



Sarasota Housing Authority (SHA)

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

Regular Meeting of the Board of Commissioners

McCown Towers Board Room, 1300 Blvd of the Arts

December 11, 2024, 4:00 P.M. (*Early Start*)

AGENDA

NOTES

- I. **CALL TO ORDER**
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**
- V. **APPROVAL OF MINUTES**
 - A. Regular Board Meeting – October 23, 2024
 - Commissioners Present (6 out of 7)
- VI. **APPROVAL OF AGENDA**
 - A. Regular Board Meeting – December 11, 2024
- VII. **SPECIAL PRESENTATIONS**
 - A. City Commission Liaison Update
- VIII. **PUBLIC PRESENTATIONS (3 Minute Time Limit)**
- IX. **RESOLUTIONS – Accepted By Consent**
 - A. None

X. **OLD BUSINESS**

- A. Development Updates (Calston/Smith-Henzy)
- McCown New Tower/Parking Garage
 - Cypress Square II/Courts-II/Amayllis Park Place III
 - Lofts on Lemon Phase II
 - Cypress Square III/Central Gardens/22nd Street
- B. Resident Advisory Board (RAB)/Resident Council - Draft Budget

XI. **NEW BUSINESS**

- A. Resident Advisory Board (RAB) Comments to SHA Annual Plan / 5-Year Plan FY 2025
- B. Overtime Pay for On-Call Maintenance

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

- A. Monthly Financial Statements
- SHA
 - Janie’s Garden
- B. Board Committee Meeting Minutes
- Ad Hoc Resident Interest – 09/10/24
 - Ad Hoc Development – 11/21/24
- C. Housing Choice Voucher Report
- D. Housing Management Reports
- E. Capital Improvement Report
- F. Resident Services Monthly Report
- G. Sarasota Housing Authority Agency-Wide Resident Council (SHAARC) Board Report (*if submitted*)

XIII. **COMMISSIONER ANNOUNCEMENTS/COMMENTS**

XIV. **ADJOURNMENT**

Next Meeting: Wednesday, January 29, 2025
(Please Note: This is 5th Week of the Month)



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

Board Meeting
McCown Towers Board Room
October 23, 2024
4:30 P.M.

I. **CALL TO ORDER:** Chair Ernestine Taylor called the regular meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:40 pm.

II. **INVOCATION**

III. **PLEDGE OF ALLEGIANCE**

IV. **ROLL CALL**

Commissioners Present: Chair Ernestine Taylor, Vice Chair John Colón (in at 4:51 pm), Commissioner Jack Meredith, Resident Commissioner Nicole Roman, Commissioner Carolyn Mason and Commissioner David Morgan

Commissioners Not Present: Commissioner Duane Finger

Invited Attendees: Joe Chambers, Vice Mayor Jen Ahearn-Koch, Valerie Buchand, Rich Larsen (Novogradac) and Attorney Ric Gilmore

SHA Personnel: William Russell and Andrea Keddell (Ana Mejia & Andrea Rock-Special Presentation)

The Board welcomed Commissioner Nicole Roman as the new, Resident Commissioner.

V. **APPROVAL OF MINUTES**

A. SHA Regular Board Meeting – August 28, 2024

- Chair Taylor put up the minutes from the August 28, 2024, Regular Board Meeting for approval.
- Commissioner Mason made a motion to approve the minutes. Commissioner Morgan seconded the motion.
 - Commissioner Meredith questioned the ad hoc committee meeting to discuss resident interests and the SHAARC budget and whether or not it happened, as the minutes were not included in the packet. Mr. Russell reported that only Chair Taylor was present at the ad hoc committee meeting that was held on 9/10/24 so no real discussion took place on the SHAARC budget. The committee asked that Valerie Buchand repeat the presentation that was given at the committee meeting to the entire board at this meeting. It was found that the minutes from the 9/10 ad hoc meeting were in the 9/24/24 board packet (that was cancelled) and then were inadvertently left out of this meeting's packet. They will be added into the next board packet on 12/11/24.
 - The motion was voted on and passed unanimously. Commissioner Roman voted present.

VI. APPROVAL OF AGENDA

A. SHA Regular Board Agenda – August 28, 2024

- Chair Taylor put up the agenda from the August 28, 2024, Regular Board Meeting for approval.
- Commissioner Mason made a motion to approve the agenda. Commissioner Morgan seconded the motion.
 - The motion was voted on and passed unanimously.

VII. SPECIAL PRESENTATION

A. Team Member of the Quarter

- Chair Taylor announced Andrea Rock, SHA's HCV Lead Specialist, as SHA's Team Member of the Quarter and provided the background and reason for her selection. Andrea was presented with a plaque and gift card and a commemorative photo was taken.
- Mr. Russell also reported that Ms. Rock recently celebrated her 1-year anniversary, after being rehired following a brief time away and that over the many years, Andrea has grown in her role at the agency and is now in a lead role in SHA's largest program.

B. SHAARC Presentation

- Ms. Buchand provided an overview of the material handed out in the board packet and discussed SHAARC's history, mission, vision and goals. Ms. Buchand also provided information on past endeavors that SHAARC successfully initiated and provided to the residents over the past 14 years, since 2010, when the council was established.
- Ms. Buchand was thanked for the presentation was asked to provide additional information during SHAARC Budget discussion in an upcoming portion of the meeting.

C. Annual Audit (Rich Larsen, Novogradac)

- Mr. Larsen presented, via Zoom presentation, the role of the auditor, key points of the audit and provided a brief overview of the processes of the audit FY Ending 3/31/24.
- Mr. Larsen reported an unmodified opinion on the financial condition of the authority, the highest level of assurance an auditor can provide. He explained that the authority spent over \$32-33 million of Federal money, necessitating audits in accordance with Government auditing standards and the uniform guidance, a federal law. Mr. Larsen highlighted that the audit team found no significant deficiencies in the authority's internal control and that general guidelines are being followed and there are no instances of non-compliance.
- Mr. Larsen then reported on the major programs that were tested during this audit, one of which was the HCV Program. This is the housing authority's largest program and accounts for a majority of the federal money. There was an unmodified opinion on the compliance of this major program. There was 1 out of 30 home inspections that was found to be late. A corrective action plan was put in place.

- Mr. Larsen discussed the financial health of a housing authority, highlighting its strong liquidity position with a surplus of \$18 million in working capital, 31-33 months. HUD's recommendation is 4-6 months. The authority's overhead cost is about \$7 million annually, with an operating income of \$2.9 million.
 - Questions were asked and answered. Mr. Larsen also offered to answer questions and address concerns privately should any member desire this. He also gave credit to the Authority staff for their assistance during the audit in providing everything that was requested.
- D. City Commission Liaison Update
- Vice-Mayor Jen Ahearn-Koch reported to the board the personnel changes at the city. Marlon Brown has resigned as City Manager and the Interim City Manager is Douglas Jeffcoat. A national search is being conducted to select the new City Manager. City Attorney changes are also in process and the city will utilize current attorneys on staff to replace the position(s) and then hire to replace those positions.
 - Brief discussion took place about a parcel of land that the city purchased and the possibility of SHA partnering with them to develop the land.

VIII. PUBLIC PRESENTATION

- A. Ms. Joanie O'Haver, Resident Council Member from the Annex, addressed the issue of the need for cigarette butt dispensers on the property where seating is located; garbage cans (with lids) be placed around the property where seating is located; and that they also need seating in the pavilion. She reports the new cleaning service that has been hired seems nice and professional and is doing a good job. Some of these issues are being reported again and she's questioning what is done about them.
- B. Ms. Valerie Buchand, Resident Council Member from Janie's Garden, stated that the SHA Board had instituted a policy of not holding Zoom meetings any longer and feels this is discriminatory if they allow staff and speakers but not residents to participate via Zoom, along with the SHAARC advocate. Ms. Buchand reports that there was a shooting at 1845 23rd Street and the resident has expressed fear and a desire to move to the property manager but is being told the criminal activity will just follow the resident. Ms. Buchand states that the property manager's response was not acceptable.
- Commissioner Mason reports speaking to Mr. Ken Waters and being told that the property manager and SHA are aware of the resident's desire to move (along with other residents in that location) and that there are simply no available units to move them to. These details were communicated to the resident(s) and if units become available, moving the afflicted residents can be considered.
- Ms Buchand commented that it's not always what you say but how you say it and residents need to be treated with respect.
- C. Mr. James Hendrix, Former Waitlist Applicant, reports he's still homeless and trying to get a place to live. He has applied at the new development (Cypress Square) and does not know what's happening with his application.
- Mr. Russell will look into what's happening with this application.

IX. RESOLUTIONS – ACCEPTED BY CONSENT

- A. Res 24-16: Approval of Culture Guide Revisions
 - B. Res 24-21: Approval of SHA Agency-Wide Resident Council (SHAARC) MOU & Budget
 - C. Res 24-23: Revision of the Bylaws
 - D. Res 24-24: Approval of PBV Assistance-APP III
 - E. Res 24-25: Utility Allowances
 - F. Res 24-26: HCV Payment Standards
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- Commissioner Meredith pulled A. Resolutions 24-16. Commissioner Morgan pulled B. Resolution 24-21.
- Commissioner Colón made a motion to approve the remaining Consent Agenda, Resolutions C. 24-23, D. 24-24, E. 24-25 & F. 24-26. Commissioner Mason seconded the motion.
 - The motion was voted on and passed unanimously.

A. Res 24-16: Approval of Culture Guide Revisions

- Commissioner Meredith questions the ad hoc committee that was asked for to discuss this resolution. Mr. Russell explained that the remote work policy addition, that the board had questioned during the last meeting, were removed for consideration and that hybrid work hours are no longer being proposed. The other proposed revisions weren't in question so the ad hoc committee was not held.
- Commissioner Mason stated she needed more clarification before entertaining a motion to approve and made a motion to table Resolution 24-16 until after an ad hoc committee meeting. Commissioner Morgan seconded the motion.
- Commissioner Meredith asked for further discussion and asked Mr. Russell to go over the remaining proposed changes now in an effort to have the resolution approved without the need for an additional meeting. Mr. Russell explained the proposed changes, outlined in the resolution summary sheet:
 - Attendance and Punctuality – Additional language asking team members to notify supervisor 1 hour in advance of being out due to illness.
 - Appearance – Additional language limiting denim blue jeans in the workplace and on annual reimbursement work uniforms pants, in addition to the work boots that are already allowed.
 - Paid Time Off (PTO) – Additional language allowing for PTO payout benefit to long-term (10+ Years of Service) and salaried employees, who earn more PTO per year, allowing them to get 1 week of paid PTO instead of losing the PTO.
- Discussion took place regarding concerns about people using their PTO when their sick. Mr. Russell confirmed that this isn't normally the case and team members do utilize the PTO when they're sick. Commissioner Meredith suggested that the board move forward with approving this resolution based on this explanation.
- Commissioner Mason withdrew her motion and Commissioner Colón withdrew his second.
- Commissioner Meredith made a motion to approve Resolution 24-16. Commissioner Colón seconded the motion.
 - The motion was voted on and passed unanimously.

- B. Res 24-21: Approval of SHA Agency-Wide Resident Council (SHAARC) MOU & Budget
- Mr. Russell shared Commissioner Finger's comments that he submitted with respect to the SHAARC budget giving his opinions on the direction he'd like to see. He supports allocating the full \$8,050 in Tenant Participation funds to the Resident Council. Currently the Resident Council receives \$15 per unit that is allocated to them under the HUD guidelines. The HUD regulation state the Housing Authority normally would receive the other \$10 of the total \$25 allotted per unit. The breakdown per property is as follows: 100 units at Bertha Mitchell, 100 units at McCown and 47 units at Janie's I & II, and then adding the Annex of 75. This equals 322 units equating to the \$8,050 in Tenant Participation Funds. Mr. Russell stated that adding this \$8,050 to what SHA already provides in annual travel and miscellaneous memberships, web hosting, sponsorships, office supplies, events and sunbiz fees would come to approximately \$20,000 a year.
 - Commissioner Meredith inquired if SHAARC had intentions to reinstitute some of the programs mentioned in the earlier presentation (Nurses Program, Community Breakfasts, OK Check-In Program) should they provide the additional funds in the budget. Ms. Buchand states they'd need more than \$20,000 per year to do what they want to do and only if SHA staff work with SHAARC. She further stated she doesn't know a lot of specifics on cost because of discounts and costs for items and services that fluctuate but confirmed that the listed budget amount of \$45,991 is the estimated need. Commissioner Morgan pointed out that the actual budget amount listed in the Resident Council Annual Budget page equals \$54,231.88, not \$45,991.88.
 - Budget discussion took place, questions were addressed:
 - Commissioner Meredith asked for clarification on the requested \$25,000 for Professional Services & Development listed on the budget and how payment would work?
 - Mr. Russell explained the way the resident council's budget currently works is that the full amount of Tenant Participation Funds that SHAARC receives, \$3,705.00, goes to pay out the stipends to the council members and there has been no additional budget allocated for them to pay for other items directly. SHA has handled all arrangements and payments for conference travel, memberships, web hosting, event sponsorships/refreshments, office supplies and license fees. If the Board decides to approve a blanket budget amount (i.e. \$20,000), then SHAARC would need to account for all the expenditures, where all the funds are being allocated and the account would need to be audited once a year. The council would need to have receipts for payment to show funds were expended according to the budget allocations.
 - Commissioner Morgan commented that the largest amount in the budget (Stipends, Conferences and Professional Services, equaling a total of \$48,400 of the \$54,238 budget figure) are all items for the council and does not go directly to resident activities. Commissioner Meredith added that items under the Professional Services would go to services for the residents. Ms. Buchand responded that the CPA would be there to keep the books balanced for the Resident Council.

* Commissioner Mason made a motion to extend the meeting by 30 minutes. Commissioner Meredith seconded the motion. The motion was voted on and passed 4-2 (Commissioners Morgan & Colón Opposed).

- Commissioner Taylor inquired about the \$14,400 figure listed under Stipends and Ms. Buchand confirmed that this is what is requested, \$200 per month for each council member and that there are HUD guidelines that stated a council member can receive up to \$200 per month. Currently they're receiving \$79 per council member per month (the entirety of the council budget).
- Commissioner Taylor further inquired about the professional services for the consultant, how much this particular service costs and how payment for this would work. Ms. Buchand responded that invoices will be used and kept for the audit but that she currently does not have an exact amount of the cost for the services because they haven't been paying her regularly.
- Commissioner Meredith inquired if the Board could approve a budget with the caveat that the Board would need to approve all contractual agreements for professional services?
- In an effort to move forward with getting the MOU approved, Mr. Russell suggested (as an example) using the full amount of the Tenant Participation funds \$8,050.00, which includes the addition 75 units at the Annex, along with the additional \$14,000 or \$15,000 that historically SHA already provides in annual travel and memberships, web hosting, sponsorships, office supplies, events and license fees as a basis for an approximately annual budget figure. Then the Resident Council would need to come back before the board with an Annual Budget of how they would spend the \$8,050. The current amount listed in the board packet is more of a list of funds they'd like to receive and not on actual costs.
- Commissioner Morgan suggested and even \$26,000 a year to start the Resident Council off on building their budget. This figure would need to cover all stipends, travel and miscellaneous expenditures. Commissioner Meredith suggested \$30,000.
- Commissioner Meredith made a motion to allocate an annual \$30,000 to a Resident Council Budget and for the Resident Council to bring the budget back before the board at their December 11th Board Meeting, and annually to be approved each year for 3 years. The motion was seconded by Commissioner Morgan. There was no further discussion.
 - The Motion was voted on and passed unanimously.
- Commissioner Morgan made a motion to approve Res 24-21: Approval of SHA Agency-Wide Resident Council (SHAARC) MOU. The motion was seconded by Commissioner Mason. There was no further discussion.
 - The Motion was voted on and passed unanimously.

X. OLD BUSINESS

A. Development Updates – Joe Chambers

- Amaryllis IV/Cypress Gardens III/Central Gardens – The Florida Housing board has approved funding for this project (100 - 1-, 2- and 3-bedroom units). We are now awaiting any challenges from other applicants. This takes approximately 10 days. Then the project would take about a year to close.

- Hurricane Update – There was solar panel damage at Amarylis (approx. 5% were destroyed). They are in the process of getting a cost to repair.
- The County upheld the \$7 million awarded for Lofts on Lemon II.
- B. Definition of City Commission Liaison Roll
 - Mr. Russell reported that he and Attorney Gilmore worked on the outline of the City Commission Liaison role and also sent it to Vice Mayor Ahearn-Koch to review.
 - Commissioner Morgan made a motion to approve the definition. Commissioner Mason seconded the motion.
 - The motion was voted on and passed unanimously.

XI. NEW BUSINESS

- A. None

XII. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements (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
- G. Resident Advisory Board/Sarasota Housing Authority Agency-Wide Resident Council (SHAARC) Board Report (Section VII. Presented)

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

XIII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Morgan reported that he participated in a HOTMA training that was attended by SHA staff and he was impressed with the level of knowledge they exhibited on the new regulations. Commissioner Morgan was particularly impressed by SHA’s Director of Asset Management, Viktoriya Coblentz, and her knowledge of the new material.
- B. Commissioner Meredith:
 - Made a motion hold an ad hoc committee meeting to discuss development issues. Commissioner Mason seconded the motion. Commissioner Meredith offered to chair the committee and Commissioner Colón offered to sit on the committee.
 - The motion was voted on and passed unanimously.
 - Commissioner Meredith inquired about the availability of criminal activity incident reports at SHA properties. Mr. Russell stated there use to be but nothing currently in place. Mr. Russell has recently met with the police about the issues at the Bertha Mitchell property and SHA is looking into additional options for security camera systems. One system is currently in use by the Sarasota Police Department.

- Attorney Gilmore added that it could be a good idea, and he's seen it at other authorities, to have a criminal activity report sent out to Commissioners so they're aware of any "news worthy" activity at SHA properties.
- Attorney Gilmore also suggested contacting law enforcement in the instances of shootings and being unable to move residents who don't feel safe so that law enforcement can give them any information they may need to know to try to stay safe.
- Commissioner Meredith also requested a Development report section be added back onto the board agenda in the future.

XIV. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 6:52 pm.



Sarasota Housing Authority (SHA)

Board Meeting
October 23, 2024

VIII. PUBLIC PRESENTATION AGENCY RESPONSE

1. **Ms. Joanie O’Haver**, Resident Council Member from the Annex, addressed the issue of the need for cigarette butt dispensers on the property where seating is located; garbage cans (with lids) be placed around the property where seating is located; and that they also need seating in the pavilion. She reports the new cleaning service that has been hired seems nice and professional and is doing a good job. Some of these issues are being reported again and she’s questioning what is done about them.

Agency Response E-mailed to presenter on: 11/20/24

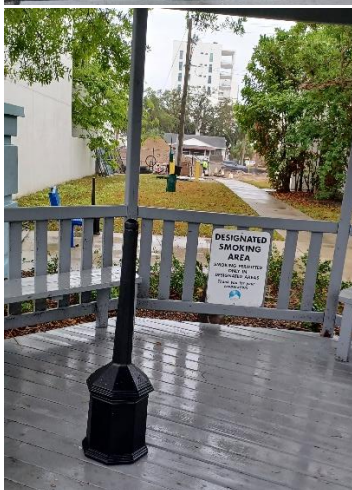
Ms. O’Haver,

In response to your public presentation at the Sarasota Housing Authority (SHA) Board Meeting on October 23, 2024:

Thank you for bringing up your concern about outstanding issues at McCown Towers and Annex. Below is an update on those issues.

- *Cigarette butt dispensers were ordered and placed in two designated smoking areas.*
- *A large garbage can with a lid was ordered and placed in front of the McCown Towers building entrance.*
- *The new seating area (bench) was installed in the smaller gazebo in the courtyard.*

Please see attached pictures.



2. **Ms. Valerie Buchand**, Resident Council Member from Janie's Garden, stated that the SHA Board had instituted a policy of not holding Zoom meetings any longer and feels this is discriminatory if they allow staff and speakers but not residents to participate via Zoom, along with the SHAARC advocate. Ms. Buchand reports that there was a shooting at 1845 23rd Street and the resident has expressed fear and a desire to move to the property manager but is being told the criminal activity will just follow the resident. Ms. Buchand states that the property manager's response was not acceptable.

- Commissioner Mason reports speaking to Mr. Ken Waters and being told that the property manager and SHA are aware of the resident's desire to move (along with other residents in that location) and that there are simply no available units to move them to. These details were communicated to the resident(s) and if units become available, moving the afflicted residents can be considered.

Ms Buchand commented that it's not always what you say but how you say it and residents need to be treated with respect.

Agency Response E-mailed to presenter on: 11/20/24

Ms. Buchand,

In response to your public presentation at the Sarasota Housing Authority (SHA) Board Meeting on October 23, 2024:

Zoom Meetings

- *During COVID, the Governor issued an executive order suspending the requirement under the Sunshine Law that a quorum must be physically present and a public entity board meeting must be held in a public place. However, this executive order has since expired. As such, our general counsel advised that our public meetings would resume being held in a public place and with a physical quorum.*
- *Since they are required to attend, and as we have done both before and after the COVID, we have made special accommodations for board commissioners, as well as our attorney, auditor, and presenters to appear electronically if they could not attend in person.*
- *Both the city and county have also returned to in-person meetings with the ability of the public to participate in person only. It was the prerogative of the Board to follow this procedure as well.*

Shooting at 1845 23rd Street

- *Upon speaking with the property manager at this SHA property, we confirmed that on the morning following the shooting the property manager visited the resident on 23rd Street, accompanied by our lead maintenance tech, to find out what had happened and how they were. They spent about 30 minutes speaking with the resident, hoping to provide some comfort to the family. At that point they also took photos of the home. The resident indicated wanting to move and was told she was welcome to transfer, but unfortunately SHA has had recent incidents on almost all of our streets within the Bertha Mitchell property, not that criminal activity would follow them. The property manager also spoke of transferring the resident to another housing authority and was told if the tenant wanted to pursue that, the property manager would speak with Ken Waters to find out how that process would work.*

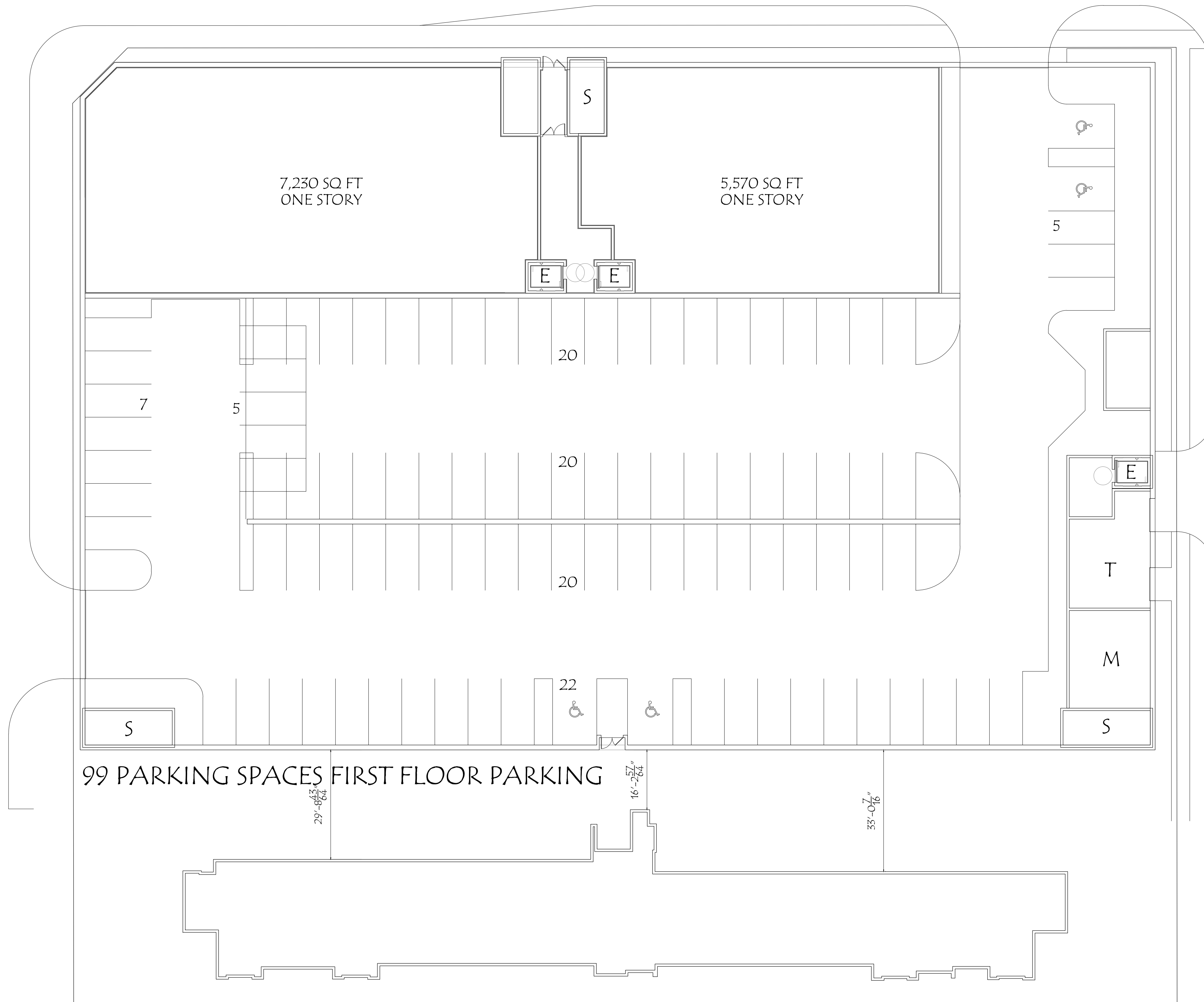
3. **Mr. James Hendrix**, Former Waitlist Applicant, reports he's still homeless and trying to get a place to live. He has applied at the new development (Cypress Square) and does not know what's happening with his application.
- Mr. Russell will look into what's happening with this application.

Agency Response E-mailed to presenter on: 11/20/24

Mr. Hendrix,

In response to your public presentation at the Sarasota Housing Authority (SHA) Board Meeting on October 23, 2024:

Mr. Russell has inquired about your waitlist status with the NDC Asset Management company, and they've stated that you are currently on the waitlist for Cypress Square. In the meantime, please review the attached Affordable Apartment Listings and Emergency Services/Housing Information list for housing options or services that may assist you.



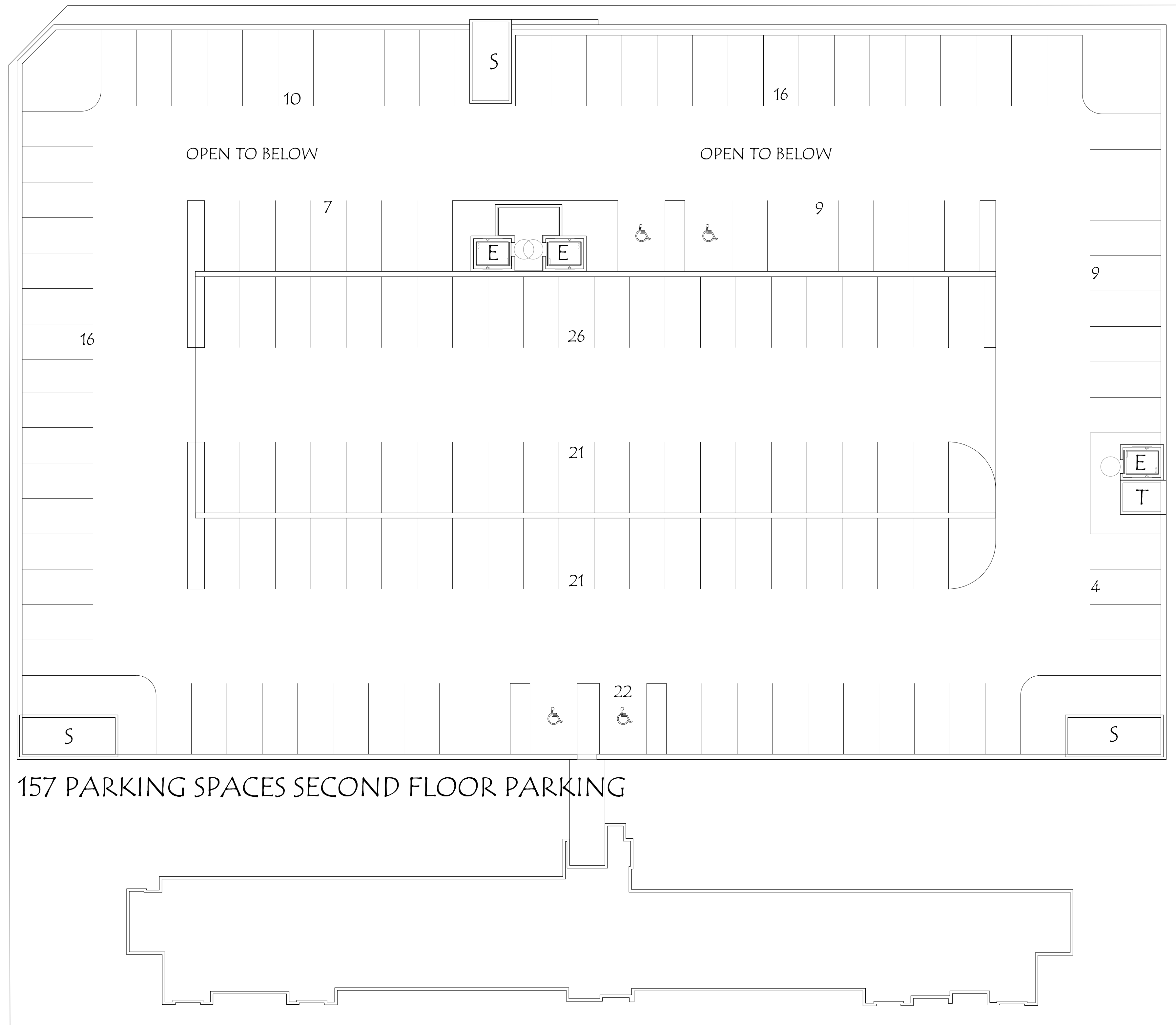
GARAGE -1ST FLOOR

SMITH HENZY - SARASOTA

24-xxx

SCALE: 1" = 1/16

12-02-2024



157 PARKING SPACES SECOND FLOOR PARKING

GARAGE - 2ND FLOOR

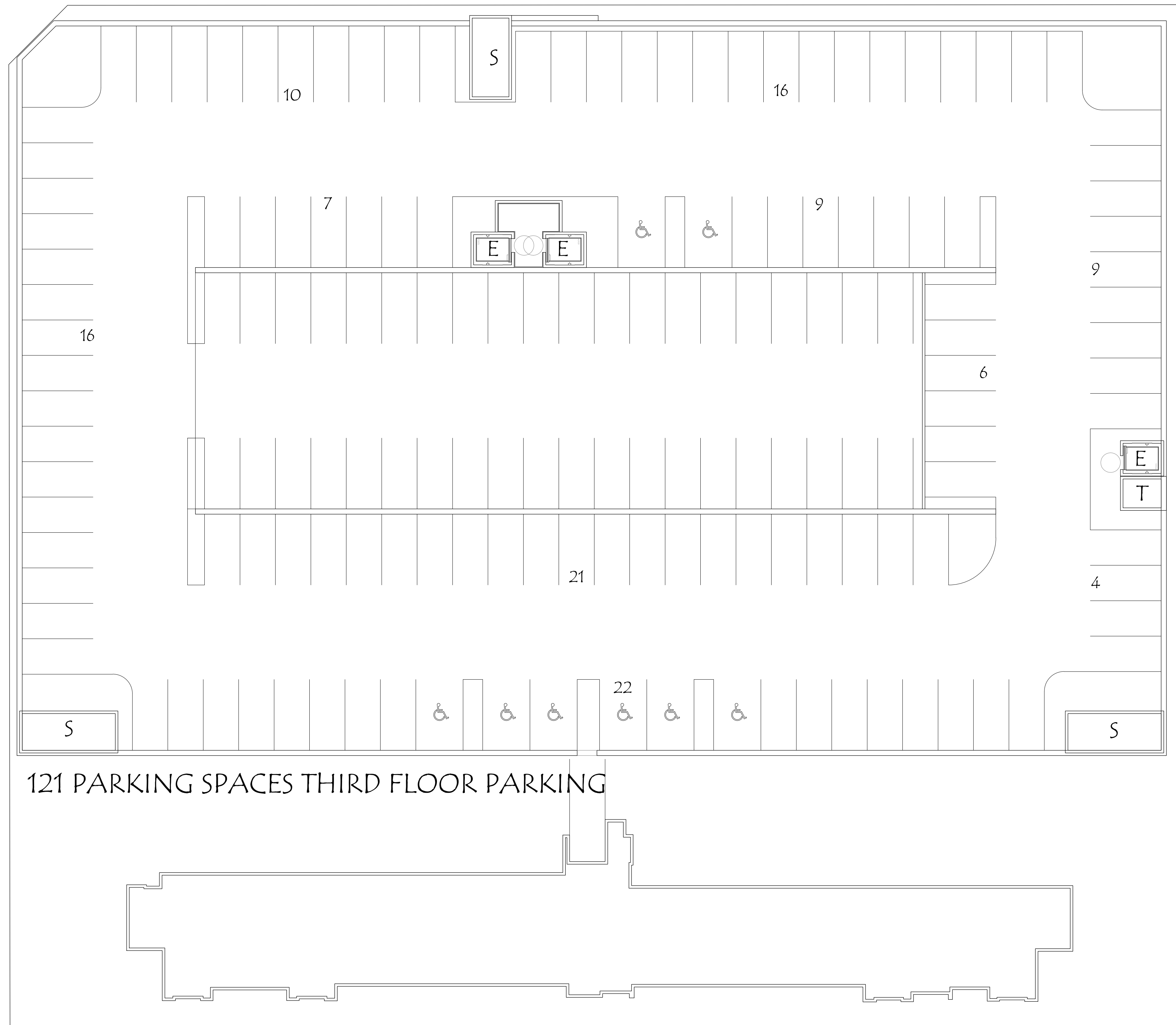
SMITH HENZY - SARASOTA

24-xxx

SCALE: 1" = 1/16

12-02-2024





121 PARKING SPACES THIRD FLOOR PARKING

GARAGE -3RD FLOOR

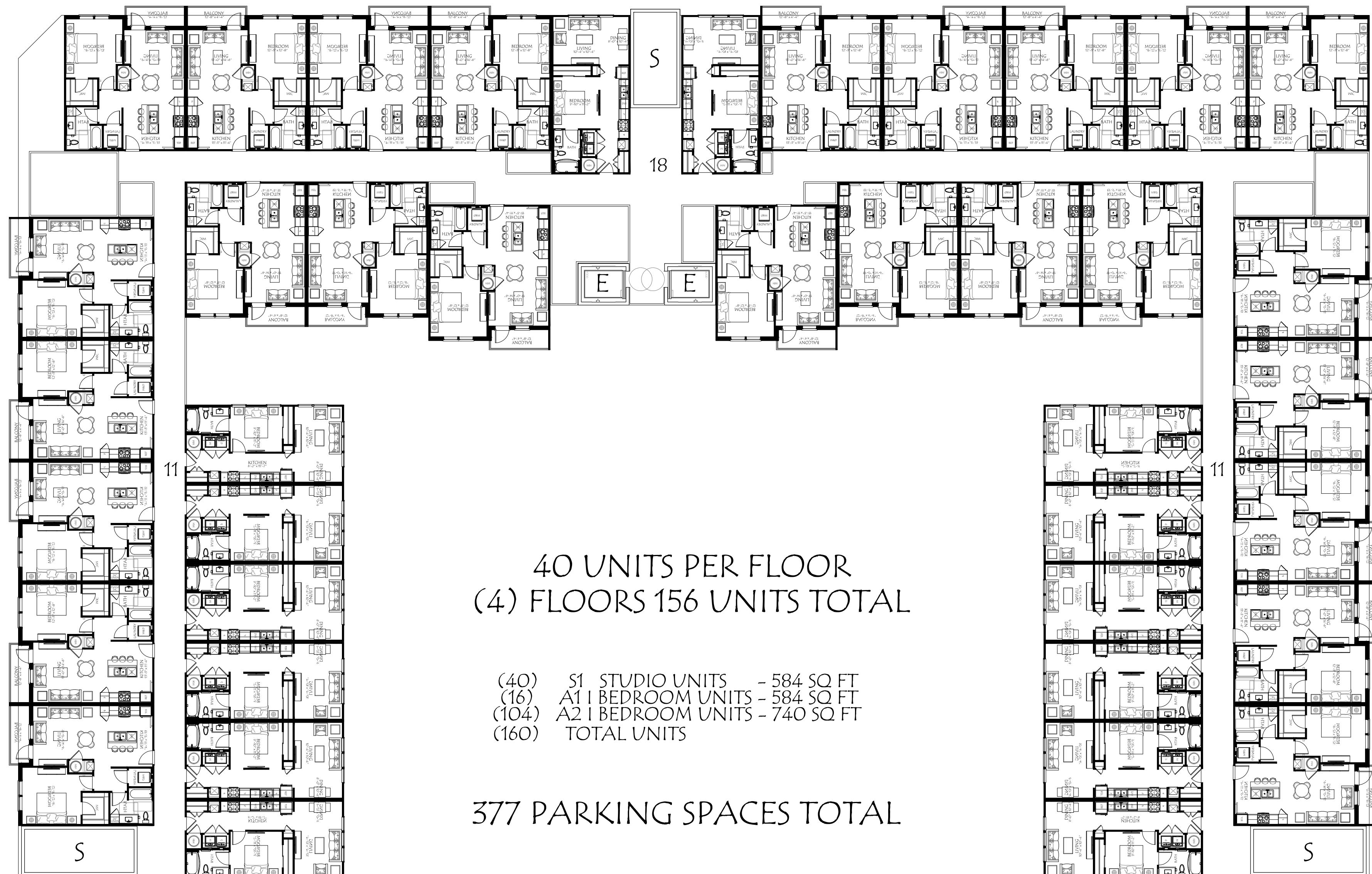
SMITH HENZY - SARASOTA

24-xxx

SCALE: 1" = 1/16

12-02-2024





RESIDENTIAL - 4TH THRU 7TH FLOORS - OPTION A
SMITH HENZY - SARASOTA

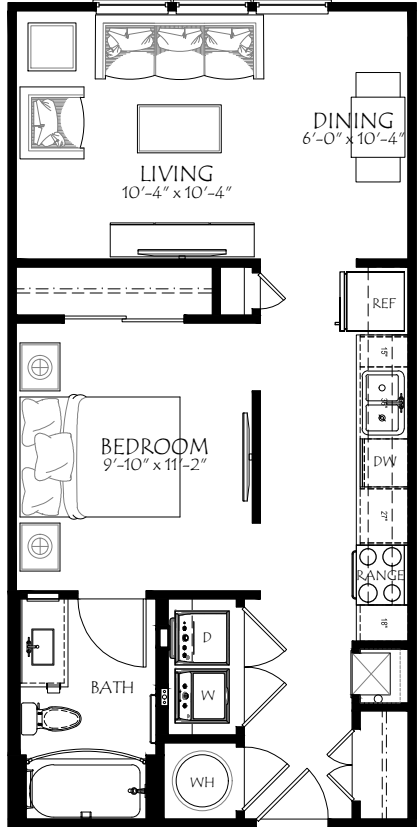
24-xxx

SCALE: 1" = 1/16

12-02-2024



**SLOCUM
 PLATTS**
 ARCHITECTS



S1 NEW UNIT
584 SQ FT AC



SLOCUM PLATTS

ARCHITECTS, P.A.

RANDALL J. SLOCUM AR 13350 WILLIAM P. PLATTS AR 13262
670 NORTH ORLANDO AVENUE, SUITE 1001 MAITLAND, FL 32751

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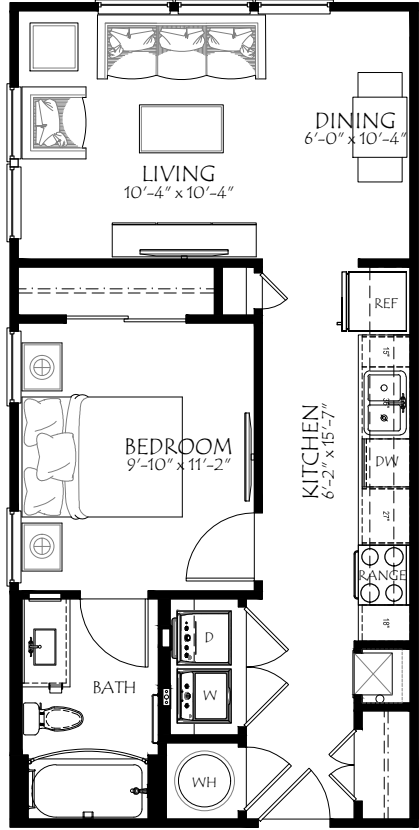
**SMITH HENZY
SARASOTA**

DATE: 12-02-2024

SPA PROJECT No: 24-xxx

UNIT LAST USED IN: -

FIGURE:



A1 NEW UNIT
584 SQ FT AC



SLOCUM PLATTS

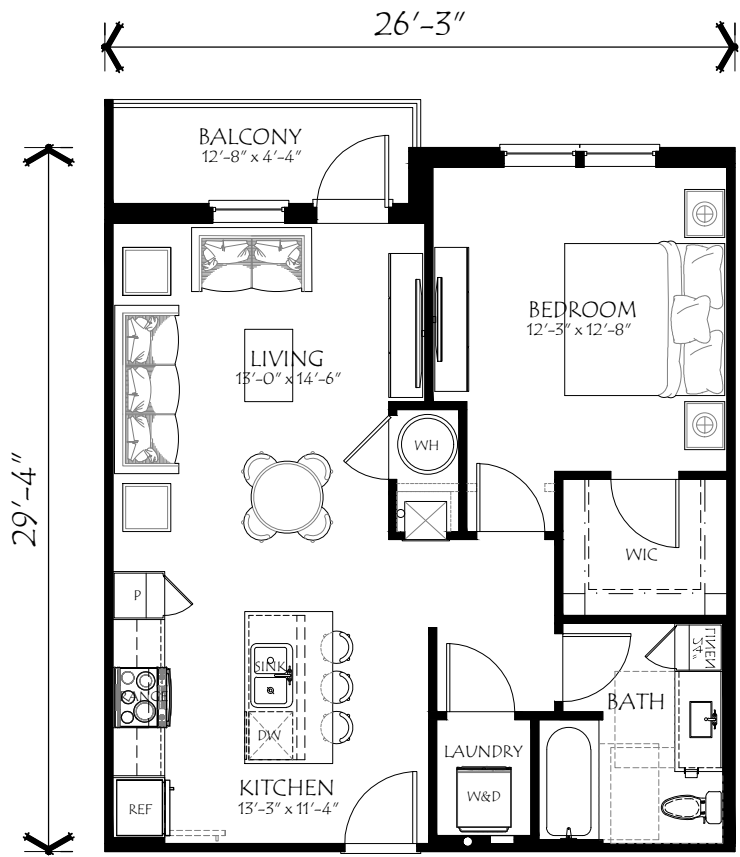
ARCHITECTS, P.A.

RANDALL J. SLOCUM AR 13350 WILLIAM P. PLATTS AR 13262
670 NORTH ORLANDO AVENUE, SUITE 1001 MAITLAND, FL 32751
TEL. (407)645-3019 FAX (407)645-2771
WWW.SLOCUMPLATTS.COM

**SMITH HENZY
SARASOTA**

DATE: 12-02-2024
SPA PROJECT No: 24-xxx
UNIT LAST USED IN: -

FIGURE:



A2 ONE BEDROOM UNIT
740 S.F. AC



SLOCUM PLATTS

ARCHITECTS, P.A.

RANDALL J. SLOCUM AR 13350 WILLIAM P. PLATTS AR 13262
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WWW.SLOCUMPLATTS.COM

**SMITH HENZY
SARASOTA**

DATE: 12-02-2024
SPA PROJECT No: 23-xxx
UNIT LAST USED IN:

FIGURE:

Tenant Participation Funds

PH / RAD Property	Occupied units	X \$ _____ (min \$15)	Total Tenant Participation Funds	Annual Total
Janie's Garden RAD	26	\$ 25.00	\$ 650.00	\$ 650.00
Janie's Garden II RAD	21	\$ 25.00	\$ 525.00	\$ 525.00
Bertha Mitchell	100	\$ 25.00	\$ 2,500.00	\$ 2,500.00
McCown RAD	100	\$ 25.00	\$ 2,500.00	\$ 2,500.00
Total				\$ 6,175.00

Stipends

Position / Role	# of people in the position	Monthly Amount	Monthly total (# of people x amount)	Annual Total (monthly total x 12)	Notes
Caroyln Spencer-OCB	1	\$150		\$1,800	
Elaina Andrews-B.Mit	1	\$150		\$1,800	
Agnes Kirkland-Tower	1	\$150		\$1,800	
Valerie Buchand-JG	1	\$150		\$1,800	
Joan O'Haver-Ammex	1	\$150		\$1,800	
Stipend Total		\$750		\$9,000.00	SHAARC Board Members

Resident Council Annual Budget

	% Breakdown	Description of expenses	Expected (Budget)	Actual	Difference	TP \$ Used	Other Income Sourced Used (non TP %)
Income							
TP Funds						\$ 6,175.00	
SHA Approved Amount	\$30,000					\$ 23,825.00	
Vending Machines							
Income Source:	Grants						
Total Income						\$ 30,000.00	

Resident Council Annual Budget

Description of Expenses		Expected (Budget)	Actual	Difference	TP \$ Used	Expenses
Expenses						
Stipends						\$9,000.00
Activity: Meeting:	16					\$192.00
Activity: Senior Activities						
Activity: Outreach						\$3,252.61
Activity: Special Events						
Activity: Conferences	NAR-SAAH	5 x \$2,288.09 PP				\$11,440.45
Activity: Website	Domain Hosting	Rough/Ready				\$240.61
Activity: Holiday Events	Easter	Ham, Cake, Pies				\$199.84
Activity: Holiday Events	Mother's Day	Cake				\$63.24
Activity: Membership	CCNA					\$60.00
Activity: Membership	NAR-SAAH					\$225.00
Activity: Membership	NLIHC					\$15.00
Activity: Membership						
Activity: Membership						
Activity: License	SUNBIZ					\$61.25
Activity: Office supplies	Toner / Paper					\$250.00
Activity: Furniture						
Professional Services and Development *						\$5,000.00
Total expenses						\$30,000.00
Year-end balance						\$ -

Date Approved by the Resident Council: _____

Date Approved by the PHA: _____

Resident Council President (name and signature)

Resident Council Treasurer (name and signature)

PHA Representative (name, position, and signature)

***Professional Services and Development:** Ins., CPA, Legal, Consultants, Service Coordinator, Movers

PHA 1-5 YEAR ANNUAL PLAN
Beginning 04/01/2025
Sarasota Housing Authority (SHA)
Agency-Wide Resident Council (RC)/Resident Advisory Board (RAB)
C-1 & C-2 Comments

1. **RAB Comment** - The council is advocating for SHA to provide 50 project-based vouchers in the Amaryllis Park Place III/Cypress Square 2 deal.

SHA Analysis/Decision – Policy makers in Washington have limited the number of project-based vouchers in family developments to no more than 25% for many years, especially in high poverty neighborhoods. The reason for this is to deconcentrate poverty and to foster people with varying levels of income to live together in a community. SHA supports this goal and has consistently developed mixed-income communities rather than concentrating extremely low-income families into one development or community, as public housing historically has done since the 1960s. SHA and its' Board have agreed to go up to 30% of total units in this development with PBVs, which is the most we have ever done. This is made possible through changes in policy from the HOTMA legislation, which allows more than 25% PBVs if the new development is replacing formerly HUD-assisted units. Furthermore, we are already in underwriting, so increasing the PBVs now would delay the whole project. And because the development is receiving Low Income Housing Tax Credits, HUD may not approve increasing the total number of PBVs due to the development being over subsidized between the tax credits and PBVs. Another consideration is that the new development will accept families who already have a voucher, so in effect there will be more than just the 33 PBV units in terms of total families who are assisted by Section 8 living in the new community.

2. **RAB Comment** – The RAB requested the income set aside breakdown for Lofts on Lemon 2 and Cypress Square 2.

For Cypress Square 2, the set aside is as follows: 33 units at or below 30% of AMI, 6 units at or below 60% of AMI, 43 at 70% of AMI and 26 units at or below 80%.

For Lofts on Lemon 2, the set aside is as follows: 25 units at or below 30% of AMI, 8 units at or below 60% of AMI, 59 units at or below 70% of AMI, and 8 units at or below 80% of AMI.

3. **RAB Comment** – One RAB member expressed a concern about building a new tower on the site of the current parking lot of McCown Tower, suggesting it will block the views of current residents.

SHA Analysis/Decision – SHA should certainly keep this concern and perspective in mind. However, our mission is to provide affordable housing for the community and there is a significant need for additional affordable, elderly housing. This need, and the ability of SHA to contribute new units to help address the need, may outweigh concerns about views of current residents. We would also expect current residents to want to occupy some of the new units if the new tower were to be developed. In addition, many residents will still have very nice Southern views since McCown Tower is single-loaded so each unit has a Northern view and Southern view.

4. **RAB Comment** – The RAB would like to see SHA staff demonstrate better customer service towards residents.

SHA Analysis/Decision – SHA agrees that its employees should treat residents with respect and good customer service. SHA has provided training on this and will endeavor to do so again this coming year.

5. **RAB Comment** – The RAB states that SHA and the Resident Council should make a concerted effort to work together.

SHA Analysis/Decision – SHA wishes to work constructively with its' resident council. However, SHA finds that its RC is continuously engaged in a hostile effort to continuously disparage the reputation of SHA with HUD and other community stakeholders, even on matters that it has not brought directly to SHA to address. This does not show a sincere desire of the RC to work constructively with SHA, but rather be in an adversarial posture on a consistent basis for several years running. The RC needs to decide whether it truly wants to partner and work constructively with SHA or remain in an adversarial and disparaging posture.

6. **RAB Comment** – The RAB expressed a desire to reconstitute the “Am I Okay?” program where residents volunteered to check on their neighbors to make sure they are okay. The would like to see this implements at SHA’s elderly properties, including Amaryllis Park Place.

SHA Analysis/Decision – SHA did once support this program and pay stipends to residents who volunteered to be floor monitors. However, the volunteers eventually exited the program making it difficult to continue. SHA will review the property budgets to make sure it can afford the stipends and if so, is open to gaging interest among current residents about reconstituting the program.

7. **RAB Comment** – The RAB expressed interest in having a meeting where SHA employees and residents of McCown meet and discuss how to get along and respect one another.

SHA Analysis/Decision – SHA is open to this idea but needs to consider whether this can be facilitated on site at McCown Tower, which it would need to be.

8. **RAB Comment** – The RAB requests that SHA involve and consult the RC prior to filing an eviction.

SHA Analysis/Decision – SHA is concerned about privacy issues of sharing with other residents how much another resident owes and/or reasons why they are in violation of their lease. SHA is also concerned about delays in filing on cases where the resident is already in arrears due to non-payment of rent. Scheduling and meeting with the RC would add time to this process and likely cause the monies owed to SHA to go into a second month prior to filing a non-pay case with the courts.

9. **RAB Comment** – The RAB expressed a concern that the lighting within the Bertha Mitchell community is insufficient, and some lighting is currently out.

SHA Analysis/Decision – SHA agrees that lighting should be restored and even increased within the property. SHA will discuss this with the City and also look into ballistic shields for the lights to prevent them being shot out and disabled.

10. **RAB Comment** – The RAB requested a copy of SHA’s VAWA policy.

SHA Analysis/Decision – SHA will send this policy to the RC president as requested.

11. **RAB Comment** – The RAB requests that SHA allow residents and the public to participate in SHA meeting virtually, as was the case during the COVID pandemic.

SHA Analysis/Decision – Based upon the recommendation of its’ general counsel, SHA returned to having in-person public meetings pursuant to Florida Government in the Sunshine law, where a physical quorum is required. The SHA Board has decided that residents and members of the public who wish to attend and participate in SHA Board meetings must do so in person. This is no different than the Sarasota City and County commission meetings.

12. **RAB Comment** – The RAB is asking to have \$30,000 remitted to them for the previous year, since the SHA Board took so long approving the MOU and budget for the resident council.

SHA Analysis/Decision – The SHA Board only approved a budget of \$30,000 for the coming year, contingent upon an approved budget to be submitted by the resident council. They did not approve a \$30,000 budget retroactively. For the past year, SHA has paid stipends directly to the resident council members and has complied with HUD funding requirements under CFR 964.

13. **RAB Comment** – The RAB recommends that the process of SHA unit inspections for the HCV program be adjusted so that the units are clean and the new resident does not have to clean the unit themselves.

SHA Analysis/Decision – HUD’s NSPIRE inspection standards do not allow SHA to fail a unit for cleanliness or what it terms “resident’s decision.” If the resident feels the unit is too dirty, they can decide not to live there. In many cases the landlord will address issues the resident raises prior to move in. In other situations, the landlord has deducted money from the first months rent in exchange for the resident cleaning the unit themselves.

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p> PHA Name: <u>Sarasota Housing Authority</u> PHA Code: <u>FLO08</u> PHA Type: <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/01/2025</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>100</u> Number of Housing Choice Vouchers (HCVs) <u>2112</u> Total Combined <u>2212</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> The PHA plan is available for review at the SHA Central Office located at 269 S. Osprey Avenue, Sarasota, FL 34236 during its regular hours of operation, 8:00 a.m. through 5:00 p.m., Monday through Thursday. It can also be viewed on-line at: http://www.sarasotahousing.org/about.aspx?section=policies </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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		PH	HCV																								
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B.	Plan Elements
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element below: Due to HOTMA, SHA had to amend various policies.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>The first phase of the redevelopment of the Courts section of AMP 1, was completed. Cypress Square aka Amaryllis Park Place II, provides 84 new family units which are fully leased. 25 of these 84 apartments have project-based vouchers. The remaining 64 units in the Courts property has completed relocation and will soon be demolished, to make way for Cypress Square 2 aka Amaryllis Park Place III. SHA and our development partner have the required funding to do so, and we expect to close this deal by the end of 2024. This new development will consist of 108 units, of which 33 will be PBV.</p> <p>SHA plans to develop phase two of Lofts on Lemon, which will be 100 units, and have 25 project based vouchers.</p> <p>It is planned that Bertha Mitchell, SHA's remaining 100 public housing units, will be converted to Section 8 once capital improvements are completed.</p> <p>Our board and staff have had initial discussions about issuing an RFP in the community for the purpose of project-basing privately owned units in the community in order to provide for more long-term, deeply-subsidized inventory in our local market.</p>

B.3	<p>Progress Report. Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>SHA continues to make progress on several goals. We continue to serve more families each year, through an increased voucher program as well as increased units in our portfolio of affordable housing. SHA received 125 new VASH vouchers and an allocation of 25 Fostering Youth to Independence (FYI) vouchers.</p> <p>Our redevelopments continue to replace obsolete and/or blighted housing and increase housing density which also adds to the affordable housing inventory in our community. Our 9% LIHTC redevelopment of the Courts began with the 84-unit Cypress Square which is now leased. The second phase of the Courts redevelopment will add an additional 108 units. This new development – Cypress Square 2 aka Amaryllis Park Place III – will close and begin construction by early 2025.</p> <p>We continue to increase efforts to have more of our young residents be able to read at or above grade level by the end of third grade and offer after-school programming and summer camps. SHA continues to leverage numerous partnerships to enhance programming for our youth.</p>
B.4.	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>See Capital Fund 5-Year Action Plan in EPIC, HUD Form 50075.2, approved by HUD, Victor Atkins, on 08/08/2023.</p>
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: The auditors found that one inspection was four months late.</p>
<p>C. Other Document and/or Certification Requirements.</p>	
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form 50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
<p>D. Affirmatively Furthering Fair Housing (AFFH).</p>	
D.1	<p>Affirmatively Furthering Fair Housing.</p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair</p>

housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Improve access to quality early childhood education for public housing residents, through on-site early head start classrooms, on-site after-school homework help with certified teachers, life enrichments summer camps, as well as partnerships with 4-H, Children First, Boys & Girls Club, Girls Inc and the many others.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Increase the homeownership rate among low-income residents: 26 Housing Choice Voucher participants have become homeowners through our voucher homeownership program.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Deconcentrate poverty: Through redevelopment, SHA is deconcentrating poverty, while revitalizing neighborhoods, increasing the number of affordable units, and guarding against gentrification, while employing local workers, including Section 3 individuals, to help build our new developments.

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Plan Elements.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. ([24 CFR §903.7\(a\)](#)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(2\)\(i\)](#)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

HOPE VI. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. (Notice PIH 2011-47)

Mixed Finance Modernization or Development. **1)** A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR §903.7(g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.2 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to

the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

D.1 Affirmatively Furthering Fair Housing.

The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	<p>PHA Name: <u>Sarasota Housing Authority</u> PHA Code: <u>FL008</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/01/2025</u> The Five-Year Period of the Plan (i.e. 2019-2023): <u>2025 – 2029</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The PHA plan is available for review at the SHA Central Office located at 269 S. Osprey Avenue, Sarasota, FL 34236 during its regular hours of operation, 8:00 a.m. through 5:00 p.m., Monday through Thursday. It can also be viewed on-line at: http://www.sarasotahousing.org/about.aspx?section=policies</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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		PH	HCV																														
Lead PHA:																																	

B.	Plan Elements. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p>Sarasota Housing Authority (SHA) is committed to providing quality affordable housing to enhance the lives of our residents and promote their independence. Our professional team members provide housing assistance to over 2,000 low-income families in Sarasota.</p>
B.2	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <p>First and foremost, SHA aims to continue its development efforts to both improve the quality of and increase the supply of affordable housing in Sarasota. Redevelopment plans include the former Courts public housing property. The remaining 64 units in the Courts property has completed relocation and will soon be demolished, to make way for Cypress Square 2 aka Amaryllis Park Place III. SHA and our development partner have the required funding to do so, and we expect to close this deal by the end of 2024. This new development will consist of 108 units, of which 33 will be PBV.</p> <p>Next, SHA and our development partner, Fortis, plan to develop Lofts on Lemon 2, which will feature 100 1-BR units, including 25 project-based voucher units.</p> <p>SHA also plans for a fourth and final development phase for Amaryllis Park Place. Amaryllis Park Place IV, aka Cypress Square 3, will feature 100 units. 61 units will be on the former Courts property and 39 units will be on vacant property on 22nd Street and Central Avenue, known as Central Gardens.</p> <p>SHA has explored possibly building structured parking with affordable housing on the site of the current surface parking at McCown Tower RAD. This is a possible future development project.</p> <p>SHA also continues to partner with local government and agencies, including our homeless CoC, to address various housing needs in our community, including the homeless. SHA was approved for a streamlined voluntary conversion of its then remaining 226 ACC units. 126 of those units have been converted, and the Bertha Mitchell community consisting of 100 ACC units, will be the final conversion as soon as a modernization project is completed.</p> <p>SHA will likely explore creative ways to leverage project-based vouchers to add more subsidized units in the community, to be spread out throughout Sarasota County.</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>SHA has made significant progress toward its goals during the past five years.</p> <p>On the development front, SHA has completed three major new affordable developments:</p> <ol style="list-style-type: none"> 1. Amaryllis Park Place, and elderly community of 84 apartment homes, half of which are PBV; 2. Lofts on Lemon, a family development of 128 apartment homes, with 76 LIHTC and 52 workforce units; 3. Cypress Square, a family development of 84 apartment homes, 25 of which are PBV. <p>SHA’s voucher program has nearly doubled in size since 2005, and our voucher program now consists of over 2,000 vouchers. SHA has in recent years been awarded additional VASH, FYI, fair share, EHV, TPV and other new vouchers.</p> <p>Our resident services department continues to great work, including award-winning youth programming, which remains a priority. Our after-school program and summer enrichment camps, in addition to several key partnerships that bring additional activities and experiences, continue to benefit our youth in their development.</p>

B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>SHA has implemented policies in all programs that will allow public housing or multifamily residents who are victims of domestic violence, to relocate to another unit if one is available. If one is not available, then they are referred to our HCV program to receive a super preference for the HCV waiting list. This transfer is normally handled within 5 to 7 days to allow the victim to remove themselves from the situation and/or danger.</p>
C. Other Document and/or Certification Requirements.	
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p>
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.3	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
D. Affirmatively Furthering Fair Housing (AFFH).	

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Improve access to quality early childhood education for public housing residents, through on-site early head start classrooms, on-site after-school homework help with certified teachers, life enrichments summer camps, as well as partnerships with 4-H, Children First, Boys & Girls Club, Girls Inc and the many others.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Increase the homeownership rate among low-income residents: 30 Housing Choice Voucher participants have become homeowners through our voucher homeownership program.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Deconcentrate poverty: Through redevelopment, SHA is deconcentrating poverty, while revitalizing neighborhoods, increasing the number of affordable units, and guarding against gentrification, while employing local workers, including Section 3 individuals, to help build our new developments.

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR § 903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR § 903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR § 903.6(b)(1))

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. (24 CFR § 903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR § 903.6(a)(3)).

C. Other Document and/or Certification Requirements.

C.1 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB have comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR § 903.17(b), 24 CFR § 903.19)

C.3 Certification by State or Local Officials.

[Form HUD-50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

(a) Did the public challenge any elements of the Plan?

(b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Sarasota Housing Authority

Cash Position

October 31, 2024

Annex Operating	\$ 3,088,558.33
Bertha Mitchell	\$ 2,338,316.34
Business Activities Operating	\$ 192,530.36
Courts	\$ 23,406.27
Energy Grant Program	\$ 11,090.59
HCV - HAP	\$ 1,194,481.36
HCV -Admin Reserve	\$ 1,018,620.39
McCown Tower/ Tower LIHTC Operating	\$ 348,602.51
Resident Services	\$ 216,377.83
SHMC	\$ 23,579.04
Towers Operating	\$ 258,529.37
Annex - Security Deposit	\$ 27,220.29
Bertha Mitchell - Security Deposit	\$ 23,970.92
Tower LIHTC - Security Deposit	\$ 27,084.00
Tower - Security Deposit	\$ 601.68
Rosemary Cohen	\$ 205,284.99
Development Account	\$ 2,652,339.52
Tower Replacement Reserves	\$ 20.21
Tower LIHTC Replacement Reserve	\$ 0.05
Tower LIHTC Construction	\$ 37,518.00
Litigation Proceeds Account	\$ 1,041.36
McCown Tower LLLP Replacment Reserve	\$ 199,327.04
McCown Tower LLLP Operating Deficit Reserve	\$ 305,706.00
McCown Tower Insurance Escrow	\$ 83,333.35
HCV FSS Escrow	\$ 252,349.16
PHA FSS Escrow	\$ 55,271.50
FSS Forfeiture	\$ 108,127.55
SHFC - Operating	\$ 1,281,472.89
SHFC - Restricted BB&T	\$ 115,094.44
SHFC - Reserve	\$ 429,745.69
Total Cash	<u>\$ 14,519,601.03</u>
Courts Investment Account	\$ 1,007,407.80
Development Investment Account	\$ 2,014,814.63
HCV Reserve Investment Account	\$ 1,607,154.50
Litigation Investment Account	\$ 776,066.58
Total Investments	<u>\$ 5,405,443.51</u>
Total Cash and Investments	<u>\$ 19,925,044.54</u>

Sarasota Housing Authority
Operating Statement
Seven Months Ending 10/31/2024
Program: Annex Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	28,042.00	26,872.91	1,169.09	199,372.00	188,110.33	11,261.67	322,474.85	(123,102.85)
HUD Revenue	80,963.00	83,445.03	(2,482.03)	583,020.00	584,115.20	(1,095.20)	1,001,340.34	(418,320.34)
Other Operating Revenue	2.30	548.00	(545.70)	4,073.03	3,835.97	237.06	6,575.95	(2,502.92)
TOTAL INCOME	109,007.30	110,865.94	(1,858.64)	786,465.03	776,061.50	10,403.53	1,330,391.14	(543,926.11)
EXPENSES								
Administrative Expense	53,340.31	44,895.86	(8,444.45)	319,515.30	314,271.03	(5,244.27)	538,750.33	219,235.03
Tenant Services	79.35	34.85	(44.50)	1,320.73	243.92	(1,076.81)	418.15	(902.58)
Utility Expense	12,297.28	13,308.90	1,011.62	79,452.61	93,162.30	13,709.69	159,706.80	80,254.19
Maintenance	40,742.35	58,443.70	17,701.35	151,737.38	409,105.91	257,368.53	701,324.38	549,587.00
Protective Services	3,470.25	3,006.96	(463.29)	20,513.85	21,048.73	534.88	36,083.54	15,569.69
Insurance Expense	2,074.77	5,077.85	3,003.08	36,141.45	35,544.92	(596.53)	60,934.14	24,792.69
General Expense	825.34	380.98	(444.36)	9,401.22	2,666.83	(6,734.39)	4,571.71	(4,829.51)
TOTAL EXPENSES	112,829.65	125,149.10	12,319.45	618,082.54	876,043.64	257,961.10	1,501,789.05	883,706.51
SURPLUS	(3,822.35)	(14,283.16)	(10,460.81)	168,382.49	(99,982.14)	(268,364.63)	(171,397.91)	(339,780.40)

Sarasota Housing Authority
Operating Statement
Seven Months Ending 10/31/2024

Program: Bertha Mitchell Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	52,101.92	32,185.45	19,916.47	316,556.22	225,298.18	91,258.04	386,225.45	(69,669.23)
HUD Revenues	161,543.21	415,864.63	(254,321.42)	790,941.30	2,911,052.41	(2,120,111.11)	4,990,375.56	(4,199,434.26)
Other Operating Revenue	20,175.63	11,109.97	9,065.66	101,398.40	77,769.78	23,628.62	133,319.61	(31,921.21)
TOTAL INCOME	233,820.76	459,160.05	(225,339.29)	1,208,895.92	3,214,120.37	(2,005,224.45)	5,509,920.62	(4,301,024.70)
EXPENSES								
Administrative Expense	84,339.09	50,675.30	(33,663.79)	633,734.93	354,726.96	(279,007.97)	608,103.36	(25,631.57)
Tenant Services	1,993.48	416.35	(1,577.13)	4,004.86	2,914.45	(1,090.41)	4,996.20	991.34
Utility Expense	22,216.62	25,467.27	3,250.65	144,277.09	178,270.87	33,993.78	305,607.21	161,330.12
Maintenance	65,093.09	319,643.77	254,550.68	351,817.26	2,237,506.24	1,885,688.98	3,835,724.95	3,483,907.69
Insurance Expense	3,623.34	7,567.58	3,944.24	56,079.65	52,973.09	(3,106.56)	90,811.02	34,731.37
General Expense	15,650.09	3,642.35	(12,007.74)	49,015.63	25,496.41	(23,519.22)	43,708.12	(5,307.51)
TOTAL EXPENSES	192,915.71	407,412.62	214,496.91	1,238,929.42	2,851,888.02	1,612,958.60	4,888,950.86	3,650,021.44
SURPLUS	40,905.05	51,747.43	10,842.38	(30,033.50)	362,232.35	392,265.85	620,969.76	651,003.26

Sarasota Housing Authority

Operating Statement

Ten Months Ending 10/31/2024

Program: McCown Tower Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	31,810.00	33,761.75	(1,951.75)	320,832.74	337,617.50	(16,784.76)	405,141.00	(84,308.26)
HUD Revenue	40,640.00	33,650.00	6,990.00	395,376.00	336,500.00	58,876.00	403,800.00	(8,424.00)
Other Operating Revenue	0.05	(3,060.42)	3,060.47	509,400.80	(30,604.17)	540,004.97	(36,725.00)	546,125.80
TOTAL INCOME	72,450.05	64,351.33	8,098.72	1,225,609.54	643,513.33	582,096.21	772,216.00	453,393.54
EXPENSES								
Administrative Expense	16,502.12	10,956.42	(5,545.70)	127,675.19	109,564.19	(18,111.00)	131,477.00	3,801.81
Tenant Services	996.74	58.80	(937.94)	2,114.50	587.96	(1,526.54)	705.55	(1,408.95)
Utility Expense	12,929.01	11,352.81	(1,576.20)	111,902.73	113,528.13	1,625.40	136,233.76	24,331.03
Maintenance	21,291.25	13,162.79	(8,128.46)	139,362.31	131,628.04	(7,734.27)	157,953.66	18,591.35
Protective Services	3,470.25	2,730.66	(739.59)	32,825.40	27,306.61	(5,518.79)	32,767.93	(57.47)
Insurance Expense	16,969.11	8,730.34	(8,238.77)	112,620.26	87,303.39	(25,316.87)	104,764.07	(7,856.19)
General Expense	129.28	3,959.17	3,829.89	6,985.77	39,591.69	32,605.92	47,510.03	40,524.26
TOTAL EXPENSES	72,287.76	50,950.99	(21,336.77)	533,486.16	509,510.01	(23,976.15)	611,412.00	77,925.84
SURPLUS	162.29	13,400.34	(13,238.05)	692,123.38	134,003.32	558,120.06	160,804.00	531,319.38

Sarasota Housing Authority

Operating Statement

Seven Months Ending 10/31/2024

Program: Resident Services Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Grant Revenue	5,551.67	16,334.23	(10,782.56)	67,124.01	114,339.60	(47,215.59)	196,010.75	(128,886.74)
TOTAL INCOME	5,551.67	16,334.23	(10,782.56)	67,124.01	114,339.60	(47,215.59)	196,010.75	(128,886.74)
EXPENSES								
Administrative Expense	24,332.89	24,321.94	(10.95)	132,763.76	170,253.52	37,489.76	291,863.13	159,099.37
Utility Expense	270.10	347.98	77.88	1,770.35	2,435.88	665.53	4,175.80	2,405.45
Maintenance	1,467.60	951.13	(516.47)	6,557.90	6,657.87	99.97	11,413.50	4,855.60
Insurance Expense	0.00	757.82	757.82	3,611.43	5,304.76	1,693.33	9,093.87	5,482.44
General Expense	233.50	143.54	(89.96)	7,853.92	1,004.76	(6,849.16)	1,722.45	(6,131.47)
Equity Transfer	0.00	0.00	0.00	(220,660.52)	0.00	220,660.52	0.00	220,660.52
TOTAL EXPENSES	26,304.09	26,522.41	218.32	(68,103.16)	185,656.79	253,759.95	318,268.75	386,371.91
SURPLUS	(20,752.42)	(10,188.18)	(10,564.24)	135,227.17	(71,317.19)	206,544.36	(122,258.00)	257,485.17

Sarasota Housing Authority
Operating Statement
Seven Months Ending 10/31/2024
Program: Section 8 Voucher Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
HUD Revenues	2,480,870.37	2,431,014.52	49,855.85	18,149,459.10	17,017,101.69	1,132,357.41	29,172,174.32	(11,022,715.22)
Other Operating Revenue	45,459.86	10,552.19	34,907.67	74,017.67	73,865.25	152.42	126,626.13	(52,608.46)
TOTAL INCOME	2,526,330.23	2,441,566.71	84,763.52	18,223,476.77	17,090,966.94	1,132,509.83	29,298,800.45	(11,075,323.68)
EXPENSES								
Administrative Expense	155,398.28	147,719.99	(7,678.29)	862,427.10	1,034,039.79	171,612.69	1,772,639.66	910,212.56
HAP Expense	2,525,197.05	2,237,073.29	(288,123.76)	17,494,091.56	15,659,513.04	(1,834,578.52)	26,844,879.48	9,350,787.92
TOTAL EXPENSES	2,680,595.33	2,384,793.28	(295,802.05)	18,356,518.66	16,693,552.83	(1,662,965.83)	28,617,519.14	10,261,000.48
SURPLUS	(154,265.10)	56,773.43	(211,038.53)	(133,041.89)	397,414.11	(530,456.00)	681,281.31	(814,323.20)

Sarasota Housing Authority
Operating Statement
Seven Months Ending 10/31/2024
Program: SHFC Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue Other	100,605.73	87,081.45	13,524.28	684,210.78	609,570.13	74,640.65	1,044,977.38	(360,766.60)
Other Revenue	166.94	24,290.63	(24,123.69)	16,739.15	170,034.40	(153,295.25)	291,487.55	(274,748.40)
TOTAL INCOME	100,772.67	111,372.08	(10,599.41)	700,949.93	779,604.53	(78,654.60)	1,336,464.93	(635,515.00)
EXPENSES								
Administrative Expense	21,486.51	22,664.61	1,178.10	160,546.29	158,652.10	(1,894.19)	271,975.02	111,428.73
Utilities Expense	8,729.14	5,979.48	(2,749.66)	45,648.78	41,856.40	(3,792.38)	71,753.82	26,105.04
Maintenance	30,043.67	53,922.19	23,878.52	138,053.58	377,455.29	239,401.71	647,066.20	509,012.62
Insurance Expense	10,748.53	12,434.95	1,686.42	83,851.55	87,044.61	3,193.06	149,219.33	65,367.78
General Expense	2,949.81	5,474.90	2,525.09	26,979.10	38,324.29	11,345.19	65,698.79	38,719.69
TOTAL EXPENSES	73,957.66	100,476.13	26,518.47	455,079.30	703,332.69	248,253.39	1,205,713.16	750,633.86
SURPLUS	26,815.01	10,895.95	15,919.06	245,870.63	76,271.84	169,598.79	130,751.77	115,118.86

Sarasota Housing Authority
Operating Statement
Seven Months Ending 10/31/2024
Program: Sarasota Housing Mgmt Corp Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Management Revenue	7,117.23	0.00	7,117.23	21,492.05	0.00	21,492.05	0.00	21,492.05
TOTAL INCOME	7,117.23	0.00	7,117.23	21,492.05	0.00	21,492.05	0.00	21,492.05
EXPENSES								
Administrative Expense	0.00	0.00	0.00	5,304.50	0.00	(5,304.50)	0.00	(5,304.50)
Insurance Expense	436.24	0.00	(436.24)	9,645.52	0.00	(9,645.52)	0.00	(9,645.52)
TOTAL EXPENSES	436.24	0.00	(436.24)	14,950.02	0.00	(14,950.02)	0.00	(14,950.02)
SURPLUS	6,680.99	0.00	(6,680.99)	6,542.03	0.00	(6,542.03)	0.00	(6,542.03)

Sarasota Housing Authority
Operating Statement
Seven Months Ending 10/31/2024
Program: SVC Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	511.11	101,931.66	(101,420.55)	398,810.78	713,521.59	(314,710.81)	1,223,179.87	(824,369.09)
HUD Revenue	0.00	5,343.61	(5,343.61)	47,224.78	37,405.29	9,819.49	64,123.35	(16,898.57)
Other Operating Revenue	7,407.80	13,248.77	(5,840.97)	8,411.59	92,741.41	(84,329.82)	158,985.28	(150,573.69)
TOTAL INCOME	7,918.91	120,524.04	(112,605.13)	454,447.15	843,668.29	(389,221.14)	1,446,288.50	(991,841.35)
EXPENSES								
Administrative Expense	24,786.95	23,363.80	(1,423.15)	137,712.43	163,546.57	25,834.14	280,365.53	142,653.10
Tenant Services	13,293.77	25,000.00	11,706.23	142,016.10	175,000.00	32,983.90	300,000.00	157,983.90
Utility Expense	17,923.05	10,247.05	(7,676.00)	110,201.57	71,729.37	(38,472.20)	122,964.63	12,763.06
Maintenance	28,418.40	37,033.07	8,614.67	157,152.82	259,231.46	102,078.64	444,396.76	287,243.94
Insurance Expense	989.78	4,059.87	3,070.09	28,467.20	28,419.04	(48.16)	48,718.36	20,251.16
General Expense	101.03	123.72	22.69	(11,962.20)	866.02	12,828.22	1,484.61	13,446.81
5210.00 Appliances	0.00	681.86	681.86	0.00	4,773.03	4,773.03	8,182.34	8,182.34
TOTAL EXPENSES	85,512.98	100,509.37	14,996.39	563,587.92	703,565.49	139,977.57	1,206,112.23	642,524.31
SURPLUS	(77,594.07)	20,014.67	(97,608.74)	(109,140.77)	140,102.80	(249,243.57)	240,176.27	(349,317.04)

Janies Garden

Budget Operating Report

As of October 31, 2024

Reporting Book:

ACCRUAL

As of Date:

10/31/2024

Location:

Janies Garden

	Month Ending			01/01/2024 Through			Year Ending
	10/31/2024			10/31/2024			12/31/2024
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	62,745.00	51,641.67	11,103.33	586,269.00	516,416.70	69,852.30	619,700.04
512100 - SUBSIDY REVENUE	27,775.00	34,372.00	(6,597.00)	295,809.00	343,720.00	(47,911.00)	412,464.00
TOTAL RENT INCOME	90,520.00	86,013.67	4,506.33	882,078.00	860,136.70	21,941.30	1,032,164.04
VACANCIES							
522000 - VACANCIES - TENANT	(7,826.00)	(1,666.00)	(6,160.00)	(82,971.00)	(13,660.00)	(69,311.00)	(17,000.00)
528000 - EMPLOYEE APARTMENT/DISCOUNT	(1,340.00)	0.00	(1,340.00)	(8,459.00)	0.00	(8,459.00)	0.00
TOTAL VACANCIES	(9,166.00)	(1,666.00)	(7,500.00)	(91,430.00)	(13,660.00)	(77,770.00)	(17,000.00)
NET RENTAL INCOME	81,354.00	84,347.67	(2,993.67)	790,648.00	846,476.70	(55,828.70)	1,015,164.04
SERVICES INCOME							
531000 - COIN OPERATIONS	93.28	21.00	72.28	667.17	210.00	457.17	250.00
533000 - TENANT APPLICATION FEE	655.00	100.00	555.00	1,650.00	1,400.00	250.00	1,600.00
TOTAL SERVICES INCOME	748.28	121.00	627.28	2,317.17	1,610.00	707.17	1,850.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	27.49	0.00	27.49	286.90	0.00	286.90	0.00
541200 - INT INC - RESERVES & ESCROWS	374.60	0.00	374.60	3,301.21	0.00	3,301.21	0.00
TOTAL FINANCIAL INCOME	402.09	0.00	402.09	3,588.11	0.00	3,588.11	0.00
OTHER INCOME							
592500 - LATE CHARGES	1,300.00	550.00	750.00	10,985.00	5,250.00	5,735.00	6,354.00
593000 - RETURNED CHECKS CHARGES	25.00	0.00	25.00	75.00	0.00	75.00	0.00
593600 - LEGAL INCOME	0.00	0.00	0.00	2,763.61	0.00	2,763.61	0.00
593800 - CLEANING FEE	0.00	0.00	0.00	1,515.00	0.00	1,515.00	0.00
593900 - DAMAGES	(50.00)	400.00	(450.00)	2,908.58	4,000.00	(1,091.42)	4,596.00
594000 - PET FEE	50.00	0.00	50.00	250.00	0.00	250.00	0.00
598100 - RECOVERY OF BAD DEBTS	0.00	0.00	0.00	864.27	0.00	864.27	0.00
598200 - RENT CONCESSIONS	0.00	0.00	0.00	(187.09)	0.00	(187.09)	0.00
TOTAL OTHER INCOME	1,325.00	950.00	375.00	19,174.37	9,250.00	9,924.37	10,950.00
TOTAL INCOME	83,829.37	85,418.67	(1,589.30)	815,727.65	857,336.70	(41,609.05)	1,027,964.04
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	0.00	43.00	43.00	687.26	680.00	(7.26)	756.00
622500 - CREDIT REPORTS	170.43	88.00	(82.43)	1,767.00	880.00	(887.00)	1,012.00
624500 - INSPECTION FEES	0.00	0.00	0.00	805.00	400.00	(405.00)	400.00
625500 - EVICTION EXPENSE	75.00	267.00	192.00	2,564.17	2,670.00	105.83	3,000.00
TOTAL RENTING EXPENSES	245.43	398.00	152.57	5,823.43	4,630.00	(1,193.43)	5,168.00

ADMINISTRATIVE EXPENSES

631000 - OFFICE PAYROLL	2,264.36	1,333.00	(931.36)	15,843.79	13,997.00	(1,846.79)	17,648.00
631100 - OFFICE EXPENSE	213.20	284.00	70.80	3,205.61	3,740.00	534.39	4,304.00
631111 - BANK CHARGES	44.10	48.00	3.90	413.88	632.00	218.12	728.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	0.00	0.00	1,172.88	828.00	(344.88)	1,104.00
631502 - OFFICE/COMPUTER - SERVICES	(94.78)	0.00	94.78	1,783.64	1,845.00	61.36	2,460.00
632000 - MANAGEMENT FEES	14,701.83	4,650.00	(10,051.83)	48,171.55	46,500.00	(1,671.55)	55,800.00
632500 - ANSWERING SERVICE	0.00	38.00	38.00	0.00	380.00	380.00	456.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	2,492.29	1,660.00	(832.29)	14,645.99	17,430.00	2,784.01	21,995.00
634000 - LEGAL EXPENSE	0.00	0.00	0.00	84.57	0.00	(84.57)	0.00
634100 - MISC. EXPENSE	0.00	0.00	0.00	193.12	0.00	(193.12)	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	4,200.00	0.00	(4,200.00)	10,925.00	7,500.00	(3,425.00)	10,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	0.00	0.00	0.00	2,267.28	1,785.00	(482.28)	2,380.00
635400 - SOFTWARE LICENSE EXPENSE	62.29	0.00	(62.29)	6,180.21	5,600.00	(580.21)	5,600.00
636000 - TELEPHONE	227.36	253.00	25.64	3,292.67	2,539.00	(753.67)	3,045.00
637000 - BAD DEBT EXPENSE	0.00	420.00	420.00	13,289.81	4,200.00	(9,089.81)	4,998.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	167.00	167.00	38.89	1,670.00	1,631.11	2,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	3,006.12	2,888.00	(118.12)	21,663.44	28,880.00	7,216.56	34,656.00
638400 - TRAINING EXPENSE	0.00	150.00	150.00	151.85	1,800.00	1,648.15	2,100.00
638500 - TRAVEL EXPENSE	0.00	95.00	95.00	150.00	950.00	800.00	1,140.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	200.00	200.00	428.75	2,000.00	1,571.25	2,000.00
639002 - MISC ADMIN EXP - Consultant Fees	0.00	0.00	0.00	3,050.00	0.00	(3,050.00)	0.00
Total ADMINISTRATIVE EXPENSES	27,116.77	12,186.00	(14,930.77)	147,452.93	142,776.00	(4,676.93)	172,914.00

OPERATING EXPENSE

641900 - UNIFORMS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00	500.00
643000 - MAINTENANCE PAYROLL	6,993.14	4,328.00	(2,665.14)	30,333.61	45,442.00	15,108.39	58,471.00
643100 - JANITOR SUPPLIES	62.78	0.00	(62.78)	909.08	1,700.00	790.92	1,700.00
645000 - ELECTRICITY	1,115.42	833.00	(282.42)	10,160.37	8,330.00	(1,830.37)	10,000.00
645050 - ELECTRICITY - Vacant Unit	513.67	0.00	(513.67)	5,335.02	0.00	(5,335.02)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	0.00	0.00	0.00	(12.48)	0.00	12.48	0.00
645100 - WATER	3,341.59	4,000.00	658.41	33,158.55	40,000.00	6,841.45	48,000.00
645300 - SEWER	4,665.26	4,836.00	170.74	45,332.80	48,360.00	3,027.20	58,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	82.56	86.00	3.44	743.04	860.00	116.96	1,032.00
645551 - Vacant Unit Recovery Fees	0.00	0.00	0.00	56.46	0.00	(56.46)	0.00
646000 - EXTERMINATING	1,581.32	115.00	(1,466.32)	7,900.67	6,470.00	(1,430.67)	7,000.00
647000 - GARBAGE & RUBBISH REMOVAL	4,684.95	3,125.00	(1,559.95)	49,801.93	31,250.00	(18,551.93)	37,500.00
647100 - FIRE SERVICE FEE / REPAIRS	118.15	833.00	714.85	13,470.00	8,330.00	(5,140.00)	10,001.00
649000 - MISC OPERATING EXPENSE	0.00	100.00	100.00	351.66	1,000.00	648.34	1,200.00
TOTAL OPERATING EXPENSE	23,158.84	18,256.00	(4,902.84)	197,540.71	192,242.00	(5,298.71)	233,404.00

MAINTENANCE EXPENSE

652000 - GROUNDS	0.00	0.00	0.00	3,179.97	0.00	(3,179.97)	0.00
652001 - GROUNDS - Supplies	0.00	0.00	0.00	0.00	2,000.00	2,000.00	2,000.00
652002 - GROUNDS - Contract	0.00	1,755.00	1,755.00	20,050.00	17,550.00	(2,500.00)	21,106.00
653000 - EXTERIOR PAINTING / REPAIRS	1,028.51	382.40	(646.11)	1,953.35	3,835.00	1,881.65	4,599.80
653500 - CLEANING EXPENSE	250.00	0.00	(250.00)	2,123.26	0.00	(2,123.26)	0.00
654100 - REPAIRS - APPLIANCES	14.47	250.00	235.53	1,459.51	2,500.00	1,040.49	2,500.00
654200 - REPAIRS - CARPET & FLOORS	0.00	204.00	204.00	725.00	2,590.00	1,865.00	2,996.00
654300 - REPAIRS - CARPENTRY	173.97	583.00	409.03	16,543.05	5,830.00	(10,713.05)	7,002.00

654400 - REPAIRS - ELECTRICAL	11.41	150.00	138.59	1,516.16	1,500.00	(16.16)	2,000.00
654600 - REPAIRS - PLUMBING	307.22	360.00	52.78	2,965.18	4,176.00	1,210.82	5,040.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	44,154.79	0.00	(44,154.79)	53,697.05	0.00	(53,697.05)	0.00
654800 - SERVICE CONTRACTS	0.00	46.00	46.00	292.02	909.00	616.98	1,000.00
655100 - REPAIRS - HVAC	213.07	867.20	654.13	8,822.99	8,672.00	(150.99)	10,400.00
656000 - DECORATING EXPENSE	475.00	635.00	160.00	8,405.81	6,350.00	(2,055.81)	8,000.00
656001 - DECORATING - Painting Supplies	0.00	0.00	0.00	9.45	0.00	(9.45)	0.00
657000 - MOTOR VEHICLE REPAIRS	0.00	125.00	125.00	1,314.60	1,250.00	(64.60)	1,506.00
658500 - SMALL TOOLS EXPENSE	0.00	0.00	0.00	1,748.93	600.00	(1,148.93)	600.00
659000 - MISC MAINTENANCE EXPENSE	209.54	0.00	(209.54)	687.35	500.00	(187.35)	500.00
TOTAL MAINTENANCE EXPENSE	46,837.98	5,357.60	(41,480.38)	125,493.68	58,262.00	(67,231.68)	69,249.80
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	7,349.01	7,349.00	(0.01)	75,723.27	75,723.00	(0.27)	90,597.00
TOTAL INTEREST EXPENSE	7,349.01	7,349.00	(0.01)	75,723.27	75,723.00	(0.27)	90,597.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	42,000.00
671100 - PAYROLL TAXES	884.36	561.00	(323.36)	4,789.32	6,703.00	1,913.68	8,350.00
672000 - INSURANCE EXPENSE	0.00	0.00	0.00	220,337.95	268,700.00	48,362.05	268,700.00
672100 - HEALTH INSURANCE	415.21	1,200.00	784.79	2,937.33	12,000.00	9,062.67	14,400.00
672200 - WORKERS COMP INSURANCE	171.84	173.00	1.16	896.10	1,817.00	920.90	2,332.00
672300 - LITIGATION SETTLEMENT	0.00	167.00	167.00	4,865.27	1,670.00	(3,195.27)	2,000.00
672500 - EMPLOYEE BENEFITS	393.16	450.00	56.84	2,789.51	4,500.00	1,710.49	5,400.00
TOTAL TAXES & INSURANCE	1,864.57	2,551.00	686.43	236,615.48	295,390.00	58,774.52	343,182.00
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	0.00	0.00	3,264.38	4,000.00	735.62	4,000.00
721102 - Flooring: Carpet & Tile	1,097.03	1,000.00	(97.03)	26,875.22	10,000.00	(16,875.22)	10,000.00
721105 - Water Heaters	0.00	0.00	0.00	434.22	0.00	(434.22)	0.00
721106 - HVAC Equipment	(3,182.83)	0.00	3,182.83	18,133.91	10,000.00	(8,133.91)	10,000.00
721112 - Doors & Wndows (Exterior)	0.00	0.00	0.00	668.70	0.00	(668.70)	0.00
TOTAL EQUIPMENT PURCHASES	(2,085.80)	1,000.00	3,085.80	49,376.43	24,000.00	(25,376.43)	24,000.00
TOTAL CORPORATE EXPENSES	104,486.80	47,097.60	(57,389.20)	838,738.43	794,023.00	(44,715.43)	939,514.80
NET PROFIT OR LOSS	(20,657.43)	38,321.07	(58,978.50)	(23,010.78)	63,313.70	(86,324.48)	88,449.24
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	4,085.00	3,500.00	(585.00)	40,850.00	35,000.00	(5,850.00)	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	22,325.00	1,110.00	212,150.00	223,250.00	11,100.00	267,900.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(219,242.86)	(267,900.00)	(48,657.14)	(267,900.00)
791000 - PROV FOR REPLACEMENTS	2,409.39	2,402.00	(7.39)	23,555.11	23,537.00	(18.11)	28,341.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	(24,000.00)
793000 - PROV FOR MORT PRIN AMORT	4,459.51	4,460.00	0.49	42,361.93	42,363.00	1.07	51,107.00
TOTAL NON-OPERATING EXPENSES	32,168.90	32,687.00	518.10	99,674.18	56,250.00	(43,424.18)	55,448.00
NET CASH (+) / DEF (-)	(52,826.33)	5,634.07	(58,460.40)	(122,684.96)	7,063.70	(129,748.66)	33,001.24

Janies Garden Balance Sheet

October 31, 2024

Reporting Book:

As of Date:

Location:

ACCRUAL

10/31/2024

Janies Garden

Assets

Current Assets

Cash

IRM Master Escrow Account	(9,440.82)
PETTY CASH	400.00
CASH IN BANK GENERAL	9,341.51
CASH IN BANK - SECURITY DEPOSITS	<u>51,763.09</u>
Total Cash	52,063.78

Accounts Receivable

A/R - RESIDENTS	18,715.77
Voucher / PBV - Suspense	10,606.82
A/R - PBV SUBSIDY	2,542.00
A/R - VOUCHER SUBSIDY	2,094.00
DUE FROM PARTNERS	200.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	<u>(7,894.50)</u>
Total Accounts Receivable	26,264.09

Deposits & Escrows

REAL ESTATE TAX ESCROW	79,175.07
PROPERTY & LIABILITY INSURANCE ESCROW	107,782.14
RESERVE FOR REPLACEMENTS	64,210.97
OPERATING RESERVE FUND	<u>221,328.23</u>
Total Deposits & Escrows	472,496.41

Other Current Assets

PREPAID PROPERTY INSURANCE	63,123.00
MISC PREPAID EXPENSE	<u>118.25</u>
Total Other Current Assets	63,241.25

Total Current Assets

614,065.53

Fixed Assets

LAND	559,730.00
BUILDINGS	14,771,868.18

Depreciation & Amortization

ACC DEPR BUILDINGS	<u>(8,697,306.00)</u>
Total Depreciation & Amortization	(8,697,306.00)

Total Fixed Assets

6,634,292.18

Other Assets	
DEPOSITS - RECEIVABLE	24,803.47
START-UP COSTS	59,000.18
LIHTC FEE	211,731.00
ACCUM. AMORT. - LIHTC MONITORING FEE	(204,719.00)
ACC - AMORT FINANCING FEES (Old)	(65,509.00)
RAR ADJ - ACCUM AMORTIZATION	(59,000.00)
Total Other Assets	<u>(33,693.35)</u>

Total Assets	<u><u>7,214,664.36</u></u>
Liabilities & Equity	

Liabilities

Current Liabilities

DEVELOPMENT FEE PAYABLE	292,683.66
ACCOUNTS PAYABLE	244,502.91
ACCOUNTS PAYABLE - OTHER	40,672.45
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	7,798.00
ACCRUED INTEREST PAYABLE - 2ND MORTG.	2,918,902.09
ACCRUED INTEREST - M.J. LEVITT	51,332.19
ACCRUED EXPENSE	8,064.00
ACCRUED PARTNERSHIP EXPENSES	184,065.42
SECURITY DEPOSIT REFUNDS IN TRANSIT	2,767.00
Total Current Liabilities	<u>3,750,787.72</u>

Other Current Liabilities

SECURITY DEPOSIT LIABILITY	48,913.42
SECURITY DEP INT LIABILITY	1,581.02
PREPAID RENTS	23,501.09
Total Other Current Liabilities	<u>73,995.53</u>

Long Term Liabilities

DEFERRED FINANCING FEES	(113,408.68)
1ST MORTGAGE PAYABLE	1,406,551.26
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>4,252,642.58</u>

Total Liabilities	<u>8,077,425.83</u>
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Equity

Retained Earnings	(839,750.69)
Current Net Income	(23,010.78)

Total Equity	<u>(862,761.47)</u>
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Total Liabilities & Equity	<u><u>7,214,664.36</u></u>
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Janies Garden II

Budget Operating Report

As of October 31, 2024

Reporting Book:

ACCRUAL

As of Date:

10/31/2024

Location:

Janies Garden II

	Month Ending			01/01/2024 Through			Year Ending
	10/31/2024			10/31/2024			12/31/2024
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	41,888.00	29,858.33	12,029.67	407,246.00	298,583.30	108,662.70	358,299.96
512100 - SUBSIDY REVENUE	31,424.00	36,500.00	(5,076.00)	294,367.00	365,000.00	(70,633.00)	438,000.00
TOTAL RENT INCOME	73,312.00	66,358.33	6,953.67	701,613.00	663,583.30	38,029.70	796,299.96
VACANCIES							
522000 - VACANCIES - TENANT	(14,876.00)	(1,660.00)	(13,216.00)	(152,326.00)	(12,450.00)	(139,876.00)	(15,000.00)
TOTAL VACANCIES	(14,876.00)	(1,660.00)	(13,216.00)	(152,326.00)	(12,450.00)	(139,876.00)	(15,000.00)
NET RENTAL INCOME	58,436.00	64,698.33	(6,262.33)	549,287.00	651,133.30	(101,846.30)	781,299.96
SERVICES INCOME							
533000 - TENANT APPLICATION FEE	90.00	0.00	90.00	310.00	0.00	310.00	0.00
TOTAL SERVICES INCOME	90.00	0.00	90.00	310.00	0.00	310.00	0.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	21.54	0.00	21.54	936.30	0.00	936.30	0.00
541200 - INT INC - RESERVES & ESCROWS	1,011.36	0.00	1,011.36	12,055.43	0.00	12,055.43	0.00
541400 - INT INC - OPERATING RESERVE	369.14	0.00	369.14	3,694.06	0.00	3,694.06	0.00
541500 - INT INC - DEBT SERVICE RESERVE	785.25	0.00	785.25	7,584.26	0.00	7,584.26	0.00
TOTAL FINANCIAL INCOME	2,187.29	0.00	2,187.29	24,270.05	0.00	24,270.05	0.00
OTHER INCOME							
591000 - SECURITY DEPOSIT FORFEITURE	0.00	0.00	0.00	334.66	0.00	334.66	0.00
592500 - LATE CHARGES	750.00	500.00	250.00	7,715.00	5,600.00	2,115.00	6,604.00
593600 - LEGAL INCOME	545.50	0.00	545.50	4,150.80	0.00	4,150.80	0.00
593800 - CLEANING FEE	0.00	0.00	0.00	1,840.00	0.00	1,840.00	0.00
593900 - DAMAGES	100.00	100.00	0.00	1,392.00	1,000.00	392.00	1,200.00
TOTAL OTHER INCOME	1,395.50	600.00	795.50	15,432.46	6,600.00	8,832.46	7,804.00
TOTAL INCOME	62,108.79	65,298.33	(3,189.54)	589,299.51	657,733.30	(68,433.79)	789,103.96

TOTAL CORPORATE EXPENSES

RENTING EXPENSES

621000 - ADVERTISING	0.00	70.00	70.00	596.72	700.00	103.28	700.00
622500 - CREDIT REPORTS	13.11	29.00	15.89	39.33	290.00	250.67	350.00
624500 - INSPECTION FEES	0.00	0.00	0.00	555.00	1,000.40	445.40	1,000.40
625500 - EVICTION EXPENSE	545.50	332.00	(213.50)	2,245.74	2,720.00	474.26	3,396.00
TOTAL RENTING EXPENSES	558.61	431.00	(127.61)	3,436.79	4,710.40	1,273.61	5,446.40

ADMINISTRATIVE EXPENSES

631000 - OFFICE PAYROLL	1,856.62	1,094.00	(762.62)	13,034.73	11,487.00	(1,547.73)	14,720.00
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631100 - OFFICE EXPENSE	108.54	300.00	191.46	1,924.35	3,800.00	1,875.65	3,800.00
631108 - MEMBERSHIP DUES EXPENSE	0.00	0.00	0.00	21.02	0.00	(21.02)	0.00
631111 - BANK CHARGES	42.91	65.00	22.09	443.61	670.00	226.39	800.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	654.00	654.00	872.00
631502 - OFFICE/COMPUTER - SERVICES	(121.86)	0.00	121.86	1,410.32	1,470.00	59.68	1,960.00
632000 - MANAGEMENT FEES	3,693.33	3,775.00	81.67	33,564.75	37,750.00	4,185.25	45,300.00
632500 - ANSWERING SERVICE	89.60	30.08	(59.52)	806.40	300.80	(505.60)	360.14
633000 - SITE MANAGER'S PAYROLL EXPENSE	1,938.47	1,310.00	(628.47)	10,461.55	13,756.00	3,294.45	17,687.00
634000 - LEGAL EXPENSE	0.00	0.00	0.00	157.07	0.00	(157.07)	0.00
634100 - MISC. EXPENSE	0.00	0.00	0.00	152.46	0.00	(152.46)	0.00
635000 - AUDIT EXPENSE	4,200.00	0.00	(4,200.00)	10,925.00	7,499.00	(3,426.00)	10,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	0.00	0.00	0.00	1,725.84	1,806.00	80.16	2,408.00
635400 - SOFTWARE LICENSE EXPENSE	50.77	0.00	(50.77)	5,023.59	4,300.00	(723.59)	4,300.00
636000 - TELEPHONE	179.49	210.00	30.51	2,599.53	2,100.00	(499.53)	2,520.00
636500 - CABLE TV / INTERNET EXPENSE	96.51	102.00	5.49	975.10	1,020.00	44.90	1,220.00
637000 - BAD DEBT EXPENSE	0.00	500.00	500.00	16,959.79	5,000.00	(11,959.79)	6,000.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	83.00	83.00	38.89	830.00	791.11	1,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,393.27	2,281.00	(112.27)	16,752.89	22,810.00	6,057.11	27,372.00
638400 - TRAINING EXPENSE	0.00	118.17	118.17	134.29	1,426.23	1,291.94	1,649.72
638500 - TRAVEL EXPENSE	0.00	75.00	75.00	569.62	750.00	180.38	900.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	84.00	84.00	198.75	840.00	641.25	1,008.00
Total ADMINISTRATIVE EXPENSES	14,527.65	10,027.25	(4,500.40)	117,879.55	118,269.03	389.48	143,876.86

OPERATING EXPENSE

641900 - UNIFORMS EXPENSE	0.00	40.00	40.00	0.00	400.00	400.00	395.00
643000 - MAINTENANCE PAYROLL	5,520.91	3,417.00	(2,103.91)	23,756.11	35,878.00	12,121.89	46,045.00
643100 - JANITOR SUPPLIES	62.79	150.00	87.21	1,494.12	2,000.00	505.88	2,000.00
645000 - ELECTRICITY	375.52	500.00	124.48	3,509.30	5,000.00	1,490.70	6,000.00
645050 - ELECTRICITY - Vacant Unit	1,477.49	0.00	(1,477.49)	10,691.97	0.00	(10,691.97)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	(162.01)	0.00	162.01	(1,912.47)	0.00	1,912.47	0.00
645100 - WATER	3,309.32	2,500.00	(809.32)	30,173.58	25,000.00	(5,173.58)	30,000.00
645300 - SEWER	5,557.62	4,325.00	(1,232.62)	50,710.68	43,250.00	(7,460.68)	51,900.00
645500 - UTILITY PROCESSING / COMMISSIONS	65.28	70.00	4.72	587.52	700.00	112.48	840.00
645551 - Vacant Unit Recovery Fees	65.74	0.00	(65.74)	733.20	0.00	(733.20)	0.00
646000 - EXTERMINATING	1,538.19	250.00	(1,288.19)	3,509.93	2,500.00	(1,009.93)	3,000.00
647000 - GARBAGE & RUBBISH REMOVAL	1,066.99	1,601.17	534.18	9,406.79	16,011.70	6,604.91	19,214.04
647100 - FIRE SERVICE FEE / REPAIRS	590.75	933.00	342.25	27,855.99	9,330.00	(18,525.99)	11,200.00
649000 - MISC OPERATING EXPENSE	0.00	83.00	83.00	351.66	830.00	478.34	1,000.00
TOTAL OPERATING EXPENSE	19,468.59	13,869.17	(5,599.42)	160,868.38	140,899.70	(19,968.68)	171,594.04

MAINTENANCE EXPENSE

650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	0.00	830.00	830.00	1,000.00
652000 - GROUNDS	0.00	0.00	0.00	3,179.97	0.00	(3,179.97)	0.00
652001 - GROUNDS - Supplies	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
652002 - GROUNDS - Contract	0.00	1,499.00	1,499.00	17,600.00	14,990.00	(2,610.00)	18,006.00
653000 - EXTERIOR PAINTING / REPAIRS	28.52	1,013.00	984.48	516.75	6,380.00	5,863.25	6,906.00
653500 - CLEANING EXPENSE	0.00	0.00	0.00	2,340.00	0.00	(2,340.00)	0.00
654100 - REPAIRS - APPLIANCES	14.47	250.00	235.53	2,057.87	2,509.00	451.13	3,005.00
654200 - REPAIRS - CARPET & FLOORS	0.00	150.00	150.00	910.00	2,000.00	1,090.00	2,000.00
654300 - REPAIRS - CARPENTRY	147.28	357.00	209.72	8,712.41	5,998.00	(2,714.41)	6,000.00
654400 - REPAIRS - ELECTRICAL	11.41	300.00	288.59	1,903.53	2,904.00	1,000.47	3,500.00
654600 - REPAIRS - PLUMBING	757.52	1,002.00	244.48	3,539.63	5,602.00	2,062.37	5,602.00

654700 - REPAIRS - PROP DAMAGE/CLAIMS	0.00	0.00	0.00	7,804.51	0.00	(7,804.51)	0.00
654800 - SERVICE CONTRACTS	0.00	0.00	0.00	292.02	0.00	(292.02)	0.00
655100 - REPAIRS - HVAC	213.07	315.00	101.93	15,085.62	11,000.00	(4,085.62)	11,000.00
656000 - DECORATING EXPENSE	425.00	317.00	(108.00)	19,543.96	4,367.00	(15,176.96)	5,001.00
656001 - DECORATING - Painting Supplies	0.00	0.00	0.00	9.45	0.00	(9.45)	0.00
657000 - MOTOR VEHICLE REPAIRS	0.00	100.00	100.00	1,055.41	1,000.00	(55.41)	1,200.00
658500 - SMALL TOOLS EXPENSE	0.00	84.00	84.00	1,695.96	1,000.00	(695.96)	1,000.00
659000 - MISC MAINTENANCE EXPENSE	225.00	41.50	(183.50)	1,092.15	415.00	(677.15)	500.00
TOTAL MAINTENANCE EXPENSE	1,822.27	5,511.50	3,689.23	87,339.24	59,995.00	(27,344.24)	65,720.00
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	16,753.22	10,100.00	(6,653.22)	114,211.90	101,000.00	(13,211.90)	121,200.00
TOTAL INTEREST EXPENSE	16,753.22	10,100.00	(6,653.22)	114,211.90	101,000.00	(13,211.90)	121,200.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	32,100.00
671100 - PAYROLL TAXES	698.88	444.00	(254.88)	3,730.11	5,312.00	1,581.89	6,636.00
672000 - INSURANCE EXPENSE	0.00	0.00	0.00	145,604.25	167,300.00	21,695.75	167,300.00
672100 - HEALTH INSURANCE	280.43	708.33	427.90	2,104.01	7,083.30	4,979.29	8,499.96
672200 - WORKERS COMP INSURANCE	137.11	138.00	0.89	704.03	1,448.00	743.97	1,857.00
672300 - LITIGATION SETTLEMENT	15.00	167.00	152.00	15.00	1,670.00	1,655.00	2,000.00
TOTAL TAXES & INSURANCE	1,131.42	1,457.33	325.91	152,157.40	182,813.30	30,655.90	218,392.96
OTHER EXPENSES							
687000 - AGENCY SERVICE FEE	0.00	325.00	325.00	0.00	3,250.00	3,250.00	3,900.00
687500 - TRUSTEE FEES	740.00	408.00	(332.00)	7,400.00	4,083.00	(3,317.00)	4,900.00
TOTAL OTHER EXPENSES	740.00	733.00	(7.00)	7,400.00	7,333.00	(67.00)	8,800.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	0.00	1,400.00	1,400.00	14,848.44	9,600.00	(5,248.44)	11,000.00
721102 - Flooring: Carpet & Tile	4,085.63	1,000.00	(3,085.63)	18,059.54	10,000.00	(8,059.54)	12,000.00
721105 - Water Heaters	0.00	0.00	0.00	885.58	0.00	(885.58)	0.00
721106 - HVAC Equipment	2,446.24	2,500.00	53.76	25,729.73	25,000.00	(729.73)	30,000.00
721111 - System Upgrades	0.00	1,000.00	1,000.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL EQUIPMENT PURCHASES	6,531.87	5,900.00	(631.87)	59,523.29	54,600.00	(4,923.29)	63,000.00
TOTAL CORPORATE EXPENSES	61,533.63	48,029.25	(13,504.38)	702,816.55	669,620.43	(33,196.12)	798,030.26
NET PROFIT OR LOSS	575.16	17,269.08	(16,693.92)	(113,517.04)	(11,887.13)	(101,629.91)	(8,926.30)
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	2,666.65	2,675.00	8.35	26,666.50	26,750.00	83.50	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	5,500.02	13,875.00	8,374.98	55,000.20	138,750.00	83,749.80	166,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(144,733.80)	(166,500.00)	(21,766.20)	(166,500.00)
791000 - PROV FOR REPLACEMENTS	1,700.00	1,700.00	0.00	17,000.00	17,000.00	0.00	20,400.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	(32,328.10)	0.00	32,328.10	(63,000.00)
793000 - PROV FOR MORT PRIN AMORT	2,500.00	2,083.00	(417.00)	22,500.01	20,830.00	(1,670.01)	25,000.00
TOTAL NON-OPERATING EXPENSES	12,366.67	20,333.00	7,966.33	(55,895.19)	36,830.00	92,725.19	(17,600.00)
NET CASH (+) / DEF (-)	(11,791.51)	(3,063.92)	(8,727.59)	(57,621.85)	(48,717.13)	(8,904.72)	8,673.70

Created on:

Janies Garden II

Balance Sheet

October 31, 2024

Reporting Book:

As of Date:

Location:

ACCRUAL

10/31/2024

Janies Garden II

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	4,765.63
CASH IN BANK- RECONCILIATION	(2,758.30)
CASH IN BANK - SECURITY DEPOSITS	37,107.10
Total Cash	<u>39,514.43</u>

Accounts Receivable

A/R - RESIDENTS	7,810.08
A/R - COMMERCIAL TENANTS	381.79
Voucher / PBV - Suspense	(3,569.00)
A/R - PBV SUBSIDY	6,209.00
A/R - VOUCHER SUBSIDY	1,593.00
DUE FROM PARTNERS	200.00
DUE TO/FROM-OTHERS (OPERATIONS)	29,945.78
GRANT RECEIVABLE	4,797.68
EXCHANGE	(28,775.28)
NEW RESIDENT - RENT & SEC DEP PAYMENTS	84.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(7,645.19)
Total Accounts Receivable	<u>11,031.86</u>

Deposits & Escrows

DEBT SERVICE RESERVE FUND	178,359.22
REAL ESTATE TAX ESCROW	41,174.44
PROPERTY & LIABILITY INSURANCE ESCROW	41,001.50
RESERVE FOR REPLACEMENTS	169,500.37
OPERATING RESERVE FUND	77,060.78
Total Deposits & Escrows	<u>507,096.31</u>

Other Current Assets

PREPAID PROPERTY INSURANCE	36,478.00
MISC PREPAID EXPENSE	96.75
Total Other Current Assets	<u>36,574.75</u>

Total Current Assets

594,217.35

Fixed Assets

LAND	150,000.00
BUILDINGS	11,257,899.91

Depreciation & Amortization

ACC DEPR BUILDINGS	(5,740,398.00)
Total Depreciation & Amortization	<u>(5,740,398.00)</u>
Total Fixed Assets	<u>5,667,501.91</u>
Other Assets	
DEPOSITS - RECEIVABLE	5,249.84
START-UP COSTS	53,000.00
LIHTC FEE	141,101.64
ACCUM. AMORT. - LIHTC MONITORING FEE	(122,213.00)
ACC - AMORT FINANCING FEES (Old)	(77,830.00)
RAR ADJ - ACCUM AMORTIZATION	(53,000.00)
Total Other Assets	<u>(53,691.52)</u>
Total Assets	<u><u>6,208,027.74</u></u>
Liabilities & Equity	
Liabilities	
Current Liabilities	
DEVELOPMENT FEE PAYABLE	2,221.00
ACCOUNTS PAYABLE	65,530.49
ACCOUNTS PAYABLE - OTHER	13,548.58
ACCRUED INTEREST PAYABLE - 3RD MORTG.	42,151.40
ACCRUED EXPENSE	9,128.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	2,131.84
Total Current Liabilities	<u>134,711.31</u>
Other Current Liabilities	
SECURITY DEPOSIT LIABILITY	37,309.87
SECURITY DEP INT LIABILITY	699.39
PREPAID RENTS	21,199.92
Total Other Current Liabilities	<u>59,209.18</u>
Long Term Liabilities	
DEFERRED FINANCING FEES	(239,467.00)
1ST MORTGAGE PAYABLE	1,647,500.77
SECOND MORTGAGE PAYABLE (Old)	6,743,500.00
OTHER MORTGAGE PAYABLE (Old)	300,000.00
Total Long Term Liabilities	<u>8,451,533.77</u>
Total Liabilities	<u>8,645,454.26</u>
Equity	
Retained Earnings	(2,323,909.48)
Current Net Income	(113,517.04)
Total Equity	<u>(2,437,426.52)</u>
Total Liabilities & Equity	<u><u>6,208,027.74</u></u>

Janies Garden III

Budget Operating Report

As of October 31, 2024

Reporting Book:

ACCRUAL

As of Date:

10/31/2024

Location:

Janies Garden III

	Month Ending			01/01/2024 Through			Year Ending
	10/31/2024			10/31/2024			12/31/2024
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	49,477.00	35,700.00	13,777.00	465,185.00	357,000.00	108,185.00	428,400.00
512001 - APARTMENT RENT- TENANT ACC ONLY	5,885.00	0.00	5,885.00	34,573.00	0.00	34,573.00	0.00
512100 - SUBSIDY REVENUE	55,055.00	65,000.00	(9,945.00)	550,015.00	650,000.00	(99,985.00)	780,000.00
TOTAL RENT INCOME	110,417.00	100,700.00	9,717.00	1,049,773.00	1,007,000.00	42,773.00	1,208,400.00
VACANCIES							
522000 - VACANCIES - TENANT	(26,871.00)	(2,000.00)	(24,871.00)	(175,807.00)	(20,000.00)	(155,807.00)	(24,000.00)
528000 - EMPLOYEE APARTMENT/DISCOUNT	0.00	(1,200.00)	1,200.00	0.00	(12,000.00)	12,000.00	(14,400.00)
TOTAL VACANCIES	(26,871.00)	(3,200.00)	(23,671.00)	(175,807.00)	(32,000.00)	(143,807.00)	(38,400.00)
NET RENTAL INCOME	83,546.00	97,500.00	(13,954.00)	873,966.00	975,000.00	(101,034.00)	1,170,000.00
SERVICES INCOME							
531000 - COIN OPERATIONS	0.00	42.00	(42.00)	0.00	420.00	(420.00)	500.00
533000 - TENANT APPLICATION FEE	(30.00)	42.00	(72.00)	0.00	420.00	(420.00)	500.00
TOTAL SERVICES INCOME	(30.00)	84.00	(114.00)	0.00	840.00	(840.00)	1,000.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	1,814.12	0.00	1,814.12	20,757.17	0.00	20,757.17	0.00
541300 - INT INC - AFFORDABILITY RESERVE	1,013.74	0.00	1,013.74	5,329.60	0.00	5,329.60	0.00
541400 - INT INC - OPERATING RESERVE	2,016.64	0.00	2,016.64	10,572.70	0.00	10,572.70	0.00
TOTAL FINANCIAL INCOME	4,844.50	0.00	4,844.50	36,659.47	0.00	36,659.47	0.00
OTHER INCOME							
591000 - SECURITY DEPOSIT FORFEITURE	0.00	0.00	0.00	2,326.26	0.00	2,326.26	0.00
592500 - LATE CHARGES	800.00	500.00	300.00	10,795.00	5,000.00	5,795.00	6,000.00
593600 - LEGAL INCOME	0.00	0.00	0.00	3,658.82	0.00	3,658.82	0.00
593800 - CLEANING FEE	0.00	0.00	0.00	760.00	0.00	760.00	0.00
593900 - DAMAGES	41.00	167.00	(126.00)	2,299.00	1,670.00	629.00	2,000.00
598200 - RENT CONCESSIONS	0.00	0.00	0.00	(400.00)	0.00	(400.00)	0.00
TOTAL OTHER INCOME	841.00	667.00	174.00	19,439.08	6,670.00	12,769.08	8,000.00
TOTAL INCOME	89,201.50	98,251.00	(9,049.50)	930,064.55	982,510.00	(52,445.45)	1,179,000.00
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	0.00	63.00	63.00	616.84	630.00	13.16	755.00
622500 - CREDIT REPORTS	0.00	42.00	42.00	0.00	420.00	420.00	506.00
624500 - INSPECTION FEES	0.00	83.00	83.00	55.00	830.00	775.00	1,000.00
625500 - EVICTION EXPENSE	0.00	501.00	501.00	4,969.57	5,010.00	40.43	6,000.00
TOTAL RENTING EXPENSES	0.00	689.00	689.00	5,641.41	6,890.00	1,248.59	8,261.00
ADMINISTRATIVE EXPENSES							
631000 - OFFICE PAYROLL	1,958.57	1,153.00	(805.57)	13,736.91	12,108.00	(1,628.91)	15,520.00
631100 - OFFICE EXPENSE	247.18	466.00	218.82	2,939.55	4,660.00	1,720.45	5,596.00
631108 - MEMBERSHIP DUES EXPENSE	0.00	0.00	0.00	21.02	0.00	(21.02)	0.00
631111 - BANK CHARGES	113.96	50.00	(63.96)	1,191.33	900.00	(291.33)	1,000.00

631500 - OFFICE EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	750.00	750.00	1,000.00
631502 - OFFICE/COMPUTER - SERVICES	(392.66)	0.00	392.66	1,493.28	2,625.00	1,131.72	3,500.00
632000 - MANAGEMENT FEES	4,458.00	6,600.00	2,142.00	47,884.89	66,000.00	18,115.11	79,200.00
632001 - Mgmt Fee - Manual Adjustments	0.00	0.00	0.00	0.16	0.00	(0.16)	0.00
632500 - ANSWERING SERVICE	0.00	32.19	32.19	0.00	321.90	321.90	383.50
633000 - SITE MANAGER'S PAYROLL EXPENSE	4,800.00	1,398.00	(3,402.00)	19,355.87	14,679.00	(4,676.87)	18,873.00
634000 - LEGAL EXPENSE	0.00	0.00	0.00	255.57	0.00	(255.57)	0.00
634100 - MISC. EXPENSE	0.00	0.00	0.00	302.62	0.00	(302.62)	0.00
634200 - TAX CREDIT COMPLIANCE/MONITORING FEE	0.00	0.00	0.00	0.00	1,523.00	1,523.00	2,030.00
635000 - AUDIT EXPENSE	4,200.00	0.00	(4,200.00)	10,925.00	7,500.00	(3,425.00)	10,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	0.00	0.00	0.00	1,827.36	1,830.00	2.64	2,440.00
635400 - SOFTWARE LICENSE EXPENSE	45.01	0.00	(45.01)	5,011.27	4,500.00	(511.27)	4,500.00
636000 - TELEPHONE	191.46	183.00	(8.46)	2,772.77	1,830.00	(942.77)	2,200.00
636500 - CABLE TV / INTERNET EXPENSE	344.92	313.00	(31.92)	3,459.14	3,130.00	(329.14)	3,756.00
637000 - BAD DEBT EXPENSE	0.00	1,300.00	1,300.00	10,848.22	13,000.00	2,151.78	15,500.40
637600 - SOCIAL SERVICE SUPPLIES	0.00	72.00	72.00	38.91	935.00	896.09	1,002.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,547.01	2,433.00	(114.01)	27,759.00	24,330.00	(3,429.00)	29,196.00
638400 - TRAINING EXPENSE	0.00	250.00	250.00	525.76	2,500.00	1,974.24	3,000.00
638500 - TRAVEL EXPENSE	0.00	250.00	250.00	150.00	2,500.00	2,350.00	3,000.00
639000 - MISC ADMINISTRATIVE EXPENSE	500.00	133.00	(367.00)	1,538.75	1,330.00	(208.75)	1,600.00
Total ADMINISTRATIVE EXPENSES	19,013.45	14,633.19	(4,380.26)	152,037.38	166,951.90	14,914.52	203,296.90
OPERATING EXPENSE							
641900 - UNIFORMS EXPENSE	0.00	33.00	33.00	0.00	330.00	330.00	400.00
643000 - MAINTENANCE PAYROLL	5,888.91	3,660.00	(2,228.91)	25,544.02	38,431.00	12,886.98	49,346.00
643100 - JANITOR SUPPLIES	62.78	215.80	153.02	2,647.74	2,158.00	(489.74)	2,600.10
645000 - ELECTRICITY	1,064.52	986.00	(78.52)	10,696.15	9,860.00	(836.15)	11,840.00
645050 - ELECTRICITY - Vacant Unit	644.04	0.00	(644.04)	4,168.19	0.00	(4,168.19)	0.00
645100 - WATER	2,622.45	3,150.00	527.55	30,398.26	31,500.00	1,101.74	37,800.00
645300 - SEWER	3,801.27	4,725.00	923.73	45,534.28	47,250.00	1,715.72	56,700.00
645500 - UTILITY PROCESSING / COMMISSIONS	69.12	72.00	2.88	622.08	720.00	97.92	864.00
645551 - Vacant Unit Recovery Fees	18.56	0.00	(18.56)	157.76	0.00	(157.76)	0.00
646000 - EXTERMINATING	1,708.41	500.00	(1,208.41)	5,914.01	5,000.00	(914.01)	6,000.00
647000 - GARBAGE & RUBBISH REMOVAL	52.37	1,419.43	1,367.06	2,103.29	14,194.30	12,091.01	16,999.97
647050 - GARBAGE & RUBBISH REMOVAL - Vacant Unit	538.50	0.00	(538.50)	5,163.28	0.00	(5,163.28)	0.00
647100 - FIRE SERVICE FEE / REPAIRS	269.82	112.00	(157.82)	8,252.01	7,645.00	(607.01)	10,005.00
649000 - MISC OPERATING EXPENSE	500.00	250.00	(250.00)	1,891.67	2,500.00	608.33	3,000.00
TOTAL OPERATING EXPENSE	17,240.75	15,123.23	(2,117.52)	143,092.74	159,588.30	16,495.56	195,555.07
MAINTENANCE EXPENSE							
650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	0.00	830.00	830.00	996.00
652000 - GROUNDS	0.00	0.00	0.00	3,180.06	0.00	(3,180.06)	0.00
652001 - GROUNDS - Supplies	0.00	0.00	0.00	0.00	3,500.00	3,500.00	3,500.00
652002 - GROUNDS - Contract	0.00	1,558.00	1,558.00	18,340.75	17,362.00	(978.75)	20,504.00
653000 - EXTERIOR PAINTING / REPAIRS	466.12	600.00	133.88	7,859.14	6,000.00	(1,859.14)	7,200.00
653500 - CLEANING EXPENSE	0.00	0.00	0.00	4,395.51	5,000.00	604.49	5,000.00
654100 - REPAIRS - APPLIANCES	100.65	525.00	424.35	4,187.41	3,300.00	(887.41)	3,750.00
654200 - REPAIRS - CARPET & FLOORS	0.00	150.00	150.00	950.00	1,500.00	550.00	1,800.00
654300 - REPAIRS - CARPENTRY	147.27	610.00	462.73	8,365.75	4,500.00	(3,865.75)	5,000.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	482.37	0.00	(482.37)	0.00
654400 - REPAIRS - ELECTRICAL	23.17	333.00	309.83	6,064.57	4,530.00	(1,534.57)	4,996.00
654600 - REPAIRS - PLUMBING	304.82	550.00	245.18	8,289.06	5,500.00	(2,789.06)	6,000.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	12,811.64	0.00	(12,811.64)	(1,397.41)	0.00	1,397.41	0.00
654800 - SERVICE CONTRACTS	0.00	150.00	150.00	797.71	1,500.00	702.29	1,800.00
655100 - REPAIRS - HVAC	528.73	945.00	416.27	13,249.52	9,990.00	(3,259.52)	12,000.00
656000 - DECORATING EXPENSE	0.00	382.00	382.00	7,609.48	8,068.00	458.52	8,800.00
656001 - DECORATING - Painting Supplies	0.00	0.00	0.00	164.38	0.00	(164.38)	0.00
657000 - MOTOR VEHICLE REPAIRS	0.00	125.00	125.00	3,345.62	1,250.00	(2,095.62)	1,506.00

658000 - MAIN EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
658500 - SMALL TOOLS EXPENSE	0.00	30.00	30.00	2,524.45	1,300.00	(1,224.45)	1,300.00
659000 - MISC MAINTENANCE EXPENSE	0.00	200.00	200.00	774.50	2,000.00	1,225.50	2,000.00
TOTAL MAINTENANCE EXPENSE	14,382.40	6,241.00	(8,141.40)	89,182.87	77,130.00	(12,052.87)	87,152.00
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	6,194.09	6,194.00	(0.09)	63,245.77	63,245.00	(0.77)	75,821.00
TOTAL INTEREST EXPENSE	6,194.09	6,194.00	(0.09)	63,245.77	63,245.00	(0.77)	75,821.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	33,000.00
671100 - PAYROLL TAXES	937.78	474.00	(463.78)	4,547.18	5,667.00	1,119.82	7,084.00
672000 - INSURANCE EXPENSE	0.00	0.00	0.00	200,880.62	260,300.00	59,419.38	260,300.00
672100 - HEALTH INSURANCE	600.44	1,000.00	399.56	3,426.86	10,000.00	6,573.14	12,000.00
672200 - WORKERS COMP INSURANCE	320.95	146.00	(174.95)	955.65	1,534.00	578.35	1,970.00
TOTAL TAXES & INSURANCE	1,859.17	1,620.00	(239.17)	209,810.31	277,501.00	67,690.69	314,354.00
OTHER EXPENSES							
723100 - INCENTIVE MANAGEMENT FEE	0.00	0.00	0.00	50,539.04	0.00	(50,539.04)	0.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	50,539.04	0.00	(50,539.04)	0.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	780.03	0.00	(780.03)	17,140.39	10,000.00	(7,140.39)	10,000.00
721102 - Flooring: Carpet & Tile	0.00	0.00	0.00	6,017.39	6,000.00	(17.39)	6,000.00
721104 - Tubs & Surrounds	0.00	0.00	0.00	0.00	2,200.00	2,200.00	2,200.00
721105 - Water Heaters	437.64	0.00	(437.64)	437.64	1,000.00	562.36	1,000.00
721106 - HVAC Equipment	3,309.06	1,500.00	(1,809.06)	31,690.48	15,000.00	(16,690.48)	15,000.00
721109 - Siding / Bldg Ext Repairs	0.00	0.00	0.00	0.00	30,000.00	30,000.00	30,000.00
721111 - System Upgrades	0.00	10,000.00	10,000.00	0.00	20,000.00	20,000.00	20,000.00
721112 - Doors & Wndows (Exterior)	0.00	0.00	0.00	2,669.60	1,300.00	(1,369.60)	1,300.00
TOTAL EQUIPMENT PURCHASES	4,526.73	11,500.00	6,973.27	57,955.50	85,500.00	27,544.50	85,500.00
TOTAL CORPORATE EXPENSES	63,216.59	56,000.42	(7,216.17)	771,505.02	836,806.20	65,301.18	969,939.97
NET PROFIT OR LOSS	25,984.91	42,250.58	(16,265.67)	158,559.53	145,703.80	12,855.73	209,060.03
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	3,601.12	2,750.00	(851.12)	40,411.20	27,500.00	(12,911.20)	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	19,687.53	21,625.00	1,937.47	297,843.91	216,250.00	(81,593.91)	259,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(199,954.01)	(259,500.00)	(59,545.99)	(259,500.00)
791000 - PROV FOR REPLACEMENTS	2,213.77	2,214.00	0.23	21,557.38	21,555.00	(2.38)	25,983.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	(85,500.00)
793000 - PROV FOR MORT PRIN AMORT	1,317.50	1,318.00	0.50	11,870.13	11,872.00	1.87	14,320.00
TOTAL NON-OPERATING EXPENSES	26,819.92	27,907.00	1,087.08	171,728.61	17,677.00	(154,051.61)	(45,197.00)
NET CASH (+) / DEF (-)	(835.01)	14,343.58	(15,178.59)	(13,169.08)	128,026.80	(141,195.88)	254,257.03

Created on:

Janies Garden III

Balance Sheet

October 31, 2024

Reporting Book:

As of Date:

Location:

ACCRUAL

10/31/2024

Janies Garden III

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	481,754.72
CASH IN BANK - DEVELOPMENT	1,199.61
CASH IN BANK - SECURITY DEPOSITS	47,369.95
Total Cash	<u>530,724.28</u>

Accounts Receivable

A/R - RESIDENTS	15,276.88
Voucher / PBV - Suspense	(8,419.00)
A/R - PBV SUBSIDY	8,365.00
A/R - VOUCHER SUBSIDY	5,591.00
DUE FROM PARTNERS	100.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(11,088.00)
Total Accounts Receivable	<u>9,825.88</u>

Deposits & Escrows

REAL ESTATE TAX ESCROW	43,213.41
PROPERTY & LIABILITY INSURANCE ESCROW	149,899.45
RESERVE FOR REPLACEMENTS	147,480.37
ESCROWS - OTHER	294,371.81
OPERATING RESERVE FUND	25,074.82
AFFORDABILITY RESERVE	154,738.72
Total Deposits & Escrows	<u>814,778.58</u>

Other Current Assets

PREPAID PROPERTY INSURANCE	63,337.00
Total Other Current Assets	<u>63,337.00</u>

Total Current Assets

1,418,665.74

Fixed Assets

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

Depreciation & Amortization

ACC DEPR BUILDINGS	(3,461,315.00)
ACC DEPR - MISC FIXED ASSETS	(10,861.00)

Total Depreciation & Amortization	<u>(3,472,176.00)</u>
Total Fixed Assets	<u>8,050,055.79</u>
Other Assets	
DEPOSITS - RECEIVABLE	3,504.64
START-UP COSTS	46,000.00
LIHTC FEE	349,236.00
ACCUM. AMORT. - LIHTC MONITORING FEE	(179,802.00)
ACC - AMORT FINANCING FEES (Old)	(47,266.00)
RAR ADJ - ACCUM AMORTIZATION	<u>(46,000.00)</u>
Total Other Assets	125,672.64
Total Assets	<u><u>9,594,394.17</u></u>
Liabilities & Equity	
Liabilities	
Current Liabilities	
ACCOUNTS PAYABLE	5,785.14
ACCOUNTS PAYABLE - OTHER	291,957.37
ACTS PAY - RES EXCESS HSING ASST P	58.00
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	870,400.88
ACCRUED INTEREST PAYABLE - 2ND MORTG.	6,456.00
ACCRUED EXPENSE	9,298.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	<u>2,591.31</u>
Total Current Liabilities	1,186,546.70
Other Current Liabilities	
SECURITY DEPOSIT LIABILITY	44,617.00
SECURITY DEP INT LIABILITY	1,186.64
PREPAID RENTS	<u>36,685.37</u>
Total Other Current Liabilities	82,489.01
Long Term Liabilities	
DEFERRED FINANCING FEES	(134,334.82)
1ST MORTGAGE PAYABLE	1,217,192.28
2ND MORTGAGE PAYABLE	<u>2,815,931.00</u>
Total Long Term Liabilities	3,898,788.46
Total Liabilities	<u>5,167,824.17</u>
Equity	
Retained Earnings	4,268,010.47
Current Net Income	158,559.53
Total Equity	<u>4,426,570.00</u>
Total Liabilities & Equity	<u><u>9,594,394.17</u></u>



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

Resident Interest Ad Hoc Committee Meeting
1300 Blvd of the Arts, Sarasota, FL 34236
September 10, 2024 | 4:30 pm

I. CALL TO ORDER: Resident Interest Ad Hoc Committee Chair, Ernestine Taylor, called the Resident Interest Committee meeting to order at 4:31 p.m.

II. INVOCATION

III. ROLL CALL

Commissioners Present: Commissioner Ernestine Taylor

Resident Leaders: Valerie Buchand (Janie's Garden), Agnes Kirkland (Towers), Elena Andrews (B. Mitchell) and Carolyn Spencer (B. Mitchell)

SHA Personnel: William Russell and Andrea Keddell

General Attendees: Vice Mayor Jen Ahearn-Koch, Susan Ladwig (Unitarian Universalists of Sarasota), Susie Williams, Pastor Danny Preston, Joseph Marciano, Margaret Gaines and Kelly Brown (City Coalition of Neighborhood Associations-CCNA)

IV. SPECIAL PRESENTATIONS

A. Resident Council:

- Ms. Valerie Buchand, President of the Resident Council (SHAARC), provided a handout, introduced the Council officers (Elena Andrews, Vice Chair; Agnes Kirkland, Treasurer; Joan O'Haver, Secretary; and Carolyn Spencer, Council Board Member) and provided an overview of the material handed out. Ms. Buchand discussed SHAARC's history, mission, vision and goals. Ms. Buchand also provided information on past endeavors that SHAARC successfully initiated and provided to the residents over the past 14 years, since 2010, when the council was established.
- Ms. Buchand pointed out the HUD Tenant Participation Fund Guidance that was handed out and that HUD encourages Housing Authorities to assist their Resident Councils.
- Ms. Buchand expressed disappointment in the number of board members in attendance at this meeting, after their request of this meeting to discuss the SHAARC Budget in further detail.

V. PUBLIC INPUT*

A. Ms. Susie Williams, Former Waitlist Applicant, addressed the committee that she was on a waitlists and needs help. She is requesting help with housing.

- It was conveyed to Ms. Williams following the meeting that she was purged from the waitlist because there was correspondence sent to the address on her record requesting her to supply confirmation of her continued interest and SHA received no response. It was further stated that, unfortunately, no SHA waiting lists are accepting applications at this time and she'll need to wait to apply when one opens.

- In the meantime, it was suggested that Ms. Williams review the list of services that have been sent to her previously to see if there's an agency on the list that may be able to assist her and it was offered to have a printed list to present to her at the next meeting if she's unable to navigate the online list.

** The previous Public Input and speakers under Section VIII. Misc Comments were to be responded to in writing to the speaker, with the response(s) also included in the next board meeting packet, per the instructions in the SHA Board of Commissioners Public Comment Form. However, the committee allowed the members in attendance to address the issues during the above section or in-person, directly following the meeting.*

VI. OLD BUSINESS

A. SHAARC Budget (Continuation of Board Discussion):

- It was discussed that, since there was a lack of board members present, there could be no productive discussion. Commissioner Taylor thanked Ms. Buchand for her thorough presentation and for all the good she'd done for SHAARC and the residents. It was decided that the SHAARC Presentation, given above, be presented to the board at the September board meeting and additional discussion could take place there, with the full board present.

VII. NEW BUSINESS

A. McCown Towers – Agnes Kirkland

- Ms. Agnes Kirland reported that the washer/dryers on the 11th floor are being used by residents from other floors. Ms. Kirkland also reports that her patio screen was blown out due to the weather and water has come into her unit and needs to be fixed.

B. McCown Annex – Joan O'Haver

- Ms. O'Haver was unable to attend and report.

C. Courts and Bertha Mitchell (OCB) – Elena Andrews / Carolyn Spencer

- Ms. Andrews reported that there is a lot of drug activity and shootings in their area and somehow her household got involved, even no one from her household was involved, and now they have an eviction notice on 8/12/24. They responded on 8/15/24 that they wanted an informal hearing, but it hasn't been scheduled yet due to cancellations (*as of the typing of these meeting minutes, the hearing is scheduled for 9/26/24*). Ms. Andrews states that this process needs to be looked at, as it causes residents stress to receive eviction notices, when they have no control over the crime in the area that they reside in. She reports asking for a transfer, stating that the influx of residents coming in from other counties are not getting along with the current residents.
- Ms. Spencer confirmed the drug problem and added that it's bad on 23rd Street.

D. Janie's Garden – Valerie Buchand

- Ms. Buchand expressed concern about an elderly resident on the 3rd floor of Janie's Garden that was denied reasonable accommodations for a 1st floor unit at Amaryllis Park Place so she wouldn't need to climb stairs.

- Ms. Buchand expressed that there needs to be conversations before evictions take place. Often times situations can be explained, and the crime is being done by people that aren't from Sarasota.
- Ms. Buchand questioned how low-income families don't qualify for the newly developed housing that replaced the public housing that used to be there. The housing authority and resident council need to work together to make this situation better.

VIII. PROGRAM UPDATES

A. SHA Updates:

- Mr. Russell reported that a contract was recently signed to perform upgrades at the Annex that would include the AC in the building.
- Amaryllis Park Place III has a contractor selected to work with the development partner to build this project. This project should have a financial closing by the end of the year and will yield 108 apartments. This project did not receive Resilient SRQ funding from the County so it will not build a 4th building at this time. Additional housing will be built in another phase along with Central Gardens. Mr. Russell will be setting up a meeting with SHAARC to discuss this next phase. He added that it may be a good idea to meet with the council to go over the development process in general so that everyone has a better understanding of how it is completed.
- Lofts on Lemon II (100 units) is in the process of finalizing the contractor selection process and equity investors. SHA needs to go back to the County on 10/8/24 to let the County know how the project is going in spending/obligating the ARPA funds.
- Ms. Buchand inquired if residents can be considered for jobs on these projects and to learn more about the trades that are involved in the developments. Mr. Russell agreed that this is definitely something that can be looked at and discussed at the upcoming meeting that will be set with the Council.

B. Resident Services (SHA):

- Mr. Ken Waters was unavailable to attend and report.

C. Resident Services (Janie's Garden):

- Ms. Jamie Grove was unavailable to attend and report.

IX. MISC COMMENTS

- A. Ms. Elena Andrews inquired about the grievance process for Cypress, Lofts and Amaryllis and where residents can go if they're not getting satisfaction with the property management. She cited an example of a major water damage issue in a new apartment at Cypress due to a water leak in an apartment above. Mr. Russell stated if property management doesn't take corrective action, residents can go to the Resident Council and it can be brought to SHA, his office.
 - Discussion took place about residents from other developments being aware of SHAARC and that it's an avenue for them to get assistance. Ms. Andrews suggested having information provided to them when they sign their lease.

- Ms. Buchand reported that SHAARC has tried to convene as a group at the different, newer developments but they have been met with resistance from the property management at these locations. They don't want to have SHA's Resident Council meet there.

- B. Pastor Danny Preston announced that he would offer his church at 1494 Dr. Martin Luther King Way as a meeting spot for SHAARC.

- C. Mr. Joseph Marciano expressed dissatisfaction with the level of activities offered to the residents and snacks in the vending machines at McCown.

- D. Ms. Margaret Gaines, a resident at Amaryllis Park Place, brought up a concern about the limit of 12 to 13 days for visitors staying on property. Mr. Russell responded that management companies often do limit the number of days a guest can stay before needing to add them to the lease. She also inquired about a recent banning of a young man due to him removing some caution tape off a doorway so that he could exit the doorway.

X. ADJOURNMENT

The Resident Interest Ad Hoc Committee Meeting was adjourned at 5:28 p.m.



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

Development Ad Hoc Committee Meeting
1300 Blvd of the Arts, Sarasota, FL 34236
November 21, 2024 | 4:30 pm

I. CALL TO ORDER: The Development Ad Hoc Committee meeting was called to order at 4:34 pm.

II. ROLL CALL

Commissioners Present: Jack Meredith, Nicole Roman, David Morgan (Video) and John Colón (in at 4:45 pm)

Committee Members Not Present: None

SHA Personnel: William Russell and Andrea Keddell

Development Partners/Invited Attendees: Joe Chambers, City Commissioner Jen Ahearn-Koch and Jake Zunamon (Smith-Henzy-Via Video)

III. MCCOWN NEW TOWER/PARKING GARAGE

- Jake Zunamon of Smith-Henzy shared and went over drawings on a video of plans for a new McCown Tower / Parking Garage project. Mr. Zunamon explained there's a new Live Local Request for Applications (RFA) that Florida Housing Funding Corp (FHFC) is putting out that is due 12/20/24. There is \$100 million worth of State Apartment Incentive Loan (SAIL) funds for Live Local deals. An FHFC goal is to do a senior, mixed-use development, which this McCown deal proposal would satisfy. Budget is approximately/estimated at \$55 million for the 7 or 8-story project of 160 units (40 at 30% of AMI, 40 at 60% of AMI, 40 at 70% of AMI, and 40 at 80% of AMI) for seniors and 377 parking spaces.
- Commissioner Meredith inquired how project would handle any additional funds that are needed. Mr. Zunamon reported additional funding would come from a capital stack model using tax credit equity, state funds and seller's note.
- Commissioner Morgan inquired as to why only elderly units are being proposed. Mr. Zunamon responded that since McCown is already an elderly property it made sense to continue that forward. In addition, seniors tend to need less parking which would open parking for use in the surrounding neighborhood (future use). Finally, one of FHFC's goal is to fund senior projects and there being a better likelihood of getting a senior project approved. The maximum unit number for a senior project is 160. The RFA structure limits the number of units.
- Commissioner Meredith inquired about the parking and it not being only for residents. Mr. Zunamon responded that at this time the parking is for the residents but there's been previous discussions/desire by the city to set up a future use arrangement for shared parking.
- Commissioner Meredith suggested bringing these plans before the board at the 12/11/24 board meeting. Mr. Chambers reminded the group that the application is due on 12/20/24 so starting sooner is better. Commissioner Meredith requests that the plans be sent to the board well before the 12/11 board meeting so they can take an in-depth look at the plans and drawings.

- Discussion took place about possibly and cost of building higher if more funding could be arranged from the City, if additional parking is the goal. Mr. Chambers reported that Slocum Platts is the lead architect on the project at this time. Commissioner Meredith also commented on the lack of green space, from what he could see on the plans. Mr. Chambers states that the plans can be circulated after the meeting so the committee can take a better look at them. Mr. Chambers added that the plans and construction phases would be reviewed, revised and approved by the board well ahead of any construction.
- Mr. Russell asked City Commissioner Jen Ahearn-Koch her suggestions to present this to the City as a potential parking supplement of approximately 100 spaces. City Commissioner Ahearn-Koch suggested finalizing the actual plan, proposed number of floors and spaces and then discussing that with the Interim City Manager, Douglas Jeffcoats. Mr. Russell agreed this is a good idea.
- Mr. Russell added that it may be a good idea to project base 50% of the units with project-based vouchers (PBV), similar to what was done at Amaryllis Park Place. That would mean 80 PBV units. This assists with the underwriting and dept and fulfilling SHA's mission of provided deeply subsidized units.
- Additional discussion took place on the need for senior vs family developments. Mr. Russell pointed out that Lofts on Lemon, Cypress Square and Cypress Square Phase II are/will be family sites that serve both families and seniors. Amaryllis Park Place and Towers serve only seniors. Mr. Chambers reported that there is a need for housing for all age groups in the area. He also reported that at initial lease up of Lofts there were approximately 10-20% units rented to seniors. Mr. Zunamon reported that the market study research provided information on the demographics of the area and the median age for this area is 59 and 55% of the households are renter occupied.

IV. CYPRESS SQUARE II (COURTS-PHASE II) / AMARYLLYS PARK PLACE III

- Mr. Zunamon reported that Cypress II/Amaryllis III is 108 units and looks to close, financially, by the end of February 2025. All is in place to move forward to demolition.
- Mr. Zunamon also reported on Amaryllis Park Place IV, stating funding was approved by FHFC and looks good to be funding one hundred units.

V. LOFTS ON LEMON (PHASE II)

- Mr. Zunamon reported this project is farther out on the timeline. Currently they're working out the details for the site work, so the site is ready to go once it's approved through the permitting process. With regard to financing, they are working with the county and the \$7 million in ARPA funds, Bank of America and Fannie Mae. The hope would be for an April/May 2025 closing date.
- Commissioner Meredith requested a 1-page project timeline report of the milestones of each project be provided to the board on a monthly basis. Mr. Zunamon stated that he would get with Mr. Chambers and Mr. Russell to set these up.

VI. CYPRESS SQUARE III/CENTRAL GARDENS/22ND STREET

- Joe Chambers reported the project was preliminarily awarded funds by FHFC and are potentially 3 months out from the final award.

VII. ADJOURNMENT

The Development Committee meeting was adjourned at 5:19 pm.

HOUSING CHOICE VOUCHER MONTHLY BOARD REPORT

HAP Utilization YTD

All HAP Funds 98.6%

Annual ABA only 101%

Leasing Update

	January	February	March	April	May	June	July	August	September	October	November	December
Homeownership	27	27	27	27	27	27	27	28	28	27	27	
Family Unification Program	46	47	50	51	50	48	48	48	47	47	48	
Foster Youth to Independence	1	1	1	1	2	2	2	4	5	6	6	
Port out vouchers that belong to us	19	20	22	19	20	20	20	21	25	20	21	
Veterans Supportive Vouchers Housed	177	181	183	185	188	188	192	191	191	194	202	
Tenant Protection Vouchers	72	71	70	69	67	77	95	102	105	115	116	
Regular Vouchers leased up	1070	1073	1069	1071	1068	1067	1057	1058	1053	1039	1047	
Project Based Vouchers	322	320	321	317	312	304	290	293	285	279	280	
Mainstream	124	127	130	132	133	134	134	134	132	132	134	
Emergency Housing Vouchers	59	59	56	56	56	55	55	53	52	50	49	
City Homeless Preference	22	22	26	26	28	29	34	32	32	33	32	
YMCA Homeless Preference	15	15	15	15	15	15	15	15	15	15	15	
Total Vouchers Leased first of month	1954	1963	1970	1969	1966	1966	1969	1979	1970	1957	1977	0

Port In vouchers that we administer for other agencies

1	2	2	2	2	2	2	2	2	2	2
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Total vouchers issued and not leased up

35	35	36	34	29	26	39	35	27	16	34
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Homeless Preference Report

	YMCA	CITY
Number of Vouchers Approved	15	60
Number of Vouchers Leased	15	32
Number of Referrals pending approval	0	0
Number of Referrals looking for units	0	0
Number of Empty Slots without a Referral	0	28

Report Instructions: Run VMS Summary Rpt

Sarasota Housing Authority

HUD - 50072: PHAS Management Operation Certification

Program: McCown Tower Project: All Projects Date From: 04/01/2024 Through: 11/30/2024

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	77
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.	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	0.00
V13000	Average number of calendar days units were in lease up time.	11.00
V13100	Average unit turnaround days.	11.00

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	142
W10100	Total number of emergency work orders completed / abated within 24 hours.	128
W10200	Percentage of emergency work orders completed / abated within 24 hours.	90.14%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	410
W10600	Total number of calendar days it took to complete non-emergency work orders.	6360
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.	15.51

Totals for McCown Tower Rent: \$32,164.00 Paid: \$31,899.00 (99.2%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: Annex Project: All Projects Date From: 04/01/2024 Through: 11/30/2024

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	212
V12500	Total number of vacancy days exempted for Capital Fund.	0
V12600	Total number of vacancy days exempted for Other.	95
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	11
V12800	Average number of calendar days units were in downtime.	2.18
V12900	Average number of calendar days units were in make ready time	7.09
V13000	Average number of calendar days units were in lease up time.	10.00
V13100	Average unit turnaround days.	19.27

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	101
W10100	Total number of emergency work orders completed / abated within 24 hours.	92
W10200	Percentage of emergency work orders completed / abated within 24 hours.	91.09%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	330
W10600	Total number of calendar days it took to complete non-emergency work orders.	2329
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.	7.06

Totals for Annex Rent: \$28,327.00 Paid: \$27,941.00 (98.6%)

Sarasota Housing Authority

HUD - 50072: PHAS Management Operation Certification

Program: Bertha Mitchell Project: All Projects Date From: 04/01/2024 Through: 11/30/2024

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	160
V12500	Total number of vacancy days exempted for Capital Fund.	862
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.	12
V12800	Average number of calendar days units were in downtime.	1.33
V12900	Average number of calendar days units were in make ready time	0.17
V13000	Average number of calendar days units were in lease up time.	11.83
V13100	Average unit turnaround days.	13.33

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	314
W10100	Total number of emergency work orders completed / abated within 24 hours.	305
W10200	Percentage of emergency work orders completed / abated within 24 hours.	97.13%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	603
W10600	Total number of calendar days it took to complete non-emergency work orders.	2970
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.	4.93

Totals for Bertha Mitchell Rent: \$50,269.00 Paid: \$46,230.00 (92.0%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: SVC Project: All Projects Date From: 04/01/2024 Through: 11/30/2024

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	0
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.	0
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.	0.00
V13100	Average unit turnaround days.	0.00

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	39
W10100	Total number of emergency work orders completed / abated within 24 hours.	38
W10200	Percentage of emergency work orders completed / abated within 24 hours.	97.44%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	103
W10600	Total number of calendar days it took to complete non-emergency work orders.	189
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	8.72
W10800	Average completion days.	1.83

Totals for SVC Courts Rent: N/A Due to Relocation

Resident Characteristics Report
As of October 31, 2024

Program type : **Public Housing**

Level of Information : **State**

Effective Dates Included : **July 1, 2023** through **October 31, 2024**



Download in Excel



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Back to Report

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

Units Information

State	ACC Units	50058 Required	50058 Received
US	891,249	733,454	688,017
FL	24,242	19,794	17,495

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	333,942	48	178,059	25	102,478	15	64,358	9	23,005	3
FL	9,827	51	4,544	24	2,832	15	1,493	8	542	3

Average Annual Income (\$)

State	Average Annual Income
US	18,783
FL	18,865

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	8	31	13	9	23
FL	3	8	8	37	12	8	24

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	3
FL	35	33	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	7	3	6	34	16	29
FL	0	0	7	4	6	38	14	30

Average Monthly TTP (\$)

State	Average Monthly TTP
US	453
FL	452

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	120,616	17	4,699	1	108,670	15	203,015	29	132,746	19	4,948	1	99,471	14	27,677	4	218,945	31
FL	3,202	17	141	1	2,109	11	6,764	35	4,208	22	158	1	1,856	10	800	4	7,395	38

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	484	747	504	452	411	652	379	502	449
FL	421	746	555	502	358	566	379	470	495

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	42	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	27	73
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	147,066	10	345,337	24	482,915	34	152,349	11	257,505	18	32,098	2
FL	4,753	11	13,316	30	13,770	31	3,265	7	7,522	17	1,141	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	13	8	4	2	1	0	0	0
FL	44	22	14	10	5	3	1	0	0	0

Total Household Members and Average Household Size			
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State	Total Number of Household Members	Average Household Size	Total Number of Households
US	1,417,238	2	701,842
FL	43,767	2.3	19,238

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	121,115	17	52,750	8	119,817	17	138,579	20	140,753	20	128,828	18
FL	3,096	16	1,527	8	3,803	20	4,643	24	4,178	22	1,991	10

Janie's Garden Occupancy Report-2024

Month-End: November 2024

	Phase I					
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (26)	21	4	40	26	0	81%
LIHTC (41)	38	3	23	10		92%
PBV - None						
Market (19)	19	2	5	4		89%
Total (86)	80	9	68	40	0	89%

	Phase II					
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (21)	21	4	32	21	0	81%
LIHTC (33)	30	2	16	7	0	93%
PBV (14)	14	5	15	14	0	
Market(0)						
Total (68)	65	11	63	42	0	83%

	Phase III					
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
PBV/TPV (26)	18	6	31	0	0	67%
LIHTC (18)	18	4	4	9		78%
PBV (40)	21	4	12	14		81%
Market (14)	14	0	12	1		100%
Total (72)	71	14	59	24	0	80%

We have been moving individuals in; however, there have also been some evictions, non-renewals, and a few move outs. Anticipating at least 5 move ins in phase one for December, 4 move ins for phase two, and 3 move ins for phase 3. May have additional units as well but these are the minimum we are anticipating on moving in. Have one non-renewal for 12/31 in phase one and no current evictions.

UNIT TURNAROUND TIME (Average # of Days/Per Month/Per Unit) - 2024-25

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)	3	10	-	20	44	-	-	-					7	11.00
Annex	-	19	40	-	62	58	-	33					11	19.27
Bertha Mitchell	56	9	-	-	9	37	-	49					12	13.33
Courts (SVC-PBV)	-	-	-	-	-	-	-	-					-	-
SARASOTA HOUSING FUNDING CORPORATION														
King Stone	-	-	31	62	-	27	35	-					4	38.75
Diamond Oaks	-	-	-	-	-	-	-	-					-	-
Flint River	-	-	-	-	-	-	-	-					-	-
Homes	34	-	-	-	-	-	-	-					1	34.00

(-) = 0

WAIT LIST REPORT - FY 2024-25

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	Closed	Closed				
	80	76	74	72	61	58	58	58				
Annex	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	114	99	85	84	84	72	65	61				
Bertha Mitchell	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	331	329	329	329	329	329	328	328				
King Stone-NSP	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	1193	1193	1192	1192	1192	1192	1190	1190				
Diamond Oaks-NSP	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	62	62	62	62	62	62	62	62				
Flint River	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	109	109	109	109	109	109	109	109				
Single Family Homes-NSP	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	11	11	11	11	11	11	11	11				
HCV/Section 8	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed				
	1003	998	994	967	966	963	942	940				

MEMO

To: William Russell
From: Lance Clayton
CC: File
Date: December 3, 2024
Re: **CFP Report – November**

ONGOING PROJECTS:

Annex – Non-CFP

Annex Emergency Stairway Exit, Painting, and HVAC Repairs and Replacements – Signed Contract on 9/10/24, permits were issued 11/26/24 and we will have an updated start date from the contractor later this week.

Annex Interior Renovations - Hoyt is working on the plans for this project. Will consist of Common area improvements, Livingroom/Kitchen renovations and 1st floor bathroom renovations including role in showers.

Bertha Mitchell - CFP

Bertha Mitchell – HVAC, HWH, and phase III of Sewer repairs & Bertha Mitchell – New exterior doors, new kitchen cabinets and countertops, and new bathrooms –The architects are now working combining the project under one bid packet.

GENERAL

NSP Homes – Working on plans and specification for the lot on Osprey. Architects will be providing plans and specifications for a two story- 3bd/2bath main house and an ADU to be built behind the main house.

Osprey Office – Interior painting started 2 weeks ago and is moving along. Painters have been very polite working around staff. Also working with Hoyt to fix the public entrance and some erosion issues.

Hurricane Cleanup – Working on roof repair/replacement pricing at various properties and coordinating with insurance companies.

End of Report

Resident Services Monthly Report for November 2024

Adult Programs & Services

Resident service staff seek and support community partnerships and act as liaison between families, property managers, schools, and other social service providers throughout the community. SHA provides resources, support services and referrals to families and individuals in need. Resident service staff also assist and support residents with the process of applying for jobs, educational programs, scholarship opportunities, SNAP/Medicaid benefits, SafeLink wireless service and recently, FEMA assistance. Through a new MOU with Glasser Schoenbaum Human Services Center, SHA can now refer clients to GS's Community Benefits Specialist Program for one-on-one assistance with social security, SNAP, Medicaid and unemployment applications.

Youth Thrive

The SHA Youth Thrive After-School Program is in full swing for 2024-25. Students receive assistance with homework, an after-school snack and a rolling calendar of enrichment programs that include art, chess club, pickleball, birdwatching, 4H, and gardening. The recent cold temperatures are perfect for our rapidly growing greens, broccoli and cauliflower, not so ideal for the tomatoes and beans.

Now that The Courts are empty, we are facilitating attendance by Bertha Mitchell youth by providing daily bus transportation from our Bertha Mitchell residences to our Youth Thrive Learning Center. November included a lot of Thanksgiving meal distribution as we received meals from both Alta Vista Elementary and Sarasota Police Department's Community Relations Unit to be distributed to specific families.

SHA teen girls will have an opportunity to participate in an upcoming 7-week program designed to empower young women and provide them with skills and support for positive personal and social growth and development. This program will be provided through a partnership with Margwine Organization, Inc.'s "Flourishing" program.

McCown Towers

Empath LIFE (Living Independence for the Elderly) is a program designed to help seniors remain safely in their homes. They will be offering McCown residents with Medicare a host of services including transportation to doctors' appointments, personal care, homemaking, respite for caregivers, home delivery of meals and medical supplies. Informational meetings are taking place in the coming weeks so that residents are fully informed of the support services available to them.

Knights of Columbus generously donated and delivered 30 Thanksgiving meals to McCown residents. Other support and enrichment programs that occurred as regularly scheduled opportunities in November included twice monthly trips to Walmart, SRQ Strong nutrition classes, art class, bread and eggs twice monthly distribution, All Faiths pantry (monthly), doctors' and therapists' consultations. In preparation for health insurance open enrollment, and insurance broker has been onsite to assist residents in comprehending the options available to them.

Homeownership







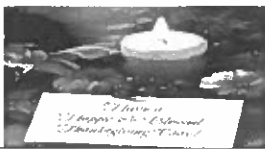
On November 2nd SHA and CCMD held a Pathways to Homeownership workshop at RLT community Complex. This workshop consisted of homeownership professionals that made themselves available to talk directly with the participants regarding the path to homeownership. The guest speaker for the event was Sarasota's affordable housing guru Jon Thaxton along with nonprofit partners NACA and Habitat for Humanity who were in attendance. Many of the participants registered for SHA's HCV Orientation and FSS program.



Ms. Vickie U. Property Manager

Ms. Ara A. Senior Service Coordinator

November 2024

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 RENT DUE! Office closed !	2 BINGO 6pm
3 Daylight savings 1hr back 	4 Therapist on site	5 Last day to pay rent! Bread & eggs 9.30  Go Vote! At the Towers Dr. Nashia 9.am	6 Walmart trip 10 am.	7 Therapist on site Nutrition class 2pm	8 OFFICE CLOSED!	9 BINGO 6 pm
10	11 Therapist 	12 Bread 9.30am	13 Art class 10.30a 	14 Nutrition class 2pm	15 OFFICE CLOSED!	16 BINGO 6 pm
17	18 Therapist on site	19 Bread & eggs 9.30 am Dr. Nashia 9.am Pest control - All Units	20 Food bank at 10.30 am. 	21 Walmart trip 10am Nutrition class 2pm	22 OFFICE CLOSED	23 BINGO 6 PM
24	25 Therapist on site	26 Bread & eggs 9.30 am.	27 Office Closed 	28 Office closed 	29 OFFICE CLOSED	30 BINGO 6PM

- **Tuesday, 11/5/24 - General Election in the boardroom - GO VOTE!!!**
- **Office will be closed 11/5/24 from 8:30 am - 11:30 am; 11/7/24 from 10:30 am - 2:30 pm.**
- **Celebrate Thanksgiving with a delicious meal from The Knights of Columbus.** This meal can be delivered, or you can go to the Knights of Columbus on your own. Sign up at the office counter NO later than 11-10-24 . Limited quantity. For delivery you must pick up your food at 11: 30 am in Towers Lobby. Mr. David B. will be in charge.
- **ATTENTION RESIDENTS:** All maintenance concerns **MUST** be reported to the office, **NOT** maintenance staff. **AFTER** hours maintenance emergencies **MUST** be reported to **On Call service 800-329-9356.**

- SHA welcomes a new counseling service for our tenants. His name is **Eddie Collins**. He is a very caring professional. If you need an appointment or have questions, please see Ms. Ara.
- **Dr. Nashia** will be here **Tuesdays 9-11.30am** if you need a free consultation sign up at the office counter.
- **ATENCIÓN:** Todos los problemas de mantenimiento **DEBEN** informarse a la oficina. **Today's las emergencias de mantenimiento fuera del horario de trabajo deben llamar al servicio de emergencia 1800-329-9356. Si no es una emergencia o el inquilino causo el problema resultara en un cargo monetario al inquilino.**
- **ВНИМАНИЕ:** Все проблемы с обслуживанием **ДОЛЖНЫ** быть сообщены в офис, а **НЕ** в службу обслуживания. **О чрезвычайных ситуациях с обслуживанием **ВНЕ РАБОТЫ ДОЛЖНЫ** быть сообщены в дежурную службу. Любые неэкстренные вызовы или ущерб, нанесенный арендатором, приведут к оплате арендатором**

Celebre el dia de Gracias con una deliciosa comida donanda por The Knights of Columbus. Usted pude ordenar su cena or ir en persona con su propio transporte. Incribase antes de Noviembre 14 afuera de la Ventana de la oficina. Si quiere su cena deliver usted tiene que recoger su comida a las 11.15 am en el lobby de las Torres. Si quiere is puede ir despues de las 10.30am. David B our tenant estara a cargo de darle su comida si esta usted en el lobby or su cena sera para otra persona.

- Отпразднуйте день милости с восхитительной комической подарком в честь рыцарей Колумба. Вы можете заказать эту цену или личное транспортное средство. Напишите до 14 ноября после открытия офиса, если вы хотите, чтобы ваша цена доставила вам время, которое вы узнали о комиде в 11:15 утра в вестибюле Лас-Торрес. Если вы хотите, это может случиться после 10:30 утра. Дэвид Б. Нуэстро пришел в поисках груза, который принес ему комиссу, если он находился в вестибюле или его цена была для другого человека. Las cenas son limitadas.
-



Ms. Vicky U . Property Manager

Ms. Ara A. Senior Services Coordinator

December 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1  DECORATE YOUR DOOR!	2 RENT DUE. Medical insurance advisor 10 am	3 Bread and eggs 9.30 am. HOC Committee meeting 4.30 pm	4 Walmart trip 10 am	5 Las day to pay rent ! Therapist on site	6 Office closed	7 Bingo 6 pm
8	9 Therapist on site	10 Bread 9.30 am. Complete Christmas door décor!!	11 Art class 10.30 am. Board meeting 4.30pm	12 Informative meeting on how to get services at home 11 am	13 Office Closed	14 Bingo 6 pm
15	16 Therapist on site Walmart trip 10am	17 Bread and eggs 9.30 am Pest control all units.	18 Food Bank Day 10.30-12pm Angel Tree gifts arrive 1.30 pm	19 Nutrition class 2pm	20 Office closed	21 Bingo 6 pm
	23 Therapist on site	24 	25 Office closed 	26 Office closed	27 Office closed	28 Bingo 6 pm
29	30 Therapist on site	31 Bread 9.30am	Happy New Year	2		

- **DECEMBER NEW EVENTS:**
- **MEDICAL INSURANCE ADVISER** will be here on Monday, December 2, at 10 am. Please sign up at the office counter.
- **ANGEL TREE DISTRIBUTION:** December 18, after 2pm in the boardroom, **MUST** be present.
- **CONTEST & PRIZE:** Decorate your front door, have fun, be unique, and show your creativity.
- The door must be decorated by December 10, 2024. Winners will be announced on December 19.

- Only smoke in the permitted areas . Do not smoke in the gazebo outside the boardroom or at the entrance of Towers.
- Los regalos de el "Angel tree" se daran el dia 18 de Diciembre despues de las 2pm. Tiene que estar presente, solo un dia
- SHA welcomes our counseling service They are **Patrick Mcgeever and Eddie Collin** , both are very caring and professional. If you need an appointment sign at the office counter with your phone number and unit# or talk with Ms. Ara
- All the garbage **MUST** be in a plastic bag and tied up, no excuses
- **ATTENTION:** All maintenance concerns **MUST** be reported to the office, **NOT** maintenance. **AFTER** hours maintenance emergencies **MUST** be reported to on call service. (1800) 329-9356 **Any non-emergency calls or tenant damage will result in tenant charge**
- When you pay your rent with a money order, PLEASE include your name and address, make sure you signed it.

Happy  Holidays!
