



City of Boynton Beach Agenda Item Request Form

Meeting Date: 06/ 3/2025

Proposed Resolution No. R25-139- Approve the staff recommendation to use State Housing Initiatives and Partnership (SHIP) Program funds for the entire rehabilitation of the properties located at 235 S.W. 10 Avenue, Boynton Beach, FL 33435 and 404 N.W. 16th Avenue, Boynton Beach, FL 33435.

Requested Action:

Staff recommends approval of Proposed Resolution No. R25-139.

Explanation of Request:

The City's SHIP Local Housing Assistance Plan (LHAP) offers income-eligible homeowners housing rehabilitation assistance for needed repairs, accessibility/architectural barriers, and hurricane mitigation. Rehabilitation is defined as the repairs and/or improvements needed for safe and sanitary habitation, and/or correction of substantial code violations, both interior and exterior. The maximum award for the Owner-Occupied Rehabilitation Program is given based on income categories:

Extremely Low	\$95,000
Very low:	\$95,000
Low:	\$85,000
Moderate:	\$50,000

The assistance is provided as a zero percent (0%) interest, deferred forgivable loan secured by a mortgage and promissory note. The loan is forgiven 1/15 per year over the 15-year term.

If the amount exceeds the maximum award, the City Commission must approve it to comply with SHIP Program monitoring.

Staff is requesting that the City Commission approve the usage of SHIP funds to pay for the entire rehabilitation of the properties mentioned below:

1. The property located at 235 S.W. 10 Avenue, Boynton Beach, FL 33435, belongs to Marie Formille. Ms. Formille is eligible for the SHIP Rehabilitation program as an extremely-low-income individual with a household of one (1) with an annual gross income of \$9,552. Ms. Formille has lived in her property for fourteen (14) years.

The scope of recommended repairs includes: the replacement of the roof, windows, exterior doors, interior walls (bathroom and hall), bedroom ceiling, interior electrical, plumbing, interior door, A/C and insulation.

The Community Improvement Division's original budget was to use \$95,000 of State Housing Initiative Partnership (SHIP) Program funds with the remaining balance of \$24,005 to come from CDBG FY 2023-2024 Funds. Staff is requesting that the entire amount of \$119,005 be charged to SHIP.

2. The property located at 404 N.W. 16th. Avenue, Boynton Beach, FL 33435, belongs to Carolina Duncan. Ms. Duncan is eligible for the SHIP Rehabilitation Program qualifying as a Low income individual, with a household of two (2) with an annual gross income of \$61,485.10. Ms. Duncan has lived in her property for fifteen (15) years.

The scope of recommended repairs includes: the replacement of the roof, exterior doors, windows (impact), exterior electrical, exterior painting, utility room ceiling, kitchen ceiling, SW bedroom ceiling, interior plumbing, interior electrical, smoke detectors, interior walls, kitchen cabinets, interior doors, interior painting, air conditioning and insulation.

The Community Improvement Division's original budget was to use \$85,000 of State Housing Initiative Partnership (SHIP) Program funds with the remaining balance of \$20,332.16 to come from CDBG FY 2023-2024 Funds. Staff is requesting that the entire amount of \$105,332.16 be charged to SHIP.

Both projects are taking longer than expected. Therefore, CDBG funds were used on other rehabilitation projects in order to close the CDBG FY 2023-2024.

How will this affect city programs or services?

The Rehabilitation Program meets the City's objective of improving the City's Housing Stock.

Budgeted Item: Yes

Account Line Item and Description: SHIP grant accounts.

Fiscal Impact: SHIP funds will be used for both rehabilitation projects.

Attachments:

[R25-139 Agenda Item 3161-2025 Resolution for Using funds for City State Housing Initiatives and Partnership Program Funds to rehab 235 S.docx](#)

[Exhibit A - 2024 Approval Memorandum](#)

[Reallocation for Marie Formille 2-22-003.pdf](#)

[Approval Memo.pdf](#)

[Reallocation for Carolina Duncan 2-23-004.pdf](#)

[2021-2024 Boynton Beach Local Housing Assistance Plan.pdf](#)