Housing Authority
Monday, November 10, 2025 at 5:30 PM

City Commission Chambers, 214 Sams Ave, New Smyrna Beach FL 32168

1. CALL TO ORDER

1.A Agenda

2. ROLL CALL

3. INVOCATION/PLEDGE OF ALLEGIENCE

4. APPROVAL OF MINUTES

4.A Consider the adoption of the minutes from the Housing Authority meeting held on Monday, October 13, 2025.

5. TENANT ACCOUNT CHARGE OFFS

6. CONDEMNED ASSETS

7. DIRECTORS REPORT

7.A Executive Director Teresa Pope will review the Director's report.

8. NEW BUSINESS

8.A New Business Discussion Items

9. DEVELOPMENT

9.A Development Discussion Items

10. OLD BUSINESS

10.A Old Business Discussion Items

11. RESOLUTIONS

11.A Consider the adoption of Resolutions Nos. 2025-21, 2025-22, 2025-23, 2025-24 and 2025-25

12. FINANCIALS

12.A July Financials

13. PUBLIC PARTICIPATION

Citizens: General Rules-

1. First, state your name, address, and the organization you represent
2. Make **ONLY** a brief statement of the facts within your knowledge as it pertains to policies of the agency.
3. Organize your presentation within a brief time limit, and upon completion refrain from additional comments, unless requested by the Board.
4. Avoid repetition/gossip. You must present facts.

14. BOARD COMMENTS

15. ADJOURMENT

Pursuant to Florida Statutes 286.0105, if an individual decides to appeal any decision made by the board, agency or commission of the City of New Smyrna Beach with respect to any matter considered at this meeting, a record of the

proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk's office in person or by mail at 210 Sams Avenue, New Smyrna Beach, Florida 32168, (386) 410-2630, prior to the meeting.

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

AGENDA

November 10, 2025

Background:
The agenda is provided for your review.

Fiscal Analysis:
None

Strategic Plan Item:
No

Staff Report Created By: Kohn Evans

Attachments:

Agenda Meeting November 2025.pdf

New Smyrna Beach HOUSING
Central Office
1101 S. Dixie Freeway
New Smyrna Beach, FL 32168
P 386.428.8171 · F 386.427.3429
NewSmyrnaHousing.com
New Smyrna Beach HOUSING DEVELOPMENT Corporation

MEETING AGENDA (Revised)
NOVEMBER 8, 2025 @ 5:30 p.m.
City Commission Chambers
214 Sams Ave.

CALL TO ORDER

ROLL CALL

INVOCATION/PLEDGE OF ALLEGANCE

APPROVAL MEETING MINUTES SEPTEMBER 8, 2025

All agenda items have been reviewed by Housing Authority Staff and/or Executive Director and are being recommended for Board review and approval.

PUBLIC PARTICIPATION

COMMENTS: (three (3) minute limit):
Citizens: General Rules
1. First, state your name, address, and the organization you represent
2. Make **ONLY** a brief statement of the facts within your knowledge as it pertains. to policies of the agency.
3. Organize your presentation within a brief time limit, and upon completion refrain from additional comments, unless requested by the Board.
4. Avoid repetition/gossip. You must present facts.

TENANT ACCOUNT CHARGE OFFS

See Attached.

ASSETS TO CONDEMN

None

DIRECTORS REPORT

- Vacancy report
- FSS report
- Services Report
- Property Reports

NEW BUSINESS

- CY 2026 Utility Allowances for Housing Choice Voucher program.
- CY 2026 Utility Allowances for Public housing program
- Opening of the Greenlawn Manor 1 bedroom waitlist

OLD BUSINESS

- Board retreat
- Agency will be procuring a General Contractor and Architect and Engineer for future services.
- Government Shutdown Funding is secured until December 31 for all programs.

DEVELOPMENT

Live Oak Updates (now Landings at Live Oak)

- Approval of $1,000,000 Transform 386 grant from the County for mitigation and infrastructure awarded at Council meeting on October 7.
- Live Oak Homes is now in a DDA boost area for 2026 funding cycle.
- Still working with FEMA for Maintenance Shop and Buildings
  - Live Oak 1, 2, 3 projects are coming in at $4.4 Million
  - Will be asking for an alternate project to use the funds on Donnelly Homes
- Section 18 application submitted to Special Application Center of HUD August 6, 2024
  - It has been changed to a demo application.
- Mediation updates- Mitigation set for the end of January 2026 with settlement negotiations possibly before then.

- Westside Phase II
  - Westside Phase II is now in a DDA boost area for 2026.
  - The application process will begin with Florida Housing Finance Tax Credits in October.

FINANCIALS

- July Financials

RESOLUTIONS

- 2025-21 Approval of the FYE 2027 MTW Supplement
- 2025-22 Approval of the FY 2026 Annual and CFP plans
- 2025-23 Approving the opening of the Greenlawn Manor 1 bedroom waitlist
- 2025-24 Approving the CY 2026 HCV Utility allowances
- 2025-25 Approving the CY 2026 PH utility allowances

ADJORN MEETING

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

CONSIDER THE ADOPTION OF THE MINUTES FROM THE HOUSING AUTHORITY MEETING HELD ON MONDAY, OCTOBER 13, 2025.

November 10, 2025

Background:

The Housing Authority held a regular meeting on Monday, October 13, 2025. The attached minutes are submitted for your review and consideration of adoption.

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Kohn Evans

Attachments:

Minutes of the October 2025 Meeting.pdf

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW SMYRNA BEACH, FLORIDA HELD October 13, 2025

The Board meeting of the Board of Commissioners was held Monday, Monday, October 13, 2025, at City Hall.

At 5:30 p.m. The Chairman called the meeting to order.

The roll call was as follows:

Chair- Judy Reiker	Present
Vice Chair- Regis Sloan	Present
Commissioner- Wilda Bennett	Present
Commissioner- Michele Davis	Present
Commissioner-Nelson McDonald	Present

Also, present Teresa Pope, Executive Director, Crystal Mcleod, DOO.

Invocation and Pledge of Allegiance

Commissioner McDonald lead the Pledge of Allegiance and Invocation.

Public hearing

- **FYE 2027 MTW Supplement** there were no comments
- **FY 2026 Annual and CFP plans** there were no comments

Approval of the Board Minutes for September 8, 2025

The Board Members present reviewed the minutes of the Board meeting held September 8, 2025. A motion was made by Commissioner Sloan and seconded by Commissioner McDonald to approve the minutes. All were in favor of the motion.

Public Participation

None

Tenant Account Charge Offs

Tenant Account charge offs were as follows:

TENANT ACCOUNTS TO WRITE OFF PH SEPT 2025				
TENANT #	DEVELOPMENT	UNIT	BALANCE	REASON
13458	ENTERPRISE	9	$ 2,151.30	EVICTION
10371	ENTERPRISE	13	$ 1,873.00	EVICTION

A motion was made by Commissioner Sloan and seconded by Commissioner Bennett to approve the charge offs. All were in favor.

Assets to condemn

There were no assets to condemn.

Director's Reports

The Executive Director reviewed the following reports with the board:
Vacancy Report
FSS Report
Services Report

Financials

The board reviewed the financials for the Month of July 2025.

New Business

The Executive Director discussed this with the board:

- FY 2026 Operating subsidy was explained to the board on how it is calculated and the process for completing the reports
- .CY 2026 Payment Standards at 105% of the Fair Market Rents were explained to the board and how it is calculated on an annual basis.
- CY Public Housing Flat rent at 80% of Fair Market Rents was explained to the board and the HUD regulations regarding this calculation on an annual basis.

Old Business

- There was a board retreat held on September 3, 2025, at Little Griddle. Attorney Ric Gilmore presented a board of commissioners training with a working lunch.
- A discussion was held regarding the procurement process for a General Contractor and Architect and Engineer for future services regarding development and rehab.
- The Director discussed the reasons for obligating HUD held reserves for future development and a resolution will be presented to the board for approval.

Development

Live Oak Updates (now Landings at Live Oak)

- Approval of $1,000,000 Transform 386 grant from the County for mitigation and infrastructure awarded at Council meeting on October 7.
- Live Oak Homes is now in a DDA boost area for 2026 funding cycle.
- Still working with FEMA for Maintenance Shop and Buildings

        - Live Oak 1, 2, 3 projects are coming in at $4.4 Million minus insurance $2,946,343.36 in estimated insurance payouts. Approximate FEMA payout of $1,500,000.00
        - Will be asking for an alternate project to use the funds on Donnelly Homes
    - Section 18 application submitted to Special Application Center of HUD August 6, 2024
        - It has been changed to a demo application.
    - Mediation updates- Mitigation set for the end of January 2026 with settlement negotiations possibly before then.

- Westside Phase II
    - Westside Phase II is now in a DDA boost area for 2026.
    - The application process will begin with Florida Housing Finance Tax Credits in October.

Resolutions

2025-15 Approval of the FY 2026 Public Housing Operating subsidy in the amount of $340,066

The motion was made by Commissioner Reiker and Seconded by Commissioner McDonald. All were in favor. With a change of the amount to $340,066.

2025-16 Approval of the FYE 2027 MTW Supplement- pulled by ED for November board meeting

2025-17 Approval of the FY 2026 Annual and CFP plans at 105% of FMR pulled by Ed for November board meeting

2025-18 Approval of the 2026 HCV Payment Standards

A motion was made by Commissioner Solan and Seconded by Commissioner McDonald. All were in favor.

2025-19 Approval of the 2026 PH flat rent

A motion was made by Commissioner Bennett and Seconded by Commissioner Davis. All were in favor.

2025-20 Approval of obligation of $271,608 HUD Held Reserves for future development

A motion was made by Commissioner McDonald and Seconded by Commissioner Davis. All were in favor.

Board discussed the government shutdown and how it is effecting our agency and that the agency has reserves to cover any shortages that may not be paid to the housing authorities.

Board discussed the 75th anniversary celebration of the housing authority at the Brannon Center on November 26, 2025.

_____ _____

Secretary, Teresa Pope

Chair, Judy Reiker

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

EXECUTIVE DIRECTOR TERESA POPE WILL REVIEW THE DIRECTOR'S REPORT.

November 10, 2025

Background:

- Vacancy report
- FSS report
- Services Report
- Property Reports

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Kohn Evans

Attachments:

FSS Report November 2025.pdf
HMIS Report.pdf
NSBCH Vacancy Prep log NOVEMBER 2025.pdf

FSS REPORT

October 2025

FSS Report

Orientation	Assessment	CoP Pending	Program Graduates	Total Signed CoPs
1	1	1	1 (4 last year (3 left housing) 3 pending graduation	0

FSS Participants

FSS – Interest in FSS Program (current month)	1
FSS – Attended FSS Orientation (current month)	1
Total FSS Participants	77
Total FSS Participants family member	226
FSS CoP - Pending	1
HCVP w/Escrow	11
HCVP w/Zero Escrow	56
PH w/Escrow	2
PH w/Zero Escrow	8
Enrolled in Trade/College	2
High School Diploma/GED (enrolled)	1
Employed	67
Unemployed	10
Letter of Interest – Mailed Out/Emailed	0
Families that increased their income	2
Families that received Interim Disbursement from OLSS (July to October 2025)	0

*NEW RULE- HAS BEEN APPROVED BY HUD

CRC REPORTS

New Smyrna Beach HOUSING
Central Office
1101 S. Dixie Freeway
New Smyrna Beach, FL 32168
P 386.428.8171 · F 386.427.3429
NewSmyrnaHousing.com
New Smyrna Beach HOUSING DEVELOPMENT Corporation

Homeless Management Information System (HMIS) / Community Resource center (CRC)
Monthly Report March 2025

Service Provided CRC	Month (Dec.)	MONTH TOTAL $	Month (Nov.)	MONTH TOTAL $	Month (Oct.)	MONTH TOTAL $	Quarter $	Since Oct. '24	Unit Cost	LAST YEAR (Oct.-Oct.) Total $	Remarks
Senior Food Bags					22	$440	$440	341	BAGS $20	363 $7260	
Homeless food bags					43	$430	$430	683	BAGS $10	726 $7260	
Frozen Meat					98	$1470	$1470	533	BAGS $15	631 $12,620	2-3 packs of meat
Food Stamp Assistance					12	$240	$240	105	HOURS $20	117 $2340	Thursdays by appt only, usually 3 appts/day
Gift Cards					60 ppl 181 cards	$1810	$1810	1865	ITEMS $10	1925 people	Our Lady Sea Of Star—they do not always track accurately
Bus Passes					13 5	$52 $20	$52 $20	306 $1224	ITEMS $4	$1224	Our Lady Sea Of Star --Church gave some gift cards to CRC, 6 were distributed
Meals Ready To Eat (MRE)					38	$0	$0	284	ITEMS 0	$0	Received 80 cases from DOH
Other / linkage to Resources					10			151	ITEMS 0	*5-10 people a week	Information/Hot Weather Shelter/Clothing/God's Bathhouse/Disability Solutions/VFCCH/ETC.
Homeless IDs:					0			54	ITEMS		June will be training in HMIS to continue this service
Summary											
Total number of homeless served:					77			634			*(not including meat costs/services in total)
Total Number of elderly served:					48			359			*(not including meat costs/services in total)

Total number/cost of services provided:					**125**	**$4462**	**$4462**	**2726**		**$29,480 *not including gift cards**	*INCLUDING MEAT COSTS/SERVICES Total counts food bags and gift cards separately
I obtained as much information as I could to track last year's costs in food bags. Moving forward, we have a more accurate way of tracking this information.											

VACANCY REPORT

PUBLIC HOUSING

VACANT UNIT ANALYSIS REPORT

DEMO VACANT | PENDING MOVE | REHABS | HOMELESS H MOVES

Property/ Unit/ Address Assignment			Tenant's Name	Bdrm Size	Unit Status	VACATE DATE		Work Order Number	ASSIGNMENTS					Comments
						Projected Vacate Date	Actual Vacate Date		Projected Ready Date	Actual Date Renovated	Date Assigned	Tenant Name	Move in Date	
Donnelly Homes	1	500 3RD Street	MUNZO	2	REHAB	11/1/2025						BROWN		REHAB
Enterprise Homes	38	509 Oleander St	Adams	4	Eviction	10/28/2025	10/28/25							OFFLINE HUD/DEMO
Donnelly Homes	4	506 3rd St	Perry	2	Rehab	9/30/2025	09/30/25		10/24/2025	10/29/2025	10/30/2025	MUNZO	11/1/2025	TRANSFER
Enterprise Homes	11	500 Brooks St.	Cable	3	Relocation	9/1/2025	09/30/25							OFFLINE/DEMO
Enterprise Homes	32	571 Greenlawn St	Wright	1	Relocation	8/14/2025	08/18/25							OFFLINE/DEMO
Enterprise Homes	18	557 Greenlawn Street	Jefferson	2	Eviction	5/6/2025	05/06/25							OFFLINE/DEMO
Enterprise Homes	33	572 Greenlawn St.	Gray	1	30 day notice given	5/28/2025	05/28/25							OFFLINE HUD/DEMO
Enterprise Homes	28	572 Greenlawn St.	Tucci	3	Relocation	4/23/2025	04/23/25							OFFLINE HUD/DEMO
Enterprise Homes	4	500 Brooks St	Tripp	4	Relocation	12/8/2024	12/08/24							OFFLINE HUD/DEMO
Enterprise Homes	29	560 Greenlawn St	Greer	4	30 day notice given	12/26/2024	12/10/24							OFFLINE HUD/ DEMO
Donnelly Homes	7	1107 S. Dixie Freeway	Deshon	1	Deceased	11/5/2024	11/05/24	38317	2/10/2025	2/18/2025	1/13/2025	Horton	2/19/2025	TOTAL REHAB
Enterprise Homes	6	500 Brooks St	Scarbrough	3	Moved with notice	10/15/2024	10/15/24							OFFLINE HUD/DEMO
Enterprise Homes	25	546 Greenlawn St	Russell	3	Moved with notice	5/31/2024	05/31/24							OFFLINE HUD/DEMO
Donnelly Homes	11	1104 S Orange St	Harris	3	TOTAL REHAB	7/19/2024	07/31/24	37858	10/17/2024	10/21/2024	9/1/2024	Gibson	10/21/2024	TOTAL REHAB
Enterprise HOmes	3	500 Brooks St	Amaker	3	Eviction	7/30/2024	07/30/24							OFFLINE HUD/relocation
Enterprise Homes	30	564 Greenlawn St	Eastman	2	Moved with notice Greenlawn manor	5/15/2024	05/15/24							OFFLINE HUD/relocation
Enterprise Homes	21	547 Greenlawn St.	Gulbrandsen III	2	moved with no notice	7/14/2024	07/14/24							OFFLINE HUD/relocation
Enterprise Homes	15	565 Greenlawn St	Abernathy	2	Moved with notice	6/1/2024	06/01/24	31895	6/15/2024	6/15/2024	6/1/2024	Harris	7/19/2024	PERMENANT TRANSFER
Enterprise Homes	22	544 Greenlawn St	Long	2	abandoned	6/30/2024	06/30/24							OFFLINE HUD/relocation
Enterprise Homes	15	565 Greenlawn St	Abernathy	2	Moved with notice	7/31/2023	07/31/23	31895	8/2/2023	8/2/2023		BAILEY		TEMP TRANSFER

VACANT UNIT ANALYSIS REPORT

DEMO VACANT | PENDING MOVE | REHABS | HOMELESS'H MOVES

Property/ Unit/ Address Assignment			Tenant's Name	Bdrm Size	Unit Status	VACATE DATE		Work Order Number	ASSIGNMENTS				Move in Date	Comments
						Projected Vacate Date	Actual Vacate Date		Projected Ready Date	Actual Date Renovated	Date Assigned	Tenant Name		
Donnley Homes	12	1100 S Orange Street	James	3	TOTAL REHAB	1/19/2024	01/19/24	35805	5/31/2024	5/31/2024	6/28/2024		7/3/2024	TOTAL REHAB
Enterprise Homes	9	500 Brooks St.	Chivers	3	Eviction	3/13/2024	03/13/24							OFFLINE HUD/relocation
Enterprise Homes	7	500 Brooks St	Miller	2	Notice	3/11/2024	03/11/24							OFFLINE HUD/relocation
Enterprise Homes	25	546 Greenlawn St.	Russell	3	notice to move	5/27/2024								OFFLINE HUD/relocation
Enterprise Homes	31	566 Greenlawn St.	Scarborogh	2	Transferred to unit 6	3/6/2024	03/06/24						Deposit	OFFLINE HUD/relocation
Enterprise Homes	37	509 Oleander St.	Hardaway	3	Transferred to Unit 1	3/25/2024	03/25/24						Deposit	OFFLINE HUD/relocation

VACANCY REPORT

OPEN MARKET

VACANT UNIT ANALYSIS REPORT

OPEN MARKET | VACANT | PENDING MOVE | REHABS | OMELES | OM | PH MOVES

Property/ Unit/ Address Assignment			Tenant's Name	Bdrm Size		Unit Status	VACATE DATE			Work Order Number	UNIT PREPARATION								ASSIGNMENTS			
							Projected Vacate Date	Actual Vacate Date	Days Vacant		PAINT	PAINT	MAINT	CLEAN	Locks	INSP.	Projected Ready Date	Actual Date Renovated	Date Assigned	Tenant Name	Move in Date	Comments
Railroad ST		527 Julia St	Smith	2		Moved w notice	7/31/2025	08/01/25	53	41290	x	x	x	x	x		9/22/2025	9/22/2025	pending	RICHARDSON	12/1/2025	PENDING MOVE IN
Railroad St		130 Railroad St.	Johnson	3		Moved w notice	4/30/2025	04/30/25	110	40929	x	x	x	x	x		7/15/2025	7/18/2025	10/28/2025	WALKER	11/1/2025	APPROVED BY COUNTY
Railroad St		126 Railroad St	Golk	3		Moved w notice	4/20/2025	04/20/25	78.0	40560	x	x	X	x	x		7/14/2025	7/14/2025	7/7/2025	Cox	7/14/2025	LEASED
Railroad St		124 Railroad	Sutton	3		Transfer	2/28/2025	03/01/25	28	39828	x	x	x	x	x	x	4/2/2025	3/31/2025	4/9/2025	Holland	5/1/2025	Leased/TSH/HOMELESS
Railroad St.		128 Railroad St	Wade	3		Eviction	7/31/2024	08/01/24	180	38736	x	x	x	x	x	X	1/27/2025	1/27/2025	3/14/2025	M. SAWYER	5/1/2025	LEASED
Railroad St.		132 Railroad St	White	3		Eviction	7/31/2024	08/13/24	232	38076	X	X	X	X	X	X	4/2/2025	4/2/2025	4/9/2025	PARKS	4/9/2025	LEASED
Julia St.		527 Julia St.	Dambrell	2		Greenlawn Manor	5/31/2024	06/28/24	16/47	36848	x	x	x	x	x	x	7/15/2024	7/15/2024	8/1/2024	Smith	8/15/2024	Leased/ TSH/ HOMELESS
Julia St.		200 Dimmick St.	Patterson	2		Moved w notice	3/13/2024	03/13/24	55	35903	x	x	x	x	x	x	5/1/2024	5/8/2024	3/14/2025	WHITE	4/1/2025	PULLING FROM WAITLIST

VACANCY REPORT

NSBHDC

VACANT UNIT ANALYSIS REPORT

DEVELOPMENT CORPORATION | DEMO VACANT | PENDING MOVE | REHABS | HOMELESS | OM | PH MOVES

Property/ Unit/ Address Assignment	Tenant's Name	Bdrm Size	Unit Status	VACATE DATE: Projected Vacate Date	VACATE DATE: Actual Vacate Date	VACATE DATE: Days Vacant	Work Order Number	ASSIGNMENTS: Projected Ready Date	ASSIGNMENTS: Actual Date Renovated	ASSIGNMENTS: Date Assigned	ASSIGNMENTS: Tenant Name	ASSIGNMENTS: Move in Date	Comments
Development 607 washington	Fredrick	3	MOVE OUT	7/31/2025	08/01/25	66	41457	10/7/2025	10/7/2025	9/30/2025	REYNOLDS	10/7/2025	LEASED
Development 115 W. Turgot	RIPPEY	2	MOVE OUT	6/9/2025	07/09/25	84	40658	7/9/2025	7/23/2025	10/6/2025	WALTERS	10/13/2025	LEASED
Development 117 W. Turgot	WHEELER	2	TRANSFER	10/22/2024	10/22/24	344	40293	6/11/2025	6/13/2025	9/30/2025	SAMS	10/1/2025	LEASED
Development 22 Marylin Ave.	Mack	2	TSH completed	9/6/2024	09/06/24	124	37769	10/8/2024	10/15/2024	1/1/2025	Brinson	1/10/2025	pulling from wait lis
Development 207 Dimmick St.	White	1	Moved with notice	7/29/2024	07/29/24	141	38273	12/16/2024	12/16/2024	2/25/2025	SUTTON	3/1/2025	Transfer

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

NEW BUSINESS DISCUSSION ITEMS

November 10, 2025

Background:

CY 2026 Utility Allowances for Housing Choice Voucher program.
CY 2026 Utility Allowances for Public housing program
Opening of the Green lawn Manor 1 bedroom waitlist

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Kohn Evans

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

DEVELOPMENT DISCUSSION ITEMS

November 10, 2025

Background:

Live Oak Updates (now Landings at Live Oak)

- Approval of $1,000,000 Transform 386 grant from the County for mitigation and infrastructure awarded at Council meeting on October 7.
- Live Oak Homes is now in a DDA boost area for 2026 funding cycle.
- Still working with FEMA for Maintenance Shop and Buildings
- Live Oak 1, 2, 3 projects are coming in at $4.4 Million
- Will be asking for an alternate project to use the funds on Donnelly Homes
- Section 18 application submitted to Special Application Center of HUD August 6, 2024
  It has been changed to a demo application.
- Mediation updates- Mitigation set for the end of January 2026 with settlement negotiations possibly before then.

Westside Phase II

- Westside Phase II is now in a DDA boost area for 2026.
- The application process will begin with Florida Housing Finance Tax Credits in October.

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Kohn Evans

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

OLD BUSINESS DISCUSSION ITEMS

November 10, 2025

Background:

- Board retreat
- Agency will be procuring a General Contractor and Architect and Engineer for future services.
- Government Shutdown Funding is secured until December 31 for all programs.

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Kohn Evans

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

CONSIDER THE ADOPTION OF RESOLUTIONS NOS. 2025-21, 2025-22, 2025-23, 2025-24 AND 2025-25

November 10, 2025

Background:

- 2025-21 Approval of the FYE 2027 MTW Supplement
- 2025-22 Approval of the FY 2026 Annual and CFP plans
- 2025-23 Approving the opening of the Green lawn Manor 1 bedroom waitlist
- 2025-24 Approving the CY 2026 HCV Utility allowances
- 2025-25 Approving the CY 2026 PH utility allowances

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Kohn Evans

Attachments:

Resolutions.pdf

RESOLUTIONS

RESOLUTION NO.: 2025-21

APPROVAL AND AUTHORIZATION TO SUBMIT THE NEW SMYRNA BEACH HOUSING AUTHORITY'S FY2027 MOVING TO WORK SUPPLEMENT TO THE ANNUAL PLAN COVERING THE PERIOD APRIL 1, 2026, THROUGH MARCH 31, 2027, TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHERAS, the New Smyrna Beach Housing Authority's mission is to provide quality, affordable housing, that enhances the lives of their residents and promotes their independence, and

WHEREAS, the Moving to Work (MTW) demonstration program supports the New Smyrna Beach Housing Authority mission and the New Smyrna Beach Housing Authority has been designated as a MTW agency, and

WHEREAS, the New Smyrna Beach Housing Authority has prepared its FY2027 MTW Supplement to the Annual Plan covering the period April 1, 2026, through March 31, 2027, and

WHEREAS, the New Smyrna Beach Housing Authority updated its Housing Choice Voucher Administrative Plan and Public Housing Admissions and Continued Occupancy Policy (ACOP) to reflect policy changes made in the FY2027 MTW Supplement, and

WHEREAS, the MTW Supplement, Administrative Plan, and ACOP were available for public comment for at least forty-five (45) days, and there were no less than fifteen (15) days between the public hearing and the approval of the MTW Supplement by the Board of Commissioners in order to incorporate any public comments into the MTW Supplement, and

WHEREAS, the New Smyrna Beach Housing Authority received no public comments about the program design, and

WHEREAS, the New Smyrna Beach Housing Authority FY2027 MTW Supplement to the Annual Plan is incorporated by reference into this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the New Smyrna Beach Housing Authority approves and authorizes the Executive Director to submit the New Smyrna Beach Housing Authority's FY2027 MTW Supplement to the Annual Plan to the U. S. Department of Housing and Urban Development and authorizes the Executive Director to execute all necessary agreements and to make changes that are not substantial.

TERESA POPE
EXECUTIVE DIRECTOR

JUDY REIKER
CHAIRMAN

NOVEMBER 10, 2025
DATE

RESOLUTION NO. 2025-22

A Resolution of the Housing Authority of the City of New Smyrna Beach ("HANSB") to Approving the Fiscal Year 2026 Annual and CFP plans.

WHEREAS The Housing Authority of the City of New Smyrna Beach in the regular Meeting held on this 10th day of November 2025 have been considered and approve the Fiscal Year 2026 Annual and CFP plans.

WHEREAS the Executive Director is requesting that the Board of Commissioners approve The Fiscal Year 2026 Annual and CFP plans.

WHEREAS the Board of Commissioners of said Authority find approving the Fiscal Year 2026 Annual and CFP plans acceptable.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Smyrna Beach ("HANSB") do hereby approve the Fiscal Year 2026 Annual and CFP plans.

PASSED, ADOPTED AND APPROVED THIS 10th day of November 2025

TERESA POPE, EXECUTIVE DIRECTOR **JUDY REIKER, CHAIR**

(Seal)

RESOLUTION NO. 2025-23

A Resolution of the Housing Authority of the City of New Smyrna Beach ("HANSB") to Approving the Executive Director opening the Greenlawn Manor 1 BR waitlist for 100 people.

WHEREAS The Housing Authority of the City of New Smyrna Beach in the regular Meeting held on this 10th day of November 2025 has been considered and approve the Executive Director opening the Greenlawn Manor 1 BR waitlist for 100 people.

WHEREAS the Executive Director is requesting that the Board of Commissioners approve the Executive Director opening the Greenlawn Manor 1 BR waitlist for 100 people.

WHEREAS the Board of Commissioners of said Authority find approving the Executive Director opening the Greenlawn Manor 1 BR waitlist for 100 people acceptable.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Smyrna Beach ("HANSB") do hereby approve the Executive Director opening the Greenlawn Manor 1 BR waitlist for 100 people.

PASSED, ADOPTED AND APPROVED THIS 10th day of November 2025

TERESA POPE, EXECUTIVE DIRECTOR **JUDY REIKER, CHAIR**

(Seal)

RESOLUTION NO. 2025-24

A Resolution of the Housing Authority of the City of New Smyrna Beach ("HANSB") to Approve the CY HCV utility allowances.

WHEREAS The Housing Authority of the City of New Smyrna Beach in the regular Meeting held on the 10th day of November 2025 has been considered and approve the CY HCV utility allowances

WHEREAS the Executive Director is requesting that the Board of Commissioners approve the CY HCV utility allowances.

WHEREAS the Board of Commissioners of said Authority find approving the CY HCV utility allowances acceptable.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Smyrna Beach ("HANSB") do hereby approve the CY HCV utility allowances.

PASSED, ADOPTED AND APPROVED THIS 10th day of November 2025

TERESA POPE, EXECUTIVE DIRECTOR **JUDY REIKER, CHAIR**

(Seal)

Utility Allowance Schedule
See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 25577-0169
exp. 4/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/ PHA The Housing Authority of the City of New Smyrna Beach, FL			Unit Type: **Multi-Family (Apartment/Row House / Townhouse/Semi-Detached / Duplex)**			Date (mm/dd/yyyy) 11/20/2024 **Implement** 1/1/2026	
Utility or Service:	**Fuel Type**	**OBR**	**1 BR**	**2 BR**	**3 BR**	**4 BR**	**5 BR**
Heating							
	Natural Gas	$11.00	$12.00	$13.00	$13.00	$14.00	$15.00
	Bottled Gas						
	Electric (Avg)	$5.00	$6.00	$7.00	$8.00	$9.00	$10.00
	Electric - Heat (Avg) Pump	$5.00	$5.00	$6.00	$7.00	$8.00	$9.00
	Fuel Oil						
Average		**$8**	**$8**	**$9**	**$10**	**$11**	**$12**
Cooking							
	Natural Gas	$4.00	$4.00	$6.00	$7.00	$9.00	$11.00
	Bottled Gas						
	Electric (Avg)	$4.00	$5.00	$7.00	$9.00	$11.00	$13.00
Average		**$4**	**$5**	**$7**	**$9**	**$11**	**$13**
Other Electric & Cooling							
	Other Electric (Lights & Appliances) (avg)	$15.00	$18.00	$25.00	$32.00	$40.00	$47.00
	Air Conditioning (avg)	$12.00	$14.00	$19.00	$25.00	$30.00	$36.00
Average		**$15**	**$17**	**$24**	**$31**	**$38**	**$45**
Water Heating							
	Natural Gas	$7.00	$8.00	$12.00	$15.00	$19.00	$22.00
	Bottled Gas						
	Electric (Avg)	$9.00	$11.00	$13.00	$16.00	$19.00	$22.00
	Fuel Oil						
Average		**$9**	**$10**	**$14**	**$17**	**$21**	**$24**
Water, Sewer, Trash Collection							
	Water						
	Sewer						
	Trash Collection						
Average		**$35**	**$35**	**$41**	**$49**	**$55**	**$63**
Tenant-supplied Appliances							
	Range / Microwave Tenant-Supplied	$11.00	$11.00	$11.00	$11.00	$11.00	$11.00
	Refrigerator Tenant-Supplied	$12.00	$12.00	$12.00	$12.00	$12.00	$12.00
Average		**$12**	**$12**	**$12**	**$12**	**$12**	**$12**
Other--specify: Monthly Charges							
	Electric Charge $7.87 (avg)	$8.00	$8.00	$8.00	$8.00	$8.00	$8.00
	Natural Gas Charge $12.61 (avg)	$13.00	$13.00	$13.00	$13.00	$13.00	$13.00
Average		**$11**	**$11**	**$11**	**$11**	**$11**	**$11**
MTW MULTI UTILITY ALLOWANCE		**$94**	**$99**	**$119**	**$139**	**$160**	**$181**

Actual Family Allowances
May be used by the family to compute allowance while searching for a unit.

Name of Family

Address of Unit

Number of Bedrooms

Utility / Service / Appliance	Allowance
Heating	
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/ Microwave	
Refrigerator	
Other	
Other	
Total	

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Form HUD-52667

Utility Allowance Schedule
See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 25577-0169
exp. 4/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/ PHA The Housing Authority of the City of New Smyrna Beach, FL			Unit Type **Single-Family (Detached House/Mobile Home)**			Date (mm/dd/yyyy) 11/10/25 **Implement 1/1/2026**	
Utility or Service:	**Fuel Type**	**OBR**	**1 BR**	**2 BR**	**3 BR**	**4 BR**	**5 BR**
Heating							
	Natural Gas	$15.00	$18.00	$19.00	$19.00	$20.00	$21.00
	Bottled Gas						
	Electric (Avg)	$9.00	$11.00	$12.00	$13.00	$14.00	$14.00
	Electric - Heat (Avg) Pump	$6.00	$8.00	$9.00	$10.00	$11.00	$12.00
	Fuel Oil						
Average		**$11**	**$13**	**$14**	**$15**	**$16**	**$17**
Cooking							
	Natural Gas	$4.00	$4.00	$6.00	$7.00	$9.00	$11.00
	Bottled Gas						
	Electric (Avg)	$4.00	$5.00	$7.00	$9.00	$11.00	$13.00
Average		**$4**	**$5**	**$7**	**$9**	**$11**	**$13**
Other Electric & Cooling							
	Other Electric (Lights & Appliances) (avg)	$23.00	$27.00	$37.00	$48.00	$58.00	$69.00
	Air Conditioning (avg)	$9.00	$11.00	$24.00	$38.00	$51.00	$65.00
Average		**$17**	**$21**	**$33**	**$47**	**$59**	**$73**
Water Heating							
	Natural Gas	$8.00	$9.00	$14.00	$19.00	$24.00	$27.00
	Bottled Gas						
	Electric (Avg)	$11.00	$13.00	$17.00	$20.00	$24.00	$28.00
	Fuel Oil						
Average		**$10**	**$12**	**$17**	**$21**	**$26**	**$30**
Water, Sewer, Trash Collection							
	Water						
	Sewer						
	Trash Collection						
Average		**$35**	**$35**	**$41**	**$49**	**$55**	**$63**
Tenant-supplied Appliances							
	Range / Microwave Tenant-Supplied	$11.00	$11.00	$11.00	$11.00	$11.00	$11.00
	Refrigerator Tenant-Supplied	$12.00	$12.00	$12.00	$12.00	$12.00	$12.00
Average		**$12**	**$12**	**$12**	**$12**	**$12**	**$12**
\							
	Electric Charge $7.87 (avg)	$8.00	$8.00	$8.00	$8.00	$8.00	$8.00
	Natural Gas Charge $12.61 (avg)	$13.00	$13.00	$13.00	$13.00	$13.00	$13.00
Average		**$11**	**$11**	**$11**	**$11**	**$11**	**$11**
MTW SINGLE UTILITY ALLOWANCE		**$101**	**$109**	**$136**	**$164**	**$191**	**$219**

Actual Family Allowances
May be used by the family to compute allowance while searching for a unit.

Name of Family

Address of Unit

Number of Bedrooms

Utility / Service / Appliance	Allowance
Heating	
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/ Microwave	
Refrigerator	
Other	
Other	
Total	

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Form HUD-52667

RESOLUTION NO. 2025-25

A Resolution of the Housing Authority of the City of New Smyrna Beach ("HANSB") to Approve the CY PH utility allowances.

WHEREAS The Housing Authority of the City of New Smyrna Beach in the regular Meeting held on the 10th day of November 2025 has been considered and approve the CY PH utility allowances

WHEREAS the Executive Director is requesting that the Board of Commissioners approve the CY PH utility allowances.

WHEREAS the Board of Commissioners of said Authority find approving the CY PH utility allowances acceptable.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of New Smyrna Beach ("HANSB") do hereby approve the CY PH utility allowances.

PASSED, ADOPTED AND APPROVED THIS 10th day of November 2025

TERESA POPE, EXECUTIVE DIRECTOR **JUDY REIKER, CHAIR**

(Seal)

THE HOUSING AUTHORITY OF THE CITY OF NEW SMYRNA BEACH, FL

PUBLIC HOUSING

Check-Metered Utilities

PROPOSED MONTHLY CONSUMPTION ALLOWANCES

Chart 2

INITIAL 2020-2021

Building Type: Semi-Detached/Duplex

Donnelly Homes & Greenlawn Terrace FL022-001 & 002	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (kWh) (L&A)		166	207	253	297	

Building Type: Semi-Detached/Duplex

Live Oak Homes & Enterprise Homes FL022-003 & 004	0BR	1BR	2BR	3BR	4BR	5BR
Water (Gallons)		2673	4819	6965		

Building Type: Detached House

Live Oak Homes & Enterprise Homes FL022-003 & 004	0BR	1BR	2BR	3BR	4BR	5BR
Water (Gallons)				6965	9111	11257

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs where applicable.

INFLATION CALCULATIONS

Year	Inflation
2022	0.0959
2023	0.0406
2024	0.039
2025	0.02
Total Inflation	**0.1955**
2026	0.024

THE HOUSING AUTHORITY OF THE CITY OF NEW SMYRNA BEACH, FL PUBLIC HOUSING

Resident-Paid Utilities

PROPOSED MONTHLY UTILITY ALLOWANCES

Chart 1

INITIAL 2020-2021

Building Type: Semi-Detached/Duplex

Donnelly Homes & Greenlawn Terrace FL022-001 & 002 (EE Equip:Win,H,WH,Ins,100%LED)	0BR	1BR	2BR	3BR	4BR	5BR
Natural Gas (H,WH,C)		$32	$36	$39	$40	
Water		$17	$20	$22	$24	
Sewer		$36	$47	$58	$69	
Trash Collection		$26	$26	$26	$26	
Totals		**$110**	**$127**	**$144**	**$159**	

Live Oak Homes & Enterprise Homes FL022-003 & 004 (EE Equip:Win,H,WH,Ins,100%LED)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		$24	$29	$34		
Natural Gas (H,WH,C)		$32	$36	$39		
Totals		**$56**	**$65**	**$73**		

Live Oak Homes & Enterprise Homes FL022-003 & 004 (EE Equip:Win,H,WH,Ins,100%LED)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)				$34	$39	$43
Natural Gas (H,WH,C)				$49	$53	$56
Totals				**$83**	**$92**	**$99**

INFLATION CALCULATIONS

Year	Inflation
2022	0.0959
2023	0.0406
2024	0.039
2025	0.02
Total Inflation	**0.1955**
2026	0.024

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

JULY FINANCIALS

November 10, 2025

Background:
July Financials

Fiscal Analysis:
N/A

Strategic Plan Item:
No

Staff Report Created By: Kohn Evans