

**Housing Authority of the City of Daytona Beach**

**October 18, 2024, Board Meeting 10:00 a.m.**

**I. Call to Order** - Meeting called to order at 10:02 AM by Chair Kelvin Daniels. Meeting location change to Northwood Village, 1200 Ninth St., due to effects of Hurricane Milton at 211 N. Ridgewood Avenue headquarters, noticed to City of Daytona Beach and Daytona Beach News Journal reporter Eileen Zaffiro-Kean and updated on Housing Daytona Beach website.

**II. Roll Call** - Commissioners Daniels, Sandy Murphy, Sally Jass, and Kim Brown-Crawford attended. Not present: Irma Browne Jamison

**III. Invocation** - Invocation by Daniels.

**IV. Recognition of Visitors** - None.

**V. Public Comments (limited to 3 minutes each)** - None.

**VI. Approval of Minutes - Regular Board Meeting - September 20, 2024** - Commissioners Present: Daniels, Murphy, Jamison, Jass. Commissioner absent: Brown-Crawford. Motion by Murphy. 2<sup>nd</sup> by Daniels. Passed unanimously.

**VII. Changes to the Agenda** - None.

**VIII. Discussion** -

1. Hurricane Milton update - Woodyard discussed the need to make a major decision about Caroline Village over the next

couple of years. He reminded the Board that when the Agency decided to apply for the Choice Neighborhood Grant, it was never the intent to build back on the Caroline Village site. Woodyard said that before the Agency even went for the Choice Planning Grant, he was having conversations with the City Manager at that point about the City possibly purchasing this. Woodyard said that the Agency was getting to the point, with the Choice Neighborhood Grant, to repopulate Caroline as quickly as possible. He said that there's a 250-unit threshold in the Choice Neighborhood Initiative that says that the communities have to replace at least that many, that the communities have to be fully populated. Woodyard said that the Agency is eligible for a \$50 million dollar implementation grant when it reaches the 250-unit threshold. Woodyard said the plan, when the new COO Vanessa Dunn was hired, was to repopulate; however, putting people back in harm's way seems like a dubious choice. Woodyard said the Agency is having conversations with HUD, the Field Office, the National Office and consultants where, because of the chronic flooding issue, the Agency will not have to repopulate and instead be able to relocate the number of units that were there, which is 100, and doing so would not hurt the Choice Neighborhood Implementation application. Woodyard said he wants the

Board's buy in about repopulating versus relocating Caroline Village families. He said that if the Board decides on a Section 18 demo[lition]/dispo[sition], then the Agency can get 100 relocation Tenant Protection Vouchers for Caroline Village from those units. He said getting Tenant Protection Vouchers will not negatively impact the Affordable Housing problem in Daytona Beach. He said that the Housing Choice Voucher Program will manage those Tenant Protection Vouchers. In the end, Woodyard said, getting the Tenant Protection Vouchers could be a net increase because the Agency gets more vouchers and maintains its Faircloth capacity for its units. Woodyard said he has to confirm all of that. Murphy asked how many people were displaced from Caroline Village due to Hurricane Milton. Woodyard said 12. He explained that the Agency wasn't able to fill them up any quicker after the flooding from Hurricane Ian was because the Agency has been in negotiations, back in forth, with its insurance company, with FEMA, and they told the Agency not to put people back in there because they have to go back in and assess this and do that. Woodyard said that the Agency was dealing with that for a long time. Then, he said, the Agency started remediating, doing a study for the mold, and had to do a bid process, which is on the agenda today. Woodyard said

the Agency was just getting ready to go gangbusters in getting the place filled back up. Woodyard said the Agency will relocate 12 families from Caroline Village. Daniels asked which section flooded. Woodyard said that he was unable, unlike after Hurricane Ian, to access Caroline Village after Hurricane Milton. He said that the flooding this time seemed worse. Brown-Crawford said that may be because of the heavy rain prior to Hurricane Milton and the ground being saturated and having nowhere to go. Brown-Crawford asked where the 12 Caroline Village families being relocated are now. Woodyard said they may be at Caroline Village, that the Caroline Village Property Manager can speak to that, but that there are public housing units ready and being made ready for relocation of the families. Brown-Crawford asked if being at Caroline Village poses any health issues. Woodyard said they're going to be relocated very quickly. Daniels asked about the mold-remediation project status. Woodyard said Caroline Village mold remediation had been stopped because the contract was getting too expensive and had to be bid out, and that Board Resolution is up for approval today. Daniels said he's all for moving people somewhere else but that until something is built, he wants to try to use Caroline Village areas that don't flood. He said that giving people vouchers, when

there's no place to stay, is basically putting people out with no place to go. Woodyard said his experience with Hurricane Ian was that the whole community flooded. Daniels said Hurricane Ian was the first storm in Daytona Beach history with that much rain and flooding. He said Hurricane Ian was different and that Hurricane Milton, which impacted only a portion of Caroline Village, was more typical, not to say that the whole area being flooded can't happen again. Woodyard said he thinks it could happen again and that he views Hurricane Milton as a heavy-rain event. Woodyard said that it seems to him that the storms are going to be coming frequently and they're going to be just as bad, or worse, in the future. Daniels asked Attorney Ric Gilmore what he believes is causing the change in the hurricanes. Gilmore said it's climate change, that climate change is real, that he's based on the other side of the state, and that he believes that the storms are going to get worse. Gilmore said that the temperatures in the ocean are high, and when the storms come, the high temperature gives energy to the storms and makes them more intense. Brown-Crawford said that hurricanes are definitely coming later in the hurricane season. Daniels said the hurricanes are originating from different places now, too. Murphy asked about the difficulty in getting insurance coverage,

getting FEMA reimbursement, for future hurricanes. Woodyard said he spoke with FEMA yesterday and was told to file another claim with insurance because that is a requisite for working with FEMA. Woodyard said property casualty insurance, at the LIHTC [Low Income Housing Tax Credit] properties, has increased three-fold. He said Hurricane Milton caused more damage because it was more of a wind event than Hurricane Ian. He said at Palmetto Park and Caroline Village, there are downed power lines and trees, so it [insurance] is going to be much more expensive a year or two down the road, and it makes everything more difficult. Daniels asked that Woodyard bring a recommendation about repopulating or relocating Caroline Village residents and allow the Board to vote. Woodyard asked HCV Program Manager Venkisha Haynes if the department could handle managing 100 extra vouchers in Volusia County. Haynes said it would not be a problem getting more landlords. Brown-Crawford said she has heard the opposite but that if getting landlords is not an issue, then why doesn't the Agency have landlords now. Haynes said the Agency has been getting a lot of landlords. She said that the City ordinance has stated it will fine landlords if they didn't want to deal with the [voucher] program. Haynes said they haven't had a lot of landlords saying they don't

want to deal with the program, the landlords are just saying that their participant qualifications are different. Brown-Crawford asked whether there are people currently with no place to go. Haynes said not right now because the Agency hasn't pulled from its waiting list. Woodyard said that the Agency has multi-family landlords - Clyde Morris Landings, the LIHTC properties [Lakeside Village, Pine Haven Partners, Villages at Halifax], Fox Pointe, in its portfolio that accept the Agency's vouchers. Jass said landlords want tenants because they cannot afford to have empty properties, so they're more willing to take vouchers than they used to be. Gilmore suggested that Woodyard speak with each commissioner, one on one, about liabilities and such, so that commissioners are aware, prior to a vote being taken. He asked Haynes to provide statistics regarding number of participants, how much it has increased, prior to voting. Gilmore complimented Woodyard and the Board for its positive communication, the updates and feedback, and the spirit of wanting to help one another, that happened during Hurricane Milton.

**IX. Consent Agenda** - None.

**X. Real Estate Development** - None.

**XI. Business Action Items** - **Resolution 2025-09 Ratification of Invitation For Bids (IFB) B2024-ETS, Environmental Testing**

**Services Contract Form between the Housing Authority of the City of Daytona Beach (HACDB) and DK Environmental for mold/lead at**

**HACDB properties** - CFO Joan Lau told the Board that DK Environmental is the Agency's current provider, and DK Environmental also won the bid because DK was the lowest price. Motion by Murphy. 2<sup>nd</sup> by Daniels. Passed unanimously.

**XII. Old Business Items** - None.

**XIII. Monthly Performance** -

**1. Customer Satisfaction**

**a. Resident Services Report** -

**Family Self Sufficiency/Resident Opportunity for Self Sufficiency (ROSS)/Older Adults Home**

**Modification Program (OAHMP)/Choice Neighborhood** -

Resident Services Director, Seletha Bradley, presented the department report. Murphy commended staff on the September 24 Vision Workshop. She said staff provided hundreds of examples of possibilities, giving people a lot of ideas to work with in terms of what appeals to them and what fits in the community. Murphy said she was really impressed with the level of preparation. Bradley asked the Board to sponsor the Agency's truck, the Tahoe, for the Oct. 31 Trunk or Treat, in the parking lot at 211 N. Ridgewood Avenue headquarters.



Brown-Crawford asked if she is asking for personal funds, that she's trying to figure out where the money's coming from. Brown-Crawford said she can get MLK to help the Board sponsor the Tahoe decoration and candy. Gilmore asked if the Agency has any available funds. He said that it can't cost that much to decorate the vehicle trunk and provide candy. Daniels said the Board can direct the CEO to do whatever it needs. Woodyard said it's probably \$100-\$150. Murphy said it's maybe \$200. Woodyard said the CFO will find funds to cover the cost. Brown-Crawford said that the owner of God's Table Food Truck has been offering to provide free food. Daniels said a free food truck could hurt the food trucks that are charging and trying to make money. Brown-Crawford said if it's for the residents, then why wouldn't she have him offer free hotdogs and hamburgers. Brown-Crawford asked Bradley to contact her to discuss further. Brown-Crawford suggested the Agency could offer the free food truck another time, somewhere else. She said she didn't want to take away from the other trucks if they're coming to make money. Gilmore suggested to Bradley that, whether

it's needed or not, she ask for extensions from HUD  
- in writing - for every report that is due.

## **2. Housing Solutions**

### **a. Public Housing Report -**

**North Region -** Woodyard informed the Board that Property Manager Sherley Roman resigned her position. Chief Operating Officer Vanessa Dunn said that Ms. Roman's last day was October 9th and that the Agency is actively searching and will start interviewing for that position next week. She told the Board that it had the opportunity to review the North Region report. She asked if anyone had any specific questions as it relates to the information provided. There were no questions. She thanked the Board. Jass thanked everyone for making the Housing Authority a better place and that she hears a lot of good things. She said that she's proud to be a commissioner and to work with everyone.

**South Region -** Palmetto Park Property Manager Yvonne Gonzalez asked the Board if it had any questions concerning the South Region report. There were no questions.

### **b. Housing Choice Voucher Report -** HCV Program Manager Venkisha Haynes asked the Board if it had any

questions concerning the report. There were no questions. Daniels asked about SEMAP. Haynes said the department did not do SEMAP this month. Daniels asked if the Agency has received a response to the request to round up the 89.6-percent SEMAP score to make it an even 90 percent, which is considered high-performing. Woodyard said HUD does not normally report SEMAP in decimal points, so he has his fingers crossed that the request to round up to a 90-percent SEMAP score will be approved.

### **3. Financial Strength -**

- a. **Finance Report** - Lau presented the Finance Reports starting with Palmetto Park, which she said made \$86,000 in income, and \$122,000 in expenses. She said the \$35,000 loss is because the Agency is behind on the HVAC project. She said the Agency did a \$500,000 draw on Wednesday. She said that the Agency is doing pretty good there. For Palmetto Park II, Lau said there is \$95,000 in income and \$32,000 in expenses, for a \$68,000 profit, which she said is doing very well. For Caroline Village, Lau said there are problems due to lack of occupancy but that the Agency did the operating draw. She said the Agency is getting little bits of change on the

operating subsidy from prior years, and she's pulling it and putting it to the property, which has helped a little bit. Woodyard said the Agency is going to ask the HUD Field Office to put these units back into disaster status. Lau said that Caroline Village is still showing a profit of \$150,000 because of the operating-fund pull. Brown-Crawford asked about the difference between \$159,000 PTD Actual and \$141,000 Annual. Lau explained that Cash Flow is cash coming in, which is the same as whatever the net income is. Lau said the difference is the money that is anticipated from 1406 money, the capital fund, that the Agency is spending. Lau said that the Agency can draw down 10 percent of its total capital funds for operations. Woodyard said that it's 25 percent. Lau said that is cash that can be given to the properties to use for operations as they see fit. Brown-Crawford asked why it's called 1406 money. Lau said that's the line item from LOCCS, Line Of Credit Control System. Lau said 1408 money is hard costs, improvements to the properties, that is going to also be revenue coming into the property. She said the Agency is anticipating drawing \$400,000, budgeted for Caroline Village, in

capital fund for this year. Lau said that she's anticipating a loss of \$408,000, but [when you add and subtract everything] together, it's a profit of \$141,000. Lau said Caroline Village is in good shape, but that a lot depends on what the Agency does and whether insurance costs rise for the property. For Northwood, Lau said that there's \$85,000 in revenue and total expenses of \$109,000, for a \$24,000 loss for that month, but she said that lines from before, 1406 and 1480, will make up that difference. Lau said that the Agency is late in drawing down the money because the Agency was trying to decide whether to use all of the 1406 money for Pine Haven. However, she said, Mr. Woodyard decided to use last year's 1406 money for Pine Haven and this year the current CFP for the AMPS. Brown-Crawford asked whether the anticipated recovery of the unpaid rents for Northwood is budgeted. Lau said she budgets that based on the numbers from October of the previous year and she extrapolates based on the current leasing rate, and that's what's anticipated for the year. Brown-Crawford asked if whatever's recovered is just gravy for the Agency. Lau said yes, it's just gravy. For Walnut Oak, Lau

said there was \$21,000 in income and \$5,000 in expenses, for a profit of \$15,000 this month. For Northwood II, Lau said there was income of \$42,000 and expenses of \$44,000, with a loss of \$2,500, but Lau said when the 1406 money is pulled, and with the expenses planned for hard costs, which will be an asset, then the Agency should be fine for the year. Lau said that the LIHTC properties are showing a small profit at Halifax of \$3,700. Lau said the Agency is working with them on getting their PIC data updated. She said they are struggling with their occupancy, so the Agency gave them some money from their operating fund to help them get leased up. For Lakeside, Lau said there's a loss of \$6,900 and that is because the Agency is spending money for Nan McKay to go into all of the LIHTC properties and get the PIC data current. Lau said Nan McKay's billing is being subtracted from their subsidy because the Central Office cannot afford to take that loss. Woodyard said Nan McKay tried to get the Agency to pay for it. He said that the latest development at Lakeside, unfortunately, is pond flooding at South Street, which is bad. At Pine Haven, Lau said the Agency is going to use all of

the 1406 money this year to help them out of the bind they're in with the bank for their loan. Lau said they're at an \$8,200 loss. She said most of these are because of the asset-management fee that the Agency charged in the first month of the year that goes to the COCC. She said it will even out throughout the year on all three of the LIHTC properties, so she thinks it will be fine. For Voucher, Lau said she has the RNP, which is the HAP money. She said that should always be at a zero-net income because the money that comes in should be the money that comes out for voucher. Lau said the Agency spent a bit more, so she has an AR to HUD. She said the Agency will get that money back from HUD because the Agency paid more and HUD will reimburse it. For the UNP, which is administrative expenses, Lau said there is a net income of \$163,000 and expenses of \$112,000, for a \$50,000 profit. Lau said the Agency might be charging them a little bit more percentage wise than the current set up of 10 percent of the voucher program expenses charged to Mainstream, and that might go up a little bit, but that the Agency doesn't want to put them at a deficit, either. Murphy asked if the agency has to

justify that in terms of the number of vouchers that they represent. Lau said it's done based on what the Agency believe they can afford in property-management and asset-management fees and that there's a maximum percentage, and that's why it's the level it is. For Emergency Vouchers, which is a lot smaller program, Lau said the Agency spent \$29,000 in vouchers but only got \$27,000. She said that for the voucher side, the Agency will get that money back from HUD. She said for the UNP, Administration, they're at a \$5,600 profit. They're doing as well as can be expected, she said. For Voucher Admin, Lau said that the Agency got \$170,000 in revenue in, and spent \$135,000, for a \$35,000 profit. She said she's hoping to be able to do some improvements, maybe new computers, for the Voucher Program. For COCC, Lau said the Agency got \$106,000 in revenue and spent \$150,000. Lau said the Agency is trying to get some LIHTC fees but has been running at a deficit. Lau said the Agency can pull some 1408 revenue, which can be used, for example, for a director to go to training. That can be charged to the CFP Program, she said. Lau said she's hoping to get some Choice Neighborhood monies but



she said that depends on how that program proceeds. Lau said she's showing a \$112,000 loss at COCC. Woodyard said the thing that is in most dispute is called "shelter," when the Agency put people up [in hotels following Hurricane Ian]. Woodyard said the Agency will be reimbursed for some of the damages but that he doesn't know the timing, but he feels good about that. Lau said the Agency is waiting on the Adjustor to come to an agreement with the insurance company regarding reimbursement. Woodyard said deductibles have doubled.

**XIV. Choice Neighborhood update** - None.

**XV. CEO Comments** - Woodyard asked commissioners if they wanted to be part of the Affordable Housing Magazine interview.

**XVI. Commissioner Comments** - Brown-Crawford thanked the CEO and Staff for communication during Hurricane Milton. She asked if any families have applied for loss of food from FEMA and been denied. She said that the NAACP will reimburse those costs as long as families provide denial letters from FEMA. Jass said she's personally overwhelmed by Hurricane Milton. She thanked the staff and said she's proud to be a commissioner. Murphy told the Board that she went to the NAHRO Conference last month and said that HUD was very clear in saying, "Do RAD or go home, there's nothing else coming down the pike." Murphy said the

Agency really has to go wholeheartedly in that direction or the Agency will wind up offering people less housing than it otherwise would. She said that, in the workshop on policies and how they are put into practice in terms of diversity, equity and inclusion, that one of the commentators said that right now, what is happening with black women and eviction, is the same thing that is happening with black men and incarceration. They get that one mark, she said, and it is the beginning of the end. Murphy said they were urging everybody to think very carefully about making policies so that they are working the hardest to get to yes for those families. Otherwise, she said, it's condemning them to a whole series of things that happens once they are evicted. She said she found that very striking. The third interesting thing she said that she found is how the very large housing authorities are now going into mixed-income development, where they are using the profits coming out of higher-end apartments, in the same unit, to subsidize the low-income apartments, so they can walk away from tax credits and instead have control of their own projects. She said she thinks that's very interesting that people might philosophically have issue with the Housing Authority building expensive housing for expensive people, but if you can put that together, it's very liberating to think that you don't have to be in there competing for those tax credits and still be able to add to the available

units. Woodyard told the Board that he is used to that model. Daniels asked Murphy for the name of the class. She said that it's Mixed Income Development. Daniels said that he's happy everyone present got out of the storm safely. Daniels asked if it was about time for the Agency's audit. Woodyard said it's past, that the Agency is working with HUD on that. Daniels asked if the Agency is fully staffed. Woodyard said not yet but that the Agency is getting there.

**XVII. Adjournment** - Meeting adjourned at 11:23 AM.