

REQUEST FOR APPLICATIONS 2013-2015

FINANCING TO BUILD OR REHABILITATE  
SMALLER PERMANENT SUPPORTIVE HOUSING PROPERTIES FOR  
PERSONS WITH DEVELOPMENTAL DISABILITIES

Issued by:

FLORIDA HOUSING FINANCE CORPORATION

Issued: October 11, 2013

Due: November 8, 2013

# Attachment

1

## Attachment 1

The Anclote group home is licensed for up to 6 residents who can receive behavior intensive services. Currently, the group home provides residential services to 5 men with Prader-Willi Syndrome (PWS) and other eating disorders that lead to morbid obesity. PWS is a developmental disability caused by a rare genetic disorder.

The primary symptom of PWS is constant hunger and rapid weight gain. Individuals with PWS are believed to have a hypothalamic dysfunction that causes them to lack the satiety function after they eat food. As a result they have an overwhelming urge to binge eat and are obsessed with food. Individuals with PWS often binge eat, gaining extreme amounts of weight in a short period of time. Individuals with PWS will eat food that is frozen, raw, rotten, or otherwise inedible. Complications of obesity are a major cause of early death in adults with PWS. It is not uncommon for individuals with PWS to be 150%-200% above their ideal body weight.

People with PWS have poor muscle tone and low muscle mass. They are short in stature, and have small hands and feet. People with PWS are at increased risk for osteoporosis, and require bone density scans on an annual basis as they age. Osteoporosis tends to begin at an earlier than expected age. They are prone to sleep apnea and increased risk for heart attack and stroke due to morbid obesity.

Individual's with PWS have thermoregulation problems, and are prone to both hyper and hypothermia. They are often cold, dressing in layers, even in extreme heat. Overeating may lead to overextension or rupture of the stomach. In addition, they rarely vomit, even if they have eaten spoiled or raw food items. It is often difficult to discover that an individual with PWS is sick or injured due to their high pain tolerance.

Individuals with PWS often have behavioral issues related to their disability. Many individuals engage in skin picking, leaving open sores on various parts of their bodies. In addition, hoarding, perseveration, stealing, impulsivity, rigidity, and tantrums tend to occur especially around food related issues.

The Anclote home provides specialized support and services to meet the unique needs of the gentleman in the home. Anclote is a large two story home with 6 bedrooms and 4 bathrooms. All of the residents in the home have their own bedroom. Two of the bedrooms are upstairs, with a separate living room, allowing the residents more independence while providing strict environmental modifications.

The most critical aspect of serving individuals with PWS is weight management. This is controlled in two ways. First, all residents are on a strict 1,000 to 1,200 calorie diet as prescribed by their doctor. UPARC hires a licensed dietician annually to create menus specifically for the special needs of these men. To minimize unauthorized access to food all food storage areas are locked. This includes refrigerators, freezers, cabinets, and pantries. Staff carry a key on them at all times to ensure that all food is secured. When staff are cooking

or have cabinets open, any person in the kitchen is given 1:1 supervision to ensure that food stealing does not occur. Garbage is taken out of the house immediately after every meal, and put into a locked garbage can to prevent access. Exterior doors are alarmed to prevent residents from leaving their home and accessing food in neighbors' homes or garbage cans. If a resident is discovered to have accessed unauthorized food above their daily caloric allotment, their meals for the remainder of the day are adjusted to keep them within their prescribed diet.

Due to the unique health risks associated with PWS, and the rarity of the disorder, UPARC takes the residents of the Anclote home to Shands Hospital to see the national expert on PWS, Dr. Driscoll. UPARC transports residents to Shands at least annually for a full physical that evaluates all systems which are at increased risk due to PWS. While there, a dietician evaluates each person's weight and makes recommendations for their diet for the coming year. Group Home staff transport the residents and meet with the Doctors and Specialists to ensure high-quality continuity of care.

Because of their poor muscle tone and high body mass, individuals with PWS have difficulty losing weight. This increases their morbid obesity and health-related issues. The Anclote Home has utilized the garage as an exercise room for the residents which encourages them to exercise daily. The exercise options available are treadmills, exercise bikes, and a weight machine. In addition, residents are given access to community activities such as swimming, bowling, baseball and walking. Residents receive access to desired items and activities based on the amount of exercise they do daily.

UPARC employs a Registered Nurse to assist in overseeing the complex medical needs of the men with PWS. This nurse is responsible for monitoring lab work, ensuring that follow up care is received, and assists in the early diagnosis of potential medical problems. She also monitors resident weights at least weekly. UPARC staff are required to weigh residents at least once daily, as well as before and after community events with non-UPARC staff. Many residents gain significant amounts of weight while out of the Group Home, especially when staying overnight with their family. The frequent weighing allows us to track binge eating, and to educate family members of those with PWS about the risks of excessive eating.

The residents of Anclote work with a UPARC Board Certified Behavior Analyst to assist the residents in minimizing problem behaviors, and encouraging them to engage in more positive behaviors such as following their diet and exercising. Because of the significant restrictions placed on residents of the home, the Behavior Analyst regularly presents at the Local Review Committee, which monitors behavior plans to ensure that any rights violations are medically necessary and as least restrictive as possible.

Due to the difficulty that individuals with PWS have in regulating their body temperature, Anclote has two separate air conditioning units, with one controlling the upstairs, and one controlling the downstairs. This allows residents more opportunity to regulate their temperatures in various parts of the home.

At this time the Anclote home has demonstrated significant success in helping the residents lose weight, with many losing over 200 pounds. This weight loss has led to the discontinuation of the need for CPAP machines for sleep apnea, medications for high blood pressure, and medications for high cholesterol.

The control of access to food is critical to the health and safety of the residents at Anclote. At this time the kitchen is in desperate need of repairs. The cabinets in the kitchen are very old, and the hinges have been replaced many times. At this point, residents have been able to remove the doors from the cabinets and access food above their daily allotment. In addition, the appliances in the home need to be updated to be more energy efficient, as well as to make access to them more difficult. There have been times that residents have removed the seal on the refrigerator and freezer to access food items. New appliances, along with stronger cabinets and locks are needed to prevent access.

The air conditioners in the home are old, and not working effectively. The cost of running the two units has become problematic, especially as they age and wear out. Two new air conditioning units that are more energy efficient are required to better regulate the temperature in the home.

The windows of the home are also old and leak significantly. In addition, hot and cold air can be felt coming through the windows even when they are closed. New energy efficient windows that are also hurricane resistant will allow the home to be not only efficient, but also safe in the event of a hurricane.

The roof of the home is leaking, and does not meet current hurricane standards. A new roof is needed to upgrade and meet new standards, as well as to increase the energy efficiency of the home. To further increase the energy efficiency of the home, new exhaust fans will be placed in all 4 bathrooms, as well as low flow showerheads and WaterSense qualified toilets.

Many of the residents of the Anclote home are aging, and are now over 50. To ensure that they have the opportunity to age in place, several improvements are required to increase ADA compliance and increase the health and safety of residents. All door knobs in the home will be replaced with lever style handles to make it easier for residents to open them. All sinks will also have knobs changed to lever style handles. New WaterSafe toilets will be a minimum of 17 inches in height to make it easier and safer for residents to use them. Five of the six bedrooms are carpeted. As residents age, carpets are not desirable. Individuals may begin having issues with incontinence, causing carpets to become unsanitary. In addition, flooring should have stark contrasts with walls to prevent shadows and decrease risk of falls. To increase this contrast, the interior walls of the home need to be painted.

There is a critical need for homes specially designed to meet the unique needs of individuals with PWS. UPARC's Anclote home has demonstrated great success in providing the services and supports to the men at Anclote. Updates and renovations are critical to the continued success of this home.

Attachment

2



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508, Room 4010  
Cincinnati OH 45201

In reply refer to: 4077552422  
Nov. 08, 2011 LTR 4168C 0  
59-1056551 000000 00  
00024618  
BODC: TE

UPARC INC  
1501 NORTH BELCHER ROAD  
CLEARWATER FL 33765-1339

05011

Employer Identification Number: 59-1056551  
Person to Contact: Mr. R. Molloy  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 27, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in September 1967.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

Attachment

3



RECEIVED  
8 29 AM '63  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

ARTICLES OF INCORPORATION  
OF

PINELLAS ASSOCIATION FOR RETARDED CHILDREN,  
UPPER COUNTY CHAPTER, INC.

I.

The name of this corporation, not for profit, shall be:

PINELLAS ASSOCIATION FOR RETARDED CHILDREN,  
UPPER COUNTY CHAPTER, INC.

Its principal office shall be in Clearwater, Florida, or at such other place as may be from time to time designated in its By-Laws.

II.

The general nature and object of the corporation shall be to promote the general welfare of mentally retarded persons wherever they may be; to foster the development of programs in their behalf; to advise and aid parents in the solution of their problems and to coordinate their efforts and activities; to develop a better understanding of the problem of mental retardation by the public; to cooperate with all public, private and religious agencies and with professional groups in the furtherance of these ends; to associate with the state and national associations to promote the common cause; to serve locally as a clearing house for gathering and giving out information regarding mentally retarded persons; and to solicit and receive funds for the accomplishment of the above purposes.

III.

Membership in this corporation shall consist of all parents, relatives and guardians, including foster parents, of mentally retarded children, and any other persons sympathetic to

the purposes of this corporation, who comply with the requirements for membership set up in the By-Laws of this corporation.

IV.

This corporation shall have perpetual existence unless dissolved in accordance with law.

V.

The names and residences of the subscribers are as follows:

Marion P. Smith	1434 Springdale, Clearwater, Florida
O'Neal Jacobs	2475 Navarez Ave., Safety Harbor, Fla.
E. Clark Whittemore	405 20th Ave., Indian Rocks Beach, Fla.

VI.

The affairs of the corporation shall be managed by a Board of Directors composed of not less than five (5) nor more than fifteen (15) persons as prescribed from time to time in the By-Laws of the corporation, said persons to be elected annually in such manner as shall be prescribed by said By-Laws. The officers of the corporation shall consist of the President, one or more Vice Presidents, Corresponding Secretary, Recording Secretary, and the Treasurer, and such other officers as may be prescribed from time to time in the By-Laws of the corporation, or as determined by the Board of Directors.

VII.

The names and addresses of the officers who are to serve until the first election under the Articles of Incorporation are as follows:

<u>Office</u>	<u>Name</u>	<u>Address</u>
President	Marion P. Smith	1434 Springdale, Clearwater, Florida

(Paragraph VII Cont'd.):

<u>Office</u>	<u>Name</u>	<u>Address</u>
Vice President	O'Neal Jacobs	2475 Navarez Ave., Safety Harbor, Florida
Corresponding Secretary	Mrs. Erwin Haas	1409 So. Evergreen Drive, Clearwater, Florida
Recording Secretary	Jean W. Gibson	9573 Groveland Street, Largo, Florida
Treasurer	Charles L. Ehmig	1543 Gentry Street, Clearwater, Florida

VIII.

The first Board of Directors who shall serve until the first election thereof under the Articles of Incorporation are as follows:

<u>Name</u>	<u>Address</u>
Marion P. Smith	1434 Springdale, Clearwater, Florida
O'Neal Jacobs	2475 Navarez Ave., Safety Harbor, Florida
Mrs. Erwin Haas	1409 So. Evergreen Dr., Clearwater, Florida
Jean W. Gibson	9573 Groveland St., Largo, Florida
Charles L. Ehmig	1543 Gentry Street, Clearwater, Florida.
E. Clark Whittemore	405 20th Ave., Indian Rocks Beach, Florida
Lea Ball	626 Belleview Blvd., Clearwater, Florida
Robert Dixon	1607 Lady Mary Drive, Clearwater, Florida.

IX.

The By-Laws of the corporation shall be made, altered or rescinded by a two-thirds vote of the members of the corporation present at any regularly called meeting of said members, provided prior written notice thereof was given to all of the members of the corporation.

X.

Amendments to the Articles of Incorporation may be

adopted by an affirmative two-thirds vote of the members of the corporation present at any regularly called meeting of said members, provided prior written notice thereof was given to all of the members of the corporation.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 12 day of December, A.D. 1963.

Marion P. Smith (SEAL)

MARION P. SMITH

(Handwritten Signature) (SEAL)

O'NEAL JACOBS

E. Clark Whittemore (SEAL)

E. CLARK WHITTEMORE

STATE OF FLORIDA     )  
                                  )  
COUNTY OF PINELLAS    )

I HEREBY CERTIFY that on this day before me, an officer duly authorized to take acknowledgments in the County and State aforesaid, personally appeared MARION P. SMITH, O'NEAL JACOBS and E. CLARK WHITTEMORE, to me known to be the persons described in and who executed the foregoing Articles of Incorporation, and they acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this 12<sup>th</sup> day of December, A.D. 1963.

(Handwritten Signature)  
Notary Public

Notary Public, State of Florida at Large  
My Commission Expires Feb. 28, 1964

Printed by American Ink & Carbon Co.

AMENDED  
ARTICLES OF INCORPORATION  
PINELLAS ASSOCIATION FOR RETARDED CHILDREN,  
UPPER COUNTY CHAPTER, INC.

ARTICLE I

The name of this corporation, not for profit, shall be UPPER PINELLAS ASSOCIATION FOR RETARDED CHILDREN, INC., and its principal place of business shall be in Clearwater, Florida, or at such other place as may be from time to time designated in its By-Laws.

ARTICLE II

The general nature and object of the corporation shall be to promote the general welfare of mentally retarded persons wherever they may be; to foster the development of programs on their behalf; to advise and aid parents in the solution to their problems and to coordinate their efforts and activities; to develop a better understanding of the problem of mental retardation by the public; to cooperate with all public, private and religious agencies and with professional groups in the furtherance of these ends; to associate with the state and national associations to promote the common cause; to serve locally as a clearing house for gathering and giving out information regarding mentally retarded persons; and to solicit and receive funds for the accomplishment of the above purposes.

ARTICLE III

Membership in this corporation shall consist of all parents, relatives and guardians, including foster parents, of mentally retarded children, and any other persons sympathetic to the purposes of this corporation, who comply with the requirements for membership set up in the By-Laws of this corporation.

FILED  
SEP 7 9 14 AM '71  
DEPARTMENT OF STATE  
TALLAHASSEE, FLORIDA

ARTICLE IV

This corporation shall have perpetual existence unless dissolved in accordance with law.

ARTICLE V.

The names and residences of the subscribers are as follows:

Roger J. Lapp	1998 Temple Terrace Clearwater, Florida 33516
Alfred H. Tracy	46 Lexington Avenue Dunedin, Florida 33528
J. Brian O'Connor	Drawer 479 Clearwater, Florida 33517
Vincent S. Granese, Jr.	1511 Orange Street Clearwater, Florida 33516
Louise M. Tench	2100 Nursery Road Clearwater, Florida 33516
Louise B. Matteson	11 Emory Drive, East Holiday Lake Estates Holiday, Florida 33589
Lorraine S. Flowers	255 Locklie Street Dunedin, Florida 33528

ARTICLE VI

The affairs of the corporation shall be managed by a Board of Directors composed of not less than five (5) nor more than fifteen (15) persons as prescribed from time to time in the By-Laws of the corporation, said persons to be elected annually in such manner as shall be prescribed by said By-Laws. The officers of the corporation shall consist of the President, one or more Vice-Presidents, Recording Secretary, Treasurer, Assistant Treasurer, and such other officers as may be prescribed from time to time in the By-Laws of the corporation, or as determined by the Board of Directors.

ARTICLE VII

The names and addresses of the officers who are to serve until the first election under the Articles of Reincorporation are as follows:

President	Roger J. Lapp	1998 Temple Terrace Clearwater, Florida 33516
1st Vice President	Alfred H. Tracy	46 Lexington Avenue Dunedin, Florida 33528
2nd Vice President	J. Brian O'Connor	Drawer 479 Clearwater, Florida 33517
Treasurer	Vincent S. Granese, Jr.	1511 Orange Street Clearwater, Florida 33516
Assistant Treasurer	Louise M. Tench	2100 Nursery Road Clearwater, Florida 33516
Secretary	Louise B. Matteson	11 Emory Drive, East Holiday Lake Estates Holiday, Florida 33589
Past President	Lorraine S. Flowers	255 Locklie Street Dunedin, Florida 33528

ARTICLE VIII

The first Board of Directors who shall serve until the first election thereof under the Articles of Reincorporation are as follows:

Patricia L. Duffy	650 Richmond Street Dunedin, Florida 33528
Dorothy C. Simmons	702 Phoenix Avenue Clearwater, Florida 33516
Helen Gene Purdy	2348 Shelley Street, Apt. 5 Clearwater, Florida 33515
Corinne S. Peebles	P. O. Box 975 Dunedin, Florida 33528
William R. Fischer	998 Cedarwood Drive Dunedin, Florida 33528
Jack Brieck	302 Cedar Street Clearwater, Florida 33515

Joseph Gariboldi

1395 Pine Street, S.W.  
Largo, Florida 33540

Lea Ball

626 Belleview Boulevard  
Clearwater, Florida 33516

ARTICLE IX

The By-Laws of the corporation shall be made, altered or rescinded by a two-thirds vote of the members of the corporation present at any regularly called meeting of said members, provided prior written notice thereof was given to all of the members of the corporation.

ARTICLE X

Amendments to the Articles of Reincorporation may be adopted by an affirmative two-thirds vote of the members of the corporation present at any regularly called meeting of said members, provided prior written notice thereof was given to all of the members of the corporation.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this 12<sup>th</sup> day of July, A. D. 1971.

Joseph Gariboldi, Pres. (SEAL)

Alfred H. Tracy 1<sup>st</sup> V.P. (SEAL)

John B. O'Brien 2<sup>nd</sup> V.P. (SEAL)

Vernon S. Parnell, Secy. (SEAL)

Louise M. Trench, Treas. (SEAL)

Louis B. Matteson (SEAL)

Lorraine S. Haines (SEAL)



STATE OF FLORIDA

COUNTY OF PINELLAS

I HEREBY CERTIFY that on this day before me, an officer duly authorized to take acknowledgments in the County and State aforesaid, personally appeared ROGER J. LAPP, ALFRED H. TRACY, J. BRIAN O'CONNOR, VINCENT S. GRANESE, JR., LOUISE M. TENCH, LOUISE B. MATTESON, and LORRAINE S. FLOWERS, to me known to be the persons described in and who executed the foregoing Articles of Reincorporation, and they acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this 12 day of July, A. D. 1971.

Kenneth H. Waly  
Notary Public  
My commission expires:

NOTARY PUBLIC, STATE OF FLORIDA AT LARGE  
MY COMMISSION EXPIRES JAN. 28, 1973  
BONDED THRU FRED W. DIEFFENBACH

CERTIFICATE OF AMENDMENT OF ARTICLES OF INCORPORATION

OF

UPPER PINELLAS ASSOCIATION FOR RETARDED CHILDREN, INC.

UPPER PINELLAS ASSOCIATION FOR RETARDED CHILDREN INC., a Florida not-for-profit corporation, under its corporate seal and hand of its President, Marion Day, and its Secretary, Jacolynn Wyllie, hereby certify that:

FILED  
JUL 31 11 51 AM '78  
SECRETARY OF STATE  
TALLAHASSEE, FLORIDA

I

The Board of Directors of said corporation, at a regular meeting called and held November 28, 1977, recommended the following resolution:

RESOLUTION

BE IT RESOLVED by the Board of Directors of UPPER PINELLAS ASSOCIATION FOR RETARDED CHILDREN, INC., a Florida not-for-profit corporation, that the said Board of Directors deem it advisable and recommend that Article I, of the Articles of Incorporation be amended, changed and altered effective immediately upon filing with the Secretary of State, so that it reads as follows:

"ARTICLE I

The name of this corporation not-for-profit shall be: THE UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC."

II

A regular meeting of the Membership of the corporation was called and held on the 17th day of January, 1978, and at said meeting of membership, said Amendment of the Certificate of the Articles of the Corporation was duly adopted by majority affirmative vote of all members.

IN WITNESS WHEREOF, said corporation has caused this Certificate to be filed in its name by its President and its Corporate Seal to be affixed hereunto and attested by its Secretary on the 12th day of April, 1978, A.D.

ATTEST: Jacolynn L. Wyllie (SEAL)  
Jacolynn Wyllie, Secretary      Marion Day  
Marion Day, President

(CORPORATE SEAL)

STATE OF FLORIDA  
COUNTY OF PINELLAS

Sworn to and subscribed before me this 12 day of April, 1978.

My Commission Expires:

William J. [Signature]  
NOTARY PUBLIC, State of Florida

CFR/ev 4/7/78 3.28

WILLIAM J. [Signature]  
NOTARY PUBLIC, STATE OF FLORIDA  
MY COMMISSION EXPIRES: 22, 1979

19-12



FLORIDA DEPARTMENT OF STATE  
Division of Corporations

December 14, 2010

SHELDON HERSHMAN  
1501 N. BELCHER ROAD  
SUITE 249  
CLEARWATER, FL 33765

Re: Document Number 706582

The Articles of Amendment to the Articles of Incorporation for THE UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC. which changed its name to UPARC, INC., a Florida corporation, were filed on December 14, 2010.

The certification requested is enclosed.

Should you have any question regarding this matter, please telephone (850) 245-6050, the Amendment Filing Section.

Irene Albritton  
Regulatory Specialist II  
Division of Corporations

Letter Number: 710A00028894

# State of Florida



## Department of State

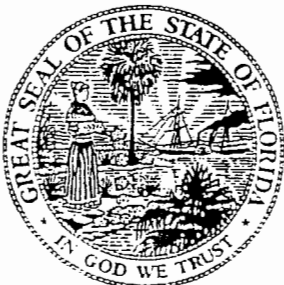
I certify from the records of this office that UPARC, INC. is a corporation organized under the laws of the State of Florida, filed on December 20, 1963.

The document number of this corporation is 706582.

I further certify that said corporation has paid all fees due this office through December 31, 2010, that its most recent annual report/uniform business report was filed on March 18, 2010, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this the  
Fourteenth day of December, 2010



CR2E022 (01-07)

*Dawn K. Roberts*  
Dawn K. Roberts  
Secretary of State

# State of Florida



## Department of State

I certify the attached is a true and correct copy of the Articles of Amendment, filed on December 14, 2010, to Articles of Incorporation for THE UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC. which changed its name to UPARC, INC., a Florida corporation, as shown by the records of this office.

The document number of this corporation is 706582.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this the  
Fourteenth day of December, 2010



*Dawn K. Roberts*  
Dawn K. Roberts  
Secretary of State





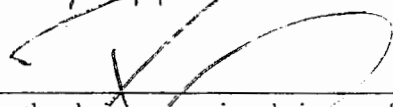
The date of each amendment(s) adoption: October 20, 2010  
*(date of adoption is required)*

Effective date if applicable: N/A  
*(no more than 90 days after amendment file date)*

Adoption of Amendment(s) **(CHECK ONE)**

- The amendment(s) was/were adopted by the members and the number of votes cast for the amendment(s) was/were sufficient for approval.
- There are no members or members entitled to vote on the amendment(s). The amendment(s) was/were adopted by the board of directors.

Dated 12/9/10

Signature   
*(By the chairman or vice chairman of the board, president or other officer-if directors have not been selected, by an incorporator – if in the hands of a receiver, trustee, or other court appointed fiduciary by that fiduciary)*

Ryan C. Griffin, Board President  
*(Typed or printed name of person signing)*

Upper Pinellas Association for Retarded Citizens, Inc.  
*(Title of person signing)*



# Attachment

4

# *State of Florida*

## *Department of State*

I certify from the records of this office that UPARC, INC. is a corporation organized under the laws of the State of Florida, filed on December 20, 1963.

The document number of this corporation is 706582.

I further certify that said corporation has paid all fees due this office through December 31, 2013, that its most recent annual report/uniform business report was filed on March 1, 2013, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Tenth day of July, 2013*



*Ken DeFina*  
**Secretary of State**

Authentication ID: CU4249123892

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.

<https://efile.sunbiz.org/certauthver.html>

**2013 FLORIDA NON PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# 706582

Entity Name: UPARC, INC.

**FILED  
Mar 01, 2013  
Secretary of State**

**urrent Principal Place of Business:**

1501 N. BELCHER ROAD  
249  
CLEARWATER, FL 33765

**Current Mailing Address:**

1501 N. BELCHER ROAD  
249  
CLEARWATER, FL 33765 US

**FEI Number: 59-1056551**

**Certificate of Status Desired: No**

**Name and Address of Current Registered Agent:**

HERSHMAN, SHELDON  
1501 N. BELCHER ROAD  
249  
CLEARWATER, FL 33765 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:**

\_\_\_\_\_  
Electronic Signature of Registered Agent

\_\_\_\_\_  
Date

**Officer/Director Detail Detail :**

Title ED  
Name HERSHMAN, SHELDON  
Address 14906 GLASGOW CT.  
City-State-Zip: TAMPA FL 33624

Title PRESIDENT  
Name HELLER, STEPHEN  
Address 3117 HARVEST MOON DRIVE  
City-State-Zip: PALM HARBOR FL 34683

Title VP  
Name KIKER, JOHN  
Address 1501 MISSOURI AVE.  
City-State-Zip: PALM HARBOR FL 34683

Title TREASURER  
Name FIGURSKI, MELODY  
Address 2975 EAGLE ESTATES CIRCLE WEST  
City-State-Zip: CLEARWATER FL 33761

Title SECRETARY  
Name HARRIS, RICHARD  
Address 2359 INDIAN TRAIL EAST  
City-State-Zip: PALM HARBOR FL 34683

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE: SHELDON HERSHMAN**

**EXECUTIVE DIRECTOR**

**03/01/2013**

\_\_\_\_\_  
Electronic Signature of Signing Officer/Director Detail

\_\_\_\_\_  
Date

# Attachment

5

## Attachment 5

UPARC, Inc. recently celebrated its 50<sup>th</sup> year of incorporation and continues to be a member of the Arc of Florida and Arc of the United States. UPARC's mission is to enhance the dignity and independence of persons who are intellectually and developmentally disabled. As part of our mission, UPARC is dedicated to enabling individuals with intellectual and developmental disabilities to choose and realize their goals of where and how to live, work and play in the community.

UPARC, like many Arc's, started out as a provider of services to meet the needs of children who were denied access to public education based on their disability. In the early years of UPARC, the primary services were provided to children from birth to five years of age. UPARC began serving adults with developmental disabilities in 1968. After fifty years of services the primary recipients are adults with intellectual and developmental disabilities.

UPARC serves approximately 250 people per day in a variety of settings and locations. UPARC prides itself in its ability to serve the entire spectrum of individuals with intellectual and developmental disabilities. In addition to our Residential Group Homes, UPARC provides Adult Day Treatment in three separate locations; Tarpon Springs Center, Harborside Studio, and our Clearwater Long Center. Each of the three Day Programs provide the opportunity for access to the community. Our Clearwater location has the unique designation that it is co-located at the City of Clearwater's Long Center Facility. The Long Center Facility offers an Olympic Size Swimming and Aquatic Center, Gymnasiums, and the Aging Well Center.

In 1983, UPARC merged with the Resident Home Association and began providing Residential Supports to individuals with developmental disabilities. Since that time UPARC has provided a variety of residential supports to individuals with developmental disabilities. UPARC has developed the expertise and the infrastructure to offer a high quality of life for persons who wish to live in Community Residential Homes. At present, UPARC in collaboration with the Florida Agency for Persons with Disabilities (APD) operate 19 licensed Community Residential Homes. In addition to our 19 licensed Community Residential Homes, UPARC has operated a H.U.D. based semi-independent apartment program with a capacity to serve 25 persons with developmental disabilities. UPARC has been operating the Waterfall Apartment Program since 1991.

UPARC's senior management, the Executive Director and Associate Executive Directors(2) have over fifty years of experience. UPARC's sound infrastructure supports a wide variety of successful programs. UPARC's annual budget is approximately eleven million dollars. Our annual independent audit reflects an organization that has sound accounting and management

practices in place. UPARC takes great pride in our administrative overhead hovering around 17-18% of our total costs. UPARC benefits from our UPARC Foundation which is a separate 501(c) 3 organization whose sole function is to raise funds to insure the perpetuity of UPARC, Inc. On an annual basis, UPARC undergoes a Quality Assurance Review from APD. The Quality Assurance Review is contracted out with the Delmarva Foundation, UPARC received an overall score of 92% and 95% for our Residential Programs in our 2012 review . We recently underwent our most recent Delmarva audit on October 29<sup>th</sup>, and the initial impressions were extremely positive without significant concerns. The review encompasses adherence to the Medicaid Waiver Guidelines, Medicaid, ACHA, APD standards, observations at all of our locations, review of the required documentation, participant satisfaction and programmatic outcomes.

UPARC has a Risk Management Program in place to guide management in consistently analyzing all potential operating risks. As part of the Risk Management Program, we review all claims data from all of our insurance programs, including general liability and worker's compensation. We have instituted internal review committees for automobile accidents, medication errors, and employee injuries. Additionally, we review all client injuries regardless of their origin. The Risk Management Program has been in place for approximately five years and benefits from the consultation and attendance of two loss specialists from our insurance broker and insurance carrier.

UPARC has a four person maintenance department that is dedicated to maintaining the safety of all of our facilities including our Community Residential Housing. As part of our Risk Management Program we track the responsiveness of completing repairs in our homes both in timeliness and the nature of the repair.

UPARC has a designated transportation department, where the focus is to train all drivers and to insure that all of our vehicles are in safe operating conditions. A fleet safety program is in place which includes a defensive driving class for our employees operating vehicles, monthly inspections performed by an outside consultant and an accident review board. In the last year, UPARC staff traveled 509,264 miles, provided 145,012 trips and averaged one accident every 13,182 trips.

UPARC has two dedicated R.N.'s in place to monitor the health of all UPARC participants. Our nurses provide training and consultation to all staff providing direct supervision to our clients. UPARC staff are required to provide Medication Administration to all of our participants. UPARC administers over a half million medications annually with an error rate of .0004 which is far superior to most medical settings.

UPARC staff benefit from in-house trainers that provide a foundation of support in required and core training. UPARC staff provide training in the following: Zero Tolerance (abuse training), Core Competencies (introduction to persons with developmental disabilities), Safety Care (crisis management), First Aid, C.P.R., H.I.P.A.A., H.I.V. Aids, Universal Precautions/Infectious Control, Defensive Driving, Positive Behavioral Supports, and Medication Administration. Currently, UPARC has approved Licenses from APD for nineteen Group Homes.

The following seven homes provide Residential Habilitation Services for individuals who are developmentally disabled but are also challenged by a variety of secondary disabilities, including: PWS, conduct disorders, explosive personalities, autism, and deafness.

**Anclote Group Home - 1022 Anclote Dr., Tarpons Springs, FL 34689,**  
**Falcon Group Home – 2419 Falcon Ln., Palm Harbor, FL 34683,**  
**Live Oak Group Home – 2327 Curlew Ave., Clearwater, FL 33763,**  
**Marjon Group Home – 411 Marjon Ave., Dunedin, FL 34698,**  
**Pinehurst Group Home – 1545 Pinehurst Rd., Dunedin, FL 34698,**  
**Safety Harbor Group Home- 624 4<sup>th</sup> Ave. North, Safety Harbor, FL 34695,**  
**Winding Creek Group Home- 1312 Winding Creek Rd., Dunedin, FL 34695,**

The following five homes provide Residential Habilitation Services for individuals who are developmentally disabled and are additionally characterized as being older, medically fragile and experiencing chronic health conditions. Two of our homes, Indiana and George Street Group Homes were specifically designed and built to allow persons to age in place.

**George St. Group Home- 103 George St., Tarpon Springs, FL 34698, Licensed for ten**  
**Indiana Group Home- 1290 12<sup>th</sup> St., Palm Harbor, FL 34683, Licensed for ten**  
**Dryer Group Home – 2606 Dryer Ave., Largo, FL 33770, Licensed for ten**  
**Lakeview Group Home- 1329 Lakeview Rd., Clearwater, FL 33756, Licensed for six**  
**Union Group Home – 920 Union St., Dunedin, FL 34698, Licensed for nine**

The following six home provide Residential Habilitation Services to individuals with developmental disabilities who vary in their cognitive abilities from people who have severe limitations to individuals with moderate levels of limitations.

**Cedar Trace- 3001 Cedar Trace, Tarpon Springs, FL 34688, Licensed for six people**  
**Kathy's House- 3000 Moss Rose Ave., Palm Harbor, FL 34683, Licensed for six people**  
**Palm Harbor – 675 11<sup>th</sup> St., Palm Harbor, FL 34683, Licensed for five people**  
**Ridgegrove Group Home- 1140 Ridgegrove Dr. W., Palm Harbor, FL 34683, Licensed for six**  
**San Chris Group Home-664 San Christopher Dr., Dunedin, FL 34698, Licensed for eight**  
**Tarpon Woods Home - 3358 Brian Rd., Palm Harbor, FL 34683, Licensed for six**  
**Ranch Group Home – 1891 CR 193, Clearwater, FL 33759, Licensed for six**

# Attachment

6





UPARC

1501 N. Belcher Road: Clearwater, Florida 33765: (727) 799-3330: Fax (727) 799-4632: Suncom 552-7147

**Attachment 6**

**Non-Applicable** UPARC is not adding to the supply of units

# Attachment

7

## Attachment 7

The Anclote home is located in Tarpon Springs and is 2.8 miles from downtown Tarpon Springs. Downtown Tarpon Springs is listed in the National Registry of Historic Places, with many of the buildings dating back to the 1800's. The downtown area is filled with art galleries, antique stores, and specialty shops, all within walking distance of each other.

The Sponge Docks in Tarpon Springs are often used to showcase events, festivals, art shows, and other family oriented activities. The Sponge Docks are considered a Greek Village with over 100 specialty shops and restaurants. It is common for individuals to spend the day enjoying the sights and events at the Sponge Docks.

The Anclote Home is also surrounded by other community based services and activities. Within a five mile radius of the home can be found grocery stores, restaurants, museums, a Recreation Center, department stores, parks, and beach access. Residents of Anclote have quick, easy access to any shopping, recreation, and leisure activities that they choose, including Fred Howard Park, Publix Grocery Stores, Wal-Mart, Muvico, Walgreens, and Big Lots.

At least once annually, each person residing at Anclote has a Support Plan Meeting. At this meeting the person decides what they would like to learn and accomplish during the next twelve months. Their likes, interests, and goals are documented so that the services the individual receives are based on what they would like to experience. Throughout the year, staff track the progress of these desired goals and outcomes to ensure their wishes are being fulfilled, and that they are learning and doing what they enjoy. This encompasses everything from their vocation to their recreation.

Individuals at Anclote enjoy participating in a variety of community activities, and are active members of the Tarpon Springs Community. They frequently spend time at the Public Library, and enjoy attending trainings at the local fire department. Weekly trips to the Tarpon Recreation Center offer the individuals the opportunity to partake in various classes, take Tai-Chi, and utilize the exercise equipment. In addition, all of the residents and staff from Anclote get a free "Play Pass" to access the Long Center Facilities operated by the City of Clearwater. This Pass allows them access to an Olympic Size Swimming Pool, a basketball court, and a large exercise room.

Several individuals from Anclote enjoy participating in "The Grow Group". This program is part of the Pinellas County School System, and offers hands-on training in horticulture to individuals with disabilities. Participants grow plants, weed the gardens, fertilize, and water plants. They learn about the care needed for each species, and enjoy spending time outdoors in their gardens.

One of the residents at Anclote recently discovered his love for creating artwork. He now attends an Art Studio 3 days per week. He enjoys painting, drawing, and making ceramics. He

displays and sells his artwork at various community events such as the local Farmers Market and Arts and Craft Shows.

Another resident at Anclote has a part-time job at a local movie theater. He has worked there for more than ten years through the assistance of UPARC's Supported Employment Program. UPARC's Supported Employment Program provides services to approximately 40 persons who desire to work in the community. The UPARC Support Employment Program assists individuals in securing employment, providing on-site training, advocacy, and long term follow-up. Initially, the gentleman utilized a cab service to get to and from work. It was quickly discovered that one resident was accessing significant amounts of food at the movie theater while awaiting his cab and having his cab stop for food along the way. To ensure the health of this individual, UPARC staff committed to driving him to and from work for all of his shifts to guarantee the gentleman maintained his successful employment while receiving the level of supervision he required.

All of the gentleman residing at Anclote attend various training programs during the day. The programs they attend are based on their individual interests, and include UPARC's Work Habilitation Program and Adult Day Training Centers. UPARC provides transportation to and from their selected programs. Two of the Anclote residents attend our Tarpon Center Adult Day Treatment Program. The Tarpon Program provides a full day of stimulation and socialization with their respective peers. Each person has a specific program plan with individual goals to assist them in their independence and accessing the community. The Tarpon Center Day Program promotes opportunities for community inclusion by utilizing the Tarpon Springs City Recreation Center and Tarpon Springs Library.

Individuals residing in Tarpon Springs have access to two forms of public transportation. There is a bus stop just under 3 miles from the Anclote home, as well as the Jolley Trolley that travels between Tarpon Springs and the local beaches. While both forms of public transit are available to residents of the Anclote home, they are unable to utilize them. Because of their overwhelming compulsion to engage in binge eating, the use of public transportation puts the health of the residents at risk. In the past, one of the individuals at Anclote used the bus to go to his parents' home. During a weekend visit, the gentleman gained over 30 pounds. Upon investigation it was discovered that he was taking money from his parents' home, and then binge eating at each bus stop. Participating in community activities where there is access to food puts the health of individuals with PWS at risk.

Instead of utilizing public transportation, the Anclote Group Home has a van available to them 24 hours per day. UPARC staff routinely transport individuals to appointments, community activities, work, school, and shopping.

Attachment

8

## Attachment 8

PWS presents many unique medical challenges to the residents from the Anclote Group Home. These men require specialized care delivered by doctors who work with this rare genetic disorder. On a yearly basis, the home manager takes each resident individually to Shands Hospital in Gainesville. The two hour trip is made to see Dr. Daniel Driscoll and his entire staff. He is the leading doctor in the country with his research and care of patients with PWS.

A typical appointment with Dr. Driscoll's office begins by the residents being weighed and having their vital statistics taken. Their weight is then charted. Dr. Driscoll will then conduct a head to toe evaluation. He will speak to the staff about their total care. They are then seen by a dietician. The dietician discusses with the resident and staff the necessary diet. The dietician gives advice and exchanges ideas about the menu. If there has been an increase in weight or change in BMI, there will be an adjustment to their daily caloric intake.

To assist in aiding our PWS clients with their individual medical needs we have recently acquired the capability to use an electronic medication administration record (eMAR). Prior to this our staff, who are not medical professionals, were responsible for maintaining accurate prescription information to ensure proper medications were being administered. The medical needs of these individuals are numerous. Each of them receives medications for various reasons, including vitamin deficiencies, nutritional deficiencies, osteoporosis and varying psychological and neurological concerns. One of these individuals alone receives 24 medications every morning.

At UPARC proper medication administration is of utmost concern. With the eMAR system, QuickMar, we are now linked directly to our pharmacy. Any medication changes that occur are uploaded by the pharmacist to the software program immediately and medications are added/removed to the program our staff use. In order for staff to pass medications, the state requires them to take a 4-hour medication administration class by an RN and pass a state approved test with at least an 80% grade. UPARC adds an additional 4-hours to the class making it stretch over a 2-day period. During the second day, the staff are required to show proficiency in medication administration. It is held in a make shift medication room, where they practice passing placebo medications to each other and learn to document accordingly. After the test is passed, each staff is required to do their first medication pass with the RN on-site for validation. Each route (oral, topical, ophthalmic, otic, inhaled, etc), must be validated separately. We have 1 full-time and 1 part-time RN to assist with these requirements.

Due to the unique nature of their condition, the residents receive behavioral services from a Certified Behavior Analyst (CBA). The role of the analyst is to train the direct care staff on the unique traits of PWS. Then the behavior analyst will develop a plan to suit each individual residing in the home. The behavior plan is customized to the individualized characteristics of each resident.

The plan consists of antecedents, behaviors, and consequences. The most common antecedent would be the desire to steal food. For an individual with PWS, it is anytime they have any access to it. The staff are taught to be within arm's reach at all times food is present in their environment. Leftover food is disposed of immediately through the use of the garbage disposal or by placing in the garbage cans outside the house. Their maladaptive behavior is any food stealing where it is consumed outside of regularly assigned meal times. The consequence is a response cost. If a resident consumes something outside of meal time or not on their diet, there is a food subtracted from the next meal. This is to help ensure they do not go over their allotted calories for that day. Per UPARC's policy, the food can only be subtracted from the next scheduled meal.

The procedures are taught to the residential, day program, and supported employment staff to maintain consistent services. The training is even offered to parents to help blend services and natural supports. To further ensure the staff are delivering quality services, the behavior analyst must monitor each staff working in the home monthly to ensure they are achieving proficiency. In addition, the analyst is at the house weekly to review and observe the residents entire daily routine, noting where any adjustments need to be made.

The residents are rewarded for exercising because it is important to increase muscle mass and keep their weight healthy. The amount of required exercise is based on the individual's age, weight and overall health. They are given points for achieving their daily goal. They are also given bonus points for exceeding their daily exercise requirements. This is the only time food is used as a reinforcement. The residents are given a 'free food' for the completion of exercise above and beyond their expected daily goal. This 'free food' is any healthy, extremely low calorie food, such as mushrooms, carrots, salad, etc. The residents complete their exercise most evenings in the comfort of their private workout area in the garage. They have a TV to watch to help keep them exercising. They also enjoy walking in their neighborhood. They sometimes walk to the nearest convenience store which is located 1 mile from the house.

They have the opportunity to earn drink, lunch, or dinner outings. These once a month food outings and weekly drink outings are also incorporated into their behavior plan. Throughout the month, if they have accrued enough points by completing their daily or bonus exercise, they can take drink outings to get fat-free or sugar-free drinks with a 1-to-1 staff. Or, if they save enough of their points, they can go to a restaurant with a staff of their choice. The meals at the restaurant are all pre-planned. Their only restriction during the meal is to choose something within their daily caloric intake.

There are treatments to diminish the effects of this genetic disorder. These treatments are successful in early childhood stages of development. This is not an option for our residents. However, the residents at Anclote have been very successful in combining the recommendations made by Dr. Driscoll and the CBA to minimize the symptoms. The residents have lost tremendous amounts of weight, including one who has lost over 270 pounds since

moving in July 27, 2004. At the time of his arrival, he was on blood pressure medications and required a sleep apnea machine. He no longer requires either treatment.

The group home will continue to provide transportation to visit Shands Hospital and Dr. Driscoll's highly qualified team. They will have access to the van and staff vehicles to continue their food related outings.



**College of Medicine**  
Department of Pediatrics  
Division of Genetics & Metabolism

PO Box 100296  
Gainesville, Florida 32610  
Tel: (352) 294-5050  
Fax: (352) 392-4049

November 3, 2013

To whom it may concern:

I would like to lend my enthusiastic support to UPARC, Inc.'s proposal for the Request for Application, issued by the Florida Housing Finance Corporation, Financing To Build or Rehabilitate Smaller Permanent Housing Properties For Persons With Developmental Disabilities.

I have had the good fortune over the last ten years to have had the opportunity to see the residents of UPARC's Anclote Group Homes annually in my Medical Genetics clinic. UPARC's Anclote Group Homes provides specialized supports for persons with developmental disabilities who have been diagnosed with Prader-Willi syndrome. The efforts of UPARC to address this condition have been outstanding as it has resulted in greater life expectancy, improved health status and the ability for the individuals in the home to be full participants in their respective community.

I have appreciated the opportunity to get to know the UPARC participants and their respective challenges through the years. Equally important, our respective collaboration has contributed to our research at the University of Florida to improve the health and quality of life for individuals with Prader-Willi syndrome.

Please feel free to contact me with any questions that may support UPARC's efforts to improve the quality of life of their residents at the Anclote Group Home.

Sincerely,



Daniel J. Driscoll, MD, PhD  
Professor of Pediatrics and Genetics  
Hayward Professor of Genetics Research

Attachment

9

## Attachment 9

UPARC takes great pride in our ability to promote community inclusion with the persons we serve.

The Anclote Group Home residents are known throughout the Tarpon Springs community. They are often seen on their various outings in the community. The community workers in the restaurants, grocery stores, movie theaters, and recreational facilities know the residents by name.

They have also participated in the Special Olympics. This is a way to promote exercise and develop community ties. One resident has traveled to Orlando with staff to compete in the State Games in both the basketball and baseball games. The resident also joined the Challenger Baseball League in 2005 immediately following his move into the group home. The Challenger Baseball league promotes the opportunity for special needs individuals to enjoy the opportunity of competing with their peers in playing baseball, as well as having the learning experiences that go along with traveling with a team to locations. During each season, he attends a weekly practice and participates in a baseball game on Saturday. He travels yearly to Ocala, FL for a camping trip with the team. He spends the weekend with his friends, their parents and his staff. One year, he traveled with a staff and his team to Washington D.C. and Virginia to participate in a national tournament. His team represented Florida while competing against other participants of Challenger Baseball Leagues throughout the country.

UPARC provides Supported Employment Services to individuals with PWS that have community based employment. UPARC has Job Coaches work with the individual at their place of employment providing training and supervision as needed to ensure that the individual is able to maintain their employment. If the work setting allows for access to food items, the Job Coach may remain with the individual throughout their shift on a daily basis to ensure they perform their job duties while maintaining their health and safety. UPARC's Supported Employment collaborates with services from the Office of Vocational Rehabilitation and the Agency for Persons with Disabilities. There is a shared model of funding to enhance the efficiency and utilization of scarce resources to assist people in securing employment.

UPARC's financial services department works collaboratively with all UPARC staff to ensure that their financial resources are protected and stay within the guidelines of Medicaid and Social Security. Individuals who work at UPARC's Habilitation Work Center or work in the community must closely monitor their assets to ensure compliance. UPARC's accounting department accepts the responsibility of being the designated Representative Payee for Social Security to safeguard the proper usage of the funds are going to meet the needs of the individual. UPARC has proactively reached out to "Pooled Trusts" institutions when appropriate. This is an effort to legally safeguard accumulating assets so they are not wasted on unnecessary spend downs of the individuals funds.

Several of the Anclote Residents that attend UPARC's Clearwater Adult Training Day Program have the opportunity to attend our collaborative program with the Pinellas County Adult Education Program. The Pinellas County School Board has located two instructors to assist UPARC consumers in the skills of daily living to promote their independence. Skill development includes remedial reading and math as appropriate, banking skills, leisure planning, and cooking skills. As a teaching strategy, the UPARC students work on their writing skills and use of computers with on-line "pen pals".

The staff working at the Anclote home have received specific training to providing services to individuals with PWS. Management staff also attend trainings held by the Florida Prader-Willi Association to ensure the services that UPARC provides are in line with recent findings and current best practices. Highly knowledgeable trained staff are essential to providing the specialized care and access to services that are needed by individuals with PWS.

The residential staff provide training to the individuals in the home daily to assist them in increasing their independence, both in the home, community, and in their work setting. At meal times, the residents are taught to manage the amount of food consumed. All servings are weighed and measured, as prescribed in the menu developed by the nutritionist. This assists the residents in learning to manage the amount of calories consumed at each meal, with the ultimate goal of this skill carrying over into settings outside the group home.

Prior to going to community events where food will be available, group home staff conduct training sessions with the residents. If going to a restaurant, the menu is reviewed with each resident. The amount of calories in desired entrees is reviewed, and alternative, healthier options are discussed. This helps the individuals learn about making healthy food choices, and gives them the opportunity to maintain their caloric intake while still enjoying community dining. Staff and individuals rehearse what will be ordered and discuss why the items to be ordered are the best choices.

All residents of the Anclote Group Home are dual recipients of services from the State Agency for Persons with Disabilities. UPARC works intensely and collaboratively with the person, their family, and their external case manager (independent support coordinator) to ensure they have a set of highly individualized goals for all aspects of their life. UPARC then will work with individuals to ensure that the goals they have chosen for our services are meaningful and relevant to the individual. During their annual plan of services all UPARC parties will report on the person's progress towards their individualized goals and assist the person in the selection of new goals.

Last year, UPARC contracted with Therap, a web-based documentation and communication software system for providers supporting people with developmental disabilities. The system benefits the flow of information between programs, staff members and parents/guardians. Therap is utilized often in the community to document activities, supports and health occurrences, including seizure and fall tracking. The ability to access and document this

information allows for the residents to access the community more frequently. If there are medical emergencies while accessing the community, the direct care support staff have all the residents' information at their fingertips and can provide emergency health care professionals with vital information

Therap's Health Tracking module allows users to efficiently track health data and create detailed and monthly reports for review. These reports can be monitored at any time by the UPARC's nurses and updated as needed. The reports can also be printed out in detailed reports and brought to the doctor for an accurate and detailed account of their daily health tracking. If additional information is requested, the direct care support staff can immediately access the information for the doctor. Then the staff can document the medical appointment, any results and the recommendations for treatment. The information is immediately available to those with appropriate privileges to view it. They can add feedback or suggestions when applicable. This information then becomes a part of the resident's permanent record.

# Attachment

10

# CHICAGO TITLE INSURANCE COMPANY

## COMMITMENT FOR TITLE INSURANCE

CHICAGO TITLE INSURANCE COMPANY, a corporation of Missouri, herein called the Company, for a valuable consideration, hereby commits to issue its policy or policies of title insurance, as identified in Schedule A, in favor of the proposed Insured named in Schedule A, as owner or mortgagee of the estate or interest covered hereby in the land described or referred to in Schedule A, upon payment of the premiums and charges therefor; all subject to the provisions of Schedules A and B and to the Conditions and Stipulations hereof.

This Commitment shall be effective only when the identity of the proposed Insured and the amount of the policy or policies committed for have been inserted in Schedule A hereof by the Company, either at the time of the issuance of this Commitment or by subsequent endorsement.

This Commitment is preliminary to the issuance of such policy or policies of title insurance and all liability and obligations hereunder shall cease and terminate six months after the effective date hereof or when the policy or policies committed for shall issue, whichever first occurs, provided that the failure to issue such policy or policies is not the fault of the Company.

IN WITNESS WHEREOF, Chicago Title Insurance Company has caused this Commitment to be signed and sealed as of the effective date of Commitment shown in Schedule A, the Commitment to become valid when countersigned by an authorized signatory.

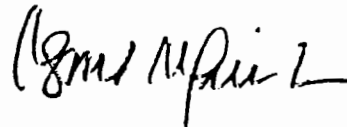
Issued By:

PIONEER TITLE, INC.  
29296 U.S. Highway 19 North, Suite 104  
Clearwater, FL 33761

(727) 787-5800

CHICAGO TITLE INSURANCE COMPANY

By:

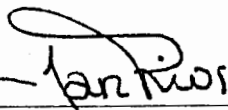


President

ATTEST:



Secretary



Authorized Signature

**COMMITMENT**  
**Schedule A**

State: **FL** County: **PINELLAS**

File Number	Commitment Number	Effective Date & Time	Reinsurance Number
<b>*06-05004</b>	<b>2256-06-05004</b>	<b>May 22, 2006</b> <b>@8:00 a.m.</b>	

1. Policy or Policies to be issued: Amount  
ALTA LOAN (10-17-92)  
Proposed Insured:  
**PINELLAS COUNTY, FLORIDA, it's successors and/or** **\$450,000.00**  
**assigns, as their interests may appear**

ALTA OWNER'S (10-17-92) Amount  
Proposed Insured:  
**UPPER PINELLAS ASSOCIATION FOR RETARDED** **\$475,000.00**  
**CITIZENS, INC.**

2 The estate or interest in the land described or referred to in the Commitment and covered herein is  
**Fee Simple**  
and is at the effective date hereof vested in:

**LEONARD J. FONTES**

3. The land is described as follows:

**The South 45 feet of Lot 9 and the North 44.96 feet of Lot 10, Block 7, SUNSET HILLS  
SECOND ADDITION, according to plat thereof recorded in Plat Book 17, Pages 41 and 42,  
of the Public Records of Pinellas County, Florida.**

Issued By: **\*06-05004**  
**Pioneer Title, Inc.**  
**29296 U.S. Hwy 19 N. Suite 104**  
**Clearwater, FL 33761**

  
\_\_\_\_\_  
Countersigned Authorized Signatory

**NOTE:** This Commitment consists of insert pages labeled in Schedule A, Schedule B-Section 1, and Schedule B-Section 2. This commitment is of no force and effect unless all schedules are included, along with any Rider pages incorporated by reference in the insert pages.



**COMMITMENT**  
**Schedule B - Section 1**

State: **FL** County: **PINELLAS**

File Number	Commitment Number	Effective Date & Time	Reinsurance Number
<b>*06-05004</b>	<b>2256-06-05004</b>	<b>May 22, 2006</b> <b>@8:00 a.m.</b>	

The following are the requirements to be complied with:

1. Instrument(s) creating the estate or interest to be insured must be approved, executed and filed for record to wit:
  - a. **Warranty Deed from LEONARD J. FONTES to UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC. conveying the land.**
  - b. **Mortgage from UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC. to PINELLAS COUNTY, FLORIDA securing an indebtedness of \$      and encumbering the land.**
- c. **Satisfactory proof, acceptable to the Company, must be furnished showing the following corporations(s) to be existing and in good standing under the laws of the State of Incorporation; UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC.**
- d. **Satisfaction of the Mortgage from Leonard J. Fontes, to Peoples Bank, recorded August 16, 2001, in Official Records Book 11532, page 835, of the public records of Pinellas County, Florida.**

**NOTE: The original note secured by the above described mortgage must be produced and cancelled.**

- e. **Termination and/or Release of Assignment of Rents recorded August 16, 2001, in Official Records Book 11532, page 843, of the public records of Pinellas County, Florida.**
- f. **Termination or Partial Release of the security interest in the land described in Schedule A disclosed by the Financing Statement from Leonard J. Fontes, Debtor, to Peoples Bank, Secured Party, recorded August 16, 2001, in Official Records Book 11532, page 854, of the public records of Pinellas County, Florida.**

Payment of the full consideration to, or for the account of, the grantors or mortgagors.

**NOTE: This Commitment consists of insert pages labeled in Schedule A, Schedule B-Section 1, and Schedule B-Section 2. This commitment is of no force and effect unless all schedules are included, along with any Rider pages incorporated by reference in the insert pages.**

**COMMITMENT**

**Schedule B - Section 1 Continuation Page**

3. Payment of all taxes, charges, assessments, levied and assessed against subject premises, which are due and payable.
4. Satisfactory evidence should be had that improvements and/or repairs or alterations thereto are completed; that contractor, subcontractors, labor and materialmen are all paid.
5. Exceptions 3 and 4 of Schedule B - Section 2 of this commitment may be amended in or deleted from the policy to be issued if a survey, satisfactory to the Company, is furnished to Company.

**NOTE: Taxes for the tax year 2005 have been paid 5/15/2006 in the amount of \$4,476.27.**

**PARCEL NO.10-27-15-87822-007-0090 ,  
2005 GROSS ANNUAL TAXES: \$4,343.95**

TE: This Commitment consists of insert pages labeled in Schedule A, Schedule B-Section 1, and Schedule B-Section 2. This commitment is of no force and effect unless all schedules are included, along with any Rider pages incorporated by reference in the insert pages.

**COMMITMENT**  
**Schedule B - Section 2**

State: **FL**      County: **PINELLAS**

File Number	Commitment Number	Effective Date & Time	Reinsurance Number
<b>*06-05004</b>	<b>2256-06-05004</b>	<b>May 22, 2006</b> <b>@8:00 a.m.</b>	

**Exceptions**

Schedule B of the policy or policies to be issued will contain exceptions to the following matters unless the same are disposed of to the satisfaction of the Company.

1. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires for value of record the estate or interest or mortgage thereon covered by this Commitment.
2. Rights or claims of parties in possession not shown by the Public Records.
3. Encroachments, overlaps, boundary lines disputes, and other matters which would be disclosed by an accurate survey and inspection of the premises.
4. Easements or claims of easements not shown by the Public Records.
5. Taxes or special assessments which are not shown as existing liens by the public records.
6. Taxes and assessments for the year 2005 and subsequent years, which are not yet due and payable.
7. **Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished imposed by law and not shown by the public records.**
8. **Any claim that any portion of said lands are sovereignty lands of the State of Florida, including submerged, filled or artificially exposed lands, and lands accreted to such lands.**
9. **Restrictions, conditions, reservations, easements and other matters contained on the Plat of Sunset Hills 2nd Addition, as recorded in Plat Book 17, Page 41, Public Records of PINELLAS County, Florida.**

**NOTE: THE ABOVE EXCEPTIONS 1 THROUGH 5 SHALL BE DELETED, AND THE FINAL LOAN POLICY SHALL BE ISSUED WITH ALTA ENDORSEMENTS 8.1, AND FLORIDA FORM 9 ENDORSEMENTS, UPON RECEIPT OF ACCEPTABLE AFFIDAVITS FROM THE OWNER OF THE PROPERTY, AND RECEIPT OF A SURVEY MEETING**

NOTE: This Commitment consists of insert pages labeled in Schedule A, Schedule B-Section 1, and Schedule B-Section 2. This commitment is of no force and effect unless all schedules are included, along with any Rider pages incorporated by reference in the insert pages.

**COMMITMENT**  
**Schedule B - Section 2**

ACCEPTABLE STANDARDS AT OR BEFORE CLOSING.

**NOTE:** This Commitment consists of insert pages labeled in Schedule A, Schedule B-Section 1, and Schedule B-Section 2. This commitment is of no force and effect unless all schedules are included, along with any Rider pages incorporated by reference in the insert pages.

# SURVEY AFFIDAVIT

I (WE) THE UNDERSIGNED, who being first duly sworn, deposes and says under penalty of perjury:

1. The survey dated **06/05/06** by **KNOW IT NOW, INC.**, presented to **PIONEER TITLE, INC.**, and/or **CHICAGO TITLE INSURANCE COMPANY**; is an accurate representation of the current status of the real property being sold, and that no structures, additions, pools, fences or other improvements have been made on or off the property which would cause this survey to be an inaccurate representation of the property today.
2. By presenting this survey to **PIONEER TITLE, INC.**, and **CHICAGO TITLE INSURANCE COMPANY**, I (We) acknowledge inducing **CHICAGO TITLE INSURANCE COMPANY**, to rely upon the survey in providing title insurance coverage to the Buyer and their mortgage lender and their successors and assigns in this transaction. I (we) hereby agree to indemnify **PIONEER TITLE, INC.**, and **CHICAGO TITLE INSURANCE COMPANY**, for any loss or damage occasioned by inaccuracies or omissions in our above statements.
3. I (we) acknowledge that no new survey is being obtained in connection with this transaction..

  
LEONARD J. FONTES

(Seller)

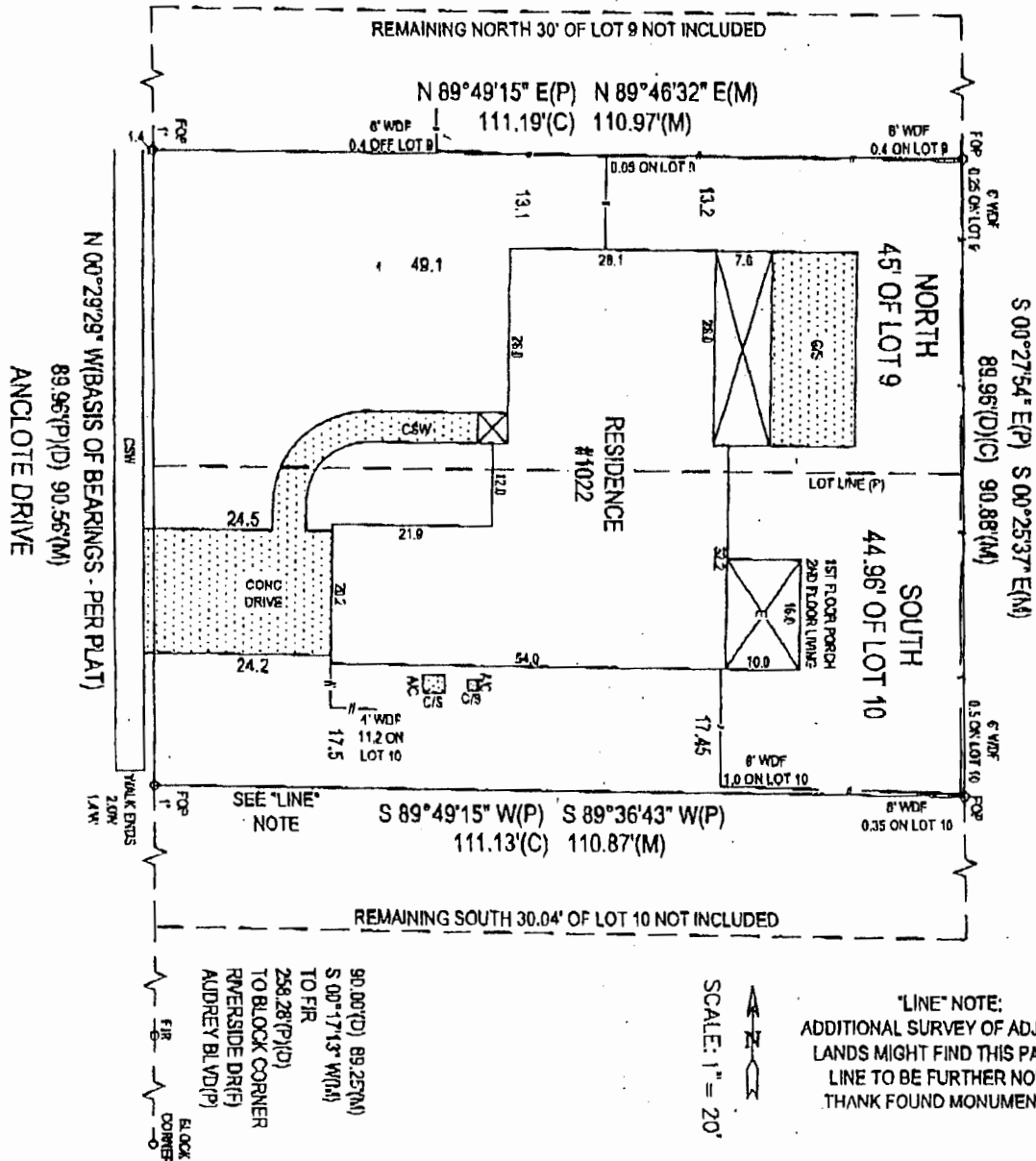
UPPER PINELLAS ASSOCIATION FOR  
RETARDED CITIZENS, INC.

BY: 

(Buyer)

AS-BUILT SURVEY OF 1022 ANCLOTE DRIVE, TARPON SPRINGS, FLORIDA, USA  
 THE SOUTH 45 FEET OF LOT 9 AND THE NORTH 44.98 FEET OF LOT 10, BLOCK 7, SUNSET HILLS  
 SECOND ADDITION, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 7,  
 PAGE 5, OF THE PUBLIC RECORDS OF PASCO COUNTY, FLORIDA

SUBJECT PARCEL IS SHOWN ON THE FEMA FLOOD INSURANCE MAP  
 AS BEING IN ZONE X



THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION OR DESIGN  
 THIS SURVEY IS MADE FOR THE EXCLUSIVE USE OF THE CURRENT OWNERS OF THE  
 PROPERTY AND ALSO THEIR HEIRS, SUCCESSORS, AND TO BE ON GUARANTEE THE TITLE  
 THERE TO WITHIN THE YEAR OF THE FIELD DATE NOTED ON THIS SURVEY.

NOT VALID WITHOUT THE SIGNATURE AND THE  
 ORIGINAL RAISED SEAL OF A FLORIDA LICENSED  
 SURVEYOR AND MAPPER

THE FINANCIAL LIABILITY OF THE SURVEYOR AND SURVEYING COMPANY

Prepared By and RETURN TO:  
Barbara Grant  
PIONEER TITLE, INC.  
29296 US HWY 19 N, SUITE 104  
CLEARWATER, FL 33761  
incidental to the issuance of a title insurance policy.  
File Number: 06-05004  
Parcel ID #: 10-27-15-87822-007-0090

KEN BURKE, CLERK OF COURT  
PINELLAS COUNTY FLORIDA  
INST# 2006229234 06/19/2006 at 10:05 AM  
OFF REC BK: 15191 PG: 2523-2523  
DocType: DEED RECORDING: \$10.00  
D DOC STAMP: \$3325.00

### WARRANTY DEED

(INDIVIDUAL)

June 13, 2006

This WARRANTY DEED, dated/ by  
**LEONARD J. FONTES, a married man**  
whose post office address is:  
**6 STARRETT CT., SPARTA, NJ 07871**  
hereinafter called the GRANTOR, to  
**UPPER PINELLAS ASSOCIATION FOR RETARDED CITIZENS, INC., a Florida Non-Profit Organization**  
whose post office address is:  
**1501 NORTH BELCHER ROAD, CLEARWATER, FL 33765**  
hereinafter called the GRANTEE:

(Wherever used herein the terms "Grantor" and "Grantee" include all parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations.)

**WITNESSETH:** That the GRANTOR, for and in consideration of the sum of \$10.00 and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the GRANTEE, all that certain land situate in PINELLAS County, Florida, viz:

**The South 45 feet of Lot 9 and the North 44.96 feet of Lot 10, Block 7, SUNSET HILLS SECOND ADDITION, according to plat thereof recorded in Plat Book 17, Pages 41 and 42, of the Public Records of Pinellas County, Florida.**

**Grantor hereby warrant that the property described in this instrument IS NOT his Constitutional Homestead as provided by the Florida Constitution.**

SUBJECT TO covenants, conditions, restrictions, reservations, limitations, easements and agreements of record, if any; taxes and assessments for the year 2006 and subsequent years; and to all applicable zoning ordinances and/or restrictions and prohibitions imposed by governmental authorities, if any,

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND THE GRANTOR hereby covenants with said GRANTEE that except as above noted, the GRANTOR is lawfully seized of said land in fee simple; that the GRANTOR has good right and lawful authority to sell and convey said land; that the GRANTOR hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, GRANTOR has signed and sealed these presents the date set forth above.

SIGNED IN THE PRESENCE OF THE FOLLOWING **TWO** WITNESSES:

Witness #1  
SIGN: *Alice R. Price*  
Print Name: ALICE R. PRICE

*Leonard J. Fontes*  
**LEONARD J. FONTES**

Witness #2  
SIGN: *Daniela Fulham*  
Print Name: Daniela Fulham

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Interactive Map of this parcel](#) [Sales Query](#) [Back to Query Results](#) [New Search](#) [Tax Collector Home Page](#) [Contact Us](#) [WM](#)

# 10-27-15-87822-007-0090

## Online Property Record Card

[Portability Calculator](#)      **Data Current as of November 01, 2013**      [Print](#)      [Radius Search](#)      [Improvement Value per F.S. 553.844](#)

Ownership/Mailing Address	Site Address
UPPER PINELLAS ASSOC FOR RETARDED CITIZENS INC 1501 N BELCHER RD CLEARWATER FL 33765-1339	1022 ANCLOTE DR TARPON SPRINGS 34689-



Property Use: 0752 (Miscellaneous Residential - boarding house, etc. ALF less than Living Units: 10 units) 1

[\[click here to hide\]](#) **2013 Legal Description**

SUNSET HILLS 2ND ADD BLK 7, S 45FT OF LOT 9 & N 44.96FT OF LOT 10 (SEE N11-27-15)

<a href="#">2013 Exemptions</a> <a href="#">Mortgage Letter</a> <a href="#">File</a>		2013 Parcel Use	
<a href="#">for Homestead Exemption</a>			
Homestead: No	Government: No	Homestead Use Percentage: 0.00%	
Institutional: Yes	Historic: No	Non-Homestead Use Percentage: 100.00%	Classified Agricultural: No

### 2013 Parcel Information      2013 Trim Notice

Most Recent Recording	<a href="#">Sales Comparison</a>	<a href="#">Census Tract</a>	Evacuation Zone (NOT the same as a FEMA Flood Zone)	Plat Book/Page
15191/2523 ■	<b>\$200,400</b> <a href="#">Sales Query</a>	12103027501	D	017/041

### 2013 Preliminary Value Information

Year	<a href="#">Save-Our-Homes cap</a>	<a href="#">Just/Market Value</a>	<a href="#">Assessed Value/ SOH Cap</a>	<a href="#">County Taxable Value</a>	<a href="#">School Taxable Value</a>	<a href="#">Municipal Taxable Value</a>
2013	No	\$165,475	\$165,475	\$0	\$0	\$0

[\[click here to hide\]](#) **Value History as Certified (yellow indicates correction on file)**

Year	<a href="#">Save-Our-Homes Cap</a>	<a href="#">Just/Market Value</a>	<a href="#">Assessed Value/ SOH Cap</a>	<a href="#">County Taxable Value</a>	<a href="#">School Taxable Value</a>	<a href="#">Municipal Taxable Value</a>
2013	No	\$165,475	\$165,475	\$0	\$0	\$0



2012	No	\$166,305	\$166,305	\$0	\$0	\$0
2011	No	\$173,697	\$169,032	\$0	\$0	\$0
2010	No	\$148,272	\$148,272	\$0	\$0	\$0
2009	No	\$178,731	\$178,731	\$0	\$0	\$0
2008	No	\$246,100	\$246,100	\$0	\$0	\$0
2007	No	\$255,300	\$255,300	\$0	N/A	\$0
2006	No	\$279,500	\$279,500	\$279,500	N/A	\$279,500
2005	No	\$193,700	\$193,700	\$193,700	N/A	\$193,700
2004	No	\$180,900	\$180,900	\$180,900	N/A	\$180,900
2003	No	\$173,300	\$173,300	\$173,300	N/A	\$173,300
2002	No	\$163,200	\$163,200	\$163,200	N/A	\$163,200
2001	No	\$160,500	\$160,500	\$160,500	N/A	\$160,500
2000	No	\$151,800	\$151,800	\$151,800	N/A	\$151,800
1999	Yes	\$129,400	\$129,400	\$104,400	N/A	\$104,400
1998	Yes	\$144,100	\$140,100	\$115,100	N/A	\$115,100
1997	Yes	\$134,000	\$134,000	\$109,000	N/A	\$109,000
1996	Yes	\$136,700	\$136,700	\$111,700	N/A	\$111,700

<b>2012 Tax Information</b>	<b>Ranked Sales</b> <small>(What are Ranked Sales?)</small> <b>See all transactions</b>																														
<a href="#">Click Here for 2013 Tax Bill</a> Tax District: <u>TS</u> 2013 Final Millage Rate                      21.7899 2013 Est Taxes w/o Cap or Exemptions                      \$3,605.68  <b>A significant change in taxable value may occur when sold due to changes in the market or the removal of exemptions. <a href="#">Click here for more information.</a></b>	<table border="1"> <thead> <tr> <th>Sale Date</th> <th>Book/Page</th> <th>Price</th> <th>Q/U</th> <th>V/I</th> </tr> </thead> <tbody> <tr> <td>19 Jun 2006</td> <td>15191 / 2523</td> <td>\$475,000</td> <td>U</td> <td>I</td> </tr> <tr> <td>24 Sep 1999</td> <td>10670 / 0174</td> <td>\$190,000</td> <td>Q</td> <td>I</td> </tr> <tr> <td>28 Jun 1996</td> <td>09387 / 0755</td> <td>\$80,000</td> <td>U</td> <td>I</td> </tr> <tr> <td>24 Dec 1991</td> <td>07767 / 2276</td> <td>\$170,000</td> <td>Q</td> <td>I</td> </tr> <tr> <td>02 Jun 1989</td> <td>07013 / 0713</td> <td>\$165,000</td> <td>Q</td> <td>I</td> </tr> </tbody> </table>	Sale Date	Book/Page	Price	Q/U	V/I	19 Jun 2006	15191 / 2523	\$475,000	U	I	24 Sep 1999	10670 / 0174	\$190,000	Q	I	28 Jun 1996	09387 / 0755	\$80,000	U	I	24 Dec 1991	07767 / 2276	\$170,000	Q	I	02 Jun 1989	07013 / 0713	\$165,000	Q	I
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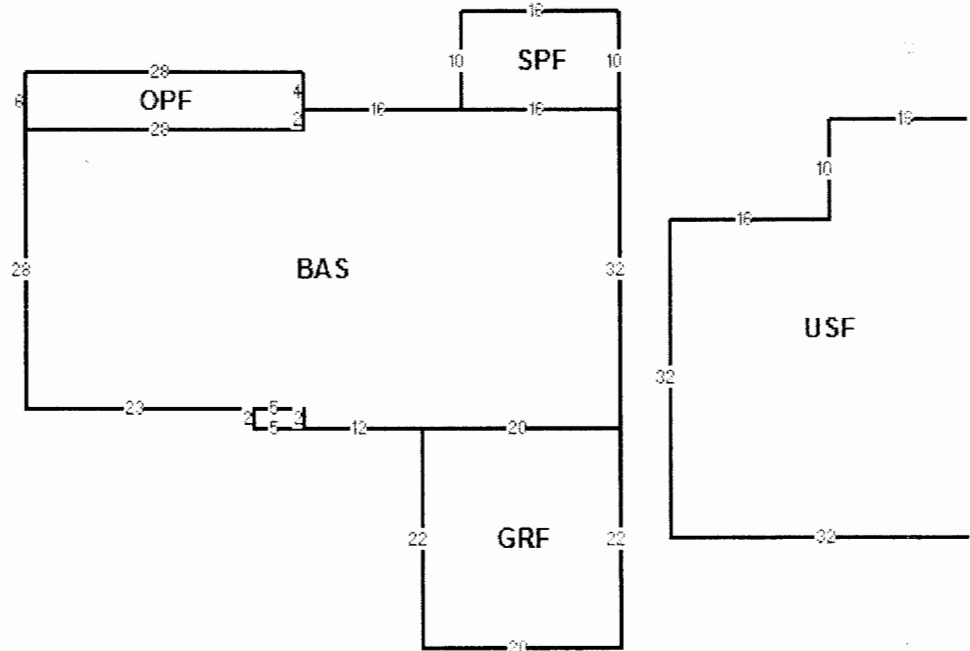
2013 Land Information							
Seawall: No		Frontage: None			View:		
Land Use	Land Size	Unit Value	Units	Total Adjustments	Adjusted Value	Method	
Miscellaneous (07)	90x111	700.00	90.0000	0.9405	\$59,252	FF	

**[click here to hide] 2013 Building 1 Structural Elements [Back to Top](#)**

**Site Address: 1022 ANCLOTE DR TARPON SPRINGS 34689-**

Quality: Average  
 Square Footage: 3770.00  
 Foundation: Continuous  
 Footing

Floor System: Slab On Grade  
 Exterior Wall: Frame Stucco  
 Roof Frame: Gable Or Hip  
 Roof Cover: Concrete Tile Avg Meta  
 Stories: 2  
 Living units: 1  
 Floor Finish: Carpet/Hardtile/Hardwood  
 Interior Finish: Drywall/Plaster  
 Fixtures: 12  
 Year Built: 1983  
 Effective Age: 26  
 Heating: Central Duct  
 Cooling: Cooling (Central)



[Open plot in New Window](#)

**Building 1 Sub Area Information**

Description	Living Area Ft <sup>2</sup>	Gross Area Ft <sup>2</sup>	Factor	Effective
Upper Story	1,184	1,184	0.90	1,
Screen Porch	0	160	0.25	
Open Porch Unfinished	0	10	0.20	
Open Porch	0	168	0.20	
Garage	0	440	0.35	
Base	1,808	1,808	1.00	1,
Total Living SF: <b>2,992</b>		Total Gross SF: <b>3,770</b>		Total Effective SF: <b>3,</b>

**[click here to hide] 2013 Extra Features**

Description	Value/Unit	Units	Total New Value	Depreciated Value	Yr
FIRESPRINK	\$2.00	3,432.00	\$6,864.00	\$6,589.00	20
SHED	\$15.00	120.00	\$1,800.00	\$720.00	19
FIREPLACE	\$2,500.00	2.00	\$5,000.00	\$2,550.00	19
PATIO/DECK	\$6.00	294.00	\$1,764.00	\$706.00	19

**[click here to hide] Permit Data**

Permit information is received from the County and Cities. This data may be incomplete and may exclude permits that do not result in field reviews (for example for water heater replacement permits). Any questions regarding permits should be directed to the permitting office in which the structure is located.

Permit Number	Description	Issue Date	Estimated Value
10-0354	FIRESPRINK	08 Mar 2010	\$16,965

050001415

HEAT/AIR

05 Aug 2005

\$4,490



[Interactive Map of this parcel](#)
[Sales Query](#)
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[Contact Us](#)

# Attachment

11

2013 FLORIDA HOUSING FINANCE CORPORATION  
LOCAL GOVERNMENT VERIFICATION OF STATUS  
OF PLAT APPROVAL FOR SINGLE-FAMILY RENTAL DEVELOPMENTS

FHFC Application Reference: RFA 2013-005 - Financing to Build or Rehabilitate Smaller  
(Indicate the name of the application process under which the proposed Development is applying/has applied for funding from the Corporation such as the Request for Proposal/Application number and/or the name of the Request for Proposal/Application) Permanent Housing for Persons w/ D.D.

Name of Development: UPARC INC. - Anclote Group Home

Development Location: 1022 Anclote Dr. Tarpon Springs, FL 34689  
(At a minimum, provide the address number, street name and city and/or provide the street name, closest designated intersection and either the city (if located within a city or county (if located in the unincorporated area of the county).)

Mark the applicable statement:

1.  The above-referenced Development is new construction or rehabilitation with new construction and the final plat was approved on or before the Application/submission deadline for the above referenced FHFC Request for Application by action of the appropriate City/County legally authorized body; e.g. council, commission, board, department, division, etc., responsible for such approval process.
2.  The above-referenced Development is new construction or rehabilitation with new construction and the preliminary or conceptual plat was approved on or before the Application/submission deadline for the above referenced FHFC Request for Application by action of the appropriate City/County legally authorized body; e.g. council, commission, board, department, division, etc., responsible for such approval process.
3.  The above-referenced Development is rehabilitation without any new construction and does not require additional plat approval.

CERTIFICATION

I certify that the City/County of Tarpon Springs (Name of City or County) has vested in me the authority to verify status of plat approval as specified above and I further certify that the information above is true and correct.

Carol R Vincent  
Signature

Carol R Vincent  
Print or Type Name  
Planning & Zoning Director  
Print or Type Title

This certification must be signed by the applicable City's or County's Director of Planning and Zoning, chief appointed official (staff) responsible for determination of issues related to plat approval, City Manager, or County Manager/Administrator/Coordinator. Signatures from local elected officials are not acceptable, nor are other signatories. If this certification is applicable to this Development and it is inappropriately signed, the form will not be accepted.

2013 FLORIDA HOUSING FINANCE CORPORATION  
VERIFICATION OF AVAILABILITY OF INFRASTRUCTURE - ELECTRICITY

REA 2013-005 Financing to Build & Rehabilitate Smaller Permanent Housing for Persons  
FHFC Application Reference: Build & Rehabilitate Smaller Permanent Housing for Persons

(Indicate the name of the application process under which the proposed Development is applying/has applied for funding from the Corporation such as the Request for Proposal/Application number and/or the name of the Request for Proposal/Application) w/ D.O.

Name of Development: UPARC INC. - Andote Group Home

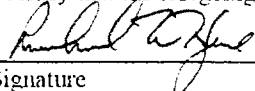
Development Location: 1022 Andote Dr., Tarpon Springs, FL 34689  
(At a minimum, provide the address number, street name and city, and/or provide the street name, closest designated intersection and either the city (if located within a city) or county (if located in the unincorporated area of the county).)

The undersigned service provider confirms that on or before the submission deadline for the above referenced FHFC Request for Proposal/Application:

1. Electricity is available to the proposed Development.
2. There are no impediments to the proposed Development for obtaining electric service other than payment of hook-up or installation fees, line extensions to be paid for by the Applicant in connection with the construction of the Development, or other such routine administrative procedure.
3. To the best of our knowledge, no variance or local hearing is required to make electricity available to the proposed Development.
4. To the best of our knowledge, there are no moratoriums pertaining to electric service which are applicable to the proposed Development.

CERTIFICATION

I certify that the foregoing information is true and correct.

  
Signature

RICHARD HAGUE  
Print or Type Name

Print or Type Name

SR. ENGINEERING TECH  
Print or Type Title

Print or Type Title

DUKES ENERGY  
Name of Entity Providing Service

324 E. PINE ST  
Address (street address, city, state)

Address (street address, city, state)

TARPON SPRINGS, FL 34689  
Telephone Number (including area code)

Telephone Number (including area code)

(727) 942-5608  
Telephone Number (including area code)

Telephone Number (including area code)

This certification may not be signed by the Applicant, by any related parties of the Applicant, or by any Principals or Financial Beneficiaries of the Applicant. In addition, signatures from local elected officials are not acceptable. If the certification is applicable to this Development and it is inappropriately signed, the certification will not be accepted.

2013 FLORIDA HOUSING FINANCE CORPORATION  
VERIFICATION OF AVAILABILITY OF INFRASTRUCTURE - WATER

RFA-2013-005  
FHFC Application Reference: Financing to build or rehabilitate smaller permanent supportive housing for persons w/ D.O.  
(Indicate the name of the application process under which the proposed Development is applying/has applied for funding from the Corporation such as the Request for Proposal/Application number and/or the name of the Request for Proposal/Application)

Name of Development: UPARC Inc., Andote Group Home

Development Location: 1022 Andote Dr., Tarpon Springs, FL 34689  
(At a minimum, provide the address number, street name and city, and/or provide the street name, closest designated intersection and either the city (if located within a city) or county (if located in the unincorporated area of the county).)

The undersigned service provider confirms that on or before the submission deadline for the above referenced FHFC Request for Proposal/Application:

1. Potable water is available to the proposed Development.
2. There are no impediments to the proposed Development for obtaining potable water service other than payment of hook-up or installation fees, line extensions to be paid for by the Applicant in connection with the construction of the Development, or other such routine administrative procedure.
3. To the best of our knowledge, no variance or local hearing is required to make potable water available to the proposed Development.
4. To the best of our knowledge, there are no moratoriums pertaining to potable water which are applicable to the proposed Development.

CERTIFICATION

I certify that the foregoing information is true and correct.

Richard Hague  
Signature

RICHARD HAGUE  
Print or Type Name

SR. ENGINEERING TECH  
Print or Type Title

CITY OF TARPON SPRINGS, FL.  
Name of Entity Providing Service

324 E. PINE ST.  
Address (street address, city, state)

TARPON SPRINGS, FL. 34689

(727) 942-5608  
Telephone Number (including area code)

This certification may not be signed by the Applicant, by any related parties of the Applicant, or by any Principals or Financial Beneficiaries of the Applicant. In addition, signatures from local elected officials are not acceptable. If the certification is applicable to this Development and it is inappropriately signed, the certification will not be accepted.





2013 FLORIDA HOUSING FINANCE CORPORATION  
VERIFICATION OF AVAILABILITY OF INFRASTRUCTURE - ROADS

RFA-2013-005 Financing To Build or Rehabilitate Smaller Recreational Housing

FHFC Application Reference: For Persons w/ Developmental Disabilities  
(Indicate the name of the application process under which the proposed Development is applying/has applied for funding from the Corporation such as the Request for Proposal/Application number and/or the name of the Request for Proposal/Application)

Name of Development: UPARC INC. - Andate Group Home

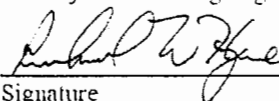
Development Location: 1022 Andate Drive, Tarpon Springs, FL 34689  
(At a minimum, provide the address number, street name and city, and/or provide the street name, closest designated intersection and either the city (if located within a city) or county (if located in the unincorporated area of the county).)

The undersigned service provider confirms that on or before the submission deadline for the above referenced FHFC Request for Proposal/Application:

1. Existing paved roads provide access to the proposed Development or paved roads will be constructed as part of the proposed Development.
2. There are no impediments to the proposed Development using the roads other than payment of impact fees or providing curb cuts, turn lanes, signalization, or securing required final approvals and permits for the proposed Development.
3. The execution of this verification is not a granting of traffic concurrency approval for the proposed Development.
4. To the best of our knowledge, there are no moratoriums pertaining to road usage which are applicable to the proposed Development.

CERTIFICATION

I certify that the foregoing information is true and correct.

  
Signature

RICHARD HAGUE  
Print or Type Name

SR. ENGINEERING TECH  
Print or Type Title

CITY OF TARPON SPRINGS, FL.  
Name of Entity Providing Service

324 E. PINE ST.  
Address (street address, city, state)

TARPON SPRINGS, FL 34689

(727) 942-5608  
Telephone Number (including area code)

This certification may not be signed by the Applicant, by any related parties of the Applicant, or by any Principals or Financial Beneficiaries of the Applicant. In addition, signatures from local elected officials are not acceptable. If the certification is applicable to this Development and it is inappropriately signed, the certification will not be accepted.

# Attachment

12

**RFA 2013-005 DEVELOPMENT COST PRO FORMA  
FOR SMALLER DEVELOPMENTAL DISABILITY PROPERTIES**

- NOTES: (1) Developer overhead may not exceed 10% of Development cost.  
The overhead will not be paid until after construction completion.
- (2) Contingency Reserves allowed are amounts that cannot exceed 5% for Development Category of New Construction and 15% for Rehabilitation.
- (3) The Corporation acknowledges that the costs listed on the Development Cost Pro Forma, Detail/Explanation Sheet, and Sources of Funding are subject to change during credit underwriting.
- (4) After preliminary awards are made, the Corporation will finalize the amount of funding based on the needs determined by credit underwriting.

USE THE DETAIL/EXPLANATION SHEET FOR EXPLANATION OF \* ITEMS.

	<b>AMOUNT</b>
<b>DEVELOPMENT COSTS</b>	
<i>Actual Construction Costs</i>	
Life Safety Features proposed	\$ <u>9,007</u>
Security Features proposed	\$ <u>70</u>
Energy Retrofit Features proposed	\$ <u>33,481</u>
Upgrades to allow residents to age in place	\$ <u>16,384</u>
Rehabilitation of a property built prior to 1993	\$ <u>15,050</u>
New Construction costs	\$ _____
<b>*Other (explain in detail)</b>	\$ _____
<b>A. TOTAL ACTUAL CONSTRUCTION COSTS</b>	<b>\$ [REDACTED]</b>
<i>General Development Costs</i>	
Accounting Fees	\$ _____
Appraisal (if applicable)	\$ _____
Architect & Engineering Fees	\$ _____
Builder's Risk Insurance (or Owner's Property Coverage during construction)	\$ _____
Building Permit, Impact Fee(s)*, Connection Fee(s)	\$ <u>2,500</u>
Transaction Screen Process (Environmental) Report	\$ _____
FHFC Compliance Monitoring Fee (pre-paid)	\$ _____
FHFC Credit Underwriting Fees	\$ _____
FHFC Construction Draw & Inspection Costs	\$ _____
Insurance (Liability, during construction)	\$ _____

**RFA 2013-005 DEVELOPMENT COST PRO FORMA  
FOR SMALLER DEVELOPMENTAL DISABILITY PROPERTIES**

	<b>AMOUNT</b>	
Legal Fees	\$ _____	
Property Taxes (during construction)	\$ _____	
Survey	\$ _____	
Title Insurance & Recording Fees	\$ _____	
<b>*Other (explain in detail)</b>	<b>\$ _____</b>	
<b>B. TOTAL GENERAL DEVELOPMENT COST</b>	<b>\$ _____</b>	
<b>C. ACQUISITION COST OF PROPERTY*</b> (if appropriate)	<b>\$ _____</b>	
<i>Financial Costs</i>		
Loan Origination and Commitment Fee(s)	\$ _____	
Construction Loan Interest	\$ _____	
Loan Closing Costs	\$ _____	
<b>*Other (explain in detail)</b>	<b>\$ _____</b>	
<b>D. TOTAL FINANCIAL COST</b>	<b>\$ _____</b>	
<b>E. DEVELOPMENT COST</b> (A+B+C+D)	<b>\$ _____</b>	
<b>F. DEVELOPER'S OVERHEAD</b> <small>See Note (1)</small>	\$ _____	(Maximum qualified is \$7,649)
<b>G. CONTINGENCY RESERVES</b> <small>See Note (2)</small>	\$ _____	
<b>H. TOTAL DEVELOPMENT COST</b> (E+F+G)	<b>\$ _____</b>	

**Detail/Explanation Sheet**

Totals must agree with Pro Forma. Provide description and amount for each item that has been completed on the Pro Forma.

**DEVELOPMENT COSTS**

***Actual Construction Cost***

*(as listed at Item A)*

Other:

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***General Development Costs***

*(as listed at Item B)*

Impact Fees:

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Other:

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***Financial Costs***

*(as listed at Item D)*

Other:

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NOTE: Consulting fees, if any, and any financial or other guarantees required for the financing must be paid out of the Developer overhead. Consulting fees include, but are not limited to, payments for Application consultants, construction management or supervision consultants, or local government consultants.

The Application Fee submitted with the Application shall be paid out of Applicant's own financial resources, will not be qualified to be part of the proposed Development's costs, and is ineligible for re-imbusement from any awarded funding. If the Application Fee is included, it will be removed in Credit Underwriting.



## Development Costs - Amendment

### Actual Construction Costs:

#### Life Safety Features proposed:

Kitchen Cabinets	\$9,007
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#### Security Features proposed:

Front door handle/locks	\$70
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#### Energy Retrofit Features proposed:

Energy Star appliances	\$3,461
High Performance & Impact windows	\$22,583
3-ton & 2-ton Heat pump Condensers w/Air Handlers	\$7,437

#### Upgrades to allow residents to age in place:

Flooring (w/installation)	\$14,162
easy turning door handles	\$649
Watersense toilets and faucet fixtures	\$1,573

#### Rehabilitation of a property build prior to 1993:

Roof	\$13,950
Chimney caps	\$1,100

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\$73,992