

**Residential Advisory Board**

**Annual Plan Minutes and Comments**

**Wednesday, February 17, 2021 12:00 P.M. via Zoom**

**I. Start of Meeting** - Terril Bates started the meeting, telling residents that the meetings are important in order to stay connected. She recognized the resident advisory board. Ms. Bates asked for the board to attend the next housing board meeting on Friday at 10:00 to be presented a certificate of appreciation in front of the board, which goes on the public record.

Ms. Bates acknowledged staff who had been working on the annual plan. Ms. Smith-Wells guided the meeting.

**II. FY 2022 Annual Plan** - Ms. Smith-Wells presented the board a presentation on the FY 2022 annual plan, which runs July 1, 2021 to June 30, 2022.

Ms. Smith-Wells discussed what a PHA plan. The plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. There is a five-year plan, which went in last year, as well as the annual plan, which is an update to HUD on how the the goals are going.

The annual plan framework was presented. Ms. Smith-Wells told the RAB that each department will present. Ms. Bates

reminded the board that the meeting should be interactive, and the members should ask questions.

**A. Finance** - Michael Edgar, who is the chief finance officer, presented the finance slides. He stated that the 2020 audit is underway and should be available within 30 to 60 days. For this meeting, the 2019 audit for year ended June 30, 2019, will be the primary focus.

Mr. Edgar stated that one of the key things to consider when looking at finance with a public housing organization is the balance between assets and liabilities. Secondly, the focus is on the financial health of the organization by available cash balance.

Ms. Bates reminded the board that the money has restrictions about what the board is allowed to do with it. Each program has a certain amount of money and specific rules about what the money can and cannot be used for.

Mr. Edgar reviewed the finance numbers to the board. He stated operating expenditures include capital assets, staffing, general and administrative expenses, training. Non-operating revenue is interest earned on investments. Capital contributions are capital assets that are coming from HUD, which are used for low-income public housing, housing choice voucher, family self-sufficiency, and

capital fund programs. Capital contributions come from HUD. The budget in general is most directly impacted by the federal government.

The total net position represents the profit from the fiscal year, or revenue minus expenditures, which was negative this year.

Mr. Edgar presented a slide which shows the change in net position between 2019 and 2018.

**B. Housing Choice Voucher** - The next program to present is housing choice voucher, which was presented by Corey Franklin, the deputy director for the housing choice voucher program. Mr. Franklin presented process improvements.

Ms. Bates told the board that the voucher can be used for home ownership and paying a mortgage, not just rent. If residents want to become homeowners, the housing authority and other partners can help. There is a project called 32114 Initiative and its focus is on the 32114 zip code, which helps with the home ownership process.

One of the residents asked why the apartments charge higher rent for people using the vouchers than people who are not on a voucher. Ms. Bates stated that they're not supposed to. Ms. Bates told the resident that if

she's aware that an owner is doing it, it should be reported, and it will be addressed.

Mr. Franklin discussed addressing performance indicators. He also discussed decreasing homelessness in Daytona Beach.

**C. Resident Services** - The next program to present is resident services, presented by Tyronnda Bethune. Ms. Bethune stated that the Housing Authority of City of Daytona Beach aspires to expand services and job opportunities to assist residents with self-sufficiency needs, employability skills, training, and education, and health and mental illness services through coordination with several community partners and linkages.

Ms. Bates told the residents that if they or their neighbors don't have a way to do online recertification from home, they are welcome to go to any of the neighborhood network centers. If the resident is on a housing choice voucher, there is a technology center set up on the first floor. The resident can log-on and get on a Zoom call with one of the staff upstairs that can walk the resident through the process.

Ms. Bates stated that one of the programs that the resident services is continuing to promote is Girls on

the Run, which is being led by Ms. Smith-Wells. The plan is to be at Northwood.

Ms. Bethune stated that the resident council office is open. Ms. Bates asked Ms. Wanda, who is the president of resident council at Windsor, how she felt about the resident council office space. Ms. Wanda stated that they just started getting together and it's nice and roomy. She stated it will be a blessing. It has computers, exercises. She just needs residents. Ms. Bates told Ms. Wanda to make a list of anything that is still needed.

Ms. Wanda asked Ms. Bates if a translator can be provided, as a lot of residents speak Spanish. Ms. Bates told Ms. Wanda to get somebody in the building to serve on the resident council and serve as an interpreter as needed.

Ms. Gilbert asked Ms. Bates if the office at Northwood/Walnut Oak is still available as there were a lot of changes. Ms. Bates was not sure and said she would follow up on it.

Ms. Smith-Wells told Ms. Gilbert that her office space is now next to the lab area and it's the closest to the kitchen.

Mr. Carter, who is the president of resident services at Maley, stated he loved his office.

**D. Development (Rental Assistance Demonstration) - Kara**

Lennard discussed the development department. She thanked the residents for their participation in the process. Ms. Bates stated that one of the biggest challenges with RAD is getting residents to participate in meetings. She asked the residents what they think can be done about getting people on the call to participate. One of the residents suggested providing food for participation. Another resident suggested sending out text messages, attaching a link to join. Ms. Bates agreed that this was a good idea. Mr. Carter suggested that the council board give the residents the notice of meeting.

Ms. Lennard stated that there are currently two agreements with HUD called CHAPs, which are commitments that have been made with HUD with Windsor/Maley on the River and Daytona Family, which is Palmetto Park, Caroline Village, Northwood I, and Walnut Oak. This is being worked on with BGC Advantage, the master developer. Additional RAD options are being reviewed for Pine Haven, Villages at Halifax, and Lakeside Village.

Vacant land is being reviewed to see how it can be developed to bring additional housing opportunities. There is also an effort to work with community partners

to develop workforce housing, housing for at-risk population, and people that are elderly.

HUD has protections in place to make sure that residents who are impacted by development activities are being protected through HUD programs.

Ms. Lennard discussed the training that took place recently to participants. Ms. Smith-Wells stated that the training is available online at [www.dbhafl.org](http://www.dbhafl.org) under development, RAD. There will be a YouTube page pop up. One of the residents asked clarification on the acronym CHAPs. Ms. Lennard stated it is Commitment to enter into Housing Assistance Payments.

**E. Affordable Housing/Asset Management** - Ms. Bates discussed this program. There will be monthly community meetings held via Zoom. There is a contract with One Voice for Volusia to monitor the meetings so that there would be a neutral third-party involved. They provide feedback to the housing authority and a report for the community. There is now a manager and assistant property manager onsite for each community. An elevator consultant has been hired for Windsor/Maley to take a look at what can be done to keep the elevators operational until they can be replaced after the RAD or during RAD transition.

HUD CARES funds has been administered in response to COVID-19. There have been incentives offered to housing choice voucher landlords. Office design has been improved so that staff doesn't have to come to work and risk getting sick. Safety protocols have been implemented, including a temperature check when entering the offices. There has been onsite testing done at Windsor/Maley that was provided by the city of Daytona Beach.

**III. End of Meeting** - Ms. Bates stated that the part of the program that's associated with the annual plan and the resident advisory board meeting is over. Ms. Bates informed the residents that their comments are recorded and submitted to HUD, along with the annual plan. There will be a notice posted of a 45-day comment period. If after the meeting residents think of comments or questions or concerns, Ms. Bates requested that they reach out. She stated that adjustments can be made during the comment period.

Transcription Services Performed by:

eTranscription Solutions, LLC  
www.etranscriptionsolutions.org  
RAB Meeting - Annual Plan