



## **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*

**July 23, 2025, 4:30 P.M.**

## **AGENDA**

### **NOTES**

- I. CALL TO ORDER**
- II. INVOCATION**
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL**
- V. APPROVAL OF MINUTES**
  - A. Regular Board Meeting – May 28, 2025
    - All Commissioners Present (Commissioner DiMaria Appointed July 7, 2025)
- VI. APPROVAL OF AGENDA**
  - A. Regular Board Meeting – July 23, 2025
- 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. City Art Project (Amaryllis)
- XI. NEW BUSINESS**
  - A. ACH Vendor Payments vs Check Payment
  - B. President/CEO Evaluation

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

A. Monthly Financial Statements

- SHA
- Janie's Garden

B. Board Committee Meeting Minutes

- Ad Hoc Development – 07/10/25

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, August 27, 2025  
**(Annual Meeting)**

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

Board Meeting  
McCown Towers Board Room  
May 28, 2025  
4:30 P.M.

- I. **CALL TO ORDER:** Chair Taylor called the regular meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:34 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair Ernestine Taylor, Vice Chair John Colón (in at 4:40 pm), Resident Commissioner Nicole Roman, Commissioner Carolyn Mason, Commissioner Duane Finger (Virtual), Commissioner Jack Meredith and Commissioner David Morgan

Commissioners Not Present: N/A

Invited Attendees: City Commissioner Jen Ahearn-Koch, Agnes Kirkland (Resident Council) & Attorney Ric Gilmore

SHA Personnel: William Russell, Nickol Ramirez, Niloo Kamkar and Andrea Keddell
- V. **APPROVAL OF MINUTES**
  - A. SHA Regular Board Meeting – April 30, 2025
    - Chair Taylor put up the minutes from the April 30, 2025, Regular Board Meeting for approval.
    - Commissioner Morgan made a motion to approve the minutes. Commissioner Mason seconded the motion. City Commissioner Jen Ahearn-Koch stated she'd submitted some non-substantive corrections.
      - The motion was voted on and passed unanimously.
- VI. **APPROVAL OF AGENDA**
  - A. SHA Regular Board Agenda – May 28, 2025
    - Chair Taylor put up the agenda for the May 28, 2025, 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 Niloo Kamkar, SHA's Accounting Assistant, as SHA's Team Member of the Quarter and provided the background and reason for her selection. Niloo was presented with a plaque and gift card and a commemorative photo was taken.

B. City Commission Liaison Update

- City Commissioner Jen Ahearn-Koch reported on the 3 current SHA projects involving the City.
- Lofts on Lemon II fee waiver had been discussed at the last meeting and Commissioner Ahearn-Koch reported that she was told they are not statutorily allowed to waive the fees. Any questions can be brought up with Mr. Robinson.
- The potential need to rezone McCown Towers in order to move forward with funding applications had also been discussed at the last meeting. City Commissioner Ahearn-Koch had offered to assist in expediting the process and stated the agenda item will be brought before the City Commission in either July, August or September.
- The last was the downtown Sarasota First Street project to see if SHA would be allowed to be involved as a partner and or lead to help build affordable housing on that property. City Commissioner Ahearn-Koch stated this agenda item will also be brought before the City Commission in either July, August or September.
- Commissioner Morgan inquired about the City's ability to waive fees. City Commissioner Ahearn-Koch responded that it depends on the situation and if there are bonds involved. She can ask Mr. Robinson to provide more information on the fees related to Lofts on Lemon.
- City Commissioner Jen Ahearn-Koch also inquired about two agenda items from this meeting:
  - Resolution 25-13: Approval of COO Delegation of Authority to Sign Checks, and if there'd be a formal procedure that would be written and followed. (*Response given during discussion under Section IX. RESOLUTIONS.*)
  - Resolution 25-14: HCV Admin Plan Revisions, and the reason for its' changes to the preference for the length of time a resident has not resided in subsidized housing or received housing assistance from 2 to 5 years. (*Response given during discussion under Section IX. RESOLUTIONS.*)

**VIII. PUBLIC PRESENTATION**

A. Mr. Jon Susce, long-time resident of Sarasota:

- Mr. Susce addressed the board and reported that he's been around for a long time and stated that Ms. Valerie Buchand led the charge in improving housing in Sarasota, that she's being treated like "garbage" and that it's a disgrace that she's no longer a member of this board.
  - City Commissioner Jen Ahearn-Koch reported to the board (later in this meeting) that she'd responded to Mr. Susce via email, and copied Mr. Russell and Ms. Buchand, to let him know that the Mayor appoints the members of the Sarasota Housing Authority and he should address this concern and comments to the Mayor.

**IX. RESOLUTIONS – ACCEPTED BY CONSENT**

- A. Res 25-12: Approval of Lofts on Lemon II Development
  - B. Res 25-13: Approval of COO Delegation of Authority to Sign Checks
  - C. Res 25-14: HCV Admin Plan Revisions
  - D. Res 25-15: ACOP Revisions
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- Commissioner Morgan pulled B. Resolution 25-13 and C. Resolution 25-14. Commissioner Mason also had questions on Resolution 25-14 and pulled D. Resolution 25-15.
- Commissioner Mason made a motion to approve the remaining Consent Agenda item, A. Resolution 25-12. Commissioner Morgan seconded the motion.
  - The motion was voted on and passed unanimously.
- B. Res 25-13: Approval of COO Delegation of Authority to Sign Checks
  - Commissioner Morgan asked for further clarification, in light of City Commissioner Ahearn-Koch's earlier inquiry about a written procedure for this. Mr. Russell responded that authorization for a second staff member to sign checks has never been needed before. However, recently there was a situation where Mr. Russell was out of town at a conference and it would have been beneficial to have another SHA team member that could sign checks in his place. Mr. Russell further discussed how the authority would work and that he'd still be the one providing authorization for the COO to sign on his behalf.
  - Following further discussion of the need for additional written details of how the authorization would work, Commissioner Morgan requested this be tabled until the next board meeting.
- C. Res 25-14: HCV Admin Plan Revisions
  - Commissioner Mason asked for further clarification on the preference revisions being proposed. Mr. Russell provided some history about the set-aside referral preferences to assist homeless residents, victims of domestic violence and children aging out of foster care to obtain housing. SHA needs to be more selective due to the recent lack of shortfall funding but still needs to ensure it expends all its' allocated funding.
  - Commissioner Mason made a motion to approve Resolutions C. 25-14. Commissioner Morgan seconded the motion.
    - The motion was voted on and passed unanimously.
- D. Res 25-15: ACOP Revisions
  - Mr. Russell explained the preference for residents that have not received housing assistance in the last 5 years, increased from 2 years, is an effort to house residents that haven't had this benefit before, or recently.
  - Commissioner Mason made a motion to approve Resolutions D. 25-15. Commissioner Colón seconded the motion.
    - The motion was voted on and passed unanimously.

## **X. OLD BUSINESS**

### **A. Development Updates / Redevelopment Report**

#### **McCown New Tower/Parking Garage**

- Mr. Russell reported that the Florida Housing Funding Corp (FHFC) board will be voting on this funding on June 12 in Tallahassee and Mr. Russell plans on attending the meeting.

Lofts on Lemon Phase II

- Mr. Russell reported that the financial closing for this project is 6/18/25. Pre-construction work has commenced to prepare for construction once the project is closed, financially.

Amaryllis III/Cypress II/Courts II

- Mr. Russell reported that site demolition is happening pretty quickly and should be completed within another week or two. Utility companies are ready to go once the buildings are down.

Amaryllis IV/Cypress III & Central Gardens (22nd St.)

- Mr. Russell reported that they are still working on the design options and financing. A new CDBG Resilient SRQ funding application for County disaster funds has been submitted for Central Gardens.
- Commissioner Meredith inquired about any groundbreaking events for the upcoming developments to get SHA out into the public eye. Mr. Russell will look into this.

B. Board Retreat

- The Board Retreat has been scheduled for 8 a.m. on Saturday, June 21, 2025, at the Lofts on Lemon 5<sup>th</sup> Floor Community Room. Order slips were handed out for the Commissioners to make their breakfast selections.
- Commissioner Morgan brought up the topic of the CEO's performance review and goals and objectives that have been topics at previous retreats. Attorney Gilmore added that performance reviews would be done separately and turned in prior to the retreat and/or the next board meeting.
- The board was asked to submit their agenda items to his office prior to the next board committee meeting on June 11 if they'd want assistance in setting up the agenda and roll call sheet for distribution to the board prior to the retreat.

**XI. NEW BUSINESS**

A. None

**XII. PROGRAM UPDATES – ACCEPTED BY CONSENT**

- A. Monthly Financial Statements
- 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 (*not submitted*)

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

**XIII. COMMISSIONER ANNOUNCEMENTS / COMMENTS**

- A. Commissioner Colón commented on Mr. Susce's Public Presentation in Section VIII stating that he's been on the board from the beginning of Mr. Russell's terms and believes SHA to be doing well and that Mr. Russell has done a good job. Commissioner Mason added that the SHA Board does not appoint itself, the City Commission does. It's their role to appoint/approve this board. Commissioner Colón added that it's impressive to note that the current SHA board has a local architect, as well as a housing authority consultant as members who impart their knowledge and experience at no charge to the agency.
- B. Commissioner Meredith commented that he does believe that Ms. Buchand brought a lot to the table. He also reported recently attending a PHADA conference and that he plans to share the knowledge he's gained with the board at their upcoming retreat.
- C. Commissioner Finger announced that this will be his last meeting. He expressed to the Board that he's proud of what SHA has accomplished over the many years he's served.
- D. Commissioner Morgan added that in his experiences with other housing authorities he feels that SHA is doing a great job, comparatively speaking. SHA has accomplished much over the years and has grown all of its' programs. He also thanked Commissioner Finger for his service.
- E. Commissioner Mason thanked the City of Sarasota for their continued partnership and providing SHA with the City Liaison position.
- F. Commissioner Taylor expressed appreciation for SHA Staff and all they do for the area children and families, to Commissioner Finger and the entire Board of Commissioners, as well as Attorney Gilmore.

**XIV. ADJOURNMENT**

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:22 pm.



## ACH Approval Procedure

Proposed: 07/23/25

### SHA Proposal to Pay Vendors via ACH rather than Check

#### The Why

##### **Speed**

- ACH: Typically settles in 1–2 business days (same-day ACH is also available).
- Checks: Can take several days to mail, deposit, and clear.

##### **Cost Savings**

- ACH: Usually costs a few cents to around \$1 per transaction. (Same-day ACH)
- Checks: Costs can range from \$3–\$10 per check when you factor in printing, postage, envelopes, labor, and bank processing.

##### **Security**

- ACH: Reduces the risk of lost or stolen payments, forged signatures, and check fraud.
- Checks: More susceptible to fraud and identity theft; physical items can be stolen or altered.

##### **Convenience & Automation**

- ACH: Payments can be scheduled, automated, and integrated with accounting software.
- Checks: Require manual handling, printing, mailing, and reconciliation.

##### **Better Cash Flow Management**

- ACH: Easier to predict and control timing of debits and credits.
- Checks: Timing is unpredictable; delays in delivery, deposit, and clearance.



## **Reduced Administrative Burden**

- ACH: Streamlines payroll, vendor payments, and recurring billing.
- Checks: Requires more manual labor and tracking.

## **Improved Recordkeeping**

- ACH: Creates a clear, digital trail in real-time for both parties.
- Checks: Reconciliation can be slower and less precise, especially if check images are not immediately available.

## **In summary:**

**ACH payments are faster, cheaper, more secure, and easier to manage compared to paper checks. While checks may still be used in some cases (e.g., for vendors who don't accept ACH), the trend across businesses and consumers is strongly toward digital payments like ACH.**

**Checks continue to be the payment method most susceptible to fraud\*.**

***\* 2024 AFP Payments Fraud and Control Survey Report.***

## **The How**

1. Accounting staff will prepare accounts payable every two weeks, the same as we have done all along.
2. A listing of payments over \$3,000 will be submitted, along with back-up materials, e.g. invoice, to the board chair or if the chair is unavailable, another commissioner, for approval prior to the ACH payments over \$3,000 being disbursed.
3. Only the CEO can approve disbursement of each ACH through First Horizon's treasury management system.

Sarasota Housing Authority

Cash Position

June 30, 2025

Cash	
Annex Operating	2,170,037.30
Bertha Mitchell	2,601,222.47
Business Activities Operating	1,483,266.05
The Courts	13,040.76
Energy Grant Program	6.93
HCV - HAP	782,598.70
HCV - Admin Reserve	1,327,748.58
McCown Tower/Tower LIHTC Operating	441,262.36
Resident Services	213,917.04
SHMC	19,342.32
Towers Operating	9,151.26
Annex Security Deposit	27,236.76
Bertha Mitchell Security Deposit	23,985.42
Tower LIHTC Security Deposit	27,719.11
McCown Tower Development/Construction	37,518.00
McCown Tower Replacement Reserve	255,858.55
McCown Tower Operating Deficit Reserve	305,911.90
McCown Tower Insurance Escrow	200,000.04
Rosemary Cohen	5,329.47
Development Account	1,619,959.23
Litigations Proceeds Account	1,041.92
HCV FSS Escrow	228,149.12
PHA FSS Escrow	32,996.06
FSS Escrow	189,607.90
SHFC - Operating	1,229,578.15
SHFC - Reserve	545,182.36
Total Cash	<u>13,791,667.76</u>
Investments	
Courts Investment Account # 7321	1,031,782.41
Development Investment Account # 7320	2,814,961.68
HCV Reserve Investment Account # 2520	1,645,619.97
Litigation Investment Account # 2523	794,843.99
Rosemary Investment Account # 8524	202,754.00
Tower Investment Account # 8525	253,433.33
Annex Investment Account #9026	<u>1,010,837.30</u>
Total Investments	<u>7,754,232.68</u>
<b>Total Cash and Investments</b>	<b><u>21,545,900.44</u></b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Annex      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
Tenant Revenue	27,784.00	19,945.61	7,838.39	86,403.05	59,836.80	26,566.25	239,347.19	(152,944.14)
HUD Revenue	136,334.00	107,513.50	28,820.50	426,789.00	322,540.50	104,248.50	1,290,162.00	(863,373.00)
Other Operating Revenue	11,442.81	(323.33)	11,766.14	11,941.89	(970.00)	12,911.89	(3,880.00)	15,821.89
<b>TOTAL INCOME</b>	<b>175,560.81</b>	<b>127,135.78</b>	<b>48,425.03</b>	<b>525,133.94</b>	<b>381,407.30</b>	<b>143,726.64</b>	<b>1,525,629.19</b>	<b>(1,000,495.25)</b>
<b>EXPENSES</b>								
Administrative Expense	49,887.66	50,685.68	798.02	190,113.87	152,057.00	(38,056.87)	608,228.00	418,114.13
Tenant Services	0.00	341.58	341.58	30.63	1,024.75	994.12	4,099.00	4,068.37
Utility Expense	(6,952.99)	11,843.84	18,796.83	15,847.85	35,531.50	19,683.65	142,126.00	126,278.15
Maintenance	18,965.51	126,599.65	107,634.14	196,093.69	379,798.99	183,705.30	1,519,195.94	1,323,102.25
Protective Services	6,586.54	3,155.75	(3,430.79)	13,915.92	9,467.25	(4,448.67)	37,869.00	23,953.08
Insurance Expense	2,085.79	6,523.83	4,438.04	12,659.73	19,571.50	6,911.77	78,286.00	65,626.27
General Expense	3,769.92	1,467.41	(2,302.51)	8,224.85	4,402.25	(3,822.60)	17,609.00	9,384.15
<b>TOTAL EXPENSES</b>	<b>74,342.43</b>	<b>200,617.74</b>	<b>126,275.31</b>	<b>436,886.54</b>	<b>601,853.24</b>	<b>164,966.70</b>	<b>2,407,412.94</b>	<b>1,970,526.40</b>
<b>SURPLUS</b>	<b>101,218.38</b>	<b>(73,481.96)</b>	<b>(174,700.34)</b>	<b>88,247.40</b>	<b>(220,445.94)</b>	<b>(308,693.34)</b>	<b>(881,783.75)</b>	<b>(970,031.15)</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Business Activities      Project: Consolidated**

	<b>Period Amount</b>	<b>Period Budget</b>	<b>Period Variance</b>	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
<b>INCOME</b>								
Administrative Revenue	24,263.79	0.00	24,263.79	24,263.79	0.00	24,263.79	0.00	24,263.79
Other Operating Revenue	807,743.07	0.00	807,743.07	881,585.77	0.00	881,585.77	0.00	881,585.77
<b>TOTAL INCOME</b>	<b>832,006.86</b>	<b>0.00</b>	<b>832,006.86</b>	<b>905,849.56</b>	<b>0.00</b>	<b>905,849.56</b>	<b>0.00</b>	<b>905,849.56</b>
<b>EXPENSES</b>								
Administrative Expense	453.61	0.00	(453.61)	888.29	0.00	(888.29)	0.00	(888.29)
Maintenance	0.00	0.00	0.00	4.41	0.00	(4.41)	0.00	(4.41)
Insurance Expense	1,811.95	0.00	(1,811.95)	1,811.95	0.00	(1,811.95)	0.00	(1,811.95)
General Expense	80,659.87	0.00	(80,659.87)	372,194.21	0.00	(372,194.21)	0.00	(372,194.21)
<b>TOTAL EXPENSES</b>	<b>82,925.43</b>	<b>0.00</b>	<b>(82,925.43)</b>	<b>374,898.86</b>	<b>0.00</b>	<b>(374,898.86)</b>	<b>0.00</b>	<b>(374,898.86)</b>
<b>SURPLUS</b>	<b>749,081.43</b>	<b>0.00</b>	<b>(749,081.43)</b>	<b>530,950.70</b>	<b>0.00</b>	<b>(530,950.70)</b>	<b>0.00</b>	<b>(530,950.70)</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Bertha Mitchell      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
Tenant Revenue	40,593.00	46,185.76	(5,592.76)	129,321.47	138,557.25	(9,235.78)	554,229.00	(424,907.53)
HUD Revenues	95,883.61	111,549.00	(15,665.39)	325,349.96	334,647.00	(9,297.04)	1,338,588.00	(1,013,238.04)
Other Operating Revenue	24,964.17	9,965.41	14,998.76	65,737.83	29,896.25	35,841.58	119,585.00	(53,847.17)
<b>TOTAL INCOME</b>	<b>161,440.78</b>	<b>167,700.17</b>	<b>(6,259.39)</b>	<b>520,409.26</b>	<b>503,100.50</b>	<b>17,308.76</b>	<b>2,012,402.00</b>	<b>(1,491,992.74)</b>
<b>EXPENSES</b>								
Administrative Expense	82,002.04	58,468.92	(23,533.12)	307,439.17	175,406.75	(132,032.42)	701,627.00	394,187.83
Tenant Services	300.00	341.58	41.58	930.62	1,024.75	94.13	4,099.00	3,168.38
Utility Expense	6,945.41	25,415.42	18,470.01	79,583.44	76,246.25	(3,337.19)	304,985.00	225,401.56
Maintenance	81,890.22	330,940.03	249,049.81	295,833.43	992,820.00	696,986.57	3,971,280.00	3,675,446.57
Protective Services	10,200.00	0.00	(10,200.00)	10,200.00	0.00	(10,200.00)	0.00	(10,200.00)
Insurance Expense	12,539.18	11,307.91	(1,231.27)	29,737.74	33,923.75	4,186.01	135,695.00	105,957.26
General Expense	1,950.82	3,332.67	1,381.85	5,660.35	9,998.00	4,337.65	39,992.00	34,331.65
<b>TOTAL EXPENSES</b>	<b>195,827.67</b>	<b>429,806.53</b>	<b>233,978.86</b>	<b>729,384.75</b>	<b>1,289,419.50</b>	<b>560,034.75</b>	<b>5,157,678.00</b>	<b>4,428,293.25</b>
<b>SURPLUS</b>	<b>(34,386.89)</b>	<b>(262,106.36)</b>	<b>(227,719.47)</b>	<b>(208,975.49)</b>	<b>(786,319.00)</b>	<b>(577,343.51)</b>	<b>(3,145,276.00)</b>	<b>(2,936,300.51)</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Energy Grant Program      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
<b>TOTAL INCOME</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>EXPENSES</b>								
<b>TOTAL EXPENSES</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SURPLUS</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: FSS Forfeiture      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
Other Revenue	(15.35)	0.00	(15.35)	(45.65)	0.00	(45.65)	0.00	(45.65)
<b>SURPLUS</b>	<b>(15.35)</b>	<b>0.00</b>	<b>15.35</b>	<b>(45.65)</b>	<b>0.00</b>	<b>45.65</b>	<b>0.00</b>	<b>45.65</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Six Months Ending 06/30/2025**  
**Program: McCown Tower      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
Tenant Revenue	33,218.00	37,687.75	(4,469.75)	194,881.35	226,126.50	(31,245.15)	452,253.00	(257,371.65)
HUD Revenue	42,603.00	37,550.00	5,053.00	254,128.00	225,300.00	28,828.00	450,600.00	(196,472.00)
Other Operating Revenue	46.38	(3,564.17)	3,610.55	834.43	(21,385.00)	22,219.43	(42,770.00)	43,604.43
<b>TOTAL INCOME</b>	<b>75,867.38</b>	<b>71,673.58</b>	<b>4,193.80</b>	<b>449,843.78</b>	<b>430,041.50</b>	<b>19,802.28</b>	<b>860,083.00</b>	<b>(410,239.22)</b>
<b>EXPENSES</b>								
Administrative Expense	11,534.02	12,230.26	696.24	72,529.81	73,381.50	851.69	146,763.00	74,233.19
Tenant Services	150.00	127.92	(22.08)	1,157.99	767.50	(390.49)	1,535.00	377.01
Utility Expense	4,797.25	12,058.24	7,260.99	63,767.64	72,349.50	8,581.86	144,699.00	80,931.36
Maintenance	17,279.82	15,995.57	(1,284.25)	94,524.26	95,973.50	1,449.24	191,947.00	97,422.74
Protective Services	249.55	0.00	(249.55)	22,102.66	0.00	(22,102.66)	0.00	(22,102.66)
Insurance Expense	(5,002.62)	17,784.00	22,786.62	114,276.77	106,704.00	(7,572.77)	213,408.00	99,131.23
General Expense	4,508.18	3,728.00	(780.18)	5,118.45	22,368.00	17,249.55	44,736.00	39,617.55
<b>TOTAL EXPENSES</b>	<b>33,516.20</b>	<b>61,923.99</b>	<b>28,407.79</b>	<b>373,477.58</b>	<b>371,544.00</b>	<b>(1,933.58)</b>	<b>743,088.00</b>	<b>369,610.42</b>
<b>SURPLUS</b>	<b>42,351.18</b>	<b>9,749.59</b>	<b>32,601.59</b>	<b>76,366.20</b>	<b>58,497.50</b>	<b>17,868.70</b>	<b>116,995.00</b>	<b>(40,628.80)</b>



**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Resident Services      Project: Consolidated**

	<b>Period Amount</b>	<b>Period Budget</b>	<b>Period Variance</b>	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
<b>INCOME</b>								
Grant Revenue	8,687.40	12,759.08	(4,071.68)	31,211.63	38,277.25	(7,065.62)	153,109.00	(121,897.37)
<b>TOTAL INCOME</b>	<b>8,687.40</b>	<b>12,759.08</b>	<b>(4,071.68)</b>	<b>31,211.63</b>	<b>38,277.25</b>	<b>(7,065.62)</b>	<b>153,109.00</b>	<b>(121,897.37)</b>
<b>EXPENSES</b>								
Administrative Expense	22,080.51	14,606.85	(7,473.66)	82,353.04	43,820.50	(38,532.54)	175,282.00	92,928.96
Utility Expense	319.32	343.34	24.02	745.09	1,030.00	284.91	4,120.00	3,374.91
Maintenance	972.79	1,052.83	80.04	3,246.79	3,158.50	(88.29)	12,634.00	9,387.21
Insurance Expense	1,482.06	918.58	(563.48)	2,388.68	2,755.75	367.07	11,023.00	8,634.32
General Expense	177.95	872.00	694.05	506.18	2,616.00	2,109.82	10,464.00	9,957.82
<b>TOTAL EXPENSES</b>	<b>25,032.63</b>	<b>17,793.60</b>	<b>(7,239.03)</b>	<b>89,239.78</b>	<b>53,380.75</b>	<b>(35,859.03)</b>	<b>213,523.00</b>	<b>124,283.22</b>
<b>SURPLUS</b>	<b>(16,345.23)</b>	<b>(5,034.52)</b>	<b>(11,310.71)</b>	<b>(58,028.15)</b>	<b>(15,103.50)</b>	<b>(42,924.65)</b>	<b>(60,414.00)</b>	<b>2,385.85</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Section 8 Voucher      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
HUD Revenues	2,958,271.22	2,725,115.17	233,156.05	8,175,365.49	8,175,345.50	19.99	32,701,382.00	(24,526,016.51)
Other Operating Revenue	35,268.79	13,220.25	22,048.54	39,702.55	39,660.75	41.80	158,643.00	(118,940.45)
<b>TOTAL INCOME</b>	<b>2,993,540.01</b>	<b>2,738,335.42</b>	<b>255,204.59</b>	<b>8,215,068.04</b>	<b>8,215,006.25</b>	<b>61.79</b>	<b>32,860,025.00</b>	<b>(24,644,956.96)</b>
<b>EXPENSES</b>								
Administrative Expense	139,242.94	165,010.83	25,767.89	439,624.91	495,032.50	55,407.59	1,980,130.00	1,540,505.09
HAP Expense	2,732,992.81	2,580,327.50	(152,665.31)	8,043,087.20	7,740,982.50	(302,104.70)	30,963,930.00	22,920,842.80
<b>TOTAL EXPENSES</b>	<b>2,872,235.75</b>	<b>2,745,338.33</b>	<b>(126,897.42)</b>	<b>8,482,712.11</b>	<b>8,236,015.00</b>	<b>(246,697.11)</b>	<b>32,944,060.00</b>	<b>24,461,347.89</b>
<b>SURPLUS</b>	<b>121,304.26</b>	<b>(7,002.91)</b>	<b>128,307.17</b>	<b>(267,644.07)</b>	<b>(21,008.75)</b>	<b>(246,635.32)</b>	<b>(84,035.00)</b>	<b>(183,609.07)</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: SHFC      Project: Consolidated**

	<b>Period Amount</b>	<b>Period Budget</b>	<b>Period Variance</b>	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
<b>INCOME</b>								
Tenant Revenue Other	96,518.13	100,276.17	(3,758.04)	294,448.78	300,828.50	(6,379.72)	1,203,314.00	(908,865.22)
Other Revenue	10,044.80	5,037.59	5,007.21	13,135.88	15,112.75	(1,976.87)	60,451.00	(47,315.12)
<b>TOTAL INCOME</b>	<b>106,562.93</b>	<b>105,313.76</b>	<b>1,249.17</b>	<b>307,584.66</b>	<b>315,941.25</b>	<b>(8,356.59)</b>	<b>1,263,765.00</b>	<b>(956,180.34)</b>
<b>EXPENSES</b>								
Administrative Expense	24,422.86	26,873.75	2,450.89	66,790.25	80,621.25	13,831.00	322,485.00	255,694.75
Utilities Expense	1,190.41	7,016.92	5,826.51	17,128.32	21,050.75	3,922.43	84,203.00	67,074.68
Maintenance	83,702.38	61,063.53	(22,638.85)	140,425.96	183,190.50	42,764.54	732,762.00	592,336.04
Insurance Expense	(9,681.48)	11,997.92	21,679.40	140,205.03	35,993.75	(104,211.28)	143,975.00	3,769.97
General Expense	0.00	5,006.17	5,006.17	27.58	15,018.50	14,990.92	60,074.00	60,046.42
<b>TOTAL EXPENSES</b>	<b>99,634.17</b>	<b>111,958.29</b>	<b>12,324.12</b>	<b>364,577.14</b>	<b>335,874.75</b>	<b>(28,702.39)</b>	<b>1,343,499.00</b>	<b>978,921.86</b>
<b>SURPLUS</b>	<b>6,928.76</b>	<b>(6,644.53)</b>	<b>13,573.29</b>	<b>(56,992.48)</b>	<b>(19,933.50)</b>	<b>(37,058.98)</b>	<b>(79,734.00)</b>	<b>22,741.52</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Sarasota Housing Mgmt Corp      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
Management Revenue	3,745.14	3,583.67	161.47	15,018.20	10,751.00	4,267.20	43,004.00	(27,985.80)
<b>TOTAL INCOME</b>	<b>3,745.14</b>	<b>3,583.67</b>	<b>161.47</b>	<b>15,018.20</b>	<b>10,751.00</b>	<b>4,267.20</b>	<b>43,004.00</b>	<b>(27,985.80)</b>
<b>EXPENSES</b>								
Administrative Expense	1,723.55	1,448.75	(274.80)	12,171.88	4,346.25	(7,825.63)	17,385.00	5,213.12
Insurance Expense	270.19	1,303.59	1,033.40	1,142.67	3,910.75	2,768.08	15,643.00	14,500.33
4962.00 General Expenses	8.65	0.00	(8.65)	38.07	0.00	(38.07)	0.00	(38.07)
<b>TOTAL EXPENSES</b>	<b>2,002.39</b>	<b>2,752.34</b>	<b>749.95</b>	<b>13,352.62</b>	<b>8,257.00</b>	<b>(5,095.62)</b>	<b>33,028.00</b>	<b>19,675.38</b>
<b>SURPLUS</b>	<b>1,742.75</b>	<b>831.33</b>	<b>(911.42)</b>	<b>1,665.58</b>	<b>2,494.00</b>	<b>828.42</b>	<b>9,976.00</b>	<b>8,310.42</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: SVC      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
Other Operating Revenue	35,035.79	0.00	35,035.79	35,035.79	0.00	35,035.79	0.00	35,035.79
<b>TOTAL INCOME</b>	<b>35,035.79</b>	<b>0.00</b>	<b>35,035.79</b>	<b>35,035.79</b>	<b>0.00</b>	<b>35,035.79</b>	<b>0.00</b>	<b>35,035.79</b>
<b>EXPENSES</b>								
Administrative Expense	0.00	0.00	0.00	836.29	0.00	(836.29)	0.00	(836.29)
Tenant Services	1,346.00	0.00	(1,346.00)	3,796.00	0.00	(3,796.00)	0.00	(3,796.00)
General Expense	29,034.58	0.00	(29,034.58)	29,034.58	0.00	(29,034.58)	0.00	(29,034.58)
<b>TOTAL EXPENSES</b>	<b>30,380.58</b>	<b>0.00</b>	<b>(30,380.58)</b>	<b>33,666.87</b>	<b>0.00</b>	<b>(33,666.87)</b>	<b>0.00</b>	<b>(33,666.87)</b>
<b>SURPLUS</b>	<b>4,655.21</b>	<b>0.00</b>	<b>4,655.21</b>	<b>1,368.92</b>	<b>0.00</b>	<b>1,368.92</b>	<b>0.00</b>	<b>1,368.92</b>

**Sarasota Housing Authority**  
**Operating Statement**  
**Three Months Ending 06/30/2025**  
**Program: Towers (HUD)      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
Other Operating Revenue	4,264.50	0.00	4,264.50	4,264.50	0.00	4,264.50	0.00	4,264.50
<b>TOTAL INCOME</b>	<b>4,264.50</b>	<b>0.00</b>	<b>4,264.50</b>	<b>4,264.50</b>	<b>0.00</b>	<b>4,264.50</b>	<b>0.00</b>	<b>4,264.50</b>
<b>EXPENSES</b>								
General Expense	2,783.92	0.00	(2,783.92)	2,783.92	0.00	(2,783.92)	0.00	(2,783.92)
<b>TOTAL EXPENSES</b>	<b>2,783.92</b>	<b>0.00</b>	<b>(2,783.92)</b>	<b>2,783.92</b>	<b>0.00</b>	<b>(2,783.92)</b>	<b>0.00</b>	<b>(2,783.92)</b>
<b>SURPLUS</b>	<b>1,480.58</b>	<b>0.00</b>	<b>1,480.58</b>	<b>1,480.58</b>	<b>0.00</b>	<b>1,480.58</b>	<b>0.00</b>	<b>1,480.58</b>

# Janies Garden

## Budget Operating Report

As of June 30, 2025

Reporting Book:

ACCRUAL

As of Date:

06/30/2025

Location:

Janies Garden

	Month Ending			01/01/2025 Through			Year Ending
	06/30/2025			06/30/2025			12/31/2025
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
<b>RENT INCOME</b>							
512000 - APARTMENT RENT - TENANT	66,358.00	53,141.67	13,216.33	397,400.47	318,850.02	78,550.45	637,700.04
512100 - SUBSIDY REVENUE	29,817.00	34,772.00	(4,955.00)	163,487.00	208,632.00	(45,145.00)	417,264.00
<b>TOTAL RENT INCOME</b>	<b>96,175.00</b>	<b>87,913.67</b>	<b>8,261.33</b>	<b>560,887.47</b>	<b>527,482.02</b>	<b>33,405.45</b>	<b>1,054,964.04</b>
<b>VACANCIES</b>							
522000 - VACANCIES - TENANT	(5,031.00)	(2,499.00)	(2,532.00)	(31,450.00)	(10,494.00)	(20,956.00)	(24,663.00)
528000 - EMPLOYEE APARTMENT/DISCOUNT	(1,340.00)	(1,200.00)	(140.00)	(8,040.00)	(7,200.00)	(840.00)	(14,400.00)
<b>TOTAL VACANCIES</b>	<b>(6,371.00)</b>	<b>(3,699.00)</b>	<b>(2,672.00)</b>	<b>(39,490.00)</b>	<b>(17,694.00)</b>	<b>(21,796.00)</b>	<b>(39,063.00)</b>
<b>NET RENTAL INCOME</b>	<b>89,804.00</b>	<b>84,214.67</b>	<b>5,589.33</b>	<b>521,397.47</b>	<b>509,788.02</b>	<b>11,609.45</b>	<b>1,015,901.04</b>
<b>SERVICES INCOME</b>							
531000 - COIN OPERATIONS	59.53	21.00	38.53	59.53	126.00	(66.47)	250.00
533000 - TENANT APPLICATION FEE	9,794.98	150.00	9,644.98	12,379.98	900.00	11,479.98	1,600.00
<b>TOTAL SERVICES INCOME</b>	<b>9,854.51</b>	<b>171.00</b>	<b>9,683.51</b>	<b>12,439.51</b>	<b>1,026.00</b>	<b>11,413.51</b>	<b>1,850.00</b>
<b>FINANCIAL INCOME</b>							
541000 - INTEREST INCOME	242.98	0.00	242.98	799.40	0.00	799.40	0.00
541200 - INT INC - RESERVES & ESCROWS	294.25	0.00	294.25	1,479.45	0.00	1,479.45	0.00
<b>TOTAL FINANCIAL INCOME</b>	<b>537.23</b>	<b>0.00</b>	<b>537.23</b>	<b>2,278.85</b>	<b>0.00</b>	<b>2,278.85</b>	<b>0.00</b>
<b>OTHER INCOME</b>							
592500 - LATE CHARGES	925.00	700.00	225.00	7,025.00	3,950.00	3,075.00	8,154.00
593000 - RETURNED CHECKS CHARGES	50.00	0.00	50.00	200.00	0.00	200.00	0.00
593600 - LEGAL INCOME	440.00	0.00	440.00	3,245.00	0.00	3,245.00	0.00
593800 - CLEANING FEE	470.00	0.00	470.00	3,690.00	0.00	3,690.00	0.00
593900 - DAMAGES	782.17	400.00	382.17	7,873.17	2,400.00	5,473.17	4,596.00
594000 - PET FEE	50.00	0.00	50.00	300.00	0.00	300.00	0.00
<b>TOTAL OTHER INCOME</b>	<b>2,717.17</b>	<b>1,100.00</b>	<b>1,617.17</b>	<b>22,333.17</b>	<b>6,350.00</b>	<b>15,983.17</b>	<b>12,750.00</b>
<b>TOTAL INCOME</b>	<b>102,912.91</b>	<b>85,485.67</b>	<b>17,427.24</b>	<b>558,449.00</b>	<b>517,164.02</b>	<b>41,284.98</b>	<b>1,030,501.04</b>
<b>TOTAL CORPORATE EXPENSES</b>							
<b>RENTING EXPENSES</b>							
621000 - ADVERTISING	0.00	43.00	43.00	681.28	508.00	(173.28)	756.00
621100 - MARKETING EXPENSE	0.00	0.00	0.00	(288.00)	0.00	288.00	0.00
621500 - MARKETING PAYROLL	30.49	0.00	(30.49)	58.53	0.00	(58.53)	0.00
622500 - CREDIT REPORTS	104.88	88.00	(16.88)	524.40	528.00	3.60	1,012.00
624500 - INSPECTION FEES	0.00	0.00	0.00	0.00	200.00	200.00	400.00
625500 - EVICTION EXPENSE	523.16	267.00	(256.16)	3,322.16	1,602.00	(1,720.16)	3,000.00
<b>TOTAL RENTING EXPENSES</b>	<b>658.53</b>	<b>398.00</b>	<b>(260.53)</b>	<b>4,298.37</b>	<b>2,838.00</b>	<b>(1,460.37)</b>	<b>5,168.00</b>
<b>ADMINISTRATIVE EXPENSES</b>							
631000 - OFFICE PAYROLL	1,262.60	1,415.00	152.40	6,897.18	9,196.00	2,298.82	18,746.00
631100 - OFFICE EXPENSE	627.74	384.00	(243.74)	2,677.63	2,304.00	(373.63)	4,304.00
631111 - BANK CHARGES	93.21	48.00	(45.21)	504.83	440.00	(64.83)	728.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	276.00	276.00	0.00	552.00	552.00	1,104.00
631502 - OFFICE/COMPUTER - SERVICES	679.53	615.00	(64.53)	1,311.57	1,230.00	(81.57)	2,460.00
632000 - MANAGEMENT FEES	5,717.70	4,650.00	(1,067.70)	32,328.88	27,900.00	(4,428.88)	55,800.00
632500 - ANSWERING SERVICE	0.00	38.00	38.00	0.00	228.00	228.00	456.00





671100 - PAYROLL TAXES	604.32	595.00	(9.32)	4,206.39	4,639.00	432.61	8,658.00
672000 - INSURANCE EXPENSE	152,192.35	1,100.00	(151,092.35)	210,395.13	66,000.00	(144,395.13)	269,000.00
672100 - HEALTH INSURANCE	1,524.85	500.00	(1,024.85)	4,012.38	3,000.00	(1,012.38)	6,000.00
672200 - WORKERS COMP INSURANCE	117.63	185.00	67.37	767.90	1,203.00	435.10	2,451.00
672300 - LITIGATION SETTLEMENT	0.00	167.00	167.00	0.00	1,002.00	1,002.00	2,000.00
672500 - EMPLOYEE BENEFITS	964.89	500.00	(464.89)	3,627.81	3,000.00	(627.81)	6,000.00
TOTAL TAXES & INSURANCE	155,404.04	3,047.00	(152,357.04)	223,009.61	78,844.00	(144,165.61)	341,509.00
OTHER EXPENSES							
687000 - AGENCY SERVICE FEE	0.00	0.00	0.00	262.50	400.00	137.50	1,000.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	262.50	400.00	137.50	1,000.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	1,473.88	0.00	(1,473.88)	3,252.23	3,000.00	(252.23)	4,000.00
721102 - Flooring: Carpet & Tile	6,588.25	500.00	(6,088.25)	17,514.36	6,500.00	(11,014.36)	8,000.00
721105 - Water Heaters	0.00	0.00	0.00	1,000.21	0.00	(1,000.21)	0.00
721106 - HVAC Equipment	1,674.58	1,000.00	(674.58)	8,580.11	9,500.00	919.89	10,000.00
721112 - Doors & Wndows (Exterior)	0.00	0.00	0.00	711.50	0.00	(711.50)	0.00
TOTAL EQUIPMENT PURCHASES	9,736.71	1,500.00	(8,236.71)	31,058.41	19,000.00	(12,058.41)	22,000.00
TOTAL CORPORATE EXPENSES	257,391.25	57,295.00	(200,096.25)	358,323.69	408,025.00	49,701.31	968,134.00
NET PROFIT OR LOSS	(154,478.34)	28,190.67	(182,669.01)	200,125.31	109,139.02	90,986.29	62,367.04
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	5,762.00	3,950.00	(1,812.00)	40,334.00	23,700.00	(16,634.00)	47,400.00
790101 - R/E TAXE ESCROW WITHDRAWALS	0.00	0.00	0.00	0.00	0.00	0.00	(47,400.00)
790200 - PROPERTY INSURANCE ESC DEP	21,215.00	22,325.00	1,110.00	148,505.00	133,950.00	(14,555.00)	267,900.00
790201 - PROPERTY INS ESC WITHDRAWALS	(152,192.35)	0.00	152,192.35	(210,395.13)	(64,900.00)	145,495.13	(267,900.00)
791000 - PROV FOR REPLACEMENTS	2,409.39	2,410.00	0.61	16,865.73	14,460.00	(2,405.73)	29,280.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	(22,000.00)
793000 - PROV FOR MORT PRIN AMORT	4,407.39	4,407.00	(0.39)	31,323.78	27,039.00	(4,284.78)	54,702.00
TOTAL NON-OPERATING EXPENSES	(118,398.57)	33,092.00	151,490.57	26,633.38	134,249.00	107,615.62	61,982.00
NET CASH (+) / DEF (-)	(36,079.77)	(4,901.33)	(31,178.44)	173,491.93	(25,109.98)	198,601.91	385.04

Created on:

# Janies Garden Balance Sheet

June 30, 2025

Reporting Book:  
As of Date:  
Location:

ACCRUAL  
06/30/2025  
Janies Garden

## Assets

### Current Assets

#### Cash

IRM Master Escrow Account	(9,440.82)
PETTY CASH	400.00
PETTY CASH - PC CARD	500.00
CASH IN BANK GENERAL	33,914.85
CASH IN BANK - SECURITY DEPOSITS	56,321.91
Total Cash	81,695.94

#### Accounts Receivable

A/R - RESIDENTS	14,400.99
HAP / RAP / Rent Sup - Suspense	(2,790.00)
Voucher / PBV - Suspense	(13,035.18)
A/R - PBV SUBSIDY	2,641.00
A/R - VOUCHER SUBSIDY	513.00
DUE FROM PARTNERS	200.00
DUE TO/FROM-OTHERS (OPERATIONS)	70,299.67
EXCHANGE	(26.16)
Intra-Partnership Exchange	(6,147.57)
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(6,160.50)
Total Accounts Receivable	59,895.25

#### Deposits & Escrows

REAL ESTATE TAX ESCROW	70,094.32
PROPERTY & LIABILITY INSURANCE ESCROW	88,322.01
RESERVE FOR REPLACEMENTS	74,748.48
OPERATING RESERVE FUND	223,910.98
Total Deposits & Escrows	457,075.79

#### Other Current Assets

PREPAID PROPERTY INSURANCE	59,338.00
MISC PREPAID EXPENSE	118.25
Total Other Current Assets	59,456.25

### Total Current Assets

658,123.23

### Fixed Assets

LAND	559,730.00
BUILDINGS	14,771,868.18

#### Depreciation & Amortization

ACC DEPR BUILDINGS	(9,200,769.00)
Total Depreciation & Amortization	(9,200,769.00)

### Total Fixed Assets

6,130,829.18

### Other Assets

DEPOSITS - RECEIVABLE	24,803.47
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START-UP COSTS	59,000.18
LIHTC FEE	211,731.00
ACCUM. AMORT. - LIHTC MONITORING FEE	(209,666.00)
ACC - AMORT FINANCING FEES (Old)	(69,437.00)
RAR ADJ - ACCUM AMORTIZATION	(59,000.00)
Total Other Assets	<u>(42,568.35)</u>

<b>Total Assets</b>	<b><u><u>6,746,384.06</u></u></b>
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## Liabilities & Equity

### Liabilities

#### Current Liabilities

DEVELOPMENT FEE PAYABLE	292,683.66
DUE TO MMA MASTER ESCROW OPERATING	(41,194.91)
ACCOUNTS PAYABLE	63,554.74
ACCOUNTS PAYABLE - OTHER	127,557.33
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	7,523.00
ACCRUED INTEREST PAYABLE - 2ND MORTG.	3,218,177.22
ACCRUED INTEREST - M.J. LEVITT	55,095.51
ACCRUED EXPENSE	8,544.00
ACCRUED PARTNERSHIP EXPENSES	202,794.76
SECURITY DEPOSIT REFUNDS IN TRANSIT	3,363.63
Total Current Liabilities	<u>3,938,098.94</u>

#### Other Current Liabilities

SECURITY DEPOSIT LIABILITY	53,126.42
SECURITY DEP INT LIABILITY	1,913.86
PREPAID RENTS	14,705.23
Total Other Current Liabilities	<u>69,745.51</u>

#### Long Term Liabilities

DEFERRED FINANCING FEES	(113,408.68)
1ST MORTGAGE PAYABLE	1,366,484.13
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>4,212,575.45</u>

Total Liabilities	<u>8,220,419.90</u>
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### Equity

Retained Earnings	(1,674,161.15)
Current Net Income	200,125.31

Total Equity	<u>(1,474,035.84)</u>
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<b>Total Liabilities &amp; Equity</b>	<b><u><u>6,746,384.06</u></u></b>
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# Janies Garden II

## Budget Operating Report

As of June 30, 2025

Reporting Book:

ACCRUAL

As of Date:

06/30/2025

Location:

Janies Garden II

	Month Ending			01/01/2025 Through			Year Ending
	06/30/2025			06/30/2025			12/31/2025
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
<b>RENT INCOME</b>							
512000 - APARTMENT RENT - TENANT	36,872.00	32,808.00	4,064.00	233,236.00	196,848.00	36,388.00	393,696.00
512100 - SUBSIDY REVENUE	43,116.00	35,000.00	8,116.00	229,956.00	210,000.00	19,956.00	420,000.00
518000 - OPERATING SUBSIDY - ACC	9,129.00	0.00	9,129.00	9,129.00	0.00	9,129.00	0.00
<b>TOTAL RENT INCOME</b>	<b>89,117.00</b>	<b>67,808.00</b>	<b>21,309.00</b>	<b>472,321.00</b>	<b>406,848.00</b>	<b>65,473.00</b>	<b>813,696.00</b>
<b>VACANCIES</b>							
522000 - VACANCIES - TENANT	(4,270.00)	(830.00)	(3,440.00)	(36,516.00)	(7,470.00)	(29,046.00)	(11,680.00)
<b>TOTAL VACANCIES</b>	<b>(4,270.00)</b>	<b>(830.00)</b>	<b>(3,440.00)</b>	<b>(36,516.00)</b>	<b>(7,470.00)</b>	<b>(29,046.00)</b>	<b>(11,680.00)</b>
<b>NET RENTAL INCOME</b>	<b>84,847.00</b>	<b>66,978.00</b>	<b>17,869.00</b>	<b>435,805.00</b>	<b>399,378.00</b>	<b>36,427.00</b>	<b>802,016.00</b>
<b>SERVICES INCOME</b>							
533000 - TENANT APPLICATION FEE	(240.00)	0.00	(240.00)	210.00	0.00	210.00	0.00
<b>TOTAL SERVICES INCOME</b>	<b>(240.00)</b>	<b>0.00</b>	<b>(240.00)</b>	<b>210.00</b>	<b>0.00</b>	<b>210.00</b>	<b>0.00</b>
<b>FINANCIAL INCOME</b>							
541000 - INTEREST INCOME	33.73	0.00	33.73	275.80	0.00	275.80	0.00
541200 - INT INC - RESERVES & ESCROWS	572.43	0.00	572.43	4,209.57	0.00	4,209.57	0.00
541400 - INT INC - OPERATING RESERVE	254.21	0.00	254.21	1,652.31	0.00	1,652.31	0.00
541500 - INT INC - DEBT SERVICE RESERVE	635.24	0.00	635.24	3,893.99	0.00	3,893.99	0.00
<b>TOTAL FINANCIAL INCOME</b>	<b>1,495.61</b>	<b>0.00</b>	<b>1,495.61</b>	<b>10,031.67</b>	<b>0.00</b>	<b>10,031.67</b>	<b>0.00</b>
<b>OTHER INCOME</b>							
592500 - LATE CHARGES	825.00	700.00	125.00	4,225.00	4,200.00	25.00	8,000.00
593600 - LEGAL INCOME	440.00	0.00	440.00	1,467.50	0.00	1,467.50	0.00
593800 - CLEANING FEE	450.00	250.00	200.00	450.00	500.00	(50.00)	1,000.00
593900 - DAMAGES	0.00	150.00	(150.00)	2,055.27	1,050.00	1,005.27	1,800.00
<b>TOTAL OTHER INCOME</b>	<b>1,715.00</b>	<b>1,100.00</b>	<b>615.00</b>	<b>8,197.77</b>	<b>5,750.00</b>	<b>2,447.77</b>	<b>10,800.00</b>
<b>TOTAL INCOME</b>	<b>87,817.61</b>	<b>68,078.00</b>	<b>19,739.61</b>	<b>454,244.44</b>	<b>405,128.00</b>	<b>49,116.44</b>	<b>812,816.00</b>
<b>TOTAL CORPORATE EXPENSES</b>							
<b>RENTING EXPENSES</b>							
621000 - ADVERTISING	0.00	70.00	70.00	590.74	420.00	(170.74)	700.00
621100 - MARKETING EXPENSE	0.00	0.00	0.00	(227.72)	0.00	227.72	0.00
621500 - MARKETING PAYROLL	23.85	0.00	(23.85)	45.78	0.00	(45.78)	0.00
622500 - CREDIT REPORTS	26.22	29.00	2.78	262.20	174.00	(88.20)	350.00
624500 - INSPECTION FEES	0.00	0.00	0.00	0.00	806.00	806.00	1,000.00
625500 - EVICTION EXPENSE	440.00	232.00	(208.00)	1,467.50	1,392.00	(75.50)	3,396.00
<b>TOTAL RENTING EXPENSES</b>	<b>490.07</b>	<b>331.00</b>	<b>(159.07)</b>	<b>2,138.50</b>	<b>2,792.00</b>	<b>653.50</b>	<b>5,446.00</b>
<b>ADMINISTRATIVE EXPENSES</b>							
631000 - OFFICE PAYROLL	1,010.13	1,162.00	151.87	5,645.81	7,552.00	1,906.19	15,394.00
631100 - OFFICE EXPENSE	580.91	500.00	(80.91)	2,980.32	2,400.00	(580.32)	3,800.00
631111 - BANK CHARGES	77.57	65.00	(12.57)	494.08	410.00	(84.08)	800.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	218.00	218.00	0.00	436.00	436.00	872.00
631502 - OFFICE/COMPUTER - SERVICES	537.30	490.00	(47.30)	1,037.05	980.00	(57.05)	1,960.00
632000 - MANAGEMENT FEES	4,201.71	3,775.00	(426.71)	24,159.49	22,650.00	(1,509.49)	45,300.00
632500 - ANSWERING SERVICE	89.60	30.00	(59.60)	537.60	180.00	(357.60)	359.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	1,365.00	1,344.00	(21.00)	8,757.00	8,736.00	(21.00)	17,808.00

634000 - LEGAL EXPENSE	426.50	0.00	(426.50)	567.50	0.00	(567.50)	0.00
634100 - MISC. EXPENSE	0.00	0.00	0.00	202.89	0.00	(202.89)	0.00
635000 - AUDIT EXPENSE	0.00	2,750.00	2,750.00	6,775.00	5,500.00	(1,275.00)	11,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	575.28	602.00	26.72	1,150.56	1,204.00	53.44	2,408.00
635400 - SOFTWARE LICENSE EXPENSE	(132.81)	0.00	132.81	4,384.06	5,000.00	615.94	5,000.00
636000 - TELEPHONE	252.55	210.00	(42.55)	990.77	1,260.00	269.23	2,520.00
636500 - CABLE TV / INTERNET EXPENSE	102.60	102.00	(0.60)	615.60	612.00	(3.60)	1,220.00
637000 - BAD DEBT EXPENSE	1,464.50	500.00	(964.50)	1,464.50	3,000.00	1,535.50	6,000.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	83.00	83.00	0.00	498.00	498.00	1,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,623.49	2,490.00	(133.49)	15,740.94	14,940.00	(800.94)	29,880.00
638400 - TRAINING EXPENSE	0.00	118.00	118.00	627.81	953.00	325.19	1,648.00
638500 - TRAVEL EXPENSE	0.00	75.00	75.00	751.56	450.00	(301.56)	900.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	84.00	84.00	138.75	504.00	365.25	1,008.00
<b>Total ADMINISTRATIVE EXPENSES</b>	<b>13,174.33</b>	<b>14,598.00</b>	<b>1,423.67</b>	<b>77,021.29</b>	<b>77,265.00</b>	<b>243.71</b>	<b>148,877.00</b>

671100 - PAYROLL TAXES	474.67	472.00	(2.67)	3,312.82	3,678.00	365.18	6,863.00
672000 - INSURANCE EXPENSE	0.00	900.00	900.00	46,020.80	52,200.00	6,179.20	167,400.00
672100 - HEALTH INSURANCE	1,139.38	400.00	(739.38)	2,878.82	2,400.00	(478.82)	4,800.00
672200 - WORKERS COMP INSURANCE	90.99	147.00	56.01	604.01	954.00	349.99	1,943.00
672300 - LITIGATION SETTLEMENT	0.00	167.00	167.00	0.00	1,002.00	1,002.00	2,000.00
TOTAL TAXES & INSURANCE	1,705.04	2,086.00	380.96	52,816.45	60,234.00	7,417.55	218,106.00
OTHER EXPENSES							
687500 - TRUSTEE FEES	740.00	740.00	0.00	5,180.00	4,440.00	(740.00)	8,880.00
TOTAL OTHER EXPENSES	740.00	740.00	0.00	5,180.00	4,440.00	(740.00)	8,880.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	1,095.14	800.00	(295.14)	9,828.23	4,800.00	(5,028.23)	8,800.00
721102 - Flooring: Carpet & Tile	2,072.17	800.00	(1,272.17)	13,651.44	4,800.00	(8,851.44)	8,800.00
721105 - Water Heaters	0.00	0.00	0.00	455.02	0.00	(455.02)	0.00
721106 - HVAC Equipment	0.00	2,500.00	2,500.00	7,944.32	11,000.00	3,055.68	18,500.00
721112 - Doors & Wndows (Exterior)	415.72	0.00	(415.72)	2,425.90	4,500.00	2,074.10	4,500.00
TOTAL EQUIPMENT PURCHASES	3,583.03	4,100.00	516.97	34,304.91	25,100.00	(9,204.91)	40,600.00
TOTAL CORPORATE EXPENSES	51,691.79	52,081.50	389.71	286,231.64	360,947.00	74,715.36	794,678.00
NET PROFIT OR LOSS	36,125.82	15,996.50	20,129.32	168,012.80	44,181.00	123,831.80	18,138.00
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	2,666.65	2,925.00	258.35	18,666.55	17,550.00	(1,116.55)	35,100.00
790101 - R/E TAXE ESCROW WITHDRAWALS	0.00	0.00	0.00	0.00	0.00	0.00	(35,100.00)
790200 - PROPERTY INSURANCE ESC DEP	5,500.02	13,875.00	8,374.98	38,500.14	83,250.00	44,749.86	166,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	0.00	0.00	0.00	(46,020.80)	(51,300.00)	(5,279.20)	(166,500.00)
791000 - PROV FOR REPLACEMENTS	1,700.00	1,700.00	0.00	11,900.00	10,200.00	(1,700.00)	20,400.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	(40,600.00)
793000 - PROV FOR MORT PRIN AMORT	2,500.00	2,500.00	0.00	17,500.00	15,000.00	(2,500.00)	30,000.00
TOTAL NON-OPERATING EXPENSES	12,366.67	21,000.00	8,633.33	40,545.89	74,700.00	34,154.11	9,800.00
NET CASH (+) / DEF (-)	23,759.15	(5,003.50)	28,762.65	127,466.91	(30,519.00)	157,985.91	8,338.00

Created on:

# Janies Garden II

## Balance Sheet

June 30, 2025

Reporting Book:  
As of Date:  
Location:

ACCRUAL  
06/30/2025  
Janies Garden II

### Assets

#### Current Assets

##### Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	(16,765.07)
CASH IN BANK- RECONCILIATION	(2,758.30)
CASH IN BANK - SECURITY DEPOSITS	49,322.32
Total Cash	30,198.95

##### Accounts Receivable

A/R - RESIDENTS	7,494.54
A/R - COMMERCIAL TENANTS	2,271.44
Voucher / PBV - Suspense	(10,386.00)
A/R - PBV SUBSIDY	3,744.00
A/R - VOUCHER SUBSIDY	1,492.00
DUE FROM PARTNERS	200.00
DUE TO/FROM-OTHERS (OPERATIONS)	189,720.64
GRANT RECEIVABLE	4,797.68
NEW RESIDENT - RENT & SEC DEP PAYMENTS	84.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(6,650.42)
Total Accounts Receivable	192,767.88

##### Deposits & Escrows

DEBT SERVICE RESERVE FUND	183,716.38
REAL ESTATE TAX ESCROW	21,753.70
PROPERTY & LIABILITY INSURANCE ESCROW	45,738.18
RESERVE FOR REPLACEMENTS	130,629.56
OPERATING RESERVE FUND	73,519.27
Total Deposits & Escrows	455,357.09

##### Other Current Assets

PREPAID PROPERTY INSURANCE	36,334.00
MISC PREPAID EXPENSE	96.75
Total Other Current Assets	36,430.75

#### Total Current Assets

714,754.67

#### Fixed Assets

LAND	150,000.00
BUILDINGS	11,257,899.91

##### Depreciation & Amortization

ACC DEPR BUILDINGS	(6,159,747.00)
Total Depreciation & Amortization	(6,159,747.00)

#### Total Fixed Assets

5,248,152.91

#### Other Assets

DEPOSITS - RECEIVABLE	5,249.84
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START-UP COSTS	53,000.00
LIHTC FEE	141,101.64
ACCUM. AMORT. - LIHTC MONITORING FEE	(131,643.00)
ACC - AMORT FINANCING FEES (Old)	(83,817.00)
RAR ADJ - ACCUM AMORTIZATION	(53,000.00)
Total Other Assets	(69,108.52)

<b>Total Assets</b>	<b>5,893,799.06</b>
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## Liabilities & Equity

### Liabilities

#### Current Liabilities

DEVELOPMENT FEE PAYABLE	2,221.00
ACCOUNTS PAYABLE	45,500.99
ACCOUNTS PAYABLE - OTHER	26,304.37
ACCRUED INTEREST PAYABLE - 3RD MORTG.	45,572.91
ACCRUED EXPENSE	8,416.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	2,913.19
Total Current Liabilities	130,928.46

#### Other Current Liabilities

SECURITY DEPOSIT LIABILITY	44,012.87
SECURITY DEP INT LIABILITY	950.72
PREPAID RENTS	10,639.98
Total Other Current Liabilities	55,603.57

#### Long Term Liabilities

DEFERRED FINANCING FEES	(239,467.00)
1ST MORTGAGE PAYABLE	1,625,000.77
SECOND MORTGAGE PAYABLE (Old)	6,743,500.00
OTHER MORTGAGE PAYABLE (Old)	300,000.00
Total Long Term Liabilities	8,429,033.77

Total Liabilities	8,615,565.80
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### Equity

Retained Earnings	(2,889,779.54)
Current Net Income	168,012.80

Total Equity	(2,721,766.74)
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<b>Total Liabilities &amp; Equity</b>	<b>5,893,799.06</b>
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# Janies Garden III

## Budget Operating Report

As of June 30, 2025

Reporting Book:

ACCRUAL

As of Date:

06/30/2025

Location:

Janies Garden III

	Month Ending			01/01/2025 Through			Year Ending
	06/30/2025			06/30/2025			12/31/2025
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
<b>RENT INCOME</b>							
512000 - APARTMENT RENT - TENANT	43,790.00	36,200.00	7,590.00	281,903.00	217,200.00	64,703.00	434,400.00
512001 - APARTMENT RENT- TENANT ACC ONLY	5,056.00	0.00	5,056.00	33,193.00	0.00	33,193.00	0.00
512100 - SUBSIDY REVENUE	63,161.00	65,000.00	(1,839.00)	366,644.00	390,000.00	(23,356.00)	780,000.00
518000 - OPERATING SUBSIDY - ACC	26,278.63	0.00	26,278.63	26,278.63	0.00	26,278.63	0.00
<b>TOTAL RENT INCOME</b>	<b>138,285.63</b>	<b>101,200.00</b>	<b>37,085.63</b>	<b>708,018.63</b>	<b>607,200.00</b>	<b>100,818.63</b>	<b>1,214,400.00</b>
<b>VACANCIES</b>							
522000 - VACANCIES - TENANT	(9,414.00)	(5,000.00)	(4,414.00)	(96,870.00)	(30,000.00)	(66,870.00)	(60,000.00)
<b>TOTAL VACANCIES</b>	<b>(9,414.00)</b>	<b>(5,000.00)</b>	<b>(4,414.00)</b>	<b>(96,870.00)</b>	<b>(30,000.00)</b>	<b>(66,870.00)</b>	<b>(60,000.00)</b>
<b>NET RENTAL INCOME</b>	<b>128,871.63</b>	<b>96,200.00</b>	<b>32,671.63</b>	<b>611,148.63</b>	<b>577,200.00</b>	<b>33,948.63</b>	<b>1,154,400.00</b>
<b>SERVICES INCOME</b>							
531000 - COIN OPERATIONS	0.00	42.00	(42.00)	0.00	252.00	(252.00)	500.00
533000 - TENANT APPLICATION FEE	0.00	42.00	(42.00)	430.00	252.00	178.00	500.00
<b>TOTAL SERVICES INCOME</b>	<b>0.00</b>	<b>84.00</b>	<b>(84.00)</b>	<b>430.00</b>	<b>504.00</b>	<b>(74.00)</b>	<b>1,000.00</b>
<b>FINANCIAL INCOME</b>							
541000 - INTEREST INCOME	1,719.28	0.00	1,719.28	8,884.43	0.00	8,884.43	0.00
541300 - INT INC - AFFORDABILITY RESERVE	414.60	0.00	414.60	2,500.51	0.00	2,500.51	0.00
541400 - INT INC - OPERATING RESERVE	848.61	0.00	848.61	5,099.08	0.00	5,099.08	0.00
<b>TOTAL FINANCIAL INCOME</b>	<b>2,982.49</b>	<b>0.00</b>	<b>2,982.49</b>	<b>16,484.02</b>	<b>0.00</b>	<b>16,484.02</b>	<b>0.00</b>
<b>OTHER INCOME</b>							
592500 - LATE CHARGES	1,325.00	500.00	825.00	5,775.00	3,000.00	2,775.00	6,000.00
593600 - LEGAL INCOME	1,220.00	0.00	1,220.00	1,220.00	0.00	1,220.00	0.00
593800 - CLEANING FEE	685.00	0.00	685.00	2,655.00	0.00	2,655.00	0.00
593900 - DAMAGES	269.00	167.00	102.00	2,073.00	1,002.00	1,071.00	2,000.00
594000 - PET FEE	50.00	0.00	50.00	825.00	0.00	825.00	0.00
<b>TOTAL OTHER INCOME</b>	<b>3,549.00</b>	<b>667.00</b>	<b>2,882.00</b>	<b>12,548.00</b>	<b>4,002.00</b>	<b>8,546.00</b>	<b>8,000.00</b>
<b>TOTAL INCOME</b>	<b>135,403.12</b>	<b>96,951.00</b>	<b>38,452.12</b>	<b>640,610.65</b>	<b>581,706.00</b>	<b>58,904.65</b>	<b>1,163,400.00</b>
<b>TOTAL CORPORATE EXPENSES</b>							
<b>RENTING EXPENSES</b>							
621000 - ADVERTISING	0.00	63.00	63.00	610.86	378.00	(232.86)	755.00
621100 - MARKETING EXPENSE	0.00	0.00	0.00	(241.11)	0.00	241.11	0.00
621500 - MARKETING PAYROLL	25.62	0.00	(25.62)	49.19	0.00	(49.19)	0.00
622500 - CREDIT REPORTS	0.00	42.00	42.00	301.53	252.00	(49.53)	506.00
624500 - INSPECTION FEES	0.00	83.00	83.00	0.00	498.00	498.00	1,000.00
625500 - EVICTION EXPENSE	1,297.50	501.00	(796.50)	2,092.50	3,006.00	913.50	6,000.00
<b>TOTAL RENTING EXPENSES</b>	<b>1,323.12</b>	<b>689.00</b>	<b>(634.12)</b>	<b>2,812.97</b>	<b>4,134.00</b>	<b>1,321.03</b>	<b>8,261.00</b>
<b>ADMINISTRATIVE EXPENSES</b>							
631000 - OFFICE PAYROLL	1,096.20	1,225.00	128.80	6,073.33	7,961.00	1,887.67	16,228.00
631100 - OFFICE EXPENSE	1,027.27	466.00	(561.27)	2,975.10	2,796.00	(179.10)	5,596.00
631111 - BANK CHARGES	161.05	50.00	(111.05)	914.45	700.00	(214.45)	1,000.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	250.00	250.00	0.00	500.00	500.00	1,000.00
631502 - OFFICE/COMPUTER - SERVICES	568.91	875.00	306.09	1,098.06	1,750.00	651.94	3,500.00
632000 - MANAGEMENT FEES	6,683.10	5,817.00	(866.10)	35,740.40	34,902.00	(838.40)	69,803.00

632500 - ANSWERING SERVICE	0.00	32.00	32.00	0.00	192.00	192.00	381.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	3,380.00	3,328.00	(52.00)	21,684.00	21,632.00	(52.00)	44,096.00
634100 - MISC. EXPENSE	0.00	0.00	0.00	202.91	0.00	(202.91)	0.00
634200 - TAX CREDIT COMPLIANCE/MONITORING FEE	0.00	508.00	508.00	0.00	1,016.00	1,016.00	2,030.00
635000 - AUDIT EXPENSE	0.00	2,750.00	2,750.00	6,775.00	5,500.00	(1,275.00)	11,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	609.12	610.00	0.88	1,218.24	1,220.00	1.76	2,440.00
635400 - SOFTWARE LICENSE EXPENSE	(139.93)	0.00	139.93	4,623.60	5,000.00	376.40	5,000.00
636000 - TELEPHONE	269.39	183.00	(86.39)	1,153.50	1,098.00	(55.50)	2,200.00
636500 - CABLE TV / INTERNET EXPENSE	380.59	313.00	(67.59)	2,284.26	1,878.00	(406.26)	3,756.00
637000 - BAD DEBT EXPENSE	2,908.16	1,300.00	(1,608.16)	5,876.60	7,800.00	1,923.40	15,500.00
637001 - BAD DEBT EXPENSE - Allowance	0.00	0.00	0.00	747.00	0.00	(747.00)	0.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	72.00	72.00	16.99	647.00	630.01	1,002.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,792.60	2,649.00	(143.60)	16,755.61	15,894.00	(861.61)	31,788.00
638400 - TRAINING EXPENSE	0.00	250.00	250.00	618.26	1,500.00	881.74	3,000.00
638500 - TRAVEL EXPENSE	0.00	250.00	250.00	751.58	1,500.00	748.42	3,000.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	133.00	133.00	138.75	798.00	659.25	1,600.00
Total ADMINISTRATIVE EXPENSES	19,736.46	21,061.00	1,324.54	109,647.64	114,284.00	4,636.36	223,920.00

#### OPERATING EXPENSE

641900 - UNIFORMS EXPENSE	0.00	33.00	33.00	0.00	198.00	198.00	400.00
643000 - MAINTENANCE PAYROLL	4,454.66	3,935.00	(519.66)	30,509.95	25,576.00	(4,933.95)	52,101.00
643100 - JANITOR SUPPLIES	377.96	216.00	(161.96)	1,748.07	1,296.00	(452.07)	2,602.00
645000 - ELECTRICITY	1,442.63	1,166.00	(276.63)	7,455.62	6,996.00	(459.62)	14,000.00
645050 - ELECTRICITY - Vacant Unit	682.81	0.00	(682.81)	4,122.73	0.00	(4,122.73)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	(204.40)	0.00	204.40	(505.17)	0.00	505.17	0.00
645100 - WATER	3,942.40	3,350.00	(592.40)	18,341.13	20,100.00	1,758.87	40,200.00
645300 - SEWER	6,110.28	5,000.00	(1,110.28)	27,401.21	30,000.00	2,598.79	60,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	69.12	72.00	2.88	414.72	432.00	17.28	864.00
645551 - Vacant Unit Recovery Fees	20.90	0.00	(20.90)	204.24	0.00	(204.24)	0.00
646000 - EXTERMINATING	1,701.88	500.00	(1,201.88)	2,496.44	3,000.00	503.56	6,000.00
646200 - EXTERMINATING CONTRACT	0.00	0.00	0.00	4,273.50	0.00	(4,273.50)	0.00
647000 - GARBAGE & RUBBISH REMOVAL	249.51	1,419.00	1,169.49	850.50	8,514.00	7,663.50	16,995.00
647002 - TRASH REMOVAL - SERVICE	475.00	0.00	(475.00)	475.00	0.00	(475.00)	0.00
647050 - GARBAGE & RUBBISH REMOVAL - Vacant Unit	474.00	0.00	(474.00)	2,473.50	0.00	(2,473.50)	0.00
647100 - FIRE SERVICE FEE / REPAIRS	2,750.40	2,267.00	(483.40)	18,428.78	5,022.00	(13,406.78)	10,005.00
649000 - MISC OPERATING EXPENSE	0.00	250.00	250.00	49.41	1,500.00	1,450.59	3,000.00
TOTAL OPERATING EXPENSE	22,547.15	18,208.00	(4,339.15)	118,739.63	102,634.00	(16,105.63)	206,167.00

#### MAINTENANCE EXPENSE

650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	0.00	498.00	498.00	996.00
652000 - GROUNDS	0.00	0.00	0.00	280.00	0.00	(280.00)	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	1,715.00	1,571.00	(144.00)	10,290.00	10,536.00	246.00	20,504.00
653000 - EXTERIOR PAINTING / REPAIRS	500.00	600.00	100.00	1,804.89	3,600.00	1,795.11	7,200.00
653500 - CLEANING EXPENSE	2,921.65	0.00	(2,921.65)	12,200.74	3,000.00	(9,200.74)	5,000.00
654100 - REPAIRS - APPLIANCES	1,242.41	375.00	(867.41)	2,589.11	1,875.00	(714.11)	3,750.00
654200 - REPAIRS - CARPET & FLOORS	49.58	150.00	100.42	49.58	900.00	850.42	1,800.00
654300 - REPAIRS - CARPENTRY	3,485.04	410.00	(3,075.04)	11,607.11	2,580.00	(9,027.11)	5,000.00
654307 - REPAIRS - Hardware	12.54	0.00	(12.54)	53.82	0.00	(53.82)	0.00
654400 - REPAIRS - ELECTRICAL	2,245.77	333.00	(1,912.77)	7,919.95	2,798.00	(5,121.95)	4,996.00
654600 - REPAIRS - PLUMBING	2,587.52	550.00	(2,037.52)	9,953.70	3,300.00	(6,653.70)	6,000.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	(38,434.91)	0.00	38,434.91	26,833.50	0.00	(26,833.50)	0.00
654800 - SERVICE CONTRACTS	0.00	150.00	150.00	0.00	900.00	900.00	1,800.00
655100 - REPAIRS - HVAC	2,128.58	1,005.00	(1,123.58)	7,652.89	6,030.00	(1,622.89)	12,000.00
656000 - DECORATING EXPENSE	2,813.00	1,830.00	(983.00)	15,121.67	5,124.00	(9,997.67)	8,800.00
656001 - DECORATING - Painting Supplies	65.51	0.00	(65.51)	134.21	0.00	(134.21)	0.00
656003 - DECORATING - Draperies / Blinds	0.00	0.00	0.00	329.35	0.00	(329.35)	0.00
657000 - MOTOR VEHICLE REPAIRS	279.11	125.00	(154.11)	442.31	750.00	307.69	1,506.00
658000 - MAIN EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	500.00	500.00	1,000.00
658500 - SMALL TOOLS EXPENSE	27.96	30.00	2.04	219.54	1,180.00	960.46	1,300.00
659000 - MISC MAINTENANCE EXPENSE	153.64	200.00	46.36	201.26	1,200.00	998.74	2,000.00

TOTAL MAINTENANCE EXPENSE	(18,207.60)	7,412.00	25,619.60	107,683.63	48,271.00	(59,412.63)	87,152.00
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	6,346.42	6,347.00	0.58	37,362.83	37,365.00	2.17	74,695.00
TOTAL INTEREST EXPENSE	6,346.42	6,347.00	0.58	37,362.83	37,365.00	2.17	74,695.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	41,700.00
671100 - PAYROLL TAXES	640.01	650.00	9.99	4,442.82	4,997.00	554.18	9,380.00
672000 - INSURANCE EXPENSE	145,468.89	1,000.00	(144,468.89)	194,196.80	55,300.00	(138,896.80)	260,500.00
672100 - HEALTH INSURANCE	1,974.16	700.00	(1,274.16)	5,374.76	4,200.00	(1,174.76)	8,400.00
672200 - WORKERS COMP INSURANCE	107.37	174.00	66.63	705.73	1,128.00	422.27	2,298.00
TOTAL TAXES & INSURANCE	148,190.43	2,524.00	(145,666.43)	204,720.11	65,625.00	(139,095.11)	322,278.00
OTHER EXPENSES							
723100 - INCENTIVE MANAGEMENT FEE	0.00	0.00	0.00	48,527.03	0.00	(48,527.03)	0.00
TOTAL OTHER EXPENSES	0.00	0.00	0.00	48,527.03	0.00	(48,527.03)	0.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	3,178.80	2,000.00	(1,178.80)	11,680.68	10,000.00	(1,680.68)	10,000.00
721102 - Flooring: Carpet & Tile	8,376.36	0.00	(8,376.36)	8,376.36	6,000.00	(2,376.36)	6,000.00
721104 - Tubs & Surrounds	0.00	0.00	0.00	570.00	0.00	(570.00)	0.00
721105 - Water Heaters	0.00	0.00	0.00	480.07	1,000.00	519.93	1,000.00
721106 - HVAC Equipment	2,804.51	1,500.00	(1,304.51)	12,979.17	9,000.00	(3,979.17)	9,000.00
721112 - Doors & Wndows (Exterior)	1,260.15	0.00	(1,260.15)	5,039.44	0.00	(5,039.44)	0.00
TOTAL EQUIPMENT PURCHASES	15,619.82	3,500.00	(12,119.82)	39,125.72	26,000.00	(13,125.72)	26,000.00
TOTAL CORPORATE EXPENSES	195,555.80	59,741.00	(135,814.80)	668,619.56	398,313.00	(270,306.56)	948,473.00
NET PROFIT OR LOSS	(60,152.68)	37,210.00	(97,362.68)	(28,008.91)	183,393.00	(211,401.91)	214,927.00
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	4,431.51	3,475.00	(956.51)	25,758.67	20,850.00	(4,908.67)	41,700.00
790101 - R/E TAXE ESCROW WITHDRAWALS	0.00	0.00	0.00	0.00	0.00	0.00	(41,700.00)
790200 - PROPERTY INSURANCE ESC DEP	18,789.91	21,625.00	2,835.09	113,637.08	129,750.00	16,112.92	259,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	(145,468.89)	0.00	145,468.89	(194,196.80)	(54,300.00)	139,896.80	(259,500.00)
791000 - PROV FOR REPLACEMENTS	2,213.77	2,214.00	0.23	13,282.62	13,284.00	1.38	26,766.00
791100 - RFR REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	(26,000.00)
793000 - PROV FOR MORT PRIN AMORT	1,165.17	1,165.00	(0.17)	7,706.71	7,707.00	0.29	15,448.00
TOTAL NON-OPERATING EXPENSES	(118,868.53)	28,479.00	147,347.53	(33,811.72)	117,291.00	151,102.72	16,214.00
NET CASH (+) / DEF (-)	58,715.85	8,731.00	49,984.85	5,802.81	66,102.00	(60,299.19)	198,713.00

Created on:

# Janies Garden III

## Balance Sheet

June 30, 2025

Reporting Book:

As of Date:

Location:

ACCRUAL

06/30/2025

Janies Garden III

### Assets

#### Current Assets

##### Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	544,275.51
CASH IN BANK - DEVELOPMENT	1,199.61
CASH IN BANK - SECURITY DEPOSITS	57,979.64
Total Cash	603,854.76

##### Accounts Receivable

A/R - RESIDENTS	15,993.24
Voucher / PBV - Suspense	(8,419.00)
A/R - PBV SUBSIDY	3,740.00
A/R - VOUCHER SUBSIDY	4,629.00
DUE FROM PARTNERS	100.00
DUE TO/FROM-OTHERS (OPERATIONS)	4,641.18
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(8,270.05)
Total Accounts Receivable	12,414.37

##### Deposits & Escrows

REAL ESTATE TAX ESCROW	35,452.13
PROPERTY & LIABILITY INSURANCE ESCROW	98,304.12
RESERVE FOR REPLACEMENTS	80,985.00
ESCROWS - OTHER	301,301.60
OPERATING RESERVE FUND	25,093.82
AFFORDABILITY RESERVE	158,154.91
Total Deposits & Escrows	699,291.58

##### Other Current Assets

PREPAID PROPERTY INSURANCE	55,749.00
Total Other Current Assets	55,749.00

#### Total Current Assets

1,371,309.71

#### Fixed Assets

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

##### Depreciation & Amortization

ACC DEPR BUILDINGS	(3,850,760.00)
ACC DEPR - MISC FIXED ASSETS	(10,861.00)
Total Depreciation & Amortization	(3,861,621.00)

#### Total Fixed Assets

7,660,610.79

#### Other Assets

DEPOSITS - RECEIVABLE	3,604.64
START-UP COSTS	46,000.00

LIHTC FEE	349,236.00
ACCUM. AMORT. - LIHTC MONITORING FEE	(204,006.00)
ACC - AMORT FINANCING FEES (Old)	(54,729.00)
RAR ADJ - ACCUM AMORTIZATION	(46,000.00)
Total Other Assets	<u>94,105.64</u>
<b>Total Assets</b>	<b><u><u>9,126,026.14</u></u></b>
<b>Liabilities &amp; Equity</b>	
Liabilities	
Current Liabilities	
ACCOUNTS PAYABLE	184,001.15
ACCOUNTS PAYABLE - OTHER	291,957.37
ACTS PAY - RES EXCESS HSING ASST P	58.00
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	1,013,048.20
ACCRUED INTEREST PAYABLE - 2ND MORTG.	6,381.00
ACCRUED EXPENSE	6,857.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	3,592.92
Total Current Liabilities	<u>1,505,895.64</u>
Other Current Liabilities	
SECURITY DEPOSIT LIABILITY	53,263.00
SECURITY DEP INT LIABILITY	1,374.88
PREPAID RENTS	13,440.39
Total Other Current Liabilities	<u>68,078.27</u>
Long Term Liabilities	
DEFERRED FINANCING FEES	(134,334.82)
1ST MORTGAGE PAYABLE	1,207,037.74
2ND MORTGAGE PAYABLE	2,815,931.00
Total Long Term Liabilities	<u>3,888,633.92</u>
Total Liabilities	<u>5,462,607.83</u>
Equity	
Retained Earnings	3,691,501.04
Current Net Income	(28,082.73)
Total Equity	<u>3,663,418.31</u>
<b>Total Liabilities &amp; Equity</b>	<b><u><u>9,126,026.14</u></u></b>



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

Development Ad Hoc Committee Meeting  
1300 Blvd of the Arts, Sarasota, FL 34236  
July 10, 2025 | 4:30 pm

**I. CALL TO ORDER:** The Development Ad Hoc Committee meeting was called to order at 4:39 pm.

**II. ROLL CALL**

Commissioners Present: Jack Meredith, John Colón, Ernestine Taylor and Philip DiMaria\*

Committee Members Not Present: None

SHA Personnel: William Russell, Lance Clayton and Andrea Keddell

Development Partners/Invited Attendees: Jake Zunamon (Video) and Joe Chambers (Video)

\* Commissioner Meredith welcomed SHA's new commissioner, Philip DiMaria, who is a Civil Engineer with Kimley-Horn.

**III. DEVELOPMENT PROJECT UPDATES**

**A. McCown Tower North/Parking Garage (Interim Parking Solutions)**

- Elevation and parking diagrams from Hoyt and Slocum Platts were handed out and discussed. The plan is for a 5-story, 96-unit project for seniors (62+ age qualification) with a 4-story garage to accommodate the current and additional residents and possibly more (314 Spaces - 302 regular/12 handicapped). The ratio of units to parking is approximately .7 or .8 per unit.
- Commissioner Meredith raised concern with proximity of the new tower to the existing tower and what current residents will be viewing once the new tower is built, as well as the lack of green space he believed had been requested for the top of the parking garage. Mr. Chambers reported that the original concept was to have the parking garage with the units above. However, construction constraints and desire to have the parking garage available quickly warranted the current design with the drive-up parking deck on the 4<sup>th</sup> floor. He further stated that they were suggesting a "green wall" be placed on the inner side of the garage consisting of wire mesh and ivy.
- Additional discussion took place about the parking garage design options. Mr. Zunamon reported that the original design was for an 8-story, 160 units. So, the current design is shorter with less units and parking spaces. Commissioner Meredith re-stated concern with the setback between the buildings. Commissioner DiMaria questioned the efficiency of the drive-up ramp configuration. Mr. Zunamon responded that the design is conceptual at this point and isn't finalized. This can be revised if necessary. Commissioner Taylor inquired about security (lighting/cameras). Mr. Chambers stated this is being taken into consideration.

- Final discussion took place about the possibility of adding trees or shade options on the top parking deck, or possibly some sort of dog walking feature/ green space.
- Mr. Russell reported that he is meeting with Steve Cover to discuss City intentions on the proposed parking garage.

**B. Cypress Square III (Courts-Phase III)/Amaryllis Park Place IV & Central Gardens (22<sup>nd</sup> Street)**

- Mr. Zunamon shared front & back renderings of the Central Gardens project, showing colors and open corridors. Financial closing for the project should happen by the end of the 1<sup>st</sup> quarter of 2026.
- Mr. Russell shared that the County awarded this project \$2.5 million in Disaster Recovery funds (Resilient SRQ) for this 100-unit development (39 for Central Gardens and 61 for Amaryllis IV). So, the redesign is now feasible.

**C. Cypress Square II (Courts-Phase II) / Amaryllis Park Place III**

- Mr. Chambers reported that construction progress is going well and pads should be poured soon.

**D. Lofts on Lemon (Phase II)**

- Mr. Chambers reported that financing is in place and the project should now close by the end of July 2025.
- Commissioner Meredith inquired again about a date for the groundbreaking event. Mr. Chambers suggested holding off until September/October, with the colder weather. Mr. Russell proposed the idea of holding a dual groundbreaking for Lofts II and Cypress III and providing bus transportation between the 2 developments. The event could be held at one site and then transportation can be made to view the other site. This was well received and would be considered.

**E. City Art – Mural Project (Amaryllis)**

- Mr. Russell reported on the three proposed themes provided by Ciera Coleman, the City Public Art Administrator, for the proposed wall mural at Amaryllis Park Place. The general consensus of the committee attendees was that the 1<sup>st</sup> option was the preferred theme. This theme would then be sent out to local artists.
  - **“Where Home Takes Root”** - Theme Description: This theme invites artists to explore the idea of home as something both deeply personal and shaped by shared history. Using the amaryllis flower—a symbol of strength, beauty, and rootedness—artists are encouraged to reflect on what it means to grow, age, and belong in Sarasota. The mural should evoke a welcoming sense of place for residents and visitors alike, drawing on imagery from across the city’s past and present, with a special nod to the historic Newtown neighborhood and its legacy of community care, pride, and perseverance. Submissions may be realistic, symbolic, or abstract in style.

**F. McCown (The Gallery-Power Issue)**

- Mr. Russell reported on the FPL power line issue that The Gallery project, the project going up behind McCown, is having. They want to bury the power lines but need a place for the transformers. So, they want to get 3 easement to McCown. Mr. Russell reports SHA is not entertaining the proposal and wanted the board to know. He stated that if they make any monetary offers, he will bring it back before the board.

**G. Miscellaneous**

- Commissioner Meredith brought up the idea of developing projects in the south county area that was discussed at the recent Board Retreat. Mr. Russell stated that he was aware of this item and is planning to speak with Brad Johnson, the Assistant County Administrator, to see if they have any surplus land in the south county.
- McCown Resident, Joseph Marciano, stopped by the meeting asking if there's any way SHA could install a ping pong table or something for entertainment purposes for the residents.

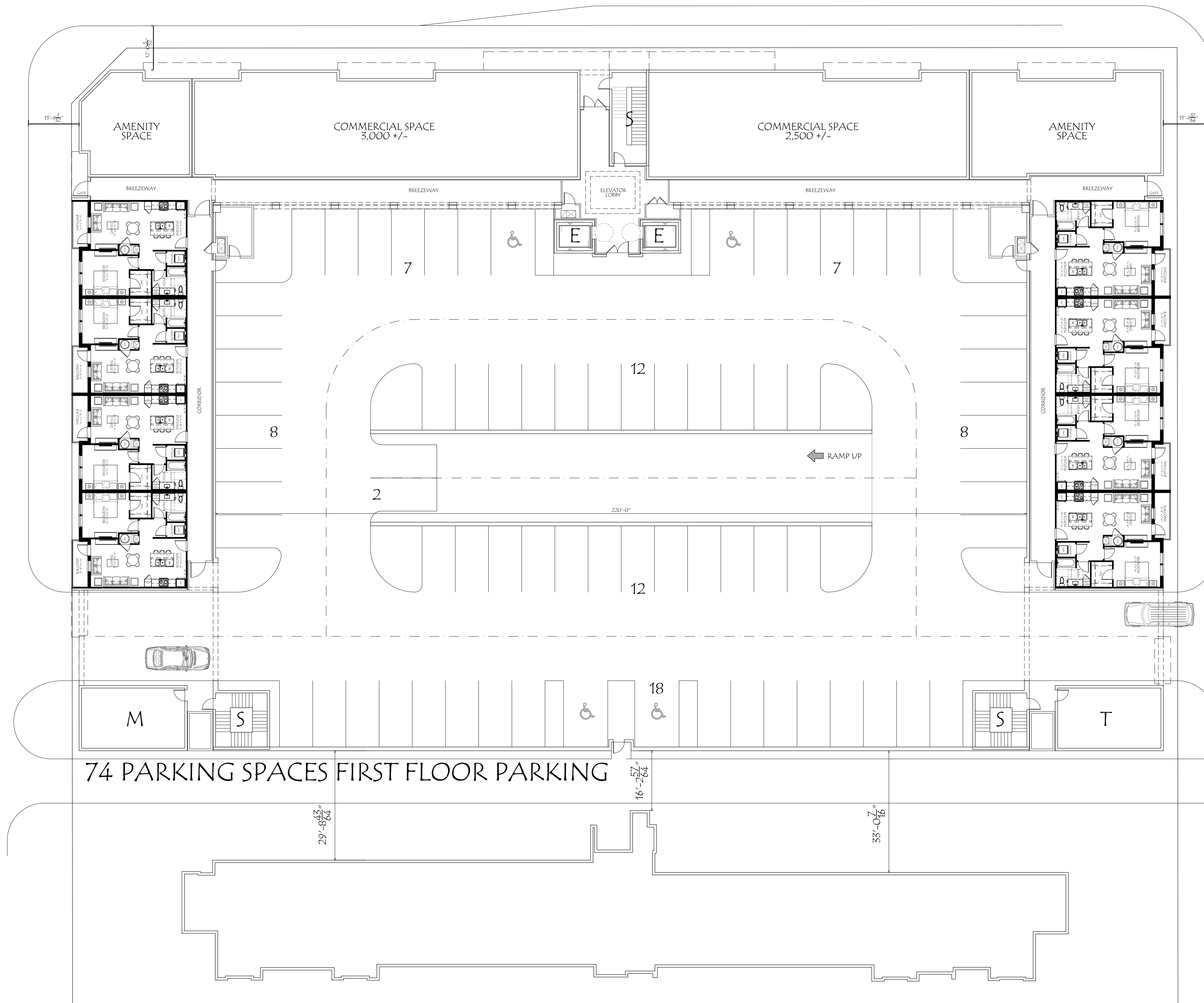
**IV. ADJOURNMENT**

The Development Ad Hoc Committee Meeting was adjourned at 5:31 pm.









UNITS - 5 STORY RESIDENTIAL	
S1	16
A1	76
A2	4
TOTAL	96

PARKING - 4 STORY PARKING	
REGULAR	302
HC	12
TOTAL	314
96 UNITS x 1.3 = 125 SPACES	

COMMERCIAL / RESIDENTIAL / GARAGE -1ST FLOOR

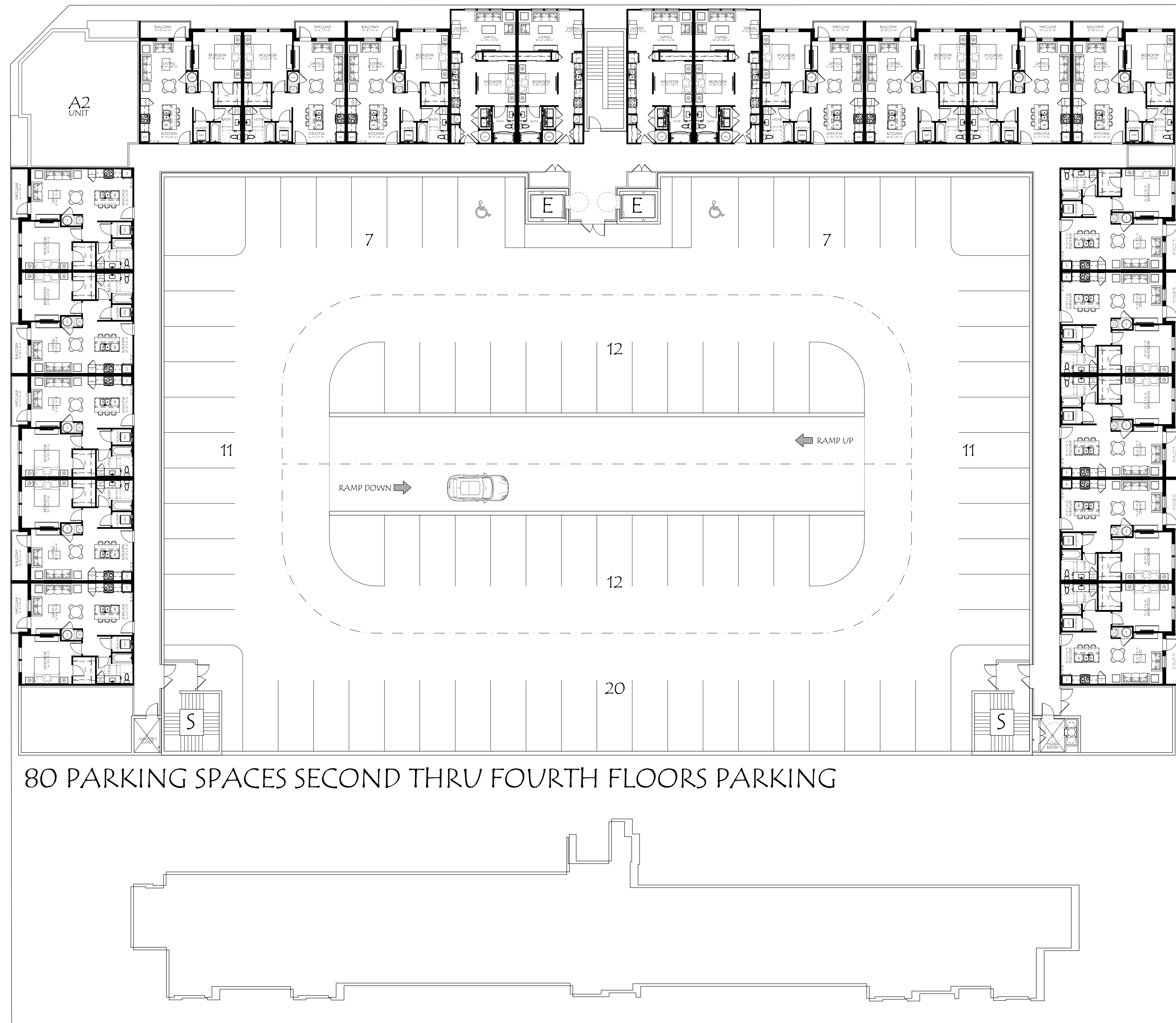
# SMITH HENZY - SARASOTA

24-xxx

SCALE: 1" = 1/16

05-15-2025





RESIDENTIAL / GARAGE - 2ND FLOOR

SMITH HENZY - SARASOTA

24-xxx

SCALE: 1" = 1/16

05-15-2025









Sarasota Housing Au...

## HOUSING CHOICE VOUCHER MONTHLY BOARD REPORT-2025

### HAP Utilization YTD

**All HAP Funds 108 %**

**Annual ABA only 107%**

### Leasing Update

	January	February	March	April	May	June	July	August	September	October	November	December
Homeownership	26	25	25	25	24	23	23					
Family Unification Program	48	48	48	46	48	46	46					
Foster Youth to Independence	6	6	6	7	8	9	9					
Port out vouchers that belong to us	22	24	24	32	35	39	41					
Veterans Supportive Vouchers Housed	209	210	215	212	223	215	216					
Tenant Protection Vouchers	113	112	113	104	110	103	108					
Regular Vouchers leased up	1031	1031	1030	1022	1022	1012	1010					
Project Based Vouchers	274	278	278	282	293	293	292					
Mainstream	132	130	128	124	127	125	125					
Emergency Housing Vouchers	50	50	51	51	52	51	51					
City Homeless Preference	31	30	33	32	39	40	43					
YMCA Homeless Preference	15	15	15	15	15	15	15					
<b>Total Vouchers Leased first of month</b>	<b>1957</b>	<b>1959</b>	<b>1966</b>	<b>1952</b>	<b>1996</b>	<b>1971</b>	<b>1979</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Port In vouchers that we administer for other agencies

2      2      2      3      8      13      15

Total vouchers issued and not leased up

29      35      25      18      23      9      13

### Homeless Preference Report

	YMCA	CITY
Number of Vouchers Approved	15	60
Number of Vouchers Leased	15	43
Number of Referrals pending approval	0	0
Number of Referrals looking for units	0	0
Number of Empty Slots without a Referral	0	17

Report Instructions: Run VMS Summary Rpt

**Sarasota Housing Authority**  
**HUD - 50072: PHAS Management Operation Certification**  
**Program: McCown Tower Project: All Projects Date From: 04/01/2025 Through: 06/30/2025**

**Sub Indicator # 1: Vacant Unit Turnaround Time Summary**

Code	Description	Result
V12400	Total number of turnaround days	43
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.	2
V12800	Average number of calendar days units were in downtime.	11.00
V12900	Average number of calendar days units were in make ready time	10.50
V13000	Average number of calendar days units were in lease up time.	0.00
V13100	Average unit turnaround days.	21.50

**Sub Indicator # 3: Work Order (Emergency)**

Code	Description	Result
W10000	Total number of emergency work orders.	49
W10100	Total number of emergency work orders completed / abated within 24 hours.	49
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	245
W10600	Total number of calendar days it took to complete non-emergency work orders.	537
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	2.80
W10800	Average completion days.	2.19

Totals for McCown Tower Rent: \$32,916.00 Paid: \$32,668.53 (99.2%)

**Sarasota Housing Authority**  
**HUD - 50072: PHAS Management Operation Certification**  
**Program: Annex Project: All Projects Date From: 04/01/2025 Through: 06/30/2025**

**Sub Indicator # 1: Vacant Unit Turnaround Time Summary**

Code	Description	Result
V12400	Total number of turnaround days	29
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.	2
V12800	Average number of calendar days units were in downtime.	0.00
V12900	Average number of calendar days units were in make ready time	0.50
V13000	Average number of calendar days units were in lease up time.	14.00
V13100	Average unit turnaround days.	14.50

**Sub Indicator # 3: Work Order (Emergency)**

Code	Description	Result
W10000	Total number of emergency work orders.	15
W10100	Total number of emergency work orders completed / abated within 24 hours.	15
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	193
W10600	Total number of calendar days it took to complete non-emergency work orders.	1327
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.	6.88

Totals for Annex Rent: \$27,764.00 Paid: \$27,584.00 (99.4%)



## Sarasota Housing Authority

### HUD - 50072: PHAS Management Operation Certification

Program: Bertha Mitchell Project: All Projects Date From: 04/01/2025 Through: 06/30/2025

#### Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	163
V12500	Total number of vacancy days exempted for Capital Fund.	164
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.	23.29
V13100	Average unit turnaround days.	23.29

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

Code	Description	Result
W10000	Total number of emergency work orders.	102
W10100	Total number of emergency work orders completed / abated within 24 hours.	99
W10200	Percentage of emergency work orders completed / abated within 24 hours.	97.06%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	132
W10600	Total number of calendar days it took to complete non-emergency work orders.	432
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	2.97
W10800	Average completion days.	3.27

Totals for Bertha Mitchell Rent: \$39,661.00 Paid: \$34,767.66 (87.7%)

**Sarasota Housing Authority**  
**HUD - 50072: PHAS Management Operation Certification**  
**Program: SVC Project: All Projects Date From: 04/01/2025 Through: 06/30/2025**

**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.	1
W10100	Total number of emergency work orders completed / abated within 24 hours.	1
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	1
W10600	Total number of calendar days it took to complete non-emergency work orders.	1
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	7.89
W10800	Average completion days.	1.00

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

**Resident Characteristics Report**  
**As of June 30, 2025**

Program type : **Public Housing**

Level of Information : **State**

Effective Dates Included : **March 1, 2024** through **June 30, 2025**



Download in Excel



Print Page



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	879,980	721,085	675,409
FL	23,427	19,179	16,952

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	315,611	46	176,108	26	102,839	15	67,874	10	23,013	3
FL	9,285	50	4,480	24	2,759	15	1,596	9	582	3

Average Annual Income (\$)	
State	Average Annual Income
US	19,313
FL	19,379

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	24
FL	3	8	7	37	12	8	25

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	57	20	3
FL	34	32	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	33	16	30
FL	0	0	7	4	6	38	14	31

## Average Monthly TTP (\$)

State	Average Monthly TTP
US	466
FL	464

## 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	119,867	17	4,546	1	106,379	16	197,429	29	131,027	19	4,775	1	94,986	14	26,436	4	212,399	31
FL	3,217	17	128	1	2,058	11	6,580	35	4,057	22	147	1	1,756	9	759	4	7,188	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	495	774	522	468	419	666	387	513	465
FL	429	774	592	515	363	598	385	480	508

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	141,486	10	335,312	24	471,504	34	145,087	11	254,980	18	31,517	2
FL	4,523	11	12,990	30	13,548	32	3,087	7	7,331	17	1,127	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	15	10	5	3	1	0	0	0

Total Household Members and Average Household Size

State	Total Number of Household Members	Average Household Size	Total Number of Households
US	1,379,854	2	685,445
FL	42,604	2.3	18,702

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	11	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	119,044	17	53,036	8	113,479	17	134,823	20	138,237	20	126,826	19
FL	2,983	16	1,538	8	3,516	19	4,520	24	4,189	22	1,956	10



## Janie's Garden Occupancy Report-2025

**Month-End: June 2025**

Phase I						
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (26)	24	2	45	26	0	92%
LIHTC (41)	39	2	3	10		95%
PBV - None						
Market (19)	19		3	4		100%
Total (86)	82	4	51	40	0	95%

Phase II						
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (21)	20	1		21	0	95%
LIHTC (33)	31	2		7	0	94%
PBV (14)	14			14	0	
Market(0)						
Total (68)	65	3	0	42	0	95%

Phase III						
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
PBV/TPV (26)	23	3		0	0	87%
LIHTC (18)	18	0		9		100%
PBV (40)	13	0		14		100%
Market (14)	14	0		1		100%
Total (72)	68	3	0	24	0	96%



## **MEMO**

To: William Russell  
From: Lance Clayton  
CC: File  
Date: July 17, 2025  
Re: **CFP Report – June**

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### **ONGOING PROJECTS:**

#### **Annex – Non-CFP**

**Annex Emergency Stairway Exit, Painting, and HVAC Repairs and Replacements** – Work began on January 6<sup>th</sup>, P-Tac sleeve replacement and transfer fan work is finalized. Stucco soundings were completed, Stucco repairs are being completed around the new P-Tac sleeves, and we are preparing a change order for the stairs will stucco repairs that has been approved by Hoyt. The new west side corridor HVAC pad has been poured, HVAC unit is set in place and chase has been constructed for the new duct work. The condo project behind the Annex is still causing delays, especially the pad for the bulk garbage and trash compactor pad.

**Annex Interior Renovations** - Hoyt has the preliminary plans for this project complete and we are going to do a test unit in September to see what plumbing, electrical might need to be relocated in each unit to open the kitchen up to the living room.

#### **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** – Bids were received and we are currently doing our due diligence so we can enter into a contract with DuCon Construction.

In approximately 62 units, new work will consist of New Kitchen Cabinets, Countertops and fixtures. New bathrooms with new tile, fixtures and we are replacing the drywall ceilings with a concrete board to be more moisture resistant. The gas HWH's are being replaced with electric. All HVAC units that have not been replaced in more than 5 years are being replaced and will be moved from the attic to a closet down in the units. This work also includes new electrical panels and exterior doors.

### **GENERAL**

**NSP Homes** – Working on plans and specification for the lot on Osprey. Architects are working on the RFP scope so this can be put out to bid.

**Osprey Office and Feiffer House** – The new roofs are completed at these locations.

**Hurricane Cleanup** – FEMA is finalizing the assistance we are set to receive from Hurricane Milton. All work has been completed except for a new roof at Kingstone. Still waiting for a decision from FEMA on the amount of assistance we will be receiving.

**End of Report**

## Resident Services Report – July 2025

### Adult Programs & Services

Resident service staff seek and support community partnerships and act as liaison between families, property managers, schools, and other non-profit organizations and 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, ELC childcare vouchers, and much more. Resident Services staff assist section 8 residents with section 8 paperwork and often provide a link between SHA residents and our Osprey office. Through an inter-agency agreement, SHA refers clients to the Caring Collective's Community Benefits Specialist Program for one-on-one assistance with social security, SNAP, Medicaid and unemployment applications.

### Youth Thrive

SHA Youth Thrive's summer youth program has been in full swing. Summer students have been attending twice/weekly swim classes at the YMCA and have been receiving weekly onsite classes in art (Ringling Museum), Health & Nutrition (Sarasota Department of Health), socioemotional learning (C.U.R.E.), Sarasota Freedom School (ASALH), and cooking/food prep (North Sarasota Library). They take weekly field trips with destinations both near (Regal Cinema, Bayfront Park, Selby Gardens) and far (fishing from a boat on Tampa Bay with Tampa Bay Watch and Big Waters Land Trust, Manasota Beach shark teeth education with Big Waters Land Trust, and Fort DeSoto ferry to Shell Key snorkeling trip with Big Waters Land Trust). Throughout the week, summer students also work in small groups with our new Literacy Education Specialist, who is leading our new targeted literacy tutoring program, a program that will continue through-out the school year in an effort to increase the number of SHA students reading on grade-level by grade 3.

### McCown Towers

McCown residents enjoyed the Father's Day Celebration planned and organized by Ara, our McCown Service Coordinator. Residents continue to have access to onsite therapists, free onsite HIV and hepatitis testing, movie days, monthly Walmart shopping trips, diabetes management and prevention lifestyle classes, a monthly food pantry, and a very popular marine environment education program offered by Mote Aquarium. We are in the planning stages and preparing to launch a monthly Lunch N' Learn program for McCown residents starting in September 2025, in partnership with SRQ Strong.


### Homeownership

This past month SHA held it's virtual HCV Homeownership Orientation with 18 participants in attendance. SHA met with participants to review credit and help determine their next steps on their path to homeownership. There were three families who proceeded with lenders to get preapproved for a loan. These families are also seeking Down Payment assistance through Manatee County's downpayment assistance program.



**Ms. Vicky S . Property Manager**

**Ms. Ara A. Senior Service Coordinator**

<b>JULY 2025</b>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
		1 Rent due!  Movie Day 1pm	2 Therapist on site.	3 Office closed due to Holiday	4 Office closed <b>4th JULY</b> INDEPENDENCE DAY 	5  Bingo 6 pm
6	7 Last Day to pay rent!	8 Therapist on site. <b>Ice cream day</b> <b>1.30pm</b>	9 Therapist on site	10 Lifestyles class 2pm  Bingo 5pm	11 Office closed	12  Bingo 6pm
13	14 Therapist on site	15 Pest control, all units	16 <b>Food bank</b> <b>distribution 11 am</b> <b>bring your bags.</b>	17 Lifestyles class 2pm Bingo 5pm	18 Office closed	19  Bingo 6pm
20	21 Therapist on site 12pm	22 Walmart trip 10am	23 Movie Day 1pm  SHA Board meeting 4.30 pm	24 Lifestyles class 2pm  Bingo 5pm	25 Office closed.	26  Bingo 6 pm
27	28 Therapist on site 11am <b>Mote Marine</b> <b>1pm</b>	29 Health in Motion 10 am OK!!	30 Therapist on site			

- **RATS:** Please do not throw food in our gardens within the building's perimeter; this brings rats to your home, or your building.
- **FOOD BANK:** Due to the late arrival of the food truck distribution will be at **11 am**, signing up will start at 10.45am **and not** before.
- **SHELBY GARDENS:** Attention to our tenants that have Shelby Garden membership, you **MUST** visit Shelby Garden at least 3 times before August or your membership will be terminated.
- **Mote Marine** will be here July 7 at 1pm in the boardrooms. Everyone is invited.
- **Movie Day** . Everyone is invited to the movie day and snacks. Tuesday, July 1 and Wednesday, July 23 at 1pm.
- **Ice cream day.** All our tenants are invited on Tuesday **July 15 at 1pm**
- **Lifestyle class** every Thursday at 2pm in the boardroom. Everybody is invited to participate.
- **SPECIAL NEEDS TRANSPORTATION,** please if you need assistance during a hurricane, sign up online at Sarasota County hurricane preparedness or come to see Ms. Ara for assistance to be enrolled in.



- SHA activities are a PRIVILEGE not an OBLIGATION and if you are not satisfied with these services, you do not have to participate; whether you choose to participate or not, you must follow the rules.
- **ACTIVITIES** and vendors can change the time or date. It is **YOUR responsibility** to check the boards and elevators.
- **PARKING:** Tenants and visitors. Please DO NOT park in the emergency line this is only for ambulances, fire department and the police. Your vehicle will be tagged and might be towed at your expense.
- **AC Units.** To prevent mold growth in your apartment, set your thermostat **NO higher than 78°F**. Any temperature higher than 78°F could cause mold to grow in the apartment. Also having the AC running with the windows or doors open will break the AC. This repair might be at tenant expense.
- **HURRICANE PREPARENESS GUIA.** Please make sure that you have all the hurricane supplies that you are going to need.
- **BUS TRIPS:** If you SIGN UP for a trip and you don't participate or cancel your name will be erased from future list, this way other tenants can participate. Also, you must be **on time** for any trip if you are **late for departure**, your trips will be canceled for a month or more.
- **ANNEX** tenants, Please DO NOT place anything in your door's clips, this clip is only for SHA staff use, whatever is in the clip will be discharged. **Towers** residents: Please pick up your June's calendar at the Towers lobby.
- **MAINTENANCE.** concerns **MUST** be reported to the office. **NOT** maintenance they are busy and they will forget your request. This delay with your work order. After hours the **NO emergencies or tenant damage will result in a 1 tenant charge.**
- **Per your lease all dogs MUST be on a leash./ Todos los perros deben usar correa./ все собаки должны быть на поводок**







Ms. Vicky U . Property Manager

Ms. Ara A. Senior Services Coordinator

## JUNE 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2 RENT DUE.</b>  Therapist on site	<b>3</b> Movie Day 1pm	<b>4</b> Therapist on site. <b>Fall prevention 2pm</b>	<b>5 Last day to pay rent</b>  Lifestyles class 2pm	<b>6</b> Office closed	<b>7</b>  Bingo 6 pm
<b>8</b>	<b>9</b> Therapist on site	<b>10</b> Walmart trip 10 am	<b>11</b> Therapist on site	<b>12</b> Lifestyles class 2pm  Bingo 5 pm	<b>13</b>  Office Closed	<b>14</b>  Bingo 6 pm
<b>15</b> 	<b>16</b> Therapist on site .  <b>Father's Day Celebration 11am</b>	<b>17</b> Pest control all units  <b>Dr. Sutton.</b> See Ms. Ara for appointment	<b>18 Food Bank Day 10.30 am .</b> Please Bring your bags	<b>19 Office close</b> 	<b>20</b> Summer & hurricane season starts.  Office closed	<b>21</b>  Bingo 6 pm
<b>22</b>	<b>23</b> Therapist on site <b>Mote Marine at 1pm boardroom</b>	<b>24</b> Walmart trip 10 am	<b>25</b> Health in Motion 10am.	<b>26 .</b> Lifestyles class 2pm  Bingo 5pm	<b>27</b>  Office closed	<b>28</b>  Bingo 6 pm
<b>29</b>	<b>30</b> Therapist on site					

- **ANNEX tenants, Please DO NOT place anything in your door's clips, this clip is only for SHA staff use, whatever is in the clip will be discharged.**
- **DR, Sutton/ Garriel. Tuesday, June 21.** Please, if you need an appointment, come to Ms. Ara's office to be scheduled.
- **Father's Day celebration June 16 at 11am** in the boardroom, everyone is invited to eat and celebrate with us.
- **Lifestyle class** every Thursday at 2pm in the boardroom. Everybody is invited to participate
- **MOTE MARINE.** Will be here talking about **Shark Myths**, everyone is invited
- **Fall prevention class**, get stronger legs, protect yourself for falling. Free class Wednesday June 4 at 2pm everyone is invited.
- **Health in motion** by Health department mini health check. Wednesday June 25 at 10am