



Spring Hill
Community Redevelopment Agency
“A City County Partnership”

MEETING AGENDA
February 5, 2024

CALL TO ORDER

CONSENT AGENDA

1. Approval of Minutes, Regular Meeting, November 6, 2023
2. Consideration Re: Resolution 2024-01 Carry Over
3. Consideration Re: Resolution 2024-02 Q1 Amendment

PETITIONS AND REQUESTS FROM THE PUBLIC

DR. JOYCE M. CUSACK RESOURCE CENTER STAFF UPDATE

UNFINISHED BUSINESS

NEW BUSINESS

1. Consideration re: Applicant for Exterior Improvement Grant, 638 W. Ida St.
2. Consideration re: Applicant for Exterior Improvement Grant, 460 Green St.
3. Consideration re: Applicant for Exterior Improvement Grant, 425 W. Lisbon Pkwy.

BOARDMEMBER COMMENTS/CONCERNS

NEXT MEETING

1. Schedule Next Regular Meeting

ADJOURNMENT

Meeting of February 5, 2023 – 6:30 PM
DeLand Commission Chambers – DeLand City Hall
120 South Florida Avenue - DeLand



Figure 1 - Spring Hill CRA Graphic Logo

Consent Item 1



Spring Hill

Community Redevelopment Agency

“A City County Partnership”

MEETING MINUTES

November 6, 2023

CALL TO ORDER

Chairman Cloudman called the meeting to order at 6:00 P.M.

BOARD ATTENDANCE: Christopher Cloudman, Charles Paiva, Daniel Reed, Don Dempsey and Anthony Hill

STAFF ATTENDANCE: Mike Grebosz, Ray Underwood, Shilretha Dixon and Darren J. Elkind

CONSENT AGENDA

1. Approval of Minutes, Regular Meeting, September 18, 2023

Mr. Paiva made a motion to approve the minutes from the September 18, 2023 meeting. Mr. Reed seconded the motion, which carried by a unanimous vote.

PETITIONS AND REQUESTS FROM THE PUBLIC

There were no petitions and requests from the public.

DR. JOYCE M. CUSACK RESOURCE CENTER STAFF UPDATE

Ms. Dixon reported that the Thanksgiving Feeding Event and Christmas Toy Giveaway are upcoming.

NEW BUSINESS

1. Consideration re: Applicant for Exterior Improvement Grant, 1325 S. Adelle Ave.

Mr. Paiva made a motion to approve the exterior grant. Mr. Reed seconded the motion, which carried by a unanimous roll call vote.

2. Discussion re: Reserve Allocations.

Meeting of November 11, 2023 – 6:00 PM
DeLand Commission Chambers – DeLand City Hall
120 South Florida Avenue - DeLand

Mr. Grebosz presented staff's recommendations for allocation of the unassigned reserve of approximately \$1.4 million in the Spring Hill CRA. All item presented were approved except for the Home Buyer Down Payment Assistance Grant item. The grant items will come back before the Board for approval as staff drafts the updated or new program language. Other items such as increasing the funding for the TURN Festival, Backpack Giveaway, Trash Amnesty Day(s), Enhancement to the Property of the Quarter Program, Leadership West Volusia, Candlelight Oaks Basketball Court Improvements, Creating a Property Purchase fund and Streetscape/Sidewalk Improvement fund were all approved as presented.

Mr. Paiva made a motion to approve the allocations and proceed with purchasing 921 S. Adelle Avenue using the property purchase fund. Mr. Reed seconded the motion, which carried by a unanimous roll call vote.

BOARDMEMBER COMMENTS/CONCERNS

Mr. Dempsey along with other members of the Board encouraged staff to look at locations where playing fields could be created. Mr. Dempsey also noted that ECHO grant funds may be able to assist with this effort.

Mr. Paiva expressed interest in the CRA looking into the purchase of tax deeds with some of the reserve funding to help remove blighted properties from within the CRA.

NEXT MEETING

The next meeting is tentatively scheduled for either the second meeting in November or first meeting in December.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:57 PM by Chairman Cloudman.



Figure 1 - Spring Hill CRA Graphic Logo

Consent Item 2

CITY OF DELAND, FLORIDA
REQUEST FOR COMMUNITY REDEVELOPMENT AGENCY ACTION
February 5, 2024

Department: Finance	Attachments:
Subject: Consideration of Resolution Approving Carryover Spring Hill CRA Budget Amending FY2023-2024	<input checked="" type="checkbox"/> Resolution <input checked="" type="checkbox"/> FY23-24 Spring Hill CRA Carryforward Budget Amendment Details
Prepared by: Finance	Approved by:
	CRA Administrator

SUMMARY/HIGHLIGHT:

The budget amendments proposed are detailed in the attached summary. The amendments proposed are primarily revisions to reflect projects carried over from FY 22-23.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The Resolution amends the budget to reflect recommended changes with the impact to fund itemized on the attached summary.

RECOMMENDATION:

Staff recommends the Spring Hill CRA adopt the Resolution amending the budget as presented.

BACKGROUND/DISCUSSION:

N/A

ITEM SUMMARY:

Presentation of budget amendment recognizing anticipated actual.

RESOLUTION NO. 2024 - 01

A RESOLUTION OF THE SPRING HILL COMMUNITY REDEVELOPMENT AGENCY, AMENDING THE BUDGET FOR THE FISCAL YEAR 2023-2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Commissioners of the Spring Hill Community Redevelopment Agency adopted Resolution 2023-04 establishing a budget for fiscal year 2023-2024 in the amount of \$820,064; and

WHEREAS, the Spring Hill Community Redevelopment Agency desires to amend its budget for fiscal year 2023-2024 as more particularly set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SPRING HILL COMMUNITY REDEVELOPMENT AGENCY:

Section 1. The budget of the Spring Hill Community Redevelopment Agency for fiscal year 2023-2024 is amended as follows:

Account Number	Account Description	Current Budget	Increase	Decrease	Revised Budget
REVENUES		820,064	12,934	0	832,998
160-0000-380-200	FUNDS C/O FROM PRIOR YEAR	0	12,934	0	12,934
EXPENDITURES		820,064	12,934	0	832,998
160-9999-991-300	TRANSFER TO CAPITAL PROJECT FUND	10,425	12,934	0	23,359

Section 2. In all other respects the budget of the Spring Hill Community Redevelopment Agency for fiscal year 2023-2024 is hereby ratified and confirmed as adopted by Resolution 2023-04.

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this 5th day of February, 2024.

Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

Michael Grebosz
Spring Hill CRA Administrator

FY23-24 Budget Amendment Details

ACCOUNT	Account Description	Increase	Decrease	Description
SPRING HILL COMMUNITY REDEVELOPMENT TRUST FUND				
REVENUES				
160-0000-380-200	FUNDS C/O FROM PRIOR YEAR	12,934	0	Funds carried over from FY 22-23
		12,934		
EXPENDITURES				
160-9999-991-300	TRANSFER TO CAPITAL PROJECT FUND	12,934	0	CARRY OVER: to fund Laserfiche Prof and Workflow (\$1,509), Network Switches (\$1,125), and Overhead Fiber (\$10,300)
		12,934		



Figure 1 - Spring Hill CRA Graphic Logo

Consent Item 3

CITY OF DELAND, FLORIDA
REQUEST FOR COMMUNITY REDEVELOPMENT AGENCY ACTION
February 5, 2024

Department: Finance	Attachments:
Subject: Consideration of Resolution Approving Spring Hill CRA Budget Amending FY2023-2024	[X] Resolution [X] FY23-24 Spring Hill CRA Budget Amendment Details
Prepared by: Finance	Approved by: Assistant City Manager/CRA Administrator

SUMMARY/HIGHLIGHT:

The budget amendment proposed is detailed on the attached summary and recommended after review of actual first quarter expenditures. The amendment proposed is primarily an adjustment to reflect anticipated actual revenues and expenditures.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The Resolution amends the Spring Hill CRA budget to reflect recommended changes with the impact to the fund itemized on the attached summary.

RECOMMENDATION:

It is recommended the Spring Hill CRA adopt the Resolution amending the budget as presented.

BACKGROUND/DISCUSSION:

N/A

ITEM SUMMARY:

Presentation of the 1st quarter budget amendment recognizing anticipated actual revenues and expenditures.

RESOLUTION NO. 2024 - 02

**A RESOLUTION OF THE SPRING HILL COMMUNITY REDEVELOPMENT AGENCY,
AMENDING THE BUDGET FOR THE FISCAL YEAR 2023-2024; AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, it is necessary to amend the budget of the Spring Hill Community Redevelopment Agency for fiscal year 2023-2024; and

WHEREAS, the Spring Hill Community Redevelopment Agency desires to amend its budget for fiscal year 2023-2024 as more particularly set forth herein.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE
SPRING HILL COMMUNITY REDEVELOPMENT AGENCY:**

Section 1. The budget of the Spring Hill Community Redevelopment Agency for fiscal year 2023-2024 is amended as follows:

Account Number	Account Description	Current Budget	Increase	Decrease	Revised Budget
REVENUES		832,998	139	0	833,137
160-0000-380-200	FUNDS C/O FROM PRIOR YEAR	0	139	0	139
EXPENDITURES		832,998	827	688	833,137
160-1600-545-100	INSURANCE	3,386	688	0	4,074
160-9999-991-300	TRANSFER TO CAPITAL PROJECT FUND	10,425	139	0	10,564
160-9990-999-200	RESERVE CONTINGENCY	473,617	0	688	472,929

Section 2. In all other respects the budget of the Spring Hill Community Redevelopment Agency for fiscal year 2023-2024 is hereby ratified and confirmed as adopted by Resolution 2023-04 and 2024-01.

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this 5th day of February, 2024.

Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

Michael Grebosz
Spring Hill CRA Administrator

FY 23-24 Budget Amendment Details

ACCOUNT	Account Description	Increase	Decrease	Description
SPRING HILL CRA FUND				
REVENUES				
		139	0	
160-0000-380-200	FUNDS C/O FROM PRIOR YEAR	139		Funds carried over from FY 22-23
EXPENDITURES				
		827	688	
160-1600-545-100	INSURANCE	688		increase appropriation for insurance
160-9999-991-300	TRANSFER TO CAPITAL PROJECT FUND	139		CARRY OVER: to fund FortiGate Enterprise Bundle Service
160-9990-999-200	RESERVE CONTINGENCY		688	increase appropriation for insurance



Figure 2 - Spring Hill CRA Graphic Logo

Spring Hill Update (Verbal)



Figure 4 - Spring Hill CRA Graphic Logo

New Business Item 1

CITY OF DeLAND, FLORIDA
REQUEST FOR SPRING HILL COMMUNITY REDEVELOPMENT AGENCY ACTION
February 5, 2024

	Attachments:
Consideration re: Applicant for Exterior Improvement Grant, 638 West Ida Street	[X] Application
Prepared by: Michael Grebosz	
CRA Administrator	

SUMMARY/HIGHLIGHT:

For FY 2023-2024, \$20,000 in funding has been allocated to the exterior improvement grants. The Spring Hill Neighborhood Association is presenting the following applicant for consideration. Steven Williams at 638 West Ida Street. is seeking a grant for tree service. The total cost is \$3,000, which qualifies for 75% grant funding up to \$4,000 and 50% funding for anything over \$4,000, with a maximum CRA payout of no more than \$5,000 per applicant.

In this instance, the grant will pay out \$2,250. The owner will contribute \$750.

Action Required:

1. Steven Williams – 638 W. Ida St. Tree Service.
 - Total Cost: \$3,000. Cost to CRA: \$2,250.

FISCAL IMPACT:

22-23 Funding:	\$20,000.00
Previously Utilized:	\$17,825.00
Remaining Balance Before Request	\$20,000.00
<u>Requested:</u>	<u>\$2,250.00</u>
Balance After Request	\$ 15,575.00

RECOMMENDATION: It is recommended that the CRA approve the grant as approved by the Spring Hill Neighborhood Association.

Consideration re: Applicant for Exterior Improvement Grant, 638 W. Ida St.

BACKGROUND/DISCUSSION: Exterior Improvement Grant

2023-2024 Program History

Applicant	Address	Project	Cost of Project	CRA Portion	Budget \$20,000
Singleton	1325 S. Adelle Ave.	Painting	\$2,900	\$2,175	\$17,825

ITEM SUMMARY: Consideration of exterior improvement grant application for Steven Williams at 638 W. Ida St.

“B” GRANT PERMIT REQUIREMENTS

Certain areas of Spring Hill are located within the City of DeLand’s municipal limits. The DeLand Building Department, located at City Hall, 120 S. Florida Avenue (phone: 626-7007) issues permits for properties within the City limits. For areas outside of the City limits, the Volusia County Permit Center issues building permits. Their office is located in the Thomas C. Kelly Administration Center, 123 W. Indiana Avenue (phone: 736-5928).

Owner may act as their own contractor; however, permits must be obtained when required.

PERMITS MAY BE REQUIRED FOR THE FOLOWING ITEMS:

- Electrical
- Awnings
- Signage
- Renovation – Structural Renovation or Structural Aesthetic Changes
- Tree removal
- Window replacement

No permits are needed for painting or spray cleaning.

Owners or grantees are responsible for meeting with City or County building officials prior to grant application to find out the legal needs, permits, etc. Owner/grantee must comply with all relevant requirements. Owner/grantee is responsible for making certain that their contractors have pulled the proper permits.

SIGNED: Steph Q. Welch Date: 12-11-2023

“C” GRANT AWARD CRITERIA

1. Installation or replacement of broken or missing doors, windows and screens.
2. Exterior building repairs of sagging porches; broken steps and railings; support column repair; exterior wall repair; repair of gutters and/or downspouts; etc.
3. Repainting of buildings with peeling paint.
4. Installation or rehabilitation of signs and canopies.
5. Removal of dead trees and landscaping, and junk and debris from yard areas.
6. Installation of water-wise landscaping materials
7. Non-repeat location within five years.

"D" GRANT APPLICATION

Project: _____
Name: Steven L. Williams
Mailing Address: 638 West Ida
Property Address: 638 West Ida
E-Mail Address: WilliamSStevan14@gmail.com
Daytime Phone: 386-456-7066 FAX #: _____
Type of Facade Improvement Planned: _____
Estimated Cost of Project: \$ _____
Amount Requested: \$ _____
Deposit Payment: \$ _____ Check/Cash/Money Order

The City of DeLand prefers to reimburse owners/applicants after the contractor has been paid. However, in cases of financial hardship grants, The CRA's match portion of the grant may be reimbursed directly to the contractor upon authorization of the CRA.

Attach detailed outline of proposed work, including:

1. Photographs clearly showing existing conditions.
2. Detailed drawing to approximate scale, showing proposed improvements.
3. Samples of proposed colors to be used on facade and signs, if applicable.
4. Project budget with contractor estimates.

AGREEMENT

I understand that in order for my request for funding to be approved, I must agree to follow the recommendations of the SHNA Grant Committee and comply with the following:

1. Exterior Improvement grants apply only to those buildings and properties within the Tax Increment District.
2. Only projects which have not received grant funds within the past FIVE (5) years will be given consideration.
3. It is the responsibility of the owner or APPLICANT to obtain all required permits from the city or County BEFORE beginning any work. No reimbursements will be received without the proper permits before work begins.
4. Project work must begin 30 days after permits are obtained.
5. Monies are for exterior improvements only and will be reimbursed upon completion of work. (Any changes made to the property that have not been approved by the SHNA Grant Committee will not be funded.)
6. For projects where the applicant is not the property owner, the applicant must obtain approval in writing that the property owner concurs with the execution of the proposed work.

NOTE: NO PROJECT WORK MAY BEGIN WITHOUT:

1. CRA Approval.
2. Signed Contract Documents.
3. All required permits. (See Exhibit B)

SIGNED: Steven L. Williams Date: 12/11/2023









Figure 5 - Spring Hill CRA Graphic Logo

New Business Item 2

CITY OF DeLAND, FLORIDA
REQUEST FOR SPRING HILL COMMUNITY REDEVELOPMENT AGENCY ACTION
February 5, 2024

	Attachments:
Consideration re: Applicant for Exterior Improvement Grant, 460 Green Street	[X] Application
Prepared by: Michael Grebosz	
CRA Administrator	

SUMMARY/HIGHLIGHT:

For FY 2023-2024, \$20,000 in funding has been allocated to the exterior improvement grants. The Spring Hill Neighborhood Association is presenting the following applicant for consideration. Mary Eleman at 460 Green Street. is seeking a grant for exterior painting. The total cost is \$2,850, which qualifies for 75% grant funding up to \$4,000 and 50% funding for anything over \$4,000, with a maximum CRA payout of no more than \$5,000 per applicant.

In this instance, the grant will pay out \$2,137.50. The owner will contribute \$712.50.

Action Required:

1. Mary Eleman – 460 Green St. Exterior Painting.
 - Total Cost: \$2,850. Cost to CRA: \$2,137.50

FISCAL IMPACT:

22-23 Funding:	\$20,000.00
Previously Utilized:	\$4,425.00
Remaining Balance Before Request	\$15,575.00
<u>Requested:</u>	<u>\$2,137.50</u>
Balance After Request	\$ 13,437.50

RECOMMENDATION: It is recommended that the CRA approve the grant as approved by the Spring Hill Neighborhood Association.

Consideration re: Applicant for Exterior Improvement Grant, 460 Green St.

BACKGROUND/DISCUSSION: Exterior Improvement Grant

2023-2024 Program History

Applicant	Address	Project	Cost of Project	CRA Portion	Budget \$20,000
Singleton	1325 S. Adelle Ave.	Painting	\$2,900	\$2,175	\$17,825
Williams	638 W. Ida St.	Tree	\$3,000	\$2,250	\$15,575

ITEM SUMMARY: Consideration of exterior improvement grant application for Mary Eleman at 460 Green St.

“B” GRANT PERMIT REQUIREMENTS

Certain areas of Spring Hill are located within the City of DeLand’s municipal limits. The DeLand Building Department, located at City Hall, 120 S. Florida Avenue (phone: 626-7007) issues permits for properties within the City limits. For areas outside of the City limits, the Volusia County Permit Center issues building permits. Their office is located in the Thomas C. Kelly Administration Center, 123 W. Indiana Avenue (phone: 736-5928).

Owner may act as their own contractor; however, permits must be obtained when required.

PERMITS MAY BE REQUIRED FOR THE FOLOWING ITEMS:

- Electrical
- Awnings
- Signage
- Renovation – Structural Renovation or Structural Aesthetic Changes
- Tree removal
- Window replacement

No permits are needed for painting or spray cleaning.

Owners or grantees are responsible for meeting with City or County building officials prior to grant application to find out the legal needs, permits, etc. Owner/grantee must comply with all relevant requirements. Owner/grantee is responsible for making certain that their contractors have pulled the proper permits.

SIGNED: Mary C. E. Egan Date: 11/29/2023

“C” GRANT AWARD CRITERIA

1. Installation or replacement of broken or missing doors, windows and screens.
2. Exterior building repairs of sagging porches; broken steps and railings; support column repair; exterior wall repair; repair of gutters and/or downspouts; etc.
3. Repainting of buildings with peeling paint.
4. Installation or rehabilitation of signs and canopies.
5. Removal of dead trees and landscaping, and junk and debris from yard areas.
6. Installation of water-wise landscaping materials
7. Non-repeat location within five years.

"D" GRANT APPLICATION

Project: House Painting
 Name: Mary C. Cleman
 Mailing Address: 460 Green St DeLand FL 32720
 Property Address: 460 Green St DeLand FL 32720
 E-Mail Address: fran7247@bellsouth.net
 Daytime Phone: (386) 320-1867 FAX #: ND
 Type of Facade Improvement Planned: _____
 Estimated Cost of Project: \$ _____
 Amount Requested: \$ _____
 Deposit Payment: \$ _____ Check/Cash/Money Order

The City of DeLand prefers to reimburse owners/applicants after the contractor has been paid. However, in cases of financial hardship grants, The CRA's match portion of the grant may be reimbursed directly to the contractor upon authorization of the CRA.

Attach detailed outline of proposed work, including:

1. Photographs clearly showing existing conditions.
2. Detailed drawing to approximate scale, showing proposed improvements.
3. Samples of proposed colors to be used on facade and signs, if applicable.
4. Project budget with contractor estimates.

AGREEMENT

I understand that in order for my request for funding to be approved, I must agree to follow the recommendations of the SHNA Grant Committee and comply with the following:

1. Exterior Improvement grants apply only to those buildings and properties within the Tax Increment District.
2. Only projects which have not received grant funds within the past FIVE (5) years will be given consideration.
3. It is the responsibility of the owner or APPLICANT to obtain all required permits from the city or County **BEFORE** beginning any work. No reimbursements will be received without the proper permits before work begins.
4. Project work must begin 30 days after permits are obtained.
5. Monies are for exterior improvements only and will be reimbursed upon completion of work. (Any changes made to the property that have not been approved by the SHNA Grant Committee will not be funded.)
6. For projects where the applicant is not the property owner, the applicant must obtain approval in writing that the property owner concurs with the execution of the proposed work.

NOTE: NO PROJECT WORK MAY BEGIN WITHOUT:

1. CRA Approval.
2. Signed Contract Documents.
3. All required permits. (See Exhibit B)

SIGNED Mary C. Cleman Date: 11/29/2023

1

Proposal for Painting Services Volusia County Painting, LLC



Volusia County Painting, LLC
830 Helen Ave
Deland, Florida 32720
386-310-3655

Mary C Eleman
460 Green St
Deland, Florida
386-320-1867

Volusia County Painting hereby agrees to execute the following services in consideration of the Client's payment of the following amount \$2,900.00.

1. Trench around the base of the house to assure paint is applied down below grade.
2. Pressure wash and use chlorine solution to remove chalk, loose paint, kill mildew and mold.
3. Mask windows, light fixtures, meter, door hardware, & cameras with plastic and exterior tape.
4. Apply 1 coat of Sherwin Williams Loxon Conditioner/Sealer.
5. Apply 2 coats of Sherwin Williams Duration paint to exterior stucco walls, and stucco trim.
6. Apply 2 coats of Sherwin Williams Emerald Urethane Paint to front door exterior.

All materials are guaranteed to be as specified and all work shall be performed in accordance with the above-mentioned specifications and in a professional and timely manner.

Payment: The Client will pay Volusia County Painting, LLC \$1,450.00 upon the completion of the job.

A deposit of \$1,450.00 is required to schedule this project.

Any alterations to the above-mentioned contract must be requested by the Client and agreed to by Volusia County Painting in writing. This paint job comes with a 3-year labor warranty, it covers errors and omissions. It does not cover damage to or hidden defects in the structure of your building. There is **NO warranty** on foot-traffic areas such as pool decks, porch floors, & walkways.

The above prices specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified with all payments to be made as outlined above, I agree to pay all attorney's fees and court costs, which may occur for the collection of this debt.

Date

8 E J Concrete
 Steve Williams
 386-456-7066

Proposal

PROPOSAL NO.	DATE 12/15/2024
BID NO.	ARCHITECT
TO MRS. MARY ELMAN	WORK TO BE PERFORMED AT: SAmc
ADDRESS 468 GREEN STREET	ADDRESS
CITY, STATE	CITY, STATE
PHONE NO.	DATE OF PLANS

We hereby propose to furnish the materials and perform the labor necessary for the completion of _____

Area below for additional description and/or drawings:

PRESSURE WASH EXTERIOR OF THE HOUSE
 Put ONE COAT OF SEALANT
 Paint the exterior with your choice of colors (2)

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Two Thousand Eight Hundred Fifty Dollars (\$ 2850) with payments to be made as follows. \$712.50 at the start
\$2137.50 balance

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted _____

Per _____

Steve Williams

Note - This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date _____

Signature _____











Figure 6 - Spring Hill CRA Graphic Logo

New Business Item 3

CITY OF DeLAND, FLORIDA
REQUEST FOR SPRING HILL COMMUNITY REDEVELOPMENT AGENCY ACTION
February 5, 2024

	Attachments:
Consideration re: Applicant for Exterior Improvement Grant, 425 W. Lisbon Pkwy	<input checked="" type="checkbox"/> Application
Prepared by: Michael Grebosz	
CRA Administrator	

SUMMARY/HIGHLIGHT:

For FY 2023-2024, \$20,000 in funding has been allocated to the exterior improvement grants. The Spring Hill Neighborhood Association is presenting the following applicant for consideration. Franklin Brown (Noon Day Prayer) at 425 W. Lisbon Pkwy. is seeking a grant for an exterior door. The total cost is \$8,500, which qualifies for 75% grant funding up to \$4,000 and 50% funding for anything over \$4,000, with a maximum CRA payout of no more than \$5,000 per applicant.

In this instance, the grant will pay out \$5,250. The owner will contribute \$3,250.

Action Required:

1. Franklin Brown (Noon Day Prayer) – 425 W. Lisbon Pkwy. Exterior Door.
 - Total Cost: \$8,500. Cost to CRA: \$5,250.

FISCAL IMPACT:

22-23 Funding:	\$20,000.00
Previously Utilized:	\$6,562.20
Remaining Balance Before Request	\$13,437.50
<u>Requested:</u>	<u>\$5,250.00</u>
Balance After Request	\$ 8,187.50

RECOMMENDATION: It is recommended that the CRA approve the grant as approved by the Spring Hill Neighborhood Association.

Consideration re: Applicant for Exterior Improvement Grant, 425 W. Lisbon Pkwy.

BACKGROUND/DISCUSSION: Exterior Improvement Grant

2023-2024 Program History

Applicant	Address	Project	Cost of Project	CRA Portion	Budget \$20,000
Singleton	1325 S. Adelle Ave.	Painting	\$2,900	\$2,175	\$17,825
Williams	638 W. Ida St.	Tree	\$3,000	\$2,250	\$15,575
Eleman	460 Green St.	Painting	\$2,850	\$2,137.50	\$13,437.50

ITEM SUMMARY: Consideration of exterior improvement grant application for Franklin Brown at 425 W. Lisbon Pkwy.



172 S. Industrial Drive
 Orange City, FL 32763
 Office (386) 775-6558 Cell (386) 343.4542
 Email: premierglass@cfl.rr.com

Appointment Day & Time
Monday 10:00-11:00

Required: Call 30 Minutes in Advance

Estimate

Date	Estimate#
1/12/2024	23-5763

Name / Address
Noon Day Prayer Church 425 W Lisbon Pkwy DeLand, FL 32720 Pastor Brown 386.717.1620

NOTES

Ordered From:	Ordered on:
Confirmation:	

Qty	Description	Rate	Total
	Estimate on Set of New Double Set of Commercial Doors Bronze Store Front / Bronze Glass (2) Panic HDW Permit Fee if we pull \$350 Deposit of \$4,200 required to proceed	8,500.00	8,500.00

Total	\$8,500.00
Deposit Amount \$	
Balance Due ** UPON COMPLETION **	
We DO NOT accept mail in payments	
<div style="display: flex; align-items: center;"> \$ <input style="flex-grow: 1;" type="text"/> </div>	

Estimate by:
Date:

Installed By:
Date:

D.H. Pace Co. Inc.

D.H. Pace Co. Inc.
 7576 Kingspointe Pkwy. Ste 100
 Orlando, FL 32819
 Telephone (407) 563-3668

Jordan Meincke- Commercial Sales Rep.
 Phone: (407) 563-3668
 Fax: (844) 878-8669
 www.dhpaceflorida.com
 Email: Jordan.Meincke@dhpace.com



Proposal #: JM-16297

PROPOSAL SUBMITTED TO: Noon Day Prayer			Date 12/13/2023	Attention Franklin Brown
STREET 425 W Libson Pkwy			Job Name Noon Day Prayer	
City Deland	State FL	ZipCode 32720	Job Location Deland	
Phone Number (386) 717-1620	Fax Number		Job Phone (386) 717-1620	

FURNISH AND INSTALL:

We propose to remove and dispose of existing pair of doors. We will furnish and install (1) Pair of non-impact aluminum storefront doors to include the following hardware:

- (2) Concealed Vertical Locking Rod Panic Devices
- (1) Exterior Lever Trim for Active Leaf
- (1) Pair of flushbolts
- (6) NRP Butt Hinges
- (2) Closers
- (2) Brush Sweeps

Glass to be Grey Tinted 1/4" Tempered Glass

This quotation is based upon a visual inspection, it does not take into account concealed deficiencies in the substrata. Immediately upon discovery of said deficiencies the customer will be notified of additional cost before corrective work is performed.

All applicable taxes, labor, and material included in price. Please allow 12-14 weeks from receipt of signed proposal and credit approval to receive and install. All work to be performed during regular business hours, Monday-Friday 7AM - 5PM. Standard warranty is (1) year against defects of material and workmanship.

Exclusions & Clarifications:

- Permitting
- Engineering

***Costs are currently rising at sudden and unpredictable rates. This proposal is based on current pricing from Seller's suppliers and includes all price increases and surcharges levied by those suppliers and known by Seller as of the date of this proposal. Seller reserves the right to require an approved change order before the order can be released into production to compensate for any supplier price increases or surcharges announced after the date of this Proposal and prior to the release of materials for fabrication. Seller will provide written documentation of the Supplier increase notice upon request. All Buyer Contracts shall include a provision to this affect. ***

We hereby propose to complete in accordance with above specification, for the sum of:

Eight Thousand Seven Hundred Thirty Seven Dollars and No Cents

\$8,737.00

Signature _____

Jordan Meincke - Commercial Sales
Representative

Direct Dial: 407-885-7319

Prepared by and Return to:
Debbie McCallum
The Closing Agent, LLC
11 N. Summerlin Ave., Ste. 100
Orlando, FL 32801

File Number: 2137396

(Space Above This Line For Recording Data)

WARRANTY DEED

This Indenture made October 20, 2022 A.D. between GREAT DELIVERANCE PENTECOSTAL CHURCH OF GOD INC, A FLORIDA CORPORATION, AND MABIS WILLIAMS, A SINGLE PERSON, whose post office address is: 2475 CRAWFORD DRIVE, SANFORD, FLORIDA 32771, a corporation existing under the laws of the State of Florida, Grantor and NOON DAY PRAYER AND COMMUNITY OUTREACH MINISTRY INC., A FLORIDA CORPORATION whose post office address is: 1429 DAYSTAR LANE, DELTONA, FL 32725, Grantee,

Witnesseth, that the said Grantor, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00), to it in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said Grantee forever, the following described land, situate, lying and being in the County of Volusia, State of Florida, to wit:

LOTS 60, 61, 62 AND 63, BLOCK B, ACCORDING TO A PLAT SUBDIVISION OF 22 ACRES OF LAND IN THE NORTHEAST CORNER OF SECTION 20, TOWNSHIP 17 SOUTH, RANGE 30 EAST, SAME BEING LOTS 1, 3, AND 5 OF ASSESSOR'S SUBDIVISION OF SPRING HILL AT DELAND, VOLUSIA COUNTY, FLORIDA, AS SAME APPEARS OF RECORD IN MAP BOOK 5, PAGE 189, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA

SUBJECT TO TAXES FOR THE YEAR 2022 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

Parcel Identification Number: 70-20-07-02-06-00

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2021.

In Witness Whereof, the said Grantor has caused this instrument to be executed in its name by its duly authorized officer and caused its corporate seal to be affixed the day and year first above written.

Signed and Sealed in Our Presence:

Witness:

Seller:

Deborah M. McCauley

Witness 1 - Signature

**Great Deliverance Pentecostal Church of God Inc,
a Florida corporation**

Deborah M. McCauley

Witness 1 - Printed Name

Mabis Williams

Mabis Williams, President

F. J. Greenberg

Witness 2 - Signature

Mabis Williams

Mabis Williams, Shareholder/Member

Faith J. Greenberg

Witness 2 - Printed Name

Mabis Williams

Mabis Williams

(Corporate Seal)

State of FL

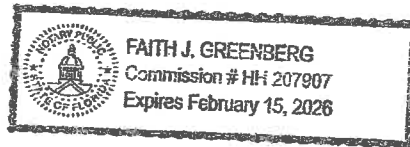
County of Seminole

The foregoing instrument was acknowledged before me by means of ✓ physical presence or online notarization, this 20th day of October, 2022, by , Mabis Williams, President and Shareholder/Member of GREAT DELIVERANCE PENTECOSTAL CHURCH OF GOD INC, A FLORIDA CORPORATION, and Mabis Williams, she () is personally known to me or (✓) has produced Drivers License as identification.

F. J. Greenberg
NOTARY PUBLIC

Printed Name: _____

My Commission Expires: _____





Growth and Resource Management
123 West Indiana Avenue
DeLand, Florida 32720

Request for Additional Information
Fire Review - Revision

Permit: 20230308097
Type: Commercial Permit - Assembly Building - Repair
Applicant: Mr Jeremiah Ofori
Address: 6557 Hazeltine National Dr Suite 8
Orlando, Fl 32822
Site Address: 425 W Lisbon Parkway, Deland
Primary Tax Parcel: 7020-07-02-0600

October 5, 2023

Additional information has been requested to complete the staff reviews for the above-referenced application. Please address all the following comments at time of resubmittal:

Fire Review - Revision **Reviewer:** Dan Deckers (386) 736-5940 Ext. 16617

- 1. **NFPA 1**
NFPA 1, Uniform Fire Code; DESCRIPTION:
1. PLEASE PROVIDE ENTRY DOOR DETAIL, TO INCLUDE PANIC HARDWARE TYPE.
2. ALSO PLEASE INCLUDE A LIFE SAFETY PLAN

Additional comments may be generated in response to resubmittals. You are encouraged to meet with staff to clarify any questions prior to resubmittal. Please contact the reviewer listed above to address their comments.

All of our services are now available online at ConnectLivePermits.org. Registered users can check application status; make payments; schedule inspections; print permits, documents or plans; and submit all growth management applications. Visit us on the web today at ConnectLivePermits.org

"B" GRANT PERMIT REQUIREMENTS

Certain areas of Spring Hill are located within the City of DeLand's municipal limits. The DeLand Building Department, located at City Hall, 120 S. Florida Avenue (phone: 626-7007) issues permits for properties within the City limits. For areas outside of the City limits, the Volusia County Permit Center issues building permits. Their office is located in the Thomas C. Kelly Administration Center, 123 W. Indiana Avenue (phone: 736-5928).

Owner may act as their own contractor; however, permits must be obtained when required.

PERMITS MAY BE REQUIRED FOR THE FOLOWING ITEMS:

- Electrical
- Awnings
- Signage
- Renovation – Structural Renovation or Structural Aesthetic Changes
- Tree removal
- Window replacement

No permits are needed for painting or spray cleaning.

Owners or grantees are responsible for meeting with City or County building officials prior to grant application to find out the legal needs, permits, etc. Owner/grantee must comply with all relevant requirements. Owner/grantee is responsible for making certain that their contractors have pulled the proper permits.

SIGNED: Frankie Burr Date: 1-22-2024

Noon Day Prayer & Community Outreach Ministries Inc

"C" GRANT AWARD CRITERIA

1. Installation or replacement of broken or missing doors, windows and screens.
2. Exterior building repairs of sagging porches; broken steps and railings; support column repair; exterior wall repair; repair of gutters and/or downspouts; etc.
3. Repainting of buildings with peeling paint.
4. Installation or rehabilitation of signs and canopies.
5. Removal of dead trees and landscaping, and junk and debris from yard areas.
6. Installation of water-wise landscaping materials
7. Non-repeat location within five years.

"D" GRANT APPLICATION

Project: Replace Main Entrance Door
Name: Noon Day Prayer and Outreach Ministry, INC
Mailing Address: 1429 Daystar Ln, Deltona FL 32725-4728
Property Address: 425 W Lisbon Pkwy, Deland FL 32720
E-Mail Address: Prebtr51@yahoo.com
Daytime Phone: 386-717-7620 FAX #: _____
Type of Facade Improvement Planned: Install FLBC Complaint door
Estimated Cost of Project: \$ 8,500.00
Amount Requested: \$ _____
Deposit Payment: \$ _____ Check/Cash/Money Order

The City of DeLand prefers to reimburse owners/applicants after the contractor has been paid. However, in cases of financial hardship grants, The CRA's match portion of the grant may be reimbursed directly to the contractor upon authorization of the CRA.

Attach detailed outline of proposed work, including:

1. Photographs clearly showing existing conditions.
2. Detailed drawing to approximate scale, showing proposed improvements.
3. Samples of proposed colors to be used on facade and signs, if applicable.
4. Project budget with contractor estimates.

AGREEMENT

I understand that in order for my request for funding to be approved, I must agree to follow the recommendations of the SHNA Grant Committee and comply with the following:

1. Exterior Improvement grants apply only to those buildings and properties within the Tax Increment District.
2. Only projects which have not received grant funds within the past FIVE (5) years will be given consideration.
3. It is the responsibility of the owner or APPLICANT to obtain all required permits from the city or County BEFORE beginning any work. No reimbursements will be received without the proper permits before work begins.
4. Project work must begin 30 days after permits are obtained.
5. Monies are for exterior improvements only and will be reimbursed upon completion of work. (Any changes made to the property that have not been approved by the SHNA Grant Committee will not be funded.)
6. For projects where the applicant is not the property owner, the applicant must obtain approval in writing that the property owner concurs with the execution of the proposed work.

NOTE: NO PROJECT WORK MAY BEGIN WITHOUT:

1. CRA Approval.
2. Signed Contract Documents.
3. All required permits. (See Exhibit B)

SIGNED: *Araceli Brown* Date: 1-22-2024



West side

Out side

Same door Inside

Door do not meet Uniform Fire Code Description



East side

Same door on the inside

Outside Door

Door do not meet Uniform Fire Code: Description



Front Entrance

This is a Temporary Door Does not
meet Uniform Fire Code, (NFPA1)
This door has to be replaced