.70	47,595.50	28,174.80	95,191.00	75,770.30
4935.00 Sewer Expense	2,605.20	0.00	(2,605.20)	13,004.90	0.00	(13,004.90)	0.00	(13,004.90)
Maintenance	27,790.04	17,668.75	(10,121.29)	96,065.77	106,012.50	9,946.73	212,025.00	115,959.23
Insurance Expense	10,438.17	21,368.59	10,930.42	52,165.72	128,211.50	76,045.78	256,423.00	204,257.28
General Expense	3,000.00	1,259.67	(1,740.33)	36,752.06	7,558.00	(29,194.06)	15,116.00	(21,636.06)
TOTAL EXPENSES	66,043.18	50,307.27	(15,735.91)	332,662.52	301,843.50	(30,819.02)	603,687.00	271,024.48
SURPLUS	21,653.63	26,676.22	(5,022.59)	183,999.37	160,057.50	23,941.87	320,115.00	(136,115.63)

Sarasota Housing Authority

Operating Statement

Six Months Ending 09/30/2023

Program: Sarasota Housing Mgmt Corp Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
3707.10 Management Fee Revenue	10,916.43	0.00	10,916.43	12,139.82	0.00	12,139.82	0.00	12,139.82
TOTAL INCOME	10,916.43	0.00	10,916.43	12,139.82	0.00	12,139.82	0.00	12,139.82
EXPENSES								
TOTAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS	10,916.43	0.00	(10,916.43)	12,139.82	0.00	(12,139.82)	0.00	(12,139.82)

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: SVC Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
TENANT REVENUE								
3703.00 Tenant Dwelling Rental	94,640.83	31,829.67	62,811.16	582,549.84	190,978.00	391,571.84	381,956.00	200,593.84
3704.10 Tenant Revenue - Late Fees	0.00	44.50	(44.50)	420.00	267.00	153.00	534.00	(114.00)
3704.30 Tenant Revenue - Other	(6,482.08)	0.00	(6,482.08)	(3,466.00)	0.00	(3,466.00)	0.00	(3,466.00)
TOTAL TENANT REVENUE	88,158.75	31,874.17	56,284.58	579,503.84	191,245.00	388,258.84	382,490.00	197,013.84
HUD REVENUE								
3707.50 Other Admin Revenue	6,745.56	0.00	6,745.56	39,946.20	0.00	39,946.20	0.00	39,946.20
3707.60 Admin Fees earned	0.00	185,313.83	(185,313.83)	0.00	1,111,883.00	(1,111,883.00)	2,223,766.00	(2,223,766.00)
TOTAL HUD REVENUE	6,745.56	185,313.83	(178,568.27)	39,946.20	1,111,883.00	(1,071,936.80)	2,223,766.00	(2,183,819.80)
OTHER OPERATING REVENUE								
3714.50 Vacancy Loss	0.00	(318.33)	318.33	0.00	(1,910.00)	1,910.00	(3,820.00)	3,820.00
3715.00 Other Revenue	89,849.64	74,269.33	15,580.31	115,558.18	445,616.00	(330,057.82)	891,232.00	(775,673.82)
TOTAL OTHER OPERATING REVENUE	89,849.64	73,951.00	15,898.64	115,558.18	443,706.00	(328,147.82)	887,412.00	(771,853.82)
TOTAL INCOME	184,753.95	291,139.00	(106,385.05)	735,008.22	1,746,834.00	(1,011,825.78)	3,493,668.00	(2,758,659.78)
EXPENSES								
Administrative Expense	20,098.87	33,482.07	13,383.20	112,372.16	200,892.50	88,520.34	401,785.00	289,412.84
Tenant Services	0.00	0.00	0.00	53.09	0.00	(53.09)	0.00	(53.09)
Utility Expense	8,981.27	3,531.41	(5,449.86)	20,330.86	21,188.50	857.64	42,377.00	22,046.14
4935.00 Sewer Expense	9,066.02	0.00	(9,066.02)	34,641.84	0.00	(34,641.84)	0.00	(34,641.84)
Maintenance	11,896.80	5,339.16	(6,557.64)	122,784.37	32,035.00	(90,749.37)	64,070.00	(58,714.37)
INSURANCE EXPENSE								
4961.01 Property Insurance	0.00	748.75	748.75	13,690.31	4,492.50	(9,197.81)	8,985.00	(4,705.31)
4961.02 Liability Insurance	0.00	630.00	630.00	272.40	3,780.00	3,507.60	7,560.00	7,287.60
4961.03 Worker's Compensation Insurance	653.52	631.75	(21.77)	653.52	3,790.50	3,136.98	7,581.00	6,927.48
4961.04 Auto Insurance	0.00	0.00	0.00	2,482.60	0.00	(2,482.60)	0.00	(2,482.60)
TOTAL INSURANCE EXPENSE	653.52	2,010.50	1,356.98	17,098.83	12,063.00	(5,035.83)	24,126.00	7,027.17
General Expense	11.12	16.08	4.96	445.06	96.50	(348.56)	193.00	(252.06)
5210.00 Appliances	0.00	0.00	0.00	5,958.00	0.00	(5,958.00)	0.00	(5,958.00)
TOTAL EXPENSES	50,707.60	44,379.22	(6,328.38)	313,684.21	266,275.50	(47,408.71)	532,551.00	218,866.79
SURPLUS	134,046.35	246,759.78	(112,713.43)	421,324.01	1,480,558.50	(1,059,234.49)	2,961,117.00	(2,539,792.99)

Sarasota Housing Authority
Operating Statement
Six Months Ending 09/30/2023
Program: Towers Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	0.00	0.00	0.00	(155.15)	0.00	(155.15)	0.00	(155.15)
HUD Revenue	(14,561.00)	0.00	(14,561.00)	42,233.00	0.00	42,233.00	0.00	42,233.00
Other Operating Revenue	9.33	0.00	9.33	47.67	0.00	47.67	0.00	47.67
TOTAL INCOME	(14,551.67)	0.00	(14,551.67)	42,125.52	0.00	42,125.52	0.00	42,125.52
EXPENSES								
Protective Services	0.00	0.00	0.00	3,648.52	0.00	(3,648.52)	0.00	(3,648.52)
TOTAL EXPENSES	0.00	0.00	0.00	3,648.52	0.00	(3,648.52)	0.00	(3,648.52)
SURPLUS	(14,551.67)	0.00	(14,551.67)	38,477.00	0.00	38,477.00	0.00	38,477.00

Sarasota Housing Authority
Operating Statement
Nine Months Ending 09/30/2023
Program: Towers LIHTC Project: Consolidated

	Period	Period	Period	YTD	YTD	YTD	Annual	Remaining
	Amount	Budget	Variance	Amount	Budget	Variance	Budget	Budget
INCOME								
Tenant Revenue	23,159.88	67,300.00	(44,140.12)	205,864.89	605,700.00	(399,835.11)	807,600.00	(601,735.11)
HUD Revenue	37,414.00	0.00	37,414.00	157,670.00	0.00	157,670.00	0.00	157,670.00
Other Operating Revenue	1,129.11	(2,948.67)	4,077.78	11,603.98	(26,538.00)	38,141.98	(35,384.00)	46,987.98
TOTAL INCOME	61,702.99	64,351.33	(2,648.34)	375,138.87	579,162.00	(204,023.13)	772,216.00	(397,077.13)
EXPENSES								
Administrative Expense	13,418.65	16,996.58	3,577.93	90,995.50	152,969.25	61,973.75	203,959.00	112,963.50
Tenant Services	0.00	0.00	0.00	513.75	0.00	(513.75)	0.00	(513.75)
4922.00 Relocation Expenses	0.00	0.00	0.00	539.99	0.00	(539.99)	0.00	(539.99)
Utility Expense	8,309.85	12,203.43	3,893.58	76,124.00	109,830.75	33,706.75	146,441.00	70,317.00
4935.00 Sewer Expense	3,749.76	0.00	(3,749.76)	23,075.34	0.00	(23,075.34)	0.00	(23,075.34)
Maintenance	11,744.69	7,499.99	(4,244.70)	105,992.65	67,500.00	(38,492.65)	90,000.00	(15,992.65)
Protective Services	3,412.50	3,750.00	337.50	22,901.06	33,750.00	10,848.94	45,000.00	22,098.94
Insurance Expense	375.87	7,500.00	7,124.13	3,468.98	67,500.00	64,031.02	90,000.00	86,531.02
General Expense	3.06	84.33	81.27	(10,451.53)	759.00	11,210.53	1,012.00	11,463.53
TOTAL EXPENSES	41,014.38	48,034.33	7,019.95	313,159.74	432,309.00	119,149.26	576,412.00	263,252.26
SURPLUS	20,688.61	16,317.00	4,371.61	61,979.13	146,853.00	(84,873.87)	195,804.00	(133,824.87)

Janies Garden

Budget Operating Report

As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	50,913.00	77,500.00	(26,587.00)	445,051.00	697,500.00	(252,449.00)	930,000.00
512100 - SUBSIDY REVENUE	34,371.00	0.00	34,371.00	299,054.00	0.00	299,054.00	0.00
TOTAL RENT INCOME	85,284.00	77,500.00	7,784.00	744,105.00	697,500.00	46,605.00	930,000.00
VACANCIES							
522000 - VACANCIES - TENANT	(3,550.00)	(1,666.00)	(1,884.00)	(22,634.00)	(14,994.00)	(7,640.00)	(20,000.00)
528000 - EMPLOYEE APARTMENT/DISCOUNT	(900.00)	(850.00)	(50.00)	(7,453.00)	(7,650.00)	197.00	(10,200.00)
TOTAL VACANCIES	(4,450.00)	(2,516.00)	(1,934.00)	(30,087.00)	(22,644.00)	(7,443.00)	(30,200.00)
NET RENTAL INCOME	80,834.00	74,984.00	5,850.00	714,018.00	674,856.00	39,162.00	899,800.00
SERVICES INCOME							
531000 - COIN OPERATIONS	0.00	21.00	(21.00)	0.00	189.00	(189.00)	250.00
533000 - TENANT APPLICATION FEE	0.00	100.00	(100.00)	1,530.00	900.00	630.00	1,200.00
TOTAL SERVICES INCOME	0.00	121.00	(121.00)	1,530.00	1,089.00	441.00	1,450.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	0.00	0.00	0.00	96.96	0.00	96.96	0.00
541200 - INT INC - RESERVES & ESCROWS	367.56	0.00	367.56	891.73	0.00	891.73	0.00
TOTAL FINANCIAL INCOME	367.56	0.00	367.56	988.69	0.00	988.69	0.00
OTHER INCOME							
591000 - SECURITY DEPOSIT FORFEITURE	(581.33)	0.00	(581.33)	0.00	0.00	0.00	0.00
592500 - LATE CHARGES	1,400.00	433.00	967.00	8,945.00	3,647.00	5,298.00	4,950.00
593000 - RETURNED CHECKS CHARGES	25.00	0.00	25.00	125.00	0.00	125.00	0.00
593900 - DAMAGES	126.00	300.00	(174.00)	3,893.32	2,700.00	1,193.32	3,596.00
594000 - PET FEE	0.00	0.00	0.00	150.00	0.00	150.00	0.00
TOTAL OTHER INCOME	969.67	733.00	236.67	13,113.32	6,347.00	6,766.32	8,546.00
TOTAL INCOME	82,171.23	75,838.00	6,333.23	729,650.01	682,292.00	47,358.01	909,796.00
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	0.00	43.00	43.00	729.18	637.00	(92.18)	756.00
622500 - CREDIT REPORTS	0.00	88.00	88.00	1,918.76	792.00	(1,126.76)	1,012.00
624500 - INSPECTION FEES	0.00	0.00	0.00	0.00	400.00	400.00	400.00
625500 - EVICTION EXPENSE	571.83	367.00	(204.83)	2,223.49	3,303.00	1,079.51	4,000.00
629000 - MISC RENTING EXPENSE	0.00	14.00	14.00	0.00	126.00	126.00	168.00
TOTAL RENTING EXPENSES	571.83	512.00	(59.83)	4,871.43	5,258.00	386.57	6,336.00
ADMINISTRATIVE EXPENSES							
631000 - OFFICE PAYROLL	1,184.12	2,160.00	975.88	13,835.86	20,518.00	6,682.14	28,841.00
631100 - OFFICE EXPENSE	545.21	434.00	(111.21)	5,627.55	3,906.00	(1,721.55)	5,204.00
631101 - OFFICE SUPPLIES	0.00	0.00	0.00	120.16	0.00	(120.16)	0.00
631105 - POSTAGE & COURIER EXPENSE	190.27	0.00	(190.27)	190.27	0.00	(190.27)	0.00
631111 - BANK CHARGES	0.00	48.00	48.00	404.32	1,256.00	851.68	1,400.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	50.00	50.00	0.00	780.00	780.00	1,040.00
631502 - OFFICE/COMPUTER - SERVICES	0.00	615.00	615.00	1,556.24	1,845.00	288.76	2,460.00
632000 - MANAGEMENT FEES	4,273.06	4,400.00	126.94	41,890.13	39,600.00	(2,290.13)	52,800.00
632500 - ANSWERING SERVICE	0.00	33.00	33.00	0.00	297.00	297.00	400.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	671.22	1,403.00	731.78	10,940.28	13,271.00	2,330.72	18,759.00
634000 - LEGAL EXPENSE	0.00	0.00	0.00	4,501.00	0.00	(4,501.00)	0.00
634200 - TAX CREDIT COMPLIANCE/MONITORING FEE	0.00	0.00	0.00	500.00	500.00	0.00	500.00
635000 - AUDIT EXPENSE	0.00	2,500.00	2,500.00	6,500.00	7,500.00	1,000.00	10,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	566.82	595.00	28.18	2,267.28	1,785.00	(482.28)	2,380.00
635400 - SOFTWARE LICENSE EXPENSE	83.29	0.00	(83.29)	5,654.32	5,500.00	(154.32)	5,500.00
636000 - TELEPHONE	287.60	153.00	(134.60)	2,487.01	1,386.00	(1,101.01)	1,845.00
637000 - BAD DEBT EXPENSE	0.00	420.21	420.21	6,872.00	3,781.89	(3,090.11)	5,000.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	167.00	167.00	648.35	1,503.00	854.65	2,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,899.33	2,791.00	(108.33)	22,068.04	25,119.00	3,050.96	33,492.00
638400 - TRAINING EXPENSE	0.00	150.00	150.00	2,037.97	1,650.00	(387.97)	2,100.00
638500 - TRAVEL EXPENSE	0.00	95.00	95.00	864.99	855.00	(9.99)	1,140.00
639000 - MISC ADMINISTRATIVE EXPENSE	166.67	250.00	83.33	661.42	2,250.00	1,588.58	3,000.00
639002 - MISC ADMIN EXP - Consultant Fees	650.00	0.00	(650.00)	2,166.67	0.00	(2,166.67)	0.00
Total ADMINISTRATIVE EXPENSES	11,517.59	16,264.21	4,746.62	131,793.86	133,302.89	1,509.03	177,861.00
OPERATING EXPENSE							
641900 - UNIFORMS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00	500.00
643000 - MAINTENANCE PAYROLL	4,025.63	4,113.00	87.37	24,909.70	39,073.00	14,163.30	54,768.00
643100 - JANITOR SUPPLIES	12.04	0.00	(12.04)	1,237.39	2,000.00	762.61	2,000.00
645000 - ELECTRICITY	1,039.51	833.00	(206.51)	6,571.90	7,497.00	925.10	10,000.00
645050 - ELECTRICITY - Vacant Unit	77.51	0.00	(77.51)	563.07	0.00	(563.07)	0.00
645100 - WATER	3,802.61	4,000.00	197.39	32,310.17	36,000.00	3,689.83	48,000.00

Janies Garden
Budget Operating Report
As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
645300 - SEWER	5,498.25	4,836.00	(662.25)	44,412.46	43,524.00	(888.46)	58,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	0.00	86.00	86.00	660.48	774.00	113.52	1,032.00
646000 - EXTERMINATING	0.00	535.00	535.00	6,123.31	6,355.00	231.69	7,000.00
647000 - GARBAGE & RUBBISH REMOVAL	4,311.14	2,499.60	(1,811.54)	33,787.73	22,496.40	(11,291.33)	30,000.00
647100 - FIRE SERVICE FEE / REPAIRS	114.16	832.50	718.34	8,814.99	7,492.50	(1,322.49)	9,995.00
649000 - MISC OPERATING EXPENSE	789.51	166.00	(623.51)	789.51	1,494.00	704.49	2,000.00
TOTAL OPERATING EXPENSE	19,670.36	17,901.10	(1,769.26)	160,180.71	167,205.90	7,025.19	223,295.00
MAINTENANCE EXPENSE							
650500 - PROTECTION/SECURITY COSTS	0.00	0.00	0.00	538.24	0.00	(538.24)	0.00
652000 - GROUNDS	0.00	0.00	0.00	(530.49)	0.00	530.49	0.00
652001 - GROUNDS - Supplies	0.00	0.00	0.00	4.99	2,000.00	1,995.01	2,000.00
652002 - GROUNDS - Contract	0.00	1,754.50	1,754.50	15,255.00	15,790.50	535.50	21,100.00
653000 - EXTERIOR PAINTING / REPAIRS	82.50	582.40	499.90	1,149.64	5,252.60	4,102.96	6,999.80
653500 - CLEANING EXPENSE	0.00	58.00	58.00	2,061.86	522.00	(1,539.86)	700.00
654100 - REPAIRS - APPLIANCES	0.00	0.00	0.00	2,034.76	2,250.00	215.24	2,500.00
654200 - REPAIRS - CARPET & FLOORS	250.00	204.00	(46.00)	3,879.86	2,386.00	(1,493.86)	2,996.00
654300 - REPAIRS - CARPENTRY	1,132.33	583.05	(549.28)	14,804.32	5,247.45	(9,556.87)	7,002.45
654305 - REPAIRS - Doors	0.00	0.00	0.00	92.33	0.00	(92.33)	0.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	10.90	0.00	(10.90)	0.00
654308 - REPAIRS - Locks	485.09	0.00	(485.09)	750.11	0.00	(750.11)	0.00
654400 - REPAIRS - ELECTRICAL	0.00	150.00	150.00	4,110.88	1,350.00	(2,760.88)	2,000.00
654600 - REPAIRS - PLUMBING	356.29	360.00	3.71	3,395.95	3,816.00	420.05	5,040.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	0.00	0.00	0.00	(10,157.45)	0.00	10,157.45	0.00
654709 - REPAIRS - PROP DAMAGE/CLAIMS (OTHER / SANDY)	0.00	0.00	0.00	3.00	0.00	(3.00)	0.00
654800 - SERVICE CONTRACTS	0.00	46.00	46.00	254.32	863.00	608.68	1,000.00
655100 - REPAIRS - HVAC	1,321.84	667.20	(654.64)	17,455.67	6,004.80	(11,450.87)	8,000.00
656000 - DECORATING EXPENSE	0.00	835.00	835.00	9,729.93	7,515.00	(2,214.93)	10,000.00
656001 - DECORATING - Painting Supplies	0.00	0.00	0.00	918.60	0.00	(918.60)	0.00
657000 - MOTOR VEHICLE REPAIRS	0.00	124.50	124.50	100.82	1,120.50	1,019.68	1,500.00
658500 - SMALL TOOLS EXPENSE	0.00	0.00	0.00	919.88	600.00	(319.88)	600.00
659000 - MISC MAINTENANCE EXPENSE	0.00	0.00	0.00	215.80	500.00	284.20	500.00
TOTAL MAINTENANCE EXPENSE	3,628.05	5,364.65	1,736.60	66,998.92	55,217.85	(11,781.07)	71,938.25
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	7,885.84	7,886.00	0.16	70,459.00	70,459.00	0.00	93,481.00
TOTAL INTEREST EXPENSE	7,885.84	7,886.00	0.16	70,459.00	70,459.00	0.00	93,481.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	42,000.00
671100 - PAYROLL TAXES	480.82	592.00	111.18	4,004.18	6,588.00	2,583.82	8,868.00
672000 - INSURANCE EXPENSE	0.00	0.00	0.00	49,818.03	167,800.00	117,981.97	167,800.00
672100 - HEALTH INSURANCE	701.34	1,300.00	598.66	5,050.98	11,700.00	6,649.02	15,600.00
672200 - WORKERS COMP INSURANCE	135.00	171.00	36.00	889.83	1,622.00	732.17	2,274.00
672300 - LITIGATION SETTLEMENT	7,151.40	167.00	(6,984.40)	12,337.90	1,503.00	(10,834.90)	2,000.00
672500 - EMPLOYEE BENEFITS	309.31	325.00	15.69	3,296.43	2,925.00	(371.43)	3,900.00
TOTAL TAXES & INSURANCE	8,777.87	2,555.00	(6,222.87)	75,397.35	192,138.00	116,740.65	242,442.00
OTHER EXPENSES							
687000 - AGENCY SERVICE FEE	0.00	0.00	0.00	712.50	1,000.00	287.50	1,000.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	712.50	1,000.00	287.50	1,000.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	0.00	500.00	500.00	10,908.47	4,500.00	(6,408.47)	4,500.00
721102 - Flooring: Carpet & Tile	656.94	1,000.00	343.06	12,842.97	9,000.00	(3,842.97)	10,000.00
721103 - Cabinets/Countertops	0.00	0.00	0.00	640.00	0.00	(640.00)	0.00
721104 - Tubs & Surrounds	0.00	0.00	0.00	1,100.00	0.00	(1,100.00)	0.00
721105 - Water Heaters	0.00	0.00	0.00	0.00	500.00	500.00	500.00
721106 - HVAC Equipment	6,331.19	0.00	(6,331.19)	33,182.26	10,000.00	(23,182.26)	10,000.00
721112 - Doors & Windows (Exterior)	0.00	0.00	0.00	17,686.83	0.00	(17,686.83)	0.00
TOTAL EQUIPMENT PURCHASES	6,988.13	1,500.00	(5,488.13)	76,360.53	24,000.00	(52,360.53)	25,000.00
TOTAL CORPORATE EXPENSES	59,039.67	51,982.96	(7,056.71)	586,774.30	648,581.64	61,807.34	841,353.25
NET PROFIT OR LOSS	23,131.56	23,855.04	(723.48)	142,875.71	33,710.36	109,165.35	68,442.75
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	4,085.00	3,500.00	(585.00)	36,765.00	31,500.00	(5,265.00)	42,000.00
790101 - R/E TAXE ESCROW WITHDRAWALS	0.00	0.00	0.00	0.00	0.00	0.00	(42,000.00)
790200 - PROPERTY INSURANCE ESC DEP	21,215.00	13,875.00	(7,340.00)	183,389.05	124,875.00	(58,514.05)	166,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(49,103.97)	(166,500.00)	(117,396.03)	(166,500.00)
791000 - PROV FOR REPLACEMENTS	2,332.42	2,310.00	(22.42)	20,363.81	20,321.00	(42.81)	27,251.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	(15,000.00)	(15,000.00)	(15,000.00)
793000 - PROV FOR MORT PRIN AMORT	3,922.68	3,923.00	0.32	35,817.68	35,818.00	0.32	48,222.00
TOTAL NON-OPERATING EXPENSES	31,555.10	23,608.00	(7,947.10)	227,231.57	31,014.00	(196,217.57)	60,473.00
NET CASH (+) / DEF (-)	(8,423.54)	247.04	(8,670.58)	(84,355.86)	2,696.36	(87,052.22)	7,969.75

Janies Garden
Balance Sheet
September 30, 2023

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	4,279.00
CASH IN BANK- RECONCILIATION	(9,440.82)
CASH IN BANK - SECURITY DEPOSITS	53,356.56
Total Cash	48,594.74

Accounts Receivable

A/R - RESIDENTS	15,493.80
Voucher / PBV - Suspense	7,846.82
A/R - PBV SUBSIDY	4,259.00
A/R - VOUCHER SUBSIDY	460.00
DUE FROM PARTNERS	200.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(2,130.44)
Total Accounts Receivable	26,129.18

Deposits & Escrows

REAL ESTATE TAX ESCROW	73,405.04
PROPERTY & LIABILITY INSURANCE ESCROW	220,300.75
RESERVE FOR REPLACEMENTS	48,622.72
OPERATING RESERVE FUND	216,574.42
Total Deposits & Escrows	558,902.93

Other Current Assets

PREPAID PROPERTY INSURANCE	33,724.00
MISC PREPAID EXPENSE	118.25
Total Other Current Assets	33,842.25

Total Current Assets

667,469.10

Fixed Assets

LAND	559,730.00
BUILDINGS	14,771,868.18

Depreciation & Amortization

ACC DEPR BUILDINGS	(8,152,764.00)
Total Depreciation & Amortization	(8,152,764.00)

Total Fixed Assets

7,178,834.18

Other Assets

DEPOSITS - RECEIVABLE	24,503.47
START-UP COSTS	59,000.18
LIHTC FEE	211,731.00
ACCUM. AMORT. - LIHTC MONITORING FEE	(190,604.00)
ACC - AMORT FINANCING FEES (Old)	(60,910.00)
RAR ADJ - ACCUM AMORTIZATION	(59,000.00)
Total Other Assets	(15,279.35)

Total Assets

7,831,023.93

Janies Garden
Balance Sheet
September 30, 2023

Liabilities & Equity

Liabilities

Current Liabilities

DEVELOPMENT FEE PAYABLE	292,683.66
ACCOUNTS PAYABLE	56,047.22
ACCOUNTS PAYABLE - OTHER	30,000.00
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	8,058.00
ACCRUED INTEREST PAYABLE - 2ND MORTG.	2,637,231.38
ACCRUED INTEREST - M.J. LEVITT	47,606.13
ACCRUED EXPENSE	7,625.00
ACCRUED PARTNERSHIP EXPENSES	165,468.03
SECURITY DEPOSIT REFUNDS IN TRANSIT	2,292.00
Total Current Liabilities	<u>3,247,011.42</u>

Other Current Liabilities

SECURITY DEPOSIT LIABILITY	50,336.91
SECURITY DEP INT LIABILITY	671.26
PREPAID RENTS	23,126.57
Total Other Current Liabilities	<u>74,134.74</u>

Long Term Liabilities

DEFERRED FINANCING FEES	(113,408.68)
1ST MORTGAGE PAYABLE	1,461,317.07
SECOND MORTGAGE PAYABLE (Old)	325,000.00
OTHER MORTGAGE PAYABLE (Old)	1,869,500.00
LOAN PAYABLE	765,000.00
Total Long Term Liabilities	<u>4,307,408.39</u>

Total Liabilities 7,628,554.55

Equity

Retained Earnings	59,622.97
Current Net Income	142,846.41

Total Equity 202,469.38

Total Liabilities & Equity 7,831,023.93

Janies Garden II

Budget Operating Report

As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	30,191.00	61,666.67	(31,475.67)	280,809.00	555,000.03	(274,191.03)	740,000.04
512100 - SUBSIDY REVENUE	35,226.00	0.00	35,226.00	292,699.00	0.00	292,699.00	0.00
TOTAL RENT INCOME	65,417.00	61,666.67	3,750.33	573,508.00	555,000.03	18,507.97	740,000.04
VACANCIES							
522000 - VACANCIES - TENANT	(3,169.00)	(1,000.00)	(2,169.00)	(9,255.00)	(13,000.00)	3,745.00	(18,000.00)
TOTAL VACANCIES	(3,169.00)	(1,000.00)	(2,169.00)	(9,255.00)	(13,000.00)	3,745.00	(18,000.00)
NET RENTAL INCOME	62,248.00	60,666.67	1,581.33	564,253.00	542,000.03	22,252.97	722,000.04
SERVICES INCOME							
533000 - TENANT APPLICATION FEE	30.00	0.00	30.00	120.00	0.00	120.00	0.00
TOTAL SERVICES INCOME	30.00	0.00	30.00	120.00	0.00	120.00	0.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	0.00	0.00	0.00	34.19	0.00	34.19	0.00
541200 - INT INC - RESERVES & ESCROWS	1,596.07	0.00	1,596.07	8,858.75	0.00	8,858.75	0.00
541400 - INT INC - OPERATING RESERVE	391.29	0.00	391.29	2,813.77	0.00	2,813.77	0.00
541500 - INT INC - DEBT SERVICE RESERVE	716.02	0.00	716.02	5,052.45	0.00	5,052.45	0.00
TOTAL FINANCIAL INCOME	2,703.38	0.00	2,703.38	16,759.16	0.00	16,759.16	0.00
OTHER INCOME							
592500 - LATE CHARGES	1,050.00	455.00	595.00	9,045.00	4,095.00	4,950.00	5,464.00
593000 - RETURNED CHECKS CHARGES	0.00	0.00	0.00	75.00	0.00	75.00	0.00
593600 - LEGAL INCOME	0.00	0.00	0.00	338.20	0.00	338.20	0.00
593800 - CLEANING FEE	0.00	0.00	0.00	60.00	0.00	60.00	0.00
593900 - DAMAGES	0.00	100.00	(100.00)	861.00	900.00	(39.00)	1,200.00
594000 - PET FEE	0.00	0.00	0.00	300.00	0.00	300.00	0.00
TOTAL OTHER INCOME	1,050.00	555.00	495.00	10,679.20	4,995.00	5,684.20	6,664.00
TOTAL INCOME	66,031.38	61,221.67	4,809.71	591,811.36	546,995.03	44,816.33	728,664.04
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	0.00	50.00	50.00	609.84	450.00	(159.84)	500.00
622500 - CREDIT REPORTS	0.00	29.00	29.00	0.00	261.00	261.00	350.00
624500 - INSPECTION FEES	0.00	0.00	0.00	1,000.00	520.00	(480.00)	520.00
625500 - EVICTION EXPENSE	1,169.01	332.00	(837.01)	2,878.17	2,988.00	109.83	3,996.00
TOTAL RENTING EXPENSES	1,169.01	411.00	(758.01)	4,488.01	4,219.00	(269.01)	5,366.00
ADMINISTRATIVE EXPENSES							
631000 - OFFICE PAYROLL	968.68	1,745.00	776.32	11,595.20	16,576.00	4,980.80	23,507.00
631100 - OFFICE EXPENSE	92.22	333.00	240.78	1,783.96	3,797.00	2,013.04	4,802.00
631101 - OFFICE SUPPLIES	0.00	0.00	0.00	95.01	0.00	(95.01)	0.00
631105 - POSTAGE & COURIER EXPENSE	150.44	0.00	(150.44)	150.44	0.00	(150.44)	0.00
631111 - BANK CHARGES	0.00	65.00	65.00	557.65	605.00	47.35	800.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	25.00	25.00	0.00	225.00	225.00	297.00
631502 - OFFICE/COMPUTER - SERVICES	0.00	490.00	490.00	1,230.51	1,470.00	239.49	1,960.00
632000 - MANAGEMENT FEES	3,013.27	3,475.00	461.73	33,130.66	31,275.00	(1,855.66)	41,700.00
632500 - ANSWERING SERVICE	89.60	32.00	(57.60)	806.40	288.00	(518.40)	381.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	885.17	1,108.00	222.83	13,439.23	10,480.00	(2,959.23)	14,813.00
634000 - LEGAL EXPENSE	0.00	0.00	0.00	427.35	0.00	(427.35)	0.00
635000 - AUDIT EXPENSE	0.00	2,499.00	2,499.00	6,500.00	7,499.00	999.00	10,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	575.28	602.00	26.72	2,301.12	1,806.00	(495.12)	2,408.00
635400 - SOFTWARE LICENSE EXPENSE	38.30	0.00	(38.30)	4,303.53	4,200.00	(103.53)	4,200.00
636000 - TELEPHONE	227.06	210.25	(16.81)	1,963.49	1,892.25	(71.24)	2,523.00
636500 - CABLE TV / INTERNET EXPENSE	93.30	102.00	8.70	849.70	918.00	68.30	1,220.00
637000 - BAD DEBT EXPENSE	4,158.88	500.00	(3,658.88)	6,586.71	4,500.00	(2,086.71)	6,000.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	83.00	83.00	535.39	747.00	211.61	1,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,316.33	2,250.00	(66.33)	16,652.42	20,250.00	3,597.58	27,000.00
638400 - TRAINING EXPENSE	0.00	101.79	101.79	1,795.12	1,124.91	(670.21)	1,425.19
638500 - TRAVEL EXPENSE	0.00	75.04	75.04	761.48	675.36	(86.12)	900.00
639000 - MISC ADMINISTRATIVE EXPENSE	166.67	300.00	133.33	405.42	2,700.00	2,294.58	3,600.00
639002 - MISC ADMIN EXP - Consultant Fees	0.00	0.00	0.00	216.67	0.00	(216.67)	0.00
Total ADMINISTRATIVE EXPENSES	12,775.20	13,996.08	1,220.88	106,087.46	111,028.52	4,941.06	148,536.19
OPERATING EXPENSE							
641900 - UNIFORMS EXPENSE	0.00	50.00	50.00	0.00	450.00	450.00	500.00
643000 - MAINTENANCE PAYROLL	2,167.61	3,295.00	1,127.39	17,867.19	31,301.00	13,433.81	44,367.00
643100 - JANITOR SUPPLIES	0.00	250.00	250.00	1,099.45	1,850.00	750.55	2,000.00
645000 - ELECTRICITY	357.15	500.00	142.85	2,374.62	4,500.00	2,125.38	6,000.00
645050 - ELECTRICITY - Vacant Unit	401.57	0.00	(401.57)	1,005.96	0.00	(1,005.96)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	0.00	0.00	0.00	(798.18)	0.00	798.18	0.00
645100 - WATER	3,550.84	2,500.00	(1,050.84)	24,480.89	22,500.00	(1,980.89)	30,000.00

Janies Garden II

Budget Operating Report

As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
645300 - SEWER	6,015.56	4,083.00	(1,932.56)	44,037.74	36,747.00	(7,290.74)	49,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	65.28	70.00	4.72	587.52	630.00	42.48	840.00
645551 - Vacant Unit Recovery Fees	0.00	0.00	0.00	20.09	0.00	(20.09)	0.00
646000 - EXTERMINATING	0.00	250.00	250.00	1,743.41	2,250.00	506.59	3,000.00
647000 - GARBAGE & RUBBISH REMOVAL	984.70	833.00	(151.70)	7,479.91	7,497.00	17.09	10,000.00
647100 - FIRE SERVICE FEE / REPAIRS	570.80	933.00	362.20	9,597.78	8,397.00	(1,200.78)	11,200.00
649000 - MISC OPERATING EXPENSE	789.51	83.00	(706.51)	789.51	747.00	(42.51)	1,000.00
TOTAL OPERATING EXPENSE	14,903.02	12,847.00	(2,056.02)	110,285.89	116,869.00	6,583.11	157,907.00
MAINTENANCE EXPENSE							
650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	561.78	747.00	185.22	1,000.00
652000 - GROUNDS	0.00	0.00	0.00	1,710.65	0.00	(1,710.65)	0.00
652001 - GROUNDS - Supplies	0.00	0.00	0.00	4.99	1,000.00	995.01	1,000.00
652002 - GROUNDS - Contract	0.00	1,498.50	1,498.50	13,050.00	13,486.50	436.50	18,000.00
653000 - EXTERIOR PAINTING / REPAIRS	0.00	263.00	263.00	4,202.46	5,367.00	1,164.54	6,906.00
653500 - CLEANING EXPENSE	0.00	40.00	40.00	622.02	360.00	(262.02)	480.00
654100 - REPAIRS - APPLIANCES	0.00	250.50	250.50	2,327.36	2,254.50	(72.86)	2,999.75
654200 - REPAIRS - CARPET & FLOORS	0.00	240.00	240.00	650.00	1,850.00	1,200.00	2,000.00
654300 - REPAIRS - CARPENTRY	840.00	357.00	(483.00)	5,827.77	4,641.00	(1,186.77)	5,000.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	10.90	0.00	(10.90)	0.00
654308 - REPAIRS - Locks	0.00	0.00	0.00	209.49	0.00	(209.49)	0.00
654400 - REPAIRS - ELECTRICAL	0.00	300.00	300.00	4,023.31	2,504.00	(1,519.31)	3,400.00
654600 - REPAIRS - PLUMBING	0.00	300.00	300.00	4,217.11	3,600.00	(617.11)	4,602.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	0.00	0.00	0.00	(12,570.58)	0.00	12,570.58	0.00
654800 - SERVICE CONTRACTS	0.00	0.00	0.00	351.55	0.00	(351.55)	0.00
655100 - REPAIRS - HVAC	607.84	637.50	29.66	14,481.14	8,685.00	(5,796.14)	9,000.00
656000 - DECORATING EXPENSE	0.00	715.92	715.92	4,138.65	4,049.28	(89.37)	5,000.04
657000 - MOTOR VEHICLE REPAIRS	0.00	100.00	100.00	100.82	900.00	799.18	1,200.00
658000 - MAIN EQUIPMENT REPAIR	0.00	42.00	42.00	0.00	378.00	378.00	500.00
658500 - SMALL TOOLS EXPENSE	0.00	42.00	42.00	820.00	458.00	(362.00)	500.00
659000 - MISC MAINTENANCE EXPENSE	0.00	83.00	83.00	215.82	747.00	531.18	1,000.00
TOTAL MAINTENANCE EXPENSE	1,447.84	4,952.42	3,504.58	44,955.24	51,027.28	6,072.04	62,587.79
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	10,210.41	10,241.00	30.59	96,539.77	92,169.00	(4,370.77)	122,892.00
TOTAL INTEREST EXPENSE	10,210.41	10,241.00	30.59	96,539.77	92,169.00	(4,370.77)	122,892.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	32,100.00
671100 - PAYROLL TAXES	292.19	477.00	184.81	3,329.93	5,291.00	1,961.07	7,172.00
672000 - INSURANCE EXPENSE	0.00	0.00	0.00	136,900.48	120,400.00	(16,500.48)	120,400.00
672100 - HEALTH INSURANCE	509.25	1,000.00	490.75	5,069.11	9,000.00	3,930.89	12,000.00
672200 - WORKERS COMP INSURANCE	75.17	138.00	62.83	691.88	1,309.00	617.12	1,852.00
672300 - LITIGATION SETTLEMENT	999.00	167.00	(832.00)	1,097.00	1,503.00	406.00	2,000.00
TOTAL TAXES & INSURANCE	1,875.61	1,782.00	(93.61)	147,088.40	137,503.00	(9,585.40)	175,524.00
OTHER EXPENSES							
687000 - AGENCY SERVICE FEE	297.71	325.00	27.29	2,685.00	2,925.00	240.00	3,900.00
687500 - TRUSTEE FEES	406.33	409.00	2.67	3,656.97	3,675.00	18.03	4,900.00
TOTAL OTHER EXPENSES	704.04	734.00	29.96	6,341.97	6,600.00	258.03	8,800.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	1,740.89	600.00	(1,140.89)	10,378.17	6,600.00	(3,778.17)	9,000.00
721102 - Flooring: Carpet & Tile	0.00	1,000.00	1,000.00	2,188.85	9,000.00	6,811.15	12,000.00
721105 - Water Heaters	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
721106 - HVAC Equipment	0.00	1,400.00	1,400.00	26,644.55	11,800.00	(14,844.55)	13,200.00
721109 - Siding / Bldg Ext Repairs	0.00	0.00	0.00	0.00	60,000.00	60,000.00	60,000.00
721111 - System Upgrades	0.00	2,500.00	2,500.00	0.00	17,500.00	17,500.00	20,000.00
721112 - Doors & Windows (Exterior)	0.00	0.00	0.00	725.58	1,650.00	924.42	1,650.00
TOTAL EQUIPMENT PURCHASES	1,740.89	5,500.00	3,759.11	39,937.15	107,550.00	67,612.85	116,850.00
TOTAL CORPORATE EXPENSES	44,826.02	50,463.50	5,637.48	555,723.89	626,965.80	71,241.91	798,462.98
NET PROFIT OR LOSS	21,205.36	10,758.17	10,447.19	36,087.47	(79,970.77)	116,058.24	(69,798.94)
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	2,666.67	2,675.00	8.33	24,000.03	24,075.00	74.97	32,100.00
790101 - R/E TAXE ESCROW WITHDRAWALS	0.00	0.00	0.00	0.00	0.00	0.00	(32,100.00)
790200 - PROPERTY INSURANCE ESC DEP	16,833.34	9,950.00	(6,883.34)	148,000.05	89,550.00	(58,450.05)	119,400.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(136,150.11)	(119,400.00)	16,750.11	(119,400.00)
791000 - PROV FOR REPLACEMENTS	1,700.00	1,700.00	0.00	15,300.00	15,300.00	0.00	20,400.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	(116,850.00)
793000 - PROV FOR MORT PRIN AMORT	2,500.00	2,083.00	(417.00)	20,000.01	18,747.00	(1,253.01)	25,000.00
TOTAL NON-OPERATING EXPENSES	23,700.01	16,408.00	(7,292.01)	71,149.98	28,272.00	(42,877.98)	(71,450.00)
NET CASH (+) / DEF (-)	(2,494.65)	(5,649.83)	3,155.18	(35,062.51)	(108,242.77)	73,180.26	1,651.06

Janies Garden II
Balance Sheet
September 30, 2023

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	7,577.30
CASH IN BANK- RECONCILIATION	(15,000.81)
CASH IN BANK - SECURITY DEPOSITS	40,172.30
Total Cash	33,148.79

Accounts Receivable

A/R - RESIDENTS	22,110.73
A/R - COMMERCIAL TENANTS	735.00
Voucher / PBV - Suspense	(2,365.00)
A/R - PBV SUBSIDY	3,381.00
A/R - VOUCHER SUBSIDY	2,797.00
DUE FROM PARTNERS	200.00
GRANT RECEIVABLE	4,797.68
EXCHANGE	(854.00)
NEW RESIDENT - RENT & SEC DEP PAYMENTS	84.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(8,955.95)
Total Accounts Receivable	21,930.46

Deposits & Escrows

DEBT SERVICE RESERVE FUND	168,547.21
REAL ESTATE TAX ESCROW	40,053.54
PROPERTY & LIABILITY INSURANCE ESCROW	108,681.83
RESERVE FOR REPLACEMENTS	138,857.52
ESCROWS - OTHER	93,259.94
OPERATING RESERVE FUND	92,106.90
Total Deposits & Escrows	641,506.94

Other Current Assets

PREPAID PROPERTY INSURANCE	22,729.00
MISC PREPAID EXPENSE	96.75
Total Other Current Assets	22,825.75

Total Current Assets 719,411.94

Fixed Assets

LAND	150,000.00
BUILDINGS	11,257,899.91

Depreciation & Amortization

ACC DEPR BUILDINGS	(5,320,841.00)
Total Depreciation & Amortization	(5,320,841.00)

Total Fixed Assets 6,087,058.91

Other Assets

DEPOSITS - RECEIVABLE	4,449.84
START-UP COSTS	53,000.00
LIHTC FEE	141,101.64
ACCUM. AMORT. - LIHTC MONITORING FEE	(112,783.00)
ACC - AMORT FINANCING FEES (Old)	(71,843.00)
RAR ADJ - ACCUM AMORTIZATION	(53,000.00)

Janies Garden II
Balance Sheet
September 30, 2023

Total Other Assets	<u>(39,074.52)</u>
Total Assets	<u>6,767,396.33</u>

Janies Garden II
Balance Sheet
September 30, 2023

Liabilities & Equity

Liabilities

Current Liabilities

DEVELOPMENT FEE PAYABLE	2,221.00
ACCOUNTS PAYABLE	55,648.44
ACCRUED INTEREST PAYABLE - 3RD MORTG.	38,763.76
ACCRUED EXPENSE	7,866.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	1,756.66

Total Current Liabilities	106,255.86
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Other Current Liabilities

SECURITY DEPOSIT LIABILITY	38,062.87
SECURITY DEP INT LIABILITY	352.77
PREPAID RENTS	23,713.28

Total Other Current Liabilities	62,128.92
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Long Term Liabilities

DEFERRED FINANCING FEES	(239,467.00)
1ST MORTGAGE PAYABLE	1,675,000.79
SECOND MORTGAGE PAYABLE (Old)	6,743,500.00
OTHER MORTGAGE PAYABLE (Old)	300,000.00

Total Long Term Liabilities	8,479,033.79
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Total Liabilities	8,647,418.57
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Equity

Retained Earnings	(1,916,109.71)
Current Net Income	36,087.47

Total Equity	(1,880,022.24)
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Total Liabilities & Equity	6,767,396.33
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Janies Garden III Budget Operating Report As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	37,332.00	80,000.00	(42,668.00)	335,094.00	720,000.00	(384,906.00)	960,000.00
512001 - APARTMENT RENT- TENANT ACC ONLY	1,499.00	0.00	1,499.00	19,568.00	0.00	19,568.00	0.00
512100 - SUBSIDY REVENUE	63,330.00	0.00	63,330.00	536,931.00	0.00	536,931.00	0.00
TOTAL RENT INCOME	102,161.00	80,000.00	22,161.00	891,593.00	720,000.00	171,593.00	960,000.00
VACANCIES							
522000 - VACANCIES - TENANT	(7,882.00)	(2,000.00)	(5,882.00)	(54,451.00)	(18,000.00)	(36,451.00)	(24,000.00)
TOTAL VACANCIES	(7,882.00)	(2,000.00)	(5,882.00)	(54,451.00)	(18,000.00)	(36,451.00)	(24,000.00)
NET RENTAL INCOME	94,279.00	78,000.00	16,279.00	837,142.00	702,000.00	135,142.00	936,000.00
SERVICES INCOME							
531000 - COIN OPERATIONS	0.00	42.00	(42.00)	0.00	378.00	(378.00)	500.00
533000 - TENANT APPLICATION FEE	60.00	42.00	18.00	240.00	378.00	(138.00)	500.00
TOTAL SERVICES INCOME	60.00	84.00	(24.00)	240.00	756.00	(516.00)	1,000.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	0.00	0.00	0.00	29.28	0.00	29.28	0.00
541300 - INT INC - AFFORDABILITY RESERVE	519.84	0.00	519.84	945.61	0.00	945.61	0.00
541400 - INT INC - OPERATING RESERVE	1,030.92	0.00	1,030.92	2,186.17	0.00	2,186.17	0.00
TOTAL FINANCIAL INCOME	1,550.76	0.00	1,550.76	3,161.06	0.00	3,161.06	0.00
OTHER INCOME							
591000 - SECURITY DEPOSIT FORFEITURE	0.00	0.00	0.00	788.20	0.00	788.20	0.00
592500 - LATE CHARGES	1,400.00	350.00	1,050.00	10,055.00	3,150.00	6,905.00	4,200.00
593600 - LEGAL INCOME	0.00	0.00	0.00	766.00	0.00	766.00	0.00
593900 - DAMAGES	130.00	167.00	(37.00)	2,836.00	1,503.00	1,333.00	2,000.00
598200 - RENT CONCESSIONS	0.00	0.00	0.00	(397.00)	0.00	(397.00)	0.00
TOTAL OTHER INCOME	1,530.00	517.00	1,013.00	14,048.20	4,653.00	9,395.20	6,200.00
TOTAL INCOME	97,419.76	78,601.00	18,818.76	854,591.26	707,409.00	147,182.26	943,200.00
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	0.00	63.00	63.00	636.36	567.00	(69.36)	754.50
622500 - CREDIT REPORTS	0.00	42.00	42.00	77.52	378.00	300.48	506.00
624500 - INSPECTION FEES	0.00	83.00	83.00	0.00	747.00	747.00	1,000.00
625500 - EVICTION EXPENSE	1,134.66	501.00	(633.66)	4,507.01	4,509.00	1.99	6,000.00
TOTAL RENTING EXPENSES	1,134.66	689.00	(445.66)	5,220.89	6,201.00	980.11	8,260.50
ADMINISTRATIVE EXPENSES							
631000 - OFFICE PAYROLL	1,022.54	1,859.00	836.46	12,239.17	17,662.00	5,422.83	25,046.00
631100 - OFFICE EXPENSE	125.17	466.00	340.83	2,007.62	4,194.00	2,186.38	5,596.00
631101 - OFFICE SUPPLIES	0.00	0.00	0.00	100.62	0.00	(100.62)	0.00
631105 - POSTAGE & COURIER EXPENSE	159.29	0.00	(159.29)	159.29	0.00	(159.29)	0.00
631111 - BANK CHARGES	0.00	50.00	50.00	392.64	850.00	457.36	1,000.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	50.00	50.00	0.00	354.00	354.00	500.00
631502 - OFFICE/COMPUTER - SERVICES	0.00	875.00	875.00	1,302.89	2,625.00	1,322.11	3,500.00
632000 - MANAGEMENT FEES	6,770.01	4,600.00	(2,170.01)	59,995.00	41,400.00	(18,595.00)	55,200.00
632500 - ANSWERING SERVICE	0.00	29.00	29.00	0.00	261.00	261.00	350.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	944.19	1,181.00	236.81	11,835.17	11,172.00	(663.17)	15,792.00
634000 - LEGAL EXPENSE	0.00	0.00	0.00	1,423.35	0.00	(1,423.35)	0.00
634200 - TAX CREDIT COMPLIANCE/MONITORING FEE	0.00	507.00	507.00	0.00	1,523.00	1,523.00	2,030.00
635000 - AUDIT EXPENSE	0.00	2,500.00	2,500.00	7,550.00	7,500.00	(50.00)	10,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	609.12	610.00	0.88	1,827.36	1,830.00	2.64	2,440.00
635400 - SOFTWARE LICENSE EXPENSE	42.63	0.00	(42.63)	4,545.19	4,500.00	(45.19)	4,500.00
636000 - TELEPHONE	242.18	183.00	(59.18)	2,094.31	1,647.00	(447.31)	2,200.00
636500 - CABLE TV / INTERNET EXPENSE	318.52	313.20	(5.32)	2,856.87	2,818.80	(38.07)	3,758.40
637000 - BAD DEBT EXPENSE	0.00	2,000.00	2,000.00	8,705.58	18,000.00	9,294.42	23,996.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	72.00	72.00	618.84	863.00	244.16	1,002.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,462.34	2,373.00	(89.34)	17,747.42	21,357.00	3,609.58	28,476.00
638400 - TRAINING EXPENSE	0.00	250.00	250.00	1,857.50	2,250.00	392.50	3,000.00
638500 - TRAVEL EXPENSE	0.00	250.00	250.00	787.45	2,250.00	1,462.55	3,000.00
639000 - MISC ADMINISTRATIVE EXPENSE	166.66	133.00	(33.66)	405.41	1,197.00	791.59	1,600.00
639002 - MISC ADMIN EXP - Consultant Fees	0.00	0.00	0.00	216.66	0.00	(216.66)	0.00
Total ADMINISTRATIVE EXPENSES	12,862.65	18,301.20	5,438.55	138,668.34	144,253.80	5,585.46	192,986.40
OPERATING EXPENSE							
641900 - UNIFORMS EXPENSE	0.00	33.00	33.00	0.00	297.00	297.00	400.00
643000 - MAINTENANCE PAYROLL	2,312.10	3,463.00	1,150.90	19,914.51	32,900.00	12,985.49	46,654.00
643100 - JANITOR SUPPLIES	0.00	166.00	166.00	1,832.96	1,494.00	(338.96)	1,997.00
645000 - ELECTRICITY	1,158.47	986.00	(172.47)	9,199.50	8,874.00	(325.50)	11,840.00
645050 - ELECTRICITY - Vacant Unit	236.71	0.00	(236.71)	4,000.85	0.00	(4,000.85)	0.00

Janies Garden III Budget Operating Report As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
645051 - ELECTRICITY - Vacant Unit Recovery	0.00	0.00	0.00	(1,024.41)	0.00	1,024.41	0.00
645100 - WATER	4,000.90	2,700.00	(1,300.90)	29,457.72	24,300.00	(5,157.72)	32,400.00
645300 - SEWER	6,395.89	4,000.00	(2,395.89)	44,905.21	36,000.00	(8,905.21)	48,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	0.00	72.00	72.00	552.96	648.00	95.04	864.00
645551 - Vacant Unit Recovery Fees	0.00	0.00	0.00	214.07	0.00	(214.07)	0.00
646000 - EXTERMINATING	0.00	500.00	500.00	1,998.96	4,500.00	2,501.04	6,000.00
647000 - GARBAGE & RUBBISH REMOVAL	336.73	999.60	662.87	1,299.20	8,996.40	7,697.20	12,000.00
647050 - GARBAGE & RUBBISH REMOVAL - Vacant Unit	487.68	0.00	(487.68)	4,052.72	0.00	(4,052.72)	0.00
647100 - FIRE SERVICE FEE / REPAIRS	409.88	2,266.55	1,856.67	11,874.69	7,528.95	(4,345.74)	10,000.00
649000 - MISC OPERATING EXPENSE	789.52	250.00	(539.52)	1,849.52	2,250.00	400.48	3,000.00
TOTAL OPERATING EXPENSE	16,127.88	15,436.15	(691.73)	130,128.46	127,788.35	(2,340.11)	173,155.00
MAINTENANCE EXPENSE							
650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	482.68	747.00	264.32	996.00
652000 - GROUNDS	0.00	0.00	0.00	(130.47)	0.00	130.47	0.00
652001 - GROUNDS - Supplies	0.00	0.00	0.00	1,754.99	3,500.00	1,745.01	3,500.00
652002 - GROUNDS - Contract	0.00	2,125.65	2,125.65	13,635.00	15,800.85	2,165.85	20,499.80
653000 - EXTERIOR PAINTING / REPAIRS	82.50	150.00	67.50	4,997.12	1,350.00	(3,647.12)	1,800.00
653500 - CLEANING EXPENSE	0.00	1,000.00	1,000.00	4,589.33	5,000.00	410.67	5,000.00
654100 - REPAIRS - APPLIANCES	0.00	300.00	300.00	2,745.76	2,775.00	29.24	3,750.00
654200 - REPAIRS - CARPET & FLOORS	0.00	150.00	150.00	200.00	1,350.00	1,150.00	1,800.00
654300 - REPAIRS - CARPENTRY	157.16	450.00	292.84	9,311.60	3,890.00	(5,421.60)	5,000.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	10.88	0.00	(10.88)	0.00
654308 - REPAIRS - Locks	0.00	0.00	0.00	221.81	0.00	(221.81)	0.00
654400 - REPAIRS - ELECTRICAL	0.00	683.00	683.00	2,552.84	4,197.00	1,644.16	4,996.00
654600 - REPAIRS - PLUMBING	316.83	550.00	233.17	5,072.75	4,950.00	(122.75)	6,000.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	0.00	0.00	0.00	(166,558.66)	0.00	166,558.66	0.00
654800 - SERVICE CONTRACTS	0.00	150.00	150.00	430.27	1,350.00	919.73	1,800.00
655100 - REPAIRS - HVAC	2,177.53	670.00	(1,507.53)	14,501.30	6,030.00	(8,471.30)	8,000.00
656000 - DECORATING EXPENSE	0.00	1,830.00	1,830.00	8,956.95	7,686.00	(1,270.95)	8,800.00
657000 - MOTOR VEHICLE REPAIRS	0.00	125.00	125.00	100.78	1,125.00	1,024.22	1,506.00
658000 - MAIN EQUIPMENT REPAIR	0.00	500.00	500.00	0.00	1,000.00	1,000.00	1,000.00
658500 - SMALL TOOLS EXPENSE	0.00	30.00	30.00	1,166.95	1,270.00	103.05	1,300.00
659000 - MISC MAINTENANCE EXPENSE	0.00	200.00	200.00	260.67	1,800.00	1,539.33	2,000.00
TOTAL MAINTENANCE EXPENSE	2,734.02	8,996.65	6,262.63	(95,697.45)	63,820.85	159,518.30	77,747.80
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	6,480.04	6,480.00	(0.04)	57,484.95	57,485.00	0.05	76,473.00
TOTAL INTEREST EXPENSE	6,480.04	6,480.00	(0.04)	57,484.95	57,485.00	0.05	76,473.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	33,000.00
671100 - PAYROLL TAXES	310.92	504.00	193.08	3,540.43	5,601.00	2,060.57	7,597.00
672000 - INSURANCE EXPENSE	0.00	0.00	0.00	211,460.85	140,600.00	(70,860.85)	140,600.00
672100 - HEALTH INSURANCE	540.64	1,000.00	459.36	5,385.12	9,000.00	3,614.88	12,000.00
672200 - WORKERS COMP INSURANCE	81.37	143.00	61.63	737.89	1,359.00	621.11	1,929.00
TOTAL TAXES & INSURANCE	932.93	1,647.00	714.07	221,124.29	156,560.00	(64,564.29)	195,126.00
OTHER EXPENSES							
723100 - INCENTIVE MANAGEMENT FEE	0.00	0.00	0.00	8,773.16	0.00	(8,773.16)	0.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	8,773.16	0.00	(8,773.16)	0.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	0.00	0.00	0.00	10,664.56	5,500.00	(5,164.56)	6,500.00
721102 - Flooring: Carpet & Tile	0.00	0.00	0.00	6,499.38	2,000.00	(4,499.38)	2,000.00
721104 - Tubs & Surrounds	0.00	0.00	0.00	1,100.00	0.00	(1,100.00)	0.00
721105 - Water Heaters	0.00	500.00	500.00	0.00	1,000.00	1,000.00	1,000.00
721106 - HVAC Equipment	0.00	0.00	0.00	27,850.94	7,200.00	(20,650.94)	7,200.00
721109 - Siding / Bldg Ext Repairs	0.00	0.00	0.00	2,074.96	30,000.00	27,925.04	30,000.00
721111 - System Upgrades	0.00	0.00	0.00	0.00	10,000.00	10,000.00	20,000.00
721112 - Doors & Windows (Exterior)	0.00	0.00	0.00	722.20	1,300.00	577.80	1,300.00
721199 - OTHER	0.00	0.00	0.00	722.25	0.00	(722.25)	0.00
TOTAL EQUIPMENT PURCHASES	0.00	500.00	500.00	49,634.29	57,000.00	7,365.71	68,000.00
TOTAL CORPORATE EXPENSES	40,272.18	52,050.00	11,777.82	515,336.93	613,109.00	97,772.07	791,748.70
NET PROFIT OR LOSS	57,147.58	26,551.00	30,596.58	339,254.33	94,300.00	244,954.33	151,451.30
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	2,802.21	2,750.00	(52.21)	27,208.57	24,750.00	(2,458.57)	33,000.00
790101 - R/E TAXE ESCROW WITHDRAWALS	0.00	0.00	0.00	0.00	0.00	0.00	(33,000.00)
790200 - PROPERTY INSURANCE ESC DEP	10,401.91	11,625.00	1,223.09	146,653.92	104,625.00	(42,028.92)	139,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(210,662.07)	(139,500.00)	71,162.07	(139,500.00)
791000 - PROV FOR REPLACEMENTS	2,086.69	2,087.00	0.31	18,780.21	18,783.00	2.79	25,230.00
793000 - PROV FOR MORT PRIN AMORT	1,031.55	1,032.00	0.45	10,119.36	10,120.00	0.64	13,667.00
TOTAL NON-OPERATING EXPENSES	16,322.36	17,494.00	1,171.64	(7,900.01)	18,778.00	26,678.01	38,897.00

Janies Garden III

Budget Operating Report

As of September 30, 2023

	Month Ending 09/30/2023			01/01/2023 Through 09/30/2023			Year Ending 12/31/2023
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
NET CASH (+) / DEF (-)	40,825.22	9,057.00	31,768.22	347,154.34	75,522.00	271,632.34	112,554.30

Janies Garden III
Balance Sheet
September 30, 2023

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	398,153.38
CASH IN BANK - DEVELOPMENT	129,949.18
CASH IN BANK - SECURITY DEPOSITS	50,177.67
Total Cash	578,680.23

Accounts Receivable

A/R - RESIDENTS	15,682.88
A/R - RESIDENTS - ACC UNITS	269.00
Voucher / PBV - Suspense	(6,341.00)
A/R - PBV SUBSIDY	6,815.00
A/R - VOUCHER SUBSIDY	3,041.00
A/R - ACC SUBSIDY	15,148.65
DUE FROM PARTNERS	100.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(8,909.24)
Total Accounts Receivable	25,806.29

Deposits & Escrows

REAL ESTATE TAX ESCROW	30,824.34
PROPERTY & LIABILITY INSURANCE ESCROW	(4,416.10)
RESERVE FOR REPLACEMENTS	119,400.08
ESCROWS - OTHER	280,609.60
OPERATING RESERVE FUND	25,058.61
AFFORDABILITY RESERVE	147,799.17
Total Deposits & Escrows	599,275.70

Other Current Assets

PREPAID PROPERTY INSURANCE	28,239.00
Total Other Current Assets	28,239.00

Total Current Assets

1,232,001.22

Fixed Assets

LAND	550,000.00
BUILDINGS	10,961,370.79
MISC FIXED ASSETS	10,861.00

Depreciation & Amortization

ACC DEPR BUILDINGS	(3,068,654.00)
ACC DEPR - MISC FIXED ASSETS	(10,235.00)
Total Depreciation & Amortization	(3,078,889.00)

Total Fixed Assets

8,443,342.79

Other Assets

DEPOSITS - RECEIVABLE	3,304.64
START-UP COSTS	46,000.00
LIHTC FEE	349,236.00
ACCUM. AMORT. - LIHTC MONITORING FEE	(155,598.00)
ACC - AMORT FINANCING FEES (Old)	(39,803.00)
RAR ADJ - ACCUM AMORTIZATION	(46,000.00)
Total Other Assets	157,139.64

Janies Garden III
Balance Sheet
September 30, 2023

Total Assets

9,832,483.65

Janies Garden III

Balance Sheet

September 30, 2023

Liabilities & Equity

Liabilities

Current Liabilities

ACCOUNTS PAYABLE	7,596.82
ACTS PAY - RES EXCESS HSING ASST P	58.00
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	768,009.44
ACCRUED INTEREST PAYABLE - 2ND MORTG.	6,528.00
ACCRUED EXPENSE	7,016.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	1,406.24

Total Current Liabilities 790,614.50

Other Current Liabilities

SECURITY DEPOSIT LIABILITY	46,589.00
SECURITY DEP INT LIABILITY	369.34
PREPAID RENTS	14,420.44

Total Other Current Liabilities 61,378.78

Long Term Liabilities

DEFERRED FINANCING FEES	(134,334.82)
1ST MORTGAGE PAYABLE	1,232,609.21
2ND MORTGAGE PAYABLE	2,815,931.00

Total Long Term Liabilities 3,914,205.39

Total Liabilities 4,766,198.67

Equity

Retained Earnings	4,727,055.32
Current Net Income	339,229.66

Total Equity 5,066,284.98

Total Liabilities & Equity 9,832,483.65



Sarasota Housing Authority (SHA)
269 South Osprey Avenue
Sarasota, FL 34236

Development Committee
Zoom Meeting
September 19, 2023
4:30 P.M.

I. CALL TO ORDER: The Development Committee meeting was called to order at 4:32 pm.

II. ROLL CALL

Commissioners Present: Jack Meredith, Mark Vengroff, Ernestine Taylor and John Colón
(in at 4:52 pm)

Committee Members Not Present: Duane Finger (Out of Town)

SHA Personnel/Development Partners/General Attendees: William Russell, Andrea Keddell, Lance Clayton and Joe Chambers

III. CYPRESS SQUARE (COURTS-PHASE I)

- Mr. Chambers provided an update on redevelopment progress. They are working to get Temporary Certificate of Occupancy (TCO) by December 17, 2023. This may not be optimal, since it won't provide much time to get the building occupied before the end of the year. This is needed for Tax Credit purposes. The hope is to occupy in phases to assist in moving it along.

IV. MCCOWN TOWER

- Mr. Chambers provided an update on redevelopment progress. Working to complete Phase III and they are now moving on to Phase IV. The plan is to complete 75 units this year and to finish all units by the 1st quarter of next year. It takes approximately 3-4 months to turn the units. Estimated completion is February 2024.
- Discussion took place on the solar panel options. Commissioner Meredith expressed that this should be a goal for all upcoming projects and not just an afterthought.
- It was reported that ME&S Contractors are performing well on the project.

V. LOFTS ON LEMON (PHASE II)

- Mr. Chambers reported that Lofts on Lemon Phase I closed on its perm loan conversion.
- Phase II is moving along. Funding was awarded from the FHFC about 3 weeks ago. However, they're still looking at any remaining options to fill the funding gap.
- Discussion took place on building height (i.e., 7 stories, 8 stories), parking and the possibility of adding phases after this one is completed. Mr. Chambers can look at feasibility options for parking ratio per unit and will report back to the board.
- It was reported that the project really needs to be moving along by the end of 2024 and that the deadline for spending is at the end of 2025. Mr. Russell added that the County's deadline for spending is actually the end of 2025.

- Electric vehicle charging stations were discussed and requested to be added to the plans.
- Discussion took place on the possibilities for rooftop amenities for resident or 3rd party use. A 3rd party venture would need a dedicated stairwell or elevator added to the plans.

VI. CYPRESS SQUARE II

- Mr. Chambers reported that SHA hasn't formally been awarded funds yet by FHFC. The applications are still in litigation. Then it will need to go to FHFC Board for approval. The target would be to close by March 2024.

VII. COMP PLAN AMENDMENTS

- Mr. Russell reported SHA is waiting to hear back from the city and then it will need to go before the planning board and City Commission.

VIII. MISCELLANEOUS

- Commissioner Meredith inquired about the 22nd Street Project. Mr. Russell reported a Request for Proposal (RFP) has been put out for submission and is due next week for Construction Management services. Currently reported to have 4 interested firms and the possibility of 6 submissions. Commissioner Meredith expressed an interest in participating in the evaluation process.
- Commissioner Meredith inquired about CBDG Disaster Relief funds and if SHA is able to receive any of these funds? Mr. Russell stated that it's not possible for Lofts on Lemon II due to the height. But he stated that they can look to get it for Cypress Square and Central Gardens/22nd Street.
- Discussion took place about the logistics of SHA expanding its reach to outer parts of the county and that the fact that SHA has its affiliate, SHFC, to utilize for this purpose.

IX. ADJOURNMENT

The Development Committee meeting was adjourned at 5:15 pm.

HOUSING CHOICE VOUCHER MONTHLY BOARD REPORT

HAP Utilization YTD

All HAP Funds 94%

Annual ABA only 107%

Leasing Update

	January	February	March	April	May	June	July	August	September	October	November	December
Homeownership	26	26	27	26	27	27	28	28	28			
Family Unification Program	37	37	34	34	32	34	34	36	39			
Port out vouchers that belong to us	19	19	23	21	21	20	24	22	21			
Veterans Supportive Vouchers Housed	165	163	162	161	163	165	173	170	173			
Tenant Protection Vouchers	82	80	80	80	80	81	79	78	76			
Regular Vouchers leased up	1058	1069	1078	1093	1084	1087	1082	1087	1080			
Project Based Vouchers	252	263	266	279	298	289	294	294	294			
Mainstream	68	72	77	77	77	87	93	103	107			
Emergency Housing Vouchers	49	51	49	53	52	53	53	55	53			
City Homeless Preference	33	33	33	33	35	35	37	37	37			
YMCA Homeless Preference	11	11	11	11	11	11	11	11	11			
Total Vouchers Leased first of month	1800	1824	1840	1868	1880	1889	1908	1921	1919	0	0	0

Port In vouchers that we administer for other agencies

1	1	1	1	5	7	10	1
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Total vouchers issued and not leased up

128	158	153	167	151	133	117	128
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Homeless Preference Report

	YMCA	CITY
Number of Vouchers Approved	15	60
Number of Vouchers Leased	11	37
Number of Referrals pending approval	0	0
Number of Referrals looking for units	4	0
Number of Empty Slots without a Referral	4	23

Report Instructions: Run VMS Summary Rpt

Sarasota Housing Authority

HUD - 50072: PHAS Management Operation Certification

Program: Towers LIHTC Project: Towers LIHTC Date From: 04/01/2023 Through: 09/30/2023

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	1342
V12500	Total number of vacancy days exempted for Capital Fund.	0
V12600	Total number of vacancy days exempted for Other.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	25
V12800	Average number of calendar days units were in downtime.	0.00
V12900	Average number of calendar days units were in make ready time	0.00
V13000	Average number of calendar days units were in lease up time.	53.68
V13100	Average unit turnaround days.	53.68

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	98
W10100	Total number of emergency work orders completed / abated within 24 hours.	98
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

Sub Indicator # 3: Work Order (Non-Emergency)

Code	Description	Result
W10500	Total number of non-emergency work orders.	506
W10600	Total number of calendar days it took to complete non-emergency work orders.	791
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	0.00
W10800	Average completion days.	1.56

Totals for Towers LIHTC Rent: \$23,099.88 Paid: \$23,099.88 (100%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: Annex Project: Annex Date From: 04/01/2023 Through: 09/30/2023

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	27
V12500	Total number of vacancy days exempted for Capital Fund.	0
V12600	Total number of vacancy days exempted for Other.	140
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	7
V12800	Average number of calendar days units were in downtime.	0.00
V12900	Average number of calendar days units were in make ready time	3.29
V13000	Average number of calendar days units were in lease up time.	0.57
V13100	Average unit turnaround days.	3.86

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	53
W10100	Total number of emergency work orders completed / abated within 24 hours.	53
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

Sub Indicator # 3: Work Order (Non-Emergency)

Code	Description	Result
W10500	Total number of non-emergency work orders.	294
W10600	Total number of calendar days it took to complete non-emergency work orders.	512
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	0.00
W10800	Average completion days.	1.74

Totals for Annex Rent: \$24,277.00 Paid: \$23,548.92 (97.0%)

Sarasota Housing Authority

HUD - 50072: PHAS Management Operation Certification

Program: Bertha Mitchell Project: Bertha Mitchell Date From: 04/01/2023 Through: 09/30/2023

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	550
V12500	Total number of vacancy days exempted for Capital Fund.	758
V12600	Total number of vacancy days exempted for Other.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	14
V12800	Average number of calendar days units were in downtime.	3.79
V12900	Average number of calendar days units were in make ready time	27.00
V13000	Average number of calendar days units were in lease up time.	8.50
V13100	Average unit turnaround days.	39.29

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	186
W10100	Total number of emergency work orders completed / abated within 24 hours.	186
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

Sub Indicator # 3: Work Order (Non-Emergency)

Code	Description	Result
W10500	Total number of non-emergency work orders.	342
W10600	Total number of calendar days it took to complete non-emergency work orders.	426
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	0.00
W10800	Average completion days.	1.25

Totals for Bertha Mitchell Rent: \$30,489.00 Paid: \$28,770.00 (94.4%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: SVC Project: SVC Courts Date From: 04/01/2023 Through: 09/30/2023

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	387
V12500	Total number of vacancy days exempted for Capital Fund.	0
V12600	Total number of vacancy days exempted for Other.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	4
V12800	Average number of calendar days units were in downtime.	58.00
V12900	Average number of calendar days units were in make ready time	16.75
V13000	Average number of calendar days units were in lease up time.	22.00
V13100	Average unit turnaround days.	96.75

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	65
W10100	Total number of emergency work orders completed / abated within 24 hours.	65
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

Sub Indicator # 3: Work Order (Non-Emergency)

Code	Description	Result
W10500	Total number of non-emergency work orders.	180
W10600	Total number of calendar days it took to complete non-emergency work orders.	257
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	0.00
W10800	Average completion days.	1.43

Totals for SVC Courts Rent: \$16,532.83 Paid: \$14,811.83 (89.6%)

Resident Characteristics Report

As of September 30, 2023

Program type : **Public Housing**

Level of Information : **State**

Effective Dates Included : **June 01, 2022** through **September 30, 2023**



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NOTE: Percentages in each area may not total 100 percent due to rounding.

Units Information

State	ACC Units	50058 Required	50058 Received
US	912,765	753,186	709,813
FL	25,063	20,746	18,996

Income Information

Distribution of Average Annual Income as a % of 50058 Received

State	Extremely Low Income, Below 30% of Median		Very Low Income, 50% of Median		Low Income, 80% of Median		Above Low Income, 81%+ of the Median		Geo-Coded Income Data Not Available In PIC Data Systems	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
US	362,765	50	177,400	25	98,710	14	56,556	8	23,261	3
FL	10,952	54	4,566	23	2,764	14	1,303	6	576	3

Average Annual Income (\$)

State	Average Annual Income
US	17,897
FL	17,896

Distribution of Annual Income as a % of 50058 Received

State	\$ 0	\$1 - \$5,000	\$5,000 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
US	6	10	9	32	12	8	21
FL	3	9	9	37	12	8	22

Distribution of Source of Income as a % of 50058 Received ** Some families have multiple sources of income **

State	With any wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With No Income
US	33	30	56	20	2
FL	35	36	60	21	2

TTP/Family Type Information

Distribution of Total Tenant Payment as a % of 50058 Received

State	\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
US	0	4	8	4	6	36	15	27
FL	0	0	7	4	6	40	14	28

Average Monthly TTP (\$)

State	Average Monthly TTP
US	430
FL	428

Distribution of Family Type as a % of 50058 Received

State	Elderly, No Children, Non-Disabled		Elderly, with Children, Non-Disabled		Non-elderly, No Children, Non-Disabled		Non-elderly, with Children, Non-Disabled		Elderly, No Children, Disabled		Elderly, with Children, Disabled		Non-elderly, No Children, Disabled		Non-elderly, with Children, Disabled		Female Headed Household with Children	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
US	120,788	17	4,726	1	109,754	15	210,608	29	132,410	18	5,095	1	105,879	15	29,432	4	227,570	32
FL	3,255	16	150	1	2,174	11	7,170	36	4,328	21	147	1	2,053	10	884	4	7,854	39

Average TTP by Family Type (\$)

State	Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-elderly, No Children, Non-Disabled	Non-elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-elderly, No Children, Disabled	Non-elderly, with Children, Disabled	Female Headed Household with Children
US	462	709	480	429	393	621	358	478	426
FL	395	677	522	474	344	548	356	458	471

Family Race/Ethnicity Information***Distribution by Head of Household's Race as a % of 50058 Received***

State	White Only	Black/African American Only	American Indian Or Alaska Native Only	Asian Only	Native Hawaiiin/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
US	52	43	1	2	1	0	1	0	1
FL	37	61	0	0	0	0	0	0	0

Distribution by Head of Household's Ethnicity as a % of 50058 Received

State	Hispanic or Latino	Non - Hispanic or Latino
US	26	74
FL	25	75

Household Information

Distribution by Household Members Age as a % of Total Number of Household Members

State	0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
US	155,149	11	356,950	24	495,694	34	160,792	11	257,275	18	32,445	2
FL	5,313	12	13,974	30	14,379	31	3,601	8	7,700	17	1,158	3

Distribution by Household Size as a % of 50058 Received

State	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons	9 persons	10+ persons
US	51	21	14	8	4	2	1	0	0	0
FL	44	21	14	11	5	3	1	0	0	0

Total Household Members and Average Household Size

State	Total Number of Household Members	Average Household Size	Total Number of Households
US	1,458,266	2	718,692
FL	46,125	2.3	20,161

Distribution by Number of Bedrooms as a % of 50058 Received

State	0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
US	6	35	31	23	5	1
FL	12	28	28	25	6	1

Length of Stay Information

Distribution by Length of Stay as a % of 50058 Received (currently assisted families)

State	Less than 1 year		1 to 2 years		2 to 5 years		5 to 10 years		10 to 20 years		Over 20 years	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
US	121,777	17	54,637	8	130,809	18	140,871	20	142,592	20	128,006	18
FL	3,257	16	1,541	8	4,271	21	4,897	24	4,212	21	1,983	10

Janie's Garden Occupancy Report-2023

Month-End: September 2023

	Phase I					
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (26)	25	1	19	26	0	96%
LIHTC (41)	38	2	14	10		95%
PBV - None						
Market (19)	18	1	12	4		94%
Total (86)	81	4	45	40	0	95%

	Phase II					
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (21)	18	0	28	21	0	100%
LIHTC (33)	30	3	0	7	0	90%
PBV (14)	14	2	0	14	0	
Market(0)						
Total (68)	62	5	28	42	0	92%

	Phase III					
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
PBV/TPV (26)	24	2	19	0	0	92%
LIHTC (18)	15	3	24	9		80%
PBV (40)	13	1		14		92%
Market (14)	13	1	14	1		92%
Total (72)	65	7	57	24	0	89%

PH 3: Units in phase three were left in terrible condition, maintenance is working on these specific units as they can but it is taking longer. All vacancies are preleased with expected move in dates of October- Mid November.

UNIT TURNAROUND TIME (Average # of Days/Per Month/Per Unit) - 2023-24

Total Number of Vacant Days Per Month

	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	YTD	YTD-Ave
SARASOTA HOUSING AUTHORITY													#Units	Per Month
McCown Towers (LIHTC)	5	-	951	246	140	-							25	53.68
Annex	-	24	1	2	-	-							7	3.86
Bertha Mitchell	364	-	57	71	56	2							14	39.29
Courts (SVC-PBV)	189	-	129	-	32	37							4	96.75
SARASOTA HOUSING FUNDING CORPORATION														
King Stone	-	187	-	61	-	-							2	124.00
Diamond Oaks	-	-	-	-	-	-							-	-
Flint River	-	-	-	-	-	-							-	-
Homes	-	-	-	-	-	-							-	-

(-) = 0

WAIT LIST REPORT - FY 2023-24

Number on List/Open or Closed

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
McCown Towers (LIHTC)	Closed	Closed	Closed	Closed	Closed	Closed						
	156	154	139	90	85	71						
Annex	Closed	Closed	Closed	Closed	Closed	Closed						
	129	126	114	72	68	58						
Courts/Bertha Mitchell (SVC-PBV)	Closed	Closed	Closed	Closed	Closed	Closed						
	440	440	438	432	425	419						
King Stone	Closed	Closed	Closed	Closed	Closed	Closed						
	1196	1194	1194	1194	1194	1195						
Diamond Oaks	Closed	Closed	Closed	Closed	Closed	Closed						
	456	456	456	456	456	61						
Flint River	Closed	Closed	Closed	Closed	Closed	Closed						
	590	590	84	84	84	84						
Homes	Closed	Closed	Closed	Closed	Closed	Closed						
	67	67	67	67	67	11						
HCV/Section 8	Closed	Closed	Closed	Closed	Closed	Closed						
	1279	1286	1248	1281	1303	1322						

MEMO

To: William Russell
From: Lance Clayton
CC: File
Date: October 18, 2023
Re: **CFP Report – October**

ONGOING PROJECTS:

McCown Towers and Annex – Non-CFP

Annex Emergency Stairway Exit, Painting and HVAC repairs and replacements – Plans have been completed; due to the McCown project taking up almost half of the parking lot, we are having to postpone this project until the McCown renovation is complete. Staging both projects would not work in the limited space we have.

Betha Mitchell - CFP

Bertha Mitchell – HVAC, HWH and phase III of Sewer repairs – Project is out for bid. Held pre-bid on 10/18/2023 and bids are due on 11/8/2023.

GENERAL

Courts –Red Dog Roofing has completed replacing the shingles from the Hurricane lan, we will work with FDEM for use of remaining funds.

Courts – 1743 Gore Court - fire unit, waiting on CO from Banyan Tree/City of Sarasota.

End of Report

Resident Services Monthly Report September 2023

Resident Assistance

The resident services team works with many agencies to assist and support our families. SHA has provided resources, support services and referrals to families and individuals in need. Examples include residents referred to CareerEdge's FastTrack career programs, one of whom graduated from the Auto Lube training in September and two of whom are enrolled in the current construction/electrical training program. Resident service staff seek and support community partnerships and act as liaison between families, property managers, schools, and other services providers throughout the community.

Youth THRIVE

October is shaping up to be a busy time for the Sarasota Housing Authority Youth Thrive program. We have seen a large increase in the number of students attending our after-school program. In addition to our traditional homework and enrichment programming, in October we have partnered with Suncoast Black Arts Collaborative to offer a 4-week Art program for middle school students. We have also partnered with students at Ringling College to offer a 6-week Basketball Fundamentals program in October and November. We have a full calendar of after school enrichment programs – "Character Counts" with SRQ Strong (Mondays), Art with Ringling Museum (Tuesdays), Robotics with Funducation (Weds), Art with Suncoast Black Arts Collaborative (Weds), Basketball Clinic with Ringling College (Weds), 4H and 2Gen Bingo with Amarylis (Thurs). Our friends at Selby Garden have again invited us to bring children from Sarasota Housing to attend its Annual Lights at Spooky Point event. Coming in November, kayaking with Sarasota Bay Estuary Program & Mote.

McCown Towers

McCown Towers' Service Coordinator has been coordinating supportive services and resources for McCown tenants. There are currently three physicians that visit the property every month - an orthopedic specialist, a primary care doctor, and a mental health therapist. All Faith's food distributions are monthly, providing commodities and fresh produce. McCown residents receive bread deliveries from Trader Joe's on a weekly basis. When the bus is in service, residents are taken to Walmart twice/month, as well as field trips to museums and gardens. In September, Archwell Health brought an antique flower truck for residents. Residents had the opportunity to build their own bouquets, which inspired many smiles.

Book Rich Environments / Summer Enrichment

SHA held the third of its three Book Rich Environments events on August 3rd at the public housing site. During this event we were able to distribute books, backpacks and school supplies to over 100 students that live on or near our properties.

Agency Bus

The agency bus has been in the repair shop since late August.

Homeownership

During the month of September, follow up appointments were made for the homeownership participants. There is one family that is awaiting a closing date for their new home.