

PROPOSED

RESOLUTION NO.

1 A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BROWARD
2 COUNTY, FLORIDA, PERTAINING TO THE PUBLIC WORKS DEPARTMENT ("PWD")
3 AND THE RESILIENT ENVIRONMENT DEPARTMENT ("RED"); AMENDING AND
4 RELOCATING VARIOUS PROVISIONS FOUND IN CHAPTERS 2, 6, 8, 12, 18, 21, 25,
5 27, 30, 32, 40, AND 42 OF THE BROWARD COUNTY ADMINISTRATIVE CODE
6 ("ADMINISTRATIVE CODE"); PROVIDING FOR ORGANIZATIONAL AND NAME
7 CHANGES TO PWD, RED, HOUSING FINANCE DIVISION, AND URBAN PLANNING
8 DIVISION; CREATING CHAPTER 31, "OPERATIONAL POLICY, PUBLIC WORKS AND
9 ENVIRONMENTAL SERVICES," OF THE ADMINISTRATIVE CODE; AND PROVIDING
10 FOR SEVERABILITY, INCLUSION IN THE ADMINISTRATIVE CODE, AND AN
11 EFFECTIVE DATE.

12
13 BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
14 BROWARD COUNTY, FLORIDA:

15 Section 1. Chapters 2, 6, 18, 25, and 32 of the Broward County Administrative
16 Code are hereby amended to replace each instance of "Public Works Department"
17 throughout each chapter with "Public Works and Environmental Services Department."

18 Section 2. Chapters 2, 8, 12, 27, 40, and 42 of the Broward County
19 Administrative Code are hereby amended to replace each instance of "Resilient
20 Environment Department" throughout each chapter with "Public Works and

Environmental Services Department,” and each instance of “RED” throughout each chapter with “PWESD.”

Section 3. Chapters 2, 8, 21, and 27 of the Broward County Administrative Code are hereby amended to replace each instance of “Housing Finance Division” throughout each chapter with “Housing and Urban Planning Division.”

Section 4. Chapters 8 and 30 of the Broward County Administrative Code are hereby amended to replace each instance of “Housing Finance and Community Development Division” throughout each chapter with “Housing and Urban Planning Division.”

Section 5. Chapters 2, 8, 27, and 40 of the Broward County Administrative Code are hereby amended to replace each instance of “Urban Planning Division” throughout each chapter with “Housing and Urban Planning Division,” and each instance of “UPD” with “HUPD.”

Section 6. Section 2.5 of the Broward County Administrative Code is hereby amended to read as follows:

2.5. Departments; Established.

There are hereby established ~~seven (7)~~ six (6) departments of county government as follows:

- a. Finance and Administrative Services Department;
- b. Human Services Department;
- c. Public Works and Environmental Services Department;
- d. Aviation Department;
- e. ~~Resilient Environment Department;~~

- f. Port Everglades Department; and
g. ~~f.~~ Transportation Department.

Section 7. Section 2.11 of the Broward County Administrative Code is hereby amended to read as follows:

2.11. Divisions and Offices; Established.

...

c. *Public Works and Environmental Services Department:*

...

d. ~~*Resilient Environment Department:*~~

- ~~1.~~ 9. Animal Care Division;
~~2.~~ 10. Building Code Division;
~~3.~~ 11. Consumer Protection Division;
~~4.~~ 12. Natural Resources Division;
~~5.~~ 13. Environmental Permitting Division;
~~6.~~ 14. Housing Finance and Urban Planning Division;
~~7.~~ Urban Planning Division;

e. ~~d.~~ *Port Everglades Department:*

...

f. e. *Aviation Department:*

...

g. ~~f.~~ *Transportation Department:*

...

Section 8. Chapter 6 of the Broward County Administrative Code is hereby amended to read as follows:

Chapter 6

ORGANIZATION, PUBLIC WORKS AND ENVIRONMENTAL SERVICES

. . .

Section 9. Part I of Chapter 6 of the Broward County Administrative Code, titled “Public Works Department,” is hereby repealed in its entirety, and a new Part I of Chapter 6, titled “Public Works and Environmental Services Department,” is hereby created to read as follows:

[Underlining omitted]

PART I. PUBLIC WORKS AND ENVIRONMENTAL SERVICES DEPARTMENT

6.1. Public Works and Environmental Services Department Established; Scope.

There is hereby established a Public Works and Environmental Services Department that shall be responsible for (i) the management, operation, and control of public works functions of County government and (ii) the administration and coordination of the County's resilience initiatives; comprehensive planning and redevelopment programs; consumer protection; and protection, restoration, and enhancement of Broward County's natural resources, public health, and environmental quality of life. The Public Works and Environmental Services Department shall include:

- a. Facilities Management Division.
- b. Highway Construction and Engineering Division.
- c. Highway and Bridge Maintenance Division.
- d. Traffic Engineering Division.

- e. Water and Wastewater Services.
- f. Solid Waste and Recycling Services.
- g. Construction Management Division.
- h. Real Property and Real Estate Development Division.
- i. Animal Care Division.
- j. Building Code Division.
- k. Consumer Protection Division.
- l. Natural Resources Division.
- m. Environmental Permitting Division.
- n. Housing and Urban Planning Division.

6.2. Public Works and Environmental Services Director.

The Broward County Public Works and Environmental Services Director shall be the head of the Public Works and Environmental Services Department.

6.3. Functions; Responsibilities.

The Public Works and Environmental Services Department ("Department") shall:

- a. Plan, organize, and direct a comprehensive public works program and service delivery system embracing the combined functions, duties, and responsibilities of the services and divisions of the Department.
- b. Develop and implement management systems designed to facilitate the formulation and execution of annual and long-range plans; optimize resource management; and ensure compliance with statutory requirements and policies and procedures promulgated by the Board of County Commissioners ("Board") and the County Administrator.

c. Conduct management studies to provide information for developing new County programs, improving existing County operations, and evaluating their implementation.

d. Establish and maintain effective working relationships with other governmental units and public and private agencies in areas relating to the functions and responsibilities of the Department; and represent the interests of Broward County government in public works and related matters.

e. Establish and monitor procedures for the orderly and timely processing of public works information of interest to the County Administrator, the Board, and the community.

f. Perform administrative reviews and advise and consult with the County Administrator, and, as appropriate, with the Board and the County Attorney's Office and the County Auditor, in matters relating to the Department.

g. Produce project status reports for the Board.

h. Direct and manage the operations of the Facilities Management Division; Highway Construction and Engineering Division; Highway and Bridge Maintenance Division; Traffic Engineering Division; Water and Wastewater Services; Solid Waste and Recycling Services; Construction Management Division; Real Property and Real Estate Development Division; Animal Care Division; Building Code Division; Consumer Protection Division; Natural Resources Division; Environmental Permitting Division; and Housing and Urban Planning Division.

i. Coordinate the County's resilience planning initiatives, inclusive of regional, countywide, and internal efforts.

j. Develop and implement a countywide resilience plan.

k. Promote sustainable and resilient living and working environments through planning, environmental protection, and redevelopment to achieve cost-effective utilization of public resources and facilitate successful private investment.

l. Develop a long-term strategy for countywide comprehensive planning, effective and efficient regional uses of environmental resources, and the protection of natural resources and quality of life of Broward County.

m. With the exception of the Broward County Land Use Plan, prepare all mandatory and optional comprehensive plan elements of the Broward County Comprehensive Plan.

n. Plan for, develop, and implement comprehensive and science-based policies, regulations, and programs for Broward County to preserve, protect, enhance, and restore the natural resources of Broward County.

o. Control and regulate activities that may cause pollution of air, water, soil, and property and that may impact the quality and quantity of natural resources in Broward County.

p. Review, analyze, and coordinate activities that promote and facilitate the integration of policy planning, processes, and outcomes among the various agencies of county government and other federal, state, and municipal agencies.

q. Review and comment on proposed local, state, and federal rules, regulations, and legislation related to planning and environmental protection.

156 r. Develop and implement educational programs to disseminate information
157 on Department programs, to increase planning and environmental awareness, and to
158 implement the concepts of pollution prevention.

159 s. Administer the preparation and processing of enforcement actions against
160 violators of the Broward County Code of Ordinances, as may be applicable.

161 t. Enlist and encourage the public support and assistance of civic, technical,
162 scientific, and educational organizations, and the cooperation of industrial and other
163 business organizations.

164 u. Promote health and public safety by encouraging compliance with
165 environmental, natural resource protection, and neighborhood enhancement codes,
166 standards, and other property regulations.

167 v. Administer and enforce the Broward County Consumer Protection Code.

168 w. Administer the Community Development Block Grant ("CDBG"), State
169 Housing Initiatives Partnerships ("SHIP"), and Home Investment Partnership ("HOME")
170 programs, and other housing related programs as appropriate.

171 x. Oversee plan reviews, permit issuance, and inspection processes through
172 the enforcement of the Florida Building Code and Broward County Zoning Code
173 regulations.

174 y. Provide liaison and administrative support to the Board relating to other
175 special projects.

176 z. Protect the public health, safety, and welfare by preserving, protecting, and
177 enhancing the residential, commercial, and industrial neighborhoods in the
178 unincorporated areas of Broward County, through enforcement of all applicable

ordinances, zoning codes, laws, rules, resolutions, and regulations in effect in Broward County and provide education and assistance of the public to preserve the quality of life, aesthetics, and property values of the various neighborhoods in unincorporated Broward County.

aa. Administer and enforce the Broward County Zoning Code.

bb. Administer and enforce the Broward County Motor Carriers Ordinance.

cc. Enforce all laws and ordinances relating to animal care and regulation and the prevention of cruelty to animals.

dd. Assure that Broward County provides ongoing, cost effective, and efficient animal care and regulatory services.

ee. Manage Broward County's Geographic Information System ("GIS") and provide GIS services to those agencies that do not have internal capabilities.

Section 10. Part V of Chapter 6 of the Broward County Administrative Code, titled "Facilities Management Division," is hereby relocated to be Part II of Chapter 6 of the Broward County Administrative Code, and is hereby retitled as "Facilities Management Division." Current Sections 6.22 and 6.23 of that Part shall be renumbered sequentially in the new location.

Section 11. Part X of Chapter 6 of the Broward County Administrative Code, titled "Highway Construction and Engineering Division," is hereby relocated to be Part III of Chapter 6 of the Broward County Administrative Code, and is hereby retitled as "Highway Construction and Engineering Division." Current Sections 6.47 and 6.48 of that Part shall be renumbered sequentially in the new location.

201 Section 12. Part XI of Chapter 6 of the Broward County Administrative Code,
202 titled "Highway and Bridge Maintenance Division," is hereby relocated to be Part IV of
203 Chapter 6 of the Broward County Administrative Code, and is hereby retitled as "Highway
204 and Bridge Maintenance Division." Current Sections 6.52 and 6.53 of that Part shall be
205 renumbered sequentially in the new location.

206 Section 13. Part XII of Chapter 6 of the Broward County Administrative Code,
207 titled "Traffic Engineering Division," is hereby relocated to be Part V of Chapter 6 of the
208 Broward County Administrative Code, and is hereby retitled as "Traffic Engineering
209 Division." Current Sections 6.57 and 6.58 of that Part shall be renumbered sequentially
210 in the new location.

211 Section 14. Part XIII of Chapter 6 of the Broward County Administrative Code,
212 titled "Water and Wastewater Services," is hereby relocated to be Part VI of Chapter 6 of
213 the Broward County Administrative Code, and is hereby retitled as "Water and
214 Wastewater Services." Current Sections 6.62 and 6.63 of that Part shall be renumbered
215 sequentially in the new location.

216 Section 15. Part XIX of Chapter 6 of the Broward County Administrative Code,
217 titled "Solid Waste and Recycling Services," is hereby relocated to be Part VII of
218 Chapter 6 of the Broward County Administrative Code, and is hereby retitled as "Solid
219 Waste and Recycling Services." Current Sections 6.92 and 6.93 of that Part shall be
220 renumbered sequentially in the new location.

221 Section 16. Part XXIV of Chapter 6 of the Broward County Administrative Code,
222 titled "Construction Management Division," is hereby relocated to be Part VIII of
223 Chapter 6 of the Broward County Administrative Code, and is hereby retitled as

224 “Construction Management Division.” Current Sections 6.116 and 6.117 of that Part shall
225 be renumbered sequentially in the new location.

226 Section 17. Part XXV of Chapter 6 of the Broward County Administrative Code,
227 titled “Real Property and Real Estate Development Division,” is hereby relocated to be
228 Part IX of Chapter 6 of the Broward County Administrative Code, and is hereby retitled as
229 “Real Property and Real Estate Development Division.” Current Sections 6.121 through
230 6.123 of that Part shall be renumbered sequentially in the new location.

231 Section 18. Part II of Chapter 8 of the Broward County Administrative Code, titled
232 “Animal Care Division,” is hereby relocated to be Part X of Chapter 6 of the Broward
233 County Administrative Code, and is hereby retitled as “Animal Care Division.” Current
234 Sections 8.7 and 8.8 of that Part shall be renumbered sequentially in the new location.

235 Section 19. Part III of Chapter 8 of the Broward County Administrative Code,
236 titled “Environmental Permitting Division,” is hereby relocated to be Part XI of Chapter 6
237 of the Broward County Administrative Code, and is hereby retitled as “Environmental
238 Permitting Division.” Current Sections 8.12 and 8.13 of that Part shall be renumbered
239 sequentially in the new location.

240 Section 20. Part IV of Chapter 8 of the Broward County Administrative Code,
241 titled “Building Code Division,” is hereby relocated to be Part XII of Chapter 6 of the
242 Broward County Administrative Code, and is hereby retitled as “Building Code Division.”
243 Current Sections 8.14 and 8.15 of that Part shall be renumbered sequentially in the new
244 location.

245 Section 21. Part V of Chapter 8 of the Broward County Administrative Code, titled
246 “Natural Resources Division,” is hereby relocated to be Part XIII of Chapter 6 of the

Broward County Administrative Code, and is hereby retitled as “Natural Resources Division.” Current Sections 8.17 and 8.18 of that Part shall be renumbered sequentially in the new location.

Section 22. Part VI, of Chapter 8 of the Broward County Administrative Code, titled “Housing Finance Division,” is hereby repealed in its entirety, and a new Part XIV of Chapter 6, titled “Housing and Urban Planning Division,” is hereby created to read as follows:

[Underlining omitted]

PART XIV. HOUSING AND URBAN PLANNING DIVISION

6.26. Housing and Urban Planning Division Established; Director as Head.

There is hereby established a Housing and Urban Planning Division (“Division”), which shall be responsible to the Director of the Public Works and Environmental Services Department (“Department”). The Division is responsible for the administration and the operation of the Broward County Land Development Code, Chapter 5, Broward County Code of Ordinances, regulatory review of the land development requirements of Broward County government, and Chapter 39, Broward County Code of Ordinances, and all activities related to general planning services, including preparing the comprehensive plan, conducting demographic and economic research, and providing geographic information systems support. The Division Director shall have a degree from a four-year college or university in finance, public or business administration, urban and regional planning, urban studies, or another closely related field, and at least six (6) years of supervisory and/or managerial experience in planning, formulating affordable housing

programs, and community redevelopment or closely related experience, including four (4) years of high-level supervisory and administrative experience.

6.27. Functions; Responsibilities.

The Division shall perform the following functions and responsibilities:

a. Prepare annual reports reflecting the past year's program results together with an annual financial report.

b. Administer any housing programs or funds of Broward County, Florida, as authorized by resolution of the Board.

c. Provide for the administration of contracts between Broward County and public and private not-for-profit organizations, for-profit organizations, and government entities for the provision of services to clients. Such administration shall include, but not be limited to: development of requests for proposals; participation in proposal review; contract development and negotiation; facilitation of the required agenda process; review of monthly invoices and documentation; recommendation of payment of reviewed invoices; and issuance of corrective action.

d. Maintain an inventory of Division property in accordance with county policy.

e. Provide community education and training programs for the public as needed.

f. Provide for effective management and implementation of enforcement powers granted by statutes, local ordinances, and resolutions of the Board.

g. Keep the Department Director informed of all changes in governmental policy and pertinent federal and state legislation.

h. Participate in the County's emergency response and recovery activities in support of the responsibilities of the Division as designated in the County's Comprehensive Emergency Operations Plan and/or other plans or priorities as established by the Division Director in cooperation with the Department Director.

i. Charge set fees and rates for services as prescribed by law, county ordinance or resolution of the Board.

j. Provide for the continuous development of an organizational culture that focuses on delivering core services and maximizes internal communication.

k. Carry out all duties conferred on the Division by federal and state laws, county ordinances, policies, administrative rules and regulations, Department directives, and contractual obligations.

l. Apply for federal and state assistance to aid in funding the Division's activities and administer all grants related to the operations of the Division.

m. Coordinate activities with related agencies and advisory boards.

n. Represent the Division at meetings with various civic, municipal, and county organizations, and, when necessary, appear before public officials regarding projects and functions of the Division.

o. Plan and manage the County's grant requests for federal and state programs pursuant to the federal code and the guidelines established by the U.S. Department of Housing and Urban Development ("HUD"), and the state statutes and regulations governing state funding programs.

p. Coordinate contract activities that include, but are not limited to: monitoring, issuance of corrective action, technical assistance, and submission of contract

documentation and outcome performance reports for public and private not-for-profit and for-profit organizations funded by Broward County.

q. Encourage and promote intergovernmental cooperation for block grant activities throughout the County using intergovernmental coordination.

r. Coordinate the planning and management activities and the expenditures of federal and state funds with the various county departments, divisions, agencies, and municipalities.

s. Provide planning, advisory, and referral assistance with special emphasis, as required by federal law, on very low, low, and moderate-income neighborhoods.

t. Research and implement opportunities for the development and retention of affordable housing in the County and act as the coordinating body for housing and housing-related activities in Broward County.

u. Ensure that nonprofit organizations to which the Board makes lump-sum payment or with which it contracts for services, as regulated by the Code of Federal Regulations, shall provide financial information as required by the Board and/or in compliance with OMB Circular A133, "Audits of States, Local Governments and Non-profit Organizations." The review level financial report shall be filed with the County Administrator or designee within one-hundred twenty (120) days after the close of the provider's fiscal year.

v. Prior to any action taken by the Board in which a person or entity acquires or maintains an interest in property superior to that of Broward County, ensure that the Board is provided with an appraisal of the property securing Broward County's interest. Said appraisal shall be performed by a state certified General Appraiser or a state certified

Residential Appraiser and shall comply with the reporting requirements for a summary appraisal report set forth under Rule 2-2(b) of the Uniform Standards of Professional Appraisal Practice. If the appraiser is not chosen by Broward County, such appraisal shall be reviewed by the Broward County Real Property Section. In instances where an appraiser is chosen and paid for by lenders/property owners requesting a subordination agreement, the Broward County Real Property Section shall conduct a review appraisal to ensure that the property has sufficient equity to support additional financing.

w. Participate in legislative initiatives to promote the welfare of residents.

x. Utilize software approved by the Department, the Division, and Enterprise Technology Services that tracks contract-related data. Such software shall be subject to federal, state, local, and Departmental regulations regarding client confidentiality.

y. Prepare, maintain, and monitor achievement of all elements of the Broward County Comprehensive Plan, except the Broward County Land Use Plan, consistent with Florida Statutes and the Broward County Charter.

z. Prepare neighborhood plans for unincorporated area neighborhoods identifying facilities, services, and programs to enhance the quality of life of residents.

aa. Execute various demographic, econometric, housing, land use, and other analytical models and develop and maintain demographic, land use, economic, and housing inventories and databases to support planning initiatives of County divisions and agencies.

bb. Administer the County's redevelopment programs.

cc. Coordinate and partner with Broward municipalities to further their particular redevelopment efforts, including coordination and management of Chapter 163, Florida Statutes, Community Redevelopment Areas (“CRAs”).

dd. Act as the zoning official in the Broward Municipal Services District (“BMSD”).

ee. Facilitate and coordinate the redevelopment and revitalization of the BMSD.

ff. Study, propose, and process changes to the zoning district classification of lands located in the BMSD to eliminate incompatible uses of land, provide consistency with the BMSD Future Land Use Plan, and foster the purposes and intent of the various districts described in the Broward County Zoning Code and propose, process, and implement changes to the Broward County Zoning Code consistent with current planning and enforcement practices, technology, and changing socioeconomic structures in the BMSD.

gg. Receive, review, and process all municipal and BMSD applications for plat approval and all applications for site plan approval within the BMSD in order to ensure design quality, compliance with required development standards, and compliance with the Broward County Zoning Code, including setbacks, height, plot coverage, parking, lighting, landscaping, and signs.

hh. Coordinate the processing of all delegation requests relating to development permits or related fees to be heard by the Board and prepare comprehensive development review reports that address mandated service adequacy requirements for all proposed projects that require Board approval, including the cost of any necessary public improvements; identify impact fees and developer contributions

related to the proposed development project; and recommend the application of impact fees and developer contributions to fund or assist in the funding of necessary public improvements.

ii. Monitor and enforce the collection of all application and impact fees, developer contributions, and agreements related thereto, which are required as a part of the development review process.

jj. In concert with the County Attorney's Office, monitor the provisions of and recommend necessary revisions to the Broward County Land Development Code.

kk. Review all plans for building permits in the unincorporated area for the issuance of development orders for building permits and the calculation of impact fees.

ll. Perform such other special assignments relating to service adequacy and infrastructure delivery as may be designated by the County Administrator or the Department Director.

mm. Operate the Broward County Traffic Review and Impact Planning System ("TRIPS") and maintain appropriate TRIPS development management databases.

nn. Administer and enforce the Broward County Zoning Code, including landscaping, parking, signs, lighting, and the Certificate of Use Program for commercial and industrial properties, and collect such fines for violations of codes, ordinances, and regulations in effect within Broward County as authorized by the Board.

Section 23. Part VII of Chapter 8 of the Broward County Administrative Code, titled "Consumer Protection Division," is hereby relocated to be Part XV of Chapter 6 of the Broward County Administrative Code, and is hereby retitled as "Consumer Protection

Division.” Current Sections 8.23 through 8.26 of that Part shall be renumbered sequentially in the new location.

Section 24. Part VIII of Chapter 8 of the Broward County Administrative Code, titled “Urban Planning Division,” is hereby repealed in its entirety.

Section 25. Chapter 25 of the Broward County Administrative Code, titled “Operational Policy, Public Works,” is hereby relocated to be Chapter 31 of the Broward County Administrative Code, and is hereby retitled as “Operational Policy, Public Works and Environmental Services.” Current Part I through Part XIX, including Exhibits 25.A, 25.B, 25.C, and 25.D, shall be renumbered sequentially in the new location, eliminating any reserved parts.

Section 26. Chapter 27 of the Broward County Administrative Code, titled “Operational Policy, Resilient Environment Department,” is hereby relocated to Chapter 31 of the Broward County Administrative Code, and is hereby retitled as “Operational Policy, Public Works and Environmental Services.” Current Part I through Part XL, including Exhibits 27.A through Exhibit 27.L, and Appendix A and Appendix B, shall be renumbered sequentially in the new location, eliminating any reserved parts, following the provisions referenced in Section 25 of this Resolution.

Section 27. Chapter 30 of the Broward County Administrative Code is hereby amended to replace each instance of “Housing Finance and Community Development Division” throughout each chapter with “Housing Finance Authority.”

Section 28. Section 30.2 of the Broward County Administrative Code is hereby repealed in its entirety, and a new Section 30.2 is hereby created to read as follows:

[Underlining omitted]

30.2. Purposes; Functions; Duties.

a. The Housing Finance Authority of Broward County, Florida, hereinafter referred to as the "Authority," or the "HFA," was created by Ordinance No. 79-41 of the Board of County Commissioners of Broward County, pursuant to the Florida Housing Finance Authority Law, Chapter 159, Part IV, Florida Statutes, for the purpose of providing affordable housing or rentals to persons and families of low, moderate, or middle income, and capital for investment in such housing. With this purpose in mind, the Authority aims to increase the supply of residential housing for persons and families of low, moderate, or middle income. To accomplish these purposes, the Authority encourages private enterprise and investors to sponsor, build, and rehabilitate residential housing for such persons and families.

b. The Authority shall:

1. Administer and enforce the housing programs of the HFA.
2. Develop affordable housing programs utilizing HFA funds, recommend these programs to the HFA, and administer the HFA's bond programs and other programs, as permitted by law.
3. Ensure that the HFA's mortgage revenue bonds be issued in accordance with and pursuant to Chapter 159, Part IV, Florida Statutes (the "Act"), and all other applicable provisions of law.
4. Develop requests for proposals for the selection of financial advisor, trustee, and underwriters and make recommendations to the HFA during the selection process. Assist and make recommendations to the HFA in its selection of agents for the HFA in addition to those described above.

5. Work with the Public Works and Environmental Services Department (“PWESD” or the “Department”), the County Attorney’s Office, and bond counsel, appointed by the County Attorney and approved by the Board of County Commissioners of Broward County, Florida (“Board”), in structuring bond deals.
6. Develop and administer an accounting system for all HFA funds including, but not limited to, the HFA bond issues and other programs, as permitted by law.
7. Assist the HFA’s auditor in providing audited financial statements, if required, on all of the HFA’s bond and other programs, ensuring that provisions for payment of audit services are incorporated in the bond issue’s trust indenture, and any other programs undertaken by the HFA.
8. Provide a report to the HFA on the balance and investment rate of the HFA’s General Administrative Revenue Account and advise the HFA of any further possible investments.
9. Provide the HFA with a monthly financial report that will include, but is not limited to, the line item balances and expenditures of the annual budget.
10. Make financial recommendations to the HFA and prepare the HFA annual budget for approval by the HFA and the annual balanced budget for approval by the Board.
11. Make recommendations to the HFA about expenditures and administer the General Administrative Revenue Account of the HFA.

- 471 12. Ensure that any checks issued from the HFA's General Administrative
472 Revenue Account are signed by the Executive Director of the HFA and an
473 authorized signer designated by the chairperson of the HFA. All purchases
474 must be supported by properly approved documentation.
- 475 13. Ensure that all fees to and income of the HFA are used for housing
476 programs as consistent with Chapter 9½, Article II, of the Broward County
477 Code of Ordinances
- 478 14. Ensure that all HFA programs are consistent with the HFA's Bylaws and its
479 Rules and Regulations, as well as Chapter 9½, Article II, of the Broward
480 County Code of Ordinances and the Act.

481 Section 29. Article V of Exhibit 30.A of Chapter 30 of the Broward County
482 Administrative Code is hereby repealed in its entirety, and a new Article V of Exhibit 30.A
483 of Chapter 30 is hereby created to read as follows:

484 [Underlining omitted]

485 **Article V. Members of the Authority.**

486 The Authority shall be composed of nine (9) members, one (1) of whom shall be
487 designated as the chair. At least five (5) of the members shall be knowledgeable in one
488 (1) of the following fields: labor, finance, or commerce. The terms of the members shall
489 be four (4) years each, except that the terms of the initial members shall be as follows:
490 Two (2) members shall serve a term of one (1) year; one (1) member shall serve a term
491 of two (2) years; one (1) member shall serve a term of three (3) years, and one (1) member
492 shall serve a term of four (4) years. A member shall hold office until a successor has been
493 appointed and has qualified. Each vacancy shall be filled for the remainder of the

unexpired term. A certificate shall be conclusive evidence of the due and proper appointment of the member. A member shall receive no compensation for services, but shall be entitled to necessary expenses, including, but not limited to, travel expenses incurred in the discharge of duties.

Section 30. Severability.

If any portion of this Administrative Code Resolution is determined by any court to be invalid, the invalid portion will be stricken, and such striking will not affect the validity of the remainder of this Administrative Code Resolution. If any court determines that this Administrative Code Resolution, in whole or in part, cannot be legally applied to any individual, group, entity, property, or circumstance, such determination will not affect the applicability of this Administrative Code Resolution to any other individual, group, entity, property, or circumstance.

Section 31. Inclusion in the Broward County Administrative Code.

It is the intention of the Board of County Commissioners that the provisions of this Administrative Code Resolution become part of the Broward County Administrative Code as of the effective date. The sections of this Administrative Code Resolution may be renumbered or relettered and the word "resolution" may be changed to "section," "article," or such other appropriate word or phrase to the extent necessary to accomplish such intention.

513 Section 32. Effective Date.

514 This Administrative Code Resolution is effective upon adoption.

ADOPTED this day of , 2025.

PROPOSED

Approved as to form and legal sufficiency:
Andrew J. Meyers, County Attorney

By: /s/ Alexis Marrero Koratich 09/30/2025
 Alexis Marrero Koratich (date)
 Assistant County Attorney

By: /s/ Maite Azcoitia 09/30/2025
 Maite Azcoitia (date)
 Deputy County Attorney

AIK/gmb
PWESD Reorg Resolution
09/30/2025
#43000

Coding: Words ~~stricken~~ are deletions from existing text. Words underlined are additions to existing text.