



*Building On Success*

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# Revised Agenda

## Board of Commissioners Meeting

Tuesday, August 15, 2017 – 9:30 AM

Revisions are in red

In compliance with Section 286.0105 of the Florida Statutes if any person shall decide to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. If you would like a copy of the agenda please send an email to [publicrecords@bchaf.org](mailto:publicrecords@bchaf.org) or contact us by phone at (954) 739-1114 #2316. The BCHA shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of a service, program, or activity conducted by the BCHA. Please contact the Development Administrator at (954)739-1114 #2316 at least twenty-four hours prior to the event in order for the BCHA to reasonably accommodate your request. If you are hearing or speech impaired, please dial 711 for the Florida Relay Service.

### I. CALL TO ORDER

### II. ROLL CALL

### III. PLEDGE OF ALLEGIANCE

### IV. APPROVAL OF REVISED AGENDA

### V. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING HELD ON JULY 18, 2017 ..... Page 3

### VI. CONSENT AGENDA (ITEMS 1 – 4):

Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items are enacted by one Motion; if a Commissioner or a member of the public desires discussion on an item, that item may be removed from the Consent Agenda and considered separately.

1. **Resolution Number 2017-19** Resolution approving employee insurance benefits for October 1, 2017..... **Page 07**

2. **Resolution Number 2017-20** Resolution authorizing acceptance of the Department of Housing and Urban Development (HUD) Comprehensive Counseling Grant Award in the amount of \$23,415..... **Page 09**

3. **Resolution Number 2017-21** Resolution awarding Two Year Contract to G.D. Luxury Contractors, Inc. for Flooring Installation Services (IFB-17-253) ..... **Page 11**
4. **Resolution Number 2017-22** Resolution approving agreement between Broward County and BCHA providing for funding and administration of State Housing Initiatives Partnership (SHIP) Funding for Foreclosure Counseling Program in the amount of \$69,706 ..... [attached]

**VII. REPORTS:**

1. Renewal of Property and Casualty Insurance through Florida Public Housing Authority Self Insurance Fund (FPHASIF) ..... **Page 14**
2. Status of Bids/Request for Proposal ..... **Page 15**
3. Assisted Housing Department Report ..... **Page 16**
4. Oral Report – Board Secretary/Chief Executive Officer.

**VIII. COMMENTS FROM THE PUBLIC**

**IX. COMMENTS FROM THE COMMISSIONERS**

**X. ADJOURNMENT**





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## Memorandum 2017-24 (AH)

**TO:** BCHA Board of Commissioners

**THRU:** Ann Deibert, Chief Executive Officer 

**THRU:** Troy D. White, Chief Operating Officer 

**FROM:** Tiffany Linzels-Garcia, Assisted Housing Manager 

**DATE:** August 9, 2017

**SUBJECT:** SHIP Funding for Foreclosure Counseling Program - \$69,706

**REQUESTED ACTION:**

Recommend the Board of Commissioners approve Resolution Number 2017-22 authorizing agreement between Broward County and BCHA providing for funding and administration of State Housing Initiatives Partnership (SHIP) Funding for Foreclosure Counseling Program in the amount of \$69,706 and authorize the Chief Executive Officer to execute on behalf of the Board any amendments or alterations in program related activities and any extensions of the term of the agreement.

**WHY ACTION IS NECESSARY:**

Board approval is required to adopt Resolutions for the SHIP Program.

**WHAT ACTION ACCOMPLISHES:**

Allows BCHA's Housing Counseling staff to provide foreclosure counseling services to homeowners in Broward County.

**SUMMARY EXPLANATION/BACKGROUND:**

BCHA responded to a RFP for the Foreclosure Counseling Program and on May 24, 2017 the Broward County Board of Commissioners adopted Resolution 2017-308 approving funding to BCHA as a sub recipient of funding under Broward County's SHIP Program for a Foreclosure Counseling Program.

**FISCAL IMPACT/COST SUMMARY:**

SHIP Funds in the amount of \$69,706

**ATTACHMENT:**

Exhibit "A" – Project Description

## EXHIBIT "A"

### PROJECT DESCRIPTION

SHIP Funds - \$69,706  
FY 2017 Funding

#### Project Description: Foreclosure Counseling Program

SHIP Funds in the amount of \$69,706 provided by COUNTY under the Agreement shall be used by BCHA to support the salaries of BCHA staff members who have extensive experience in the area of mortgage default counseling, and who are skilled in negotiating forbearance agreements with lenders, loan servicing representatives, and foreclosure attorneys. The Project shall provide comprehensive housing counseling and mortgage foreclosure prevention services to Broward County residents.

The Foreclosure Counseling Program shall be used to pay service delivery costs of housing counseling staff who provide counseling assistance to homeowners who are in default on their mortgages or for housing counseling staff who facilitate foreclosure prevention counseling workshops. These counseling workshops are specifically designed to provide information to homeowners on how to prevent default of their mortgage, and to how to maintain their current mortgage status.

Deliverables: BCHA shall provide quarterly progress reports which indicate the names and address of the homeowners who have been provided one-on-one counseling services. The quarterly progress report shall include each homeowner's status at the time of application, plan of action for each homeowner, and follow-up meetings and outcomes for any established plan of action. For a group foreclosure counseling educational workshop, BCHA shall provide the agenda and sign-in sheets for the workshop. BCHA must ensure foreclosure counseling is provided to homeowners in the City of Margate by facilitating a minimum of one [1] foreclosure prevention workshop at no cost to the attendees.

#### **Foreclosure Prevention Counseling**

Foreclosure prevention counseling for defaulted mortgages assists homeowners in resolving the problems which led to delinquency. BCHA counselors prepare a financial analysis, and include an extensive explanation of options and alternatives to foreclosure. BCHA counselors will work with the lenders to determine the best resolution to preserve homeownership. BCHA counseling shall be scheduled by telephone or by visiting BCHA's web site.

#### **Marketing and Outreach**

BCHA will provide public outreach and market its services by distributing pamphlets to the following: Broward County government offices, all four (4) Broward County Family Success Centers, Legal Aid Service of Broward County, local nonprofit organizations throughout Broward County, local educational events, and on BCHA's website at [www.bchafl.org](http://www.bchafl.org).

## **RESOLUTION NO. 2017-22**

### **A Resolution Approving Agreement between Broward County and BCHA providing for funding and administration of State Housing Initiatives Partnership (SHIP) Funding for Foreclosure Counseling Program in the amount of \$69,706**

**WHEREAS**, the Chief Executive Officer is requesting approval by the Broward County Housing Authority ("BCHA") Board of Commissioners to enter into an agreement between Broward County and BCHA providing for funding and administration of State Housing Initiative Partnership (SHIP) Funding for Foreclosure Counseling Program, FY 2017 Funding in the amount of \$69,706 as explained in Memorandum 2017-24 (AH) and Exhibit "A".

**NOW THEREFORE BE IT RESOLVED** that the Board of Commissioners of the Broward County Housing Authority ("BCHA") hereby gives authorization to the Chief Executive Officer to enter into an agreement with Broward County providing for funding and administration of State Housing Initiative Partnership (SHIP) Funding for Foreclosure Counseling Program, in the amount of \$69,706 as explained in Memorandum 2017-24 (AH) and Exhibit "A".

The Board of Commissioners further authorizes the Chief Executive Officer to execute on behalf of the Board any amendments or alterations in program related activities and any extensions of the term of the agreement and take all steps necessary including the execution of any necessary contract documents to effectuate the purpose of this Resolution subject to review and approval by "BCHA" legal counsel.

**PASSED, ADOPTED AND APPROVED** THIS 15<sup>th</sup> DAY OF AUGUST 2017.

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**MICHAEL S. LONG, CHAIR**

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**ANN DEIBERT, BOARD SECRETARY/CEO**