



Monthly Housing & Community Development Department Report

To: Brian L. Barroso, City Manager

Date: October 6, 2025

From: Tina Burns, Community Development Program Director

Subject: Monthly Manager Update / September 2025

Community Development Office

- Housing and Program inquiries received for the month: 797
- Housing Compliance or Complaints received for the month: 0
- Fair Housing Complaints Received: 0
- Applications Processed: 72

Application Type	Applications Received & Processed
Affordable / Work Force Housing Eligibility - New Applicants	40
Affordable / Work Force Housing Recertification	25
Move In Assistance Program	2
Homebuyers Assistance Program - Down Payment	5

- Closings: 0

Closing Type	
Move In Assistance Program	0
Homebuyers Assistance Program - Down Payment Assistance	0

- Deed Restricted Homeownership Maximum Purchase Price Letters Generated: 3
- Housing Grants:
 - Researched: 2
 - Submitted: 0
 - Awarded: 0
- Financial Wellness Appointments Conducted: 3
- Conducted Work Force Housing Technical Training: 1
- Completed Training – Emergency Management ICS-300
- Number of persons on Work Force Housing Waiting Lists: 63
- Current Housing / Workforce Housing Projects in review or in progress:
 - Bahama Village Lofts = Condos Homeownership
 - Poinciana Plaza CoC Build
- Community Outreach Events attended: 1

