



City of Miami Beach
MIAMIBEACH

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2022-2023, 2023-2024, 2024-2025



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I. Program Details:

A. LG(s)

Name of Local Government	City of Miami Beach
Does this LHAP contain an interlocal agreement?	No

B. Purpose of the program:

- To meet the housing needs of the very low-, low- and moderate-income households;
- To expand production of and preserve affordable housing; and
- To further the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan: 2022-2023, 2023-2024, 2024-2025

D. Governance: The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

E. Local Housing Partnership: The SHIP Program encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community-based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services, and lead agencies of the local continuums of care.

F. Leveraging: The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

G. Public Input: Public input was solicited through face-to-face meetings with housing providers, social service providers, local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.

H. Advertising and Outreach: SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

I. Waiting List/Priorities: A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time completed applications were submitted, as well as any established funding priorities as described in this plan.

The following priorities for funding (very low income, Special Needs, etc.) described/listed here apply to all strategies unless otherwise stated in an individual strategy in Section II:

Very-Low Special Needs Low-income Special Needs Special Needs



Essential Services Personnel

J. Discrimination : In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing.

Additionally, the City of Miami Beach Human Rights Ordinance, as codified in Chapter 62 of the City Code, prohibits discrimination in employment, housing, public accommodations, or public services, on the basis of actual or perceived race, color, national origin, religion, sex, intersexuality, sexual orientation, gender identity, familial and marital status, age, ancestry, height, weight, domestic partner status, labor organization membership, familial situation, political affiliation, or disability.

K. Support Services and Counseling: Support services are available from various sources. Available support services may include but are not limited to: homeownership counseling (Pre and Post), credit counseling, tenant counseling, foreclosure counseling, and transportation.

L. Purchase Price Limits: The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units can be lower but may not exceed 90% of the average area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

U.S. Treasury Department	x
Local HFA Numbers	

M. Income Limits, Rent Limits and Affordability: The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at www.floridahousing.org.

“Affordable” means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household’s ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments more than the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

N. Welfare Transition Program: Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.



- O. Monitoring and First Right of Refusal:** In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments, shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county, or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to this annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 30 years or that have remaining mortgages funded under this program, must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.
- P. Administrative Budget:** A line-item budget is attached as Exhibit A. The city/county finds that the moneys deposited in the local housing assistance trust fund are necessary to administer and implement the local housing assistance plan.

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: "A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan."

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: "The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), Florida Statutes, and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs." The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.

- Q. Program Administration:** Administration of the local housing assistance plan will be performed by:

Entity	Duties	Admin. Fee Percentage
Local Government	Income certification of applicants, annual reporting, fiscal management, marketing and outreach.	10%
Third Party Entity/Sub-recipient	N/A	

- R. First-time Homebuyer Definition:** For any strategies designed for first-time homebuyers, the following definition will apply: *An individual who has had no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. An individual who has only owned a property that was not in compliance with state, local or model building codes, and which cannot be brought into compliance for less than the cost of constructing a permanent structure.*
- S. Project Delivery Costs:** In addition to the administrative costs listed above, the City will charge reasonable project delivery costs to cover project estimates/construction estimates, title searches and project inspections,



which will be performed by independent contractors for construction projects. The fee will not exceed five (5) percent of the project cost and will be included in the loan amount, evidenced by a promissory note ("Note"), and secured by a recorded Mortgage and Security Agreement ("Mortgage") and Declaration of Restrictive Covenants.

T. Essential Service Personnel Definition (ESP): ESP includes teachers and educators, other school district, community college, and university employees, police and fire personnel, health care personnel, and skilled building trades personnel.

1. Educators and those employed in the education institutions; and
2. Artists and those employed in artist organizations; and
3. Accommodations and Food Services (including arts, entertainment, and recreation); and
4. Retail Trade; and
5. Public Administration (including City of Miami Beach employees); and
6. Healthcare; and
7. Skilled building trades; and
8. First Responders

U. Describe efforts to incorporate Green Building and Energy Saving products and processes: The City is committed to making the housing stock more energy efficient. Therefore, the City will require the use of the following features when economically feasible in the construction/rehabilitation of homes:

1. Low or No-VOC paint for all interior walls (low-VOC means 50 grams per liter or less for flat; 150 grams per liter or less for non-flat paint);
2. Low-flow water fixtures in bathrooms- WaterSense labeled products or the following specifications:
Toilets: 1.28 gallons/ flush or less,
Urinals: 0.5 gallons/ flush,
Lavatory Faucets: 1.5 gallons/minute or less at 60 psi flow rate,
Showerheads: 2.0 gallons/minute or less at 80 psi flow rate;
3. Energy Star certified refrigerator;
4. Energy Star certified dishwasher;
5. Energy Star certified ventilation fan in all bathrooms;
6. Water heater minimum efficiency specifications:
 - Residential Electric:
 - Up to 55 gallons= .95 EF or .92 UEF; or
 - More than 55 gallons= Energy Star certified; or
 - Tankless= Energy Star certified;
7. Energy Star certified ceiling fans with lighting fixtures in bedrooms;
8. Air conditioning (choose in-unit or commercial):
≥8.5 HSPF/ ≥15 SEER/ ≥12.5 EER for split systems
Central Air Conditioners- Energy Star certified:
≥15 SEER/ ≥12.5 EER for split systems
9. Efficient lighting on both the interior and exterior of homes; and
10. Caulk, weather-strip, or otherwise seal all holes, gaps, cracks, penetrations and electrical receptacles in building envelope; and



11. Insulate heating and cooling system ducts and seal airtight in accordance with §403.29 of the Florida Building Code-Energy Conservation.

V. Equity Sharing Policy (for Purchase Assistance with Rehabilitation; Owner-Occupied Rehabilitation):

If, during the Affordability Period, the Premises are leased, rented, sold, conveyed, transferred or refinanced (other than in the manner permitted in), the Owner shall repay to the City the full principal amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises. If the net Proceeds from such sale, conveyance or transfer are less than the principal amount, Owner shall retain the amount of the deposit and the cost of any capital improvements to the Property which were provided/authorized by the City, and the City will recapture the remaining balance of the proceeds for use in other eligible SHIP Program activities. **Net proceeds shall mean the fair market value of the property minus the senior mortgage and customary closing costs.**

Additionally, part of the profit realized from the sale, conveyance or transfer of the Premises shall also be paid to the City ("Profit Recapture Provision") as follows: if the sale, conveyance or transfer occurs between the first and fifth year, the City shall be paid a percentage of the profit, based upon the percentage of the City's contribution to the purchase of the Premises; to wit: if the sales price for the Premises was \$100,000 and the City provided a \$50,000 mortgage, the City shall also be paid 50% of the profit; If the sale, conveyance or transfer occurs between the sixth and tenth year, the City shall be paid forty percent (40%) of the profit; and if the sale, conveyance or transfer occurs between the eleventh and fifteenth year, the City shall be paid twenty-five percent (25%) of the profit. The profit is defined as the fair market value at the time of the sale, conveyance or transfer, minus the sales price of the Premises at the time the homeowner acquired it with the assistance of the SHIP funds. If the homeowner had equity in the property before the City's awarded funds, the City will prorate the rate based on the City's contribution.

W. Describe efforts to meet the 20% Special Needs set-aside:

The City will prioritize the following strategies for Special Needs categories:

- Purchase Assistance with Rehabilitation
- Owner-occupied Rehabilitation
- Disaster Repair

The City will add Special Needs qualification questions to its program eligibility application and utilize the City's various communications resources (including its website, Facebook, Twitter, and e-newsletter) to advise the community of these resources.

In addition, the Office of Housing and Community Services (City department responsible for SHIP Program administration) operates the Success University Program, All Stars Program and the Parent Child Home Program. These programs are comprehensive family support programs that assist low-income families with various needs, including housing and food. The programs partner with more than 30 community-based human services and support agencies, and offer an increased opportunity for identification and referral of eligible households.

The City also serves as a Department of Children and Families ACCESS Center and will provide referral information to households receiving SSI/ SSDI and other benefits. Staff collaborates with the City's American



Disability Agency (ADA) Coordinator to promote services to vulnerable populations. Additionally, staff works with Miami Beach Police Department when encountering victims of domestic violence seeking services.

X. Describe efforts to reduce homelessness:

The Office of Housing and Community Services is the City department responsible for the Homeless Outreach Program. As such, it has direct contact with individuals who are homeless and living in the streets, as well as individuals/families that are facing the threat of homelessness. The City's Homeless Outreach Services Program provides the following services: shelter beds, family reunification services, identification document replacement services, and rent assistance to serve its homeless population. The current efforts balance accountability, compassion and efficacy while expecting the same from those the City serves.

Our community is one of the leaders in the County in its municipal efforts to address homelessness and curb its impacts. As one of only two municipal teams in the County, our City is the only municipality that operates a walk-in center where the homeless population can seek services in person. The City is leading local efforts to move away from the traditional case management model that centralizes services through a third party (not the client) to a care coordination model that empowers clients to take charge of their lives and creates the culture and skill-set to discourage the return to homelessness.

The City has created a comprehensive homeless strategy that emphasizes personal accountability, intradepartmental collaboration and innovation that responds to our community's unique needs and assets while firmly founded upon compassion, integrity and efficacy. We have:

- Increased the number of shelter beds bought by the City and engaged more shelters to ensure that we can offer the appropriate, culturally-competent support to any homeless persons or families seeking to end their homelessness.
- Trained our emergency shelter partners on care coordination services so that clients take ownership of their personal success while having the supports and knowledge at their disposal to leave homelessness with an expectation – and the skills – not to return to the streets.
- The City is the only outreach team in the County that employs the homeless it places in shelter to serve as ambassadors to engage the homeless that remain on the streets. Through this program piloted in FY 16/17, the homeless are able to strengthen their engagement skills and transition back into an employment culture while looking for full-time employment and earning much-needed money to buy interview clothes and personal items. In turn, the City obtains the insight and knowledge base familiar with living in the streets and identifies the places and mindsets of those who remain for us to engage. This win/win model has also succeeded in shortening the length of time between placement in shelter and the securing of permanent employment.
- Encouraged intradepartmental collaboration between Police and the Homeless Outreach Services Program so that the first approach to those who are breaking our laws because they see themselves as homeless is to offer them shelter and the opportunity to end their homelessness -- rather than encourage a passive acceptance of their circumstances as an intractable fate.
- The Lazarus Project is a specialized, multi-disciplinary mobile outreach team that works to engage, assess, treat, and secure supportive permanent housing for service-resistant chronically homeless individuals who are severely mentally ill.

The City has entered into an agreement with the Miami Dade County Homeless Trust to subcontract a comprehensive outreach team that provides specialized care for homeless individuals that suffer from substance abuse and/or co-occurring disorders.



Section II. LHAP Strategies:

A. Purchase Assistance with Rehabilitation	Code 1
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a. **Summary:** Down payment, closing cost and rehabilitation assistance for the purchase of new or existing housing unit, and the rehabilitation of those properties, for first-time homebuyers. The rehabilitation assistance may include, without limitation, performing minor needed repairs or upgrades to existing appliances or fixtures, as determined by the City pursuant to an inspection report or by a visual inspection. Minimal rehabilitation of the unit is coordinated after the closing, based on the needs identified by the homeowner or based on the property inspection report. The SHIP Program can be combined with the City’s HOME Investment Partnership Program (HOME) funds for households earning up to 80% AMI, contingent upon funding availability.

b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025

c. **Income Categories to be served:** Very low-, low- and moderate

d. **Maximum award:**

1. \$50,000 (Moderate-Income)
2. \$100,000 (Low and Very Low-Income)
3. \$150,000 (Extremely Low-Income)

e. **Terms:**

1. **Repayment loan/deferred loan/grant:** Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms.
2. **Interest Rate:** 0 %
3. **Years in loan term:** Fifteen (15) years
4. **Forgiveness:** The loan will be forgiven at the end of the term.
5. **Repayment: None required if the loan is in good standing.**
Refinance: owner will be permitted to refinance a senior mortgage to improve the payment terms, without the ability to receive additional cash.
6. **Default:**

If, during the Affordability Period, the Premises are leased, rented, sold, conveyed, transferred or refinanced (other than in the manner), the Owner shall repay to the City the full principal amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises. If the net proceeds from a sale, conveyance or transfer are less than the principal amount, owner shall retain



the deposit and the cost of a capital improvement.

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

If the owner sells or transfers the property during the Affordability Period, the City shall be given the first right to purchase the property based upon the current fair market value, (the "Right of First Refusal"), for continued occupancy by eligible persons.

In the event that title to the property is transferred by the death of the owner to a surviving heir, and said heir occupies the property as a principal residence, within six (6) months from the date of the owner's death and meets the SHIP Program eligibility requirements, as determined by the City Manager, in his reasonable discretion, the City will approve the transfer.

- f. Recipient/Tenant Selection Criteria: Applicants will be selected from a waiting list on a first-qualified, first-served basis. Special Needs households as defined in 420.0004 (13) will be given priority funding until the City fulfills the minimum SHIP Program requirements for assistance to this target population. Essential Services Personnel will also be given priority.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information: Mobile homes and trailers are not eligible for this strategy. Assisted properties must be located within the City of Miami Beach corporate limits. The City of Miami Beach must be in [first](#) or second lien position.

B. Owner-Occupied Rehabilitation	Code 3
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| <ul style="list-style-type: none"> a. Summary: Rehabilitation/Repair of single-family (including condominiums), owner-occupied housing. "Rehabilitation" will be defined as repairs or improvements that are needed for safe or sanitary habitation, correction of substantial code violations, structural or systems faults, or the creation of additional living space. Cosmetic items may be included on projects if funds are available after completing all required repairs. The SHIP Program can be combined with HOME Investment Partnership Program funds for households earning up to 80% AMI, contingent upon funding availability. b. Homeowner's Insurance is required once the project is approved, and a vendor is selected from a pool of City-approved SHIP contractors. The City can make an exception for elderly and extremely-low-income households. c. A project must receive a minimum of three bids before being funded. If there are not enough bids received, the project will be cancelled until staff receives additional approved vendors and reissues the bid. If the homeowner's certification expires during this time, they |
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will have to complete the income certification again.

- b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025
- c. **Income Categories to be served:** Very low-, low- and moderate
- d. **Maximum award:** \$70,000
- e. **Terms:**
 - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms.
 - 2. Interest Rate: 0 %
 - 3. Years in loan term: Fifteen (15) years
 - 4. Forgiveness: The loan will be forgiven at the end of the term.
 - 5. Repayment: **None required if the loan is in good standing.**
 - 6. Default:

If, during the Affordability Period, the Premises are leased, rented, sold, conveyed, transferred (other than in the manner permitted), the Owner shall repay to the City the full principal amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises.

If the net proceeds from such sale, conveyance or transfer are less than the principal amount, owner shall retain the down payment and the cost of any capital improvements to the property, and the City will recapture the remaining balance of the proceeds for use in other eligible SHIP Program activities.

Additionally, part of the profit realized from the sale, conveyance or transfer of the Premises shall also be paid to the City ("Profit Recapture Provision") as follows: if the sale, conveyance or transfer occurs between the first and fifth year, the City shall be paid a percentage of the profit, based upon the percentage of the City's contribution to the purchase of the property; to wit: if the sales price for the property was \$100,000 and the City provided a \$50,000 mortgage, the City shall also be paid 50% of the profit; If the sale, conveyance or transfer occurs between the sixth and tenth year, the City shall be paid forty percent (40%) of the profit; and if the sale, conveyance or transfer occurs between the eleventh and fifteenth year, the City shall be paid twenty-five percent (25%) of the profit.. If the homeowner had equity in the property before the City's awarded funds, the City will prorate the rate based on the City's contribution.

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.



If the owner sells or transfers the property during the Affordability Period, the City shall be given the first right to purchase the property based upon the current fair market value (the "Right of First Refusal") for continued occupancy by eligible persons.

In the event that title to the property is transferred by the death of the owner to a surviving heir, and said heir occupies the property as a principal residence, within six (6) months from the date of the owner's death and meets the SHIP Program eligibility requirements, as determined by the City Manager, in his reasonable discretion, the City will approve the transfer.

- f. **Recipient/Tenant Selection Criteria:** Applicants will be selected from a waiting list on a first-qualified, first-served basis. Special Needs households will be given priority funding until the City fulfills the minimum SHIP Program requirements for assistance to this target population.
- g. **Sponsor Selection Criteria:** N/A
- h. **Additional Information:** Mobile homes and trailers are not eligible for this strategy. Assisted properties must be located within the City of Miami Beach corporate limits. The City of Miami Beach must be in second lien position.

C. Foreclosure Prevention	Code 7
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a. Summary: Funds will be provided to assist qualified homeowners with retaining their home and preventing foreclosure action of their first mortgage. Applicants must be delinquent at least two full monthly mortgage payments, in receipt of a letter from the mortgage lender notifying the applicant of delinquency and/or intent to foreclose. Eligible expenses include delinquent mortgage payments (principal, interest, taxes and insurance), special assessment fees from condominium and/or neighborhood associations, late fees and other customary fees associated with delivery costs (excluding brokerage fees.)
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- b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025
- c. **Income Categories to be served:** Very low-, low- and moderate
- d. **Maximum award:** \$15,000
- e. **Terms:**
 - 1. **Repayment loan/deferred loan/grant:** Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms.
 - 2. **Interest Rate:** 0%
 - 3. **Years in loan term:** Fifteen (15) years



- 4. Forgiveness: The loan will be forgiven at the end of the term.
- 5. Repayment: **None required if the loan is in good standing.**
- 6. Default: Pursuant to the Declaration of Restrictive Covenants:

If, during the Affordability Period, the Premises are leased, rented, sold, conveyed, transferred or refinanced (other than in the manner permitted), the Owner shall repay to the City the full principal amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

If the owner sells or transfers the property during the Affordability Period, the City shall be given the first right to purchase the property based upon current fair market value (the "Right of First Refusal") for continued occupancy by eligible persons.

In the event that title to the property is transferred by the death of the owner to a surviving heir, and said heir occupies the property as a principal residence, within six (6) months from the date of the owner's death and meets the SHIP Program eligibility requirements, as determined by the City Manager, in his reasonable discretion, the City will approve the transfer.

- f. **Recipient/Tenant Selection Criteria:** Applicants will be selected from a waiting list on a first-qualified, first-served basis. Special Needs households will be given priority funding until the City fulfills the minimum SHIP Program requirements for assistance to this target population.
- g. **Sponsor Selection Criteria:** N/A
- h. **Additional Information:** Mobile homes and trailers are not eligible for this strategy. Assisted properties must be located within the City of Miami Beach corporate limits. The City of Miami Beach must be in second lien position.

D. New Construction	Code 10
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a. **Summary:** To develop homeownership opportunities to assist eligible buyers to purchase affordable housing in Miami Beach. Funds will be provided to developers to be used to finance the costs associated with site acquisition/development, and hard and soft construction costs. The property must be sold to an income-eligible homebuyer. Upon sale, the benefit of the SHIP Program funding will be passed on as down payment assistance, closing costs and gap financing to the homebuyer.

- b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025
- c. **Income Categories to be served:** Very low-, low- and moderate



d. **Maximum award:** Sponsor \$400,000 per property; Homeowner: \$40,000

Terms:

Sponsor:

Repayment loan/deferred loan/grant: Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms. The developer can charge a reasonable of developer fee not to exceed fifteen (15) percent.

2. Interest Rate: 0%
3. Years in loan term: Two (2) Years
4. Forgiveness: The loan is not forgiven.
5. Repayment: The loan must be repaid when sold to an income-eligible buyer.
6. Default:

If, during the Loan Term, the developer fails to complete the project or sell the property to an income-eligible buyer, they must repay the City the loan amount.

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

Homebuyer:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms.

1. Interest Rate: 0%
2. Years in loan term: Fifteen (15) years
3. Forgiveness: The loan will be forgiven at the end of the term.
4. Repayment: **None required if the loan is in good standing.**
5. Default:

If, during the Affordability Period, the Premises are leased, rented, sold, conveyed, transferred or refinanced (other than in the manner permitted), the Owner shall repay to the City the full Principal Amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises.

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.



If the owner sells or transfers the property during the Affordability Period, the City shall be given the first right to purchase the property based upon the current fair market value (the "Right of First Refusal") for continued occupancy by eligible persons.

In the event that title to the property is transferred by the death of the owner to a surviving heir, and said heir occupies the property as a principal residence, within six (6) months from the date of the owner's death and meets the SHIP Program eligibility requirements, as determined by the City Manager, in his reasonable discretion, the City will approve the transfer.

- f. **Recipient/Tenant Selection Criteria:** Applicants will be selected from a waiting list on a first-qualified, first-served basis. Special Needs households will be given priority funding until the City fulfills the minimum SHIP Program requirements for assistance to this target population.
- g. **Sponsor Selection Criteria:** An eligible sponsor is an entity that applies for an award from the City through a local government solicitation and is awarded SHIP funds to construct affordable housing units. Sponsors will be selected through a publicly advertised competitive application process. This process involves a thirty (30) day public notification of the availability of funding, a written application delineating program requirement, a request for proposal (RFP) and an open and objective evaluation process and a formal award through a written contract. Sponsor selection outside of the advertised competitive application may be encumbered by the City when funding is being requested as a match for Florida Housing Finance Corporation or Federal funding cycles. Eligible sponsors, will at minimum, meet the following criteria:
- Eligible sponsors will be a for-profit organized and established under the laws of the State of Florida or non-profit community-based organization having obtained official designation as a 501 c(3)
 - Eligible sponsors will have an established record of construction and/or rehabilitation of affordable housing.
 - Eligible sponsors will be required to provide substantial evidence of its ability to construct or otherwise deliver a completed project within a reasonable timeframe.
 - The non-profit or for-profit corporation must have financial accountability standards that permit the City of Miami Beach's SHIP Program to account for and audit SHIP funds.
- h. **Additional Information:** Mobile homes and trailers are not eligible for this strategy. Assisted properties must be located within the City of Miami Beach corporate limits. The City of Miami Beach must be in first or second lien position.

E. Rental Development	Code 14
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a. **Summary:** Funds will be provided to for-profit and non-profit developers to be used to finance the costs of acquisition and/or the hard and soft costs of rehabilitating multi-family buildings in conjunction with funding from Florida Housing Finance Corporation or other federal funding allocations. Funds will also be utilized for the acquisition and/or rehabilitation of multi-family buildings owned and operated by the City. The City will monitor the rent limits and tenant income limits for the duration of the affordability period.



- b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025
- c. **Income Categories to be served:** Very low-, low- and moderate
- d. **Maximum award:** \$40,000 per unit/\$400,000 per property
- e. **Terms:**
 - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms.
 - 2. Interest Rate: 0 %
 - 3. Years in loan term: Thirty (30) years
 - 4. Forgiveness: The loan will be forgiven at the end of the term.
 - 5. Repayment: **Not required if the loan is in good standing.**
 - 6. Default:
If, during the Affordability Period, the Premises are sold, conveyed, transferred (other than in the manner permitted), the Owner shall repay to the City the full Principal Amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

If the owner sells or transfers the property during the Affordability Period, the City shall be given the first right to purchase the property based upon the current fair market value (the "Right of First Refusal") for continued occupancy by eligible persons.
- f. **Recipient/Tenant Selection Criteria:** All tenants of properties assisted with SHIP funds must meet the eligibility requirements as stipulated in the applicable Florida Statutes, SHIP Rule, and this Plan on a first qualified, first served basis. Rent limits must be consistent with those published by Florida Housing Finance Corporation, for the duration of the loan term.
- g. **Sponsor/Sub-recipient Selection Criteria:** An eligible sponsor is an entity that applies for an award from the City through a local government solicitation and is awarded SHIP funds to construct affordable housing units. Sponsors will be selected through a publicly advertised competitive application process. This process involves a thirty (30) day public notification of the availability of funding, a written application delineating program requirement, a request for proposal (RFP) and an open and objective evaluation process and a formal award through a written contract. Sponsor selection outside of the advertised competitive application may be encumbered by the City when funding is being requested as a match for Florida Housing Finance Corporation or Federal funding cycles. Eligible sponsors, will at minimum, meet the following criteria:



1. Eligible sponsors will be a for-profit organized and established under the laws of the State of Florida or non-profit community-based organization having obtained official designation as a 501 c(3)
 1. Eligible sponsors will have an established record of construction and/or rehabilitation of affordable housing.
 2. Eligible sponsors will be required to provide substantial evidence of its ability to construct or otherwise deliver a completed project within a reasonable timeframe.
 3. The non-profit or for-profit corporation must have financial accountability standards that permit the City of Miami Beach’s SHIP Program to account for and audit SHIP funds.

- h. **Additional Information:** Mobile homes and trailers are not eligible for this strategy. Assisted properties must be located within the City of Miami Beach corporate limits.

With respect to acquisitions or rehabilitations for City-owned affordable housing facilities, the City will execute and record a Declaration of Restrictive Covenants, reflecting that the property has to remain for use as affordable housing during the Affordability Period.

F. Disaster Repair	Code 5, 16
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<p>a. Summary: Emergency Assistance to eligible households after the occurrence of a disaster declared by Executive Order (President of the United States or Governor of the State of Florida). In the event of a disaster, the City will commit available unencumbered SHIP funds, as well as other disaster funds that may become available through the Florida Housing Finance Corporation or any other emergency funding sources. Disaster funds may be used for, but not limited to, the following:</p> <p>1. Home Repair:</p> <ol style="list-style-type: none"> a) Purchase of emergency supplies, weatherproofing a damaged home. b) Interim repairs to prevent further damage; tree and debris removal to make the housing unit habitable. c) Payment of insurance deductibles for rehabilitation of homes covered under homeowners’ insurance policies; and d) Other activities as proposed by the Federal Government, counties and eligible municipalities and approved by Florida Housing Finance Corporation. <p>2. Mortgage and Rent Assistance:</p> <p>Three (3) months of rent and mortgage payments for households affected by a disaster.</p>	
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- b. **Fiscal Years Covered:** 2022-2023, 2023-2024, 2024-2025
- c. **Income Categories to be served:** Very low-, low- and moderate
- d. **Maximum award:** Home Repair \$40,000; Mortgage and Rent Assistance: \$5,000



e. **Terms:**

Home Repair:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred payment loan, evidenced by a Note, and secured by a subordinate (unless the City is the sole lender) Mortgage and a Declaration of Restrictive Covenants, delineating the recapture period and terms.
2. Interest Rate: 0%
3. Years in loan term: Fifteen (15) years
4. Forgiveness: The loan will be forgiven at the end of the term.
5. Repayment: **Not required if the loan is in good standing.**

6. Default:

If, during the Affordability Period, the Premises are sold, conveyed, transferred (other than in the manner permitted), the Owner shall repay to the City the full Principal Amount at the time of any such lease, rental, sale, conveyance, transfer, or refinance of the Premises

In the event that a foreclosure proceeding is commenced against the property by a senior mortgage holder, the City will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a repayment.

If the owner sells or transfers the property during the Affordability Period, the City shall be given the first right to purchase the property based upon the current fair market value (the "Right of First Refusal") for continued occupancy by eligible persons.

In the event that title to the property is transferred by the death of the owner to a surviving heir, and said heir occupies the property as a principal residence, within six (6) months from the date of the owner's death and meets the SHIP Program eligibility requirements, as determined by the City Manager, in his reasonable discretion, the City will approve the transfer.

Rent/Mortgage Assistance:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a grant, evidenced by an approved application and proof of payment issued to the landlord, contingent upon their registration and approval through the City's vendor registration system. The household cannot apply for more than once per funding cycle and/or disaster period.
2. Interest Rate: 0%
3. Years in loan term: N/A
4. Forgiveness: N/A



- 5. Repayment: **N/A**
- 6. Default: N/A

f. **Recipient/Tenant Selection Criteria:** Applicants will be selected from a waiting list on a first-qualified, first-served basis. Special Needs households will be given priority funding until the City fulfills the minimum SHIP Program requirements for assistance to this target population.

g. **Sponsor Selection Criteria:** N/A

h. **Additional Information:** Mobile homes and trailers are not eligible for this strategy. Assisted properties must be located within the City of Miami Beach corporate limits. The City of Miami Beach must be in second lien position.

III. LHAP Incentive Strategies

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

- A. Name of the Strategy: **Expedited Permitting**
Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects.

On February 10, 2021, the Mayor and City Commission approved Resolution No. 2021-31581, to expedite Building Permit review for affordable housing projects.

- B. Name of the Strategy: **Ongoing Review Process**

An ongoing process for review of local policies, ordinances, regulations, and plan provisions that increase the cost of housing prior to their adoption. Staff continuously reviews policies with the Affordable Housing Advisory Committee.

- C. Name of the Strategy: **Fee Waiver or Modification**
The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

Ordinance 2020-4361 was adopted on October 14, 2020, to waive training and technology fees for Affordable Housing units and Workforce Housing units.

- D. Name of the Strategy: **Density**

On October 19, 2011, the Mayor and City Commission adopted Ordinance No. 2011-3744, which determined the allowance of increased density levels/flexibility for affordable housing.



E. Name of the Strategy: **Accessory Dwelling Units**

On October 16, 2019, the Mayor and City Commission adopted Ordinance 2019-4304, which amended City Code to allow for accessory and conditional uses as provided for in the land development regulations; provided that accessory dwelling units do not count towards maximum density limits; and provided for the development of accessory dwelling units to encourage the development of housing at an attainable rate.

F. Name of the Strategy: **Reducing Parking and Setback**

On October 18, 2017, the Mayor and Commission adopted Ordinance No. 2017-4148, to reduce parking requirements for newly constructed affordable housing developments and workforce housing developments.

On October 27, 2021, the Mayor and Commission adopted Ordinance No. 2021-4451, to reduce the fees associated with the removal of on-street parking spaces associated with affordable housing projects.

IV. EXHIBITS:

- A. Administrative Budget for each Fiscal Year covered in the Plan.
- B. Timeline for Estimated Encumbrance and Expenditure.
- C. Housing Delivery Goals Chart (HDGC) for Each Fiscal Year covered in the Plan.
- D. Signed LHAP Certification.
- E. Signed, dated, witnessed, or attested adopting resolution.
- F. Ordinance Amending the Affordable Housing Advisory Committee.
- G. Resolution approving SHIP contractors for the Homeowner Rehabilitation Programs.

City of Miami Beach

Fiscal Year: 2022-2023	
Estimated SHIP Funds for Fiscal Year:	\$ 505,842.00
Salaries and Benefits	\$ 45,000.00
Office Supplies and Equipment	\$ 1,584.00
Travel Per diem Workshops, etc.	\$ 2,000.00
Advertising	\$ 2,000.00
Other*	
Total	\$ 50,584.00
Admin %	10%
	OK

Fiscal Year 2023-2024	
Estimated SHIP Funds for Fiscal Year:	\$ 505,842.00
Salaries and Benefits	\$ 45,000.00
Office Supplies and Equipment	\$ 1,584.00
Travel Per diem Workshops, etc.	\$ 2,000.00
Advertising	\$ 2,000.00
Other*	
Total	\$ 50,584.00
Admin %	10%
	OK

Fiscal Year 2024-2025	
Estimated SHIP Funds for Fiscal Year:	\$ 505,842.00
Salaries and Benefits	\$ 45,000.00
Office Supplies and Equipment	\$ 1,584.00
Travel Per diem Workshops, etc.	\$ 2,000.00
Advertising	\$ 2,000.00
Other*	
Total	\$ 50,584.00
Admin %	10%
	OK

*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.

Details:

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Exhibit B
Timeline for SHIP Expenditures

___The City of Miami Beach___ affirms that funds allocated for these fiscal years will meet the following deadlines:

Fiscal Year	Encumbered	Expended	Interim Report	Closeout Report
2022-2023	6/30/2024	6/30/2025	9/15/2024	9/15/2025
2023-2024	6/30/2025	6/30/2026	9/15/2025	9/15/2026
2024-2025	6/30/2026	6/30/2027	9/15/2026	9/15/2027

If funds allocated for these fiscal years is not anticipated to meet expenditure deadlines, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Funds Not Expended	Closeout AR Not Submitted
2022-2023	3/30/2025	6/15/2025
2023-2024	3/30/2026	6/15/2026
2024-2025	3/30/2027	6/15/2027

Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to robert.dearduff@floridahousing.org and cameka.gardner@floridahousing.org and include:

1. A statement that "(city/county) requests an extension to the expenditure deadline for fiscal year _____.
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email cameka.gardner@floridahousing.org when you are ready to "submit" the AR.

Other Key Deadlines:

AHAC reports are now due annually by December 31. Local governments receiving the minimum (or less) allocation may choose not to report.

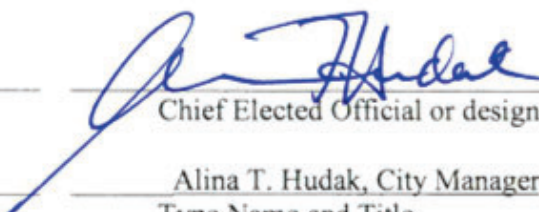
**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity: City of Miami Beach, Florida

Certifies that:


- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will ensure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing Finance Corporation ("Florida Housing") will be notified promptly if the local government/interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the LHAP.
- (8) Amendments to the approved LHAP shall be provided to Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.

- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink shall be provided to Florida Housing by June 30 of the applicable year.
- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.
- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) Developers receiving assistance from both SHIP and the Low-Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (15) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e), Florida Statutes. To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079, Florida Statutes, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

Witness  Chief Elected Official or designee

Alina T. Hudak, City Manager
Witness _____
Type Name and Title

Date

OR  **JUN 23 2022**

Attest: Rafael E. Granado, City Clerk

(Seal)
2

APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION
 City Attorney
07/17/22 Date

RESOLUTION NO: 2022-32187

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING AND ADOPTING AN AMENDMENT TO THE CITY OF MIAMI BEACH LOCAL HOUSING ASSISTANCE PLAN (LHAP) FOR THE STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM FOR FY 22/23, 23/24 AND 24/25, AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SECTIONS 420.907 - 420.9079, FLORIDA STATUTES; AND AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE ANY NECESSARY CERTIFICATIONS; AND FURTHER AUTHORIZING THE ADMINISTRATION TO SUBMIT THE LHAP TO THE FLORIDA HOUSING FINANCE CORPORATION FOR ITS REVIEW AND APPROVAL.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, that allocates a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, § 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one to three-year Local Housing Assistance Plan (LHAP) outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

WHEREAS, the Administration has prepared a draft for the FY 22/23, 23/24, 24/25, pursuant to the requirements of the Act and the SHIP Program Rule, issued by the Florida Housing Finance Corporation (FHFC); and

WHEREAS, the Administration has submitted the draft Plan for review to the Affordable Housing Advisory Committee (AHAC); and

WHEREAS, the Administration will publish the Plan for public comment from March 31, 2022 to April 30, 2022; and

WHEREAS, on April 6, 2022, the Mayor and City Commission approved the LHAP and the City subsequently submitted it to the FHFC for approval; and

WHEREAS, the FHFC's SHIP Review Committee reviewed the Plan and provided comments regarding the new construction strategy and recapture provision for the purchase assistance strategy; and

WHEREAS, the Administration recommends enhancing the language to further clarify the new construction strategy for developers and homebuyers that are interested in developing vacant lots or new construction; and

WHEREAS, the Administration sought technical assistance from the FHC regarding the recapture provisions, which define the penalties for first time homebuyers that rent, sell or refinance the property before the expiration of the affordability period of fifteen (15) years; and

WHEREAS, the current profit share provision of the LHAP reads as follows: "If the sale, conveyance or transfer occurs between the first and fifth year, the City shall be paid a percentage of the profit, based upon the percentage of the City's contribution to the purchase of the Premises; to wit: if the sales price for the Premises was \$100,000 and the City provided a \$50,000 mortgage, the City shall also be paid 50% of the profit; If the sale, conveyance or transfer occurs between the sixth and tenth year, the City shall be paid fifty percent (50%) of the profit; and if the sale, conveyance or transfer occurs between the eleventh and fifteenth year, the City shall be paid twenty-five percent (25%) of the profit."; and

WHEREAS, Administration recommends that the tier for the period between the sixth and tenth year be modified to read as follows: "If the sale, conveyance or transfer occurs between the sixth and tenth year, the City shall be paid forty percent (40%) of the profit"; and

WHEREAS, the Administration recommends that the Mayor and City Commission approve the amended LHAP in the form attached to the City Commission Memorandum accompanying this Resolution, which will have to be submitted by the City Manager to the FHFC for final review by July 1, 2022.

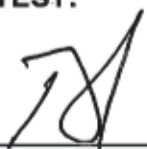
NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby approve an amendment to the City's Local Housing Assistance Plan (LHAP) for the State Housing Initiatives Partnership (SHIP) Program for FY 22/23, 23/24 and 24/25, as required by the State Housing Initiatives Partnership Program Act, Sections 420.907 - 420.9079, Florida Statutes; and authorize the City Manager and City Clerk to execute any necessary certifications; and further authorize the Administration to submit the LHAP to the Florida Housing Finance Corporation for its review and approval.

PASSED and ADOPTED this 22 day of June, 2022.



DAN GELBER, MAYOR

ATTEST:

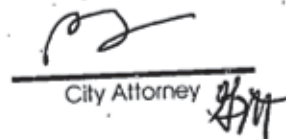


JUN 23 2022

RAFAEL E. GRANADO, CITY CLERK



APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION



City Attorney

6-1-22
Date