



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

April 30, 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 – March 26, 2025
 - Commissioners Present (6 out of 7)
- VI. APPROVAL OF AGENDA**
 - A. Regular Board Meeting – April 30, 2025
- VII. SPECIAL PRESENTATIONS**
 - A. Future Scholars
 - B. City Commission Liaison Update
- VIII. PUBLIC PRESENTATIONS (3 Minute Time Limit)**
- IX. RESOLUTIONS – Accepted By Consent**
 - A. Res 25-10: Whistleblower Policy
 - B. Res 25-11: Bertha Mitchell IFB

X. **OLD BUSINESS**

- A. Development Updates / Redevelopment Report
(*Calston/Smith-Henzy*)
- McCown New Tower/Parking Garage
 - Lofts on Lemon Phase II
 - Amaryllis III/Cypress II/Courts II
 - Amaryllis IV/Cypress III & Central Gardens (22nd St.)
- B. Public Art Donation from City's Public Art Collection

XI. **NEW BUSINESS**

- A. None

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

- A. Monthly Financial Statements
- SHA
 - Janie's Garden
- B. Board Committee Meeting Minutes
- Ad Hoc Development – 03/11/25
- 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, May 28, 2025



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

Board Meeting
McCown Towers Board Room
March 26, 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 4:31 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 (in at 4:39 pm), Commissioner Carolyn Mason, Commissioner Duane Finger and Commissioner David Morgan
Commissioners Not Present: Commissioner Jack Meredith
Invited Attendees: Attorneys Ric Gilmore & Rhonda Stringer
SHA Personnel: William Russell, Tanesha Gibbons and Andrea Keddell
- V. **APPROVAL OF MINUTES**
 - A. SHA Regular Board Meeting – January 29, 2025
 - Chair Taylor put up the minutes from the January 29, 2025, Regular Board Meeting for approval.
 - Commissioner Morgan made a motion to approve the minutes. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.
 - B. SHA Special Board Meeting – March 5, 2025
 - Chair Taylor put up the minutes from the March 5, 2025, Special Board Meeting for approval.
 - Commissioner Mason made a motion to approve the minutes. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously. Commissioner Morgan voted present.
- VI. **APPROVAL OF AGENDA**
 - A. SHA Regular Board Agenda – March 26, 2025
 - Chair Taylor put up the agenda for the March 26, 2025, Regular Board Meeting for approval.
 - Commissioner Morgan made a motion to approve the agenda. Commissioner Mason seconded the motion.
 - The motion was voted on and passed unanimously.

VII. SPECIAL PRESENTATION

- A. Team Member of the Quarter
 - Chair Taylor announced Gennetza Hernandez-Alamo, an SHA HCV Specialist, as SHA's Team Member of the Quarter and provided the background and reason for her selection. Gennetza was presented with a plaque and gift card and a commemorative photo was taken.
- B. Team Member Anniversary
 - Mr. Russell recognized Joe Murphy, part of SHA's Maintenance Team, who recently celebrated his 10-year anniversary. Joe was presented with a gift card and a commemorative photo was taken.
- C. City Commission Liaison Update
 - No Update Available.

VIII. PUBLIC PRESENTATION

- A. Ms. Marianne Dean, from the Towers/Annex, inquired if there was a plan in place in the event that residents lose their Social Security with the new political administration.
 - Mr. Russell responded that there is currently a plan and residents do not need to worry about being put on the street. If they lose their only income, they wouldn't have any rent.
- B. Ms. Agnes Kirkland, Resident Council Member from Towers, inquired as to when the vending machines were going to be up and running. Ms. Kirkland added that money is put into the machine and is spit back out again.
 - Mr. Russell responded that he was told the vending machines work and are ready to be turned over to the council and that he'll need to look into this situation.
- C. Ms. Tremisha Goodman, formally from the Courts, now with the Section 8/HCV program, shared that she's spoken here before and the communication with Section 8 continues to not be good, since November 2024. Ms. Goodman went on to say that she's been told her caseworker is no longer there and she does not know who her Section 8 caseworker is and she needs help. She's spoken to Director, Ana, and still hasn't received help with her recertification packet and income paperwork. Her paperwork was turned in within the timeframe of the extension she was given but she still received warning letter(s).
 - Commissioner Taylor responded that someone will get back with her on the situation with her casework and receipt of her paperwork.

IX. RESOLUTIONS – ACCEPTED BY CONSENT

- A. Res 25-07: Write-Off Approval
- B. Res 25-08: Approval of Budget (FY 2026)
- C. Res 25-09: HCV Admin Plan Amendment

 - Commissioner Morgan made a motion to approve the Consent Agenda. Commissioner Mason seconded the motion.
 - The motion was voted on and passed 5 to 1 (Commissioner Colón Opposed).

X. OLD BUSINESS

A. Public Art/Murals

- Mr. Russell provided background that the city has a new public art representative, and she's reached out to SHA and offered to receive some free art at some of its developments. He suggested he invite the rep to the next board meeting so she can provide more information.
- Discussion took place on local artists that are available and the \$12,000 budget for SHA developments. Commissioner Mason requested that she'd like to be told when any site visits are done to look at possible locations. Commissioner Meredith had also requested to be notified, as well as Commissioner Colón.

XI. NEW BUSINESS

A. None

XII. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements (Janie's Garden)
- B. Board Committee Meeting Minutes
- C. Housing Choice Voucher Report
- D. Housing Management Reports
- E. Capital Improvement Report
- F. Resident Services Monthly Report
- G. Resident Advisory Board/Sarasota Housing Authority Agency-Wide Resident Council (SHAARC) Board Report (*not submitted*)

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

XIII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Mason reported that she finds the CFP Report, Resident Services Report and Resident Calendar at the end of the Program Update reports to be very helpful to see what's been going on at the housing authority.
- B. Commissioner Finger announced that, after 20+ years, he will not be seeking re-appointment to the board when his term is up because he will be moving to Vermont permanently. He's enjoyed his time serving on the board.
- C. Commissioner Morgan commented that he also would like to eventually receive information on the contingency plan that SHA is proposing should funding be taken away from its programs. Discussion took place on setting up a document to let the senior residents know that planning is in process and they will not become homeless should funding be taken away and also how they can contact their district representative. Commissioner Mason requested that the board get a copy of any formal notice that is finalized for the residents. Mr. Russell added that a letter may give validity to an issue and that SHA will devise a plan but may not want to send it out to all residents.

XIV. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:03 pm.



Sarasota Housing Authority (SHA)

Board Meeting

March 26, 2025

VIII. PUBLIC PRESENTATION AGENCY RESPONSE

1. **Ms. Marianne Dean**, from the Towers/Annex, inquired if there was a plan in place in the event that residents lose their Social Security with the new political administration.
 - Mr. Russell responded that there is currently a plan and residents do not need to worry about being put on the street. If they lose their only income, they wouldn't have any rent.

Agency Response Given During Meeting to presenter on: 03/26/25

2. **Ms. Agnes Kirkland**, Resident Council Member from Towers, inquired as to when the vending machines were going to be up and running. Ms. Kirkland added that money is put into the machine and is spit back out again.
 - Mr. Russell responded that he was told the vending machines work and are ready to be turned over to the council and that he'll need to look into this situation.

Agency Response Memo-Hand Delivered to presenter on: _____

SHA appreciates your letting us know about the continuing issues with the vending machines at Towers/Annex. In response to your public presentation at the Sarasota Housing Authority (SHA) Board Meeting on March 26, 2025, SHA understood that the Resident Council had expressed an interest in managing and maintaining the vending machines so that they could retain the profits. This would include stocking and maintaining the machines in the future. The machines were serviced in early January 2025 and should be operational and ready for the Resident Council to take over control of the machines. SHA stocked the machines with the remaining snacks and drinks we had from storage but, since SHA was not planning to manage the existing vending machines, SHA has not purchased any new snacks or drinks. As of April 21, 2025, both soda and snack machines are empty, and the Resident Council has not taken over managing them.

Should the Resident Council not want to take this on, SHA would be willing to replace the machines with a local vendor coming in to stock, service and keep the proceeds, as companies that service vending machines want to keep the profits to cover the cost of them maintaining the machines.

3. **Ms. Tremisha Goodman**, formally from the Courts, now with the Section 8/HCV program, shared that she's spoken here before and the communication with Section 8 continues to not be good, since November 2024. Ms. Goodman went on to say that she's been told her caseworker is no longer there and she does not know who her Section 8 caseworker is and she needs help. She's spoken to Director, Ana, and still hasn't received help with her recertification packet and income paperwork. Her paperwork was turned in within the timeframe of the extension she was given but she still received warning letter(s).
 - Commissioner Taylor responded that someone would get back with her on the situation with her casework and receipt of her paperwork.

Agency Response Emailed to presenter on: _____

SHA appreciates your letting us know about the continuing issues regarding communication with the Section 8/HCV Department staff. In response to your public presentation at the Sarasota Housing Authority (SHA) Board Meeting on March 26, 2025, your Annual Recertification is ready to process, nothing is needed from you at this time, you should be receiving an adjustment letter with the breakdown of the new rent soon. The HCV department has an interim case worker assigned to your case and the Director of the program is also involved to ensure that timely communication is maintained in the future.

**SARASOTA HOUSING AUTHORITY (SHA)
RESOLUTION SUMMARY SHEET**

1. Describe the action requested of the Board of Commissioners

Resolution Number: 25-10

The Board of Commissioners is requested to approve the above-referenced resolution to:

Amend SHA's Culture Guide (Personnel Policy).

2. Who is making request:

- A. Entity: SHA
B. Project: Culture Guide Policy Amendment-Whistleblower Language
C. Originator: William Russell

3. Cost Estimate (if applicable):

N/A

Narrative:

A whistleblower policy is being added to the SHA Culture Guide / Employee Handbook to formalize the current practice at Sarasota Housing Authority for reporting any instances of fraud or wrongdoing via the website. Having a robust Whistleblower Policy is important as it fosters a safe environment for residents, team members or other parties to voice concerns, helps safeguard public resources, and upholds the integrity of the operations. Once approved, SHA team members will be briefed about this policy and will be assured that there will not be any retaliation for bringing forth a good-faith concern.

Attachments (if applicable):

Pages showing proposed revisions.

Acknowledgement:

SHA staff assures the Board of Commissioners that this resolution complies with all applicable HUD rules, regulations and/or guidance, and all applicable federal, state, and/or local laws, as may be amended.

RESOLUTION 25-10

**RESOLUTION APPROVING SARASOTA HOUSING AUTHORITY
(SHA) REVISION TO
TEAM MEMBER CULTURE GUIDE**

WHEREAS the Sarasota Housing Authority (SHA) is revising the Team Member Culture Guide;

WHEREAS the provisions of the policy/guide may be amended or cancelled at any time, in the Authority's sole discretion;

WHEREAS an additional provision needed to be inserted; and

WHEREAS the purpose of this Team Member Culture Guide is to provide a source of information for all SHA staff concerning the benefits and obligations associated with their employment.

NOW, THEREFORE, BE IT RESOLVED THAT:

The SHA Board of Commissioners approves the attached section of the Team Member Culture Guide.

ACCEPTED BY: _____ DATE: _____
Ernestine Taylor,
Board Chair

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

Whistleblower Policy

Sarasota Housing Authority (SHA) is committed to the highest standards of integrity, transparency, and accountability. This Whistleblower Policy is established to encourage and enable employees, residents, vendors, and the public to report concerns regarding suspected fraud, waste, abuse, misconduct, or violations of laws, regulations, or SHA policies without fear of retaliation.

This policy applies to all employees, Board members, contractors, vendors, residents, and stakeholders of SHA.

SHA encourages the prompt reporting of serious concerns regarding:

- Fraud, waste, or abuse of SHA resources
- Criminal behavior or violations of laws and regulations
- Breaches of SHA policies and procedures
- Unsafe practices or dangers to public health and safety
- Misconduct by SHA employees, Board members, or contractors

Reporting Process:

If anyone observes or suspects fraudulent or unethical activity, you are urged to report the issue promptly through any of the following channels:

1. Fraud Hotline:

Call 941-361-6210, extension 322 to report suspected fraud, waste, or abuse. This line is available to employees, residents, and the public. Reports can be made anonymously if desired.

2. Mailing Address: Reports may also be submitted in writing to:

Sarasota Housing Authority
Attn: President & CEO – Confidential
269 S. Osprey Ave.
Sarasota, FL 34236

3. Direct Contact:

Concerns can be brought directly to the President & CEO, William O. Russell III, or any member of SHA's leadership team by calling our office directly at 941-361-6210 or sending an email to info@sarasotahousing.org.

4. Online Reporting (Optional):

Visit <https://sarasotahousing.org/fraud.aspx> for more information or to access SHA's online reporting system.

Reports made under this policy will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation. Anonymous reports are accepted; however, providing contact information may facilitate a more thorough investigation.

SHA prohibits retaliation against anyone who, in good faith, reports a concern or participates in an investigation. Any form of retaliation, including harassment or adverse employment actions, will result in disciplinary measures, up to and including termination.

All reports will be promptly and thoroughly investigated. SHA's leadership and appropriate authorities will take necessary corrective action if a violation is confirmed. Where warranted, SHA may also refer matters to law enforcement or regulatory agencies. The President & CEO is responsible for administering this policy and overseeing investigations.

In summary, maintaining a culture of honesty and accountability is critical to SHA's mission of providing quality and affordable housing to enhance the lives of our residents and promote independence. SHA encourages everyone to play a role in protecting the integrity of our organization.

**SARASOTA HOUSING AUTHORITY (SHA)
RESOLUTION SUMMARY SHEET**

1. Describe the action requested of the Board of Commissioners

Resolution Number: 25-11

The Board of Commissioners is requested to approve the above-referenced resolution to:

Authorize the CEO to enter into a contract with a GC which has been procured to perform a scope of work for various capital improvements at Bertha Mitchell.

2. Who is making request:

- A. Entity: SHA
B. Project: Bertha Mitchell Capital Improvements
C. Originator: William Russell

3. Cost Estimate (if applicable):

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Narrative:

This represents the final expenditure of SHA's remaining Public Housing funds before we convert our final 100 public housing units to Section 8 vouchers (board-approved). This is the third major procurement effort, as bids for the first and second scope of work far exceeded available funds. The invitation for bids included a revised scope of work and "deductive alternates" which will allow us to add or subtract certain aspects of the scope depending on how pricing comes in with the bids (these are drafted prior to the bid opening).

Approximately 62 units are proposed to be completed. 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 hot water heaters are being replaced with electric so that our maintenance department can work on them in-house. 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.

Attachments (if applicable):

Notice of Apparent Successful Bidder

Acknowledgement:

SHA staff assures the Board of Commissioners that this resolution complies with all applicable HUD rules, regulations and/or guidance, and all applicable federal, state, and/or local laws, as may be amended.

RESOLUTION 25-11

RESOLUTION APPROVING THE AWARD OF A CONTRACT FOR THE BERTHA MITCHELL CONSTRUCTION UPGRADES

WHEREAS SHA publicly solicited sealed, public bids from contractors interested in providing services for Bertha Mitchell Construction Improvements;

WHEREAS SHA received three (3) on-line responses and hardcopy submittals to the IFB by the bid deadline;

WHEREAS DuCon, LLC is the apparent low responsive and responsible bidder at the public, sealed bid opening, with a firm-fixed fee of an NTE (Not-To-Exceed) amount of \$3,516,218.97 to perform all required and specified work; and

WHEREAS Sarasota Housing Authority, following due diligence on DuCon, LLC, recommends that SHA enter into a contract for such services.

NOW THEREFORE, BE IT RESOLVED:

The SHA Board of Commissioners hereby agrees to authorize its President & CEO to award the contract for the Bertha Mitchell Construction Improvements to DuCon, LLC.

ACCEPTED BY: _____ DATE: _____
Ernestine Taylor,
Board Chair

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

Notice of Apparent Successful Bidder
INVITATION FOR BID (IFB) NO. 2025-B01, Bertha Mitchell HVAC, HWH, Electrical Panel
Upgrades, Exterior Doors, Bathrooms and Kitchen Cabinets

TO: All bidders in response to the above noted IFB.

We are pleased to announce that the current Low and Apparent Successful Bidder for the Bertha Mitchell Sanitation Improvements is DuCon, LLC. We are in the process of completing Step #2 of the submittal process and upon verification of Responsiveness and Responsibility will proceed with award approval.

If the Agency determines the lowest bidder to be not responsible, such firm will be notified and the Agency may proceed with the noted Responsive and Responsible Evaluations with the next lowest bidder.

Following is listed all bidders and the total proposed Firm Fixed Fees received in response to the bid:

	Name of Bidder	Firm Fixed Fee	Deduct #1	Deduct #2	Contract Amount
1.	DuCon, LLC	\$3,516,218.97	-\$320,293.84	-\$572,913.55	TBD
2.	Gibraltar Construction	\$4,674,110.00	-\$480,340.00	-\$759,710.00	
3.	Jacaranda Air Const *	\$1,285,200.00	-\$160,461.00	-\$126,000.00	

*Deemed Non-Responsible following review of submission.

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

William Russell,
President & CEO



SHA/Fortis Partner Update April 30, 2025

#	Project Name	Units	Type	LIHTC	Status	Closing
1	Amaryllis Park Place III	108	Family	4%	Construction	4/17/2025
2	Lofts on Lemon II	100	Family	4%	Underwriting	6/19/2025
3	Amaryllis Park Place 4	100	Family	4%	Underwriting	2/15/2026
4	3 McCown Tower	96	Senior	4%	Planning	2026 /2027- TBD

APP 3 CRITICAL PATH

- i. Construction
 - a. NTP issued for April 21 start date
- ii. Financing
 - a. Closed April 17, 2025

LOL II CRITICAL PATH

- i. Permitting/Design
 - a. Site Plan Approved
 - b. City reviewing for final building permit approval now
- ii. Construction
 - a. Wiseman contracted
 - b. ROW sewer work started and Estimated finish Mid May 2025
- iii. Financing
 - a. Closing estimated June 19, 2025
 - b. Equity/Construction – Bank of America

APP 4/ Central Gardens CRITICAL PATH

- i. Permitting/Design
 - a. DRC Submittal for May 21
 - b. Hoyt and Slocum selected for APP 4 and Central Gardens design
- ii. Construction
 - a. Marmer will price updated plans when available
- iii. Financing
 - a. Closing Q1 2025 – awarded SAIL by FHFC
 - b. Equity/Construction – Bank of America – reviewing term sheets
 - c. \$500K loan to be made from SHA to project

3 McCown Tower CRITICAL PATH

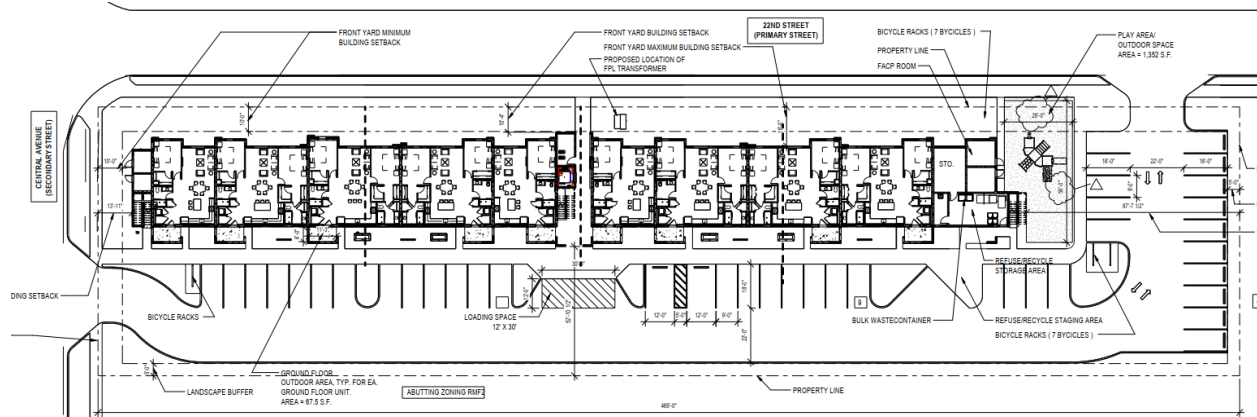
- i. Permitting/Design – 96 units max allowable units without rezone
- ii. Construction – Wiseman and Pike initial pricing
- iii. Financing – not awarded under FHFC RFA –litigation pending potential award



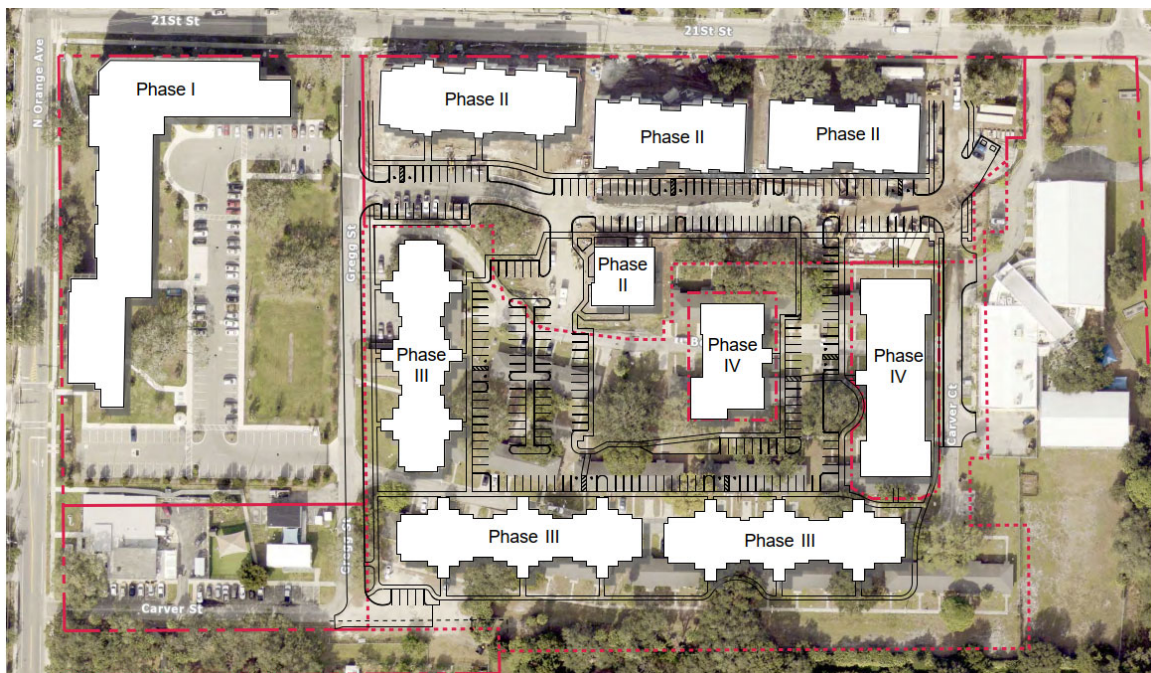
SMITH & HENZY
AFFORDABLE GROUP

Site Plans

CENTRAL GARDENS



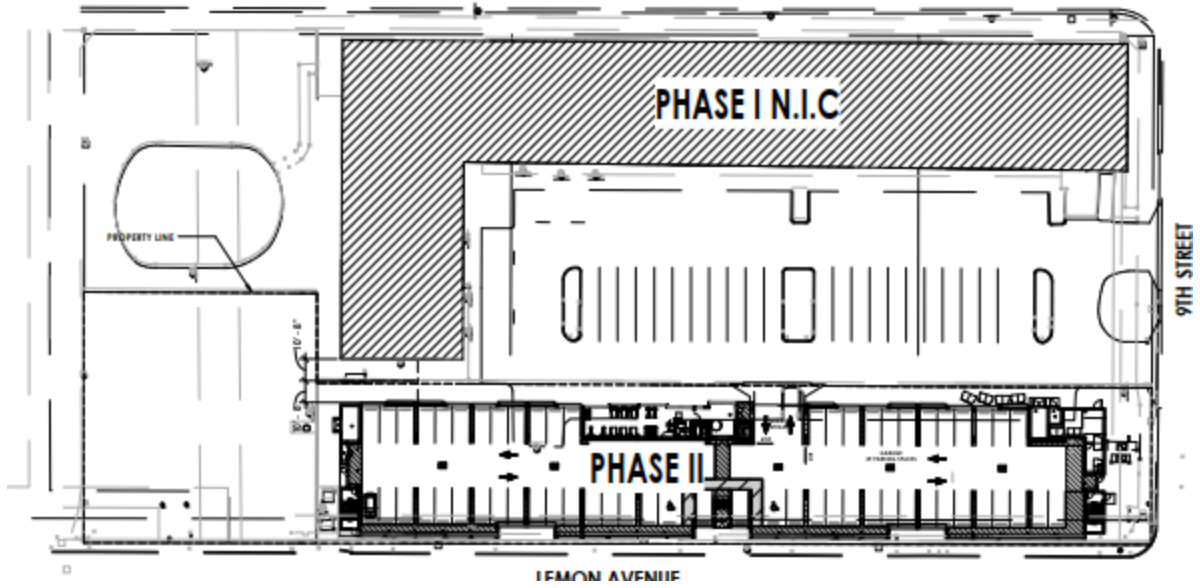
AMARYLLIS/ COURTS



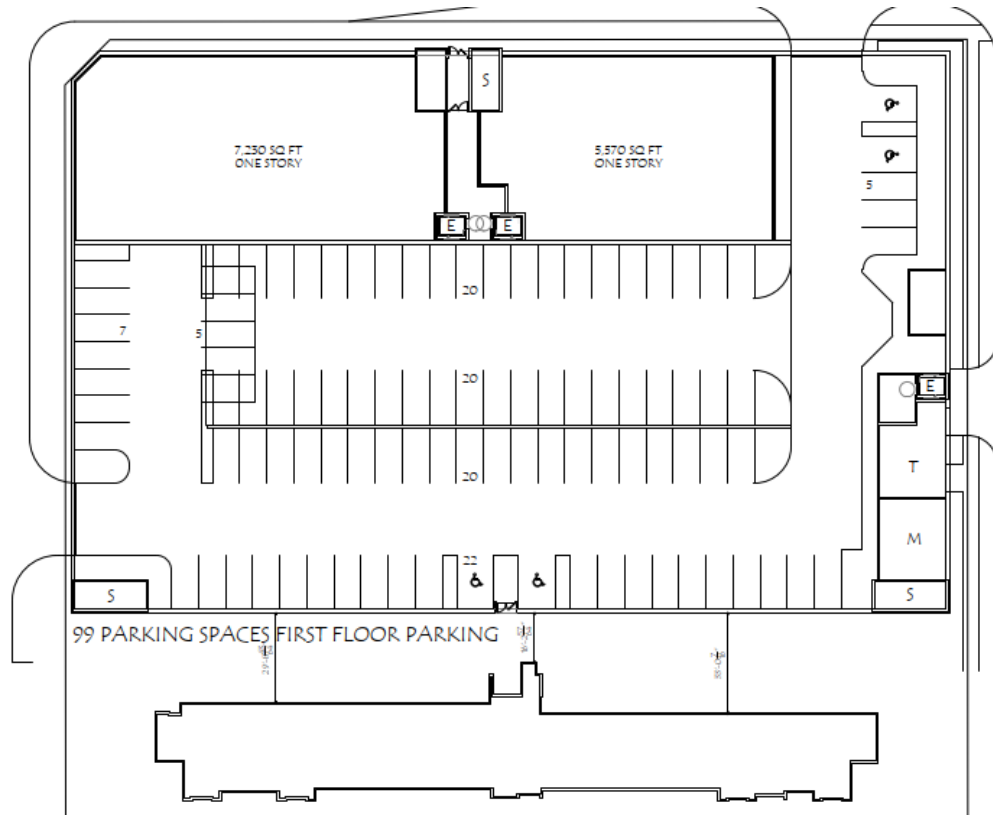


SMITH & HENZY
AFFORDABLE GROUP

LOFTS ON LEMON II



MCCOWN TOWER





SMITH & HENZY
AFFORDABLE GROUP
Renderings





SMITH & HENZY
AFFORDABLE GROUP



Sarasota Housing Authority

Cash Position

March 31, 2025

Annex Operating	\$ 1,974,871.46
Bertha Mitchell	\$ 2,556,173.81
Business Activities Operating	\$ 733,918.17
Courts	\$ 13,161.16
Energy Grant Program	\$ 6.93
HCV - HAP	\$ 998,236.07
HCV -Admin Reserve	\$ 1,160,129.72
McCown Tower/ Tower LIHTC Operating	\$ 383,651.52
Resident Services	\$ 150,736.40
SHMC	\$ 27,745.74
Towers Operating	\$ 8,529.37

Annex - Secuirty Deposit	\$ 27,229.99
Bertha Mitchell - Security Deposit	\$ 23,979.45
Tower LIHTC - Security Deposit	\$ 27,715.68

Rosemary Cohen	\$ 5,328.16
Development Account	\$ 2,659,563.54
Litigation Proceeds Account	\$ 1,041.68

McCown Tower LLLP Replacment Reserve	\$ 221,835.66
McCown Tower LLLP Operating Deficit Reserve	\$ 305,835.66
McCown Tower Insurance Escrow	\$ 150,000.03

HCV FSS Escrow	\$ 207,682.23
PHA FSS Escrow	\$ 32,987.84
FSS Forfeiture	\$ 181,398.12

SHFC - Operating	\$ 1,381,644.07
SHFC - Reserve	\$ 545,046.48

Total Cash	\$ 13,778,448.94
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UPDATED:

Courts Investment Account #7321	\$ 1,025,781.20
Development Investment Account #7320	\$ 2,051,562.35
HCV Reserve Investment Account #2520	\$ 1,636,237.40
Litigation Investment Account #2523	\$ 790,220.29
Rosemary Investment Account #8524	\$ 201,569.16
Tower Investment Account #8525	\$ 251,952.75
Annex Investment Account #9026	\$ 1,003,761.42

Total Investments	\$ 6,961,084.57
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Total Cash and Investments	\$ 20,739,533.51
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Sarasota Housing Authority
Operating Statement
Twelve Months Ending 03/31/2025
Program: Annex Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	27,304.40	26,872.91	431.49	337,269.49	322,474.85	14,794.64	322,474.85	14,794.64
HUD Revenue	148,377.00	83,445.03	64,931.97	1,374,571.00	1,001,340.34	373,230.66	1,001,340.34	373,230.66
Other Operating Revenue	4,289.19	548.00	3,741.19	11,011.94	6,575.95	4,435.99	6,575.95	4,435.99
TOTAL INCOME	179,970.59	110,865.94	69,104.65	1,722,852.43	1,330,391.14	392,461.29	1,330,391.14	392,461.29
EXPENSES								
Administrative Expense	52,607.37	44,895.86	(7,711.51)	586,201.13	538,750.33	(47,450.80)	538,750.33	(47,450.80)
Tenant Services	1,888.07	34.85	(1,853.22)	3,618.19	418.15	(3,200.04)	418.15	(3,200.04)
Utility Expense	19,849.76	13,308.90	(6,540.86)	138,906.43	159,706.80	20,800.37	159,706.80	20,800.37
Maintenance	260,256.10	58,443.70	(201,812.40)	653,471.73	701,324.38	47,852.65	701,324.38	47,852.65
Protective Services	7,017.42	3,006.96	(4,010.46)	41,867.19	36,083.54	(5,783.65)	36,083.54	(5,783.65)
Insurance Expense	18,156.20	5,077.85	(13,078.35)	75,991.70	60,934.14	(15,057.56)	60,934.14	(15,057.56)
General Expense	1,229.78	380.98	(848.80)	13,429.74	4,571.71	(8,858.03)	4,571.71	(8,858.03)
TOTAL EXPENSES	361,004.70	125,149.10	(235,855.60)	1,513,486.11	1,501,789.05	(11,697.06)	1,501,789.05	(11,697.06)
SURPLUS	(181,034.11)	(14,283.16)	166,750.95	209,366.32	(171,397.91)	(380,764.23)	(171,397.91)	(380,764.23)

Sarasota Housing Authority
Operating Statement
Twelve Months Ending 03/31/2025
Program: Bertha Mitchell Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	39,407.00	32,185.45	7,221.55	526,264.25	386,225.45	140,038.80	386,225.45	140,038.80
HUD Revenues	963,053.23	415,864.63	547,188.60	2,132,158.63	4,990,375.56	(2,858,216.93)	4,990,375.56	(2,858,216.93)
Other Operating Revenue	22,146.23	11,109.97	11,036.26	197,060.66	133,319.61	63,741.05	133,319.61	63,741.05
TOTAL INCOME	1,024,606.46	459,160.05	565,446.41	2,855,483.54	5,509,920.62	(2,654,437.08)	5,509,920.62	(2,654,437.08)
EXPENSES								
Administrative Expense	167,261.44	50,675.30	(116,586.14)	1,190,471.74	608,103.36	(582,368.38)	608,103.36	(582,368.38)
Tenant Services	2,125.12	416.35	(1,708.77)	7,575.56	4,996.20	(2,579.36)	4,996.20	(2,579.36)
Utility Expense	35,190.75	25,467.27	(9,723.48)	331,638.79	305,607.21	(26,031.58)	305,607.21	(26,031.58)
Maintenance	111,253.12	319,643.77	208,390.65	729,794.11	3,835,724.95	3,105,930.84	3,835,724.95	3,105,930.84
Insurance Expense	20,274.37	7,567.58	(12,706.79)	118,278.71	90,811.02	(27,467.69)	90,811.02	(27,467.69)
General Expense	12,132.31	3,642.35	(8,489.96)	129,914.13	43,708.12	(86,206.01)	43,708.12	(86,206.01)
TOTAL EXPENSES	348,237.11	407,412.62	59,175.51	2,507,673.04	4,888,950.86	2,381,277.82	4,888,950.86	2,381,277.82
SURPLUS	676,369.35	51,747.43	(624,621.92)	347,810.50	620,969.76	273,159.26	620,969.76	273,159.26

Sarasota Housing Authority
Operating Statement
Three Months Ending 03/31/2025
Program: McCown Tower Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue	37,101.50	37,687.75	(586.25)	100,478.26	113,063.25	(12,584.99)	452,253.00	(351,774.74)
HUD Revenue	43,226.00	37,550.00	5,676.00	127,737.00	112,650.00	15,087.00	450,600.00	(322,863.00)
Other Operating Revenue	45.97	(3,564.17)	3,610.14	132.21	(10,692.50)	10,824.71	(42,770.00)	42,902.21
TOTAL INCOME	80,373.47	71,673.58	8,699.89	228,347.47	215,020.75	13,326.72	860,083.00	(631,735.53)
EXPENSES								
Administrative Expense	6,502.20	12,230.26	5,728.06	24,674.32	36,690.75	12,016.43	146,763.00	122,088.68
Tenant Services	478.64	127.92	(350.72)	707.99	383.75	(324.24)	1,535.00	827.01
Utility Expense	18,630.78	12,058.24	(6,572.54)	35,920.81	36,174.75	253.94	144,699.00	108,778.19
Maintenance	14,910.08	15,995.57	1,085.49	38,989.92	47,986.75	8,996.83	191,947.00	152,957.08
Protective Services	7,079.80	0.00	(7,079.80)	14,416.85	0.00	(14,416.85)	0.00	(14,416.85)
Insurance Expense	607.81	17,784.00	17,176.19	52,830.72	53,352.00	521.28	213,408.00	160,577.28
General Expense	32.28	3,728.00	3,695.72	421.62	11,184.00	10,762.38	44,736.00	44,314.38
TOTAL EXPENSES	48,241.59	61,923.99	13,682.40	167,962.23	185,772.00	17,809.77	743,088.00	575,125.77
SURPLUS	32,131.88	9,749.59	22,382.29	60,385.24	29,248.75	31,136.49	116,995.00	(56,609.76)

Sarasota Housing Authority
Operating Statement
Twelve Months Ending 03/31/2025
Program: Resident Services Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Grant Revenue	70,177.40	16,334.23	53,843.17	176,460.87	196,010.75	(19,549.88)	196,010.75	(19,549.88)
TOTAL INCOME	70,177.40	16,334.23	53,843.17	176,460.87	196,010.75	(19,549.88)	196,010.75	(19,549.88)
EXPENSES								
Administrative Expense	21,926.67	24,321.94	2,395.27	245,364.74	291,863.13	46,498.39	291,863.13	46,498.39
Utility Expense	477.61	347.98	(129.63)	2,919.60	4,175.80	1,256.20	4,175.80	1,256.20
Maintenance	4,073.98	951.13	(3,122.85)	19,285.69	11,413.50	(7,872.19)	11,413.50	(7,872.19)
Insurance Expense	1,277.31	757.82	(519.49)	8,705.07	9,093.87	388.80	9,093.87	388.80
General Expense	157.54	143.54	(14.00)	10,054.76	1,722.45	(8,332.31)	1,722.45	(8,332.31)
Equity Transfer	0.00	0.00	0.00	(220,660.52)	0.00	220,660.52	0.00	220,660.52
TOTAL EXPENSES	27,913.11	26,522.41	(1,390.70)	65,669.34	318,268.75	252,599.41	318,268.75	252,599.41
SURPLUS	42,264.29	(10,188.18)	52,452.47	110,791.53	(122,258.00)	233,049.53	(122,258.00)	233,049.53

Sarasota Housing Authority
Operating Statement
Twelve Months Ending 03/31/2025
Program: Section 8 Voucher Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
HUD Revenues	2,765,696.84	2,431,014.52	334,682.32	31,790,543.17	29,172,174.32	2,618,368.85	29,172,174.32	2,618,368.85
Other Operating Revenue	10,605.16	10,552.19	52.97	114,648.87	126,626.13	(11,977.26)	126,626.13	(11,977.26)
TOTAL INCOME	2,776,302.00	2,441,566.71	334,735.29	31,905,192.04	29,298,800.45	2,606,391.59	29,298,800.45	2,606,391.59
EXPENSES								
Administrative Expense	123,446.27	147,719.99	24,273.72	1,558,533.73	1,772,639.66	214,105.93	1,772,639.66	214,105.93
HAP Expense	2,583,807.70	2,237,073.29	(346,734.41)	30,364,963.32	26,844,879.48	(3,520,083.84)	26,844,879.48	(3,520,083.84)
TOTAL EXPENSES	2,707,253.97	2,384,793.28	(322,460.69)	31,923,497.05	28,617,519.14	(3,305,977.91)	28,617,519.14	(3,305,977.91)
SURPLUS	69,048.03	56,773.43	12,274.60	(18,305.01)	681,281.31	(699,586.32)	681,281.31	(699,586.32)

Sarasota Housing Authority
Operating Statement
Twelve Months Ending 03/31/2025
Program: SHFC Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Tenant Revenue Other	99,252.88	87,081.45	12,171.43	1,162,294.93	1,044,977.38	117,317.55	1,044,977.38	117,317.55
Other Revenue	(30,203.72)	24,290.63	(54,494.35)	19,289.87	291,487.55	(272,197.68)	291,487.55	(272,197.68)
TOTAL INCOME	69,049.16	111,372.08	(42,322.92)	1,181,584.80	1,336,464.93	(154,880.13)	1,336,464.93	(154,880.13)
EXPENSES								
Administrative Expense	29,658.74	22,664.61	(6,994.13)	300,911.44	271,975.02	(28,936.42)	271,975.02	(28,936.42)
Utilities Expense	8,276.80	5,979.48	(2,297.32)	85,310.16	71,753.82	(13,556.34)	71,753.82	(13,556.34)
Maintenance	34,201.61	53,922.19	19,720.58	251,076.79	647,066.20	395,989.41	647,066.20	395,989.41
Insurance Expense	10,578.83	12,434.95	1,856.12	136,745.70	149,219.33	12,473.63	149,219.33	12,473.63
General Expense	0.00	5,474.90	5,474.90	60,294.33	65,698.79	5,404.46	65,698.79	5,404.46
TOTAL EXPENSES	82,715.98	100,476.13	17,760.15	834,338.42	1,205,713.16	371,374.74	1,205,713.16	371,374.74
SURPLUS	(13,666.82)	10,895.95	(24,562.77)	347,246.38	130,751.77	216,494.61	130,751.77	216,494.61

Sarasota Housing Authority
Operating Statement
Twelve Months Ending 03/31/2025
Program: Sarasota Housing Mgmt Corp Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
INCOME								
Management Revenue	0.00	0.00	0.00	36,470.34	0.00	36,470.34	0.00	36,470.34
TOTAL INCOME	0.00	0.00	0.00	36,470.34	0.00	36,470.34	0.00	36,470.34
EXPENSES								
Administrative Expense	1,701.71	0.00	(1,701.71)	15,721.47	0.00	(15,721.47)	0.00	(15,721.47)
Insurance Expense	436.24	0.00	(436.24)	11,826.72	0.00	(11,826.72)	0.00	(11,826.72)
4962.00 General Expenses	5.03	0.00	(5.03)	36.02	0.00	(36.02)	0.00	(36.02)
TOTAL EXPENSES	2,142.98	0.00	(2,142.98)	27,584.21	0.00	(27,584.21)	0.00	(27,584.21)
SURPLUS	(2,142.98)	0.00	2,142.98	8,886.13	0.00	(8,886.13)	0.00	(8,886.13)

Janies Garden
Budget Operating Report
As of March 31, 2025

ACCRUAL

03/31/2025

Janies Garden

	Month Ending			01/01/2025 Through			Year Ending
	03/31/2025			03/31/2025			12/31/2025
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	66,476.00	53,141.67	13,334.33	198,383.00	159,425.01	38,957.99	637,700.04
512100 - SUBSIDY REVENUE	25,289.00	34,772.00	(9,483.00)	80,711.00	104,316.00	(23,605.00)	417,264.00
TOTAL RENT INCOME	91,765.00	87,913.67	3,851.33	279,094.00	263,741.01	15,352.99	1,054,964.04
VACANCIES							
522000 - VACANCIES - TENANT	(4,550.00)	(1,500.00)	(3,050.00)	(14,671.00)	(4,500.00)	(10,171.00)	(24,663.00)
528000 - EMPLOYEE APARTMENT/DISCOUNT	(1,340.00)	(1,200.00)	(140.00)	(4,020.00)	(3,600.00)	(420.00)	(14,400.00)
TOTAL VACANCIES	(5,890.00)	(2,700.00)	(3,190.00)	(18,691.00)	(8,100.00)	(10,591.00)	(39,063.00)
NET RENTAL INCOME	85,875.00	85,213.67	661.33	260,403.00	255,641.01	4,761.99	1,015,901.04
SERVICES INCOME							
531000 - COIN OPERATIONS	0.00	21.00	(21.00)	0.00	63.00	(63.00)	250.00
533000 - TENANT APPLICATION FEE	0.00	150.00	(150.00)	1,395.00	450.00	945.00	1,600.00
TOTAL SERVICES INCOME	0.00	171.00	(171.00)	1,395.00	513.00	882.00	1,850.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	173.99	0.00	173.99	254.06	0.00	254.06	0.00
541200 - INT INC - RESERVES & ESCROWS	607.62	0.00	607.62	607.62	0.00	607.62	0.00
TOTAL FINANCIAL INCOME	781.61	0.00	781.61	861.68	0.00	861.68	0.00
OTHER INCOME							
592500 - LATE CHARGES	750.00	650.00	100.00	3,900.00	1,950.00	1,950.00	8,154.00
593000 - RETURNED CHECKS CHARGES	25.00	0.00	25.00	75.00	0.00	75.00	0.00
593600 - LEGAL INCOME	0.00	0.00	0.00	435.00	0.00	435.00	0.00
593800 - CLEANING FEE	0.00	0.00	0.00	425.00	0.00	425.00	0.00
593900 - DAMAGES	350.00	400.00	(50.00)	2,130.00	1,200.00	930.00	4,596.00
594000 - PET FEE	150.00	0.00	150.00	150.00	0.00	150.00	0.00
TOTAL OTHER INCOME	1,275.00	1,050.00	225.00	7,115.00	3,150.00	3,965.00	12,750.00
TOTAL INCOME	87,931.61	86,434.67	1,496.94	269,774.68	259,304.01	10,470.67	1,030,501.04
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	883.18	93.00	(790.18)	883.18	279.00	(604.18)	756.00
622500 - CREDIT REPORTS	117.99	88.00	(29.99)	249.09	264.00	14.91	1,012.00
624500 - INSPECTION FEES	0.00	0.00	0.00	0.00	200.00	200.00	400.00
625500 - EVICTION EXPENSE	955.00	267.00	(688.00)	1,574.00	801.00	(773.00)	3,000.00
TOTAL RENTING EXPENSES	1,956.17	448.00	(1,508.17)	2,706.27	1,544.00	(1,162.27)	5,168.00
ADMINISTRATIVE EXPENSES							

631000 - OFFICE PAYROLL	1,224.18	1,415.00	190.82	2,312.01	4,245.00	1,932.99	18,746.00
631100 - OFFICE EXPENSE	835.81	384.00	(451.81)	1,553.26	1,152.00	(401.26)	4,304.00
631111 - BANK CHARGES	90.30	48.00	(42.30)	240.01	296.00	55.99	728.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	276.00	276.00	0.00	276.00	276.00	1,104.00
631502 - OFFICE/COMPUTER - SERVICES	632.04	615.00	(17.04)	632.04	615.00	(17.04)	2,460.00
632000 - MANAGEMENT FEES	5,365.20	4,650.00	(715.20)	14,043.41	13,950.00	(93.41)	55,800.00
632500 - ANSWERING SERVICE	0.00	38.00	38.00	0.00	114.00	114.00	456.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	1,728.00	1,728.00	0.00	5,184.00	5,184.00	0.00	22,896.00
634100 - MISC. EXPENSE	0.00	0.00	0.00	202.89	0.00	(202.89)	0.00
634200 - TAX CREDIT COMPLIANCE/MONITORING FEE	0.00	0.00	0.00	0.00	0.00	0.00	500.00
635000 - AUDIT EXPENSE	0.00	2,750.00	2,750.00	6,775.00	2,750.00	(4,025.00)	11,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	566.82	595.00	28.18	566.82	595.00	28.18	2,380.00
635400 - SOFTWARE LICENSE EXPENSE	10,577.28	0.00	(10,577.28)	10,695.72	6,200.00	(4,495.72)	6,200.00
636000 - TELEPHONE	550.12	253.00	(297.12)	654.30	768.00	113.70	3,045.00
637000 - BAD DEBT EXPENSE	0.00	500.00	500.00	(632.28)	1,500.00	2,132.28	6,000.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	167.00	167.00	0.00	501.00	501.00	2,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	6,886.75	3,127.00	(3,759.75)	9,892.87	9,381.00	(511.87)	37,524.00
638400 - TRAINING EXPENSE	0.00	150.00	150.00	632.00	450.00	(182.00)	2,100.00
638500 - TRAVEL EXPENSE	0.00	95.00	95.00	0.00	285.00	285.00	1,140.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	200.00	200.00	0.00	600.00	600.00	2,000.00
Total ADMINISTRATIVE EXPENSES	28,456.50	16,991.00	(11,465.50)	52,752.05	48,862.00	(3,890.05)	180,383.00

OPERATING EXPENSE

641900 - UNIFORMS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	500.00
643000 - MAINTENANCE PAYROLL	6,439.96	4,653.00	(1,786.96)	17,498.21	13,959.00	(3,539.21)	61,609.00
643100 - JANITOR SUPPLIES	119.12	225.00	105.88	517.26	650.00	132.74	1,700.00
645000 - ELECTRICITY	693.39	833.00	139.61	1,994.38	2,499.00	504.62	10,000.00
645050 - ELECTRICITY - Vacant Unit	247.63	0.00	(247.63)	1,325.68	0.00	(1,325.68)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	(13.30)	0.00	13.30	(64.36)	0.00	64.36	0.00
645100 - WATER	3,372.18	4,000.00	627.82	15,280.46	12,000.00	(3,280.46)	48,000.00
645300 - SEWER	4,720.18	4,836.00	115.82	14,892.92	14,508.00	(384.92)	58,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	168.56	86.00	(82.56)	251.12	258.00	6.88	1,032.00
645551 - Vacant Unit Recovery Fees	10.06	0.00	(10.06)	11.62	0.00	(11.62)	0.00
646000 - EXTERMINATING	0.00	1,015.00	1,015.00	446.36	1,545.00	1,098.64	7,000.00
647000 - GARBAGE & RUBBISH REMOVAL	4,810.05	5,125.00	314.95	10,805.25	15,375.00	4,569.75	61,500.00
647100 - FIRE SERVICE FEE / REPAIRS	12,957.86	833.00	(12,124.86)	15,439.99	2,499.00	(12,940.99)	10,001.00
649000 - MISC OPERATING EXPENSE	0.00	100.00	100.00	29.94	300.00	270.06	1,200.00
TOTAL OPERATING EXPENSE	33,525.69	21,706.00	(11,819.69)	78,428.83	63,593.00	(14,835.83)	260,542.00

MAINTENANCE EXPENSE

652001 - GROUNDS - Supplies	0.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00	2,000.00
652002 - GROUNDS - Contract	1,895.00	1,900.00	5.00	5,685.00	5,700.00	15.00	22,800.00
653000 - EXTERIOR PAINTING / REPAIRS	14.43	382.00	367.57	109.49	1,157.00	1,047.51	4,595.00
653500 - CLEANING EXPENSE	806.40	0.00	(806.40)	1,556.40	0.00	(1,556.40)	0.00
654100 - REPAIRS - APPLIANCES	90.03	500.00	409.97	566.78	1,500.00	933.22	2,500.00
654200 - REPAIRS - CARPET & FLOORS	125.00	304.00	179.00	147.44	912.00	764.56	2,996.00
654300 - REPAIRS - CARPENTRY	998.46	583.00	(415.46)	3,609.23	1,749.00	(1,860.23)	7,002.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	49.03	0.00	(49.03)	0.00
654400 - REPAIRS - ELECTRICAL	621.37	150.00	(471.37)	1,817.42	450.00	(1,367.42)	2,000.00
654600 - REPAIRS - PLUMBING	1,076.14	648.00	(428.14)	3,055.75	1,368.00	(1,687.75)	5,040.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	315,421.57	0.00	(315,421.57)	327,589.11	0.00	(327,589.11)	0.00
654800 - SERVICE CONTRACTS	0.00	46.00	46.00	0.00	587.00	587.00	1,000.00

655100 - REPAIRS - HVAC	433.21	867.00	433.79	1,182.41	2,601.00	1,418.59	10,398.00
656000 - DECORATING EXPENSE	700.11	635.00	(65.11)	2,636.01	1,905.00	(731.01)	8,000.00
657000 - MOTOR VEHICLE REPAIRS	0.00	100.00	100.00	98.23	300.00	201.77	1,100.00
658500 - SMALL TOOLS EXPENSE	9.64	0.00	(9.64)	155.07	300.00	144.93	600.00
659000 - MISC MAINTENANCE EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00	500.00
TOTAL MAINTENANCE EXPENSE	322,191.36	8,115.00	(314,076.36)	348,257.37	21,029.00	(327,228.37)	70,531.00
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	6,753.12	6,753.00	(0.12)	29,298.82	21,776.00	(7,522.82)	87,001.00
TOTAL INTEREST EXPENSE	6,753.12	6,753.00	(0.12)	29,298.82	21,776.00	(7,522.82)	87,001.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	47,400.00
671100 - PAYROLL TAXES	724.12	612.00	(112.12)	2,000.33	2,553.00	552.67	8,658.00
672000 - INSURANCE EXPENSE	58,202.78	0.00	(58,202.78)	58,202.78	64,900.00	6,697.22	269,000.00
672100 - HEALTH INSURANCE	395.87	500.00	104.13	1,187.20	1,500.00	312.80	6,000.00
672200 - WORKERS COMP INSURANCE	129.01	185.00	55.99	360.35	555.00	194.65	2,451.00
672300 - LITIGATION SETTLEMENT	0.00	167.00	167.00	0.00	501.00	501.00	2,000.00
672500 - EMPLOYEE BENEFITS	669.20	500.00	(169.20)	1,315.72	1,500.00	184.28	6,000.00
TOTAL TAXES & INSURANCE	60,120.98	1,964.00	(58,156.98)	63,066.38	71,509.00	8,442.62	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	0.00	1,000.00	1,000.00	1,406.54	2,000.00	593.46	4,000.00
721102 - Flooring: Carpet & Tile	2,983.45	1,000.00	(1,983.45)	9,026.49	5,000.00	(4,026.49)	8,000.00
721105 - Water Heaters	0.00	0.00	0.00	533.93	0.00	(533.93)	0.00
721106 - HVAC Equipment	737.87	2,000.00	1,262.13	5,230.95	5,500.00	269.05	10,000.00
721112 - Doors & Wndows (Exterior)	0.00	0.00	0.00	711.50	0.00	(711.50)	0.00
TOTAL EQUIPMENT PURCHASES	3,721.32	4,000.00	278.68	16,909.41	12,500.00	(4,409.41)	22,000.00
TOTAL CORPORATE EXPENSES	456,725.14	59,977.00	(396,748.14)	591,681.63	241,213.00	(350,468.63)	968,134.00
NET PROFIT OR LOSS	(368,793.53)	26,457.67	(395,251.20)	(321,906.95)	18,091.01	(339,997.96)	62,367.04
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	5,762.00	3,950.00	(1,812.00)	23,048.00	11,850.00	(11,198.00)	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	84,860.00	66,975.00	(17,885.00)	267,900.00
790201 - PROPERTY INS ESC WITHDRAWALS	(58,202.78)	0.00	58,202.78	(58,202.78)	(64,900.00)	(6,697.22)	(267,900.00)
791000 - PROV FOR REPLACEMENTS	2,409.39	2,410.00	0.61	9,637.56	7,230.00	(2,407.56)	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	5,055.40	5,056.00	0.60	17,935.26	13,651.00	(4,284.26)	54,702.00
TOTAL NON-OPERATING EXPENSES	(23,760.99)	33,741.00	57,501.99	77,278.04	34,806.00	(42,472.04)	61,982.00
NET CASH (+) / DEF (-)	(345,032.54)	(7,283.33)	(337,749.21)	(399,184.99)	(16,714.99)	(382,470.00)	385.04

Created on:

Janies Garden Balance Sheet

March 31, 2025

Reporting Book:
As of Date:
Location:

ACCRUAL
03/31/2025
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	(38,792.21)
CASH IN BANK - SECURITY DEPOSITS	60,573.68
Total Cash	<u>13,240.65</u>

Accounts Receivable

A/R - RESIDENTS	19,911.90
HAP / RAP / Rent Sup - Suspense	(2,790.00)
Voucher / PBV - Suspense	12,692.82
A/R - PBV SUBSIDY	2,605.00
A/R - VOUCHER SUBSIDY	460.00
DUE FROM PARTNERS	200.00
DUE TO/FROM-OTHERS (OPERATIONS)	70,299.67
Intra-Partnership Exchange	(6,147.57)
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(6,160.50)
Total Accounts Receivable	<u>91,071.32</u>

Deposits & Escrows

REAL ESTATE TAX ESCROW	52,808.32
PROPERTY & LIABILITY INSURANCE ESCROW	176,869.36
RESERVE FOR REPLACEMENTS	67,520.31
OPERATING RESERVE FUND	223,039.15
Total Deposits & Escrows	<u>520,237.14</u>

Other Current Assets

PREPAID PROPERTY INSURANCE	59,338.00
MISC PREPAID EXPENSE	118.25
Total Other Current Assets	<u>59,456.25</u>

Total Current Assets

684,005.36

Fixed Assets

LAND	559,730.00
BUILDINGS	14,771,868.18

Depreciation & Amortization

ACC DEPR BUILDINGS	(9,200,769.00)
Total Depreciation & Amortization	<u>(9,200,769.00)</u>

Total Fixed Assets

6,130,829.18

Other Assets	
DEPOSITS - RECEIVABLE	24,803.47
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	(42,568.35)
Total Assets	<u>6,772,266.19</u>
Liabilities & Equity	
Liabilities	
Current Liabilities	
DEVELOPMENT FEE PAYABLE	292,683.66
DUE TO MMA MASTER ESCROW OPERATING	(41,194.91)
ACCOUNTS PAYABLE	593,520.83
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	2,767.00
Total Current Liabilities	4,467,468.40
Other Current Liabilities	
SECURITY DEPOSIT LIABILITY	55,357.42
SECURITY DEP INT LIABILITY	1,850.67
PREPAID RENTS	17,693.83
Total Other Current Liabilities	74,901.92
Long Term Liabilities	
DEFERRED FINANCING FEES	(113,408.68)
1ST MORTGAGE PAYABLE	1,379,872.65
SECOND MORTGAGE PAYABLE (Old)	325,000.00
OTHER MORTGAGE PAYABLE (Old)	1,869,500.00
LOAN PAYABLE	765,000.00
Total Long Term Liabilities	4,225,963.97
Total Liabilities	8,768,334.29
Equity	
Retained Earnings	(1,674,161.15)
Current Net Income	(321,906.95)
Total Equity	(1,996,068.10)
Total Liabilities & Equity	<u>6,772,266.19</u>

Janies Garden II

Budget Operating Report

As of March 31, 2025

Reporting Book: ACCRUAL
 As of Date: 03/31/2025
 Location: Janies Garden II

	Month Ending 03/31/2025			01/01/2025 Through 03/31/2025			Year Ending 12/31/2025
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	38,816.00	32,808.00	6,008.00	120,644.00	98,424.00	22,220.00	393,696.00
512100 - SUBSIDY REVENUE	36,768.00	35,000.00	1,768.00	106,062.00	105,000.00	1,062.00	420,000.00
TOTAL RENT INCOME	75,584.00	67,808.00	7,776.00	226,706.00	203,424.00	23,282.00	813,696.00
VACANCIES							
522000 - VACANCIES - TENANT	(7,070.00)	(830.00)	(6,240.00)	(25,287.00)	(3,320.00)	(21,967.00)	(11,680.00)
TOTAL VACANCIES	(7,070.00)	(830.00)	(6,240.00)	(25,287.00)	(3,320.00)	(21,967.00)	(11,680.00)
NET RENTAL INCOME	68,514.00	66,978.00	1,536.00	201,419.00	200,104.00	1,315.00	802,016.00
SERVICES INCOME							
533000 - TENANT APPLICATION FEE	50.00	0.00	50.00	400.00	0.00	400.00	0.00
TOTAL SERVICES INCOME	50.00	0.00	50.00	400.00	0.00	400.00	0.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	22.70	0.00	22.70	96.17	0.00	96.17	0.00
541200 - INT INC - RESERVES & ESCROWS	0.00	0.00	0.00	2,438.08	0.00	2,438.08	0.00
541400 - INT INC - OPERATING RESERVE	0.00	0.00	0.00	869.37	0.00	869.37	0.00
541500 - INT INC - DEBT SERVICE RESERVE	0.00	0.00	0.00	2,011.80	0.00	2,011.80	0.00
TOTAL FINANCIAL INCOME	22.70	0.00	22.70	5,415.42	0.00	5,415.42	0.00
OTHER INCOME							
592500 - LATE CHARGES	450.00	700.00	(250.00)	2,000.00	2,100.00	(100.00)	8,000.00
593600 - LEGAL INCOME	1,027.50	0.00	1,027.50	1,027.50	0.00	1,027.50	0.00
593800 - CLEANING FEE	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
593900 - DAMAGES	117.00	100.00	17.00	2,068.27	300.00	1,768.27	1,800.00
TOTAL OTHER INCOME	1,594.50	800.00	794.50	5,095.77	2,400.00	2,695.77	10,800.00
TOTAL INCOME	70,181.20	67,778.00	2,403.20	212,330.19	202,504.00	9,826.19	812,816.00
TOTAL CORPORATE EXPENSES							
RENTING EXPENSES							
621000 - ADVERTISING	699.94	70.00	(629.94)	699.94	210.00	(489.94)	700.00
622500 - CREDIT REPORTS	131.10	29.00	(102.10)	196.65	87.00	(109.65)	350.00
624500 - INSPECTION FEES	0.00	518.00	518.00	0.00	518.00	518.00	1,000.00
625500 - EVICTION EXPENSE	902.50	232.00	(670.50)	1,027.50	696.00	(331.50)	3,396.00
TOTAL RENTING EXPENSES	1,733.54	849.00	(884.54)	1,924.09	1,511.00	(413.09)	5,446.00
ADMINISTRATIVE EXPENSES							
631000 - OFFICE PAYROLL	1,058.98	1,162.00	103.02	2,011.63	3,486.00	1,474.37	15,394.00
631100 - OFFICE EXPENSE	678.37	300.00	(378.37)	1,752.72	1,100.00	(652.72)	3,800.00

631111 - BANK CHARGES	83.06	65.00	(18.06)	246.93	215.00	(31.93)	800.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	218.00	218.00	0.00	218.00	218.00	872.00
631502 - OFFICE/COMPUTER - SERVICES	499.75	490.00	(9.75)	499.75	490.00	(9.75)	1,960.00
632000 - MANAGEMENT FEES	4,673.72	3,775.00	(898.72)	11,146.40	11,325.00	178.60	45,300.00
632500 - ANSWERING SERVICE	183.68	30.00	(153.68)	273.28	90.00	(183.28)	359.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	1,344.00	1,344.00	0.00	4,032.00	4,032.00	0.00	17,808.00
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	2,750.00	(4,025.00)	11,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	575.28	602.00	26.72	575.28	602.00	26.72	2,408.00
635400 - SOFTWARE LICENSE EXPENSE	8,294.60	0.00	(8,294.60)	8,373.31	5,000.00	(3,373.31)	5,000.00
636000 - TELEPHONE	434.31	210.00	(224.31)	516.57	630.00	113.43	2,520.00
636500 - CABLE TV / INTERNET EXPENSE	102.60	102.00	(0.60)	307.80	306.00	(1.80)	1,220.00
637000 - BAD DEBT EXPENSE	0.00	500.00	500.00	0.00	1,500.00	1,500.00	6,000.00
637600 - SOCIAL SERVICE SUPPLIES	0.00	83.00	83.00	0.00	249.00	249.00	1,000.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,623.49	2,490.00	(133.49)	7,870.47	7,470.00	(400.47)	29,880.00
638400 - TRAINING EXPENSE	0.00	118.00	118.00	632.00	354.00	(278.00)	1,648.00
638500 - TRAVEL EXPENSE	0.00	75.00	75.00	0.00	225.00	225.00	900.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	84.00	84.00	0.00	252.00	252.00	1,008.00
Total ADMINISTRATIVE EXPENSES	20,551.84	14,398.00	(6,153.84)	45,216.03	40,294.00	(4,922.03)	148,877.00

OPERATING EXPENSE

641900 - UNIFORMS EXPENSE	0.00	40.00	40.00	0.00	120.00	120.00	395.00
643000 - MAINTENANCE PAYROLL	3,557.43	3,673.00	115.57	12,287.64	11,019.00	(1,268.64)	48,636.00
643100 - JANITOR SUPPLIES	119.12	250.00	130.88	477.16	650.00	172.84	2,000.00
645000 - ELECTRICITY	297.44	500.00	202.56	1,021.74	1,500.00	478.26	6,000.00
645050 - ELECTRICITY - Vacant Unit	902.90	0.00	(902.90)	2,303.34	0.00	(2,303.34)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	(38.45)	0.00	38.45	(38.45)	0.00	38.45	0.00
645100 - WATER	1,707.11	3,100.00	1,392.89	8,886.21	9,300.00	413.79	37,200.00
645300 - SEWER	2,870.98	4,880.00	2,009.02	15,007.30	14,640.00	(367.30)	58,560.00
645500 - UTILITY PROCESSING / COMMISSIONS	133.28	70.00	(63.28)	198.56	210.00	11.44	840.00
645551 - Vacant Unit Recovery Fees	47.18	0.00	(47.18)	93.58	0.00	(93.58)	0.00
646000 - EXTERMINATING	0.00	250.00	250.00	364.36	750.00	385.64	3,000.00
647000 - GARBAGE & RUBBISH REMOVAL	710.89	1,601.00	890.11	2,885.64	4,803.00	1,917.36	19,212.00
647100 - FIRE SERVICE FEE / REPAIRS	3,564.34	933.00	(2,631.34)	6,991.68	2,799.00	(4,192.68)	11,200.00
649000 - MISC OPERATING EXPENSE	0.00	83.00	83.00	29.94	249.00	219.06	1,000.00
TOTAL OPERATING EXPENSE	13,872.22	15,380.00	1,507.78	50,508.70	46,040.00	(4,468.70)	188,043.00

MAINTENANCE EXPENSE

650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	0.00	249.00	249.00	1,000.00
652001 - GROUNDS - Supplies	0.00	500.00	500.00	0.00	500.00	500.00	1,000.00
652002 - GROUNDS - Contract	1,650.00	1,699.00	49.00	4,950.00	5,097.00	147.00	20,406.00
653000 - EXTERIOR PAINTING / REPAIRS	14.42	1,013.00	998.58	109.49	1,539.00	1,429.51	6,906.00
653500 - CLEANING EXPENSE	3,030.60	0.00	(3,030.60)	3,030.60	0.00	(3,030.60)	0.00
654100 - REPAIRS - APPLIANCES	492.96	251.00	(241.96)	1,381.34	753.00	(628.34)	3,005.00
654200 - REPAIRS - CARPET & FLOORS	0.00	250.00	250.00	0.00	660.00	660.00	2,000.00
654300 - REPAIRS - CARPENTRY	2,999.68	357.00	(2,642.68)	5,585.08	2,547.00	(3,038.08)	6,000.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	38.70	0.00	(38.70)	0.00
654400 - REPAIRS - ELECTRICAL	176.19	251.00	74.81	1,672.35	951.00	(721.35)	3,500.00
654600 - REPAIRS - PLUMBING	432.47	300.00	(132.47)	3,219.44	2,700.00	(519.44)	5,602.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	30,465.61	0.00	(30,465.61)	45,818.55	0.00	(45,818.55)	0.00
654702 - REPAIRS - PROP DAMAGE/CLAIMS (OTHER / NON-ACC)	0.00	0.00	0.00	(15,352.94)	0.00	15,352.94	0.00
655100 - REPAIRS - HVAC	447.16	499.50	52.34	2,075.88	3,502.50	1,426.62	8,500.00

656000 - DECORATING EXPENSE	1,630.13	317.00	(1,313.13)	2,186.88	1,350.00	(836.88)	5,001.00
657000 - MOTOR VEHICLE REPAIRS	0.00	100.00	100.00	78.00	300.00	222.00	1,200.00
658500 - SMALL TOOLS EXPENSE	9.63	168.00	158.37	126.98	336.00	209.02	1,000.00
659000 - MISC MAINTENANCE EXPENSE	46.20	42.00	(4.20)	841.20	126.00	(715.20)	506.00
TOTAL MAINTENANCE EXPENSE	41,395.05	5,830.50	(35,564.55)	55,761.55	20,610.50	(35,151.05)	65,626.00
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	9,968.75	9,925.00	(43.75)	39,875.00	29,775.00	(10,100.00)	119,100.00
TOTAL INTEREST EXPENSE	9,968.75	9,925.00	(43.75)	39,875.00	29,775.00	(10,100.00)	119,100.00
TAXES & INSURANCE							
671000 - TAXES - REAL ESTATE	0.00	0.00	0.00	0.00	0.00	0.00	35,100.00
671100 - PAYROLL TAXES	576.05	486.00	(90.05)	1,583.67	2,026.00	442.33	6,863.00
672000 - INSURANCE EXPENSE	46,020.80	51,300.00	5,279.20	46,020.80	51,300.00	5,279.20	167,400.00
672100 - HEALTH INSURANCE	276.54	400.00	123.46	829.73	1,200.00	370.27	4,800.00
672200 - WORKERS COMP INSURANCE	102.71	147.00	44.29	284.36	441.00	156.64	1,943.00
672300 - LITIGATION SETTLEMENT	0.00	167.00	167.00	0.00	501.00	501.00	2,000.00
TOTAL TAXES & INSURANCE	46,976.10	52,500.00	5,523.90	48,718.56	55,468.00	6,749.44	218,106.00
OTHER EXPENSES							
687500 - TRUSTEE FEES	740.00	740.00	0.00	2,960.00	2,220.00	(740.00)	8,880.00
TOTAL OTHER EXPENSES	740.00	740.00	0.00	2,960.00	2,220.00	(740.00)	8,880.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	4,244.94	800.00	(3,444.94)	6,869.73	2,400.00	(4,469.73)	8,800.00
721102 - Flooring: Carpet & Tile	5,004.75	800.00	(4,204.75)	9,372.20	2,400.00	(6,972.20)	8,800.00
721106 - HVAC Equipment	1,475.74	1,500.00	24.26	3,623.02	4,500.00	876.98	18,500.00
721112 - Doors & Wndows (Exterior)	314.28	1,500.00	1,185.72	2,010.18	4,500.00	2,489.82	4,500.00
TOTAL EQUIPMENT PURCHASES	11,039.71	4,600.00	(6,439.71)	21,875.13	13,800.00	(8,075.13)	40,600.00
TOTAL CORPORATE EXPENSES	146,277.21	104,222.50	(42,054.71)	266,839.06	209,718.50	(57,120.56)	794,678.00
NET PROFIT OR LOSS	(76,096.01)	(36,444.50)	(39,651.51)	(54,508.87)	(7,214.50)	(47,294.37)	18,138.00
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	2,666.65	2,925.00	258.35	10,666.60	8,775.00	(1,891.60)	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	22,000.08	41,625.00	19,624.92	166,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	(46,020.80)	(51,300.00)	(5,279.20)	(46,020.80)	(51,300.00)	(5,279.20)	(166,500.00)
791000 - PROV FOR REPLACEMENTS	1,700.00	1,700.00	0.00	6,800.00	5,100.00	(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	10,000.00	7,500.00	(2,500.00)	30,000.00
TOTAL NON-OPERATING EXPENSES	(33,654.13)	(30,300.00)	3,354.13	3,445.88	11,700.00	8,254.12	9,800.00
NET CASH (+) / DEF (-)	(42,441.88)	(6,144.50)	(36,297.38)	(57,954.75)	(18,914.50)	(39,040.25)	8,338.00

Created on:

Janies Garden II

Balance Sheet

March 31, 2025

Reporting Book:

As of Date:

Location:

ACCRUAL

03/31/2025

Janies Garden II

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	(22,944.78)
CASH IN BANK- RECONCILIATION	(2,758.30)
CASH IN BANK - SECURITY DEPOSITS	45,717.11
Total Cash	20,414.03

Accounts Receivable

A/R - RESIDENTS	3,775.07
A/R - COMMERCIAL TENANTS	2,271.44
Voucher / PBV - Suspense	(5,903.00)
A/R - PBV SUBSIDY	5,189.00
A/R - VOUCHER SUBSIDY	1,492.00
DUE FROM PARTNERS	200.00
DUE TO/FROM-OTHERS (OPERATIONS)	198,686.72
GRANT RECEIVABLE	4,797.68
NEW RESIDENT - RENT & SEC DEP PAYMENTS	84.00
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(6,650.42)
Total Accounts Receivable	203,942.49

Deposits & Escrows

DEBT SERVICE RESERVE FUND	181,834.19
REAL ESTATE TAX ESCROW	13,648.29
PROPERTY & LIABILITY INSURANCE ESCROW	28,835.54
RESERVE FOR REPLACEMENTS	124,266.11
OPERATING RESERVE FUND	78,576.82
Total Deposits & Escrows	427,160.95

Other Current Assets

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

Total Current Assets

687,948.22

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
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)

Total Assets	5,866,992.61
Liabilities & Equity	

Liabilities

Current Liabilities

DEVELOPMENT FEE PAYABLE	2,221.00
ACCOUNTS PAYABLE	222,248.45
ACCOUNTS PAYABLE - OTHER	26,304.37
ACCRUED INTEREST PAYABLE - 3RD MORTG.	45,572.91
ACCRUED EXPENSE	8,416.00
SECURITY DEPOSIT REFUNDS IN TRANSIT	1,913.40
Total Current Liabilities	306,676.13

Other Current Liabilities

SECURITY DEPOSIT LIABILITY	44,435.87
SECURITY DEP INT LIABILITY	967.08
PREPAID RENTS	22,668.17
Total Other Current Liabilities	68,071.12

Long Term Liabilities

DEFERRED FINANCING FEES	(239,467.00)
1ST MORTGAGE PAYABLE	1,632,500.77
SECOND MORTGAGE PAYABLE (Old)	6,743,500.00
OTHER MORTGAGE PAYABLE (Old)	300,000.00
Total Long Term Liabilities	8,436,533.77

Total Liabilities	8,811,281.02
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Equity

Retained Earnings	(2,889,779.54)
Current Net Income	(54,508.87)

Total Equity	(2,944,288.41)
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Total Liabilities & Equity	5,866,992.61
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Janies Garden III

Budget Operating Report

As of March 31, 2025

Reporting Book:

ACCRUAL

As of Date:

03/31/2025

Location:

Janies Garden III

	Month Ending 03/31/2025			01/01/2025 Through 03/31/2025			Year Ending 12/31/2025
	Actual	Budget	Budget Diff	Actual	Budget	Budget Diff	Budget
RENT INCOME							
512000 - APARTMENT RENT - TENANT	47,948.00	36,200.00	11,748.00	148,082.00	108,600.00	39,482.00	434,400.00
512001 - APARTMENT RENT- TENANT ACC ONLY	7,677.00	0.00	7,677.00	16,271.00	0.00	16,271.00	0.00
512100 - SUBSIDY REVENUE	57,199.00	65,000.00	(7,801.00)	172,904.00	195,000.00	(22,096.00)	780,000.00
TOTAL RENT INCOME	112,824.00	101,200.00	11,624.00	337,257.00	303,600.00	33,657.00	1,214,400.00
VACANCIES							
522000 - VACANCIES - TENANT	(19,143.00)	(5,000.00)	(14,143.00)	(64,088.00)	(15,000.00)	(49,088.00)	(60,000.00)
TOTAL VACANCIES	(19,143.00)	(5,000.00)	(14,143.00)	(64,088.00)	(15,000.00)	(49,088.00)	(60,000.00)
NET RENTAL INCOME	93,681.00	96,200.00	(2,519.00)	273,169.00	288,600.00	(15,431.00)	1,154,400.00
SERVICES INCOME							
531000 - COIN OPERATIONS	0.00	42.00	(42.00)	0.00	126.00	(126.00)	500.00
533000 - TENANT APPLICATION FEE	160.00	42.00	118.00	260.00	126.00	134.00	500.00
TOTAL SERVICES INCOME	160.00	84.00	76.00	260.00	252.00	8.00	1,000.00
FINANCIAL INCOME							
541000 - INTEREST INCOME	1,188.79	0.00	1,188.79	3,928.36	0.00	3,928.36	0.00
541300 - INT INC - AFFORDABILITY RESERVE	426.61	0.00	426.61	1,244.64	0.00	1,244.64	0.00
541400 - INT INC - OPERATING RESERVE	870.92	0.00	870.92	2,530.80	0.00	2,530.80	0.00
TOTAL FINANCIAL INCOME	2,486.32	0.00	2,486.32	7,703.80	0.00	7,703.80	0.00
OTHER INCOME							
592500 - LATE CHARGES	750.00	500.00	250.00	2,350.00	1,500.00	850.00	6,000.00
593800 - CLEANING FEE	75.00	0.00	75.00	1,095.00	0.00	1,095.00	0.00
593900 - DAMAGES	(17.00)	167.00	(184.00)	977.00	501.00	476.00	2,000.00
594000 - PET FEE	100.00	0.00	100.00	675.00	0.00	675.00	0.00
TOTAL OTHER INCOME	908.00	667.00	241.00	5,097.00	2,001.00	3,096.00	8,000.00
TOTAL INCOME	97,235.32	96,951.00	284.32	286,229.80	290,853.00	(4,623.20)	1,163,400.00

TOTAL CORPORATE EXPENSES

RENTING EXPENSES							
621000 - ADVERTISING	740.66	63.00	(677.66)	740.66	189.00	(551.66)	755.00
622500 - CREDIT REPORTS	170.43	42.00	(128.43)	183.54	126.00	(57.54)	506.00
624500 - INSPECTION FEES	0.00	83.00	83.00	0.00	249.00	249.00	1,000.00
625500 - EVICTION EXPENSE	165.00	501.00	336.00	165.00	1,503.00	1,338.00	6,000.00
TOTAL RENTING EXPENSES	1,076.09	689.00	(387.09)	1,089.20	2,067.00	977.80	8,261.00

ADMINISTRATIVE EXPENSES							
631000 - OFFICE PAYROLL	1,100.29	1,225.00	124.71	2,086.72	3,675.00	1,588.28	16,228.00

631100 - OFFICE EXPENSE	702.66	466.00	(236.66)	1,443.22	1,398.00	(45.22)	5,596.00
631111 - BANK CHARGES	143.08	50.00	(93.08)	431.36	550.00	118.64	1,000.00
631500 - OFFICE EQUIPMENT EXPENSE	0.00	250.00	250.00	0.00	250.00	250.00	1,000.00
631502 - OFFICE/COMPUTER - SERVICES	529.15	875.00	345.85	529.15	875.00	345.85	3,500.00
632000 - MANAGEMENT FEES	5,644.67	5,817.00	172.33	16,653.81	17,451.00	797.19	69,803.00
632500 - ANSWERING SERVICE	0.00	32.00	32.00	0.00	96.00	96.00	381.00
633000 - SITE MANAGER'S PAYROLL EXPENSE	3,328.00	3,328.00	0.00	9,984.00	9,984.00	0.00	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	508.00	508.00	2,030.00
635000 - AUDIT EXPENSE	0.00	2,750.00	2,750.00	6,775.00	2,750.00	(4,025.00)	11,000.00
635300 - ALLOC. CENTRALIZED COMPLIANCE COSTS	609.12	610.00	0.88	609.12	610.00	0.88	2,440.00
635400 - SOFTWARE LICENSE EXPENSE	8,780.79	0.00	(8,780.79)	8,867.31	5,000.00	(3,867.31)	5,000.00
636000 - TELEPHONE	463.26	183.00	(280.26)	553.34	549.00	(4.34)	2,200.00
636500 - CABLE TV / INTERNET EXPENSE	380.85	313.00	(67.85)	1,142.55	939.00	(203.55)	3,756.00
637000 - BAD DEBT EXPENSE	2,818.39	1,300.00	(1,518.39)	3,231.44	3,900.00	668.56	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	0.00	216.00	216.00	1,002.00
637604 - SOCIAL SERVICE EXPENSE - 3rd Party	2,792.60	2,649.00	(143.60)	8,377.81	7,947.00	(430.81)	31,788.00
638400 - TRAINING EXPENSE	0.00	250.00	250.00	632.00	750.00	118.00	3,000.00
638500 - TRAVEL EXPENSE	0.00	250.00	250.00	0.00	750.00	750.00	3,000.00
639000 - MISC ADMINISTRATIVE EXPENSE	0.00	133.00	133.00	0.00	399.00	399.00	1,600.00
Total ADMINISTRATIVE EXPENSES	27,292.86	21,061.00	(6,231.86)	62,266.74	58,597.00	(3,669.74)	223,920.00

OPERATING EXPENSE

641900 - UNIFORMS EXPENSE	0.00	33.00	33.00	0.00	99.00	99.00	400.00
643000 - MAINTENANCE PAYROLL	5,423.11	3,935.00	(1,488.11)	14,735.27	11,805.00	(2,930.27)	52,101.00
643100 - JANITOR SUPPLIES	270.12	216.00	(54.12)	662.32	648.00	(14.32)	2,602.00
645000 - ELECTRICITY	1,016.41	1,166.00	149.59	3,494.84	3,498.00	3.16	14,000.00
645050 - ELECTRICITY - Vacant Unit	612.23	0.00	(612.23)	2,490.11	0.00	(2,490.11)	0.00
645051 - ELECTRICITY - Vacant Unit Recovery	(72.10)	0.00	72.10	(92.07)	0.00	92.07	0.00
645100 - WATER	2,666.85	3,350.00	683.15	8,628.95	10,050.00	1,421.05	40,200.00
645300 - SEWER	3,881.44	5,000.00	1,118.56	12,778.06	15,000.00	2,221.94	60,000.00
645500 - UTILITY PROCESSING / COMMISSIONS	141.12	72.00	(69.12)	210.24	216.00	5.76	864.00
645551 - Vacant Unit Recovery Fees	85.86	0.00	(85.86)	123.76	0.00	(123.76)	0.00
646000 - EXTERMINATING	0.00	500.00	500.00	382.36	1,500.00	1,117.64	6,000.00
647000 - GARBAGE & RUBBISH REMOVAL	249.46	1,419.00	1,169.54	531.11	4,257.00	3,725.89	16,995.00
647050 - GARBAGE & RUBBISH REMOVAL - Vacant Unit	294.75	0.00	(294.75)	1,263.00	0.00	(1,263.00)	0.00
647100 - FIRE SERVICE FEE / REPAIRS	9,080.95	2,267.00	(6,813.95)	12,321.23	2,511.00	(9,810.23)	10,005.00
649000 - MISC OPERATING EXPENSE	0.00	250.00	250.00	29.93	750.00	720.07	3,000.00
TOTAL OPERATING EXPENSE	23,650.20	18,208.00	(5,442.20)	57,559.11	50,334.00	(7,225.11)	206,167.00

MAINTENANCE EXPENSE

650500 - PROTECTION/SECURITY COSTS	0.00	83.00	83.00	0.00	249.00	249.00	996.00
652001 - GROUNDS - Supplies	0.00	2,500.00	2,500.00	0.00	3,500.00	3,500.00	3,500.00
652002 - GROUNDS - Contract	1,715.00	1,571.00	(144.00)	5,145.00	4,713.00	(432.00)	20,504.00
653000 - EXTERIOR PAINTING / REPAIRS	0.00	600.00	600.00	95.10	1,800.00	1,704.90	7,200.00
653500 - CLEANING EXPENSE	2,913.70	1,000.00	(1,913.70)	5,930.34	2,000.00	(3,930.34)	5,000.00
654100 - REPAIRS - APPLIANCES	731.21	300.00	(431.21)	590.28	900.00	309.72	3,750.00
654200 - REPAIRS - CARPET & FLOORS	0.00	150.00	150.00	0.00	450.00	450.00	1,800.00
654300 - REPAIRS - CARPENTRY	3,287.78	450.00	(2,837.78)	6,169.57	1,310.00	(4,859.57)	5,000.00
654307 - REPAIRS - Hardware	0.00	0.00	0.00	41.28	0.00	(41.28)	0.00
654400 - REPAIRS - ELECTRICAL	2,115.16	333.00	(1,782.16)	3,346.86	1,399.00	(1,947.86)	4,996.00

654600 - REPAIRS - PLUMBING	1,724.70	550.00	(1,174.70)	3,080.55	1,650.00	(1,430.55)	6,000.00
654700 - REPAIRS - PROP DAMAGE/CLAIMS	26,833.50	0.00	(26,833.50)	65,268.41	0.00	(65,268.41)	0.00
654800 - SERVICE CONTRACTS	0.00	150.00	150.00	0.00	450.00	450.00	1,800.00
655100 - REPAIRS - HVAC	427.13	1,005.00	577.87	2,969.71	3,015.00	45.29	12,000.00
656000 - DECORATING EXPENSE	3,689.94	1,830.00	(1,859.94)	8,865.97	2,562.00	(6,303.97)	8,800.00
656003 - DECORATING - Draperies / Blinds	220.10	0.00	(220.10)	309.87	0.00	(309.87)	0.00
657000 - MOTOR VEHICLE REPAIRS	0.00	125.00	125.00	82.31	375.00	292.69	1,506.00
658000 - MAIN EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
658500 - SMALL TOOLS EXPENSE	38.95	30.00	(8.95)	156.30	390.00	233.70	1,300.00
659000 - MISC MAINTENANCE EXPENSE	41.94	200.00	158.06	41.94	600.00	558.06	2,000.00
TOTAL MAINTENANCE EXPENSE	43,739.11	10,877.00	(32,862.11)	102,093.49	25,363.00	(76,730.49)	87,152.00
INTEREST EXPENSE							
682000 - 1ST MORTGAGE INTEREST	5,752.53	5,753.00	0.47	18,508.15	18,509.00	0.85	74,695.00
TOTAL INTEREST EXPENSE	5,752.53	5,753.00	0.47	18,508.15	18,509.00	0.85	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	746.71	665.00	(81.71)	2,114.34	2,723.00	608.66	9,380.00
672000 - INSURANCE EXPENSE	48,727.91	54,300.00	5,572.09	48,727.91	54,300.00	5,572.09	260,500.00
672100 - HEALTH INSURANCE	596.16	700.00	103.84	1,788.75	2,100.00	311.25	8,400.00
672200 - WORKERS COMP INSURANCE	118.68	174.00	55.32	332.04	522.00	189.96	2,298.00
TOTAL TAXES & INSURANCE	50,189.46	55,839.00	5,649.54	52,963.04	59,645.00	6,681.96	322,278.00
EQUIPMENT PURCHASES							
721101 - Kitchen Appliances	0.00	1,500.00	1,500.00	4,917.21	4,500.00	(417.21)	10,000.00
721102 - Flooring: Carpet & Tile	0.00	1,500.00	1,500.00	0.00	4,500.00	4,500.00	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	0.00	1,000.00	1,000.00	1,000.00
721106 - HVAC Equipment	737.87	1,500.00	762.13	5,645.35	4,500.00	(1,145.35)	9,000.00
721112 - Doors & Wndows (Exterior)	2,643.08	0.00	(2,643.08)	3,779.29	0.00	(3,779.29)	0.00
TOTAL EQUIPMENT PURCHASES	3,380.95	4,500.00	1,119.05	14,911.85	14,500.00	(411.85)	26,000.00
TOTAL CORPORATE EXPENSES	155,081.20	116,927.00	(38,154.20)	309,391.58	229,015.00	(80,376.58)	948,473.00
NET PROFIT OR LOSS	(57,845.88)	(19,976.00)	(37,869.88)	(23,161.78)	61,838.00	(84,999.78)	214,927.00
NON-OPERATING EXPENSES							
790100 - R/E TAXE ESCROW DEPOSITS	4,431.51	3,475.00	(956.51)	12,464.14	10,425.00	(2,039.14)	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	57,267.35	64,875.00	7,607.65	259,500.00
790201 - PROPERTY INS ESC WITHDRAWALS	(48,727.91)	(54,300.00)	(5,572.09)	(48,727.91)	(54,300.00)	(5,572.09)	(259,500.00)
791000 - PROV FOR REPLACEMENTS	2,213.77	2,214.00	0.23	6,641.31	6,642.00	0.69	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	1,759.06	1,759.00	(0.06)	4,026.62	4,027.00	0.38	15,448.00
TOTAL NON-OPERATING EXPENSES	(21,533.66)	(25,227.00)	(3,693.34)	31,671.51	31,669.00	(2.51)	16,214.00
NET CASH (+) / DEF (-)	(36,312.22)	5,251.00	(41,563.22)	(54,833.29)	30,169.00	(85,002.29)	198,713.00

Created on:

Janies Garden III

Balance Sheet

March 31, 2025

Reporting Book:

As of Date:

Location:

ACCRUAL

03/31/2025

Janies Garden III

Assets

Current Assets

Cash

PETTY CASH	400.00
CASH IN BANK GENERAL	568,551.88
CASH IN BANK - DEVELOPMENT	1,199.61
CASH IN BANK - SECURITY DEPOSITS	51,078.02
Total Cash	621,229.51

Accounts Receivable

A/R - RESIDENTS	11,149.87
Voucher / PBV - Suspense	(8,419.00)
A/R - PBV SUBSIDY	11,627.00
A/R - VOUCHER SUBSIDY	4,722.00
DUE FROM PARTNERS	100.00
DUE TO/FROM-OTHERS (OPERATIONS)	4,641.18
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(8,270.05)
Total Accounts Receivable	15,551.00

Deposits & Escrows

REAL ESTATE TAX ESCROW	22,157.60
PROPERTY & LIABILITY INSURANCE ESCROW	187,403.28
RESERVE FOR REPLACEMENTS	74,343.69
ESCROWS - OTHER	298,733.32
OPERATING RESERVE FUND	25,093.82
AFFORDABILITY RESERVE	156,899.04
Total Deposits & Escrows	764,630.75

Other Current Assets

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

Total Current Assets 1,457,160.26

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	3,504.64
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	94,005.64

Total Assets

9,211,776.69

Liabilities & Equity

Liabilities

Current Liabilities

ACCOUNTS PAYABLE	27,952.19
ACCOUNTS PAYABLE - OTHER	330,392.28
ACTS PAY - RES EXCESS HSING ASST P	58.00
ACCRUED 1ST MORTGAGE INTEREST PAYABLE	1,174,804.97
ACCRUED INTEREST PAYABLE - 2ND MORTG.	6,381.00
ACCRUED EXPENSE	6,857.00
ACCRUED PARTNERSHIP EXPENSES	3,800.31
SECURITY DEPOSIT REFUNDS IN TRANSIT	2,591.31
Total Current Liabilities	1,552,837.06

Other Current Liabilities

SECURITY DEPOSIT LIABILITY	50,162.00
SECURITY DEP INT LIABILITY	1,383.56
PREPAID RENTS	41,422.73
Total Other Current Liabilities	92,968.29

Long Term Liabilities

DEFERRED FINANCING FEES	(134,334.82)
1ST MORTGAGE PAYABLE	1,210,717.83
2ND MORTGAGE PAYABLE	2,815,931.00
Total Long Term Liabilities	3,892,314.01

Total Liabilities	5,538,119.36
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Equity

Retained Earnings	3,696,892.93
Current Net Income	(23,235.60)

Total Equity	3,673,657.33
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Total Liabilities & Equity

9,211,776.69



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

Development Ad Hoc Committee Meeting
1300 Blvd of the Arts, Sarasota, FL 34236
March 11, 2025 | 4:30 pm

I. CALL TO ORDER: The Development Ad Hoc Committee meeting was called to order at 4:31 pm.

II. ROLL CALL

Commissioners Present: Jack Meredith, Ernestine Taylor and Duane Finger (Video)

Committee Members Not Present: None

SHA Personnel: William Russell and Andrea Keddell

Development Partners/Invited Attendees: Jake Zunamon

III. DEVELOPMENT PROJECT UPDATES

A. McCown New Tower/Parking Garage

- Mr. Russell reported that the Live Local Request for Applications (RFA) with the Florida Housing Funding Corp (FHFC) was not funded, falling just short of the required threshold. However, there is pending litigation at the state level that could result in the application being funded after all.
- The team will need to go back to the drawing board and consider rezoning it. Mr. Russell mentioned that the County is receiving another \$210 million in Disaster Recovery Funds (Resilient SRQ Funds) and SHA could ask for some funds from that. Commissioner Meredith suggested getting in front of the County before the funds come out.
- Mr. Zunamon is to work with Chris Gallagher at Hoyt to create a rendering of McCown Tower, including a green space on the parking deck. Commissioner Meredith suggested that a green space could be a good selling point to current residents and the County.
 - Mr. Russell said there are plans to hold meetings with the Residents to discuss the concept of this project.
- Mr. Russell will put together some talking points and see about getting spots on the schedule for he and several SHA Commissioners to present to County Board Commissioners about McCown Tower project.

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

- Mr. Zunamon reported on the progress of Cypress Square II and that the project should close in early April. Permits are ready to be submitted once funds are secured.
- Commissioner Meredith inquired about scheduling a possible groundbreaking day/event. Mr. Russell stated that the event would take place once all the demolition is almost completed.

- Mr. Zunamon reported that Marmer Construction is the contractor for this project and that it's estimated to take about 15 months, with the first building expected to be handed over to management for leasing in the summer of 2026.

C. Lofts on Lemon (Phase II)

- Mr. Zunamon reported that the project should close in mid-May, possibly June 2025.
- The contractor is JP Wiseman Construction, and they hope to start pre-development work prior to closing to speed up the process. This project has an 18-month schedule.
 - Mr. Russell stated a presentation was brought to the City by Commissioner Ahearn-Koch providing information and asking for fees to be waived.
- The 1st ARPA draw was submitted to the County. Funds need to be expended by end of 2026.

D. Cypress Square III (Courts-Phase III)/Amaryllis Park Place IV & Central Gardens (22nd Street)

- Mr. Zunamon reported this project is in the early phase of underwriting. The project has received funding from FHFC. Now the project needs to go to the Development Review Committee (DRC) for Cypress III and get feedback from the City. This should be done in April and then the construction plans can be updated.
- Mr. Zunamon reported that finance numbers have gone out to prospective lending institutions and they're looking at a Q1 closing for 2026 (Jan/Feb).

IV. ADJOURNMENT

The Development Committee meeting was adjourned at 4:48 pm.

HOUSING CHOICE VOUCHER MONTHLY BOARD REPORT-2025

HAP Utilization YTD

All HAP Funds 98.1%

Annual ABA only 101%

Leasing Update

	January	February	March	April	May	June	July	August	September	October	November	December
Homeownership	26	25	25									
Family Unification Program	48	48	48									
Foster Youth to Independence	6	6	6									
Port out vouchers that belong to us	22	24	24									
Veterans Supportive Vouchers Housed	209	210	215									
Tenant Protection Vouchers	113	112	113									
Regular Vouchers leased up	1031	1031	1030									
Project Based Vouchers	274	278	278									
Mainstream	132	130	128									
Emergency Housing Vouchers	50	50	51									
City Homeless Preference	31	30	33									
YMCA Homeless Preference	15	15	15									
Total Vouchers Leased first of month	1957	1959	1966	0	0	0	0	0	0	0	0	0

Port In vouchers that we administer for other agencies

2 2 2

Total vouchers issued and not leased up

29 35 25

Homeless Preference Report

	YMCA	CITY
Number of Vouchers Approved	15	60
Number of Vouchers Leased	15	33
Number of Referrals pending approval	0	0
Number of Referrals looking for units	0	0
Number of Empty Slots without a Referral	0	27

Report Instructions: Run VMS Summary Rpt

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: McCown Tower Project: All Projects Date From: 04/01/2024 Through: 03/31/2025

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	83
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.	9
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.	9.22
V13100	Average unit turnaround days.	9.22

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	184
W10100	Total number of emergency work orders completed / abated within 24 hours.	167
W10200	Percentage of emergency work orders completed / abated within 24 hours.	90.76%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	648
W10600	Total number of calendar days it took to complete non-emergency work orders.	6918
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.	10.68

Totals for McCown Tower Rent: \$32,600.00 Paid: \$32,600.00 (100%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: Annex Project: All Projects Date From: 04/01/2024 Through: 03/31/2025

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	229
V12500	Total number of vacancy days exempted for Capital Fund.	0
V12600	Total number of vacancy days exempted for Other.	95
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	12
V12800	Average number of calendar days units were in downtime.	1.58
V12900	Average number of calendar days units were in make ready time	6.50
V13000	Average number of calendar days units were in lease up time.	11.00
V13100	Average unit turnaround days.	19.08

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	147
W10100	Total number of emergency work orders completed / abated within 24 hours.	135
W10200	Percentage of emergency work orders completed / abated within 24 hours.	91.84%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	559
W10600	Total number of calendar days it took to complete non-emergency work orders.	2773
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	0.00
W10800	Average completion days.	4.96

Totals for Annex Rent: \$27,153.00 Paid: \$26,909.00 (99.1%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: Bertha Mitchell Project: All Projects Date From: 04/01/2024 Through: 03/31/2025

Sub Indicator # 1: Vacant Unit Turnaround Time Summary

Code	Description	Result
V12400	Total number of turnaround days	770
V12500	Total number of vacancy days exempted for Capital Fund.	1052
V12600	Total number of vacancy days exempted for Other.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	25
V12800	Average number of calendar days units were in downtime.	7.32
V12900	Average number of calendar days units were in make ready time	2.60
V13000	Average number of calendar days units were in lease up time.	20.88
V13100	Average unit turnaround days.	30.80

Sub Indicator # 3: Work Order (Emergency)

Code	Description	Result
W10000	Total number of emergency work orders.	450
W10100	Total number of emergency work orders completed / abated within 24 hours.	436
W10200	Percentage of emergency work orders completed / abated within 24 hours.	96.89%

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	825
W10600	Total number of calendar days it took to complete non-emergency work orders.	8204
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.	9.94

Totals for Bertha Mitchell Rent: \$37,897.00 Paid: \$36,905.67 (97.4%)

Sarasota Housing Authority
HUD - 50072: PHAS Management Operation Certification
Program: SVC Project: All Projects Date From: 04/01/2024 Through: 03/31/2025

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

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

Code	Description	Result
W10500	Total number of non-emergency work orders.	107
W10600	Total number of calendar days it took to complete non-emergency work orders.	193
W10700	Avg. number of days PHA has reduced the time it takes to complete non-emergency work orders over the past 3 years.	8.75
W10800	Average completion days.	1.80

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

Resident Characteristics Report

As of March 31, 2025

Program type : **Public Housing**

Level of Information : **State**

Effective Dates Included : **December 1, 2023** through **March 31, 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	883,771	725,560	679,724
FL	23,813	19,361	16,945

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	320,027	46	176,944	26	102,729	15	66,372	10	22,878	3
FL	9,400	50	4,512	24	2,753	15	1,506	8	516	3

Average Annual Income (\$)	
State	Average Annual Income
US	19,136
FL	19,084

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	9	8	31	13	9	24
FL	3	8	7	37	12	8	24

Distribution of Source of Income as a % of 50058 Received ** Some families have multiple sources of income **					
State	With any wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With No Income
US	33	30	57	20	3
FL	34	33	60	21	2

TTP/Family Type Information

Distribution of Total Tenant Payment as a % of 50058 Received

State	\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
US	0	4	7	3	6	34	16	30
FL	0	0	7	4	6	38	14	31

Average Monthly TTP (\$)

State	Average Monthly TTP
US	461
FL	457

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	119,539	17	4,571	1	106,670	15	198,815	29	131,111	19	4,775	1	96,566	14	26,903	4	214,059	31
FL	3,162	17	132	1	2,006	11	6,575	35	4,108	22	146	1	1,787	10	771	4	7,179	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	491	763	514	465	416	657	383	510	462
FL	427	759	568	506	361	591	386	478	502

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	143,374	10	337,684	24	473,491	34	147,436	11	254,784	18	31,488	2
FL	4,563	11	12,873	30	13,337	31	3,128	7	7,348	17	1,116	3

Distribution by Household Size as a % of 50058 Received

State	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons	9 persons	10+ persons
US	51	21	13	8	4	2	1	0	0	0
FL	44	22	14	10	5	3	1	0	0	0

Total Household Members and Average Household Size

State	Total Number of Household Members	Average Household Size	Total Number of Households
US	1,388,231	2	688,950
FL	42,363	2.3	18,687

Distribution by Number of Bedrooms as a % of 50058 Received

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

Length of Stay Information

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

State	Less than 1 year		1 to 2 years		2 to 5 years		5 to 10 years		10 to 20 years		Over 20 years	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
US	120,333	17	52,724	8	115,205	17	135,751	20	138,387	20	126,550	18
FL	3,048	16	1,491	8	3,629	19	4,459	24	4,104	22	1,956	10

Janie's Garden Occupancy Report-2025

Month-End: March 2025

Phase I						
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (26)	26	4	12		0	85%
LIHTC (41)	40	2	5			95%
PBV - None						
Market (19)	18		9			100%
Total (86)	84	6	26	0	0	93%

Phase II						
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
RAD PBV (21)	21	3			0	86%
LIHTC (33)	33		0		0	100%
PBV (14)	14	2	0		0	
Market(0)						
Total (68)	68	5	0	0	0	93%

Phase III						
	Occupied	Vacant	Total	# Subsidized	# of	Occupancy
PBV/TPV (26)	26	4	52		0	85%
LIHTC (18)	18					100%
PBV (40)	13	5				62%
Market (14)	14					100%
Total (72)	71	9	52	0	0	87%

All units are pre-leased

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

Total Number of Vacant Days Per Month														
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	YTD	YTD-Ave
SARASOTA HOUSING AUTHORITY													#Units	Per Month
McCown Towers (LIHTC)	3	10	-	20	44	-	-	-	-	6	-	-	9	9.22
Annex	-	19	40	-	62	58	-	33	-	17	-	-	12	19.08
Bertha Mitchell	56	9	-	-	9	37	-	49	55	138	26	391	25	30.80
Courts (SVC-PBV)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SARASOTA HOUSING FUNDING CORPORATION														
King Stone	-	-	31	62	-	27	35	-	-	30	83	-	7	38.29
Diamond Oaks	-	-	-	-	-	-	-	-	-	-	-	35.00	1	35.00
Flint River	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Homes	34	-	-	-	-	-	-	-	27	-	-	-	2	30.50

(-) = 0

WAIT LIST REPORT - FY 2024-25

Number on List/Open or Closed

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
McCown Towers (LIHTC)	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	80	76	74	72	61	58	58	58	55	52	52	51
Annex	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	114	99	85	84	84	72	65	61	55	52	51	51
Bertha Mitchell	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	331	329	329	329	329	329	328	328	327	318	95	88
King Stone-NSP	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	1193	1193	1192	1192	1192	1192	1190	1190	1190	1190	660	117
Diamond Oaks-NSP	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	62	62	62	62	62	62	62	62	62	61	60	60
Flint River	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	109	109	109	109	109	109	109	109	109	109	109	109
Single Family Homes-NSP	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	11	11	11	11	11	11	11	11	11	11	11	11
HCV/Section 8	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	1003	998	994	967	966	963	942	940	681	185	181	174

MEMO

To: William Russell
From: Lance Clayton
CC: File
Date: April 23, 2025
Re: **CFP Report – April**

ONGOING PROJECTS:

Annex – Non-CFP

Annex Emergency Stairway Exit, Painting, and HVAC Repairs and Replacements – Work began on January 6th, P-Tac sleeve replacement and transfer fan work is being finalized. Stucco soundings were completed last week, Stucco repairs are being completed around the new P-Tac sleeves. The new west side corridor HVAC pad has been poured, and HVAC unit is set in place. The condo project behind the Annex is causing more delays, especially the pad for the bulk garbage and trash compactor pad.

Annex Interior Renovations - Hoyt is working on the plans for this project. Will consist of Common area improvements, Livingroom/Kitchen renovations and 1st floor bathroom renovations including role in showers. The SHA is in the process of putting together a phasing plan and then we are ready to work on issuing a IFB.

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 so that our maintenance department can work on them in-house. 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 have provided 3 variations of plans for the replacement house and will be discussed by the development committee.

Osprey Office – Finalizing the Contract for the roof replacement. Trying to secure one more bid for the entrance repair work, expecting any day.

Hurricane Cleanup – Still working with insurance companies and FEMA on roof replacements/repairs and soffit and fascia replacements/repairs.

End of Report

Resident Services Report – April 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 and recently, FEMA assistance. Through a new MOU with Glasser Schoenbaum Human Services Center (GS), SHA can now refer clients to GS's Community Benefits Specialist Program for one-on-one assistance with social security, SNAP, Medicaid and unemployment applications.

Youth Thrive

The SHA Youth Thrive After-School Program is experiencing our lowest attendance in some years. With The Courts vacated, there are less youth living in immediate proximity to our Learning Center and less youth traffic through the area. This is a major factor but perhaps not the only factor.

Youth Thrive staff are currently tasked with administering youth program needs surveys to both parents and youth. This survey work will hopefully be completed by the start of our Summer Enrichment Program and can help us to better understand and serve the youth program needs and interests of our families.

We continue to offer daily homework assistance and enrichment programs offered by a range of partners including The Asolo, Ringling Museum, SRQ Strong, Lion Sports Club, Bay First Bank, and 4H and are currently planning our upcoming Summer Enrichment Program. We are also in the process of planning a new targeted literacy tutoring program with the objective of helping to ensure that our youngest students are reading on grade-level by the end of third grade.

McCown Towers

McCown residents have a full monthly calendar of program and service offerings including access to onsite therapists, free onsite HIV and hepatitis testing, movie days, Walmart shopping trips, diabetes management and prevention lifestyle classes, food pantry, community gardening and a trip to Roskamp Institute to learn about research they are conducting to better understand the neurological and immunological effects of red tide on seniors.



Homeownership

SHA along with Money Management International hosted a First Time Homebuyer's workshop. This workshop is a requirement for those that want to purchase through the HCV homeownership program as well as those seeking downpayment assistance from local or state programs. SHA continues to assist families to become mortgage ready however with the cost of housing and interest rates many families receive preapprovals at levels that will not allow them to purchase a home the conventional way. SHA has two families that are currently working with Habitat that will be able to purchase a home by summer.



Ms. Vicky U. Property Manager.

Ms. Ara A. Senior Service Coordinator

April 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Rent due !! Inspections 8-5 pm	2 Therapist on site	3 Fiel trip to Roskamp institute 1.30pm	4 Office closed.	5 Bingo at 6 pm
6	7 Last day to pay rent ! Towers AC clean <i>Therapist on site</i> Inspections 9-5p	8 Movie Day at 1pm Towers AC clean INSPECTIONS 8-5pm	9 Walmart 10 am Towers AC clean	10 Therapist on site. <i>Towers AC clean</i> Bingo 5pm	11 Office closed.	12 Bingo 6pm
13	14 Therapist on site INSPECTIOS 8-5P	15 Pest controls all units. Gardening meeting 10.30 am INSPECTIONS 8-5P	16 FOOD BANK bring your card and bags .	17 Lifestyle class Bingo 5pm	18 Office closed	19 Bingo at 6 pm
20 	21 Therapist on site Annex AC clean Inspections 8-5 pm	22 Movie Day 1pm Annex AC clean INSPECTIONS 8-5pm	23 Walmart 10 am Annex AC clean	24 Lifestyle class 2pm Annex AC clean <i>Bingo 5pm</i>	25 Office closed	26 Bingo 6 pm
27	28 Therapist on site, Inspections 8-5 p	29 Free HIV and Hepatitis test. Inspections 8-5pm	30 Therapist on site Board meeting 4.30pm			

- Everyone is invited to **MOVIE DAY** at 1pm, on April 8 and April 22 at 1 pm, includes refreshments.
- If you enjoy gardening, please come to the meeting **Gardening Project. Tuesday, April 15, at 10.30 am** in the Boardroom.
- AC filters cleaning, NO excuses; denying access to your unit is a violation of your lease.
- TOWERS and ANNEX **INSPECTIONS** are scheduled for Mondays and Tuesdays from 8 to 5 pm.
- **ATTENTION TENANTS AND GUESTS.** Please do not park on the emergency line for ANY reason; this is a violation, and you will face consequences when your car gets towed at your expense

- **ОСМОТР БАШЕН И ПРИСТРОЕК Понедельник и вторник с 20:00 до 17:00.**
- ATTENTION tenants, any documentation that you need from your file **needs 48 hrs. request notice.**
- **ATENCIÓN:** . Por favor sea responsable, por ninguna razon or tiempo se estacionarse en la linea de emergencia afuera de Las Torres esta area es para la ambulancia y a policia esto constituye una infracción y usted enfrentarán consecuencias y si su vehículo es remolcado sera a su cargo. Lo mismo le pasara con sus visitantes.
- **ВНИМАНИЕ, АРЕНДАТОРЫ И ГОСТИ.** Пожалуйста, не паркуйтесь на аварийной линии НИ ПО КАКОЙ ПРИЧИНЕ; это нарушение, и вы столкнетесь с последствиями, когда ваш автомобиль будет эвакуирован за ваш счет.
- **FREE hearing aid batteries**, come to Ms. Ara's office if you need them.
- It is the tenant's responsibility to check the boards for activities or notice updates. Our services are a privilege, not an obligation, our vendors can change dates and times or cancel their events. Whether you choose to participate or not, you must follow the rules and respect staff and vendors, or you will be banned from participating in SHA activities

• If you **SIGN UP for a trip and you don't participate or cancel your name will be erased from future list, so other tenants can participate.**

• Если вы **ЗАПИСЫВАЕТЕСЬ** на поездку и не участвуете или отменяете ее, ваше имя будет удалено из списка, чтобы другие арендаторы могли принять участие.

• Only smoke in the permitted areas . Do not smoke in the gazebo outside the boardroom or at the entrance of Towers, it is against the regulations that you signed in your contract.

