



City of Boynton Beach Agenda Item Request Form

Meeting Date: 05/20/2025

Proposed Resolution No. R25-131- Authorizing the Mayor or City Manager to sign documentation related to the SHIP Program Local Housing Assistance Plan (LHAP).

Requested Action: Staff recommends approval of Proposed Resolution No. R25-131.

Explanation of Request:

The City of Boynton Beach is an “entitlement” community eligible to receive assistance from the State Housing Initiatives Partnership (SHIP) Program.

Every three (3) years, the Local Housing Assistance Plan (LHAP) is updated. The SHIP Program requires program documentation to be signed throughout the year in addition to the approved LHAP plan. These documents include reimbursement requests, funding award/disbursement agreements to approved applicants, housing rehabilitation contracts, and emergency housing requests. To ensure timely reimbursements, resident assistance, and aid in providing the approved program deliverables, staff is requesting a designated signer(s) for the associated program documentation.

Staff is requesting that the City Commission grant the Mayor and/or City Manager the ability to sign SHIP documentation on an as-needed basis based on the approved LHAP plan.

How will this affect city programs or services? A designated signer(s) will ensure the timely program deliverables for the SHIP grant program.

Account Line Item and Description: N/A

Fiscal Impact: None.

Attachments:

[R25-131 Agenda_Item_3114-2025_Resolution_for_SHIP_LHAP_docs.docx](#)

[R24-032 - FY 2024-2027 LHAP.pdf](#)

[R21-080 - FY 2021-2024 LHAP.pdf](#)