



COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING OF: November 10, 2025

CONSENT AGENDA

AGENDA ITEM 11.L

SUBJECT:

Approval of a 90-day Extension for the Commercial Property Improvement Grant Program to Gillion & Co. Inc. located in Heart of Boynton Shops at 137 NE 10th Avenue, Unit 107

SUMMARY:

The CRA's Commercial Property Improvement Grant Program provides eligible businesses (new or existing) with financial assistance for the initial build-out costs associated with the construction, repaid, and/or rehabilitation of commercial building improvement. The Commercial Property Improvement Grant Programs provides a 50% reimbursement of the applicant's expenditure for the eligible improvements up to a maximum grant total of \$50,000. Under the program guidelines eligible improvements must be permanent items that stay with the building. The Program also provides funding assistance related to the design fees for architectural, electrical, civil, mechanical, and/or plumbing improvements for eligible property improvements. Applicants are eligible to receive 50% of the applicant's project budget up to a maximum amount of \$10,000.

On February 13, 2024, the CRA Board approved a Commercial Property Improvement Grant to Gillion & Co. Inc. located in Heart of Boynton Shops at 137 NE 10th Avenue, Unit 107, Boynton Beach, FL 33435 (see Attachments I-II). Gillion & Co. Inc. will provide a professional office space for Ms. Gillion to provide the following services: preparing personal or business federal/state tax returns, workshops, and various real estate services. Ms. Gillion is a Licensed Real Estate Profession (Broker), a Licensed Real Estate Instructor for over seven years, a Florida paralegal with over 22 years experiences, and a registered Tax Preparer for over 16 years. With Ms. Gillion's years of experience, she has the ability and knowledge to assist clients with tax returns, provide first time home buying workshops, assist business startups, provide real estate exam prep tutoring and help buyers and sellers with their various real estate needs.

Per the grant guidelines, the grant recipient has 180 day from permit issuance to complete their project and submit for reimbursement. The permit was issued on February 4, 2025. The grant recipient had until August 3, 2025, to complete their project and submit for reimbursement. On August 16, 2025, the CRA received a letter from Gillion & Co. is requesting the 90-day administrative extension until November 1, 2025, which was approved by staff (see Attachment III).

On October 11, 2025, staff received a request for an additional 90-day extension to allow for

more time to finish construction and receive their Certificate of Occupancy. The unit is currently under construction and making progress towards completion (see Attachment IV).

Gillion & Co. Inc. is seeking CRA Board approval for an additional 90-day extension from November 1, 2025, to January 30, 2026, to complete their project and submit for reimbursement.

FISCAL IMPACT:

FY 2023-2024 Budget Project Fund, Line Item 02-58400-444, \$25,000 for Property Improvements and \$3,525 for Design

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach Community Redevelopment Plan

CRA BOARD OPTIONS:

Approve a 90-day Extension for the Commercial Property Improvement Grant Program to Gillion & Co. Inc. located in Heart of Boynton Shops at 137 NE 10th Avenue, Unit 107, Boynton Beach, FL 33435.

ATTACHMENTS:

Description

- [Attachment I - Commercial Property Improvement Grant Application](#)
- [Attachment II - Location Map](#)
- [Attachment III - First 90-Day Extension Request](#)
- [Attachment IV - Second 90-Day Extension Request](#)