


To: The Honorable Mayor and Council
From: Tanya Wilson-Sejour, AICP, Planning, Zoning & Development Director 
Date: July 11, 2017
RE: 2017/18 Action Plan for CDBG and HOME Programs

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, ADOPTING FISCAL YEAR 2017-2018 ACTION PLAN UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP GRANT (HOME) PROGRAMS AS REQUIRED BY 24 CFR 91.15 (a)(1); PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.

STAFF RECOMMENDATION

Staff is recommending that the City Council adopts the proposed 2017-2018 Action Plan, and transmit to U.S. Department of Housing and Urban Development for final approval.

PROGRAM BACKGROUND

The U.S. Department of Housing and Urban Development (U.S. HUD), the federal agency responsible for administration of the CDBG and HOME programs, requires each entitlement jurisdiction to prepare an annual Action Plan outlining needs and priorities for the funding year that will establish a unified vision of the community needs. An Action Plan is defined as a comprehensive document, which describes the City's overall needs and priorities relative to housing and community development. Each year the Action Plan must be prepared and submitted to U.S. HUD 45 days before the start of its program year for approval. On June 13, 2017, U.S. HUD released the approved FY 2017-2018 allocation by congress for the city for CDBG and HOME funding. The allocation was in the amount of Six Hundred Ninety Eight Thousand Nine Hundred Seventy Eight Dollars (**\$698,978.00**) and Two Hundred and Eight Thousand and Four Hundred and Forty Four Dollars (**\$208,444.00**) in CDBG and HOME funding, respectively, a decrease of Twenty Three Thousand Two Hundred Forty Six (**\$23,246.00**) in CDBG and Seven Hundred Forty Two (**\$742.00**) in HOME funding since the previous fiscal year. The FY 2017-2018 Annual Action Plan listed as **Table 1** includes recommendations to support the priorities and strategies outlined in the city's adopted Consolidated Plan. Prior to this meeting, two public assessment meetings were held at the Joe Celestin Center on May 24th, 2017 and the Griffing Center on May 25th, 2017 to solicit public input on the proposed Annual Action Plan consistent with U.S. HUD regulations.

PLANNING COMMISSION RECOMMENDATION

At its meeting on June 20, 2017, the Planning Commission (attended by Chair Seifried, Vice Chair Ernst, Commissioners Each, McDearmaid, Boule, James and Pechon) reviewed and discussed the proposed resolution pertaining to the 2017-2018 annual Action Plan. Following the presentation made by city staff, Ms. Marie-Frantz Jean-Pharuns, Housing Manager and an explanation of the allocation announcement that took place on June 16th, 2017 with the FY 2017-2018 allocation. Chairman Seifried called for a motion to approve the resolution. Commissioner McDearmaid recommended adoption of the proposed resolution for the annual Action Plan be forwarded to the City Council for final consideration. Commissioners Each and Boule seconded the motion and, as such, the proposed resolution was approved unanimously 7-0.

CONCLUSION

Upon adoption of the proposed resolution, pursuant to HUD regulations, the annual Action Plan will be available for a thirty (30) day review and comment period beginning July 12th, 2017 and ending August 13th, 2017 at the Community Planning and Development Department located at 12400 NE 8 Ave, North Miami, Fl. 33161 and the North Miami Public Library located at 835 NE 132nd St, North Miami, FL 33161. Per federal regulations, U.S. HUD must receive the Annual Action Plan on or before August 16th, 2017.

Table 1

No.	Activity for FY 2017/2018	Funding Allocation
1	CDBG Program Administration	\$139,795.00
2	CDBG Housing Rehabilitation Program	\$373,536.00
3	CDBG Economic Development	\$25,000.00
4	CDBG Public Services – Non-profit Community Based Organizations & YOB Program	\$104,847.00
5	CDBG Public Facilities (Capital Project)	\$25,800.00
6	CDBG Elderly Emergency Repairs	\$ 30,000.00
	CDBG Total	\$698,978.00
6	HOME Program Administration	\$20,844.00
7	HOME Community Housing Development Organization (CHDO) Set-aside	\$31,266.00
8	HOME Single-Family Rehabilitation Program	\$133,334.00
9	HOME First-time Homebuyer Program	\$20,000.00
10	HOME Tenant Based Rental Assistance Program	\$3,000.00
	HOME Total	\$208,444.00
	TOTAL CDBG & HOME FUNDS	\$907,422.00

Attachments:

- 1) Resolution
- 2) Public Notice

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, ADOPTING FISCAL YEAR 2017-2018 ACTION PLAN UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP GRANT (HOME) PROGRAMS AS REQUIRED BY 24 CFR 91.15 (a)(1); PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES.

WHEREAS, the City of North Miami (“City”) has been designated as an “Entitlement Community” and therefore receives direct annual funding from the U.S. Department of Housing and Urban Development (“HUD”) for Community Development Block Grant (“CDBG”) and Home Investment Partnership Grant (“HOME”) programs; and

WHEREAS, since 1994, the City has received CDBG funds from HUD to provide a source of local funding for various community and economic development programs and projects; and

WHEREAS, since 2003, the City has received HOME funds, in order to provide a local source of funding for community housing programs in accordance with Chapter 420, Part V, Florida Statutes, as amended from time to time; and

WHEREAS, to date the City’s FY 2017-2018 allocation has not yet been appropriated by Congress and as such the United States Department of Housing and Urban Development cannot predict or provide an estimated allocation amount for the City; and

WHEREAS, given the foregoing, for FY 2017-2018 staff is proposing the same budget amounts as those adopted as part of the 2016-2017 budget; and

WHEREAS, the City allocated Seven Hundred Twenty-Two Thousand Two Hundred Twenty-Four Dollars (\$722,224.00), and Two Hundred Nine Thousand One Hundred Eighty-Six Dollars (\$209,186.00) in CDBG and HOME funds, respectively, from HUD for Fiscal Year 2016-2017 (“FY 2016-2017”); and

WHEREAS, HUD program regulations require that the City prepare an annual action plan for the use of grant funds with input from the public (“Action Plan”); and

WHEREAS, on May 24, 2017 and May 25, 2017, the City conducted public meetings at the Joe Celestin Center and Griffing Senior Adult Center, respectively, soliciting public views and input in the development of the Action Plan; and

WHEREAS, in accordance with HUD regulations, City administration prepared the FY 2017-2018 Action Plan for the use of CDBG and HOME funds; and

WHEREAS, on June 20, 2017, the City Planning Commission held a duly noticed public hearing and found the proposed FY 2017-2018 Action Plan to be acceptable, and unanimously recommended its approval to the Mayor and City Council; and

WHEREAS, the Mayor and City Council of the City of North Miami, find the proposed FY 2017-2018 Action Plan to be in the best interest of the City and thereby, accept the Planning Commission's recommendation for approval.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. **Approval of FY 2017-2018 Action Plan.** The Mayor and City Council of the City of North Miami, Florida, hereby approve the Fiscal Year 2017-2018 Action Plan under the Community Development Block Grant (CDBG) and Home Investment Partnership Grant (HOME) Programs, attached hereto as "Exhibit 1".

Section 2. **Effective Date.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a _____ vote of the Mayor and City Council of the City of North Miami, Florida, this ____ day of _____, 2017.

DR. SMITH JOSEPH
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

JEFF P. H. CAZEAU, ESQ.
CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Mayor Smith Joseph, D.O., Pharm. D.
Vice Mayor Scott Galvin
Councilwoman Carol Keys, Esq.
Councilman Philippe Bien-Aime
Councilman Alix Desulme

_____ (Yes) _____ (No)
_____ (Yes) _____ (No)
_____ (Yes) _____ (No)
_____ (Yes) _____ (No)
_____ (Yes) _____ (No)

**PUBLIC NOTICE
CITY OF MIRAMAR
PROPOSED 2017 PROGRAM YEAR ACTION PLAN
PUBLIC COMMENT PERIOD AND
PRE-ADOPTION PUBLIC HEARING
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

April 30, 2017

The City of Miramar is an entitlement recipient of federal funds from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program and estimates receiving \$708,624 in Program Year 2017 funds to address community development and housing needs in Miramar. In order to receive these funds, the City must adopt a One-Year Action Plan that is consistent with its 2015-2019 Consolidated Plan for Housing and Community Development Programs.

Action Plan Summary

The draft Program Year 2017 Action Plan, which begins October 1, 2017, describes the proposed use of funds and how these project/activities will help achieve the overall goal and objectives outlined in the City of Miramar's 2015-2019 Consolidated Plan.

1) Rehabilitation (Minor Home Repair) \$350,605
Provide minor home repairs to very low and low income homeowners. This project will be carried out on a City wide basis. This activity is eligible under 24 CFR section 570.202(a), and will directly benefit low and moderate income persons as qualified under 570.208 (a)(3) Housing Activities.

2) Community Outreach Center Services \$106,294
Provide community outreach as well as information and education programs for all residents, with the priority target population of those persons who are living below poverty and of those persons who are low and moderate income. The personnel necessary for this program will consist of two Community Outreach Specialists to operate the center five days per week. This activity is eligible under 570.201(e), and will benefit low and moderate-income persons as qualified under 570.208(a) (2) Limited Clientele Activities.

2) Commercial Rehabilitation \$ 100,000
Provide commercial facade rehabilitation and/or code compliance improvements to commercial establishment owners located in areas of low and moderate income concentration. The activity is eligible as a commercial rehabilitation project under 570.202(a)(3), and will benefit low and moderate-income persons as qualified under 570.208(a)(1) Area Benefit Activities.

3) Micro-Enterprise \$10,000
This project is scheduled to provide an economic development program that offers financial assistance, goods and/or services to small businesses that will create or retain jobs for lower-income persons. This activity is eligible as an economic development activity under 24 CFR, Section 570.201(o)(1) and will benefit low and moderate income persons as qualified under 570.208(a)(2) Limited Clientele Activities.

5) Program Administration \$141,725
Administrative duties relative to the overall grant program and fair housing activities. This activity is assumed to benefit low and moderate income persons and is eligible under 24 CFR section 570.206.

All of the activities identified above will principally benefit lower income residents of the City of Miramar and no displacement or relocation of Miramar residents or businesses is anticipated.

Public Comment

Citizens are encouraged to review the proposed 2017 Action Plan and provide comment. Copies of the 2017 Annual Action Plan were available for review and comment during the 30-day comment period commencing May 1, 2017 and ending May 30, 2017. The documents are available at the Office of the City Clerk located at Miramar City Hall, 2300 Civic Center Place, Miramar, Florida 33025 and the Community & Economic Development Department located at 2200 Civic Center Place Miramar, Florida 33025 between the hours of 7:00 A.M. and 6:00 P.M., Monday – Thursday.

Prior to adoption, the City of Miramar Commission will hold a Public Hearing on the proposed 2017 Action Plan on June 21, 2017 at 7:00 P.M. in the Commission Chambers at City Hall, located at 2300 Civic Center Place, Miramar, Florida 33025. Interested parties are encouraged to attend and participate.

For additional information regarding the proposed activities, please contact the Community & Economic Development Department at (954) 602-3265.

In accordance with the Americans with Disabilities Act and Florida Statutes 286.26, persons with disabilities needing special accommodations to participate in this hearing should contact the Office of the City Clerk at least 48-hours prior to the hearing at (954) 602-3011 for assistance.

City of Miramar
Denise A. Gibbs, CMC
City Clerk



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*SNL Financial, as of April 2016

¹Annual Percentage Yields (APYs) accurate as of 02/17/2017 are 0.25% APY for Balances of \$0.01 to \$9,999.99 and 1.25% APY for Balances of \$10,000 or more. Rates subject to change without notice. Fees may reduce earnings. Rates valid for accounts opened in the Financial Centers listed above. Other rates may be available if account opened online at purepoint.com, or by phone.

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PUBLIC NOTICE

The City of North Miami is anticipating an announcement from the United States Department of Housing and Urban Development regarding the Program Year 2017-2018 CDBG and HOME allocations. The city hereby request Proposals for public service activities from not-for-profit Community Based Organizations (CBOs) for PY 2017-2018 funding through the Federal Community Development Block Grant (CDBG) program, beginning **Wednesday, May 3, 2017**. The deadline to submit proposals is **Friday, May 30, 2017 at 4:00 p.m.** Request for Proposals (RFP) must be submitted on forms issued by the City of North Miami, and will be available beginning **May 3, 2017** at the City of North Miami Community Planning & Development Department, 12400 N.E. 8th Avenue, Monday through Friday, between 8:30 a.m. and 5:00 p.m. A Planning Commission meeting is scheduled for June 20, 2017. This notice begins the local application process. We hope to be able to publicly announce the actual allocation amounts by our scheduled Planning Commission meeting on June 20, 2017.

The PY 2016/2017 allocation amount for Public Services was \$108,333.00

A mandatory workshop to provide technical assistance for proposed submissions will be held on **Wednesday, May 10, 2017 11:00 a.m. to 1:00 p.m.** in the North Miami Police Conference Room located on the first floor at 700 NE 124 Street, North Miami, Fl. 33161.

This Request for Proposals is subject to availability of funding based on the final CDBG grant amount as approved by congress and distributed by HUD. The application is available online.

FOR SPECIAL ACCOMMODATIONS

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 305-893-6511, Ext. 12142, NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDINGS. HEARING IMPAIRED MAY CONTACT THE TDD LINE AT (305) 893-7936.

Para asistencia en español: Para que le interpreten la solicitud en español, llama: **305-893-6511 Ext. 19002**

Pou asistans an Kreyol rele: 305-895-9824

IF REQUESTED THIS DOCUMENT CAN BE PROVIDED IN AN ALTERNATIVE FORMAT. For additional information please contact the Housing manager Marie Frantz Jean- Pharuns at 305-893-6511 Ext. 19002 or by email to mjean-pharuns@northmiamifl.gov

Community Planning & Development
City of North Miami



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)
FISCAL YEAR 2017-2018 ACTION PLANS & PUBLIC MEETINGS

PUBLIC NOTICE

The City of North Miami is an entitlement community eligible to receive assistance under the U.S. Department of Housing and Urban Development (HUD). The City of North Miami is anticipating an announcement from the United States Department of Housing and Urban Development regarding the Fiscal Year (FY) 2017-2018 CDBG and HOME allocations. In accordance with the federal regulations, 24 CFR, Part 91, the City of North Miami is preparing a draft Annual Action Plan for 2017 submission for its Community Development Programs. This document is a requirement for direct assistance under the Department of Housing and Urban Development (HUD) funding programs including the Community Development Block Grant (CDBG), HOME Partnership Investment Program (HOME). The city intends to submit the Annual Action Plan to HUD by August 15th, 2017.

The proposed PY 2017-2018 Annual Action Plan is a component of the 2015-2019 Consolidated Plan that identifies resources and strategies to assist in meeting the housing and community Development needs and includes plans for monitoring performance. The allocation amount for Fiscal Year (FY) 2016-2017 were **\$722,224.00** in CDBG funds and **\$209,186.00** in HOME funds. To date the Department of Housing and Urban Development (HUD) has not released allocation amounts for FY 2017-2018. We hope to be able to publicly announce the actual allocation amounts before our scheduled Planning Commission meeting on June 20, 2017. CDBG and HOME will be used for public facilities, and infrastructure improvements, public services, affordable housing related projects, and economic development.

As part of the planning process, the City of North Miami is conducting workshops to solicit public input on programs and activities eligible for CDBG and HOME funding and to prioritize such programs and activities for eligible areas citywide. Residents are invited to attend and participate in these discussions. The locations and dates of the meeting are as follows.

Locations: Joe Celestin Center 1525 NW 135 Street North Miami, Fl. 33168 May 24th, 2017 6:00pm to 8:00pm	Griffin Center 12220 Griffin Blvd North Miami, Fl. 33161 May 25th, 2017 6:00pm to 8:00pm
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There will be a public hearing opportunity at the Planning Commission Meeting on June 20, 2017 at the Council Chambers, 776 NE 125 St and a Final Council approval meeting on July 11, 2017. The thirty day commenting period regarding the Annual Action Plan report begins on July 12, 2017. All comments must be in writing and sent to the attention of Housing Manager City of North Miami, Community Planning & Development Dept. 12400 N 8th Ave. North Miami, FL. 33161 at 305-893-6511 ext. 19002 or email at mjean-pharuns@northmiamifl.gov.

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