



**HOUSING FINANCE DIVISION**

110 Northeast 3<sup>rd</sup> Street, Suite 300 • Fort Lauderdale, Florida 33301 • 954-357-4900 • FAX 954-357-8221

# ***BROWARD COUNTY HOME CONSORTIUM***

## **MEETING MINUTES**

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Housing Finance Division (HFD)

In-person

January 18, 2024 | 2:30 PM

Recorded by Amalee Badreddine

Broward County Board of County Commissioners

Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Robert McKinzie • Nan H. Rich • Hazelle P. Rogers • Tim Ryan • Michael Udine  
[www.broward.org](http://www.broward.org)

**I. CALL TO ORDER – 2:43 PM**

A regular meeting of the Broward County HOME Consortium was called to order by Ms. Lopez, Housing and Community Redevelopment Manager, a quorum was not present.

**II. ATTENDANCE**

**BROWARD COUNTY STAFF**

Name	Housing Finance Division Staff
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Angela Bauldree  
 Linda Archer  
 Patrick Haggerty  
 Suzanne Weiss  
 Yvette Lopez  
 Andy Chandra  
 Michael Grabow

**CONSORTIUM MEMBERS PRESENT**

Name	Municipalities Represented	Municipalities Not Represented
Nathalene Carter	City of Coral Springs	City of Coconut Creek
Adelle Alfred	City of Lauderdale	City of Margate
Tameka Dorsett- Black	City of Deerfield Beach	City of Miramar
Carolyn Francis-Royer	City of Tamarac	Town of Davie
		City of Plantation
		City of Pembroke Pines
		City of Sunrise

**Community Redevelopment Affiliates, Inc. (Non-Members)**

Present	Fameila Singh
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### **III. APPROVAL OF PREVIOUS MEETING MINUTES**

Approval of minutes cannot be made due to no quorum.

### **IV. DISCUSSION (General)**

Ms. Lopez mentioned talking with Ms. Alfred about next year and the programs being advertised. Ms. Lopez stated to the members that their priorities are based on the needs of their cities. However, they still need to let the citizens know what the funds will be put towards. She continued to say that staff can make decisions, but citizens need to be made aware, and this can also be done when they do their CDBG since it is for the action plan.

### **V. HOME TOPICS**

#### Agreements Status

Ms. Lopez advised the members to consider projects, needs, and activities like REHAB, TBRA, and Purchase Assistance around February and March.

Ms. Lopez stated with caps, if the cities change it, she must create an amendment because it changes what's in the action plan. With HOME, any changes will trigger substantial amendments compared to CDBG. Ms. Lopez said she would need the final caps and numbers by May. Ms. Dorsett-Black asked, as far as the citizen participation plan is concerned, if they should follow the county's if there's a change. Ms. Lopez answered that citizen participation triggers substantial changes and explained how the definition of project versus activity affects the substantial changes/amendments.

#### Policy and Procedures

Ms. Lopez stated the first 4-5 agreement will be released by the end of the month. She confirmed the exhibits have been reviewed by the county attorney and Mr. Grabow is currently reviewing their policies and procedures. Ms. Lopez confirmed she knows that some of the cities have policies and procedures that encumbers all the grants, since HOME is very specific, she explained her teams review is based of HOME's requirements.

### Status of the Billings

Ms. Lopez stated they are no billings in house, they are finalizing Tamarac since they had some pending issues. Ms. Lopez continued that they are going to figure out how to amend the balances that haven't been reallocated yet into newer agreements. She continued to explain the County has the authority to reinstate so most of it should be easy unless any of the cities make changes.

### Property Standards

Ms. Lopez announced property standards are on the way. She continued to explain we are starting to work with a consultant, and they created a draft for her team to review. Ms. Lopez shared that her goal is for her and Ms. Bauldree to have a final draft by the February or March meeting.

Ms. Alfred mentioned if they need to do tier 2, they need the tier 1, and they are currently doing projects and questioned how they would handle that. Ms. Lopez said they would send them an example of the old tier 1 for them to go off from.

### Angela Bauldree on Billing Checklist

Ms. Bauldree explained that billings need to list all expenditures, those that are counted in the mortgage and those that are not. She continued to state that, especially on the REHAB, there hasn't been mention of lead, and appraisals, or anything else and if they are charging the County for that, then it needs to be a part of the invoice package. Ms. Bauldree continued that if they get those things paid elsewhere, that's fine, but it needs to be a part of the file for monitoring of the complete process.

## **V. NEXT MEETING DATE – February 15, 2024**

## **VI. ADJOURNMENT – 3:41 PM**

**Disclosure:** The above captioned Minutes are transcribed in a summary format. To hear the full meeting, a compact disk of the meeting can be provided after 24-hour notice to the HFD Administration Section at 954-357-4900.