

2025  
Housing Authority  
of the  
City of Daytona Beach (HDB)  
Annual Plan Narrative  
Amendment 2  
September 5, 2024

## B.1 Existing PHA Plan Elements

HDB will be adopting updates to their ACOP, Administrative Plan and Public Housing Lease at the start of Fiscal Year 2025 (July 1, 2024). Due to the sweeping regulatory changes brought on by HOTMA it was determined to be in the best interest of the agency to make updates to the Nan McKay Model plans.

The updated documents are attached as follows:

- Attachment 6 ACOP
- Attachment 7 Public Housing Lease
- Attachment 8 Administrative Plan

Per HUD PIH Notice 2023-17 HDB is required to have our plans and policies updated by 75 days prior to the start of their fiscal year which is the submission deadline for the Annual Plan to the HUD Field Office.

HUD is in the process of replacing the Inventory Management System/PIH Information Center (IMS/PIC) with the Housing Information Portal (HIP). This means a PHA cannot transition to HOTMA until the HIP system is operational and accepting certifications, and the PHA's software has transitioned to HIP. PHAs must work in conjunction with their software vendors to begin submitting new 50058s to the HIP system once it is ready.

Although HOTMA will not be implemented by the PHA until an unknown date in 2024, the PHA is required by HUD to update both the ACOP and administrative plan by a specific date (as noted above). This also means that the PHA's policies will likely be completed and approved well ahead of when the PHA actually implements HOTMA.

During the transition period between when the PHA adopts its new HOTMA-compliant policies and the date the PHA fully implements HOTMA, the PHA will have two policies in place – one that is updated for HOTMA and their pre-HOTMA policy. The PHA will adopt but will not follow their HOTMA policy during this transition period. The PHA will instead continue to follow their current policies until the PHA-selected implementation. Pre-HOTMA policies will remain fully effective during the transition period.

[PIH Notice 2024-30 issued on August 20, 2024, requires that PHAs make mandatory policy updates within 120 days of the notice. The following mandatory program policies for the Mainstream Voucher Program are being updated:](#)

- [Initial Search Term. Many Mainstream Voucher applicants face challenges in their housing search. Tight rental markets coupled with specific unit needs \(e.g., accessible units, units near medical or supportive services, units near public transit, units meeting other disability-related needs, etc.\) may require applicants to need additional time to search for a suitable unit. HUD is waiving 24 Code of Federal Regulations \(CFR\) 982.303\(a\), which requires an initial search term of at least 60 days, and establishing an alternative requirement that the initial search term for a Mainstream Voucher must be at least 120 days. The initial 120-day term also applies when a family chooses to move to a new unit with continued assistance inside or outside the PHA's jurisdiction, in accordance with 24 CFR 982 subpart H.](#)

- When issuing a Mainstream Voucher, PHAs also must provide a current listing of available accessible units known to the PHA and, if necessary, otherwise assist the family in identifying an accessible unit (24 CFR 8.28(a)(3)).
- **Extensions of Term.** The PHA's administrative plan must describe its policies for granting extensions of the initial 120-day term (24 CFR 982.303(b)(1)) and provide clear instructions to families on the procedures for requesting an extension. If a family requires additional time for their unit search, PHAs are required to provide an extension as part of a reasonable accommodation under Section 504 of the Rehabilitation Act and HUD's Section 504 requirements (24 CFR part 8; See also 24 CFR 982.303(b)(2)). While all Mainstream Voucher applicants include a family member with a disability and are eligible for an extension as part of a reasonable accommodation, PHAs have considerable discretion in the details they may establish for their general extension policy under (24 CFR 982.303(b)(1)) outside of the context of reasonable accommodations, including the deadline for requesting an extension and the length of the extension. National voucher success rates and median search times indicate that, on average, Mainstream Voucher applicants take longer to lease than HCV applicants and are more likely to ultimately be unsuccessful in using their voucher compared to other special purpose voucher applicants. As discussed above in Section 6(a), multiple circumstances may contribute to the barriers that Mainstream Voucher applicants experience in successfully leasing. Given the challenges Mainstream Voucher applicants may face in securing a unit, applicants should be provided with flexible extension policies. To support this need, HUD is waiving 24 CFR 982.303(b)(1) and establishing an alternative requirement for the process of requesting search extensions. PHAs must adopt an extension policy for Mainstream Vouchers that includes the following: 1) each extension must be for a minimum of 90 days, 2) the PHA must approve the first extension request, regardless of how the request is made (written or verbal) or when it is made, as long as the request is made on or before the term expiration date and is consistent with applicable requirements; subsequent requests should be processed in accordance with the PHA's administrative plan, and 3) the PHA must, on at least one occasion after voucher issuance, notify the family prior to the initial term expiration to remind them of the term expiration date, the process for requesting an extension, and to inquire if the family is in need of assistance with their housing search. PHAs should be aware that families may require more than the minimum required initial extension to successfully lease up and must grant additional extensions if requested in accordance with the PHA's administration plan. As part of its search extension policy, PHAs may not restrict a first extension approval to certain circumstances or require documentation from applicants. For all extension requests, the written or verbal request is sufficient. Note that this alternative requirement also applies to current Mainstream Voucher participants who choose to move to a new unit with continued assistance inside or outside the PHA's jurisdiction, in accordance with 24 CFR 982 subpart H. In providing notice to families of the expiration date and extension request process, PHAs must ensure effective communication with persons with disabilities, including those with vision, hearing, speech, intellectual or other developmental disabilities, or any other communication-related disabilities. While HUD is establishing an alternative requirement to 24 CFR 982.303(b)(1), HUD reminds PHAs that 24 CFR 982.303(b)(2) requires PHAs to approve all extensions made as part of a

reasonable accommodation and PHAs must provide this information during the family briefing (24 CFR 982.301(a)).

- Residency Preference. Because Mainstream Vouchers are intended to facilitate access to housing for individuals with disabilities, including for individuals who reside in institutional or other segregated settings that may not be located in the geographic area that is typically served by a PHA, a residency preference may prevent an otherwise eligible applicant from accessing Mainstream Vouchers. Consequently, HUD is waiving Section 8(o)(6)(A) of the 1937 Act and 24 CFR 982.207(b)(1) and establishing an alternative requirement under which a PHA cannot apply a residency preference to Mainstream Voucher applicants.

The following Administrative Plan chapters have been updated in response to these requirements and are attached to this amendment.

- Chapter 4 - APPLICATIONS, WAITING LIST AND TENANT SELECTION
- Chapter 5 - BRIEFINGS AND VOUCHER ISSUANCE
- Chapter 19 – SPECIAL PURPOSE VOUCHERS

### Statement of Housing Needs and Strategy for Addressing Housing Needs

The following are the housing needs of those persons currently on our program waiting lists.

<b>Section 8 tenant-based assistance</b>	<b># of families</b>	<b>% of total families</b>
Waiting list total	488	
Families with children	245	50.2%
Elderly families	49	10.0%
Families with Disabilities	133	27.3%
Race/ethnicity (White)	148	30.3%
Race/ethnicity (Black)	339	69.5%
Race/ethnicity (Asian/Other)	39	8.0%
Race/ethnicity (Hispanic)	88	18.0%

<b>Section 8 project-based assistance</b>	<b># of families</b>	<b>% of total families</b>
Waiting list total	4191	
Families with children	2220	53.0%
Elderly families	66	1.6%
Families with Disabilities	501	12.0%
Race/ethnicity (White)	578	13.8%
Race/ethnicity (Black)	3685	87.9%
Race/ethnicity (Asian/Other)	120	2.9%
Race/ethnicity (Hispanic)	355	8.5%

<b>Public Housing</b>	<b># of families</b>	<b>% of total families</b>
Waiting list total	745	
Families with children	335	45.0%
Elderly families	72	9.7%
Families with Disabilities	217	29.1%
Race/ethnicity (White)	207	27.8%
Race/ethnicity (Black)	497	66.7%
Race/ethnicity (Asian/Other)	12	1.6%
Race/ethnicity (Hispanic)	94	12.6%
<b>Characteristics by Bedroom Size (PH Only)</b>		
1 BR	261	35.0%
2 BR	302	40.5%
3 BR	172	23.2%
4 BR	9	1.2%
5 BR		
5+ BR		

HDB’s Annual Plan is in alignment with the City of Daytona Beach’s Consolidated Plan. HDB has a coordinated relationship with the City of Daytona Beach.

HDB addresses housing needs by establishing local preferences for program waiting lists. The local preferences for the Public Housing program are listed in Chapter 4 Part III.B. of the ACOP Attachment 6. The local preferences for the HCV program are found in Chapter 4 Part III.C of the Administrative Plan Attachment 7. The local preferences for the RAD PBV program are found in Chapter 18 of the Administrative Plan Attachment 7.

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions**

Per the deconcentration policy of HDB, although our developments are exempt from deconcentration analysis due to less than 100 units per development, the agency voluntarily performs the analysis.

Development	85% Average Household Income	115% Average Household Income	Development Income Range	Above, Within or Below
FL007-6	\$ 15,171.96	\$ 20,526.77	\$16,612.86	Within
FL007-7	\$ 15,171.96	\$ 20,526.77	\$19,907.04	Within
FL007-10	\$ 15,171.96	\$ 20,526.77	\$12,486.00	Below
FL007-15	\$ 15,171.96	\$ 20,526.77	\$17,183.67	Within
FL007-17	\$ 15,171.96	\$ 20,526.77	\$16,141.86	Within
FL007-18	\$ 15,171.96	\$ 20,526.77	\$16,799.64	Within
FL007-19	\$ 15,171.96	\$ 20,526.77	\$18,779.74	Within
FL007-20	\$ 15,171.96	\$ 20,526.77	\$27,373.26	Above

FL007-20 is our smallest development with only 28 units. Currently the occupancy rate of this development is 82% with 5 vacancies. This development has three households that have elected to pay flat rent, two of whose income exceeds 120% AMI. Of the three families that moved into this development in the past year two qualify as extremely low income and the other as very low income. The HDB will follow the procedures outlined in the adopted deconcentration policy to resolve this discrepancy.

FL007-010 was completely flooded out due to Hurricane Ian. To date only 15 of the 100 units have been housed. It is believed that the 15% occupancy rate is impacting the analysis.

The Deconcentration Policy of the HDB included as Attachment 1 to this plan.

**Public Housing Wait List Procedures**

The Waiting List procedures of HDB Public Housing program are found in Chapter 4 of the attached ACOP.

[The Waiting List procedures of HDB HCV program are found in Chapter 4 of the attached Administrative Plan.](#)

**Eligibility, Selection and Admission**

Rules governing Eligibility, Selection and Admissions of the Public Housing program are found in Chapters 3 and 4 of the attached ACOP.

Rules governing Eligibility, Selection and Admissions of the Tenant Based Voucher program are found in Chapters 3 and 4 of the attached Administrative Plan. Rules governing Eligibility, Selection and Admissions of the Project Based Voucher under RAD (WM at the River) are found in Chapter 18 of the Attached Administrative Plan. Rules governing Eligibility, Selection and Admissions of the VASH Voucher Program are found in Chapter 19 Part III of the attached Administrative Plan. Rules governing Eligibility, Selection and Admissions of the Mainstream Voucher Program are found in Chapter 19 Part IV of the attached Administrative Plan.

#### Public Housing Unit Assignment Policies

The Unit Assignment Policies of HDB Public Housing program are found in Chapter 5 of the attached ACOP.

#### Financial Resources

<b>Financial Resources: Planned Sources and Uses</b>		
<u>Source</u>	<u>Planned</u>	<u>Planned Uses</u>
1. Federal Grants (FY 2023)		
a. Public Housing Operating Fund	\$ 2,437,512.00	\$ 2,437,512.00
b. Public Housing Capital Fund	\$ 460,000.00	\$ 460,000.00
c. Housing Choice Voucher Funds	\$ 14,023,704.00	\$ 14,023,704.00
d. ROSS / FSS Funds		
e. CDBG		
f. HOME		
g. Choice Neighborhood	\$ 175,000.00	\$ 175,000.00
h. Other Federal Grants		
2. Prior Year Federal Grants		
a. CFP 2019	\$ 390,000.00	\$ 390,000.00
b. CFP 2020	\$ 215,000.00	\$ 215,000.00
c. CFP 2021	\$ 230,000.00	\$ 230,000.00
d. CFP 2022	\$ 290,000.00	\$ 290,000.00
e. CFP 2023		
f. OAHMP	\$ 330,000.00	\$ 330,000.00
3. Public Housing Rental Income		
a. AMP 2 - Family	\$ 618,676.00	\$ 618,676.00
b. AMP 20 – Northwood II	\$ 107,424.00	\$ 107,424.00
4. Other-income ie. Late Charges, Excess Utilities...		
5. ROSS / FSS	\$ 213,000.00	\$ 213,000.00
6. Non-Federal Sources		

<b>Total Resources</b>	\$ 19,490,316.00	\$ 19,490,316.00
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### Rent Determination

#### Flat Rents – Public Housing

The following Flat Rents have currently been adopted:

<b>Development</b>	<b>Unit Type</b>	<b>Flat Rent</b>
Palmetto	2-Bed	\$ 1,037.00
	3-Bed	\$ 1,388.00
	4-Bed	\$ 1,427.00
Caroline	2-Bed	\$ 1,037.00
	3-Bed	\$ 1,388.00
Northwood / Walnut Oak	1-Bed	\$ 837.00
	2-Bed	\$ 1,038.00
	3-Bed	\$ 1,389.00
Northwood II	2-Bed	\$ 1,033.00
	3-Bed	\$ 1,381.00
	3-Bed Townhome	\$ 1,392.00
Villages at Halifax	1-Bed	\$ 861.00
	2-Bed	\$ 1,060.00
	1-Bed Townhome	\$ 850.00
	2-Bed Townhome	\$ 1,047.00
Lakeside Villages	2-Bed	\$ 1,042.00
	3-Bed	\$ 1,392.00
Pine Haven	1-Bed	\$ 845.00
	2-Bed	\$ 1,042.00
	3-Bed	\$ 1,392.00
	4-Bed	\$ 1,431.00

#### Minimum Rents – Public Housing

HDB has established a minimum rent of \$50.00

#### Family Rent Contributions – HCV

HDB has established a minimum family rent contribution of 30% of the families monthly adjusted income.

#### Payment Standards – HCV

The following Payment Standards have currently been adopted:

<b>Unit Size</b>	<b>Fair Market Rent</b>	<b>Payment Standard</b>
0-Bed	\$958.00	\$1,054.00
1-Bed	\$1,152.00	\$1,267.00
2-Bed	\$1,413.00	\$1,554.00
3-Bed	\$1,865.00	\$2,052.00
4-Bed	\$1,925.00	\$2,118.00



5-Bed	\$2,214.00	\$2,435.00
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### Operation and Management

The rules, standards and policies governing the Operation and Management of the HDB Public Housing Developments are found in Chapter 8 of the ACOP along with the associated lease.

### Grievance Procedures

The Grievance Procedures of HDB Public Housing program are found in Chapter 14 of the attached ACOP.

The procedures regarding Informal Reviews and Hearings for the HDB HCV program are found in Chapter 16 Part III of the attached Administrative Plan.

### Homeownership Programs

The Public Housing program of HDB does not have a homeownership program.

The rules, standards and policies governing HDB HCV Homeownership Program are found in Chapter 15 Part VII of the attached Administrative Plan.

### Community Service and Self-Sufficiency Programs

#### FSS

See Attachment 4 FSS Action Plan.

#### ROSS

HDB hired a ROSS Coordinator who has since resigned. HDB is working to hire a new Coordinator who shall create programs and activities that link residents to vocational training opportunities, job placement organizations and local employers.

#### NNC

HDB as part of their Hope VI program established three neighborhood network centers. Having not been fully utilized in the past few years the process has begun to re-open and staff the centers.

#### Section 3

See attachment 6 Section 3 Policy

### Safety and Crime Prevention

#### Need for Measures

Daytona Beach has been consistently touted as having the highest violent crime rate in Florida and one of the highest crime rates in all America. In 2022 overdose became the number one cause of death in Volusia County, Daytona Beach having the highest number of these.

In May of 2023 the City of Daytona Beach Police Department did a Crime Prevention through Environmental Design (CPTED) Report on our Palmetto Park Development. See Crime Prevention Activities section below for implementation plan.

As part of a 2023 Choice Neighborhood Planning grant application the following violent crime data report was provided by the Daytona Beach Police Department.

<b>Selected Area Violent Crime*</b>				
<b>Crime</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Grand Total</b>
Aggravated Assaults	154	104	123	<b>381</b>
Homicide	8	3	2	<b>13</b>
Robbery	15	8	10	<b>33</b>
Sexual Battery	6	4	10	<b>20</b>
<b>Grand Total</b>	<b>183</b>	<b>119</b>	<b>145</b>	<b>447</b>
<b>Citywide Violent Crime</b>				
<b>Crime</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Grand Total</b>
Aggravated Assaults	609	664	583	<b>1,856</b>
Homicide	14	11	13	<b>38</b>
Robbery	77	65	65	<b>207</b>
Sexual Battery	25	17	55	<b>97</b>
<b>Grand Total</b>	<b>725</b>	<b>757</b>	<b>716</b>	<b>2,198</b>

\*The area selected for the grant includes the majority of HDBs housing developments

#### Crime Prevention Activities

A security guard has been added to the staff at Palmetto Park.

Using the recommendations from the CPTED report HDB has hired an architectural firm to design bid documents for site improvements to Palmetto Park, Caroline Village and Northwood Village including installation of cameras, lighting upgrades, landscape improvements and site signage to designate the territory of our developments.

#### Police Coordination

HDB has an MOU with the Daytona Beach Police Department to perform nightly patrols in our communities. Activities, Services or Programs Violence Victims

HDB will continue to maintain MOUs with community service organizations to provide activities, services and programs for victims of violence.

#### Pet Policy

Pet Policies of HDB are found in Chapter 10 of the attached ACOP.

#### Asset Management

See section B.2 below.

#### Substantial Deviation

The HDB's Definition of Substantial Deviation to the 5-Year Plan is as follows:

- Change to mission statement
- Substantiative changes to goals and objectives that impact resident and community programs.

## Significant Amendment/Modification

- Changes to rent or admissions policies or organization of the waiting list;
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.
- Conversion of public housing to alternative programs

Per the Capital Fund Final Rule a proposed demolition, disposition, homeownership, RAD conversion, Capital Fund Financing, development, or mixed finance proposal is considered by HUD to be a significant amendment to the CFP 5-year action plan.

As provided in PIH Notice 2019-23 rev 4 as part of the Rental Assistance Demonstration (RAD), The Housing Authority of the City of Daytona Beach excluding the following RAD specific items from requiring a significant amendment to the Annual Plan.

- a) The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;
- b) Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c) Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d) Changes to the financing structure for each approved RAD conversion.

## B.2 New Activities

### Hope VI or Choice Neighborhoods

The Housing Authority of the City of Daytona Beach in partnership with the City of Daytona Beach was awarded a 2023 Choice Neighborhood Planning grant. This grant provides our agency and the City of Daytona Beach with the funding for the planning and engineering experts needed for a neighborhood wide solution to the housing and social issues being faced in the target neighborhood which houses the majority of the properties owned by HDB.

#### Description of Housing

The Target Neighborhood for the Planning Grant application shall be bounded generally on the North by a straight line guided by Bryant Street on the East by the Railroad Tracks, on the South by Bellevue and the West by Nova Road in Daytona Beach.

The Target Housing included in the grant includes the following properties:

<b>Development</b>	<b>Project Number</b>	<b>Unit Count</b>
Palmetto Park I	FL007-006	100
Palmetto Park II	FL007-007	30
Caroline Village	FL007-010	100
Walnut Oak	FL007-015	20

In addition to the target housing the following Hope VI properties are located within the service area: Villages at Halifax, Lakeside Village and Pine Haven. HDB also has several large vacant parcels within this area including two 10-acre parcels and one 3 acre parcel.

#### Timeline for Submission

The period of grant performance is October 1, 2023 to September 30, 2025.

It is the intention of HDB to apply for a Choice Neighborhood Implementation grant in 2026 or 2027.

### Mixed Finance Modernization or Development

HUD awarded Volusia County a CDBG-DR grant in 2023. The resulting Transform 386 program has funding allocated for low-income multifamily development. HDB intends to submit a proposal to develop low-income multifamily housing within the City of Daytona Beach.

As part of the Choice Neighborhood planning process HDB will be issuing an RFQ for co-developer partner for the revitalization of the target neighborhood under a Choice Neighborhood implementation grant.

The HDB has purchased 6.5 acres of land in the City of Daytona Beach for the purpose of constructing 130 two- and three-bedroom apartments for workforce and low-income families. The site will expand low-income housing opportunities into a census tract which is currently seeing significant private investment changing the social and economic nature of the neighborhood. As part of the funding structure for this project some of our available 440 ACC units under the Faircloth limit that may be used for the creation or acquisition of new units which can then be converted to PBV under RAD.

HDB is seeking existing apartment complexes in Daytona Beach for the purposes of purchase and renovation to expand the supply of affordable housing in our portfolio.

HDB will be seeking to purchase vacant land for the purposes of the development of new multi-family housing.

### Demolition and/or Disposition

Demolition / Disposition Activity Description	
1a. Development Name	Palmetto Park*
1.b. Development Number	FL007-6 & FL007-7
2 Activity Type	Demolition & Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	1/1/2026
5 Number of units affected	130
Coverage of action	Total Development
Timeline for activity	4/1/2026-3/31/2028

\*Choice Neighborhood Planning Grant Target Neighborhood

Demolition / Disposition Activity Description	
1a. Development Name	Caroline Village*
1.b. Development Number	FL007-10
2 Activity Type	Demolition & Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	1/1/2026
5 Number of units affected	100
Coverage of action	Total Development
Timeline for activity	4/1/2026-3/31/2028

\*Choice Neighborhood Planning Grant Target Neighborhood

It is the intention of the HDB to submit a Demolition application for FL007-010 Caroline Village. The demolition would be of all 100 units in 50 duplex buildings and the office building on the site. The application will be made using the justification that the conditions in the area surrounding the project adversely affect the health and safety of the residents. During a 2009 rain event and 2022 Hurricane Ian flood waters inundated the entire area including the 100 units and office building at Caroline Village. The flood waters originated outside of the project site and mitigation is not feasible.

### Description of Existing Development

1. Name of Development – Caroline Village

2. Development Number – FL007-010
3. Date of Full Availability – 1/31/1959
4. Number of Residential Buildings – 50
5. Number of Non-Residential Buildings – 1
6. Date Constructed – 1965
7. Is the Development a Scattered Site – No
8. Number of Buildings – 50 Duplex Buildings
9. Number of Types of Structures – 50 Row House Buildings
10. Total Acres in Development – 16.96 Acres
11. Existing Unit Distribution
  - a. 55 Two-Bedroom General Occupancy
  - b. 45 Three-Bedroom General Occupancy

Demolition / Disposition Activity Description	
1a. Development Name	Northwood Village
1.b. Development Number	FL007-15
2 Activity Type	Demolition & Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	7/1/2023
5 Number of units affected	57
Coverage of action	Total Development
Timeline for activity	10/1/2023 – 6/30/2025

Demolition / Disposition Activity Description	
1a. Development Name	Walnut Oak*
1.b. Development Number	FL007-15
2 Activity Type	Demolition & Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	1/1/2026
5 Number of units affected	20
Coverage of action	Total Development
Timeline for activity	4/1/2026-3/31/2028

\*Choice Neighborhood Planning Grant Target Neighborhood

Demolition / Disposition Activity Description	
1a. Development Name	Northwood II

1.b. Development Number	FL007-20
2 Activity Type	Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	7/1/2023
5 Number of units affected	28
Coverage of action	Total Development
Timeline for activity	10/1/2023 – 6/30/2025

Demolition / Disposition Activity Description	
1a. Development Name	Villages at Halifax
1.b. Development Number	FL007-17
2 Activity Type	Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	7/1/2024
5 Number of units affected	31
Coverage of action	Partial Development
Timeline for activity	10/1/2024 – 6/30/2026

Demolition / Disposition Activity Description	
1a. Development Name	Lakeside Villages
1.b. Development Number	FL007-18
2 Activity Type	Disposition
3 Application Status	Planned Application
4 Date application approved, submitted or planned for submission	7/1/2024
5 Number of units affected	50
Coverage of action	Partial Development
Timeline for activity	10/1/2024 – 6/30/2026

Demolition / Disposition Activity Description	
1a. Development Name	Pine Haven
1.b. Development Number	FL007-19
2 Activity Type	Disposition
3 Application Status	Planned Application

4 Date application approved, submitted or planned for submission	7/1/2023
5 Number of units affected	63
Coverage of action	Partial Development
Timeline for activity	10/1/2024 – 6/30/2026

HDB will be issuing an RFP for development of homeownership units for low-income families. HDB intends that the following properties will be included in this process.

County Appraiser Alternative Key	Address	Acres
3495021	ROSE AVE	0.1722
3495004	ROSE AVE	0.1722
3494997	ROSE AVE	0.0861
3494989	ROSE AVE	0.0861
3510798	SOUTH ST	0.0643
6930171	705 VERNON ST	0.4306
6930163	709 VERNON ST	0.2404
6930155	713 VERNON ST	0.2283
6930147	717 VERNON ST	0.1973
6930139	721 VERNON ST	0.2007
6930121	720 VERNON ST	0.3954
3523849	WHITEHALL ST	0.2663
3528727	SCHOOL ST	0.1148
3519817	LIVE OAK AVE	0.1363

HDB will seeking Section 18 Disposition of following parcels of vacant land. The parcels will be marketed for purchase.

County Appraiser Alternative Key	Address	Acres
4753575	BUSINESS PARK BLVD	2.82
4753591	BUSINESS PARK BLVD	2.01

HDB may elect to dispose of the following properties through Section 18 application as part of a multifamily development project. Noted parcels are part of a Hope VI homeownership

County Appraiser Alternative Key	Address	Acres
3493541	353 ROSE AVE	0.0861
3493630	ROSE AVE	0.0861
3510828	729 LOOMIS AVE	9.12



6894701	OAK ST	0.1263
6894809	PROGRESS RD	0.1469
6894663	OAK ST	0.1263
6894655	OAK ST	0.1263
6894795	PROGRESS RD	0.1469
6894736	OAK ST	0.155
6894710	OAK ST	0.1263
6894752	PROGRESS RD	0.1469
6894817	PROGRESS RD	0.1469
6894841	OAK ST	0.1446
6894728	OAK ST	0.1263
6894744	PROGRESS RD	0.1529
6894647	OAK ST	0.1607
6894761	PROGRESS RD	0.1469
6894787	PROGRESS RD	0.1469
6894671	OAK ST	0.1263
6894833	OAK ST	0.1508
6894825	PROGRESS RD	0.155
6894680	OAK ST	0.1377
6894698	OAK ST	0.1331
6894779	PROGRESS RD	0.1469
6982791	335 N KEECH ST	0.1389
6982881	368 LAURA ST	0.1389
6982805	333 N KEECH ST	0.1768
6982911	380 LAURA ST	0.1505
6982899	372 LAURA ST	0.1389
6982945	392 LAURA ST	0.2285
6982775	339 N KEECH ST	0.1389
6982732	347 N KEECH ST	0.1389
6982821	344 LAURA ST	0.1389
6982783	337 N KEECH ST	0.1389
6982929	384 LAURA ST	0
6982830	348 LAURA ST	0.1389
6982953	396 LAURA ST	0.3123
6982902	376 LAURA ST	0.1389
6982741	345 N KEECH ST	0.1389
6982694	357 N KEECH ST	0.2778
6982724	349 N KEECH ST	0.1389
6982856	356 LAURA ST	0.1389
6982678	361 N KEECH ST	0.1768
6982848	352 LAURA ST	0.1389
6982872	364 LAURA ST	0.1389
6982813	340 LAURA ST	0.1722
6982716	351 N KEECH ST	0.1389
6982767	341 N KEECH ST	0.1389
6982937	388 LAURA ST	0.2154

6982759	343 N KEECH ST	0.1389
6982686	359 N KEECH ST	0.1389
6982708	353 N KEECH ST	0.1389
6982864	360 LAURA ST	0.1389
6982988	389 LAURA ST	0.1008
6983135	872 PINEHAVEN DR	0.1263
6983054	361 LAURA ST	0.1515
6983178	354 ROSE AVE	0.1389
6983208	360 ROSE AVE	0.1389
6983038	369 LAURA ST	0.1515
6983071	353 LAURA ST	0.1598
6983046	365 LAURA ST	0.2039
6983101	884 PINEHAVEN DR	0.1263
6983216	362 ROSE AVE	0.1793
6982996	385 LAURA ST	0.1528
6983020	373 LAURA ST	0.1515
6983003	381 LAURA ST	0.2389
6982961	397 LAURA ST	0.1937
6983089	349 LAURA ST	0.1515
6983119	880 PINEHAVEN DR	0.1263
6983160	860 PINEHAVEN DR	0.1309
6983062	357 LAURA ST	0.157
6982970	393 LAURA ST	0.1528
6983186	356 ROSE AVE	0.1389
6983127	876 PINEHAVEN DR	0.1331
6983143	868 PINEHAVEN DR	0.1263
6983151	864 PINEHAVEN DR	0.1263
6983194	358 ROSE AVE	0.1389
6983011	377 LAURA ST	0.1414
6983097	888 PINEHAVEN DR	0.2107
6982651	GEORGE W ENGRAM BLVD	0

### Designated Housing for Elderly and/or Disabled Families

HDB does not currently have any units designated for the Elderly or Persons with Disabilities.

### Conversion of Public Housing to Tenant-Based Assistance

The HDB is not currently under any order to convert public housing. The agency may convert the ACC unit at the following properties to tenant-based assistance.

Development	Project Number	Unit Count
Villages at Halifax	FL007-17	31
Lakeside Village	FL007-18	50
Pine Haven	FL007-19	63

## Conversion of Public Housing to Project-Based Rental Assistance or Project based Vouchers under RAD

HDB was awarded a Choice Neighborhood Planning Grant in 2023 and will be working on the redevelopment plan for the following communities which may include RAD conversion or transfer of assistance.

<b>Development</b>	<b>Project Number</b>	<b>Unit Count</b>
<b>Caroline Village</b>	<b>FL007-10</b>	<b>100</b>
Palmetto Park	FL007-6/7	130
Walnut Oak	FL007-15	20

The HDB has purchased 6.5 acres of land in the City of Daytona Beach for the purpose of constructing 130 two- and three-bedroom apartments for workforce and low-income families. The site will expand low-income housing opportunities into a census tract which is currently seeing significant private investment changing the social and economic nature of the neighborhood. As part of the funding structure for this project some of our available 440 ACC units under the Faircloth limits may be used for the creation of new units which will then be converted to PBV under RAD.

HDB plans to convert the Public Housing units at following LIHTC developments through RAD to Project Based Vouchers. These three developments were created as part of Hope VI and have and will soon reach the end of their 15-Year period and require refinancing.

<b>Development</b>	<b>Project Number</b>	<b>Unit Count</b>
Villages at Halifax	FL007-17	31
Lakeside Village	FL007-18	50
Pine Haven	FL007-19	63

It is the intention of the HDB to submit a CHAP for RAD conversion of the ACC units at FL007-017 Villages at Halifax. This property was developed under HOPE VI and completed in 2007. HDB is seeking to reposition this development using RAD.

### Description of Existing Development

1. Name of Development – Villages at Halifax
2. Development Number – FL007-017
3. Date of Full Availability – 09/01/2007
4. Number of Residential Buildings – 5
5. Number of Non-Residential Buildings – 1
6. Date Constructed – 8/17/2007
7. Is the Development a Scattered Site – No
8. Number of Buildings – 7 Buildings
9. Number of Types of Structures – 2 Apartment, 3 Townhome and 1 Clubhouse
10. Total Acres in Development – 6.24 Acres
11. Existing ACC Unit Distribution

- a. 26 One-Bedroom General Occupancy
- b. 5 Two-Bedroom General Occupancy

It is the intention of the HDB to submit a CHAP for RAD conversion of the ACC units at FL007-018 Lakeside Village. This property was developed under HOPE VI and completed in 2007. HDB is seeking to reposition this development using RAD.

#### Description of Existing Development

1. Name of Development – Lakeside Village
2. Development Number – FL007-018
3. Date of Full Availability – 12/20/2007
4. Number of Residential Buildings – 11
5. Number of Non-Residential Buildings – 1
6. Date Constructed – 12/20/2007
7. Is the Development a Scattered Site – No
8. Number of Buildings – 12 Buildings
9. Number of Types of Structures – 11 Townhomes, 1 Clubhouse
10. Total Acres in Development – 8.73 Acres
11. Existing ACC Unit Distribution
  - a. 29 Two-Bedroom General Occupancy
  - b. 21 Three-Bedroom General Occupancy

It is the intention of the HDB to submit a CHAP for RAD conversion of the ACC units at FL007-019 Pine Haven. This property was developed under HOPE VI and completed in 2007. HDB is seeking to reposition this development using RAD.

#### Description of Existing Development

1. Name of Development – Pine Haven
2. Development Number – FL007-019
3. Date of Full Availability – 9/30/2008
4. Number of Residential Buildings – 20
5. Number of Non-Residential Buildings – 1
6. Date Constructed – 9/30/2008
7. Is the Development a Scattered Site – No
8. Number of Buildings – 21
9. Number of Types of Structures – 20 Townhomes, 1 Clubhouse
10. Total Acres in Development – 11.82 Acres
11. Existing ACC Unit Distribution
  - a. 10 One-Bedroom General Occupancy
  - b. 26 Two-Bedroom General Occupancy
  - c. 22 Three-Bedroom General Occupancy
  - d. 5 Four-Bedroom General Occupancy

### Occupancy by Over-income Families

HDB is not qualified for this program as it currently owns and operates over 250 public housing units.

### Occupancy by Police Officers

The HDB does not currently have provisions for occupation by Police Officers and doesn't plan to adopt this in the next year.

### Non-Smoking Policies

The HDB Smoke-Free Policy for Public Housing is included as Exhibit 8-1 of the attached ACOP.

### Project-Based Vouchers

The HDB has purchased 6.5 acres of land in the City of Daytona Beach for the purpose of constructing 130 two- and three-bedroom apartments for workforce and low-income families. The site will expand low-income housing opportunities into a census tract which is currently seeing significant private investment changing the social and economic nature of the neighborhood.

### Units with Approved Vacancies for Modernization

HDB is under contract for renovations at Northwood Village including window replacements, kitchen renovations and electrical upgrades. As a result of complications with suspect organic growth and the overall poor condition of the unit it has been determined that temporary relocation will be required to vacate the units during construction and allow for more substantial repairs.

The following units are currently approved for Undergoing Modernization status in PIC:

AMP	Building Number	Unit Number	Address	Expiration
2	B_0021	30	30 Nathaniel Jenkins	6/30/2024
2	B_0057	6	6 Bishop Butts	6/30/2024
2	B_0098	12	12 Bishop Butts	6/30/2024
2	B_0107	19	Dufferin Harris	6/30/2024

HDB will be requesting that two units at Palmetto Park be placed into the Undergoing Modernization-Unit Not Under Construction sub-category due to needed structural repairs. The two units are currently vacant due to the nature of the needed repairs. An Architectural and Engineering firm has been engaged to create the drawings and specifications needed to procure the needed repairs for these units.

AMP	Building Number	Unit Number	Address	Expiration
2	22	143	433 Whitney	12/31/2024
2	49	405	405 Lockhart	12/31/2024

### Other Capital Grant Programs

HDB will review NOFO opportunities as they become available and apply for all opportunities that fit the agency goals and objectives.

## B.3 Progress Report

Goal 1 Customer Satisfaction – Enhance customer service by creating communities that provide a class “A” environment and better facilitate a family’s transition to self-sufficiency.

In the past year HDB has hired staff for the following positions: Resident Services Director, ROSS Coordinator and two FSS Coordinators.

HDB took part in a Toys for Tots distribution.

In addition, HDB participated in the following programs: Diaper bank, Adopt a Block, Homeownership Events and Career Link.

Goal 2 Housing Solutions – Acquire additional land assets and redevelopment existing assets to provide more housing opportunities

HDB in partnership with the City of Daytona Beach was awarded a Choice Neighborhood Planning Grant which will allow for the creation of a redevelopment plan for Historic Midtown.

Utilizing a Master Planner HDB held a Design Charrette seeking public input for the redevelopment of Palmetto Park, Caroline Village, and the 9-acre vacant parcel on Loomis Street. The Master Planner has produced development proposals for the locations and a follow-up session will be coordinated with the Choice Neighborhood Planning process.

In 2023 HDB undertook an analysis of its developments and land resources and developed an Asset Repositioning Strategy which has been approved by the board and is provided as attachment 5 to this plan. As a living document the document will be updated and improved as part of the Choice Neighborhood Planning process.

Goal 3 Financial Strength – Increase the amount of non-restricted funds as a percent of total assets

Following the adoption of the Asset Repositioning Strategy by HDBs board of directors, staff started the process of sale of vacant land that either didn’t meet the agencies current goals or would be better suited for non-profit developers to provide homeownership opportunities with.

Goal 4 Innovative Systems – Reorganize the Authority in a way that more efficiently reflects asset management principles

In order to increase the efficiency of the HCV department office space was renovated for the program. The new office suite allows for greater customer service through transaction windows, waiting rooms and centralized file storage.

The agency switched HR timecard monitoring systems. The new system allows for greater efficiency as annual certifications are uploaded and directly distributed for signature to users.

HDB purchased licenses to a project management system allowing team members to create Gantt charts and tasks which can be assigned to other team members. The system allows for at a glance monitoring of project progress and collaboration.

In an effort to enhance client satisfaction a new visitor appointment system is being implemented. This system will be a self-service point that will notify staff when clients have arrived for their appointments.

Goal 5 Employee Success – Implement a performance management system for employees that links employee work plans to the corporate strategic plan.

In order to improve staff performance consultants were contracted to perform assessments of the Public Housing and HCV programs at HDB. The reports resulted in changes to staffing, internal processes and customer service for the agency. The HCV voucher was also able to improve the SEMAP score for the agency.

## B.4 Capital Improvements

The 2018 5-Year Capital Fund Action Plan REV 5 approved 11/18/2022 is included as attachment 3.

The 2020 5-Year Capital Fund Action Plan REV 1 approved 1/28/2022 is included as attachment 4.

A significant amendment to the 2020 5-Year Action Plan was submitted for public commentary 1/24/2024.

The 2025 5-Year Action Plan was submitted for public commentary 1/24/2024.

## B.5 Most Recent Fiscal Year Audit

The following are the findings from the June 30, 2022 Fiscal Year Audit

1. HCV – Eligibility: Tenant Files, Material Weakness in Internal Control, Material Noncompliance.
2. HCV - Current Waiting List, Material Weakness I Internal Control, Material Noncompliance.
3. HCV –Failed Inspections, Material Weakness I Internal Control, Material Noncompliance.
4. Public Housing – Eligibility: Tenant Files, Material Weakness in Internal Control, Material Noncompliance.
5. Public Housing –New Admissions and Waiting List, Material Weakness in Internal Control, Material Noncompliance



## C.1 Resident Advisory Board Comments

The resident advisory board meeting shall be held during the 45-day public commentary period.

Recommendations received from the Resident Advisory Board shall be analyzed and decisions made from these comments will be included in this section prior to submission.

## C.2 Certifications by State or Local Officials

HUD form 50077-SL along with a copy of this plan has been submitted to the City of Daytona Beach for review. The certification will be attached to the plan prior to submission.

### C.3 Civil Rights Certification

The completed HUD form 50075-ST-HCV-HP shall be completed and attached prior to submission of the plan.

## C.4 Challenged Elements

Any challenged elements that are received during the 45-day public commentary period shall be reviewed and responded to prior to submission of the plan.