

**CITY OF MIRAMAR
PROPOSED CITY COMMISSION AGENDA ITEM**

Meeting Date: November 17, 2025

Presenter's Name and Title: Carolyn Francis-Royer, Chief Housing Administrator

Prepared By: Carolyn Francis-Royer, Chief Housing Administrator, Economic Development & Housing Department

Temp. Reso. Number: R8528

Item Description: Temp. Reso. #R8528 approving the Program Year 2024-2025 Consolidated Annual Performance Evaluation Report (CAPER) for Community Development Block Grant Programs. (Carolyn Francis-Royer, Chief Housing Administrator)

Consent Resolution Ordinance Quasi-Judicial Public Hearing

Instructions for the Office of the City Clerk: none

Public Notice – As required by the Sec. ____ of the City Code and/or Sec. ____, Florida Statutes, public notice for this item was provided as follows: on _____ in a _____ ad in the _____; by the posting the property on _____ and/or by sending mailed notice to property owners within ____ feet of the property on _____
(fill in all that apply)

Special Voting Requirement – As required by Sec. _____, of the City Code and/or Sec. _____, Florida Statutes, approval of this item requires a _____ (unanimous, 4/5ths etc.) vote by the City Commission.

Fiscal Impact: Yes No

REMARKS: As a recipient of Community Development Block Grant funds, the City is required to submit a Consolidated Annual Performance & Evaluation Report (CAPER) to US HUD within 90 days after the program years closes. City Commission approval is required for submission.


Content:

- **Agenda Item Memo from the City Manager to City Commission**
- **Resolution TR8528**
 - **Exhibit A: Program Year 2024-2025 CAPER**
- **Attachment(s)**
 - **Attachment 1: Public Notice**



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Stephen Johnson, Assistant City Manager

DATE: November 12, 2025

RE: Temp. Reso. No. R8528, approving the Program Year 2024 Consolidated Annual Performance Evaluation Report (CAPER)

RECOMMENDATION: The City Manager recommends approval of Temp. Reso. No. 8528, approving the Consolidated Annual Performance Evaluation Report (“CAPER”) for Program Year 2024.

ISSUE: As 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, the City must submit a CAPER within 90 days after the close of the 2024 Program Year (“PY”) pursuant to federal regulations, 24 CFR Part 91.

The CAPER provides details on the resources available to the City for its various community development programs, as well as how and where those resources were allocated. The City's CAPER for PY2024 was prepared by Community Revitalization Affiliates, Inc. (“CRA”) and reviewed by staff from the Economic Development, Housing, and Finance Departments. On October 29, 2025, the CAPER was made available for a minimum 15-day public review and comment period. Any comments received before the November 17, 2025, City Commission meeting, along with those from the Public Hearing, will be noted prior to submission to HUD.

BACKGROUND: The City has completed its CAPER for Program Year 2024 as required by HUD. The CAPER assesses the City's expenditure of CDBG, State Housing Initiatives Partnership (“SHIP”), and HOME Investment Partnership (“HOME”) program funds, as well as the City's performance relative to the goals stated in the City's Consolidated Plan/Annual Action Plan and Local Housing Assistance Plan (“LHAP”).

The CAPER further contains information relevant to the households assisted (including income, racial and ethnic composition), actions taken to further fair housing, and how the City's actions and performance align with the City's overall strategic plan. The information is derived from Tables in HUD's Integrated Disbursement and Information System (IDIS).

DISCUSSION: PY2024 funding:

On October 1, 2024, the City received an allocation of \$817,057 in Community Development Block Grant ("CDBG") funds from HUD. Furthermore, funds from the previous year were also utilized in the current program year.

As a participating member of the Broward County HOME Consortium, the City is eligible for HOME funding of \$267,587. The City received a SHIP allocation of \$1,050,011 for FY2024-2025.

PY 2024 Expenditure

Funding Source	Amount Expended
CDBG	\$555,979.82
ARPA/SLFRF	\$210,000.00
SHIP	\$1,305,952.50
Total	\$2,071,932.32

ANALYSIS: The CAPER reflects the accomplishments the city made in PY 2024, through its CDBG, ARPA, and SHIP programs:

- 16 - Owner-occupied home repairs completed – CDBG-5/SHIP-11
- 6 - Purchase Assistance (SHIP)
- 54 - Rental Assistance (CDBG and SHIP)
- 2 - Commercial Rehabilitation project with one under construction
- 15 - Homeownership workshops & Housing Counselling Seminars sponsored by the city, with approximately 944 participants (SHIP and ARPA/SLFRF)

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9/29/25

11/10/25

**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, APPROVING THE PROGRAM YEAR 2024 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is a recipient of federal funds from the United States Department of Housing and Urban Development (“HUD”); and

WHEREAS, the City was awarded a total of \$817,057 in Community Development Block Grant (“CDBG”) program funds for Program Year (“PY”) 2024 and may qualify in the future for other community planning and development program funds; and

WHEREAS, the City has developed and adopted the 2020-2024 Consolidated Plan for Community Development Programs, which provides the City’s Five-Year Strategy for investing grant resources; and

WHEREAS, as a recipient of federal funds, the City must submit the PY 2024 Consolidated Annual Performance Evaluation Report (“CAPER”) within 90 days after the close of the program year, describing the progress made in implementing its Consolidated Plan/Annual Action Plan; and

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WHEREAS, notice was published in the Sun Sentinel on October 29, 2025, informing the public that a draft of the CAPER for Program Year 2024 was available at the Office of the City Clerk and at the Economic Development and Housing Department at Miramar City Hall for a 15-day public comment period, commencing on October 29, 2025, and concluding on November 17, 2025; and

WHEREAS, prior to finalizing the CAPER, a Public Hearing was held by the City Commission on November 17, 2025, in the City Commission Chambers, which was also duly noticed in the Sun Sentinel on October 29, 2025; and

WHEREAS, the City Manager recommends that the City Commission approve the Program Year 2024 CAPER, attached as Exhibit "A," and authorize submission of the CAPER to HUD; and

WHEREAS, the City Commission deems it to be in the best interest of the citizens and residents of the City of Miramar to approve the Program Year 2024 CAPER, attached as Exhibit "A," and authorizes the submission of the CAPER to HUD.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA AS FOLLOWS:

Section 1: That the foregoing "**WHEREAS**" clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution.

Section 2: That the Program Year 2024 Consolidated Annual Performance Evaluation Report, attached as Exhibit "A," is approved, together with such non-substantial changes as are acceptable to the City Manager and approved as to form and legal sufficiency by the City Attorney.

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Section 3: That the appropriate City officials are authorized to execute the required certifications and other applicable documents necessary for submission of the CAPER to the U.S. Department of Housing and Urban Development.

Section 4: That the appropriate City officials are authorized to do all things necessary and expedient to carry out the aims of this Resolution.

Section 5: That this Resolution shall take effect immediately upon adoption.

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PASSED AND ADOPTED this _____ day of _____, _____.

Mayor, Wayne M. Messam

Vice Mayor, Yvette Colbourne

ATTEST:

City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this RESOLUTION as to form:

City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

Requested by Administration

Voted

Commissioner Maxwell B. Chambers

Commissioner Avril Cherasard

Vice Mayor Yvette Colbourne

Commissioner Carson Edwards

Mayor Wayne M. Messam



CITY OF MIRAMAR

CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

PY 2024-2025

**COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) PROGRAM**

Submitted to:
Department of Housing and Urban Development
Miami Field Office



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Executive Summary

The City of Miramar is an entitlement city, receiving an annual allocation of Community Development Block Grant (CDBG) funds each year from the U.S. Department of Housing and Urban Development (HUD). These funds help the City address the housing and community development objectives outlined by HUD, which include benefiting very low to moderate-income persons, aid in the prevention or elimination of slums or blight, and urgent need. The Consolidated Annual Performance and Evaluation Report (CAPER) is designed to report on the progress of activities identified in the Annual Action Plan (AAP). The CAPER provides an overview of the City's efforts and accomplishments in addressing its identified community development needs and priorities during PY 2024-2025. This is the final year of the 2020-2024 Consolidated Plan.

The three plans (Consolidated Plan, Annual Action Plan and CAPER) correlate with the jurisdiction's overall goals for the community based on identified needs. The CAPER also addresses other public and private resources available to carry out identified activities and projects in the program year. Throughout the CAPER, expended amounts refer to actual costs the City has been reimbursed and is reflected in the Integrated Disbursement Information System (IDIS).

In PY 2024-2025 the City carried out the following CDBG activities, maintaining the City's affordable housing stock, sustaining neighborhoods, and promoting economic development.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

The City of Miramar has prepared the PY 2024-2025 CAPER as required by HUD which describes the use of CDBG funds during the fifth program year of the 2020-2024 Consolidated Plan period, covering October 1, 2024, to September 30, 2025.

The information provided in this CAPER gives a review of the activities and accomplishments associated with PY 2024-2025.

Rental Assistance

The activity provides financial assistance to resident that are very low to moderate-income homeowners in the City.

- Rental-31
- CDBG Expenditure: \$ 115,639.89

Residential Rehabilitation

The activity provides financial assistance for residential rehabilitation to very low to moderate-income homeowners in the City.

- Project Completed- 5
- CDBG Expenditure: \$ 247,080.00

Commercial Rehabilitation

The program provides financial assistance for commercial rehabilitation and/or code compliance improvements to commercial establishment owners located in areas of low- and moderate-income concentration. Two projects completed and one PY 2024-2025.

- Project Completed- 2
- CDBG Expenditure: \$42,750

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2290	0	0	0	0	0.00%
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$235,166	Facade treatment/business building rehabilitation	Business	3	3	100%	1	2	200%
Maintain City's Affordable Housing Stock	Affordable Housing	CDBG: 862,455	Homeowner Housing Rehabilitated	Household Housing Unit	38	25	65.8%	7	5	71.4%
Public/Supportive Services	Non-Housing Community Development	CDBG: \$264,834	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	21	46	219.0%	10	31	310%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As shown in Table 1, during the program year, the City made progress with several 2024-2025 activities; including its residential rehabilitation, rental assistance and commercial rehabilitation. All funded activities addressed specific priority objectives identified in the 2020-2024 Consolidated Plan. The City of Miramar’s CDBG allocation for PY 2024-2025 was \$817,057. Funds were allocated to residential rehabilitation assistance, rental assistance commercial rehabilitation and program planning and administration.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	9
Black or African American	25
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	2
Total	36
Hispanic	12
Not Hispanic	24

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Table 2 provides an aggregate of race and ethnicity data for households assisted through the following programs- residential rehabilitation, rental assistance. The accomplishment data from CDBG activities are reported in HUD's Integrated Disbursement and Information System (IDIS).

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public - Federal	\$1,924,731.94	\$555,979.82
SHIP	Public - State	\$3,146,478.32	\$1,305,952.50
HOME	Public - Federal	\$269,664.00	\$0
ARPA	Public - Federal	\$3,200,000.00	\$210,000
NSP	Public - Federal	\$332,382.97	\$0
CDBG-CV	Public - Federal	\$196,254.90	\$0
Total	Public - Federal	\$9,069,512.13	\$2,071,932.32

Table 3 - Resources Made Available

Narrative

In PY 2024-205 the City expended funds from multiple CDBG program years. The table above details the resources made available during the program year as well as funds expended during the program year.

The federal resources available for the implementation of projects during PY 2024-2025 are identified in Table 3. Total CDBG resources available in PY 2024-2025 was:

- \$817,057(new CDBG allocation PY 2024-2025)
- \$1,107,674.94 unexpended CDBG funds from prior years
- The City expended \$555,979.82 of CDBG funds in PY 2024-2025

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	55%	60%	Residential Rehab
Citywide	15%	15%	Rental Assistance
Citywide	20%	20%	Planning and Administration
Citywide	21%	18%	Commercial Rehabilitation

Table 4 – Identify the geographic distribution and location of investments

Narrative

The geographic distribution identified above are funds identified in the PY 2024-2025 Annual Action Plan. During the PY 2024-2025 the City expended funds from multiple years and focused on expending commercial rehabilitation funds from previous years.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

PY 2024-2025, HOME funds allocation was \$207,475 and SHIP allocation was \$1,050,011. The City leverages its CDBG funds in combination with SHIP and HOME resources to expand the level of assistance the City can provide for projects like residential rehabilitation. The City will continue to leverage CDBG funds with private funds when available.

All City-owned inventory has been mapped as part of the State's requirement that the City maintain a printed inventory of locally owned land suitable for affordable housing. No publicly owned or privately owned land was used to address needed identified in the plan.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	12	31
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	7	5
Number of households supported through the acquisition of existing units	0	0
Total	19	36

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City of Miramar had a successful year in expending its CDBG funds through residential rehabilitation, commercial rehabilitation, and rental assistance programs that served low- to moderate-income residents.

Discuss how these outcomes will impact future annual action plans.

Preserving the City's aging affordable housing stock and connect buyers with affordable housing units continue to be priorities for the City.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual
Extremely Low-income	3
Low-income	3
Moderate-income	30
Total	36

Table 7 – Number of Households Served

Narrative Information

For the households assisted with CDBG , 3 households were extremely low, 3 households were low-income (31-50% AMI) and 30 households were moderate-income (51-80% AMI). These numbers include individual’s assistance through combination of programs Weatherization, minor home repair and rental assistance.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Miramar actively participates as a member of the Broward County Continuum of Care (CoC), engaging in year-round planning and coordination efforts to address homelessness within Broward county. The City participates in quarterly meetings that are held to obtain input from local municipalities. The CoC serves as a comprehensive, coordinated system that combines a range of services designed to support individuals and families transitioning from homelessness to self-sufficiency. While the City of Miramar does not directly administer homeless funds, it contributes to through active participation and collaboration.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Miramar does not have an initiative in place to address emergency shelter and transitional housing for homeless but continues to work with Broward County's Continuum of Care (CoC) Homeless Program.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City has endorsed Broward County's 10 Year Strategic Plan to End Homelessness and continues to collaborate with partners through the CoC process to achieve the goals outlined in the plan. When individuals experiencing homelessness make contact with the City, the Social Services Department is responsible for coordinating referrals for individuals experiencing homeless and who experience chronic homelessness. The program administrator will also work with other private entities, non-profits, and public institutions to undertake strategies to prevent homelessness or ensure that persons who are homeless are pointed in the right direction for resources. Organizations listed as CoC service providers will be the source for building on the institutional structure.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City's Social Services Department has the responsibility of coordinating the referral process for homelessness and at-risk homelessness related contacts made to the City. The City's Social Services Department will also work with other private entities, non-profits, and public institutions to undertake strategies to prevent homelessness or ensure that persons who are homeless are pointed in the right direction for resources. Organizations listed as CoC service providers will be the source for building on the institutional structure.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Miramar will continue to coordinate with public housing authorities serving and supporting its residents with the provision of affordable housing. Where possible, the city will work to expand the number of public housing units available within Miramar. In partnership with Broward County housing authorities, the City also facilitates access to affordable housing through Section 8 and Housing Choice Vouchers.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City of Miramar funds Purchase Assistance program through the SHIP and HOME programs, which provides zero interest deferred loans to income eligible first-time homebuyers.

Actions taken to provide assistance to troubled PHAs

Not applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

In 2007, the Florida Legislature passed House Bill 1375 requiring cities and counties receiving SHIP funds to create an Affordable Housing Advisory Committee (AHAC) to recommend monetary and non-monetary incentives for affordable housing. The AHAC addresses regulatory incentives that will serve as public sector tools to facilitate private sector development of affordable housing.

The Committee reviews established procedures, ordinances, land development regulations and adopted local government comprehensive plans of the City. The AHAC specific actions or initiatives are to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in values. Every three years the Committee submits a triennial incentive report to Florida Housing Finance Corporation as required. The recommendations may include the modification or repeal of existing policies, procedures, ordinances, regulations, or plan provisions, the creations of exceptions applicable to affordable housing; or the adoptions new policies, procedures, regulations, ordinances, or plan provisions including recommendation to amend the local government comprehensive plan and corresponding regulations, ordinances, and other policies. In 2020 the State legislation adopted new changes, the process of review and update is to occur annually.

The AHAC reviewed the 11 specific areas to encourage the development of affordable housing within the City of Miramar. The AHAC also made recommendations outside of the 11 areas that would service as incentives to encourage affordable housing opportunities. New recommendations include:

- Outline the process of impact fee waiver incentive to developers who are willing to onclude affordable housing units
- Allowance of use/reduction of vacant lots, shopping plazas with minimal traffic for affordable housing
- Include affordable units in the Miramar Town Center (zoned TND)
- Add alternate street side parking rules in specific neighborhoods to reduce parking requirements for any projects that provide affordable housing.
- To consider reducing setbacks, or driveway regulations to allow homeowners to park on their property.

- Add alternate street side parking rules in specific neighborhoods to reduce parking requirements for any projects that provides affordable housing.
- To consider reducing setbacks, or driveway regulations to allow homeowners to park on their property.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

One of the major obstacles the City of Miramar faces in meeting its housing and community development goals and objectives is funding and market conditions. In trying to mitigate the impacts of the global economic inflation and increased housing cost, the City has been assessing its programs more frequently and improving specific strategies to address those needs.

The City will continue to provide residential rehabilitation, purchase assistance and rental assistance programs for low to moderate income persons, including elderly and disabled households. Additionally, the City of Miramar has adjusted the amount available for down payment/closing cost assistance and residential rehabilitation to participants.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City will perform paint testing on the painted surfaces to be disturbed or replaced during rehabilitation activities or presume that all these painted surfaces are coated with lead-based paint. For residential properties receiving an average of up to and including \$5,000.00 per unit the City shall:

Perform paint testing on the painted surfaces to be disturbed or replaced during rehabilitation activities or presume that all these painted surfaces are coated with lead-based paint. If testing indicates that the surfaces are not coated with lead-based paint, safe work practices and clearance shall not be required. In addition, the City will follow all additional requirements as listed in 24 CFR 35.930 (b).

For residential properties receiving an average of more than \$5,000.00 and up to and including \$25,000.00 per unit, the City shall follow

Requirements of 24 CFR 35.930(c), which include but are not limited to risk assessments and interim controls.

For residential properties receiving an average of more than \$25,000.00 per unit, the City shall follow Regulations as set forth in 24 CFR 35.930 (d), which include abatement.

The City will further coordinate with the Broward County Public Health Unit to implement educational programs on the hazards of lead-based paint and blood testing of children at-risk.

Participant property owners are notified of the hazards of lead-based paint and of the symptoms associated with lead-based contamination.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City's Social Services Department works to enhance and coordinate with other social services providers in Broward County to provide social services to City residents.

The City's Purchase Assistance and Home Rehabilitation programs work directly to address and reduce the number of poverty- level households in Miramar. The Purchase Assistance program helps to make homebuying affordable through direct financial assistance to very low to moderate- income households and the Home Rehabilitation program helps very low to moderate- income residents with rehabilitating their existing homes to stay in housed and avoid homelessness and also helps to maintain the value of their homes.

The City of Miramar's economic development/anti-poverty strategy is to foster growth and job creation for the City's broad cross-section of resident income levels, including very low-income households. The City's anti-poverty strategy is to increase job training, employment readiness skills and educational opportunities for low-income households, and match employment openings with the local workforce. The City's anti-poverty strategy will assist small business development through activities such as commercial rehabilitation, job incentive programs, technical assistance and business planning and marketing directed towards job creation.

The City's goal is to do its part to reduce or assist in reducing the number of poverty level individuals and families that are assisted through the City's affordable housing programs and public service-related programs. The City's objective is to seek out opportunities to link residents to existing services and or assist with the development of new programs that aid in reducing the number of poverty level individuals and families.

The City's Social Services Department provides the following social services programs to residents of the city:

- Health and Wellness
- Counseling
- Daily Activities
- Seniors Transportation

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Miramar competitively procured professional services for planning, administration, and implementation of its Community Development Block Grant (CDBG) program, State Housing Initiative Partnership (SHIP) program, HOME Investment Partnership (HOME) program,

Neighborhood Stabilization Program (NSP) and related programs. The Consultant works in partnership with the City Housing and Economic Development staff to administer the programs and meet the community needs.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Miramar’s Economic Development and Housing Department served as the lead agency responsible for implementing the City of Miramar’s 2024-2025 Action Plan and CDBG program in general. This effort is coordinated with Social Services, Parks and Recreation, Finance and Building and Zoning Services Departments.

These departments administer and implement the City’s various community planning, housing, development, public service and economic development programs. The City will also collaborate with outside agencies, including but not limited to the Broward County Continuum of Care and local housing authorities. The City contracts with a private firm to administer and monitor its housing and community development programs for compliance with federal and state regulations.

Through partnerships with Broward County, the State of Florida, the Federal Government, Miramar/Pembroke Pines Regional Chamber of Commerce, institutions of higher learning, and private sector partners, the department implements projects and programs that promote industrial development; attracts and retains businesses, enhances neighborhoods through redevelopment; and expands global trade through foreign direct investment.

Our mission is to foster the continued economic strength and economic diversity of the City of Miramar through effective economic development strategies and programs. We strengthen our business community through the following goal achievement:

GOAL 1: Deliver and be recognized for providing professional and effective economic development programs.

GOAL 2: Give small businesses easy access to tools, knowledge and funding that can help them survive and thrive.

GOAL 3: Support the recruitment, growth, and sustainability of disadvantaged and minority-led businesses in Miramar.

GOAL 4: Recruit and retain Broward County Targeted-Industry jobs in Miramar.

GOAL 5: Attract foreign companies to locate regional or national offices in Miramar.

These entities are also inclusive in the development of the 2020-2024 Consolidated Plan and subsequent action plans. The City will continue to promote partnerships and develop ways to streamline and efficiently provide services to the community.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In PY 2024-2025, the City completed the following Fair Housing Activities:

- The City participated in HOPE Inc. online symposium on April 25, 2025
- The City promotes fairhousing at its homebuyers workshops and events

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

HUD's Community Planning and Development Office developed a monitoring guide that it uses to monitor grantees. The City also uses this as a standard for monitoring the implementation of the program. Other applicable regulations and policies such as those from the Department of Labor and U.S. Office of Management and Budget, Office of Fair Housing and Equal Opportunity, and Department of Environmental Protection Agency will also be used as the standard for any monitoring tools and procedures developed for housing and community development programs.

The City of Miramar, through City staff and its contract grant administrator, monitors all federally funded activities to ensure program compliance. The City and its contract grant administrator initiate monitoring plans for new programs, as they are developed to meet the specific requirements of those programs.

The City's grant administrator is charged with the responsibility of monitoring the residential rehabilitation and commercial rehabilitation projects to ensure timely completion of projects and ensure work is completed according to work specification and owner's satisfaction.

Public service expenditures are monitoring for expenditure eligibility before the City is reimbursed with CDBG funds. The City's Social Services Department maintains monthly reports of the persons assisted through its department and provides those reports with its draw request.

The City anticipates taking advantage of additional funding resources made available to address housing and community development needs. The timely expenditure of funding on eligible programs is an important element of the Consolidated Plan. Projects and activities are monitored to ensure they begin and are implemented in a timely manner.

On an annual basis, City staff and grant administrator reviews each program to determine if they are being completed in a timely manner, as well as whether they will aid in meeting the City's Annual Action Plan goals.

- At the end of each program year, the CAPER is developed detailing AAP, goals, objective, and accomplishments.
- Staff provides Federal Cash Transactions reports on a quarterly basis as required by HUD.
- The City requires citizen participation in the planning and amendment process of the

Consolidated Plan and Annual Action Plans as required by HUD, 24 CFR 91.40 or 45.

- Review Sub-recipient request for payment or reimbursement to assure proper documentation is provided and expenditures are for eligible activities.
- Assures compliance with other program requirements, such as labor standards and fair housing laws, through in-depth monitoring and program review.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

In accordance with the City's adopted Citizen Participation Plan, a public notice was published in the Sun-Sentinel on Wednesday, October 29, 2025, notifying the public of the availability of the Consolidated Annual Performance and Evaluation Report for a 15-day public review and comment period. A copy of the public notice is included in Appendix A.

The draft CAPER was available at the following locations:

City of Miramar- Economic Development and Housing Department

2200 Civic Center Place
Miramar, FL 33025

City of Miramar- Office of City Clerk

2300 Civic Center Place
Miramar, FL 33025

City Website

<https://www.miramarfl.gov/2035/Housing>

Community Revitalization Affiliates, Inc.

6151 Miramar Parkway, Suite 202
Miramar, FL 33023
www.crasouthfl.com

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City will continue to monitor and address the priority needs outlined in the Consolidated Plan. No changes in program objectives were made or are anticipated.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants? No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

PUBLIC NOTICE

**CITY OF MIRAMAR, FLORIDA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT
(CAPER PY 2024)**

OCTOBER 29, 2025

The City of Miramar has completed its Consolidated Annual Performance Evaluation Report (CAPER PY 2024-2025) as required by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR Part 91. This report assesses the City's performance for Program Year 2024 relative to the expenditure of funds provided by HUD and other public and private entities.

The report is available for public review beginning Thursday, October 30 between the hours of 7:00 A.M. and 6:00 P.M., Monday - Thursday, at the City of Miramar Economic Development and Housing Department, 2200 Civic Center Place, Miramar, FL 33025, and the Office of the City Clerk, 2300 Civic Center Place, Miramar, FL 33025, and the City's website:

<https://www.miramarfl.gov/2035/Housing>

It is also available for review at:

Community Revitalization Affiliates, Inc.
6151 Miramar Parkway, Suite 202
Miramar, FL 33023
954-939-3271

Written comments regarding this report may be submitted to Eva Petitfrere at epetitfrere@miramarfl.gov Miramar Economic Development and Housing Department, on or before 5:15 P.M., on November 13, 2025.

The City Commission will hold a public hearing on the CAPER PY 2024-2025 on Monday, November 17, 2025, at 7:00 p.m. in the Commission Chambers at City Hall, located at 2300 Civic Center Place, Miramar, Florida to solicit comment and approve the report. Interested parties are encouraged to attend and participate.

City of Miramar
Denise A. Gibbs, CMC
City Clerk

