



# Monthly Housing & Community Development Department Report

**To:** Brian L. Barroso, City Manager

**Date:** December 1, 2025

**From:** Tina Burns, Community Development Program Director

**Subject: Monthly Manager Update / November 2025**

## Community Development Office

- Housing and Program inquiries received for the month: 663
- Housing Compliance or Complaints received for the month: 0
- Fair Housing Complaints Received: 0
- Applications Processed: 66

Application Type	Applications Received & Processed
Affordable / Work Force Housing Eligibility - New Applicants	28
Affordable / Work Force Housing Recertification	15
Move In Assistance Program	0
Homebuyers Assistance Program - Down Payment	19
At Home Program - Down Payment	4

- Closings Total: 4

Closing Type	
Move In Assistance Program	0
Homebuyers Assistance Program - Down Payment Assistance	2
At Home Program / Lofts	0
Work Force Homeownership Units / Lofts	2

- Deed Restricted Homeownership Maximum Purchase Price Letters Generated: 2
- Housing Grants:
  - Researched: 0
  - Submitted: 0
  - Awarded: 0
- Financial Wellness Appointments Conducted: 0
- Conducted Work Force Housing Technical Training: 0
- Number of persons on Work Force Housing Waiting Lists: 59
- Current Housing / Workforce Housing Projects in review or in progress:
  - Bahama Village Lofts - Condos Homeownership
  - Poinciana Plaza CoC Build
- Community Outreach Events attended: 0

