

Notice of Public Meeting

(Meeting is subject to change or cancellation)

In compliance with Section 286.011 of the Florida Statutes, please be advised that a meeting of the Board of Commissioners of the Broward County Housing Authority followed by a meeting of the Board of Directors of Building Better Communities, Inc are scheduled for **Tuesday, May 20, 2025, at 9:30 am.**

ATTENDING AND VIEWING THE MEETINGS

Members of the public may attend the meeting in-person at the Broward County Housing Authority Corporate Office located in the Headway Office Park at 4780 North State Road 7, Lauderdale Lakes, FL 33319. The meeting may also be viewed live using the ZOOM virtual meeting platform via the following link:

<https://us02web.zoom.us/j/84691712798?pwd=kozPYna6SePsTBQEk5MGymyANz92bb.1>

The Zoom Meeting Passcode is: 541947

Members of the public may also join the meeting by phone. The Meeting Call-in Number is: 1 (305) 224-1968 or 1 (309) 205-3325. The Webinar ID to join the meeting by calling in is 846 9171 2798, and the passcode is 541947.

For more information on using ZOOM, please visit ZOOM Support at the following link: <https://support.zoom.us/hc/en-us>.

PUBLIC COMMENTS:

Persons who wish to make public comment must submit a request via email to bcha@bchafl.org by 2:00 p.m. on Monday, May 19, 2025. The email must contain your name, address, and telephone number. Additionally, please identify if you are attending in person, by ZOOM, or by telephone.

When addressing the Board, please begin by stating your name and address for the record. Public comments are limited to three minutes. Persons desiring to provide public comment may do so by one of the following options:

Via Email: Comments may be submitted by email to bcha@bchafl.org by 2:00 p.m. on Monday, May 19, 2025, and shall be made a part of the public record.

ZOOM Video Participation: If attending via ZOOM and you want to make a public comment, click “raise hand” on the bottom of the “participants” tab, when your name is called your audio will be unmuted. To make a public comment in this manner, you must preregister by sending an e-mail to bcha@bchafl.org by 2:00 p.m. on Monday, May 19, 2025.

ZOOM Telephone Participation: If attending via ZOOM telephone and you want to make a public comment, press *9 to “raise your hand.” When the last four digits of your telephone number are called, your audio will be unmuted. To make a public comment in this manner, you must preregister by sending an e-mail to bcha@bchafl.org by 2:00 p.m. on Monday, May 19, 2025.

In compliance with Section 286.26 of the Florida Statutes, BCHA wishes to ensure that all members of the public have access to all public meetings. If you require a special accommodation, please contact the Executive Assistant at (954) 739-1114 extension 1023 or via the TRS/Florida Relay Service 711 at least 48 hours prior to the meeting date.



4780 North State Road 7, Lauderdale Lakes, FL 33319 ■ Phone: (954) 739-1114 ■ Fax: (954) 535-0407 ■ TRS/Florida Relay Service 711

Agenda

Meeting of the Board of Directors
Tuesday, May 20, 2025.

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 e-mail to bcha@bchafi.org or call (954) 739-1114 #1023.

Broward Workforce Housing, Inc. 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 Broward Workforce Housing, Inc. Please e-mail bcha@bchafi.org or call (954) 739-1114 #1023 at least twenty-four hours prior to the event in order for the agency 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. **Approval of Minutes:** Board of Directors Meeting held April 15, 2025..... Page 3
- IV. **Approval of Agenda**
- V. **Comments from the Public on Agenda Items**
- VI. **Motion:** Approve **Resolution 2025-01** - Architectural & Engineering contract for Highland Gardens Apartment I & II..... Page 5
- VII. **Motion:** Approve **Resolution 2025-02** - Actions in furtherance of Development/
Multifamily growth and preservation..... Page 11
- VIII. **Reports:** Properties managed by BCHA..... Page 14
Properties managed by SPM..... Page 15
- IX. **Comments from the Public**

Directors:

John T. Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin



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X. **Comments from the Assistant Secretary**

XI. **Comments from the Directors**

XII. **Adjournment**

Directors:

John T. Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin



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Minutes of Board of Directors Meeting, Tuesday May 20, 2025

I. Call to Order: Meeting of the Board of Directors of Building Better Communities, Inc. was called to order at 11:29 a.m. on Tuesday, April 15, 2025 by **Director John Loos**.

II. Roll Call: **Mr. Joyce** called the roll and certified that a quorum was present.

Directors:

John T. Loos III	President
Karyne Pompilus	Director
Mark O'Loughlin	Director

Staff and Legal Counsel in Attendance:

Parnell Joyce	Assistant Secretary
Chanae Wood	Weiss Serota Helfman Cole Bierman

Also in attendance for all or a portion of the meeting:

Tisha Pinkney	Executive Deputy Director
Marie De La Rosa	Executive Deputy Director
Tiffany Garcia	Executive Deputy Director
Iryna Chapman	HR Manager
Jose Tavarez	Director IT
Paul Raikes	Chief Executive Officer
Noah Szugajew	Senior Administrative Manager

III. Approval of Minutes: **Action:** Motion was made by **Director Pompilus** to approve the Minutes of April 15, 2025 as submitted. The motion was seconded by **Director O'Loughlin** and passed unanimously.

IV. Approval of Agenda: **Action:** Motion was made by **Director Pompilus** approving Agenda. The motion was seconded by **Director O'Loughlin** and passed unanimously.

V. Comments from the Public on Agenda Items: No comments.

VI. Motion – Approving Proposed: **Action:** **Director Pompilus** made a motion to approve Election of Officers: **Action:** **Director O'Loughlin** made a motion to nominate **Director Loos** as President and **Director Pompilus** as Secretary. The motion was seconded by **Director Pompilus**

Directors:

John T. Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin



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X. Reports: Properties Managed by BCHA: no comments
Properties Managed BY SPM: no comments

XI. Comments from the Public: No comments.

XII. Comments from the Assistant Secretary: No comments.

XIII. Comments from the Directors: No comments.

XIV. Adjournment: The meeting was adjourned at 11:36 AM.

Submitted by: _____

Parnell Joyce, Assistant Secretary

(Note: These minutes are not verbatim)

Directors:

John T. Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin



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MEMORANDUM 2025-01 (PD)

TO: Board of Directors

THRU: Parnell Joyce, Assistant Secretary *PJ*

THRU: Paul Raikes, Chief Financial Officer *Paul Raikes*

FROM: Teisha Palmer, Procurement Manager *Teisha Palmer*

DATE: May 1, 2025

SUBJECT: Architectural and Engineering Services for Highland Gardens I & II – RFQ 25-325

REQUESTED ACTION:

Motion to award a contract to the highest ranked proposer, GHA Architects & Development Consultants, Dba, Gallo Herbert Architects, for the Architectural and Engineering Services for Highland Gardens I & II (RFQ 25-325). The award is based on the attached rankings (Exhibit III) and subject to Building Better Communities, Inc (BBC) successfully completing negotiation with the firm. The anticipated cost of the contract will be 3 to 5% of the projected project cost, which is currently estimated at \$360,000 to \$600,000.

WHY ACTION IS NECESSARY:

Per the BCHA Procurement Policy, the Board is required to approve all purchases over \$100,000.

WHAT ACTION ACCOMPLISHES:

This action provides BBC with the authority to enter into contract with GHA Architects & Development Consultants, Dba, Gallo Herbert Architects for Architectural and Engineering Services for Highland Gardens I & II.

SUMMARY EXPLANATION/BACKGROUND:

On February 5, 2025, the Request for Qualification (RFQ) No. 25-325 for Architectural and Engineering Services for Highland Gardens I & II was publicly advertised on DemandStar, BCHA's website, the Vendor Registry, and The Housing Market Place website. On March 5, 2025 Ten proposals were received with one deemed non-responsive. The evaluation committee only reviewed the proposals of the firms that were deemed responsive.

Directors:

John T. Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin

On April 16, 2026, the evaluation committee comprised of Derick Morgan, Construction Manager (Chair); Jeff Lines, Tag Associates; and Noah Szugajew, Assistant Deputy Director reviewed the proposals to determine the shortlisted firms

The shortlisted were firms were Crain Atlantis, Inc, Dyke Nelson Architecture, LLC DBA, DNA Workshop, GHA Architects & Development Consultants, DBA, Gallo Herbert Architects, and R.E. Chisholm Architects, Inc. On April 22, 2025 the evaluation committee interviewed the shortlisted firms and selected GHA Architects & Development Consultants, DBA, Gallo Herbert Architects as the top-ranked respondent.

FISCAL IMPACT/COST SUMMARY:

The contract will be funded from the appropriate source at the time of contract release.

ATTACHMENTS:

Exhibit I – List of Proposers

Exhibit II – Shortlist Evaluation Results

Exhibit III – Final Ranking Results

EXHIBIT III



Solicitation No. 25-325

Solicitation: Architectural and Engineering Services for Highland Gardnes 1 & II



Contact: Teisha Palmer

Date of Issue: 2/5/2025

Due Date: 3/5/2025

of Proposals Submitted: 10

of Proposals Shortlisted: 4

Short-Listed Proposers	Ranking Results				Final Rank
	Evaluator #1	Evaluator #2	Evaluator #3	Total Points	
GHA Architects & Development Consultants, DBA, Gallo Herbert Architects	1	1	1	3	1
Dyke Nelson Architecture, LLC, DBA, DNA Workshop	2	3	2	7	2
R.E. Chisholm Architects, Inc	3	2	3	8	3
Crain Atlantis, Inc	4	4	4	12	4
Tabulated By Signature and Date					4/24/2025
Verified By Signature and Date					4/24/2025

RFA

RFA = Recommended for award

EXHIBIT II





RFQ 25-325

Solicitation: Architectural & Engineering Services for Highland Gardens I & II

Date of Issue: 2/5/2025
Due Date: 3/5/2025
of Proposals Submitted: 10

Contact: Teisha Palmer

Proposer	Shortlisting Evaluation Result				Comments
	Evaluator #1	Evaluator #2	Evaluator #3	Total	
Aufgang Architects LLC	PNE	PNE	PNE	PNE	PNE/NR
Bessolo Design Group, Inc	89	78	67	234	
BG Design Studios, Inc. DBA, Barranco Gonzalez Architecture	81	80	83	244	
Crain Atlantis, Inc	97	69	91	257	Shortlisted
Dyke Nelson Architecture, LLC, DBA, DNA Workshop	84	76	86	246	Shortlisted
GHA Architects & Development Consultants, DBA, Giallo Herbert Architects	99	83	92	274	Shortlisted
Neuvio Incorporated, DBA, Neuvio Architects	75	79	75	229	
Nyarko Architectural Group, Inc	78	64	59	201	
R.E. Chisholm Architects, Inc	82	81	83	246	Shortlisted
Saltz Michelson Architect, Inc	70	76	84	230	
 4/3/2025					
 4/3/2025					
Tabulated By Signature and Date					
Verified By Signature and Date					

NOTE:

NR= Non- Responsive

PNE = Proposal Not Evaluated by Evaluation Committee

The Procurement Department deemed firm Non-Responsive (NR) because the proposal lacked essential documents required to meet the minimum responsiveness criteria specified in RFQ 25-325.



EXHIBIT I

Building on Success

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LIST OF PROPOSERS

RFQ No: 25-325

Date of Issue: 2/5/2025

Solicitation: Architectural and Engineering Services for Highland Gardens I & II

Due Date: 3/5/2025

of Proposals Submitted: 10

Contact: Teisha Palmer

This list provides preliminary information regarding the proposals received by the solicitation opening deadline.

LIST OF PROPOSERS	
1.	Aufgang Architects LLC
2.	Bessolo Design Group, Inc
3.	BG Design Studios, Inc, DBA, Barranco Gonzalez Architecture
4.	Crain Atlantis, Inc
5.	Dyke Nelson Architecture, LLC, DBA, DNA Workshop
6.	GHA Architects & Development Consultants, DBA, Gallo Herbert Architects
7.	Neuvio Incorporated, DBA, Neuvio Architects
8.	Nyarko Architectural Group, Inc
9.	R.E. Chisholm Architects, Inc
10.	Saltz Michelson Architect, Inc

RESOLUTION NO. 2025-01

A Resolution of Building Better Communities, Inc. authorizing the Contracting Officer to enter into a contract with GHA Architects & Development Consultants, Dba, Gallo Herbert Architects, for architectural and engineering services for Highland Gardens Apartments I &II

WHEREAS, Board approval is required to enter into contracts over \$100,000; and,

WHEREAS, BBC desires to complete major redevelopment and rehabilitation work at its aging properties, Highland Gardens Apartments I and Highland Gardens Apartments II,

WHEREAS, a Request for Qualifications RFQ No. 23-235 was advertised, and ten proposals were received. The proposals were evaluated and reviewed by an evaluation committee. GHA Architects was selected as the top-ranked respondent;

NOW THEREFORE BE IT RESOLVED that the Board of Directors hereby authorizes the Contracting Officer to enter into a contract with GHA Architects & Development Consultants, Dba, Gallo Herbert Architects, for architectural and engineering services for Highland Gardens I &II as explained in Memorandum 2025-01 (PD).

PASSED, ADOPTED AND APPROVED THIS 20th DAY OF MAY 2025.


Karyne Pompilus, Secretary



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MEMORANDUM 2025-01 (EDD)

TO: Board of Directors

FROM: Tisha Pinkney, Executive Deputy Director 

DATE: May 13, 2025

SUBJECT: Development/Multifamily growth and preservation

REQUESTED ACTION:

Within the current budget, approve a set aside for predevelopment planning and soft costs; professional services; and other costs related to multifamily inventory growth, property rehabilitation, development, and other activities in support of portfolio management and sustainability. Further, authorize the Assistant Secretary or his designee to take certain actions necessary to carry out the activities deemed an appropriate use of the budgeted proceeds.

WHY ACTION IS NECESSARY:

Currently funds related to multifamily preservation and development are situated in the Central Office Cost Center (COCC). The COCC typically provides Information Technology, Finance, and Human Resource services to the entire operation. Those items are rightly situated within the Broward County Housing Authority (BCHA) to provide services analogous to a corporate headquarters function. However, Building Better Communities (BBC) has ownership or oversight of all the multifamily apartment communities and then contracts with the BCHA for I.T services and support, H.R. services and support, and Financial Services and support. That Agreement between the parties should be limited in financial scope through a Shared Services Agreement. Funds in excess of the amount agreed upon between the parties should remain in BBC to create funding certainty when multifamily improvements, potential acquisition due diligence costs, and other development related costs are under consideration.

WHAT ACTION ACCOMPLISHES:

This action will put the multifamily/development planning budget in BBC with the fees and revenues realized from the development of Hillsboro Crossing and Tequesta Reserve, and a recurring revenue stream from their operating cash flow.

Directors:

John T Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin



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SUMMARY EXPLANATION/BACKGROUND:

This action provides specific funding sources to support, sustain, and expand the multifamily portfolio. These funds will reflect a portion of earned income from recent senior housing developments, "Hillsboro" and "Tequesta." The committed availability of funds will expedite the process for the renovation/redevelopment of the two properties, Highland Gardens I and II, serving 200 low-income elderly and disabled families. It will also allow due diligence activities required around acquisition evaluations to take place and address immediate but unforeseen conditions that may occur at any site.

FINANCIAL IMPACT:

The budgeted amount will be set at one million dollars (\$1,000,000), initially funded by BBC Reserves and included as a budgeted line item going forward. As funds are received annually through operating cash flow, a percentage will be dedicated to the development line and a portion remitted to the COCC for internal purposes and for future development, acquisition, rehabilitation or other related property needs.

Directors:

John T Loos III, President ■ Karyne Pompilus, Secretary ■ Mark O'Loughlin

RESOLUTION NO. 2025-02

A Resolution of Building Better Communities, Inc. (BBC) authorizing a set aside fund for predevelopment planning in support of portfolio management and sustainability

WHEREAS, Board approval is required to create a set aside fund aside for predevelopment planning and soft costs; professional services; and other costs related to multifamily inventory growth, property rehabilitation, development, and other activities in support of portfolio management and sustainability. Further, authorize the Assistant Secretary or his designee to take certain actions necessary to carry out the activities deemed an appropriate use of the budgeted proceeds; and,

WHEREAS, this action will put the multifamily/development planning budget in BBC and create a recurring revenue stream from the operating cash flow; and,

WHEREAS, the budgeted amount will be set at one million dollars (\$1,000,000), initially funded from BBC Reserves; and

WHEREAS, as funds are received annually through operating cash flow, a percentage will be dedicated to the development budget line item and a portion remitted to the COCC for internal purposes and for future development, acquisition, rehabilitation or other related property needs; and,

WHEREAS, this Resolution will authorize the Assistant Secretary or his designee to take certain actions necessary to carry out activities deemed an appropriate use of the budgeted proceeds in furtherance of this Resolution; and

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves the creation of a set aside fund for predevelopment planning and soft costs; professional services; and other costs related to multifamily inventory growth, property rehabilitation, development, acquisitions, and other activities in support of portfolio management and sustainability. Furthermore, the Board authorizes the Assistant Secretary or his designee to take certain actions necessary to carry out activities in furtherance of this Resolution as deemed an appropriate use of the budgeted proceeds as explained in Memorandum 2025-01 (EDD).

PASSED, ADOPTED AND APPROVED THIS 20th DAY OF MAY 2025.

Karyne Pompilus, Secretary

April 2025 AFFORDABLE AND MULTIFAMILY PROPERTIES SUMMARY OPERATIONS REPORT - MANAGED BY BCHA											
Property Name	Total	Vacant	Occupied	Occupied	Units Leased During Current Month	Current Month		Current Month		RETRO - Amounts owed by residents on a repayment/settlement agreement	Amounts owed for unpaid rent, late fees, work orders, etc.
	Units	Units	Units	Percent		Rent Roll	Delinquent Rent	Delinquent Rent %			
Multifamily Housing											
Griffin Gardens	100	3	97	97%	1	\$27,720.00	\$0.00	0%	\$2,701.00	\$457.00	
Highland Gardens	100	2	98	98%	4	\$25,430.00	\$0.00	0%	\$13,988.27	\$443.47	
Everglades/Auburn/Roosevelt	86	5	81	94%	1	\$31,475.00	\$22.00	0%	\$12,434.82	\$143.56	
Meyers Estates	50	0	50	100%	0	\$19,093.00	\$231.00	1%	\$48,739.06	\$7,240.56	
Park Ridge	37	1	36	97%	0	\$16,933.00	\$2,329.14	14%	\$14,674.24	\$2,045.18	
TOTAL	373	11	362	97%	6	\$120,651.00	\$28,281.95	23%	\$92,537.39	\$10,329.77	
Affordable Housing											
Crystal Lakes Townhouses	10	0	10	100%	0	\$21,951.00	\$0.00	0%	\$0.00	\$0.00	
College Gardens	63	3	61	97%	1	\$107,069.00	\$10,538.00	10%	\$0.00	\$10,538.00	
Manors at Middle River	12	3	10	83%	0	\$26,786.00	\$0.00	0%	\$0.00	\$0.00	
Ocean Drive	12	1	10	83%	1	\$15,258.00	\$0.00	0%	\$0.00	\$0.00	
Twin Oaks	16	2	14	88%	1	\$15,713.00	\$1,574.00	10%	\$0.00	\$1,574.00	
Villas of Pompano	8	1	7	100%	1	\$12,863.00	\$1,942.00	15%	\$0.00	\$1,942.00	
TOTAL	121	10	112	93%	4	\$199,640.00	\$14,054.00	7%	\$0.00	\$14,054.00	



PROPERTIES MANAGED BY SPM WEEKLY OPERATIONS SUMMARY

Week of: **4/30/2025**

Property Name	As of Date	Total Units	Vacant Units	Occupied Units	Occupied Percent	Move In	Move Out	Vacant Rented	Vacant UnRented	Notice UnRented	Notice Rented	Other Amounts	Delinquent Rent Amounts	Scheduled Billing	Delinquent Percentage	Application	Denied Application	Canceled Application	Evict
Janice Foci	(Occupied % Average)			100%															
Crystal Lake	4/30/2025	190	0	190	100.00%	0	0	0	0	1	0	\$ (15.00)	\$ -	\$ 236,167.83	0%	0	0	0	0
East Village	4/30/2025	155	3	152	98.06%	0	0	2	0	0	0	\$ 119.74	\$ 805.00	\$ 179,158.60	0%	0	0	0	0
Highland Gardens II	4/30/2025	100	4	96	96.00%	0	0	3	1	1	0	\$ (2,558.95)	\$ 5,085.45	\$ 89,527.00	6%	0	0	0	0
Oakland Preserve	4/30/2025	80	4	76	95.00%	0	0	0	3	0	0	\$ -	\$ 15.00	\$ 89,540.00	0%	0	0	0	0
Progreso Point	4/30/2025	76	6	70	92.11%	0	0	1	4	0	0	\$ 913.08	\$ 3,417.36	\$ 59,799.00	6%	0	0	0	0
Tallman Pines I	4/30/2025	176	1	175	99.43%	0	0	1	0	2	0	\$ (1,030.00)	\$ 2,650.00	\$ 210,218.33	1%	0	0	0	0
Tallman Pines II	4/30/2025	24	0	24	100.00%	0	0	0	0	0	0	\$ -	\$ -	\$ 30,002.00	0%	0	0	0	0
TOTAL		801	18	783	97%	0	0	7	8	4	0	\$ (2,571.13)	\$ 11,972.81	\$ 894,412.76	2%	0	0	0	0

Notes: COVID-19 is a factor in delinquent rent. The Regional PM is following up closely with the Property Manager. Rents are not delinquent until after the 5th day of the month.