Request for Proposals 26-006 ~ Q&A
External Audit Services
July 15, 2026

Q1	Please provide the 2024 and 2025 tax return for Palm Village Housing Corporation (PLVHC).
A1	**See attached.**
Q2	Is this RFP going to be amended to include the cost certification for the following: • Curlew Care • Heritage Oake LLLP • Ridgecrest Oaks LLLP
A2	**No, but it will be included in the contract scope.**
Q3	Is this RFP going to be amended to include the cost certification for the following: a. Curlew Care – First year LIHTC computation. b. Heritage Oake LLLP – First year LIHTC computation • Ridgecrest Oaks LLLP First year LIHTC computation
A3	**No, but it will be included in the contract scope.**
Q4	Please provide the 2025 audits and tax returns for all the entities covered by the RFP (you have provided 2024 audits and tax returns and not 2025 audits and tax returns)
A4	**The 2025 audited financial statements and tax returns are not yet available, as they are still being completed.**

MAGNOLIA GARDENS ASSISTED LIVING FACILITY

(A PROPERTY OF PINELLAS COUNTY HOUSING AUTHORITY)

Financial Statements

December 31, 2024

TABLE OF CONTENTS

BERMAN HOPKINS
CPAs & ASSOCIATES, LLP

INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
Pinellas County Housing Authority
Largo, Florida

Opinion

We have audited the accompanying financial statements of the business-type activities of Magnolia Gardens Assisted Living Facility (the "Apartments"), a property of the Pinellas County Housing Authority (the "Authority"), as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Apartments' financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the business-type activities of the Apartments, as of December 31, 2024, and the changes in net position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Apartments and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

bermanhopkins.com

MELBOURNE
8035 Spyglass Hill Road
Melbourne, FL 32940
321-757-2020

ORLANDO
255 South Orange Avenue, #1000
Orlando, FL 32801
407-841-8841

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted accounting standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and asses the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Apartments' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Emphasis of Matter

As discussed in Note A, the financial statements of the Apartments are intended to present the financial position, the changes in financial position, and cash flows of only the activity that is attributable to the balances and transactions of the Apartments. They do not purport to, and do not, present fairly the financial position of the Authority as of December 31, 2024, and the change in its financial position or its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Management has omitted Management's Discussion and Analysis for the Apartments that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

September 16, 2025
Melbourne, Florida

Berman Hopkins Wright & LaHam
CPAs and Associates, LLP

Magnolia Gardens Assisted Living Facility
(A Property of Pinellas County Housing Authority)

STATEMENT OF NET POSITION

December 31, 2024

ASSETS	
CURRENT ASSETS	
Cash and cash equivalents - unrestricted	$ 260,150
Cash and cash equivalents - restricted	22,270
Tenant accounts receivable, net	49,554
Prepaid expenses	121,268
Due from Palms of Pinellas	93,903
Total current assets	547,145
NONCURRENT ASSETS	
Capital assets, net	4,478,792
Total assets	5,025,937
LIABILITIES	
CURRENT LIABILITIES	
Accounts payable	85,205
Accrued wages payable	34,006
Tenant security deposits	22,270
Total current liabilities	141,481
NONCURRENT LIABILITIES	
Due to Palm Lake Village	3,363,156
Total liabilities	3,504,637
NET POSITION	
Net investment in capital assets	4,478,792
Unrestricted	(2,957,492)
Total net position	$ 1,521,300

The accompanying notes are an integral part of these financial statements.

Magnolia Gardens Assisted Living Facility
(A Property of Pinellas County Housing Authority)

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

For the year ended December 31, 2024

OPERATING REVENUES	
Rental revenue, net	$ 4,296,675
Other operating revenue	75,441
Total operating revenues	4,372,116
OPERATING EXPENSES	
Administration	1,036,993
Tenant services	1,263,171
Utilities	276,401
Maintenance	962,533
Protective services	24,342
General	210,558
Depreciation	528,688
Total operating expenses	4,302,686
OPERATING INCOME	69,430
NONOPERATING EXPENSE	
Interest expense	(44,113)
CHANGE IN NET POSITION BEFORE TRANSFERS	25,317
Transfers from Palms of Pinellas	21,177
CHANGE IN NET POSITION	46,494
Total net position - beginning	1,474,806
Total net position - ending	$ 1,521,300

The accompanying notes are an integral part of these financial statements.

Magnolia Gardens Assisted Living Facility
(A Property of Pinellas County Housing Authority)

STATEMENT OF CASH FLOWS

For the year ended December 31, 2024

CASH FLOWS FROM OPERATING ACTIVITIES		
Collections from tenants	$	4,284,313
Collections from other sources		75,441
Payments to employees for wages and benefits		(2,014,334)
Payments to suppliers		(1,865,314)
Net cash provided by operating activities		480,106
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchase of property and equipment		(780,125)
Transfers from Palms of Pinellas		21,177
Net cash used in capital and related financing activities		(758,948)
NET DECREASE IN CASH AND CASH EQUIVALENTS		(278,842)
Cash and cash equivalents at beginning of the year		561,262
CASH AND CASH EQUIVALENTS AT END OF THE YEAR	$	282,420
AS PRESENTED ON THE STATEMENT OF NET POSITION		
Cash and cash equivalents - unrestricted	$	260,150
Cash and cash equivalents - restricted		22,270
	$	282,420

The accompanying notes are an integral part of these financial statements.

Magnolia Gardens Assisted Living Facility
(A Property of Pinellas County Housing Authority)

STATEMENT OF CASH FLOWS (continued)

For the year ended December 31, 2024

RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Operating income	$	69,430
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation		528,688
Provisions for change in allowance for doubtful accounts		58,470
(Increase) decrease in assets:		
Tenant accounts receivables, net		(69,573)
Prepaid expenses		(6,999)
Due from Palms of Pinellas		(21,177)
Increase (decrease) in liabilities:		
Accounts payable		(91,484)
Accrued wages payable		34,006
Tenant security deposits		(1,259)
Due to Palm Lake Village		(19,996)
Net cash provided by operating activities	$	480,106

The accompanying notes are an integral part of these financial statements.

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 2024

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. Reporting entity

Magnolia Gardens Assisted Living Facility (the "Apartments") is an affordable housing property owned and operated by the Pinellas County Housing Authority (the "Authority"). The Authority, a governmental agency, was created pursuant to Florida Statutes Chapter 421 by Pinellas County, Florida (the "County"). The primary purpose of the Authority is to develop, acquire, and operate safe, decent, sanitary and affordable housing for low-income families and to operate the housing programs in accordance with federal legislation. The Apartments consists of 100 units which are designated as assisted living.

The accompanying financial statements present only the financial activity of the Apartments and are not intended to present fairly the financial position and results of operations and cash flows of the Authority in accordance with accounting principles generally accepted in the United States of America.

2. Measurement focus and basis of accounting

The financial statements of the Apartments have been prepared in accordance with accounting principles generally accepted in the United States of America. Measurement focus is a term used to describe which transactions are recorded within the various financial statements. The proprietary fund utilizes an economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), net position, and cash flows. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of accounting refers to when transactions are recorded regardless of the measurement focus applied. The basis of accounting used is similar to businesses in the private sector; therefore, this fund is maintained on the accrual basis of accounting. Revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. As provided by Government Accounting Standards Board ("GASB") Codification Section P80.115, *Proprietary Fund Accounting and Financial Reporting: Defining Operating Revenues and Expenses*, and related guidance, tenant revenue is reported net of accounts written-off in the amount of $58,470.

3. Assets, liabilities, and net position

   a. Cash and cash equivalents

   For financial statement purposes cash and cash equivalents are considered to be cash in banks and money market funds, with original maturities of three months or less.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

3. Assets, liabilities, and net position (continued)

   b. Tenant account receivables

   Receivables consist of revenues earned during the fiscal year and not yet received net of an associated allowance for doubtful accounts, if any. As of December 31, 2024, there is an allowance for uncollectible amounts of $58,470. Allowances are determined by management based on periodic aging of tenant accounts receivable.

   c. Due from Palms of Pinellas

   The Apartments have advanced some operational activities for Palms of Pinellas Apartments ("Palms"), a business activity of the Authority. As of December 31, 2024, the outstanding receivable from Palms is $93,903. During the year ended December 31, 2024, the Apartments received $21,177 from Palms.

   d. Capital assets

   The Apartments follow the Authority's policy to capitalize assets with a value in excess of $2,000 and a useful life of at least one year. The Apartments capitalize the costs of site acquisition and improvement, structures, equipment, and direct development costs meeting the capitalization policy. Assets are valued at historical cost, or estimated historical cost if actual historical cost is not available, and contributed assets are valued at fair value on the date contributed. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of an asset are not capitalized.

   Depreciation has been determined using the straight-line method over the estimated useful lives, which range as follows:

Buildings and improvements	10 - 30 years
Equipment - dwelling	5 years

   e. Impairment of long-lived assets

   The Apartments evaluate events or changes in circumstances affecting long-lived assets to determine whether an impairment has occurred. If the Apartments determine that a long-lived asset is impaired, and that the impairment is significant and other-than temporary, then an impairment loss will be recorded in the Authority's financial statements. Management has determined that there were no impairments as of December 31, 2024.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

3. Assets, liabilities, and net position (continued)

   f. Due to Palm Lake Village

   During 2011, the Palm Lake Village Apartments, another apartment complex owned by a blended component unit of the Authority, advanced funds to the Apartments in the amount of $2,421,208. The principal balance, along with any accrued interest, is to be paid back to the Apartments by April 1, 2041. As of December 31, 2024, the outstanding payable to the Apartments is $3,363,156, which includes accrued interest. During the year ended December 31, 2024, $44,113 was incurred by the Apartments in accrued interest.

   g. Net position

   In accordance with GASB Codification Section 1800.155, *Reporting Net Position in Government-Wide Financial Statements*, total equity of the Apartments as of December 31, 2024, is classified into three components of net position.

   i). Net investment in capital assets

   This component consists of capital assets net of accumulated depreciation and reduced by any outstanding balances of bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction and improvements of those assets.

   ii). Restricted component of net position

   This category consists of components of net position restricted in their use by (1) external groups such as grantors, creditors, or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

   iii). Unrestricted component of net position

   This component includes all of the remaining net position that does not meet the definition of the other two components.

4. Income taxes

The Authority is a governmental entity and is exempt from federal and state income taxes. The Apartments, as a property reporting under the Authority, is also not subject to federal and state income taxes. Accordingly, no provision for federal or state income taxes has been made in the financial statements.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

5. Use of estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

6. Impact of recently issued accounting policies

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. This statement is effective for the Apartment's December 31, 2025 fiscal year end.

In April 2024, the GASB issued Statement No. 103, *Financial Reporting Model Improvements*. This statement is effective for the Apartment's December 31, 2026 fiscal year end.

In September 2024, the GASB issued Statement No. 104, *Disclosure of Certain Capital Assets*. This statement is effective for the Apartment's December 31, 2026 fiscal year end.

Management is currently evaluating the impact of the adoption of these statements on the Apartments' financial statements.

NOTE B - DETAILED NOTES

1. Cash and cash equivalents

As of December 31, 2024, the Apartments' unrestricted cash and cash equivalents totaled $260,150.

The Apartments' deposits are insured by the Federal Depository Insurance Corporation for up to $250,000 per depositor, for interest bearing accounts. Monies invested greater than the insurance coverage are secured by qualified public depositories pledging securities with the State Treasurer in such amounts required by the Florida Security for Public Deposits Act. In the event of a default or insolvency of a qualified public depositor, the State Treasurer will implement procedures for payment of losses according to the validated claims of the Authority pursuant to Section 280.08, Florida Statutes.

Financial institutions must meet the criteria of being a Qualified Public Depository as described in the Florida Security for Public Deposits Act, under Chapter 280, Florida Statutes, before any investments are made with those institutions. As of December 31, 2024, none of the Apartments' total bank balance was exposed to custodial credit risk.

As of December 31, 2024, the Apartments' restricted cash and cash equivalents consist of the tenant security deposits in the amount of $22,270.

MAGNOLIA GARDENS ASSISTED LIVING FACILITY
(A Property of Pinellas County Housing Authority)

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 2024

NOTE B - DETAILED NOTES (continued)

2. Capital assets, net

A summary of changes in the Apartments' capital assets is as follows:

	Balance at January 1, 2024	Transfers in/ Additions	Transfers out/ Deletions	Balance at December 31, 2024
Non-depreciable:				
Land	$ 47,104	$ -	$ -	$ 47,104
Total non-depreciable	47,104	-	-	47,104
Depreciated:				
Buildings and improvements	12,893,578	780,125	-	13,673,703
Equipment - dwelling	226,823	-	-	226,823
Total depreciated	13,120,401	780,125	-	13,900,526
Total capital assets	13,167,505	780,125	-	13,947,630
Less accumulated depreciation:				
Buildings and improvements	(8,738,818)	(521,891)	-	(9,260,709)
Equipment - dwelling	(201,332)	(6,797)	-	(208,129)
Total accumulated depreciation	(8,940,150)	(528,688)	-	(9,468,838)
Capital assets, net	$ 4,227,355	$ 251,437	$ -	$ 4,478,792

3. Noncurrent liabilities

A summary of changes in noncurrent liabilities is as follows:

	Payable at January 1, 2024	Increases	Decreases	Payable at December 31, 2024	Current portion
Due to Palm Lake Village	$ 2,571,204	$ -	$ (19,996)	$ 2,551,208	$ -
Accrued Interest	767,835	44,113	-	811,948	-
Total long-term liabilities	$ 3,339,039	$ 44,113	$ (19,996)	$ 3,363,156	$ -

NOTE B - DETAILED NOTES (continued)

4. Commitments and contingencies

The Apartments, as part of the Palm Lake Village Housing Corporation, a blended component unit of the Authority, or through the Authority, may be party to various pending or threatened legal actions in the normal course of operations. As of the date of this report, management is not aware of any material threatened or pending legal actions against the Apartments.

5. Subsequent events

Management has evaluated subsequent events through the date noted on the Independent Auditor's Report, the date the financial statements were available to be issued and has determined that no material transactions have occurred that would warrant additional adjustment or disclosure in the financial statements.

Q5	How many Building Identification Numbers (BINs) are associated with the following: • Curlew Care • Heritage Oake LLLP • Ridgecrest Oaks LLLP
A5	**This information is not available at this time. However, this information can be made available during contract negotiations.**
Q6	Please let us know if the HA is following CFR 200.321 and is in compliance with CFR 200.321 for this solicitation in supporting and encouraging MBE and WBE businesses?
A6	**This solicitation was conducted in compliance with 2 CFR § 200.321. Affirmative steps were taken to support and encourage participation by Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs), consistent with applicable HUD and federal procurement requirements. Qualified MBE and WBE firms were afforded the opportunity to compete for this solicitation, and the procurement process was conducted in a fair, open, and competitive manner in accordance with federal regulations.**