CITY OF DELAND
REGULAR MEETING OF THE CITY COMMISSION
SEPTEMBER 16, 2024 AT 7:00 PM
CITY HALL, COMMISSION CHAMBERS
120 SOUTH FLORIDA AVENUE

AGENDA

CALL TO ORDER

INVOCATION-Pastor Mark Britner First Church DeLand

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC HEARING

1. Resolution Approving FY 24-25 Final Millage Rate.

   Final public hearing on establishing an operating millage rate to support the FY 2024-2025 budget at 6.2841 mills. The final operating millage rate of 6.2841 mills is 5.27% above the rolled-back millage rate of 5.9693 mills.

2. Resolution Approving FY 24-25 Final Budget.

   Final public hearing on the proposed FY 2024-2025 budget. The final FY 2024-2025 budget for the General Fund is $48,231,641, while City-wide is $129,562,547 excluding the Spring Hill and Downtown CRA's or $131,434,186 including the Spring Hill and Downtown CRA's.

PRESENTATIONS

1. Presentation re Lead and Copper.

CONSENT AGENDA

1. Consideration re Renewal of Contract Agreement with the DeLand Area Chamber of Commerce, FY 2024-2025.

   Consideration re Renewal of Contract Agreement with the DeLand Area Chamber of Commerce, FY 2024-2025.

2. Consideration re Utility Service Agreement for Extra Space Storage.

   Staff recommends that the City Commission approve the Utility Service Agreement for Extra Space Storage commercial project.

3. Resolution re Surplus Equipment.

   It is recommended that the City Commission adopt the resolution declaring the equipment surplus and authorizing its disposal as set forth therein.

4. Consideration re Approval of Property/Casualty, General Liability, Auto Insurance, Worker's Compensation and Ancillary Coverage Renewal.

   Consideration of Approval of Property/Casualty, General Liability, Auto Insurance, Worker's Compensation and Ancillary Coverage Renewal.

5. Consideration re Recommend Top Ranked Contractors for Disaster Debris Monitoring Services.

   Staff recommends that the City Commission approve the Selection Committee's top ranked recommendation to include:
   1)Thompson Consulting Services
   2) Debris Tech
   3)Tetra Tech, Inc.

6. Consideration re Recommend Top Ranked Contractors for Disaster Debris Collection, Reduction & Disposal Services.

   Staff recommends that the City Commission approve the Selection Committee's top ranked recommendation to include:
   1)DRC Emergency Services
   2)Phillips & Jordan, Inc.

PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT

NEW BUSINESS

1. Consideration re Rental Increases for DeLand Municipal Mobile Home Park.

   Approval of $25 per month lot rental increase for the DeLand Municipal Mobile Home Park, effective January 1, 2025.

2. Consideration re Exceptional Grant, African American Museum of the Arts, 325 South Clara Avenue.

   Consideration of Exceptional Grant, African American Museum of the Arts.

3. Resolution Approving Tax Equity and Fiscal Responsibility Act (TEFRA) for the Florida Municipal Loan Council.

   Staff recommends approval of the Tax Equity and Fiscal Responsibility Act (TEFRA) Resolution as requested by the Florida Municipal Loan Council.

4. Resolution Approving Historic Property Tax Exemption for Property Located at 306 West Wisconsin Avenue.

   The applicant is requesting approval of their Historic Tax Exemption application for the property located at 306 West Wisconsin Avenue - Northwest Square, the former Trinity Church. Ordinance 97-49 was adopted by the City of DeLand on December 1, 1997, to provide for an ad valorem tax exemption for improvements to historic properties which meet certain criteria.

CITY COMMISSION REPORTS

1. Report re Elected Officials Round Table.

2. Report re River-to-Sea TPO.

3. Report re River of Lakes Heritage Corridor.

CITY MANAGER REPORT

CITY ATTORNEY REPORT

CITY CLERK REPORT

CITY COMMISSION

ADJOURNMENT

The DeLand City Commission holds its regular meetings on the first and third Mondays of each month at 7:00 p.m. in the DeLand City Commission Chambers, 120 South Florida Avenue, DeLand. Notice of special meetings, workshops, changes in dates, times or locations are provided by separate Public Notices, which are posted at City Hall and on the City's web site.

The City of DeLand may take action on any matter during this meeting, including items that are not set forth within this agenda.

Public participation is encouraged on any matter on the agenda. If you desire to be recognized by the Mayor, please fill out a Speaker's Card and present it to the City Clerk.

Minutes of the DeLand City Commission meetings are not transcribed verbatim. If any person decides to appeal a decision made by the City Commission with respect to any matter considered at a public meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made by a court reporter, at the person's own expense.

In accordance with the American Disabilities Act, persons needing a special accommodation in order to participate in the proceedings should notify the City Clerk's Office at least 48 hours in advance of the meeting: 626-7132.

Assisted Listening System receivers are available for the hearing impaired, and can be obtained from the City Clerk.

If you wish to obtain information regarding the City Commission's Agenda, please call the City Clerk's Office: 626-7132.

We respectfully request that all pagers and cell phones be turned OFF during City Commission meetings.

Electronic Information! City Commission agendas and short form minutes are now available on the City's web page: www.deland.org.

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Resolution Approving FY 24-25 Final Millage Rate.

DEPARTMENT: Finance

PREPARED BY: Daniel Stauffer, Finance Director

ATTACHMENTS: 2024-2025 Final Millage Resolution

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:
This is the date set by the City Commission for the final public hearing on the final FY 2024-2025 millage rate. The Resolution adopting the final millage rate must be adopted before the Resolution adopting the final budget, a requirement on TRIM. The tentative operating millage rate of 6.2841 is the rate advertised for adoption. The final operating millage rate is 5.27% above the rolled-back operating millage rate of 5.9693. A summary of the rolled-back and adopted operating millage rates for the last 10 fiscal years are shown below:

Fiscal Year	Rolled-Back Rate	Adopted Millage Rate
2024-2025	5.9693	6.2841
2023-2024	6.0252	6.4841
2022-2023	6.1520	6.5841
2021-2022	6.5200	6.7841
2020-2021	6.4576	6.7841
2019-2020	6.5199	6.7841
2018-2019	6.4557	6.8841
2017-2018	6.5421	6.8231
2016-2017	6.7189	6.9231
2015-2016	6.8208	6.9995

There is no debt service millage rate since the general obligation bonds were paid off during FY 2018-2019. A summary of the adopted debt service millage rates for the last 10 years are shown below:

Fiscal Year	Adopted Millage Rate	Fiscal Year	Adopted Millage Rate
2024-2025	0.0000	2019-2020	0.0000
2023-2024	0.0000	2018-2019	0.2353
2022-2023	0.0000	2017-2018	0.2544
2021-2022	0.0000	2016-2017	0.2348
2020-2021	0.0000	2015-2016	0.2540

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The final operating millage rate provides necessary funding for the operation of the City for the next fiscal year.

RECOMMENDATION:

Staff recommends the City Commission adopt the Resolution setting the final operating millage rate of 6.2841 for the fiscal year 2024-2025. The final operating millage rate of 6.2841 is 5.27% above the rolled-back millage rate of 5.9693.

BACKGROUND/DISCUSSION:
Changes in the proposed budget due to the City Commission's direction provided through the budget workshops in July or made because of more accurate information received subsequent to the budget workshops were presented at the September 4, 2024 City Commission meeting.

A comparison of millage rates is provided below:

	FY 23-24	FY 24-25	Net Change
Final Operating Millage	6.4841	6.2841	-0.2000

Should any adjustment increasing taxable value be made by the Property Appraiser at final certification of the tax roll, staff recommends the following:

- If the taxable value increase is less than 1%, the City Commission authorizes the City Manager to maintain the millage rate at the publicly advertised and approved millage rate, and apply any additional revenues to the City's future operating capital reserve.
- If the taxable value increase is more than 1%, the City Commission authorizes the City Manager to adjust the millage rate downward in order to collect property taxes equal to the publicly advertised and approved budget requirements.

Should any adjustment decreasing taxable value be made by the Property Appraiser at final certification of the tax roll, staff recommends the following:

- If the taxable value decrease is less than 1%, the City Commission authorizes the City Manager to maintain the millage rate at the publicly advertised and approved millage rate, and reduce expenditures as necessary to reflect the decrease in revenue.
- If the taxable value decrease is more than 1%, the City Commission authorizes the City Manager to adjust the millage rate upward in order to collect property taxes equal to the publicly advertised and approved budget requirements.

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR FISCAL YEAR 2024-25; REPEALING RESOLUTION 2024-76 WHICH ADOPTED A TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2024-25; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of DeLand is required by Florida Statute Section 200.065(2) to adopt a Resolution setting the millage rate to be levied; and

WHEREAS, the Statute further requires that the Resolution shall state the percent, if any, by which the millage rate to be levied exceeds the rolled-back rate as computed by the Office of the Property Appraiser of Volusia County; and

WHEREAS, the City Commission of the City of DeLand does intend to adopt a final operating millage rate of 6.2841 mills which is 5.27% more than the rolled-back rate of 5.9693 mills; and

WHEREAS, the gross taxable value for operating purpose not exempt from taxation within Volusia County has been certified by the County Property Appraiser to the City of DeLand as $3,324,667,633; and

WHEREAS, each taxpayer within the corporate limits of DeLand has been or will be sent notice by first class mail by the Property Appraiser of the public hearing setting the tentative budget and proposed millage rate; and

WHEREAS, a final public hearing was held at 7:00 p.m. at the City Hall Commission Chambers on September 16, 2024; and

WHEREAS, it is necessary for the City to approve and adopt its final millage rate for the fiscal year 2024-25.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DeLAND:

Section 1. Resolution 2024-76 adopted September 4, 2024 following a public hearing which set a tentative millage rate, is hereby repealed in its entirety.

Section 2. The City Commission of the City of DeLand hereby adopts a 6.2841 final operating millage rate.

Section 3. Any resolution or part of resolution in conflict herewith is hereby repealed.

Section 4. This Resolution shall become effective upon its adoption.

PASSED AND DULY ADOPTED this 16th day of September 2024.

_____
Christopher M. Cloudman
Mayor - Commissioner

ATTEST:

_____
Julie A. Hennessy
City Clerk – Auditor

APPROVED IN FORM AND LEGALITY:

_____
Darren J. Elkind
City Attorney

CERTIFICATE OF VOTING

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the City Commission of the City of DeLand on September 16, 2024, after a public hearing, by the following roll call vote:

Commissioner Paiva _____
Commissioner Davis _____
Commissioner Reid _____
Commissioner Reed _____
Mayor Cloudman _____

Dated this 16th day of September 2024.

_____
Julie A. Hennessy
City Clerk - Auditor

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Resolution Approving FY 24-25 Final Budget.

DEPARTMENT: Finance

PREPARED BY: Daniel Stauffer, Finance Director

ATTACHMENTS: Resolution, Attachment A, 5-Year Capital Improvement Plan (CIP)

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

This is the date set by the City Commission for the final public hearing on the proposed FY 2024-2025 budget. The Resolution adopting the final millage rate must be adopted before the Resolution adopting the final budget, a requirement of TRIM.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The final budget is in balance and establishes the programs and services the City will provide in the next fiscal year.

RECOMMENDATION:

Staff recommends the City Commission adopt the Resolution establishing the final budget for the fiscal year 2024-2025.

BACKGROUND/DISCUSSION:
Changes in the proposed budget due to the City Commission's direction provided through the budget workshops in July or made because of more accurate information received subsequent to the budget workshops were presented at the September 4, 2024 City Commission meeting.

The General Fund is balanced at $48,231,641 compared to $44,992,298 for last year, an increase of $3,239,343 or 7.20%.

The budget for all funds, including the Spring Hill CRA and the Downtown CRA budgets, was advertised at $131,434,186 compared to last year's advertised $103,977,731, a decrease of $27,465,455 or 26.41%.

The General Fund's budgeted operating contingency account is $500,000.

Listed below are the FY 24-25 proposed budgets for the various funds compared to the FY 23-24 amended

budgets as of September 1, 2024:

	Amended FY 23-24	**Proposed FY 24-25**
General Fund	$51,338,112	$48,231,641
Confiscated Trust Fund	3,000	3,000
Homeless Shelter Fund	701,558	803,380
Spring Hill Community Redevelopment Trust Fund	1,859,679	1,034,205
Governmental Impact Fees Trust Fund	2,098,601	1,381,813
Community Redevelopment Trust Fund	2,966,866	837,434
Grants and Special Revenue Fund	6,738,373	502,499
Debt Service Fund	2,291,162	2,445,075
Capital Projects Fund	12,446,741	6,348,998
Water and Sewer Revenue Fund	135,796,177	44,382,338
Water Trust Fund	8,189,172	2,666,600
Wastewater Trust Fund	8,283,060	1,800,000
Airport Fund	8,149,417	6,000,594
Refuse Collection Fund	5,500,000	5,640,000
Stormwater Fund	3,782,465	3,408,537
Permits and Inspections Fund	4,806,440	4,300,067
Health Insurance Cost Containment Fund	722,605	734,705
Workers' Compensation Self-Insurance Fund	905,736	913,300
	$256,579,164	$131,434,186

On June 17, 2011, the State legislature amended s. 166.241, F.S. adding the following language:

At a minimum, the adopted budget must show for each fund, as required by law and sound financial practices, budgeted revenues and expenditures by organizational unit which are at least at the level of detail required for the annual financial report under s. 218.32(1).

Attachment "A" to the Resolution adopting the final budget provides the information necessary to satisfy this requirement.

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2024-25; REPEALING RESOLUTION 2024-77 WHICH ADOPTED A TENTATIVE BUDGET FOR FISCAL YEAR 2024-25; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of DeLand, after holding several budget sessions and carefully considering the financial needs of the City of DeLand and the sources of revenue available to the City to meet such needs, are ready to adopt a final budget; and

WHEREAS, a public hearing to finalize the final budget was held on September 16, 2024; and

WHEREAS, it is necessary for the City to approve and adopt its budget for the fiscal year 2024-25; and

WHEREAS, the City Manager recommends approval of the budget.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELAND:

Section 1. Resolution 2024-77 adopted September 4, 2024 which set a tentative budget, is hereby repealed in its entirety.

Section 2. The following budgets are hereby adopted: General Fund at $48,231,641, Confiscated Trust Fund at $3,000, Homelessness Fund at $803,380, Governmental Impact Fees Trust Fund at $1,381,813, Grants and Special Revenue Fund at $502,499, Debt Service Fund at $2,445,075, Capital Fund at $6,348,998, Water and Sewer Revenue Fund at $44,382,338, Water Trust Fund at $2,666,600, Wastewater Trust Fund at $1,800,000, Airport Fund at $6,000,594, Refuse Collection Fund at $5,640,000, Stormwater Fund at $3,408,537, Permits and Inspections Fund at $4,300,067, Health Insurance Cost Containment Fund at $734,705, and Workers Compensation Self-Insurance Fund $913,300 for fiscal year 2024-25 as detailed on Attachment 'A', in accordance with Section 166.241, Florida Statutes as amended, and the Capital Improvement Program for fiscal years 2024-2025 through 2028-2029, as submitted, are hereby approved.

Section 3. Any resolution or part of resolution in conflict herewith is hereby repealed.

Section 4. This resolution shall become effective upon its adoption.

PASSED AND DULY ADOPTED this 16th day of September 2024.

_____
Christopher M. Cloudman
Mayor - Commissioner

ATTEST:

_____
Julie A. Hennessy
City Clerk - Auditor

APPROVED IN FORM AND LEGALITY:

_____
Darren J. Elkind
City Attorney

CERTIFICATE OF VOTING

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the City Commission of the City of DeLand on September 16, 2024, after a public hearing, by the following roll call vote:

Commissioner Paiva _____
Commissioner Davis _____
Commissioner Reid _____
Commissioner Reed _____
Mayor Cloudman _____

Dated this 16th day of September 2024.

_____
Julie A. Hennessy
City Clerk - Auditor

ATTACHMENT 'A'

Account Code	Revenue Description	General	Special Revenue	Debt Service	Capital Projects	Enterprise	Internal Service	Total
311.000	Ad Valorem Taxes	18,888,671	-	-	1,282,005	-	-	20,170,676
312.410	First Local Option Gas Tax	514,710	-	-	-	-	-	514,710
312.430	Second Local Option Gas Tax	-	382,279	-	-	-	-	382,279
312.510	Fire Insurance Premium Tax (Firefighters' Pension)	246,777	-	-	-	-	-	246,777
312.520	Casualty Insurance Premium Tax (Police Officers' Retirement)	290,557	-	-	-	-	-	290,557
314.100	Utility Service Tax - Electricity	4,737,680	-	-	-	-	-	4,737,680
314.300	Utility Service Tax - Water	1,058,892	-	-	-	-	-	1,058,892
314.400	Utility Service Tax - Gas	255,420	-	-	-	-	-	255,420
314.800	Utility Service Tax - Propane	80,000	-	-	-	-	-	80,000
315.100	State Communications Service Tax (Chapter 202)	1,155,888	-	-	-	-	-	1,155,888
316.000	Local Business Tax (Chapter 205)	240,000	-	-	-	-	-	240,000
322.000	Building Permits	-	-	-	-	2,000,000	-	2,000,000
322.900	Permits - Other	-	-	-	-	-	-	-
323.100	Franchise Fee - Electricity	3,613,685	-	-	-	-	-	3,613,685
323.400	Franchise Fee - Gas	135,000	-	-	-	-	-	135,000
323.700	Franchise Fee - Solid Waste	547,700	-	-	-	-	-	547,700
324.110	Impact Fees - Residential - Public Safety	-	239,255	-	-	-	-	239,255
324.120	Impact Fees - Commercial - Public Safety	-	-	-	-	-	-	-
324.210	Impact Fees - Residential - Physical Environment	-	-	-	-	3,400,000	-	3,400,000
324.610	Impact Fees - Residential - Culture/Recreation	-	917,808	-	-	-	-	917,808
324.910	Impact Fees - Residential - Other	-	224,750	-	-	-	-	224,750
325.200	Special Assessments - Charges for Public Services	18,820	-	-	-	-	-	18,820
329.500	Other Permits, Fees & Special Assessments	31,600	-	-	-	5,000	-	36,600
331.200	Federal Grant - Public Safety	50,000	-	-	-	-	-	50,000
331.500	Federal Grant - Economic Environment	-	89,220	-	-	68,323	-	157,543
335.125	State Revenue Sharing - Proceeds	1,944,563	-	-	-	-	-	1,944,563
335.140	State Revenue Sharing - Mobile Home Licenses	22,500	-	-	-	-	-	22,500
335.150	State Revenue Sharing - Alcoholic Beverage Licenses	29,000	-	-	-	-	-	29,000
335.180	State Revenue Sharing - Local Government Half-Cent Sales Tax	2,766,119	-	-	-	-	-	2,766,119
335.210	State Revenue Sharing - Firefighter Supplemental Comp	14,040	-	-	-	-	-	14,040
335.230	State Revenue Sharing - Emergency Management Assistance	-	-	-	-	-	-	-
335.450	State Revenue Sharing - Fuel Tax Refunds and Credits	30,000	-	-	-	-	-	30,000
337.700	Local Government Unit Grant - Culture/Recreation	-	-	-	-	-	-	-
338.000	Shared Revenue From Other Local Units	36,000	-	-	-	-	-	36,000
339.000	Payments From Other Local Units In Lieu Of Taxes	84,325	-	-	-	-	-	84,325
341.200	Internal Service Fund Fees and Charges	-	-	-	-	-	1,648,005	1,648,005
341.300	Administrative Service Fees	10,500	-	-	-	280,000	-	290,500
342.100	Service Charge - Law Enforcement Services	111,113	-	-	-	-	-	111,113
342.200	Service Charge - Fire Protection	18,500	-	-	-	-	-	18,500
342.500	Service Charge - Protective Inspection Fees	25,000	-	-	-	50,000	-	75,000
342.900	Service Charge - Other Public Safety Charges and Fees	15,000	-	-	-	-	-	15,000

ATTACHMENT 'A'

Account Code	Revenue Description	General	Special Revenue	Debt Service	Capital Projects	Enterprise	Internal Service	Total
343.300	Service Charge - Water Utility	-	-	-	-	15,112,686	-	15,112,686
343.400	Service Charge - Garbage/Solid Waste	-	-	-	-	5,640,000	-	5,640,000
343.500	Service Charge - Sewer/Wastewater Utility	-	-	-	-	13,987,888	-	13,987,888
343.600	Service Charge - Water/Sewer Combination Utility	-	-	-	-	36,641	-	36,641
343.700	Service Charge - Conservation and Resource Management	-	25,000	-	-	-	-	25,000
343.900	Service Charge - Other Physical Environment Charges	1,500	-	-	-	2,739,000	-	2,740,500
347.200	Service Charge - Parks and Recreation	121,500	-	-	-	-	-	121,500
347.400	Service Charge - Special Events	-	-	-	-	-	-	-
347.500	Service Charge - Special Recreation Facilities	326,900	-	-	-	-	-	326,900
349.000	Other Charges for Services	288,000	-	-	-	519,400	-	807,400
351.900	Judgment and Fines - Other	80,000	-	-	-	-	-	80,000
356.000	State Fines & Forfeits	-	3,000	-	-	-	-	3,000
359.000	Other Judgments, Fines and Forfeits	50,000	-	-	-	-	-	50,000
361.100	Interest	550,000	-	-	-	672,000	-	1,222,000
362.000	Rents and Royalties	250,000	-	-	-	2,050,594	-	2,300,594
364.000	Disposition of Fixed Assets	5,000	-	-	-	-	-	5,000
366.000	Contributions and donations from Private Sources	19,440	109,185	-	-	-	-	128,625
369.900	Other Miscellaneous Revenues	504,873	-	-	-	135,000	-	639,873
380.000	Other Sources	2,452,838	6,000	-	-	11,033,269	-	13,492,107
381.000	Inter-Fund Group Transfers In	3,649,876	694,195	2,445,075	1,877,993	366,600	-	9,033,739
382.000	Contributions from Enterprise Operations	2,959,654	-	-	-	165,735	-	3,125,389
384.000	Debt Proceeds	-	-	-	3,189,000	-	-	3,189,000
388.100	Sale of General Capital Assets	-	-	-	-	3,000	-	3,000
389.200	Proprietary - Federal Grants and Donations	-	-	-	-	3,465,000	-	3,465,000
389.300	Proprietary - State Grants and Donations	-	-	-	-	468,000	-	468,000
389.400	Other Grants	-	-	-	-	6,000,000	-	6,000,000
	Total FY 2024-2025 Revenues	**48,231,641**	**2,690,692**	**2,445,075**	**6,348,998**	**68,198,136**	**1,648,005**	**129,562,547**

ATTACHMENT 'A'

Account Code	Expenditure Description	General	Special Revenue	Debt Service	Capital Projects	Enterprise	Internal Service	Total
511	Legislative	175,852	-	-	-	-	-	175,852
512	Executive	864,550	-	-	-	-	-	864,550
513	Financial and Administrative	4,653,159	-	-	296,300	-	1,551,800	6,501,259
514	Legal counsel	507,538	-	-	-	-	-	507,538
515	Comprehensive Planning	1,353,904	-	-	-	-	-	1,353,904
517	Debt Service Payments	-	-	2,445,075	-	-	-	2,445,075
519	Other General Governmental Services	3,591,434	13,750	-	108,679	-	-	3,713,863
521	Law Enforcement	13,396,628	16,750	-	736,783	-	-	14,150,161
522	Fire Control	10,019,868	13,750	-	370,000	-	-	10,403,618
524	Protective Inspections	96,734	-	-	127,806	3,214,237	-	3,438,777
533	Water Utility Services	-	-	-	-	23,441,957	-	23,441,957
534	Garbage/Solid Waste Control Services	-	-	-	-	5,490,265	-	5,490,265
535	Sewer/Wastewater Services	-	-	-	-	11,976,420	-	11,976,420
536	Water-Sewer Combination Services	-	-	-	-	5,926,953	-	5,926,953
538	Flood Control/Stormwater Management	-	-	-	-	2,943,017	-	2,943,017
539	Other Physical Environment	1,825,892	31,000	-	272,744	2,955,814	-	5,085,450
541	Road and Street Facilities	2,488,454	471,499	-	626,933	-	-	3,586,886
542	Airports	-	-	-	-	5,359,374	-	5,359,374
549	Other Transportation Systems/Services	16,698	-	-	-	-	-	16,698
552	Industry Development	469,833	-	-	-	-	-	469,833
569	Other Human Services	-	803,380	-	-	-	-	803,380
572	Parks and Recreation	4,754,513	13,750	-	3,809,753	-	-	8,578,016
573	Cultural Services	13,898	-	-	-	-	-	13,898
574	Special Events	52,000	-	-	-	-	-	52,000
575	Special Recreation Facilities	171,631	-	-	-	-	-	171,631
579	Other Culture/Recreation	43,942	-	-	-	-	-	43,942
581	Inter-Fund Group Transfers Out	3,735,113	1,326,813	-	-	6,890,099	96,205	12,048,230
	Total FY 2024-2025 Expenditures	**48,231,641**	**2,690,692**	**2,445,075**	**6,348,998**	**68,198,136**	**1,648,005**	**129,562,547**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - GIFT FUND

Div.	GIFT FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
	None						0
	TOTAL GIFT FUND	**0**	**0**	**0**	**0**	**0**	**0**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - DOWNTOWN CRA FUND

Div.	DOWNTOWN CRA FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
	NONE						
	TOTAL DOWNTOWN CRA FUND	**0**	**0**	**0**	**0**	**0**	**0**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - GRANTS & SPECIAL REVENUE FUND

Div.	GRANTS AND SPECIAL REVENUE FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
1302	ROW ADA Sidewalk Improvements	89,220					89,220
	TOTAL GRANTS & SPECIAL REVENUE FUND	**89,220**	**0**	**0**	**0**	**0**	**89,220**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - CAPITAL FUND

Div.	CAPITAL FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
0106	New City Hall Monument Signs	23,192					23,192
0110	New Windows Server - Phone Server	6,300					6,300
0110	CJIS Required PD Server Separation	65,000					65,000
0110	Microsoft Office 2021 Standard Upgrade	225,000					225,000
1119	Code Enforcement Vehicle #1	42,602					42,602
1119	Code Enforcement Vehicle #2	42,602					42,602
1119	Code Enforcement Vehicle #3	42,602					42,602
1222	Station 83 A/C Replacement	10,000					10,000
1222	Getac Tablets for Fire Admin Vehicles (Qty 7)	44,000					44,000
1222	New equipment, comms, and radio for new engine	47,000					47,000
1222	Portable Radio Mic Replacements and Upkeep	62,000					62,000
1222	Extrication Equipment - going from Gas to Electric	65,000					65,000
1222	ALS Zoll Monitor	67,000		67,000	67,000		201,000
1222	Fire Station Alerting Upgrades	75,000					75,000
1226	Replace HVAC In Gym	13,750					13,750
1226	10-Year Refresh Of Uninterruptible Power Supply For Bldg.	21,950					21,950
1226	AXON Cameras for 2nd Interview Room	28,750					28,750
1226	Replace Faulty HVAC Chiller Water Valves	29,473					29,473
1226	Patrol Sergeant SUV 1 Of 2	78,196					78,196
1226	Patrol Sergeant SUV 2 Of 2	78,196					78,196
1226	Patrol SUV 1 Of 6	81,078					81,078
1226	Patrol SUV 2 Of 6	81,078					81,078
1226	Patrol SUV 3 Of 6	81,078					81,078
1226	Patrol SUV 4 Of 6	81,078					81,078
1226	Patrol SUV 5 Of 6	81,078					81,078
1226	Patrol SUV 6 Of 6	81,078					81,078
1301	Public Works Building Rehab	153,800					153,800
1302	Replace 132S-Lam-002 Laminator	19,090					19,090
1302	New Grindlazer	28,825					28,825
1302	New Boxer 700Dx Mini Skid Steer	47,300					47,300
1302	Sidewalk on Arlington from Plymouth to Oakdale	50,000					50,000
1302	Replace 132S-Thermo-1 Pre Melter	59,175					59,175
1302	Replace 11320124- Sterling Dump Truck	268,743					268,743
1303	New Vehicle for City Forester	73,342					73,342
1303	Replace 133142A-Foreman Truck	74,128					74,128
1303	New F150 Hybrid for new Maintenance Worker	74,129					74,129
1304	Replace 2015 Electric Scrubber	20,095					20,095
1304	Replace 134-Gat-001 Utility Vehicle-CRA	31,050					31,050
1306	Fuel Master Live	41,131					41,131
1306	New Four Post Lift with Jack	44,356					44,356
1403	New 10X24 Flatbed Tandem Trailer	8,000					8,000
1403	New 100 In By 24 Ft Tandem Axle Cargo Trailer	9,200					9,200

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - CAPITAL FUND

Div.	CAPITAL FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
1403	Replace Mower 143-Mow-009	10,256					10,256
1403	Replace Mower 143-Mow-011	10,256					10,256
1403	Replace Mower 143-Mow-018	10,724					10,724
1403	Replace Mower 143-Mow-010	10,724					10,724
1403	Utility Vehicle for Lake Moore Property	20,227					20,227
1403	Replace Vehicle #19	30,000					30,000
1403	Replace Vehicle #44	71,462					71,462
1403	Pickleball/Tennis Courts - Earl Brown Park	3,189,000					3,189,000
1407	Replace Banquet Chairs - Sanborn	73794					73,794
1408	Replace 3 HVAC Units - Locker Rooms - Spec Martin	196,075					196,075
1410	Replace Roof On Main Hall - Chisholm Center	39745					39,745
1410	Replace Roof On Central Part - Chisholm Center	80,790					80,790
1412	Replace Hot Water Tank - Locker Room - Melching Field	49,500					49,500
0106	City Hall - Replace Carpet		145,000				145,000
0106	A/C Control System Replacement		179,782				179,782
0110	Engineering Large Format Printer2019		35,000				35,000
0110	Upgrade MS SQL server Operating System		50,000				50,000
0110	Security Cameras for Sanborn, Earl Brown and Skateboard Parks		60,000				60,000
0110	BS&A Upgrade		245,000				245,000
0110	Virtual Desktop Server- VX rail		250,000				250,000
0110	Network Printers		306,000				306,000
1222	A/V for Fire Station Community/EOC Room		25,000				25,000
1222	Staff/Command Vehicle		45,000		50,000		95,000
1222	Brush Truck Replacement		200,000				200,000
1222	Reserve Ladder Refurbishment		250,000	250,000			500,000
1226	AI Webscanner for Facial Recognition		8,575				8,575
1226	(4) LPR cameras		14,600				14,600
1226	Sallyport flooring		28,956				28,956
1226	Replace vehicle (7 of 8)		50,178				50,178
1226	Replace vehicle (8 of 8)		50,178				50,178
1226	Replace carpet		83,000				83,000
1226	Replace vehicle (1 of 8)		89,186				89,186
1226	Replace vehicle (2 of 8)		89,186				89,186
1226	Replace vehicle (3 of 8)		89,186				89,186
1226	Replace vehicle (4 of 8)		89,186				89,186
1226	Replace vehicle (5 of 8)		89,186				89,186
1226	Replace vehicle (6 of 8)		89,186				89,186
1226	Replace roof DPD		665,000				665,000
1302	#132-inm-524 (2017 54" Kubota)		17,000				17,000
1302	#128A -F350 4 x 4 crew cab - 2012		55,000				55,000
1303	NEW shed for the nursery		20,000				20,000
1303	#154 - 2008 Stump Grinder		38,000				38,000

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - CAPITAL FUND

Div.	CAPITAL FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
1303	#143 - F-550 Chipper truck		85,000				85,000
1304	#134-MOW-28- ZTURN (NURSERY)		17,000				17,000
1304	#182B - F150 - Tony Collier Tk - 2014		50,000				50,000
1304	#180A - F250 - flat bed- 2014		60,000				60,000
1304	Fencing for Beresford Cemetery		83,325				83,325
1306	#195A- 2013 - F-150 - (SUPERINTENDENTS TRUCK)		50,000				50,000
1306	#193 - 2008 Ford F-350 4x4 (with f250 utility body)		60,000				60,000
1306	Fuel Tank, 5,000 gallon diesel-PUBLIC WORKS		60,000				60,000
1401	Replace All Office Desks, Chairs and Accessories at Stone Street Offices		50,000				50,000
1403	Replace Verticutter Serial #817; 143-VC-001		14,000				14,000
1403	Replace Rota Dairon		15,000				15,000
1403	Replace 2012 Toro Workman Scooter #65, 143-5470 143-HAU-003		15000				15,000
1403	Replace 2006 Toro Top Dresser 143-CTOP1		26800				26,800
1403	Replace 1993 Ford Tractor, 143-TRA-004 (was #10)		30,000				30,000
1403	Replace 2004 John Deere Tractor #15,		40,000				40,000
1403	Replace 2012 Ford F-150 Crew Cab Pickup #40A, 143-5422		45,000				45,000
1403	Replace 2015 Nissan Titan Truck #23, 143-5564		50,000				50,000
1403	Purchase Pull Behind Lift		50,000				50,000
1403	Replace 2009 Ford 250 Truck 1430021		50,600				50,600
1403	Replace 2007 Toro Reelmaster Mower, 143-MOW-004		65,000				65,000
1403	Replace 2011 Toro Reel Mower #13, 143-5338		75,000				75,000
1403	Renovate Little League Operations Tower		75,000				75,000
1403	Replace Flooring at Freedom Playground		200,000				200,000
1403	Replace HVAC System - Sanborn		560,000				560,000
1403	Renovate Skate Park		1,100,000				1,100,000
1407	Paint Sanborn Center Interior		20,000				20,000
1407	Paint Sanborn Center Exterior		50,000				50,000
1407	Replace All or Part of Kitchen Equipment at Wayne Sanborn Center		175,000				175,000
1408	Paint Spec Martin Stadium Exterior		75,000				75,000
1408	Replace Sound System at Spec Martin Stadium		150,000				150,000
1408	Replace Video Board at Spec Martin Stadium		800,000				800,000
1410	Refinish Outdoor Basketball Court Surface - Chisholm		15,000				15,000
1410	Resurface Gymnasium Floor - Chisholm Center		100,000				100,000
1411	Sperling Sports Complex Baseball Field Renovations		100,000				100,000
1411	Develop Vacant Field Space at Sperling Sports Complex		300,000				300,000
1411	Renovate Operations Tower at Sperling Sports Complex		350,000				350,000
1411	Replace Field Lighting at Sperling Sports Complex Adult Baseball Field		400,000				400,000
1412	Renovate City Side Locker Room - Melching Field		250,000				250,000
0106	City Hall Roof Replacement			1,050,000			1,050,000
0110	Upgrade Email Archiver 2018			10,000			10,000
1222	Fire Station Additions			3,000,000	3,000,000		6,000,000
1226	Replace vehicle (9 of 10)			52,687			52,687

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - CAPITAL FUND

Div.	CAPITAL FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
1226	Replace vehicle (10 of 10)			52,687			52,687
1226	Replace vehicle (1 of 10)			93645.3			93,645
1226	Replace vehicle (2 of 10)			93,645			93,645
1226	Replace vehicle (3 of 10)			93,645			93,645
1226	Replace vehicle (4 of 10)			93645.3			93,645
1226	Replace vehicle (5 of 10)			93,645			93,645
1226	Replace vehicle (6 of 10)			93645.3			93,645
1226	Replace vehicle (7 of 10)			93,645			93,645
1226	Replace vehicle (8 of 10)			93,645			93,645
1226	Substation Engineering			293,203			293,203
1302	132-TRA-002(#112 -2008 -Kubota tractor-L3400D)			30,000			30,000
1302	132PTSSTRIP - 2016 - Linelazer paint stripper			35,000			35,000
1302	#126- 2016 Ford F-250 - sign shop			65,000			65,000
1302	#132-EXC-001- (2015 Excacator-1320140)-Mini			125,000			125,000
1303	#159 - 2013 Ford F150			55,000			55,000
1403	Replace 2005 John Deere Tractor #143--TRA-003			30000			30,000
1403	Purchase Two Portable Tower Lights			30000			30,000
1403	Renovate Boy Scout Hut			35000			35,000
1403	Replace 2013 Chevrolet Captiva #57, 143-5483			37,000			37,000
1403	Replace 2018 Nissan Pathfinder #38C, 143-5737			45,000			45,000
1403	Replace 2020 Jacobsen Reel Mower TR330, 143-MOW-64			75,000			75,000
1403	Construct Restroom & Pavilion at Jackson Land Playground			250,000			250,000
1403	Replace/renovate Candlelight Oaks Playground & Basketball Court			250,000			250,000
1408	Seat Replacement at Spec Martin Stadium Suites			150,000			150,000
1408	All Seat Replacement at Spec Martin Stadium			600,000			600,000
1411	Renovate Softball Fields #1, #2, & #3 At Sperling Sports Complex			200,000			200,000
1411	Renovate Three Little League Fields at Chipper Jones Complex			1,000,000			1,000,000
0110	Upgrade Firewall				50,000		50,000
0110	Sign Shop Printer				75,500		75,500
1226	Replace vehicle (8 of 10)				55,321		55,321
1226	Replace vehicle (9 of 10)				55,321		55,321
1226	Replace vehicle (10 of 10)				55,321		55,321
1226	Replace vehicle (1 of 10)				98,327		98,327
1226	Replace vehicle (2 of 10)				98,327		98,327
1226	Replace vehicle (3 of 10)				98,327		98,327
1226	Replace vehicle (4 of 10)				98,327		98,327
1226	Replace vehicle (5 of 10)				98,327		98,327
1226	Replace vehicle (6 of 10)				98,327		98,327
1226	Replace vehicle (7 of 10)				98,327		98,327
1302	PORTABLE MESSAGE BOARD (2) REPLACE				30,000		30,000
1302	130-ASC-001(#138)- Double drum roller				35,000		35,000
1302	120A - 2016 Chevy Van-Replace with 4D truck				65,000		65,000

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - CAPITAL FUND

Div.	CAPITAL FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
1302	Construction of New Sidewalks				100,000		100,000
1303	#144A - Aerial Lift Truck, replaces 1998 F800, 133-4167				200,000		200,000
1304	Powerwasher- (2023)				25,000		25,000
1403	Replace Herbicide/Pesticide Sprayer 143-SPRY-003				50,000		50,000
1403	Replace Tre Thomas Park Playground				500,000		500,000
1408	Replace Field Lights at Spec Martin Stadium				500,000		500,000
0106	2nd Floor Shade Structure					36,360	36,360
0110	VXRail GPU Update					26,380	26,380
0110	City WIFI 2019 (29 access points)					35,000	35,000
0110	VMWare Upgrade					36,000	36,000
0110	Replacement of Unity 450 and 300					157,200	157,200
1226	Replace vehicle (9 of 10)					58,087	58,087
1226	Replace vehicle (10 of 10)					58,087	58,087
1226	Replace vehicle (1 of 10)					103,243	103,243
1226	Replace vehicle (2 of 10)					103,243	103,243
1226	Replace vehicle (3 of 10)					103,243	103,243
1226	Replace vehicle (4 of 10)					103,243	103,243
1226	Replace vehicle (5 of 10)					103,243	103,243
1226	Replace vehicle (6 of 10)					103,243	103,243
1226	Replace vehicle (7 of 10)					103,243	103,243
1226	Replace vehicle (8 of 10)					103,243	103,243
1302	132SPLOTTER - REPLACE -					10,000	10,000
1302	#166 - 2018 Nissan Pathfinder (Ops Mgr)					45,000	45,000
1303	#158A - 2018 Veermer chipper					50,000	50,000
1403	Replace Skid Steer 1430171					75,000	75,000
1403	Replace Excavator 143-EXC-001					75000	75,000
1403	Replace All Pavilions - Earl Brown Park & Stone Street					80000	80,000
1403	Construction of Recreation Center Complex					20,000,000	20,000,000
	TOTAL CAPITAL FUND	**6,348,998**	**9,068,109**	**8,536,739**	**5,601,755**	**21,568,061**	**31,123,662**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - WATER & SEWER FUND

Div.	WATER & SEWER FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4204	Portable Radio 1 Of 3	5,100					5,100
4204	Portable Radio 2 Of 3	5,100					5,100
4204	Portable Radio 3 Of 3	5,100					5,100
4206	Portable Radio 1 Of 3	5,100					5,100
4206	Portable Radio 2 Of 3	5,100					5,100
4206	Portable Radio 3 Of 3	5,100					5,100
4208	New Panel Saw	5,897					5,897
4205	Bod Incubator	7,312					7,312
4205	Full Size Portable Sampler	8,629					8,629
4208	Replace Bulb Eater (Crusher)	9,480					9,480
4206	LS#6 Generator Transfer Switch Replacement	9,888					9,888
4204	24/25 Utility Cable & Pipe Locator	10,756					10,756
4205	South Lab Door Replacement	10,935					10,935
4205	Reclaim Building A/C Replacement	12,408					12,408
4205	Generator Switch House A/C Unit - A/C Priority #6	12,408					12,408
4205	Refurbished 1600 Amp Main Breaker	13,440					13,440
4208	New Pressure Washer With Trailer	13,498					13,498
4205	Electric Valve Actuator Replacement	14,388					14,388
4210	Trimble GPS Device	16,000					16,000
4204	24/25 20" Hydraulic Pipe Chain Saw	17,504					17,504
4205	WWTP Administration Bldg Roof A/C Replacement	17,980					17,980
4203	24/25 Water Plant #1 A/C Replacement	22,900					22,900
4203	24/25 Water Plant #3 A/C Replacement	22,900					22,900
4205	(2) 5800 Refrigerator Sampler	24,770					24,770
4204	24/25 (2) Trimble GPS Devices	32,000					32,000
4205	Aqua Diamond Filter Cloth Replacement	32,832					32,832
4208	Replace 208-Tl-003-Drop Deck Trailer	33,750					33,750
4205	Generator Muffler Replacement	41,831					41,831
4201	New Vehicle for Utilities CIP Manager	51,840					51,840
4205	Upgrade to Lachat System	60,000					60,000
4206	Lift Station #16 (Hill / Beresford)	70,000					70,000
4204	24/25 New Vehicle Ford F250 Pickup Truck For New Asst Superintendent	72,307					72,307
4204	24/25 Hydraulic 6" Diesel Pump On Trailer (One Unit)	73,512					73,512
4205	Fialyze-Flex 2 Channel Flow Injection Analyzer	81,816					81,816
4204	24/25 Ford F250 Pickup Truck - Utility Body Replace #89	81,872					81,872
4206	Ford F250 Pickup Truck Utility Bed Replacement #280	90,000					90,000
4206	LS#86 Replacement & Panel Box	91,714					91,714
4206	LS#82 Replacement & Panel Box	91,714					91,714
4206	LS#84 Replacement & Panel Box	92,919					92,919
4204	24/25 New Ford F350 Pickup Flat Dump Truck	93,548					93,548
4210	Manhole Rehabilitation	100,000	100,000	100,000	100,000	100,000	500,000
4205	930 Compact IC Flex	105,300					105,300

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - WATER & SEWER FUND

Div.	WATER & SEWER FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4210	Westside Sewer Interceptor ARV Replacement	146,672					146,672
4208	Replace 2080111-F550 Aerial Bucket Truck	202,741					202,741
4210	Sewer Line Rehabilitation	250,000	250,000	250,000	250,000	250,000	1,250,000
4206	LS#111 Replacement & Panel Box	290,487					290,487
4204	2026 Water Main Improvements Design	366,600					366,600
4206	LS#1 Rehabilitation Design & Replacement	1,795,314					1,795,314
4203	24/25 Water Plant #10 Well Field & Plant Upgrades	13,600,000					13,600,000
4206	Vehicle, replace 2015 Ford Transit 206-284		52,250				52,250
4203	WP#9 Aerator replacement		67,540				67,540
4204	Replace vehicle, 2014 Ford F350, 204-278		74,160				74,160
4206	LS #84 Generator and Transfer Switch		75,040				75,040
4206	Vehicle, replace 2014 F250 4x4 206-277		79,538				79,538
4206	LS #83 Replacement and Panel Box		81,200				81,200
4206	LS #28 Replacement and Panel Box		84,980				84,980
4210	Vehicle Replacement #286		85,000				85,000
4204	Replace vehicle, 2016 Ford F250, 204-288		87,000				87,000
4204	Replace vehicle, 2016 Ford F250, 204-289		87,000				87,000
4206	LS #90 Replacement and Panel Box		91,560				91,560
4206	LS #26 Replacement and Panel Box		99,120				99,120
4206	LS #85 Replacement and Panel Box		100,905				100,905
4204	Replace vehicle, 2003 Cat Excavator/Loader, 204-4984; 204-63		168,000				168,000
4208	#111-(208-LIFT-002)- 2015 F550 Altec telescopic aerial device		175,000				175,000
4204	Downtown Water Improvements Design Phase 2		200,000				200,000
4205	Reclaim Water Expansion Design Phase #7		292,560				292,560
4204	2027 Water Main Improvements Design		375,100				375,100
4203	WP#12 Northeast Well Field Design		1,100,000				1,100,000
4204	WP#10 DSI Project (B)		1,427,800				1,427,800
4210	Downtown Lift Station & FM Construction		2,590,700				2,590,700
4210	East Regional Force Main Sewer Part B Construction		10,035,200				10,035,200
4208	#105A- (2017 T350 Cargo Van)-replace with 4D truck			65,000			65,000
4206	Replace Vehicle, 2013 F150, #274, 206-5480			73,920			73,920
4206	Vehicle Replacement #283			74,250			74,250
4206	LS #53 Standby Generator and Transfer Switch			85,200			85,200
4204	Replacement Vehicle, 2017 Ford F250, 204-295			89,000			89,000
4206	LS #33 Replacement and Panel Box			91,420			91,420
4206	LS #53 Replacement and Panel Box			91,420			91,420
4206	LS #87 Replacement and Panel Box			93,472			93,472
4206	Vehicle Replacement #297			93,500			93,500
4206	LS #56 Replacement and Panel Box			104,660			104,660
4206	L/S#78 replacement & panel box			114,032			114,032
4204	Downtown Water Improvements Design Phase 3			120,000			120,000
4204	2028 Water Main Improvements Design			438,900			438,900

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - WATER & SEWER FUND

Div.	WATER & SEWER FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4210	Spring Hill Phase #4 Sewer Design			500,000			500,000
4204	Downtown Water Improvements Construct Phase 2			720,000			720,000
4204	Hazen Road/Greens Dairy WM			1,358,370			1,358,370
4205	Minnesota Ave Reclaim Loop			1,417,900			1,417,900
4204	WP#10 DSI Project (C)			1,631,300			1,631,300
4203	WP#12 Reynolds Road Transmission Main			4,011,700			4,011,700
4203	WP#12 Northeast Well Field Construction			4,532,000			4,532,000
4203	Replace vehicle, 2019 Ford F150, 4203-5813; 4203-213				60,000		60,000
4206	Vehicle Replacement #300				65,000		65,000
4206	LS #55 Generator and Transfer Switch				82,250		82,250
4206	LS #68 Replacement and Panel Box				86,285		86,285
4204	Replacement Vehicle, 2020 Ford F250, 204-299				91,000		91,000
4206	LS #19 Replacement and Panel Box				97,160		97,160
4206	LS #41 Replacement and Panel Box				97,160		97,160
4204	Replacement Vehicle, 2017 Ford F250, 204-293				98,246		98,246
4206	Vehicle Replacement #205				100,000		100,000
4206	LS #54 Replacement and Panel Box				103,880		103,880
4206	LS #88 Replacement and Panel Box				144,900		144,900
4205	Reclaim Water Expansion Design Phase #9				385,800		385,800
4204	2029 Water Main Improvements Design				449,500		449,500
4210	Spring Hill Phase 5A Sewer Design				500,000		500,000
4204	Downtown Water Improvements Construct Phase 3				600,000		600,000
4203	Deep Creek/Leffler Test Well Project				628,560	6,000,000	6,628,560
4203	Central City Well OC-2				775,000		775,000
4204	WP#10 DSI Project (D)				797,800		797,800
4204	Hazen Road/Mercer Fernery				1,364,880		1,364,880
4204	Daytona Park Estates Ph#1				2,977,321		2,977,321
4203	WP#12 Plant Improvements (Storage Tank & Pump House)				4,376,400		4,376,400
4210	Spring Hill Phase #4 Sewer construction				9,420,800		9,420,800
4208	#107A - (2019) transit van ford					50,000	50,000
4206	LS #19 Generator and Transfer Switch					86,760	86,760
4204	Replacement Vehicle, 2020 Ford F250, 204-54					93,000	93,000
4204	Downtown Water Improvements Design Phase 4					100,000	100,000
4206	LS #94 Replacement and Panel Box					100,852	100,852
4206	LS #92 Replacement and Panel Box					100,852	100,852
4206	LS #96 Replacement and Panel Box					100,852	100,852
4206	LS #98 Replacement and Panel Box					100,852	100,852
4206	LS #91 Replacement and Panel Box					111,076	111,076
4206	Vehicle Replacement #221					125,000	125,000
4205	Reclaim Water Expansion Design Phase #10					375,240	375,240
4210	Longleaf Plantation LP-1 Collection System Design					419,000	419,000
4204	2030 Water Main Improvement Design					450,000	450,000

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - WATER & SEWER FUND

Div.	WATER & SEWER FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4210	Spring Hill Phase 5B Sewer Design					500,000	500,000
4203	Farmton Water Supply Project					603,570	603,570
4205	Wiley M. Nash Capacity Design					750,000	750,000
4204	EVWS DSI Project - C					1,464,710	1,464,710
4204	EVWS DSI Project (A) 16" WM					1,579,560	1,579,560
4204	Daytona Park Estates Ph#2					1,833,416	1,833,416
4210	Spring Hill Phase 5A Sewer Construction					4,339,000	4,339,000
	TOTAL WATER & SEWER FUND	**18,230,462**	**17,779,653**	**16,056,044**	**23,651,942**	**19,633,740**	**95,351,841**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - WATER TRUST FUND

Div.	WATER & WASTEWATER TRUST FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4204	2025 Water Main Improvements Construction	2,300,000					2,300,000
4204	2026 Water Main Improvements Construction		2,000,000				2,000,000
4204	2027 Water Main Improvements Construction			2,000,000			2,000,000
4204	2028 Water Main Improvements Construction				2,000,000		2,000,000
4204	2029 Water Main Improvements Construction					2,000,000	2,000,000
	TOTAL WATER TRUST FUND	**2,300,000**	**2,000,000**	**2,000,000**	**2,000,000**	**2,000,000**	**10,300,000**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - WASTEWATER TRUST FUND

Div.	WATER & WASTEWATER TRUST FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4205	LS #80 Generator and Transfer Switch	62,376					62,376
4205	New Ford F250 Pickup Truck 4x4	72,307					72,307
4205	900 Compact IC Flex with Autosampler	99,125					99,125
4205	Blue Lake Reclaim Loop		904,680				904,680
4205	Reclaim Water Expansion Construction Phase #6		1,137,600				1,137,600
4205	Reclaim Water Expansion Design Phase #8			311,760			311,760
4205	Reclaim Water Expansion Construction Phase #7			860,760			860,760
4205	Reclaim Water Expansion Construction Phase #8				880,560		880,560
4205	LA-1 Land application site				1,611,120		1,611,120
4205	Reclaim Water Expansion Construction Phase #9					1,580,160	1,580,160
	TOTAL WASTEWATER TRUST FUND	**233,808**	**2,042,280**	**1,172,520**	**2,491,680**	**1,580,160**	**7,520,448**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - AIRPORT FUND

Div.	AIRPORT FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4300	John Deere Zero Turn Mower	18,150					18,150
4300	Fuel Master	19,503					19,503
4300	Construct - A, B, & C Electrical Upgrades	200,000					200,000
4300	Airfield Markings	350,000					350,000
4300	Construct - Runway 5/23	3,500,000					3,500,000
4300	Design - Taxiway E lighting, signage, and taxiway configuration		100,000				100,000
4300	Design - Taxiway B Rehab		300,000				300,000
4300	Design - Runway 12/30		400,000				400,000
4300	Construct - South Central Apron Rehab		600,000				600,000
4300	Construct - East Hangar Complex - Phase 1B		1,000,000	1,000,000			2,000,000
4300	Design - Taxiway A to become 50' (currently 40')			150,000			150,000
4300	Design - Taxiway Connector to Runway 5 end			280,000			280,000
4300	Construct - Taxiway E lighting, signage, and taxiway configuration			500,000			500,000
4300	Construct - Runway 12/30 rehab			4,000,000			4,000,000
4300	Design - Wildlife Fencing				140,000		140,000
4300	Design - Replacement Hangar				310,000		310,000
4300	Construct - Taxiway A to become 50' (currently 40')				1,500,000		1,500,000
4300	Construct - Taxiway B Rehab				2,250,000		2,250,000
4300	Design - Taxiway C rehab					150,000	150,000
4300	Wetland Mitigation					1,000,000	1,000,000
4300	Construct - Wildlife fencing					1,390,000	1,390,000
4300	Construct - Fuel farm					1,500,000	1,500,000
	TOTAL AIRPORT FUND	**4,087,653**	**2,400,000**	**5,930,000**	**4,200,000**	**4,040,000**	**20,657,653**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - STORMWATER FUND

Div.	STORMWATER FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4500	Trimble GPS locator for Camera Truck	16,245					16,245
4500	Misc Stormwater Pond Improvements	25,000	20,000	20,000	20,000	20,000	105,000
4500	New Hampshire Ave & S Garfield Ave Drainage & Pond Improvements	25,000					25,000
4500	NEW flail mowing head	27,437					27,437
4500	Misc Stormwater Pond Fence Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
4500	Misc Stormwater Neighborhood Improvements	150,000	250,000	250,000	250,000	250,000	1,150,000
4500	Earl Brown Pond & Improvements	225,000					225,000
4500	Wisconsin Ave Pipeline Improvements	281,250					281,250
4500	SW pipe lining - city wide	300,000	250,000	250,000	250,000	250,000	1,300,000
4500	450-MC-010-replace 2008 60" Kubota		17,000				17,000
4500	Root rake with grapple for loader self leveler and hydraulic		29,587				29,587
4500	Sandbag machine		30,000				30,000
4500	Golf Cart UTV for Lake Moore Project		31,050				31,050
4500	Ditch Witch Excavator		45,025				45,025
4500	F-250 Mowing Foreman-2nd Foreman Crew		55,000				55,000
4500	Ventrax with misc attachments		55,000				55,000
4500	Crystal Cove Pump Station Improvement		75,000				75,000
4500	F350 to pull Ventrac - crew cab/short bed/4x4		82,540				82,540
4500	Bent Oaks Pond Improvements		100,000				100,000
4500	Side Arm Flail Mower		220,000				220,000
4500	Mowermax		225,000				225,000
4500	#108A - 2016 Wheeled excavator-ring power		250,000				250,000
4500	Sweeper - Associated with new position		451,977				451,977
4500	University Ave Drainage Improvements		475,795				475,795
4500	450M516 - 2013-(IN-MW-516) 48" Scag walk behind			20,000			20,000
4500	#148-2014 Turf Maker 325 (hydro seeder)			20,000			20,000
4500	450M515 - 2013-(IN-MW-515) 48" Scag walk behind			200,000			200,000
4500	#INM525 - 2018 KUBOTA 60"				18,000		18,000
4500	#123A - 2006 Chevy Van-Replace with 4D truck				65,000		65,000
4500	#167A-1 Ton pick up dump truck, replaces 2001 Dodge Ram 3500 dump truck				70,000		70,000
4500	#172 - 2015 sod cutter					11,000	11,000
4500	#173 - 2018 Nissan Rouge-EEC					35,000	35,000
4500	#162A - 2017 dump truck Ford F350					75,000	75,000
4500	450-L-001 - (450166A)-CAT backhoe					100,000	100,000
4500	#161A - (2018) freightliner loader					225,000	225,000
	TOTAL STORMWATER FUND	**1,079,932**	**2,692,974**	**790,000**	**703,000**	**996,000**	**6,261,906**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN [CIP] - PERMITS & INSPECTIONS FUND

Div.	STORMWATER FUND	2024-25	2025-26	2026-27	2027-28	2028-29	Total
4800	Ford Maverick Hybrid EV	32,000					32,000
	TOTAL STORMWATER FUND	**32,000**	**0**	**0**	**0**	**0**	**32,000**

City of DeLand LCRR Program

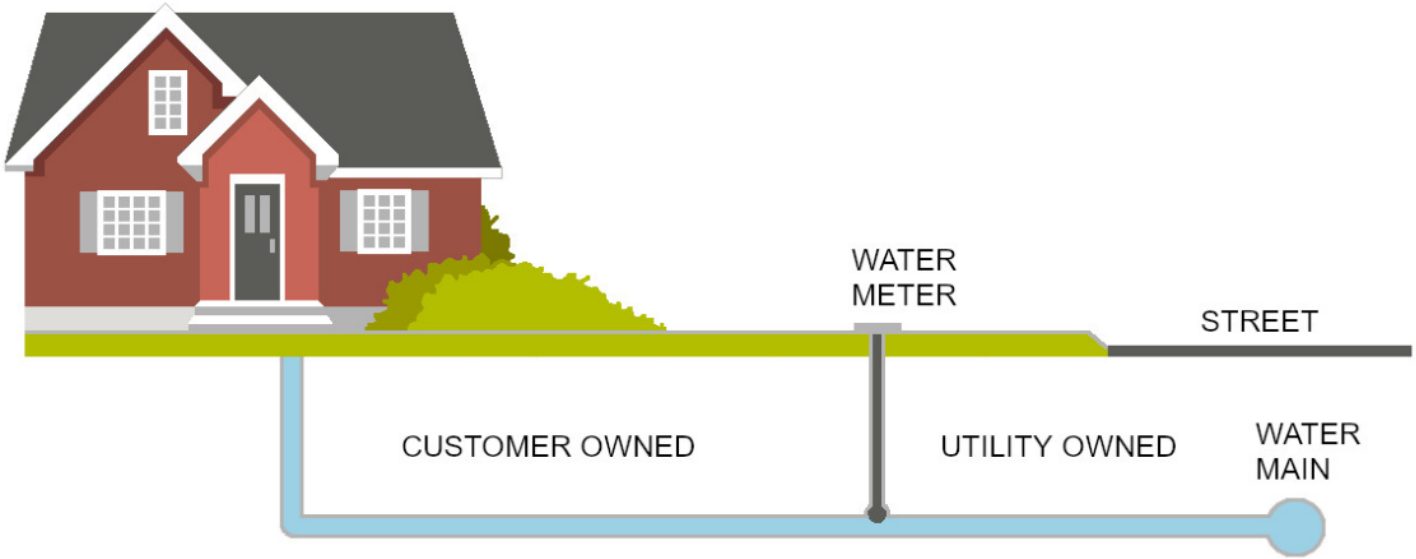
LEAD AND COPPER RULE

INFORMATION SESSION

McKIM&CREED
ENGINEERS SURVEYORS PLANNERS

WHAT IS A WATER SERVICE LINE?

A service line is the pipe connecting your home to the community water main. The City owns the part from the water main to your meter, while you own the part from the meter to your home.



NAVIGATE TO THE WEBSITE

www.deland.org/utilities-lcrr

City of DeLand LCRR Program

The Lead and Copper Rule Revision is an Environmental Protection Agency (EPA) directive to identify and replace lead and copper pipes within our community. Help complete the inventory by following the survey link below.

Take the Survey

HOW TO CHECK YOUR WATER SERVICE LINE MATERIAL

STEP 1

IDENTIFY WATER SERVICE

Locate where your water service enters your home (typically through an exterior wall) or locate your water meter box in your yard (typically near the road or sidewalk).

STEP 2

VISUAL INSPECTION

Lead

A dull, silver-gray color, the diameter is always 2-in or smaller.

Plastic

May be white, blue, gray, or black.

Brass

Brown and can have green corrosion spots.

Copper

The color of a copper penny and can have green corrosion spots.

Galvanized

A dull, silver-gray color.

STEP 3 + STEP 4

SCRATCH & MAGNET TEST

The Scratch Test
...the scraped area is shiny and silver. The lead will appear soft and should scratch easily.

The Magnet Test
...the magnet will NOT stick to the pipe.

The Scratch Test
...the scraped area is copper in color, like a penny. Copper is more easily scratched than brass.

The Magnet Test
...the magnet will NOT stick to the pipe.

The Scratch Test
...the scraped area remains a dull gray.

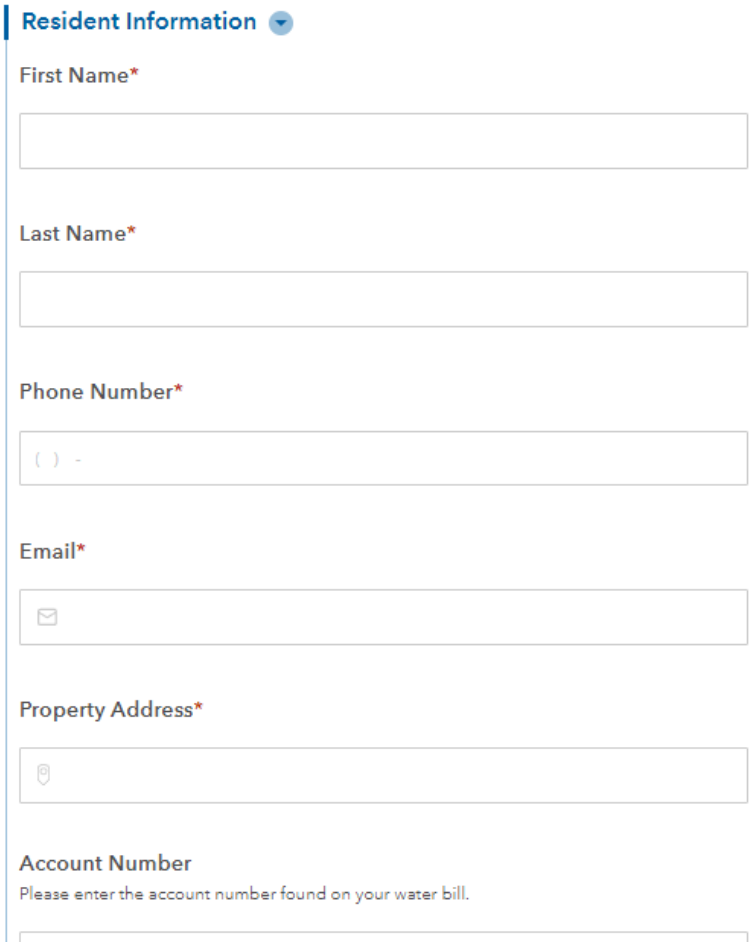
The Magnet Test
...the magnet WILL stick to the pipe.

FILL OUT THE SURVEY

www.deland.org/utilities-lcrr

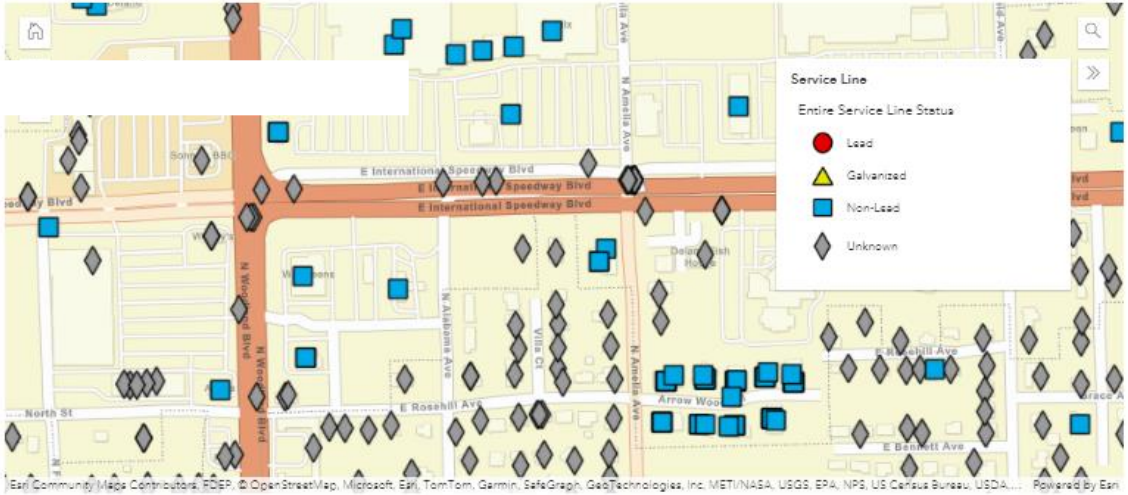
By completing the survey, you will help us to:

- Identify and reduce lead and copper in your water.
- Prioritize service line replacements and corrosion control.
- Comply with LCRR to ensure safe drinking water for our community.



How to use this map:

Type your address in the "Find address or place" bar in the top right corner and hit enter. The map should zoom to your property's location. Match the symbol on your property to the Legend on the left to find your status.



*The status of your service line material classification is subject to change based on evolving regulatory guidance, rules, and pending legislation. We strive to keep our classifications up-to-date, but changes in regulations may occur that could impact the current status. We are working diligently with regulators to ensure the proper classification of service line materials.

THANK YOU

McKIM&CREED
ENGINEERS SURVEYORS PLANNERS

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Renewal of Contract Agreement with the DeLand Area Chamber of Commerce, FY 2024-2025.

DEPARTMENT: Community Development

PREPARED BY: Rick Werbiskis, Community Dev. Director

ATTACHMENTS: DeLand 2024-2025 Agreement

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

The City of DeLand has an annual contract with the DeLand Area Chamber of Commerce to perform a business retention and expansion program with all DeLand-based business sectors. The purpose of the program is to enhance business retention by facilitating communication between the public and private sector and to assist DeLand businesses in growing and expanding their operations. A minimum of 72 business surveys are conducted annually and monthly meetings are held with city staff to review the responses.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High value job creation - retention and expansion of existing business and sites and new business development (business recruitment and site development).

SUSTAINABILITY:

N/A

FISCAL IMPACT:

This item has a fiscal impact of $22,500 which has been included in the approved FY 2024/25 budget.

RECOMMENDATION:

It is recommended that the City Commission approve the attached Economic Retention Services Agreement with the DeLand Area Chamber of Commerce.

BACKGROUND/DISCUSSION:

Renewal of contract between the City of DeLand and the DeLand Area Chamber of Commerce

ECONOMIC RETENTION SERVICES AGREEMENT

This Agreement is made this 1st day of October, 2024, by and between the City of DeLand, a Florida municipal corporation (hereinafter "City") and the DeLand & Greater West Volusia Chamber of Commerce, a Florida not-for-profit corporation (hereinafter "Chamber") and in consideration of the mutual conditions and covenants contained herein, the parties agree as follows:

1. Services. The Chamber shall perform the following services for the City:

- Identify existing businesses, in consultation with City staff, to cold call every month in an attempt to set up a visitation by appropriate members of the Chamber's Economic Retention Committee.
- Appropriate members of the Chamber's Economic Retention Committee will visit a minimum of 60 existing businesses in the Greater DeLand Area during the contract term to determine business needs and encourage future growth.
- Advise the City of any business that needs a follow-up visit from City staff.
- Serve as a "community liaison" to work with local businesses who have particular needs about which the community liaison can provide input or direction in solving.
- Interface with Team Volusia as needed to facilitate meetings or other activities which will facilitate dissemination of information regarding the economic development strategy which is developed by Team Volusia for the area in which DeLand is located.
- Provide monthly reports with a Year-to-Date summary to the City which summarizes the efforts undertaken by the Chamber pursuant to this Agreement.
- Invite city staff to Retention Program Committee meetings.

2. Term. This Agreement shall be for a term of one (1) year commencing on October 01, 2024, and ending on September 30, 2025.

3. Compensation. The City shall pay the Chamber for the work to be performed hereunder the total sum of $22,500.00 by check on or before October 30, 2024.

4. Termination. If the City's city manager or his designee determines that the Chamber is not satisfactorily performing its obligations under this contract, City shall give Chamber written notice of the deficiency. In the event that the Chamber does not cure the deficiency to the satisfaction of the City, in its sole discretion, then the City may terminate this Agreement and no further compensation will be payable to the Chamber. In the event that any compensation has been pre-paid to Chamber, such compensation will be promptly refunded to the City.

5. Governing Law and Venue. This Agreement, the rights and obligations of the parties hereto, any and claims or disputes relating thereto, shall be exclusively governed by and construed in accordance with the laws of the State of Florida. Venue for any dispute under this Agreement shall exclusively be in the state courts of competent jurisdiction sitting in Volusia County, Florida.

6. Costs of Enforcement. In the event of any litigation between parties hereto to enforce any of the provisions of this Agreement or any right of either party hereunder, the unsuccessful party to such litigation agrees to pay to the successful party all costs and expenses, including all reasonable attorney's fees, court costs and all other costs and expenses incurred therein by the successful party.

7. Headings. Section and other headings contained in this Agreement are for reference purposes only and are not intended to describe, interpret, define, or limit the scope, extent, or intent of this Agreement or any provision hereof.

8. Severability. In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this Agreement, but this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained in this Agreement.

9. Waiver. No waiver of any breach of any agreement or provision in this Agreement shall be deemed a waiver on any preceding or succeeding breach of this Agreement. No extension of time or performance of any obligation or act shall be deemed an extension of time for performance of any other obligation or act.

10. Entire Agreement. This Agreement represents the entire agreement of the parties with respect of the subject matter of this Agreement, and all other prior agreements, written or oral, are hereby merged in this Agreement and are of no further force of effect. This Agreement may not be changed orally, but only by agreement in writing, signed, by the party against whom enforcement of any waiver, change, modification or discharge is sought.

11. Interpretation. It is the express agreement of the parties under the circumstances calling for the construction of interpretation of any of the provisions or terms herein, that this Agreement shall not be construed against a party by reason of responsibility for its drafting.

ATTEST:

_____
Julie Hennessy
City Clerk - Auditor

City of DeLand

By: _____
Christopher Cloudman
Mayor - Commissioner

APPROVED AS TO FORM AND LEGALITY:

_____
Darren Elkind
City Attorney

DeLand & Greater West Volusia Chamber of Commerce

By: Janet Knauff
Janet Knauff
CEO

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Utility Service Agreement for Extra Space Storage.

DEPARTMENT: Utilities

PREPARED BY: Jim Ailes, Deputy Public Serv. Director/Utilities Director

ATTACHMENTS: Extra Space Storage USA 2024

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

The Extra Space Storage commercial project will be located at 2745 South Woodland Boulevard in DeLand. The proposed commercial project will provide several building additions when completed. The attached Utility Service Agreement contains the usual terms and conditions required by the city for utility service. No reimbursement for oversizing of offsite utilities is provided.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government.

SUSTAINABILITY:

Infrastructure.

FISCAL IMPACT:

At buildout, the city will receive water and sewer impact fees and ongoing utility revenue from the commercial project once constructed.

RECOMMENDATION:

Staff recommends that the City Commission approve the attached Utility Service Agreement for Extra Space Storage commercial project.

BACKGROUND/DISCUSSION:

N/A

UTILITY SERVICE AGREEMENT
FOR
EXTRA SPACE PROPERTIES NINETY FOUR LP

THIS AGREEMENT is entered into this 5 day of August, 2024, between the City of DeLand (City) and Extra Space Properties Ninety Four LP (Developer) regarding utility service for the, Extra Space Storage project. In consideration of the mutual covenants and conditions in this Agreement, and subject to any necessary approval by any other governmental agency having jurisdiction, the parties agree as follows:

Section 1. City to furnish service. Upon the terms and conditions in this Agreement, and in accordance with the City's rules and regulations, the City shall provide and shall have the exclusive right to furnish potable water, domestic sewer and reuse irrigation services to the real property located at 2745 South Woodland Boulevard, DeLand, FL and described as:

TAX PARCEL NUMBERS
703300000051

33-17-30 IRREG PARCEL IN W 1/2 OF SW 1/4 OF NE 1/4 E OF US 17-92 MEAS 748.49 FT ON N/L & MEAS 779.37 FT E/L PER OR PER OR 4929 PG 3074 PER OR 5745 PGS 4187-4193 PER OR 6150 PG 4645 PER OR 6799 PG 1554

Section 2. Service conditioned on construction and acceptance of systems. No water, wastewater or reuse service shall be provided to any part of the property, and no connections to such systems shall be allowed, until the Developer has installed system facilities and improvements in accordance with approved plans and specifications and the City has accepted the conveyance of the systems in writing. The Developer shall apply in writing to the City Engineer for acceptance of the systems. Upon acceptance of the systems, all construction guarantees in favor of the City shall be released.

Section 3. Installation of improvements. The Developer shall install, at its own initial cost and expense (including engineering costs), all lines, pipes, manholes, lift stations, generators, RTU, machinery and other facilities which may be required on and off Developer's property to provide the buildings and occupants with water, wastewater or reuse service and to connect the property to existing City facilities and systems. Upon completion, all off-site utility improvements shall be conveyed and dedicated to the City. The improvements to be constructed by the Developer off the Developer's property (off-site improvements) shall include:

- No offsite piping is to occur for this project addition, as it will all be built internally on the currently owned property.
- All onsite piping, valves, hydrants, fire department connections, double detector check valves, all potable mains and services beyond meter, all sewer gravity lines, irrigation water piping, and well shall be installed by the developer and will remain privately owned, operated and maintained in perpetuity by the property owner.
- All connections to City facilities shall be made at Developer's expense. All water and reuse meters 2" and below will be installed by the City at the Developer's expense.
- Any other installations required in accordance with the plans and specifications for the subject development or which are otherwise required in accordance with sound utility engineering practices.

Section 4. Approval of design and plans. The design and construction of all facilities to be transferred to and owned and operated by the City shall be subject to prior approval by the City Engineer. The Developer's engineer shall incorporate all applicable standards and specifications of the City into the Developer's engineering design, plans and specifications. The City shall provide assistance to the Developer's engineers as to design and construction requirements and must approve all construction plans and specifications in writing prior to any construction being commenced. The Developer shall obtain all necessary state, county and local permits required for construction, acceptance and operation of the improvements.

Section 5. Access to construction; approval of work and materials. The City may inspect the construction to ensure compliance with the approved plans and specifications and shall retain the power of final approval of work and materials.

Section 6. Testing during and after construction. The Developer's engineer shall properly supervise construction and shall certify to the City Engineer that the systems are installed in accordance with the approved design plans and specifications. The Developer shall conduct at its own expense whatever tests are deemed by the City Engineer to be necessary and reasonable to ensure that the systems are being constructed in accordance with the approved engineering plans and specifications.

Section 7. Conveyance of easements and improvements. The Developer shall at its expense grant to the City adequate transferable easements for water, sewer and reuse lines, for access to lift stations and water stations and related appurtenances as may be deemed necessary by the City. The City shall have absolutely no responsibility whatsoever for the maintenance of any utility lines within the project.

Section 8. Evidence of conveyance of facilities. By this Agreement Developer hereby transfers to the City the title to the water, wastewater and reuse systems, facilities and improvements to be installed pursuant to this Agreement, effective without further action upon the completion and acceptance by the City of the installation of those systems. As further evidence of this transfer of title, the Developer shall provide to the City a copy of the recorded plat, if any; a bill of sale for the facilities; written easements; deeds to the land on which lift stations, water stations or similar facilities are located; and other evidences of conveyance required by the City.

Section 9. Additional documents to be provided before acceptance of facilities. In addition to the documents of title listed in the previous paragraph, the Developer shall provide to the City the following documents prior to acceptance of the facilities: As-built drawings of utility improvements, (one hard copy signed and sealed, one PDF and one AUTOCAD delivered on a USB drive) furnished one week prior to final inspection; an accounting of the actual costs (schedule of values) for on-site and off-site construction; letters of acceptance from the appropriate regulatory agency for the systems; certification by the design engineer that the system was constructed as designed; and right-of-way use permits and other permits and licenses obtained from applicable government agencies.

Section 10. Uninterrupted supply not guaranteed. The City does not guarantee an uninterrupted supply of water or reuse at any particular pressure, nor does it assume any duty or obligation to furnish water for extinguishing fires. The City reserves the right to shut off the water in its mains temporarily for necessary purposes. The City shall not be responsible for any damage caused by low pressure, interruption of service or variations in water quality or content.

Section 11. Connections subject to rates and fees. All connections to the water, wastewater and reuse systems shall be subject to the continuing operating rules and regulations of the City including, without limitation, the periodic payment of water, wastewater and reuse charges and fees as provided in the City's rate schedule, and payment of all deposits, meter charges and other fees, rates and charges, including development fees. The rates charged by the City for water, sewer, or reuse service shall be in accordance with its rate schedule, which shall be subject to change from time to time.

Section 12. Reimbursement for oversizing of off-site improvements. This Section Not Used

Section 13. Surcharge for non-domestic waste. The terms wastewater or sanitary sewage used in this agreement are meant to include only human waste, including liquids and solid matter carried from plumbing fixtures normally carried off by drains and sewers, and, except where specifically excluded, bath and toilet wastes, laundry wastes, kitchen wastes and other similar wastes. This service agreement, and any charges contained in this agreement, is based on normal domestic sewage, defined herein as containing not more than two hundred (200) parts per million biochemical oxygen demand or two hundred (200) parts per million suspended solids. Whenever water which contains more than these amounts is to be admitted to the sewers the City and all other pollution control agencies must specifically agree to the connection and an additional charge shall be imposed in accordance with City regulations.

Section 14. Developer to obtain permits. The Developer shall obtain all governmental approvals, licenses and permits necessary for the design, routing, construction, connection and use of the water, wastewater and reuse systems to be installed under this agreement. The City shall render assistance to the Developer in obtaining these approvals, licenses and permits.

Section 15. Service of other properties. The City reserves the right to service other properties through the facilities conveyed by the Developer, and nothing in this Agreement shall be deemed to prohibit or prevent the City from extending its water, wastewater or reuse facilities to any other area.

Section 16. Default by Developer. The Developer's failure to carry out any provision in this agreement shall relieve the City from its obligation to provide water, wastewater or reuse service to the property.

Section 17. Covenant to support annexation. **This Section Not Used As it is Already Annexed.**

Section 18. Entire Agreement; amendment. It is expressly agreed and understood that this is the entire Agreement between the Developer and the City, and that there are no other written or verbal agreements applicable to the subject of this Agreement between the Developer and the City. This Agreement may be amended and modified from time to time by written agreement of the parties.

Section 19. Miscellaneous.

A. Successors. This Agreement shall be binding on the parties hereto, their heirs, administrators, executors, successors in interest and assigns.

B. Binding Nature and Covenants Running with the Land. The provisions of this Agreement shall be binding upon the parties hereto, and upon all successors in interest in the subject real property. And further, the provisions of this Agreement shall constitute covenants running with the land applicable to all of the subject real property comprising the Project.

C. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original but all of which together shall constitute one and the same instrument. The delivery by email copy of an executed copy of this Agreement shall be deemed valid as if an original signature was delivered.

D. Governing Law; Venue. This Agreement shall be construed and interpreted according to the laws of the State of Florida, and all duly adopted ordinances, regulations, and policies of the City now in effect and those hereinafter adopted. The location for settlement of any and all claims, controversies, or disputes, arising out of or relating to any part of this Agreement, or any breach hereof, shall be Volusia County, Florida.

E. Severability. If any word, phrase, sentence, paragraph or other portion of this Agreement is finally determined by a court of competent jurisdiction to be void or unenforceable then such word, phrase, sentence, paragraph or other portion shall be severed from this Agreement and the balance shall remain in full force and effect to the greatest extent permitted by law.

F. Effective Date. The effective date of this agreement shall be the date that it is last executed by a party as set forth below.

EXTRA SPACE PROPERTIES
NINETY FOUR LP

Name: Gwyn McNeal
Title: Manager, General Partner

ATTEST:

Name: P. Scott Stubbs
Secretary

Justin Fry
Witness

Tyler Miller
Witness

CITY OF DELAND

Christopher M. Cloudman
Mayor

ATTEST:

Julie A. Hennessy
City Clerk - Auditor

Witness

Witness

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2024 by Christopher M. Cloudman, Mayor-Commissioner of the City of DeLand, Florida who is ☐ personally known to me or ☐ who has produced, _____ as identification

Notary Public - State of Florida

Name:_____
My Commission expires:_____

STATE OF UTAH
COUNTY OF SALT LAKE

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 2nd day of August, 2024 by Gwyn G. McNeal the Manager, GP of Extra Space Properties Ninety Four LP who is ☑ personally known to me or ☐ who has produced, _____ as identification.

Julie Renae Teerlink
Notary Public - State of Utah

JULIE RENAE TEERLINK
Notary Public - State of Utah
Comm. No. 720460
My Commission Expires on
Sep 14, 2025

Name: Julie Renae Teerlink
My Commission expires: 9-14-25

Contact Information:

DEVELOPER/OWNER
EXTRA SPACE STORAGE LP
2795 E. COTTONWOOD PARKWAY #400
SALT LAKE CITY, UT 84121
EMAIL: SGUBLER@EXTRASPACE.COM
CONTACT: SHANDON GUBLER, MANAGER
PHONE: (801) 717-6502

ENGINEER
COLLIERS ENGINEERING & DESIGN
5471 WEST WATERS AVENUE, SUITE 100
TAMPA, FL 33634
EMAIL: STUART.ROGERS@COLLIERSENGINEERING.COM
PHONE: (813) 207-1061
CONTACT: STUART M. ROGERS, P.E.

SURVEYOR
ALTAMAX SURVEYING
910 BELLE AVE., SUITE 1100
CASSELBERRY, FL 32708
LICENSED BUSINESS NO. 7833

GEOTECHNICAL ENGINEER
GEO-TECHNOLOGY ASSOCIATES, INC.
4617 PARKBREEZE COURT
ORLANDO, FL 32808
PHONE: (321) 482-4239

ARCHITECT
135 WEST CENTRAL BOULEVARD, SUITE 400
ORLANDO, FL 32801
PHONE: (407) 363-6136 EXT. 206

Utility Contact

WATER AND SEWER
CITY OF DELAND
UTILITIES DEPARTMENT
1101 SOUTH AMELIA AVENUE
DELAND, FLORIDA 32724
PHONE: (386) 626-7253

POWER
DUKE ENERGY
400 N SPRING GARDEN AVE,
DELAND, FL 32720
PHONE: (800) 700-8744

FIRE
CITY OF DELAND
FIRE DEPARTMENT
343 W HOWRY AVENUE
DELAND, FL 32720
PHONE: (386) 626-7331

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Resolution re Surplus Equipment.

DEPARTMENT: City Clerk

PREPARED BY: Julie Hennessy, City Clerk

ATTACHMENTS: Resolution, Department Head Memo, Department Head Memo

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

The proposed Resolution declares certain equipment as surplus and authorizes the City Manager to dispose of same. Staff has indicated that the property is either obsolete and the continued use of it is uneconomical or inefficient; that it serves no useful function; and/or that it is irreparable.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government.

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The proceeds from the sale of surplus equipment are included as revenue in the budget.

RECOMMENDATION:

It is recommended that the City Commission adopt the resolution declaring the equipment surplus and authorizing its disposal as set forth therein.

BACKGROUND/DISCUSSION:

N/A

RESOLUTION 2024 –

A RESOLUTION BY THE CITY OF DELAND; FLORIDA, DECLARING CERTAIN PROPERTY SURPLUS; AUTHORIZING DISPOSAL OF THE PROPERTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the disposal of tangible surplus property is authorized by Section 274.06, Florida Statutes; and

WHEREAS, the City Commission hereby finds that the below property is either: obsolete and the continued use of it is uneconomical or inefficient; that it serves no useful function; and/or that it is irreparable; and

WHEREAS, the City Commission hereby finds that it is in the best interests of the City to dispose of said surplus property;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELAND, FLORIDA:

Section 1. The following described property is hereby declared surplus, and the City Manager is hereby authorized to dispose of the surplus property in a manner provided by law and to remove the surplus property from the City's fixed assets:

POLICE DEPT/ASSET NO.	VEHICLE # CITY WORKS ID	MAKE/MODEL	VIN/SERIAL NO.
1126-5663	127-50	2017 Ford Taurus	1FAHP2MK7HG106900

UTILITIES NO. DEPT/ASSET NO.	VEHICLE # CITY WORKS ID	MAKE/MODEL	VIN/SERIAL
4203-5565		2015 Ford Pickup Utility F250	1FTBF2A68FEC26336

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 16th day of September, 2024.

_____
Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

_____
Julie A. Hennessy
City Clerk-Auditor

APPROVED AS TO FORM AND LEGALITY:

_____
Darren J. Elkind
City Attorney

DeLand Police Department

Jason D. Umberger
Chief of Police

TO: Julia Hewitt, Deputy City Clerk

FROM: Jason D. Umberger, Chief of Police JDU 6/12/24

SUBJECT: Surplus of Vehicle

DATE: June 12, 2024

Listed below is City equipment we are requesting to surplus as we have received its replacement.

Vehicle Number	Department	Asset Number	Make/Model	VIN
127-50	1226	5663	Ford Taurus	1FAHP2MK7HG106900

219 W. Howry Avenue • DeLand, FL 32720 • Phone: (386) 626-7400 • Fax: (386) 626-6842

www.delandpd.org

City of DeLand

Memo

To: Julie Hennessy, City Clerk

From: Scott Zender, Deputy Utilities Director SZ

Date: June 24, 2024

Re: Surplus Equipment

Listed below is equipment that I need to surplus on the next City Commission Agenda on July 15, if at all possible.

Dept.	Asset #	Description	Make	Model	Serial #
4203	5565	Pickup/Utility Bed/Lift Gate	Ford	F250	1FTBF2A68FEC26336

I have also attached additional information for the vehicle. Please contact me if you should have any questions.

CC: Nick Segal, Budget Manager
Julia Hewitt, Deputy City Clerk
Stepfanie Cooper-Whites, Administrative Coordinator

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Approval of Property/Casualty, General Liability, Auto Insurance, Worker's Compensation and Ancillary Coverage Renewal.

DEPARTMENT: Admin Services

PREPARED BY: Michael Grebosz, Asst. City Manager

ATTACHMENTS: DeLand 2024 - 2025 P&C Renewal Proposal - Presented to Insured

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

This year's renewal from World Risk Management/Public Risk Management of Florida (WRM/PRM) includes the following lines of insurance: Property *(bundling property, crime, inland marine, auto physical damage and boiler and machinery)*, Liability *(general liability, auto liability, public officials, and employment and law enforcement liability)*, Cyber Liability, Workers Compensation, Excess Crime, Pollution, Airport and Property excluding wind.

The renewal reflects an increase in premium due to an increase in property value/exposure and an increase in city payroll.

All premium proposals are listed below, including ancillary coverages for Cyber Liability, Excess Crime, Pollution.

Property & Crime
The premium for Property and Crime coverage increased by 15% due to a decrease in rates and an 18% increase in property value. The premium amount quoted is $851,990.00.

Boiler & Machinery
The premium for Boiler & Machinery coverage increased by 20% due to claim losses and a 20% increase in values. The premium quoted is $26,354.00.

Liability
The liability market has been fairly stable except for Law Enforcement & Auto. For Auto Liability, vehicle repairs have seen an overall increase due to the unavailability of parts. Distracted driving has also driven up claims in the pool. Liability increased 3% due to claims history and increased payroll. The premium quoted is $282,973.00.

Workers Compensation
The workers compensation premium showed a .09% decrease due to claims history and an increase in payroll. The premium amount quoted is $237,482.00.

Excess Crime
The excess crime premium showed a .85% at $5,410.00.

Ex-Wind Property
The ex-wind property rate increased to 15% for the same reason the property premium increased. The premium

amount quoted is $57,743.00.

Pollution
Pollution liability premium showed a 2.3% increase. The premium amount quoted is $28,197.00.

Cyber Liability
The cyber liability coverage has evened out from the previous year with a decrease of 10% in premium and deductible of $75,000.00. The premium quoted is $20,208.00.

Airport
Airport premium remains the same at $4,370.00.

** *Premiums are subject to change based on increases/decreases to payroll, property exposure and claim history***

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government.

SUSTAINABILITY:

N/A

FISCAL IMPACT:

Total amount for coverage with WRM/PRM is $1,492,335.00. This amount includes the WRM pool participation credit of $24,807.00 for FY 24-25. The dollar figure will be allocated by fund (General/Enterprise/CRA) according to a cost share formula produced by the Finance Department.

RECOMMENDATION:

It is recommended that the City Commission approve the recommendation to purchase the WRM/PRM Property (bundling property, crime, inland marine, auto physical damage) Boiler & Machinery, Liability (general liability, auto liability, public officials, and employment and law enforcement liability), Cyber Liability, Workers Compensation, Excess Crime, Pollution, Airport and Property excluding wind.

BACKGROUND/DISCUSSION:

The City of DeLand has been with the WRM/PRM insurance program since 2014. The City has enjoyed a smooth level of service with rapid reimbursements from WRM/PRM across all lines of policies purchased.

CITY OF DELAND

Renewal Proposal For

Property & Casualty Insurance Coverage

Effective: 10/01/2024

Expiration: 10/01/2025

WORLD Risk Management

an accretive company

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NAMED INSURED

NAMED INSURED AND MAILING ADDRESS

CITY OF DELAND
120 S. FLORIDA AVENUE, 3RD FLOOR
DELAND, FL 32720

This proposal contains most terms, conditions, limits and deductibles provided under the program. However, refer to the PRM Coverage Document for specific and complete terms and conditions.

PREPARED BY

WORLD Risk Management
an accretive company

20 NORTH ORANGE AVE, SUITE 500
ORLANDO, FL 32801
PHONE: (407) 445-2414
FAX: (407) 445-2868
TOLL FREE: (888) 501-0014

EXECUTIVE SUMMARY

WHO WE ARE

The WRM management team brings over 100 combined years of insurance industry intellectual capital to our clients dedicated to Public Entity Risk Management and insurance solutions.

Knowing that broad insurance resources and strong market relationships are essential, along with industry expertise and experience, WRM tactically sought out well-respected industry talent, with solid reputations and stellar track records to join our leadership ranks.

WRM is a member of Ballator Insurance Group an Accretive Insurance Solutions company. Ballator provides insurance program development, pool creation and underwriting, pool administration services and insurance placement to both the Public Entity and Non-Profit sectors.

WRM employs a highly professional staff that has a proven record of identifying and satisfying client's needs. WRM's team commitment is reflected in a combined risk management knowledge and experience.

WHAT WE DO

We bring fresh and innovative ideas into the insurance industry. WRM uses our ability of being a "Boutique Broker" to take advantage of the ever-changing insurance market opportunities. WRM has the expertise that most small private agents and brokers do not have, and the large publicly traded brokers cannot take advantage of due to their size and corporate structure.

WRM offers clients a thorough and meticulous insurance need analysis, plus delivers competitive cutting-edge products and services from nationally recognized insurance carriers based on realistic and reasonable fee and/or commissions. WRM's dedicated Management/Service Team is recognized throughout the industry for their commitment to providing clients with prompt responses and solutions.

OUR REPUTATION

WRM's management team has an industry wide reputation for professionalism, quality service, knowledge, and client involvement on a daily basis at all levels, plus a genuine commitment to protect and shield employees and property of public entity groups and other businesses. WRM believes in its ability to lead in the field of risk management and loss management and provide innovative solutions.

OUR CORPORATE PARTNERS

World Risk Management along with its partner companies' mission is to maintain success through commitment, honest and timely communication, vision innovation and customer satisfaction.

BALLATOR INSURANCE GROUP
WORLD RISK MANAGEMENT
FIRST FLORIDA INSURANCE BROKERS
NON-PROFIT INSURANCE SERVICES
LIBERTATE INSURANCE

PROPERTY PROPOSAL

	PROPERTY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
COMPANY	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
TOTAL INSURED VALUES	$120,696,375/$59,395,331 X-NAMED WINDSTORM	$142,423,363/$70,448,799 X-NAMED WINDSTORM
DEDUCTIBLES		
▪ ALL OTHER PERILS, **EXCEPT**:	$1,000	✓
▪ AUTO PHYSICAL DAMAGE/INLAND MARINE	$1,000	✓
▪ ALL OTHER FLOOD – PER UNIT	$1,000	✓
▪ FLOOD – SPECIAL FLOOD HAZARD AREAS	EXCESS OF NFIP	✓
▪ NAMED WINDSTORM PER UNIT VALUES SHALL APPLY	5%	✓
VALUATION		
▪ AUTO PHYSICAL DAMAGE	ACTUAL CASH VALUE	✓
▪ BUSINESS INCOME	ACTUAL LOSS SUSTAINED	✓
▪ COINSURANCE	NONE	✓
▪ INLAND MARINE	REPLACEMENT COST	✓
▪ PROPERTY	REPLACEMENT COST	✓
ASSOCIATION LIMITS		
ALL PERILS, COVERAGE'S AND INSURED'S/MEMBERS COMBINED – PER OCCURRENCE, **SUBJECT TO THE FOLLOWING SUB-LIMITS:**	$250,000,000	✓
- FLOOD – PER OCCURRENCE ANNUAL AGGREGATE	$50,000,000	✓
- FLOOD SUBLIMIT – ANNUAL AGGREGATE - CONTRACTORS EQUIPMENT - FINE ARTS - LICENSED VEHICLES - UNLICENSED VEHICLES	$5,000,000	✓
- FLOOD SUBLIMIT - PER OCCURRENCE - MISCELLANEOUS UNNAMED LOCATIONS	$10,000,000	✓
- EARTHQUAKE SHOCK LIMIT - PER OCCURRENCE & IN THE ANNUAL AGGREGATE	$50,000,000	✓
- WIND/HAIL LIMIT PER OCCURRENCE NAMED WINDSTORM	$80,000,000	**$100,000,000**
- AUTO PHYSICAL DAMAGE - ON AND OFF PREMISES - OVER THE ROAD	INCLUDED $10,000,000	✓

✓ PER EXPIRING

CHANGE OR IMPROVEMENT TO EXPIRING

PROPERTY PROPOSAL

	PROPERTY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
ASSOCIATION SUBLIMITS [NOT ALL INCLUSIVE…]		
- ACCIDENTAL CONTAMINATION	$250,000/$500,000	✓
- ACCOUNT RECEIVABLES	INCLUDED	✓
- ANIMALS - UNSCHEDULED ANIMALS	$50,000 FOR ANY ONE ANIMAL / $250,000 PER OCCURRENCE	✓
- ASBESTOS CLEAN-UP & REMOVAL (RESULTANT)	LIMITED COVERAGE	✓
- AUTOMATIC ACQUISITION LIMIT	$25,000,000	✓
- AUTOMATIC ACQUISITION LIMIT FOR - VEHICLES - SPECIAL FLOOD HAZARD AREAS	$10,000,000 $10,000,000 ANNUAL AGGREGATE	✓
- BUILDING ORDINANCE UNDAMAGED PORTION OF BUILDING	INCLUDED	✓
- BUSINESS INTERRUPTION	$100,000,000	✓
- CIVIL AUTHORITY WITHIN 10 MILES OF INSURED PREMISE	30 DAYS	✓
- CLAIM PREPARATION EXPENSE	$1,000,000	✓
- CONTINGENT BUSINESS INTERRUPTION	$5,000,000 EXCEPT TAX INTERRUPTION EXCLUDED	✓
- COURSE OF CONSTRUCTION & ADDITIONS	$50,000,000 EXCLUDES FRAME BUILDERS RISK	✓
- DEBRIS REMOVAL	INCLUDED	✓
- DEMOLITION	INCLUDED	✓
- EARTH MOVEMENT *EXCEPT* - VEHICLES, CONTRACTORS EQUIPMENT, FINE ARTS COMBINED	$50,000 ANNUAL AGGREGATE $5,000,000 COMBINED AGGREGATE	✓
- ELECTRONIC DATA PROCESSING (EDP)	INCLUDED	✓
- ERRORS & OMISSIONS	$25,000,000	✓
- EXPEDITING EXPENSE	$50,000,000	✓
- EXTENDED PERIOD OF INDEMNITY	180 DAYS	✓
- EXTRA EXPENSE	$50,000,000	✓
- FINE ARTS - UNSCHEDULED FINE ARTS	INCLUDED $2,500,000	✓
- FIRE FIGHTING EXPENSE	INCLUDED	✓
- FLOOD *EXCEPT* - SPECIAL FLOOD HAZARD AREAS - VEHICLES, CONTRACTORS EQUIPMENT, FINE ARTS COMBINED	$50,000,000 INCLUDED $5,000,000 COMBINED AGGREGATE	✓
- IMPROVEMENT & BETTERMENT	INCLUDED	✓
- INCREASED COST OF CONSTRUCTION	$25,000,000	✓

✓ PER EXPIRING

CHANGE OR IMPROVEMENT TO EXPIRING

PROPERTY PROPOSAL

	PROPERTY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
ASSOCIATION SUBLIMITS [NOT ALL INCLUSIVE…]		
- INGRESS & EGRESS WITHIN 10 MILES OF INSURED PREMISE	30 DAYS	✓
- JEWELRY, FURS, & PRECIOUS METALS – SEPARATELY	$500,000	✓
- LANDSCAPING, TEES, SAND TRAPS, GREENS, ATHLETIC GREENS *EXCEPT* - UNSCHEDULED LANDSCAPING, TEES, SAND TRAPS, GREENS, ATHLETIC GREENS	$5,000,000 $1,000,000	✓
- LEASEHOLD INTEREST	INCLUDED	✓
- MISCELLANEOUS UNNAMED LOCATIONS *EXCEPT* - SPECIAL FLOOD HAZARD AREAS	$25,000,000 $10,000,000 ANNUAL AGGREGATE	✓
- MOLD (RESULTANT)	$35,000 AGGREGATE	✓
- MONEY AND SECURITIES	$2,500,000	✓
- OFF PREMISES SERVICE INTERRUPTION INCLUDING EXTRA EXPENSE	$25,000,000	✓
- PERSONAL EFFECTS	INCLUDED	✓
PERSONAL PROPERTY OF OTHERS	INCLUDED	✓
- PERSONAL PROPERTY OUTSIDE THE USA	$1,000,000	✓
- PROTECTION AND PRESERVATION OF PROPERTY	INCLUDED	✓
- PROPERTY OFF PREMISES	INCLUDED	✓
- SIGNS	INCLUDED	✓
- TRANSIT	$25,000,000	✓
- TUNNELS, BRIDGES, DAMS, CATWALKS – UNSCHEDULED	$500,000	✓
- VALUABLE PAPERS AND RECORDS	INCLUDED	✓
- WATERCRAFT - UP TO 27 FEET, UNSCHEDULED - OVER 27 FEET, SCHEDULED	$250,000 UNSCHEDULED ALL SCHEDULED INCLUDED	✓
EXCLUSIONS [INCLUDING BUT NOT LIMITED TO]		
- RUST, WET/DRY ROT, LAND & LAND VALUES, COMMUNICABLE DISEASE, PROPERTY CYBER & DATA	EXCLUDED	✓

✓ PER EXPIRING

CHANGE OR IMPROVEMENT TO EXPIRING

PROPERTY PROPOSAL

RATING EXPOSURES		
PROPERTY INFORMATION		
TOTAL INSURANCE VALUES	2023 - 2024	2024 – 2025
TOTAL BUILDING VALUES	$89,245,862	$109,081,731
TOTAL CONTENT VALUES	$3,116,259	$3,278,938
DECLARED/PROP IN OPEN	$4,320,527	$4,536,553
EDP EQUIPMENT (HARDWARE)	$822,141	$1,154,321
BUSINESS INTERRUPTION/EXTRA EXPENSE	$1,000,000	$1,000,000
EQUIPMENT VALUES	$7,852,004	$8,084,927
AUTOMOBILE VALUES – ACTUAL CASH VALUE	$9,964,582	$9,057,536
AUTOMOBILE VALUES – REPLACEMENT COST	$4,350,000	$6,204,356
RENTAL VALUES	$0	$0
MISCELLANEOUS PROPERTY	$25,000	$25,000
TOTAL INSURABLE VALUES	$120,696,375	$142,423,363
		18%

NON-NAMED WINDSTORM FOR DESIGNATED PROPERTIES ON SCHEDULE		
PROPERTY INFORMATION		
TOTAL INSURANCE VALUES	2023 - 2024	2024 – 2025
TOTAL BUILDING VALUES	$54,406,924	$65,095,440
TOTAL CONTENT VALUES	$2,583,025	$2,777,283
DECLARED/PROP IN OPEN	$863,406	$906,576
EDP EQUIPMENT (HARDWARE)	$1,541,977	$1,669,500
TOTAL INSURABLE VALUES	$59,395,331	$70,448,799
		18.61%

*APPRAISAL COSTS ARE INCLUDED WITHIN THE PRM PROGRAM

PROPERTY TERRORISM & SABOTAGE PROPOSAL

	PROPERTY TERRORISM & SABOTAGE	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
CARRIER	LLOYDS OF LONDON	LLOYDS OF LONDON
TERRORISM & SABOTAGE	$25,000,000 PER OCCURRENCE $25,000,000 AGGREGATE	$25,000,000 PER OCCURRENCE $25,000,000 AGGREGATE
DEDUCTIBLE	$10,000	$10,000
ASSOCIATION SUBLIMITS [NOT ALL INCLUSIVE]		
- BUSINESS INTERRUPTION SUBLIMIT	$25,000,000	✓
- CIVIL OR MILITARY AUTHORITY SUBLIMIT	$1,000,000, 30 DAY(S), AND 1 MILE(S)	✓
- DEBRIS REMOVAL EXPENSES SUBLIMIT	$250,000	✓
- DECONTAMINATION COSTS EXCLUDING NCBR SUBLIMIT	$250,000	✓
- DEMOLITION & INCREASED COST OF CONSTRUCTION SUBLIMIT	$1,000,000	✓
- ERRORS & OMISSIONS SUBLIMIT	$250,000	✓
- ELECTRONIC DATA PROCESSING MEDIA SUBLIMIT	$1,000,000	✓
- EXTENDED PERIOD OF INDEMNITY SUBLIMIT	$0 AND 180 DAY(S)	✓
- FINE ART SUBLIMIT	$ 250,000	✓
- INGRESS/EGRESS SUBLIMIT	$ 1,000,000, 30 DAY(S), AND 1 MILE(S)	✓
- PRESERVATION OF PROPERTY SUBLIMIT	$ 250,000	✓
- PROFESSIONAL FEES SUBLIMIT	$ 250,000	✓
- RELOCATION EXPENSE SUBLIMIT	$ 250,000	✓
- SERVICE INTERRUPTION SUBLIMIT	$ 1,000,000, 30 DAY(S), AND 1 MILE(S)	✓
- TRANSIT SUBLIMIT	$ 250,000	✓
- VALUABLE PAPERS SUBLIMIT	$ 250,000	✓
- ACCOUNTS RECEIVABLE SUBLIMIT	$ 250,000	✓
- ASBESTOS SUBLIMIT	$ 500,000	✓
- AUTOMATIC COVERAGE SUBLIMIT	$ 1,000,000 AND 30 DAY(S)	✓
- COMMISSIONS, PROFITS, & ROYALTIES SUBLIMIT	$ 250,000	✓
- DELAY IN STARTUP COSTS SUBLIMIT	$ 250,000	✓
- FIRE PROTECTIVE SYSTEMS SUBLIMIT	$ 10,000	✓
- GREEN BUILDING ADDITIONAL EXPENSE SUBLIMIT	$ 250,000	✓
- KEY & LOCK EXPENSE SUBLIMIT	$ 250,000	✓
- LANDSCAPING SUBLIMIT	$ 10,000	✓
- LOSS OF ATTRACTION SUBLIMIT	$0, 0 DAY(S), AND 0 MILE(S)	✓
- MISCELLANEOUS UNNAMED LOCATIONS SUBLIMIT	$ 1,000,000 AND 30 DAY(S)	✓
- NEWLY ACQUIRED LOCATIONS SUBLIMIT	$ 1,000,000 AND 90 DAY(S)	✓
- PROPERTY IN COURSE OF CONSTRUCTION SUBLIMIT	$1,000,000	✓
- RENTAL INCOME SUBLIMIT	NOT INCLUDED	✓
- SOFT COST SUBLIMIT	$250,000	✓

UNLESS OTHERWISE SPECIFIED, ALL SUB-LIMITS LISTED ABOVE APPLY ON A PER OCCURRENCE BASIS AND ARE A PART OF, AND NOT IN ADDITION TO, THE MUNICIPALITIES TERRORISM AND SABOTAGE LIMIT OF LIABILITY

✓ PER EXPIRING
CHANGE OR IMPROVEMENT TO EXPIRING

ACTIVE SHOOTER & MALICIOUS ATTACK PROPOSAL

	ACTIVE SHOOTER & MALICIOUS ATTACK	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
CARRIER	LLOYDS OF LONDON	LLOYDS OF LONDON
ACTIVE SHOOTER & MALICIOUS ATTACK	$2,000,000 PER OCCURRENCE $2,000,000 AGGREGATE	
DEDUCTIBLE	$10,000	$10,000
ASSOCIATION SUBLIMITS [NOT ALL INCLUSIVE]		
- ADDITIONAL SECURITY MEASURES SUBLIMIT	$250,000	✓
- COUNSELING SUBLIMIT	$250,000	✓
- PUBLIC RELATIONS COSTS SUBLIMIT	$250,000	✓
- MISCELLANEOUS CRISIS MANAGEMENT EXPENSES SUBLIMIT	$250,000	✓
- WAITING PERIOD	0 HOURS	✓

UNLESS OTHERWISE SPECIFIED, ALL SUB-LIMITS LISTED ABOVE APPLY ON A PER OCCURRENCE BASIS AND ARE A PART OF, AND NOT IN ADDITION TO, THE ACTIVE SHOOTER AND MALICIOUS ATTACK LIMIT OF LIABILITY

✓ PER EXPIRING
CHANGE OR IMPROVEMENT TO EXPIRING

ANCILLARY– EQUIPMENT BREAKDOWN PROPOSAL

	EQUIPMENT BREAKDOWN	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
CARRIER	TRAVELERS ENERGYMAX 21	TRAVELERS ENERGYMAX21
NAMED INSURED	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
DEDUCTIBLES		
▪ ALL OBJECTS	$1,000	✓
▪ TRANSFORMERS 10,000 KVA	$10,000	✓
VALUATION		
▪ ALL OTHER EQUIPMENT	REPAIR AND/OR REPLACEMENT	✓
▪ EQUIPMENT 25 YEARS OR OLDER	ACTUAL CASH VALUE	✓
ASSOCIATION LIMITS		
LIMIT PER ACCIDENT	$50,000,000	✓
ASSOCIATION SUBLIMITS [NOT ALL INCLUSIVE]		
▪ BUSINESS INCOME	$100,000	✓
▪ BUSINESS INCOME "PERIOD OF RESTORATION EXTENSION"	30 DAYS	✓
▪ CONTINGENT BUSINESS INTERRUPTION/EXTRA EXPENSE	$250,000	✓ ✓
▪ SPOILAGE DAMAGE COVERAGE -INCL UTILITY INTERRUPTION	INCLUDED TOTAL LIMIT PER BREAKDOWN	✓
▪ UTILITY INTERRUPTION SPOILAGE COVERAGE - WAITING PERIOD	4 HOURS	✓
▪ ERRORS IN DESCRIPTION	POLICY LIMIT	$5,000,000
▪ EXPEDITING EXPENSE	POLICY LIMIT	✓
▪ HAZARDOUS SUBSTANCE	$2,000,000	✓
▪ ELECTRONIC DATA OR MEDIA	$500,000	$250,000
▪ NEWLY ACQUIRED LOCATION	POLICY LIMIT	✓
▪ ORDINANCE OR LAW INCL. DEMOLITION	$1,000,000	✓
▪ REFRIGERANT CONTAMINATION	POLICY LIMIT	✓
▪ WATER DAMAGE	$100,000	✓
MAJOR PERILS EXCLUDED		
▪ EARTHQUAKE	EXCLUDED	✓
▪ EC PERILS	EXCLUDED	✓
▪ FLOOD	EXCLUDED	✓
▪ FREEZE	EXCLUDED	✓
▪ FURNACE EXPLOSION	EXCLUDED	✓
▪ LIGHTNING	EXCLUDED	✓

✓ PER EXPIRING

CHANGE OR IMPROVEMENT TO EXPIRING

CRIME PROPOSAL

	CRIME	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
COMPANY	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
DEDUCTIBLE	$1,000	✓
LIMITS		
▪ EMPLOYEE THEFT-PER LOSS COVERAGE	$500,000	✓
▪ FORGERY OR ALTERATION	$500,000	✓
▪ INSIDE PREMISES-THEFT OF MONEY & SECURITIES	$500,000	✓
▪ INSIDE PREMISES-ROBBERY, SAFE BURGLARY-OTHER PROP	$500,000	✓
▪ OUTSIDE THE PREMISES	$500,000	✓
▪ COMPUTER FRAUD	$500,000	✓
▪ FUNDS TRANSFER FRAUD	$500,000	✓
▪ MONEY ORDERS AND COUNTERFEIT PAPER CURRENCY	$500,000	✓
▪ IMPERSONATION FRAUD/SOCIAL ENGINEERING	$100,000	✓
CONDITIONS [NOT ALL INCLUSIVE]		
▪ FAITHFUL PERFORMANCE OF DUTY INCLUDED	INCLUDED	✓
▪ 45 DAY NOTICE OF CANCELLATION/10 DAYS NON-PAYMENT	INCLUDED	✓
▪ 60 DAY LOSS REPORT REQUIREMENT	INCLUDED	✓
▪ NO MINIMUM EARNED PREMIUM	INCLUDED	✓

	EXCESS CRIME COVERAGE	
COMPANY	NATIONAL UNION FIRE INSURANCE COMPANY	NATIONAL UNION FIRE INSURANCE COMPANY
DEDUCTIBLE	$525,000	✓
LIMITS		
▪ EMPLOYEE THEFT-PER LOSS COVERAGE	$1,500,000	✓
▪ FORGERY OR ALTERATION	$1,500,000	✓
▪ INSIDE PREMISES-THEFT OF MONEY & SECURITIES	$1,500,000	✓
▪ INSIDE PREMISES-ROBBERY, SAFE BURGLARY-OTHER PROP	$1,500,000	✓
▪ OUTSIDE THE PREMISES	$1,500,000	✓
▪ COMPUTER FRAUD	$1,500,000	✓
▪ FUNDS TRANSFER FRAUD	$1,500,000	✓
▪ MONEY ORDERS AND COUNTERFEIT PAPER CURRENCY	$1,500,000	✓

✓ PER EXPIRING

CHANGE OR IMPROVEMENT TO EXPIRING

GENERAL LIABILITY & PUBLIC OFFICIALS/EMPLOYMENT PRACTICES LIABILITY

	GENERAL LIABILITY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
COMPANY	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
COVERAGE FORM	OCCURRENCE	OCCURRENCE
DEDUCTIBLE	$50,000	$50,000
LIMITS		
LIMIT OF LIABILITY	$2,000,000	✓
COVERAGE [INCLUDING BUT NOT LIMITED TO]		
▪ EMPLOYEE BENEFIT LIABILITY	INCLUDED	✓
▪ LAW ENFORCEMENT LIABILITY	INCLUDED	✓
TERMS [INCLUDING BUT NOT LIMITED TO]		
▪ COMMUNICABLE DISEASE*	$200,000 PER CLAIMANT/$300,000 PER OCC/$300,000 MEMBER AGG/$3,000,000 POOL AGG	✓

ASSOCIATION AGGREGATE $100,000,000 FOR ALL LIABILITY COVERAGES

	PUBLIC OFFICIALS/EMPLOYMENT PRACTICES LIABILITY	
COVERAGE FORM	EACH CLAIM	EACH CLAIM
RETROACTIVE DATE	10/01/1990	✓
LIMITS		
LIMIT OF LIABILITY	$2,000,000	✓
DEDUCTIBLE	$50,000	$50,000
SUBLIMITS [INCLUDING BUT NOT LIMITED TO]		
▪ BERT HARRIS RETROACTIVE DATE: 10/01/2015	$300,000	✓
▪ INVERSE CONDEMNATION RETROACTIVE DATE: 10/01/2014	$100,000/$100,000	✓
▪ NON-MONETARY DAMAGES RETROACTIVE DATE: 10/01/2014	$100,000/$100,000	✓
▪ SEXUAL MISCONDUCT RETROACTIVE DATE: N/A	EXCLUDED	✓
TERMS [INCLUDING BUT NOT LIMITED TO]		
▪ COMMUNICABLE DISEASE*	$200,000 PER CLAIMANT/$300,000 PER OCC/$300,000 MEMBER AGG/$3,000,000 POOL AGG	✓
▪ ETHICS VIOLATIONS REIMBURSEMENT	$5,000 PER COMMISSIONER/$15,000 MEMBER AGGREGATE/$500,000 ANNUAL POOL AGGREGATE	✓
▪ SEXUAL HARASSMENT	INCLUDED	✓
▪ ERRORS & OMISSIONS & WRONGFUL ACTS	INCLUDED	✓

ASSOCIATION AGGREGATE $100,000,000 FOR ALL LIABILITY COVERAGES

✓ PER EXPIRING ***COMMUNICABLE DISEASE SUB-LIMIT & AGGREGATES APPLIES TO ALL LIABILITY COVERAGES COMBINED**

CHANGE OR IMPROVEMENT TO EXPIRING

AUTO LIABILITY PROPOSAL

	AUTO LIABILITY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
COMPANY	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
COVERAGE FORM	OCCURRENCE	OCCURRENCE
DEDUCTIBLE	$50,000	$50,000
LIMITS		
LIABILITY COMBINED SINGLE LIMIT	$2,000,000	✓
COVERAGE [INCLUDING BUT NOT LIMITED TO]		
▪ PERSONAL INJURY PROTECTION	STATUTORY	✓
▪ PHYSICAL DAMAGE - COLLISION - COMPREHENSIVE	 EXCLUDED - COVERED UNDER PROPERTY EXCLUDED - COVERED UNDER PROPERTY	✓
▪ HIRED/BORROWED LIABILITY	$2,000,000	✓
▪ HIRED/BORROWED PHYSICAL DAMAGE	INCLUDED	✓
▪ NON-OWNED LIABILITY	$2,000,000	✓
▪ NON-OWNED PHYSICAL DAMAGE	INCLUDED	✓
EXCLUSIONS [INCLUDING BUT NOT LIMITED TO]		
▪ AUTO PHYSICAL DAMAGE	EXCLUDED – COVERED UNDER PROPERTY	✓
▪ MEDICAL PAYMENTS	EXCLUDED	✓
▪ UNINSURED/UNDERINSURED MOTORIST	EXCLUDED	✓

ASSOCIATION AGGREGATE $100,000,000 FOR ALL LIABILITY COVERAGES
***COMMUNICABLE DISEASE SUB-LIMIT & AGGREGATES APPLIES TO ALL LIABILITY COVERAGES COMBINED**

OPTIONAL – EXCESS LIABILITY PROPOSAL

	EXCESS LIABILITY	
	RENEWAL 10/01/2024 TO 10/01/2025	
COMPANY	PUBLIC RISK MANAGEMENT OF FLORIDA	
COVERAGES INCLUDED		
▪ AUTO LIABILITY	▪ EMPLOYMENT PRACTICES LIABILITY	▪ GENERAL LIABILITY
▪ EMPLOYEE BENEFITS LIABILITY	▪ ERRORS & OMISSIONS LIABILITY	▪ LAW ENFORCEMENT LIABILITY
EXCLUSIONS [INCLUDING BUT NOT LIMITED TO]		
▪ ABUSE OR MOLESTATION	▪ EMPLOYERS' LIABILITY/WORKERS' COMPENSATION	▪ POLLUTION LIABILITY EXCLUSION-HOSTILE FIRE COVERAGE
▪ AIRPORT LIABILITY	▪ FAILURE TO SUPPLY EXCLUSION-UTILITIES	▪ SILICA OR DUST
▪ ASBESTOS	▪ FUNGI OR BACTERIA	▪ WAR
▪ AUTOMOBILE FIRST PARTY COVERAGE	▪ NURSING HOME	▪ WHARFINGERS' LIABILITY
▪ DAMS, LEVEES, DIKES OR RESERVOIRS	▪ PROPERTY DAMAGE EXCLUSION-REAL AND/OR PERSONAL PROPERTY	

LINE OF COVERAGE	LIMIT	EXCESS OF LIMITS	COVERAGE TRIGGER
▪ AUTO LIABILITY	$3,000,000	$2,000,000	PER ACCIDENT
▪ EMPLOYEE BENEFIT LIABILITY	$3,000,000	$2,000,000	PER CLAIM
▪ EMPLOYMENT PRACTICES LIABILITY	$3,000,000	$2,000,000	PER CLAIM
▪ GENERAL LIABILITY INCL. LAW ENFORCEMENT	$3,000,000	$2,000,000	PER OCCURRENCE
▪ MISCELLANEOUS PROFESSIONAL	$3,000,000	$2,000,000	PER CLAIM

$3,000,000 COMBINED EXCESS LIABILITY AGGREGATE APPLIES PER MEMBER FOR EMPLOYEE BENEFITS LIABILITY, PUBLIC OFFICIALS ERRORS & OMISSIONS AND EMPLOYMENT PRACTICES LIABILITY ONLY

QUOTATION AVAILABLE UPON REQUEST

ASSOCIATION AGGREGATE $100,000,000 FOR ALL LIABILITY COVERAGES

Not Purchased

WORKERS' COMPENSATION PROPOSAL

	WORKERS' COMPENSATION	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
COMPANY	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
DEDUCTIBLE	$100,000	$100,000
LIMITS		
▪ WORKERS' COMPENSATION - MEDICAL - DISABILITY - DEATH	STATUTORY	✓
▪ EMPLOYERS' LIABILITY - EACH ACCIDENT - EACH EMPLOYEE FOR DISEASE	$2,000,000 $2,000,000	✓ ✓
TERMS & CONDITIONS [NOT ALL INCLUSIVE]		
▪ BROAD FORM ALL STATES	INCLUDED	✓
▪ MARITIME COVERAGE ENDORSEMENT	INCLUDED	✓
▪ VOLUNTARY COMPENSATION ENDORSEMENT	INCLUDED	✓
ANNUAL POLICY AUDIT		
▪ COMPOSITE RATE*	0.0093608	0.00908001

✓ PER EXPIRING
CHANGE OR IMPROVEMENT TO EXPIRING

*PLEASE NOTE THE WC COVERAGE PERIOD WILL BE AUDITED PER THE COMPOSITE RATE SHOWN ABOVE PER DOLLAR OF PAYROLL ON THE TOTAL WC PREMIUM, BEFORE ANY PARTICIPATION CREDITS

WORKERS' COMPENSATION PROPOSAL

CLASS CODE	DESCRIPTION	2023 - 2024 ESTIMATED PAYROLL	2024 – 2025 ESTIMATED PAYROLL
0106	TREE PRUNING, SPRAYING, REPAIR – ALL OTHER OPERATIONS & DRIVERS	$300,896	$309,923
5509	STREET OR ROAD PAVING	$514,384	$529,816
7403	AVIATION - ALL OTHER EMPLOYEES & DRIVERS	$419,681	$432,271
7520	WATERWORKS OPERATION & DRIVERS	$1,647,999	$1,697,439
7580	SEWAGE DISPOSAL PLANT OPERATION & DRIVERS	$2,026,662	$2,087,462
7704	FIREFIGHTERS & DRIVERS	$4,078,650	$4,201,010
7720	POLICE OFFICERS & DRIVERS	$5,968,883	$6,147,949
8380	AUTOMOBILE SERVICE OR REPAIR CENTER & DRIVERS	$338,959	$349,128
8810	CLERICAL OFFICE EMPLOYEES	$6,509,994	$6,705,294
8831	HOSPITAL - VETERINARY & DRIVERS	$67,043	$69,054
9015	BUILDINGS OPERATIONS BY OWNER - ALL OTHER EMPLOYEES	$572,689	$589,870
9102	PARK NOC - ALL EMPLOYEES & DRIVERS	$1,739,156	$1,791,331
9402	STREET CLEANING & DRIVERS	$186,494	$192,089
9410	MUNICIPAL, TOWNSHIP, COUNTY OR STATE EMPLOYEE NOC	$300,896	$1,051,762
	TOTAL PAYROLL	$25,392,618	$26,154,398
			3%

CYBER LIABILITY PROPOSAL

	CYBER LIABILITY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
CARRIER	GREAT AMERICAN INSURANCE	GREAT AMERICAN INSURANCE
NAMED INSURED	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
COVERAGE FORM	CLAIMS MADE	CLAIMS MADE
RETROACTIVE DATE	10/01/2016	10/01/2016
DEDUCTIBLE	$10,000	$10,000
LIMITS		
LIMIT OF LIABILITY	$1,000,000	✓
ANNUAL AGGREGATE	$10,000,000 POOL AGGREGATE	✓
COVERAGE (INCLUDING BUT NOT LIMITED TO)		
▪ BUSINESS INCOME/EXTRA EXPENSE	INCLUDED	✓
▪ CYBER EXTORTION THREATS	INCLUDED	✓
▪ MEDIA LIABILITY	INCLUDED	✓
▪ PUBLIC RELATIONS EXPENSE	INCLUDED	✓
▪ REPLACEMENT/RESTORATION OF ELECTRONIC DATA	INCLUDED	✓
▪ SECURITY BREACH EXPENSE	INCLUDED	✓
▪ SECURITY BREACH LIABILITY [INCLUDES REGULATORY FINES/PENALTIES AND PCI FINES]	INCLUDED	✓

✓ PER EXPIRING
CHANGE OR IMPROVEMENT TO EXPIRING

Purchases Separate Standalone Policy

ANCILLARY– POLLUTION & REMEDIATION LIABILITY PROPOSAL

	POLLUTION AND REMEDIATION LEGAL LIABILITY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
CARRIER	INDIAN HARBOR INSURANCE CO.	INDIAN HARBOR INSURANCE CO.
NAMED INSURED	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
COVERAGE FORM	CLAIMS MADE	CLAIMS MADE
RETROACTIVE DATE	10/01/1998	10/01/1998
SELF-INSURED RETENTION	$25,000	$25,000
LIMITS		
LIMIT OF LIABILITY EACH POLLUTION CONDITION	$1,000,000	✓
TOTAL LIMIT OF LIABILITY ANNUAL AGGREGATE	$2,000,000	✓
▪ EMERGENCY REMEDIATION EXPENSE	$250,000	✓
▪ EMERGENCY REMEDIATION EXPENSE AGGREGATE	$1,000,000	✓
COVERAGE (INCLUDING BUT NOT LIMITED TO]		
▪ CONTINGENT TRANSPORTATION COVERAGE	INCLUDED	✓
▪ LEGAL DEFENSE EXPENSE	INCLUDED	✓
▪ ON PREMISES & OFF PREMISES REMEDIATION LEGAL LIABILITY	INCLUDED	✓
▪ POLLUTION LEGAL LIABILITY	INCLUDED	✓
▪ STORAGE TANKS	INCLUDED	✓

✓ PER EXPIRING
CHANGE OR IMPROVEMENT TO EXPIRING

OPTIONAL – AIRPORT OWNERS & OPERATORS LIABILITY PROPOSAL

	AIRPORT OWNERS AND OPERATORS LIABILITY	
	EXPIRING COVERAGE 10/01/2023 TO 10/01/2024	RENEWAL 10/01/2024 TO 10/01/2025
CARRIER	ACE PROPERTY & CASUALTY INSURANCE CO	ACE PROPERTY & CASUALTY INSURANCE CO
NAMED INSURED	PUBLIC RISK MANAGEMENT OF FLORIDA	PUBLIC RISK MANAGEMENT OF FLORIDA
FAA ID STATE NAME	N/A	N/A
COVERAGE FORM	OCCURRENCE	OCCURRENCE
DEDUCTIBLE	NIL	NIL
LIMITS		
LIMIT OF LIABILITY	$2,000,000	✓
▪ EXTENDED COVERAGE-WAR, HI-JACKING & OTHER PERILS ANNUAL AGGREGATE	$2,000,000	✓
▪ FIRE DAMAGE LIMIT ANY ONE FIRE	$100,000	✓
▪ HANGARKEEPERS NOT "IN FLIGHT" LIMIT ANY ONE OCCURRENCE	$1,000,000	✓
▪ HANGARKEEPERS NOT "IN FLIGHT" LIMIT ANY ONE AIRCRAFT	$1,000,000	✓
▪ MALPRACTICE ANNUAL AGGREGATE	$2,000,000	✓
▪ MEDICAL EXPENSE LIMIT ANY ONE PERSON	$1,000	✓
▪ NON-OWNED AIRCRAFT LIABILITY	$2,000,000	✓
▪ PERSONAL INJURY AND ADVERTISING INJURY ANNUAL AGGREGATE	$2,000,000	✓
▪ PRODUCTS-COMPLETED OPERATIONS ANNUAL AGGREGATE	$2,000,000	✓
CONDITIONS [NOT ALL INCLUSIVE]		
▪ 60 DAYS NOTICE OF CANCELLATION, NON-RENEWAL OR REDUCTION IN COVERAGE BY INSURER, BUT 10 DAYS NOTICE FOR NON-PAYMENT OF PREMIUM	✓	✓

✓ PER EXPIRING

CHANGE OR IMPROVEMENT TO EXPIRING

Purchases Separate Standalone Policy

EXPOSURE CHANGE

EXPOSURE CHANGE NAMED WINDSTORM COVERAGE			
EXPOSURE	2023 – 2024	2024 – 2025	% CHANGE
PROPERTY TIV	$120,696,375	$142,423,363	18%
TOTAL PAYROLL	$25,392,618	$26,154,398	3%

EXPOSURE CHANGE NON-NAMED WINDSTORM COVERAGE			
EXPOSURE	2023 - 2024	2024 – 2025	% CHANGE
PROPERTY TIV	$59,395,331	$70,448,799	18.61%

PROPOSAL PRICING & BINDING AUTHORITY

AFTER CAREFUL CONSIDERATION OF THE REFERENCED PROPOSAL, WE ACCEPT YOUR INSURANCE PROGRAM AS INDICATED WITH AN "X" BELOW: SEPARATELY

PROPERTY & CASUALTY COVERAGES PRM GL/LEL/AL/E&O DEDUCTIBLE: $50,000 WC DEDUCTIBLE $100,000	PREMIUM BREAKDOWN			BIND	
	2023 - 2024	2024 – 2025	% CHANGE	YES	NO
PRM PROPERTY & CRIME	$740,531	$851,990			
PRM EQUIPMENT BREAKDOWN	$21,878	$26,354			
PRM GL/LEL/AL/E&O	$274,731	$282,973			
PRM WORKERS' COMPENSATION	$237,696	$237,482			
PREFERRED MEMBER PARTICIPATION CREDIT	-$19,123	-$24,807			
GRAND TOTAL	$1,255,713	$1,373,992	9.42%		
OPTIONAL/ANCILLARY COVERAGES-					
POLLUTION LIABILITY	$27,555	$28,197			
CYBER LIABILITY INVOICED SEPARATELY BY WRM	$22,504	$20,208			
DRONE INVOICED SEPARATELY BY WRM	$2,259	$2,415			
AIRPORT LIABILITY INVOICED SEPARATELY BY WRM (3 ANNUAL INSTALLMENTS)	$4,370	$4,370			
EXCESS CRIME @ $1,500,000 EXCESS OF $525,000 INVOICED SEPARATELY BY WRM	$5,364	$5,410			
NON WIND ONLY PROPERTY	$50,189	$57,743			

PAYMENT PLAN: PRM ALLOWS THEIR MEMBERS TO PAY THEIR TOTAL COSTS IN FOUR (4) QUARTERLY INSTALLMENTS. THE FIRST INSTALLMENT IS DUE AT INCEPTION AND IS EQUAL TO 25% OF ALL COSTS. THE REMAINING COSTS WILL BE PAID OVER THE NEXT THREE (3) QUARTERS.

THIS WARRANTS THAT YOU HAVE NO KNOWLEDGE OF ANY CLAIM, OR INCIDENT THAT MAY RESULT IN A CLAIM, THAT HAS NOT BEEN REPORTED TO THE INSURANCE CARRIER.

IT IS UNDERSTOOD AND AGREED THAT REFERENCED PROPOSAL PROVIDES ONLY A SUMMARY OF THE INSURANCE PROGRAM OPTIONS OFFERED. THE ACTUAL POLICIES WILL CONTAIN THE COMPLETE TERMS, CONDITIONS, DEDUCTIBLES, EXCLUSIONS, ETCETERA. PLEASE REVIEW POLICY LANGUAGE FOR A FULL UNDERSTANDING OF PURCHASED PROGRAM.

_____ _____
Member Signature Date

_____
Print Member Name

SIGNED BINDING AUTHORITY TO BE RETURNED BY 09/15/2024

THIS DOCUMENT IN ITS ENTIRETY IS CONFIDENTIAL & PROPRIETARY IN NATURE - NOT FOR PUBLIC RECORD.

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Recommend Top Ranked Contractors for Disaster Debris Monitoring Services.

DEPARTMENT: Public Works

PREPARED BY: Ray Underwood, Public Works Director

ATTACHMENTS: Tabulation Sheet

APPROVED BY: Michael Pleus, City Manager, September 12, 2024

SUMMARY/HIGHLIGHT:
A request for proposals (RFP) for Disaster Debris Collection, Reduction & Disposal Services was advertised on August 22, 2024. The RFP was advertised in the Daytona Beach News-Journal and via the internet-based systems DemandStar and VendorLink. Three (3) responsive proposals were received and were evaluated based on price, qualifications, experience, and project approach.

A selection committee consisting of Public Works Director, Ray Underwood, City Forester, Kit Dennis, Operations Manager, Sal LaGreca and Kim Grebosz, Office Administrator, numerically ranked the submittals in accordance with the evaluation criteria issued with the City's requests for proposals. The Committee ranked the top contractors as follows:

- Thompson Consulting Services
- Debris Tech
    - Tetra Tech, Inc.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government.

SUSTAINABILITY:

Natural Resource Protection.

FISCAL IMPACT:

Entering into a contract with the top-ranked Contractor(s) has no immediate fiscal impact. Should the City Commission approve the recommended top ranked Contractor(s) the Selection Committee will enter into contract/negotiations. Given the nature of this RFP, having two available contractors would be in the city's best interest.

RECOMMENDATION:
Staff recommends that the City Commission enter into contract/negotiations with the top-ranked Contractor(s):

- Thompson Consulting Services
- Debris Tech

- Tetra Tech, Inc.

BACKGROUND/DISCUSSION:

In the past and presently, the City has used contracts that were first procured by other local governments. This practice is no longer accepted by the Federal Emergency Management Agency (FEMA) and the Florida Division of Emergency Management (FDEM).

120 S. Florida Ave.
DeLand, FL 32720
Phone: 386-626-7000
Fax: 386-626-7140

REQUEST FOR PROPOSALS - NAMES ONLY TABULATION SHEET

RFP Title: Disaster Debris Monitoring Services
RFP No: RFP-24-06
OPENING DATE & TIME: August 22, 2024 @ 3:30 P.M.
POSTING DATE: August 23, 2024 **POSTED BY: Corey McMillen**

PROPOSALS WERE RECEIVED FROM THE FOLLOWING:

VENDOR	VENDOR CITY/STATE
DebrisTech, LLC	Picayune, MS
Tetra Tech, Inc.	Maitland, FL
Thompson Consulting Services, LLC	Maitland, FL

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Recommend Top Ranked Contractors for Disaster Debris Collection, Reduction & Disposal Services.

DEPARTMENT: Public Works

PREPARED BY: Ray Underwood, Public Works Director

ATTACHMENTS: Tabulation Sheet

APPROVED BY: Michael Pleus, City Manager, September 12, 2024

SUMMARY/HIGHLIGHT:
A request for proposals (RFP) for Disaster Debris Collection, Reduction & Disposal Services was advertised on August 22, 2024. The RFP was advertised in the Daytona Beach News-Journal and via the internet-based systems DemandStar and VendorLink. Seven (7) responsive proposals were received and were evaluated based on price, qualifications, experience, and project approach.

A selection committee consisting of Public Works Director, Ray Underwood, City Forester, Kit Dennis, Operations Manager, Sal LaGreca and Kim Grebosz, Office Administrator, numerically ranked the submitals in accordance with the evaluation criteria issued with the City's requests for proposals. The Committee ranked the top contractors as follows:

- DRC Emergency Services
- Phillips & Jordan, Inc

    - Crowder Gulf
    - TFR Enterprises
    - Grubbs Emergency Services
    - Bergeron Emergency Services
    - ATL Disaster

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government.

SUSTAINABILITY:

Natural Resource Protection.

FISCAL IMPACT:

Entering into a contract with the top-ranked Contractor(s) has no immediate fiscal impact. Should the City Commission approve the recommended top ranked Contractor(s) the Selection Committee will enter into contract/negotiations. Given the nature of this RFP, having two available contractors will be in the city's best interest.

RECOMMENDATION:

Staff recommends that the City Commission enter into contract/negotiations with the top-ranked Contractor(s):

- DRC Emergency Services
- Phillips & Jordan, Inc

BACKGROUND/DISCUSSION:

In the past and presently, the City has used contracts that were first procured by other local governments. This practice is no longer accepted by the Federal Emergency Management Agency (FEMA) and the Florida Division of Emergency Management (FDEM).

120 S. Florida Ave.
DeLand, FL 32720
Phone: 386-626-7000
Fax: 386-626-7140

REQUEST FOR PROPOSALS - NAMES ONLY TABULATION SHEET

RFP Title: Disaster Debris Collection, Reduction, & Disposal Services
RFP/Q No: RFP-24-05
OPENING DATE & TIME: August 22, 2024 @ 3:00 P.M.
POSTING DATE: August 23, 2024 POSTED BY: Corey McMillen

PROPOSALS WERE RECEIVED FROM THE FOLLOWING:

VENDOR	VENDOR CITY/STATE
ATL Disaster	West Palm Beach, FL
Bergeron Emergency Services, Inc.	Fort Lauderdale, FL
Crowder Gulf Joint Venture, Inc.	Mobile, AL
DRC Emergency Services	Metairie, LA
Grubbs Emergency Services, LLC	Tampa, FL
Phillips & Jordan, Inc.	Knoxville, TN
TFR Enterprises, Inc.	Leander, TX

***Note:** Clear It Now LLC was deemed non-responsive.

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Rental Increases for DeLand Municipal Mobile Home Park.

DEPARTMENT: Finance

PREPARED BY: Daniel Stauffer, Finance Director

ATTACHMENTS: Comparable Mobile Home Parks, 90 Day Notice for 01-01-2025

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

Approximately 43 residents currently live at the DeLand Municipal Mobile Home Park. The current residents pay $275 per month for rent, regardless of the trailer size. The rent figure includes lot rental, property tax, lawn maintenance, water, sewer, garbage and stormwater. The City increased the monthly rental rates by $25 effective January 1, each of the last five years. Before that, the municipal mobile home park had not seen a rental increase since 2009. Similar parks in Volusia County range from an average of $470 per month for all age parks (so-called "family parks") to $724 per month for 55+ parks for lot rental alone. Due to this fact, staff recommends increasing the rental rates by another $25 per month, respectively. The proposed new lot rental rate would be $300 per month, regardless of the trailer size.

The lot rental increase requires a 90-day notice to the home owners before it can take effect. Therefore, with approval from the City Commission, staff will send out notices during the month of September 2024 in order for the lot rental increases to take effect January 1, 2024.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The lot rental increases would result in an increase in General Fund revenues of approximately $12,900.

RECOMMENDATION:

Staff recommends the City Commission approve the $25 per month lot rental increase for the DeLand Municipal Mobile Home Park, effective January 1, 2025.

BACKGROUND/DISCUSSION:

The annual increase and the monthly rental charge are required by the State to be "reasonable". Staff believes the approximate 9% annual increase to be reasonable. Staff anticipates continuing future annual increases in an attempt to get the City's monthly rental rates more in line with similar mobile home parks in the County.

Comparable Mobile Home Parks
As of May 2023

Name	Address	City	ZIP	Average Lot Rental
A Better Place Community	1305 Nature's Woods Boulevard	DeLand	32724	$ 547
Candlelight Mobile Home Park	2000 North Volusia Avenue	Orange City	32763	$ 601
Country Village	2252 Hollowridge Drive	Orange City	32763	$ 574
Fernwood Mobile Home Park	2701 Staghorn Court	DeLand	32724	$ 474
Hawthorne Hills of DeLand	560 Hawthorne Drive	DeLand	32724	$ 654
Hidden Hills Mobile Home Park	143 Oakleaf Circle	DeLand	32724	$ 496
Hidden Valley Park	1101 Reynolds Road	De Leon Springs	32130	$ 321
Highland Country Estates	23 Fleetwood	DeBary	32713	$ 720
King's Lake	369 Kingslake Drive	DeBary	32713	$ 590
Lake Helen Villa	711 Lemon Avenue	Lake Helen	32744	$ 469
Land O' Lakes Mobile Home Court	1800 East Graves Avenue	Orange City	32763	$ 496
Meadowlea Estates	1004 Overlook Drive	DeLand	32724	$ 715
Orange Tree Village	880 Navel Orange Drive	Orange City	32763	$ 526
Orangewood MHP	1 Orange Street	DeLand	32724	$ 412
Raintree Village	199 Raintree Circle	DeLand	32724	$ 588
The Oaks	400 Nut Tree Drive	DeLand	32724	$ 590
Whisperwood Manufactured Home Park	3070 Whisper Boulevard	DeLand	32724	$ 767

City of DeLand

"The Athens of Florida"
www.deland.org

120 South Florida Avenue
DeLand, Florida 32720
Telephone: (386) 626-7073

90-DAYS NOTICE OF LOT RENTAL AMOUNT INCREASE

To: Home Owners of the DeLand Municipal Mobile Home Park

FROM: City of DeLand

DATE: September 17, 2024

RE: Increase in Lot Rental Amount for DeLand Municipal Mobile Home Park

---

Pursuant to Section 723.037, Florida Statutes, and Rule 61B-32.002, Florida Administrative Code (FAC), this serves as a 90-day notice of a lot rental amount increase for the DeLand Municipal Mobile Home Park. The lot rental increase will be effective January 1, 2025. On that date, the lot rental amount will increase as follows:

	Current Lot Rental Amount	**Amount of Increase**	**New Lot Rental Amount**
Base Lot Rental – 50' – 60' Trailers	$275.00/mo.	$25.00/mo.	$300.00/mo.
Base Lot Rental – Less than 50' Trailers	$275.00/mo.	$25.00/mo.	$300.00/mo.

The following homeowners are receiving notices of lot rental amount increases:

All home owners of the mobile home park.

If you wish to determine the names and addresses of the individuals who will be receiving notices of lot rental increases in addition to you, the City of DeLand shall make the names and addresses available upon request.

Sincerely,

Daniel A. Stauffer, Jr., CPA
Finance Director

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Consideration re Exceptional Grant, African American Museum of the Arts, 325 South Clara Avenue.

DEPARTMENT: Community Development

PREPARED BY: Nick Conte, Economic Dev. Manager

ATTACHMENTS: AAMA-Application2, AAMA -Rendering, 2023-04-18 SCHEMATIC DESIGN PROGRESS SET (7) (2) (1)

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

The African American Museum of the Arts, Inc. (AAMA), located in the City's Core Gateway area, is a cultural arts and historical facility dedicated to promoting African American and Caribbean artistic excellence and providing educational, historical and cultural opportunities to all. The museum, founded in 1994 by Irene and Maxwell Johnson, is a unique and vital resource for the community and the greater Central Florida region.

For almost 30 years, AAMA has housed high quality exhibitions showcasing African and Caribbean American cultural heritage. The museum has a growing catalog, featuring art from local African American and multicultural artists, sculptures of regional historical figures such as Zora Neal Hurston and the Tuskegee Airmen, and masks from African ethnic groups. AAMA also curates several exhibits annually. Previous exhibits include a display of "story quilts" by the Hannibal Square Quilters, artifacts from the enslaved Gullah people of South Carolina and Georgia, and a youth photography series featuring DeLand area residents and historical places.

AAMA hosts "Know Thyself" history lectures, celebrations for Kwanzaa, Juneteenth, and Florida Emancipation Day and the annual Dr. Noble "Thin Man" Watts Jazz Fest, named for DeLand's legendary saxophonist and band leader. The museum has also partnered with Stetson University's Creative Arts faculty to offer lectures on African Americans' traditions in art; the first talk discussed Dr. Charles White, one of Stetson's first African American graduates.

The museum is presently housed in a building containing only 800 sq./ft. of usable space, which includes the main gallery, a small gallery for the permanent collections, one restroom, a small office and a storage room. The museum also owns and operates the Dr. Noble "Thin Man" Watts' amphitheater, which provides a stage, upstairs storage and seating. Artifacts that cannot be stored in the main building are currently stored in the amphitheater's limited storage space.

The AMMA has collected over 350 artifacts through donations from local artists, scholars, art collectors, and world travelers. Unfortunately, there is limited display space in the small gallery. The museum cannot display its full collection, and many pieces are in storage. In some cases, pieces stored in the amphitheater have been heat-damaged. Additionally, the museum's collection of over 300 historical books, periodicals, magazines, DVDs and tapes, housed in the administrative office, has exceeded bookshelf capacity.

Phase One of this project will provide significantly more space for the museum in an attractive, ADA-accessible 3,500 SF building. **Phase Two**, which consists of a complete renovation of the existing building, is planned to be completed immediately following construction of the new building. This renovation will include

re-purposing the existing space to include an entrance lobby, gift shop and office and construction of an enclosed breezeway to connect the old and new buildings. The building's exterior will also be renovated to blend with the facade of the new facility while retaining its historical character. The project will provide much needed space for exhibitions, exhibit preparation, storage and curation, enhancing the visitor's experience and supporting community programming.

The existing museum property will be regraded and landscaped to provide attractive landscape buffers, replace trees displaced by construction and enhance site esthetics. Code-compliant, permanent signage, designed to blend with the new and renovated building will be installed.

The AAMA Building Addition project represents a significant investment ($1.45 million when complete), in its historic DeLand Gateway neighborhood. To date, more than **$1.2 million** has been committed to the project in the form of grants from the *Florida Department of State, Volusia ECHO* and *private donors*.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Preserving "Sense of Community"

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The request is for an exceptional grant of $34,000 which can be supported by the current balance in the Gateway grant budget.

RECOMMENDATION:

Staff recommends approval of this exceptional grant request.

BACKGROUND/DISCUSSION:

The AAMA Building Addition project represents a significant investment ($1.45 million when complete), in its historic DeLand Gateway neighborhood. To date, more than **$1.2 million** has been committed to the project in the form of grants from the *Florida Department of State, Volusia ECHO* and *private donors*. The project will expand and greatly improve the capacity of the Museum to acquire and display meaningful works of art, cultural objects and educational materials and to conduct community programs. This effort will not only improve the appearance of this Core Gateway Area but will also provide significant synergy when combined with the aesthetic, economic and cultural impact of the J.W. Wright Building renovation and the proposed Voorhis Avenue Streetscape. Funds from an Exceptional Gateway Grant to the AMMA will specifically help to address key Gateway Grant initiatives, which include landscaping and site improvements, signage, and renovation of the exterior of the existing Museum building.

Project Schedule

This project has been under development since early 2022, when the Museum successfully applied for a grant from the Florida Department of State. Since that time, an additional grant was received from Volusia ECHO and funding was committed from private donors such that funds are available to construct Phase One. Project architectural and site design is complete for the entire project, and **Phase One** of the project (new 3,500 SF building) has been competitively bid and was awarded to the best responsive bidder. The museum and its contractor have successfully obtained an Infrastructure Construction Permit from the City of DeLand, and limited clearing has begun. Final construction plans have been submitted to the City Building Department and approval is anticipated shortly. Construction of the new building is expected to take approximately nine to ten

months. Provided additional funding is secured timely, it is anticipated that **Phase Two** (renovation of the existing building) can also be completed so that beneficial use of the entire project by the museum occurs by late summer, 2025.

African American Museum of the Arts, Inc.
City of DeLand Exceptional Gateway Grant Application
August 2024

Grant Application Data

Property Address: 325 South Clara Avenue, DeLand, Fl. 32720
Project Description: Interior and exterior renovation and repurposing of existing 1,000 SF building, construction of new 3,500 SF addition, site reconstruction with extensive landscaping, drainage improvements and sign replacement
Owner's Name: African American Museum of the Arts, Inc.
Owner's Address: P.O. Box 1319 DeLand, 32721-1319
Phone: 386-801-3567
E-Mail Address: reginaldcwilliams1950@gmail.com
Applicant's Name: Reginald C. Williams, Board Chairman
Applicant's Address: P.O. Box 1319, DeLand, Fl. 32721-1319
Phone: 386-801-3567
E-Mail Address: reginaldcwilliams1950@gmail.com
Type of Improvement Planned: Construct 3,500 SF building addition, renovate and repurpose 1,000 SF existing museum building, improve and landscape existing site and install coordinated signage
Estimated Cost of Project: $1,450,000
Amount Requested $34,000

Project Description

The African American Museum of the Arts, Inc. (AAMA), located in the City's Core Gateway area, is a cultural arts and historical facility dedicated to promoting African American and Caribbean artistic excellence and providing educational historical and cultural opportunities to all. The museum, founded in 1994 by Irene and Maxwell Johnson, is a unique and vital resource for the community and the greater Central Florida region.

For almost 30 years, AAMA has housed high quality exhibitions showcasing African and Caribbean American's cultural heritage. The museum has a growing catalog, featuring art from local African American and multicultural artists, sculptures of regional historical figures such as Zora Neal Hurston and the Tuskegee Airmen, and masks from African ethnic groups. AAMA also curates several exhibits annually. Previous exhibits include a display of "story quilts" by the Hannibal Square Quilters, artifacts from the enslaved Gullah people of South Carolina and Georgia, and a youth photography series featuring Deland area residents and historical places. AAMA hosts "Know Thyself" history lectures, celebrations for Kwanzaa, Juneteenth, and Florida Emancipation Day and the annual Dr. Noble "Thin Man" Watts Jazz Fest, named for Deland's legendary saxophonist and band leader. The museum has also partnered with Stetson

University's Creative Arts faculty to offer lectures on African Americans' traditions in art; the first talk discussed Dr. Charles White, one of Stetson's first African American graduates.

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The existing museum property will be regraded and landscaped to provide attractive landscape buffers, replace trees displaced by construction and enhance site aesthetics. Code compliant, permanent signage, designed to blend with the new and renovated building will be installed.

Need for Exceptional Grant

The AAMA Building Addition project represents a very significant investment (about $1.45 million when complete), in its historic DeLand Gateway neighborhood. To date, more than $1.2 million has been committed to the project in the form of grants from the Florida Department of State, Volusia ECHO and private donors. The project will expand and greatly improve the capacity of the Museum to acquire and display meaningful works of art, cultural objects and educational materials and to conduct community programs. This effort will not only improve the appearance of this Core Gateway Area but will also provide significant synergy when combined with the aesthetic, economic and cultural impact of the J.W. Wright Building renovation and the proposed Voorhis Avenue Streetscape. Funds from an Exceptional Gateway Grant to the AMMA will specifically help to address key Gateway Grant initiatives to include landscaping and site improvements, signage, and renovation of the exterior of the existing Museum building.

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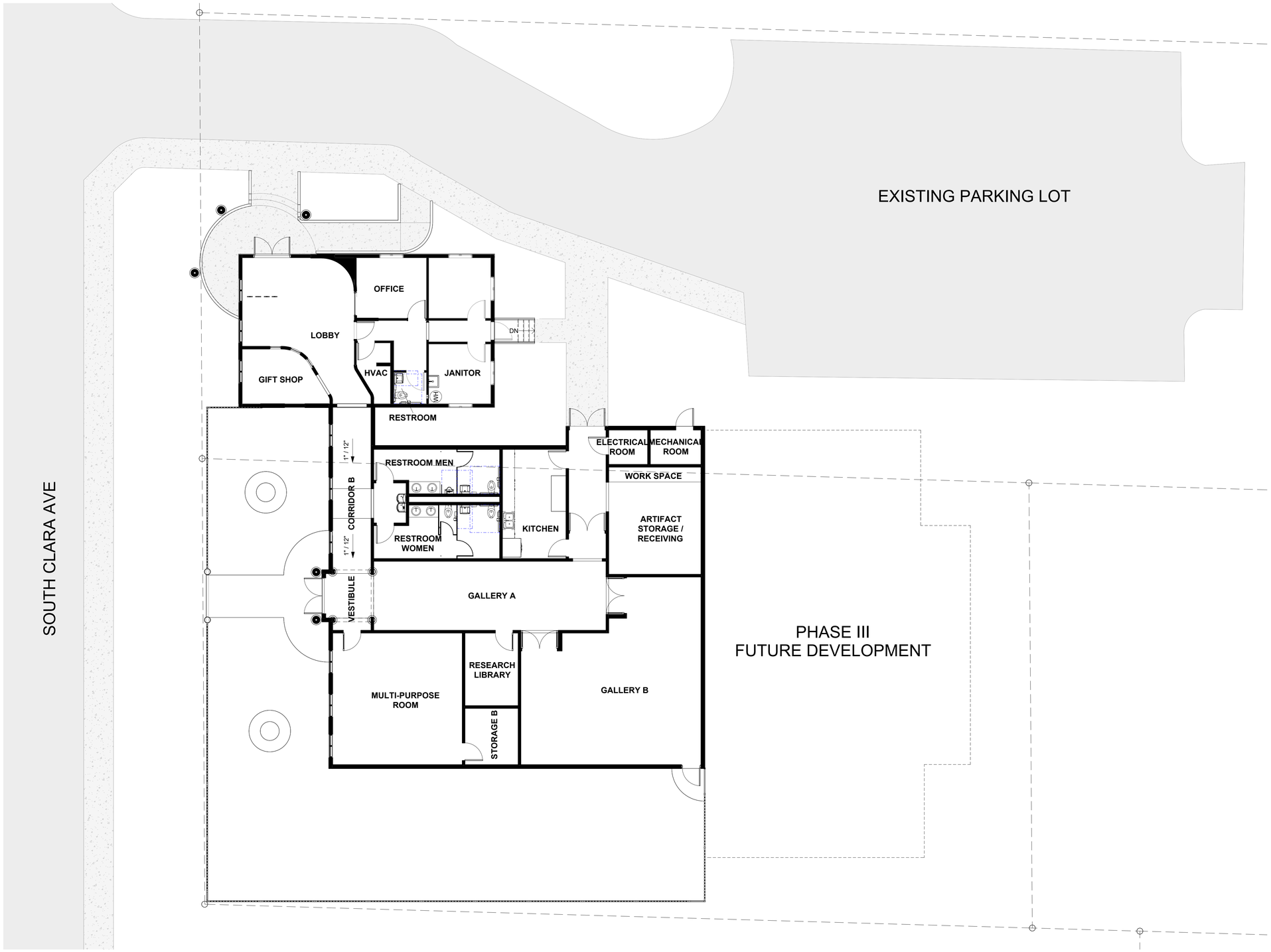
Applicant's Statement and Signature:

On behalf of the African American Museum of the Arts, Inc., please accept this application for an Exceptional Gateway Grant:

Reginald C. Williams, Board Chairman
African American Museum of the Arts, Inc.

9/4/24
Date

Rendering



1 SITE PLAN
1/8" = 1'-0"

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Architect of Record

No.	DATE	Revision

Designed:	Designer
Drawn:	Author
Checked:	Checker
Job No.:	A19701
Issue Date	

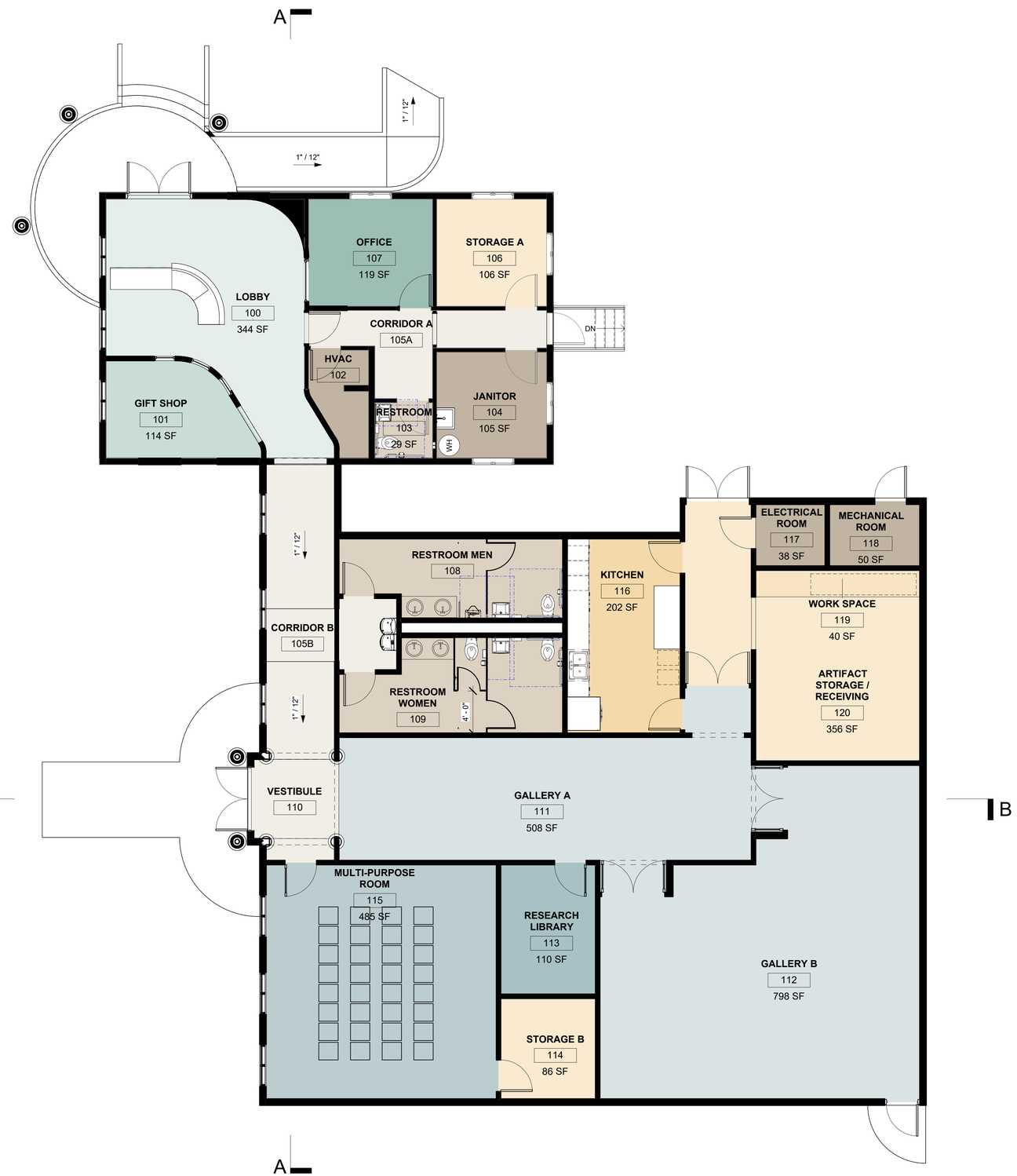
SITE PLAN

AFRICAN AMERICAN MUSEUM OF THE ARTS
RENOVATION AND EXPANSION
325 SOUTH CLARA AVENUE DELAND, FL

NOT FOR CONSTRUCTION

THIS SHEET NOT VALID FOR CONSTRUCTION WITHOUT COMPLETE SET OF PLANS. SEE GENERAL NOTES FOR MASTER LEGEND

Sheet No.
A101



1 FINISH FLOOR
3/16" = 1'-0"

ROOM LEGEND

- LOBBY
- GIFT SHOP
- OFFICE
- MULTI-PURPOSE ROOM
- GALLERY A
- GALLERY B
- RESEARCH LIBRARY
- KITCHEN
- STORAGE A
- STORAGE B
- ARTIFACT STORAGE / RECEIVING
- WORK SPACE
- JANITOR
- HVAC
- MECHANICAL ROOM
- ELECTRICAL ROOM
- RESTROOM
- RESTROOM MEN
- RESTROOM WOMEN
- VESTIBULE
- CORRIDOR A
- CORRIDOR B

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CPH, Inc.

Architect of Record

No.	DATE	Revision

Designed:	Designer
Drawn:	Author
Checked:	Checker
Job No.:	A19701
Issue Date	

FLOOR PLAN

AFRICAN AMERICAN MUSEUM OF THE ARTS
RENOVATION AND EXPANSION
325 SOUTH CLARA AVENUE DELAND, FL

NOT FOR CONSTRUCTION

THIS SHEET NOT VALID FOR CONSTRUCTION WITHOUT COMPLETE SET OF PLANS. SEE GENERAL NOTES FOR MASTER LEGEND

Sheet No.
A102

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Resolution Approving Tax Equity and Fiscal Responsibility Act (TEFRA) for the Florida Municipal Loan Council.

DEPARTMENT: City Manager

PREPARED BY: Michael Pleus, City Manager

ATTACHMENTS: DeLand - TEFRA Resolution (02748658-3), Exhibit A to DeLand TEFRA Resolution - Report of Hearing Officer (02752107)

APPROVED BY: Michael Pleus, City Manager, September 11, 2024

SUMMARY/HIGHLIGHT:

The Florida Municipal Loan Council ("FMLC") is a public body corporate and politic created pursuant to the Florida Interlocal Cooperation Act of 1969, as amended, and pursuant to the provisions of the Interlocal Agreement, dated as of December 1, 1998 (the "Interlocal Agreement"), initially among the City of Stuart, Florida, the City of DeLand, Florida, and the City of Rockledge, Florida. FMLC issues revenue bonds and the loans the proceeds thereof to, among others, counties, municipalities, and special districts in the State of Florida in order to finance the costs of capital improvements relating to a governmental function or purpose and other governmental undertakings.

The Shingle Creek Transit and Utility Community Development District (the "District") was created by Orange County, Florida to facilitate the financing of certain public infrastructure, which includes certain odor control improvements to the South Water Reclamation Facility (the "Project"). The District requested FMLC issue its Revenue Bonds (Shingle Creek Transit and Utility Community Development District Series) in the principal amount of not to exceed $16,000,0000 (the "Bonds") and loan the proceeds thereof to the District in order to finance a portion of the Project.

Pursuant to Section 147(f) of the Internal Revenue Code (the "Code"), the Bonds cannot be issued by FMLC unless the Bonds receive approval by the governmental unit on behalf of which the Bonds will be issued following a public hearing for which reasonable public notice was provided.

As one of the initial members of FMLC, approval of the Bonds by the City of DeLand, Florida (the "City") satisfies the requirements of Section 147(f) of the Code. FMLC held a duly noticed public hearing on August 29, 2024. The affidavit of publication and report of hearing officer related to the public hearing has been provided to City staff and is attached as an exhibit to the resolution. FMLC is seeking the approval of the Bonds for the limited purpose of satisfying the requirements of Section 147(f) of the Code and such approval will not be construed (i) to create any obligation or liability of the City in connection with the Bonds or the Project, (ii) as an endorsement of the creditworthiness of the District or the financial viability of the Project, (iii) as a recommendation to purchase the Bonds, or (iii) as an evaluation of the likelihood of the repayment of the debt service on the Bonds.

In addition to the City of DeLand's approval, Section 147(f) of the Code also requires the Bonds receive approval by the governmental unit having jurisdiction over the area in which the Project is located. Orange County, Florida has approved these Bonds for the limited purpose of satisfying Section 147(f) of the Code on April 23, 2024.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

n/a

SUSTAINABILITY:

n/a

FISCAL IMPACT:

This item has no fiscal impact.

RECOMMENDATION:

Staff recommends approval of the attached Tax Equity and Fiscal Responsibility Act (TEFRA) Resolution as requested by the Florida Municipal Loan Council.

BACKGROUND/DISCUSSION:

N/A

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, APPROVING SOLELY FOR THE PURPOSES OF SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, THE ISSUANCE BY THE FLORIDA MUNICIPAL LOAN COUNCIL OF ITS REVENUE BONDS (SHINGLE CREEK TRANSIT AND UTILITY COMMUNITY DEVELOPMENT DISTRICT SERIES) IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $16,000,000, THE PROCEEDS FROM THE SALE OF WHICH WILL BE USED PRINCIPALLY TO FUND A LOAN TO FINANCE, REFINANCE, OR REIMBURSE THE COSTS OF CONSTRUCTION AND INSTALLATION OF WASTEWATER ODOR ABATEMENT IMPROVEMENTS TO THE SOUTH WATER RECLAMATION FACILITY OWNED AND OPERATED BY ORANGE COUNTY UTILITIES; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELAND, FLORIDA (the "City Commission"):

SECTION 1. FINDINGS. It is hereby ascertained, determined, and declared as follows:

A. The Florida Municipal Loan Council (the "Loan Council") was created and is existing pursuant to the Constitution and laws of the State of Florida (the "State"), including particularly Chapter 163, Part I, Florida Statutes, as amended (the "Interlocal Act"), and the provisions of the Interlocal Agreement, dated as of December 1, 1998 (the "Interlocal Agreement"), initially among the City of Stuart, Florida, the City of DeLand, Florida (the "City"), and the City of Rockledge, Florida.

B. Shingle Creek Transit and Utility Community Development District, a local unit of special-purpose government (the "District") duly established and validly existing under and pursuant to the Constitution and laws of the State of Florida, particularly Chapter 190, Florida Statutes, is negotiating an Interlocal Agreement with the Board of County Commissioners (the "Board") of Orange County, Florida (the "County") pursuant to which the District will agree to undertake and advance the funds necessary to pay the costs of construction and installation of wastewater odor abatement improvements to the South Water Reclamation Facility owned and operated by Orange County Utilities (the "Project").

C. The District previously issued its taxable Shingle Creek Transit and Utility Community Development District Special Assessment Revenue Bond Anticipation Note, Series 2023 (the "BAN") in an amount not to exceed $85,000,000 to finance, on a temporary basis, the costs of certain capital projects of the District, one of which included the Project.

D. The District desires now to finance, on a long term basis, approximately $16,000,000 representing a portion of the costs of the Project, that will not otherwise be paid for by the County pursuant to the terms of the Interlocal Agreement to be entered into by and between the District and the Board.

E. On August 29, 2024, the Loan Council held a public hearing, which public hearing was duly conducted by the Loan Council on such date upon reasonable public notice, and at which hearing members of the public were afforded a reasonable opportunity to be heard on all matters pertaining to (1) the location and nature of the Project, a copy of the published notice for which and a transcript of the proceedings for which are attached hereto as **Exhibit "A"**, and (2) the issuance of the Bonds for the purposes described herein.

F. As an initial member of the Interlocal Agreement, the Loan Council has requested the City approve the issuance of the Bonds for the limited purpose of satisfying the requirements of Section 147(f) of the Internal Revenue Code of 1986.

SECTION 2. APPROVAL OF ISSUANCE OF THE BONDS. The issuance of the Bonds and the use of the proceeds thereof to finance, refinance, and reimburse the District for the costs of the Project as described herein are hereby approved. The City shall not be liable for any costs of issuing the Bonds or the costs incurred by it in connection with the preparation, review, execution, or approval of any documentation or opinions required to be delivered in connection therewith by the City or counsel to any of them. All of such costs shall be paid from the proceeds of the Bonds or from other moneys of the District. The Bonds shall not constitute an indebtedness or a liability of the City.

SECTION 3. LIMITED APPROVAL. The approval given herein shall not be construed as (i) an endorsement of the creditworthiness of the District or the financial viability of the Project, (ii) a recommendation to any prospective purchaser to purchase the Bonds, (iii) an evaluation of the likelihood of the repayment of the debt service on the Bonds, or (iv) approval of any zoning applications or approval or acquiescence to the alteration of existing zoning or land use approvals, nor shall it be considered approval for any vested rights with respect to land use or zoning regulations, nor other regulatory permits relating to the Project, and the City Commission shall not be construed by reason of its adoption of this Resolution to make any such endorsement, finding, or recommendation or to have waived any right of the City Commission or estopping the City Commission from asserting any rights or responsibilities it may have in such regard. Further, the approval by the City Commission of the issuance of the Bonds by the Loan Council shall not be construed to obligate the City to incur any liability, pecuniary or otherwise, in connection with either the issuance of the Bonds or the acquisition and construction of the Project, and the Loan Council shall so provide in the financing documents setting forth the details of the Bonds.

SECTION 4. NO LIABILITY. The City shall have no obligation, financial or otherwise, with respect to the Bonds, and the approval given herein by the City Commission shall not be deemed or construed to create any obligation or liability, pecuniary or otherwise, of the City, in connection with either the Bonds or the Project in any respect whatsoever and the Loan Council shall so provide in the documents related to the issuance of the Bonds. The general credit or taxing power of the City or the State or any political subdivision or public agency thereof shall not be pledged to the payment of the Bonds. No statement, representation or recital made herein shall be deemed to constitute a legal conclusion or a determination by the City that any particular action or proposed action is required, authorized, or permitted under the laws of the State or the United States.

No recourse under or upon any obligation, covenant, or agreement of this Resolution or the Bonds or any agreement executed in connection with the Bonds, or for any claim based thereon or otherwise in respect thereof, shall be had against any City Commission member, the City Manager, the City Clerk, the City Attorney, or any other City staff, or professionals retained by the City in connection with the issuance of the Bonds, as such, past, present or future, either directly or through the City, it being expressly understood (a) that no personal liability whatsoever shall attach to, or is or shall be incurred by, the City Commission members, the City Manager, the City Clerk, the City Attorney, or any other staff of the City, or professionals retained by the City in connection with the issuance of the Bonds, as such, under or by reason of the obligations, covenants, or agreements contained in this Resolution or implied therefrom, and (b) that any and all such personal liability, either at common law or in equity or by constitution or statute, of, and any and all such rights and claims against, every such City Commission member, the City Manager, the City Clerk, the City Attorney, or any other staff of the City, or professionals retained by the City in connection with the issuance of the Bonds, as such, are waived and released as a condition of, and as a consideration for, the execution of this Resolution on the part of the City.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

PASSED AND DULY ADOPTED this 16TH day of September, 2024.

_____
Christopher M. Cloudman
Mayor - Commissioner

ATTEST:

_____
Julia A. Hennessy, MMC
City Clerk – Auditor

APPROVED AS TO FORM AND LEGALITY:

_____
Darren J. Elkind
City Attorney

EXHIBIT A

PROOF OF PUBLICATION AND TEFRA HEARING TRANSCRIPT

REPORT OF HEARING OFFICER

Mayor/Commissioner and City Commission of the City of Deland, Florida
City Commission Chambers, City Hall
120 S. Florida Avenue
DeLand, Florida 32720

Re: Proposed Issuance of Revenue Bonds (Shingle Creek Transit and Utility Community Development District Series), by the Florida Municipal Loan Council in an amount not to exceed $16,000,000

Ladies and Gentlemen:

Pursuant to the authorization by the governing body of the Florida Municipal Loan Council (the "Council"), I conducted a public hearing on August 29, 2024, at 9:30 a.m. via toll-free telephonic conference line in lieu of physical presence at such public hearing, with respect to the contemplated issuance by the Council of its Revenue Bonds (Shingle Creek Transit and Utility Community Development District Series) in an amount not to exceed $16,000,000 (the "Bonds").

Due notice of the public hearing was published on August 21, 2024, in the Orlando Sentinel, a newspaper of general circulation in the City of DeLand, Volusia County, Florida. Proof of such publication is attached hereto.

At the public hearing, no persons appeared and requested to be heard. No persons submitted any comments in writing for the consideration of the Council and the City Commission of City of DeLand, Florida (the "City Commission") with respect to the issuance of the Bonds by the Council or the approval of the Bonds by the City Commission.

The public hearing was opened at 9:32 a.m. prevailing Eastern Time, and was closed at 9:34 a.m. prevailing Eastern Time on August 29, 2024.

[Remainder of page intentionally left blank]

Respectfully submitted on the 29th day of August, 2024, by the undersigned on behalf of the Council.

By: _____
Name: Jason M. Breth
Title: Bond Counsel

Florida Municipal Loan Council
Hearing Officer

EXHIBIT A

PROOF OF PUBLICATION

Orlando Sentinel
MEDIA GROUP

Published Daily
VOLUSIA County, Florida

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State Of Florida
County Of Volusia

Before the undersigned authority personally appeared Rose Williams, who on oath says that he or she is a duly authorized representative of the ORLANDO SENTINEL, a DAILY newspaper published in VOLUSIA County, Florida; that the attached copy of advertisement, being a Legal Notice in:

The matter of 11150-Public Hearing Notice
Was published in said newspaper by print in the issues of, or by publication on the newspaper¶s website, if authorized on Aug 21, 2024.

Affiant further says that the newspaper
complies with all legal requirements for
publication in Chapter 50, Florida Statutes.

Rose Williams
Signature of Affiant Name of Affiant

Sworn to and subscribed before me on this 22 day of August, 2024,
by above Affiant, who is personally known to me (X) or who has produced identification ( ).

Signature of Notary Public

Notary Public State of Florida
Leanne Rollins
My Commission HH 500022
Expires 4/27/2028

Name of Notary, Typed, Printed, or Stamped

7684386

Orlando Sentinel
MEDIA GROUP

NOTICE OF TELEPHONIC PUBLIC HEARING CONCERNING THE ISSUANCE BY THE FLORIDA MUNICIPAL LOAN COUNCIL OF NOT EXCEEDING $16,000,000 OF ITS REVENUE BONDS (SHINGLE CREEK TRANSIT AND UTILITY COMMUNITY DEVELOPMENT DISTRICT SERIES).

Notice is hereby given that on August 29, 2024, at 9:30 a.m., or as soon thereafter as practicable, the Florida Municipal Loan Council (the "FMLC"), will conduct a public hearing via the following toll-free telephonic conference line in lieu of physical presence at the public hearing:

DIAL-IN NUMBER: 1-888-585-9008
ACCESS CODE: 113295897

The public hearing is for the purpose of giving interested persons an opportunity to be heard on the proposed issuance by the FMLC of its Revenue Bonds (Shingle Creek Transit and Utility Community Development District Series), in an aggregate principal amount of not exceeding $16,000,000, in one or more series (the "Bonds"). The Bonds are expected to be issued as exempt facility bonds under Section 142(a) of the Internal Revenue Code for the purposes of providing facilities for the furnishing of water and sewage facilities. The Bonds will be issued to finance a loan (the "Loan") to be made by the FMLC to Shingle Creek Transit and Utility Community Development District, a local unit of special-purpose government duly established and validly existing under and pursuant to the Constitution and laws of the State of Florida, particularly Chapter 190, Florida Statutes (the "Borrower"). The proceeds from the Loan will be used by the Borrower to finance the costs of construction and installation of wastewater odor abatement improvements to the South Water Reclamation Facility owned and operated by the Orange County Utilities ("OCU") (the "Project"). The Project is located at 4760 West Sand Lake Road, Orlando, Orange County, Florida. The Bonds will be payable from special assessments levied against the assessable lands within the District and interlocal payments from Orange County, Florida and OCU. The Bonds will not constitute an indebtedness of the FMLC, the Borrower, Orange County, Florida, the State of Florida (the "State"), or any political subdivision of the State within the meaning of any constitutional or statutory debt limitation or restriction. The FMLC has no taxing power.

At such public hearing, persons will be given an opportunity to express their views, both orally and through written statements which are submitted to the FMLC on or before the public hearing. For further information, contact Paul Shamoun, Director, Department of Financial Services, Florida Municipal Loan Council, at (850) 701-3648. Should any person decide to appeal any decision made by the FMLC, they will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made, which record must include testimony and evidence upon which the appeals may be based.

In accordance with the Americans with Disabilities Act, persons with disabilities needing special assistance accommodations to participate in this proceeding should contact Rodney Walton, no later than two (2) days prior to the hearing at telephone number

to the hearing at telephone number (850) 701-3620 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers at (800) 955-8771 (TDD) or (800) 955-8700 (VOICE) for assistance.

This Notice is published pursuant to the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended, and Treasury Regulations Section 1.147(f)-1.

FLORIDA MUNICIPAL LOAN COUNCIL
8/21/2024 7684386

7684386

CITY OF DELAND
Request for Commission Action
September 16, 2024

SUBJECT: Resolution Approving Historic Property Tax Exemption for Property Located at 306 West Wisconsin Avenue.

DEPARTMENT: Planning

PREPARED BY: Carol Kuhn, Planning Director

ATTACHMENTS: Resolution, Tax Exemption Covenant, Ordinances 1997-49 (pdf), Ordinance 2017-12 - Amending Ord. 97-49 (pdf), Part 1, Evaluation of Property Eligibility_HPB24-082, Part 2, Description of Improvements, Attachment 2A - Resolution 2024-48, Attachment 2B – Florida Master Site File (8VO3557), Attachment 2C – Historic Reference Map showing project location, Attachment 2D – Project Narrative - proposed work, Attachment 2E – Photos of existing conditions Interior Photos - Part 2 - HPB24-082, Attachment 2F – Proposed concept floor plan, Attachment 2G – Project Cost - Estimates, Attachment 2H – 2023 Volusia County Tax Bill, Attachment 2I – Part 1 & 2 - May 2, 2024 Historic Preservation Board Staff Report, Part 3, Request for Review of Completed Work, Attachment 3A – Historic Preservation Exemption Covenant, Attachment 3B – Project Narrative - completed work, Attachment 3C – Project Cost - Actual, Attachment 3D – Sunbiz, Attachment 3E – Volusia County Property Record Card, Attachment 3F - Part 3 - September 5. 2024 Historic Preservation Board Staff Report, Attachment 3G – Photos of completed work Photos - Part 3 - HPB24-082

APPROVED BY: Michael Pleus, City Manager, September 12, 2024

SUMMARY/HIGHLIGHT:

The applicant is requesting approval of their Historic Tax Exemption application for the property located at 306 West Wisconsin Avenue - Northwest Square, the former Trinity Church. Ordinance 97-49 was adopted by the City of DeLand on December 1, 1997, to provide for an ad valorem tax exemption for improvements to historic properties which meet certain criteria.

The former use of this site was the Trinity Methodist Episcopal Church, built in 1926. The property was purchased and rezoned from R-1B to Planned Development (PD) in 2022, to allow for the mixed use of residential apartments and commercial/event space. The Historic Preservation Board recommended approval of the Local Historic Registry Nomination and approved Part 2 of the tax exemption (pre-construction application) at their May 2, 2024, meeting. The City Commission approved the Local Historic Registry Nomination on May 20, 2024.

The Historic Preservation Board recommended approval of part 3 of the tax exemption application (review of completed work) at their September 5, 2024 meeting.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Two of the principles of the Strategic Plan is to institute Smart Growth Principles and preserve a “Sense of Community”. This historic tax exception allows for support for the preservation of historic structures outside the City core and creates a “Sense of Community” for the City residents, youth, and visitors by creating a multi-use building consisting of apartments, event space, and commercial spaces.

SUSTAINABILITY:

The redevelopment of this building from a church to apartments, commercial spaces, and event space addresses community social needs and creates housing within the core downtown.

FISCAL IMPACT:

The fiscal impact of this approval is 100% exemption of the increase in the assessed value of ad valorum taxes levied by the City of DeLand, which is the result of the restoration of the property. This exemption will be in place for a period of 10 years.

RECOMMENDATION:

It is recommended that the City Commission approve the Historic Property Tax Exemption for the property located at 306 W. Wisconsin Avenue - Northwest Square.

BACKGROUND/DISCUSSION:

Ordinance 97-49 was adopted by the City of DeLand on December 1, 1997 to provide for an ad valorum tax exemption for improvements to historic properties which meet certain criteria. The City of DeLand has affirmed its commitment to historic preservation by its designation of individual properties and districts as historically significant and has determined that the preservation of historic sites enhances the lives of its citizens, promotes community understanding, educates and attracts visitors.

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, GRANTING A HISTORIC PRESERVATION PROPERTY TAX EXEMPTION FOR PROPERTY LOCATED AT 306 WEST WISCONSIN AVENUE, PURSUANT TO ORDINANCE NO. 1997-49 AS AMENDED BY ORDINANCE NO. 2017-12; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida adopted Section 196.1997, Florida Statutes, implementing the provisions of the State Constitution to specifically provide for ad valorem tax exemption for historic properties; and

WHEREAS, the applicant, Halley Matuszczak, has applied for a Historic Preservation Property Tax Exemption for property located at 306 West Wisconsin Avenue, in accordance with the provisions outlined in Ordinance No. 97-49 as amended by Ordinance No. 2017-17; and

WHEREAS, the property was rezoned from R-1B to Planned Development (PD) in 2022, to allow for the mixed use of residential apartments and commercial/event space; and

WHEREAS, on May 20, 2024, the property was placed on the Local Register of Historic Places; and

WHEREAS, the City Commission recognizes the importance of historic preservation and encourages the improvement of designated historic buildings and structures which contribute to the historical character of the Historic Districts and Landmarks in the City of DeLand.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. The City Commission hereby grants a Historic Preservation Property Tax Exemption for the property located at 306 West Wisconsin Avenue for the tax years 2025 through 2034, subject to the provisions of Ordinance No. 97-49 as amended by Ordinance No. 2017-17.

Section 2. The tax exemption provided for herein is subject to the terms of a Historic Preservation Property Tax Exemption Covenant, a copy of which is attached hereto.

Section 3. If any section, sentence, clause, or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, that holding shall in no way affect the validity of the remaining portions of this Resolution.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this 16th day of September, 2024

_____
Christopher M. Cloudman
Mayor - Commissioner

ATTEST:

_____
Julie A. Hennessy
City Clerk - Auditor

APPROVED AS TO FORM AND LEGALITY:

_____
Darren J. Elkind
City Attorney

HISTORIC PRESERVATION PROPERTY TAX EXEMPTION COVENANT

This Covenant is made the 16th day of September, 2024, by Northwest Square, LLC (hereinafter referred to as the Owner) and in favor of City of DeLand (hereinafter referred to as the Local Government) for the purpose of the restoration, renovation or rehabilitation of a certain Property located at 306 West Wisconsin Avenue, DeLand, FL 32720

which is owned in fee simple by the Owner and is listed in the National Register of Historic Places or locally designated under the terms of a local preservation ordinance or is a contributing property to a National Register listed district or a contributing property to a historic district under the terms of a local preservation ordinance. The areas of significance of this property, as identified in the National Register nomination or local designation report for the property or the district in which it is located, are X architecture, X history, _____ archaeology.

The Property is comprised essentially of grounds, collateral, appurtenances, and improvements. The property is more particularly described as follows (include city reference, consisting of repository, book, and page numbers): E 227.5 FT OF LOT A & E 227.5 FT OF N 57 FT & S 75 FT OF LOT B BLK 7 RICHS ADD DELAND PER OR 8304 PG 1138 PER OR 8583 P G 2373

In consideration of the tax exemption granted by the Local Government, the Owner hereby agrees to the following for the period of the tax exemption which is from January 1, 2025 to December 31, 2034:

1. The Owner agrees to assume the cost of the continued maintenance and repair of said Property so as to preserve the architectural, historical, or archaeological integrity of the same in order to protect and enhance those qualities that made the Property eligible for listing in the National Register of Historic Places or designation under the provisions of the local preservation ordinance.

2. The Owner agrees that no visual or structural alterations will be made to the Property without prior written permission of the ( ) Division of Historical Resources (●) Local Historic Preservation Office.

The address of the certified Local Historic Preservation Office, if one exists in the jurisdiction, is:

Name of Office/Agency: City of DeLand

Address: 120 S. Florida Avenue

City: DeLand Zip: 32720

Telephone: 386-626-7018

The address of the Division of Historical Resources is:

Bureau of Historic Preservation
Division of Historical Resources
R. A. Gray Building, 500 South Bronough Street
Tallahassee, Florida *32399-0250*
Telephone Number: (850) 245-6333 or (800) 847-PAST (7278)

3. *[Only for properties of archaeological significance]* The Owner agrees to ensure the protection of the site against willful damage or vandalism. Nothing in this Covenant shall prohibit the Owner from developing the site in such a manner that will not threaten or damage the archaeological resource, provided that permission for alteration of the site is obtained pursuant to 2. above.

4. The Owner agrees that the ( ) Division of Historical Resources (●) Local Historic Preservation Office and appropriate representatives of the Local Government, their agents and designees shall have the right to inspect the Property at all reasonable times in order to ascertain whether or not the conditions of this Covenant are being observed.

5. In the event of the non-performance or violation of the maintenance provision of this Covenant by the Owner or any successor-in-interest during the term of the Covenant, the ( ) Division of Historical Resources (●) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the difference between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

6. If the Property is damaged by accidental or natural causes during the Covenant period, the Owner will inform the ( ) Division of Historical Resources (●) Local Historic Preservation Office in writing of the damage to the Property, including (1) an assessment of the nature and extent of the damage; and (2) an estimate of the cost of restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion. In order to maintain the tax exemption, the Owner shall complete the restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the ( ) Division of Historical Resources (●) Local Historic Preservation Office.

7. If the Property has been destroyed or severely damaged by accidental or natural causes, that is, if the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or so damaged that restoration is not feasible, the Owner will notify the ( ) Division of Historical Resources (●) Local Historic Preservation Office in writing of the loss. The ( ) Division of Historical Resources (●) Local Historic Preservation Office will evaluate the information provided and notify the Owner in writing of its determination regarding removal of the Property from eligibility for tax exemption. If the

( ) Division of Historical Resources (●) Local Historic Preservation Office determines that the property should be removed from eligibility for tax exemption, it will notify the Property Appraiser of the county in which the Property is located in writing so that the tax exemption can be cancelled for the remainder of the Covenant period. In such cases, no penalty or interest shall be assessed against the Owner.

8. If it appears that the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the Property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or damaged deliberately or through gross negligence of the Owner, the ( ) Division of Historical Resources (●) Local Historic Preservation Office shall notify the Owner in writing. For the purpose of this Covenant, "gross negligence" means the omission of care, which even inattentive and thoughtless persons never fail to take of their own property. The Owner shall have 30 days to respond indicating any circumstances which show that the damage was not deliberate or due to gross negligence. If the Owner cannot show such circumstances, he shall develop a plan for restoration of the Property and a schedule for completion of the restoration. In order to maintain the tax exemption, the Owner shall complete the restoration work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the ( ) Division of Historical Resources (●) Local Historic Preservation Office. If the Owner does not complete the restoration work on the agreed upon time schedule, the ( ) Division of Historical Resources (●) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the differences between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

9. The terms of this Covenant shall be binding on the current Property owner, transferees, and their heirs, successors, or assigns.

This Covenant shall be enforceable in specific performance by a court of competent jurisdiction.

OWNER

Jessica Levings	Jessica Levings	8/19/24
Name	Signature	Date

LOCAL GOVERNMENT: City of DeLand

Name of Authorized Local Official	Signature	Date

Title

ORDINANCE 97-49

AN ORDINANCE OF THE CITY OF DELAND, FLORIDA, CREATING THE CITY OF DELAND HISTORIC PRESERVATION PROPERTY TAX EXEMPTION ORDINANCE; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR DEFINITIONS; PROVIDING FOR PROPERTY ELIGIBLE FOR TAX EXEMPTION; PROVIDING FOR AD VALOREM TAX EXEMPTIONS FOR IMPROVEMENTS TO HISTORIC PROPERTIES; PROVIDING FOR APPLICABLE TAXES; PROVIDING FOR DURATION OF TAX EXEMPTION PERIOD; PROVIDING FOR APPLICATION AND PROCEDURE FOR GRANTING TAX EXEMPTION; PROVIDING FOR HISTORIC PRESERVATION EXEMPTION COVENANT; PROVIDING FOR APPEAL PROCESS; PROVIDING FOR NOTICE TO APPLICANT; PROVIDING FOR NOTICE TO PROPERTY APPRAISER; PROVIDING FOR REVOCATION PROCEEDINGS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the electors of the State of Florida approved an amendment to Section 3, Article VII of the State Constitution to authorize any county or municipality to grant an ad valorem tax exemption for historic properties; and

WHEREAS, subsequently, the Legislature of the State of Florida adopted Section 196.1997, Florida Statutes, implementing the provisions of the State Constitution to specifically provide for ad valorem tax exemptions for historic properties; and

WHEREAS, the Division of Historical Resources, Department of State, State of Florida, has also adopted Chapter 1A-38, Tax Exemptions for Historic Properties, Florida Administrative Code; and

WHEREAS, there are located within the City of DeLand certain historic resources, both publicly and privately owned, both individual properties and districts, which are associated with past events and persons important in local, state and national history; or that are significant examples of an architectural style or building type; or that have yielded or are likely to yield important information which cannot be retrieved from the written record on the lifestyles of past inhabitants; and

WHEREAS, the City of DeLand has demonstrated its commitment to historic preservation by enacting Section 33-34 of the Land Development Regulations of the City of DeLand, entitled "Historic Districts and Landmarks," to aid in the protection and management of historic resources; and

WHEREAS, the said Ordinance created the Historic Preservation Board to certify designation of individual properties and groups of properties (districts) as historically significant; and

WHEREAS, the preservation of historic sites enhances the lives of citizens, promotes community understanding, educates school children, and attracts visitors who contribute to the

economy of the City of DeLand, and is in the interest of the public health, safety and welfare; and

WHEREAS, the City of DeLand desires to take advantage of these constitutional and statutory provisions;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. Short Title. This Ordinance shall be known as the "City of DeLand Historic Preservation Property Tax Exemption Ordinance."

Section 2. Purpose and Intent.

Purpose. The purpose of this Ordinance is to:

(A) Provide a positive financial incentive for the designation of DeLand Historic Districts and Landmarks as provided in Article 4, Overlay and Floating Zones, Part 33-34 of the Land Development Regulations of the City of DeLand;

(B) Encourage more restoration, rehabilitation and renovation of designated historic buildings and structures in DeLand;

(C) Stabilize and improve property values, and enhance the property tax base of the City of DeLand, by encouraging improvement of designated historic buildings and structures; and

(D) Improve the appearance of designated Historic Districts and Landmarks in the City of DeLand, thereby enhancing their appeal as places to live, work and visit.

Section 3. Definitions. The following words and phrases when used in this Ordinance shall have the following meanings:

(A) *Assessed Value*- The total value of a tax parcel, excluding the value of land, as determined by the Property Appraiser for the County of Volusia, and shown on the property tax bill sent to the owner of record by the County of Volusia.

(B) *Contributing Property*- Property that adds to the sense of time, place and historical development of an Historic District Overlay Zone by virtue of its location, design, setting, materials, workmanship, feeling and association, and was deemed as such at the time of designation.

(C) *Eligible Property* - The following real property in the City of DeLand is eligible for the Historic Preservation Property Tax Exemption as defined herein, provided it meets such criteria on the date the Historic Preservation Property Tax Exemption is granted by the City Commission:

(1) any individual property listed on the Local Register of Historic Places as defined by Article 4, Overlay and Floating Zones, Part 33-34, Land Development Regulations of the City of DeLand; OR

(2) any property identified as a contributing property located within the boundaries of a historic district so listed on the Local Register of Historic Places as defined by Article 4, Overlay and Floating Zones, Part 33-34, Land Development Regulations of the City of DeLand.

In addition to meeting one of the above criteria, in order to be considered an "Eligible Property," the following must apply:

(3) the property must have been renovated, after the date of adoption of this Ordinance, to the extent that the assessed value of the structure, as defined herein, must have increased twenty-five percent (25%) or more; AND

(4) the property must be located outside of the City of DeLand Tax Increment Finance District.

(D) *Historic Preservation Board* - The DeLand Historic Preservation Board as created by Section 33-34 of the Land Development Regulations of the City of DeLand.

(E) *Preservation Exemption Covenant* - The Historic Preservation Property Tax Exemption Covenant form identified as Florida DOS Form No. HR3E111292, which provides that those benefiting from the tax exemption agree to maintain the architectural and historical integrity of the building or structure for the duration of the Tax Exemption Period.

(F) *Qualifying Improvement*- Any change in the condition of an eligible property brought about by the expenditure of labor and purchase of materials that results in restoration, renovation or rehabilitation of said property in keeping with the design criteria established for the purposes of this exemption. This shall include, specifically, interior or exterior work, and the construction of additions or accessory buildings or structures.

Section 4. Historic Preservation Property Tax Exemption.

The owners of qualifying properties who have met all requirements outlined in this Ordinance shall receive an exemption of one hundred percent (100%) of the increase in assessed value of ad valorem taxes levied by the City of DeLand which result from the restoration, renovation or rehabilitation of such buildings or structures for the duration of the exemption period. The amount of exemption shall be determined by the Property Appraiser for the County of Volusia based on the typical post-construction inspection and appraisal. Applications for preconstruction and completed work shall be reviewed by the Historic Preservation Board and such Board shall make its recommendation to the City Commission regarding the granting or denying of such request for exemption. The Historic Preservation Property Tax Exemption for a

specific property shall be granted, upon review and consideration, by Resolution of the City Commission.

The tax exemptions allowed herein apply only to ad valorem taxes assessed by the City of DeLand. The exemption does not apply to taxes levied for the payment of bonds, to taxes authorized by a vote of the electors pursuant to Section 9(b) or Section 12, Article VII of the Florida Constitution, or to improvements made prior to the adoption of this Ordinance.

Section 5. Exemption Period.

The exemption period shall be ten (10) years, beginning on January 1 after all three of the following events have occurred: (1) issuance of a Certificate of Occupancy by the City of DeLand; (2) final approval of the restoration, renovation or rehabilitation work has been granted by the City Commission of the City of DeLand; and (3) written notice stating the exemption is in effect has been forwarded by the City of DeLand and received by the Property Appraiser for the County of Volusia.

This exemption shall remain in effect regardless of any change in the authority of the City to grant such exemptions or any change in the ownership of the property.

In the situation that a property owned by an organization or governmental entity exempt from the payment of ad valorem taxes, is subsequently sold to an owner not exempt from the payment of ad valorem taxes, the latter owner shall receive the exemption for the remainder of the exemption period provided that the former owner met all requirements outlined by this Ordinance.

Section 6. Application.

Application for the Historic Rehabilitation Tax Exemption shall be made on appropriate forms obtained from the City of DeLand, and application shall be made by the owner of record or a duly authorized agent of the owner. The application forms shall contain all the information required by the Florida Department of State, Division of Historical Resources promulgated in accordance with Rule 1A-38, Florida Administrative Code, and shall include additional information regarding the documentation of the cost of qualifying improvements. All forms and procedures shall be provided in writing by the City of DeLand to any prospective Applicant.

Each Applicant shall also be provided a copy of the Preservation Exemption Covenant, and an explanation of the requirement that the Covenant must be signed before a final application can by approved by the City Commission.

The application shall consist of the following parts:

A. Preconstruction Application.

(1) Content of Preconstruction Application. Only expenditures made to contributing properties after the effective date of this Ordinance shall be reviewed by the Historic Preservation Board for approval. The Preconstruction Application form shall be filed with the City of DeLand before any work begins, and shall include, but not be limited to, the following:

(a) information sufficient to determine if the subject property is an eligible property as defined by this Ordinance;

(b) information sufficient to determine if the proposed project will be a qualifying improvement as defined by this Ordinance;

(c) photographs documenting existing conditions of the property;

(d) information outlining construction estimates for the proposed project; and

(e) a copy of the latest tax bill issued by the Property Appraiser for the County of Volusia.

(2) Review of Preconstruction Application. The Preconstruction Application shall be reviewed by the City of DeLand Historic Preservation Board at any regular or special meeting of such Board. If applicable, review of the Preconstruction Application can be combined with the review and consideration of issuance of a Certificate of Appropriateness by the Board. The Historic Preservation Board shall make a determination of the following:

(a) whether or not the proposed project will be a qualifying improvement as defined by this Ordinance; and

(b) whether or not the work, as proposed, is in compliance with applicable review standards.

If the Board finds, by majority vote, that the proposed project is a qualifying improvement and that the work proposed is in compliance with applicable review standards, the Board shall approve the Preconstruction Application.

If the Board finds, by majority vote, that the proposed project is either not a qualifying improvement, or is not in compliance with applicable review standards, the Board shall advise the Applicant as to the changes necessary to make it a qualifying improvement and the Board's recommendations to bring the project in compliance with applicable review standards. The Applicant may resubmit the Preconstruction Application for further review at a future regular or special meeting of the Historic Preservation Board.

(3) Work Requiring a Certificate of Appropriateness.

If all or part of the proposed work involves exterior work requiring a Certificate of Appropriateness under Section 33-34.03 of the Land Development Regulations, the exterior portion of the work shall be reviewed in accordance with that Code and any design guidelines associated with that Code. The Preconstruction Application process may be initiated and reviewed simultaneously with the procedure for issuance of a Certificate of Appropriateness, but no Preconstruction Application shall be approved by the Board until the process for issuance of a Certificate of Appropriateness has been completed.

·B. Application for Review of Completed Work.

(1) Content of Application. The application form shall include, but not be limited to, the following:

(a) information sufficient to determine if the completed work is consistent with work as proposed in the Preconstruction Application, including photographs;

(b) information documenting the total cost of the project.

(2) Review of Application for Completed Work.

Application for Review of Completed Work shall be made by the Applicant upon completion of all work items summarized in the Preconstruction Application. This form shall be submitted to the Historic Preservation Board for review at a regular or special meeting of said Board. At this meeting, the Board shall determine if the work, as completed, is consistent with the work that was proposed in the Preconstruction Application.

If the Board finds, by majority vote, that the completed work is consistent with the Preconstruction Application, then the Application for Review of Completed Work shall be approved by the Board and forwarded to the City Commission with its recommendation that the City Commission grant the exemption.

If the Board finds, by majority vote, that the completed project is not consistent with the work proposed in the Preconstruction Application, the Board shall advise the Applicant as to the changes necessary to make it consistent. The Applicant shall have sixty (60) days to bring said work into compliance. After this sixty (60) day period the Board shall review information provided by the Applicant to demonstrate compliance. If, to the satisfaction of a majority of the Board, the completed work is consistent with the Preconstruction Application, then the Application for Review of Completed Work shall be approved by the Board and the Board shall forward its recommendation to the City Commission that the exemption be granted. If the Board decides by majority vote that the work is not consistent, then the Board shall not approve the application and shall recommend to the City Commission that it deny the request for tax exemption.

Section 7. Historic Preservation Exemption Covenant. No final application shall be approved by the City Commission unless it is accompanied by a signed Preservation Exemption Covenant.

Section 8. Appeals. The Applicant may appeal any decision of the Historic Preservation Board under this Ordinance to the City Commission. The appeal shall be filed on a form prepared by the Planning Director of the City of DeLand. The City Commission shall review the applications and supporting documentation filed by the Applicant using applicable review standards. A public hearing shall be held and notice provided the Applicant. The Applicant may appeal any decision of the City Commission under this Ordinance to a Court of competent jurisdiction.

Section 9. Notice to Applicant. Written notice shall be made to the Applicant in reference to each application after a recommendation or final decision has been made. Each written notice shall include reasons for the decision and recommendations for changes to the proposed improvement project that will make it a qualifying improvement.

Section 10. Notice to Property Appraiser. Within three (3) working days following adoption of a Resolution by the City Commission granting the Historic Preservation Property Tax Exemption, the Planning Director shall transmit a copy of the Resolution, the Preservation Exemption Covenant, and the final application to the Property Appraiser for Volusia County, with instructions that the Property Appraiser provide the Historic Preservation Property Tax Exemption to the Applicant.

Section 11. Revocation Proceedings.

(A) The Planning Director may initiate proceedings to revoke the Historic Preservation Property Tax Exemption in the event that the Applicant, or any subsequent owner or successor in interest to the property, fails to maintain the property according to the terms, conditions and standards to the Preservation Exemption Covenant. Proceedings under this section may also be initiated following a finding by the Code Enforcement Board that a housing code violation has occurred. The Historic Preservation Board shall provide notice to the current owner of record, hold a hearing and make a recommendation to the City Commission. The City Commission shall review the recommendation of the Historic Preservation Board and make a determination as to whether or not the exemption should be revoked.

(B) Upon a determination by the City Commission that the Historic Preservation Property Tax Exemption shall be revoked, the Planning Director shall provide written notice of the decision to the property owner of record as well as to the Property Appraiser of Volusia County. The notice to the owner of record shall be accompanied by reasons and recommendations for changes to the property that may result in reinstatement of the exemption.

(C) Upon receipt of a notice of revocation, the Property Appraiser of Volusia County shall discontinue the Historic Preservation Property Tax Exemption on the property as of January 1 of the year following receipt of the notice of revocation.

(D) *Reinstatement*. A property may be reinstated for the Historic Preservation Property Tax Exemption upon satisfactory submission of evidence that the recommendations for changes to the property previously made by the Historic Preservation Board have been completed. The process for reinstatement shall be the same as the process for review of an Application for Review of Completed Work. Upon completion of the reinstatement process, the Planning Director shall notify the Property Appraiser per Section 11(B) above. The Historic Preservation Property Tax Exemption shall only be reinstated for the remaining unexpired term of the initial exemption period.

Section 12. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, that holding shall in no way affect the validity of the remaining portions of this Ordinance.

Section 13. All ordinances, or parts of ordinances, in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 14. This Ordinance shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this 1st day of December, 1997.

David C. Rigsby
Mayor - Commissioner

ATTEST:

Viola H. Ballentine
City Clerk - Auditor

Passed on first reading: November 17, 1997
Adopted on second reading: December 1, 1997

APPROVED AS TO FORM AND LEGALITY:

Mark A. Zimmerman
City Attorney

ORDINANCE NO. 2017 - 12

AN ORDINANCE OF THE CITY COMMISSION OF DELAND, FLORIDA, AMENDING ORDINANCE 97-49 REGARDING HISTORIC PRESERVATION PROPERTY TAX EXEMPTION BY MAKING PROPERTIES LOCATED IN COMMUNITY REDEVELOPMENT AREAS ELIGIBLE FOR SUCH EXEMPTION; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Ordinance 97-49 was adopted by the City of DeLand on December 01, 1997, in accordance with Section 196.1997, Florida Statutes, to provide for an ad valorem tax exemption for improvements to historic properties which met certain criteria as more particularly set forth in the said ordinance; and

WHEREAS, Section 3(C)(4) of Ordinance 97-49 specifically limits the tax exemption to properties located outside of the "City of DeLand Tax Increment Finance District" (ie. the Downtown DeLand CRA and now also the Spring Hill CRA); and

WHEREAS, disallowing properties in the Downtown DeLand CRA made perfect sense at the time of adoption of Ordinance 97-49, because at that time many of the properties downtown had yet to be renovated and if the exemption were allowed to those properties, the CRA would never have realized tax increment revenues that were ultimately realized; and

WHEREAS, the situation today in the Downtown DeLand CRA is much different in that much of the area has already been renovated, and allowing the remaining un-renovated historic properties within the Downtown DeLand CRA to utilize the historic preservation tax exemption (which buildings would have to meet all of the other requirements of the Ordinance) would encourage the remaining buildings to be renovated, thereby facilitating the goal of historic preservation without adversely affecting the City's community redevelopment areas; and

WHEREAS, the City Commission desires to remove the requirement from Ordinance 97-49 that properties must be located outside of a City of DeLand Tax Increment Finance District (CRA) in order to qualify for an ad valorem tax exemption for historic properties; and

WHEREAS, the City Commission finds that the goal of historic preservation within the City as well as the general health, welfare and safety of the citizens of the City of DeLand will be well served by removing the requirement from Ordinance 97-49 that properties must be located outside of a City of DeLand Tax Increment Finance District (CRA) in order to qualify for a historic property ad valorem tax exemption.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. Ordinance 97-49 is hereby amended by deleting Section 3(C)(4) which currently reads "(4) The property must be located outside of the City of DeLand Tax Increment Finance District."

Section 2. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, that holding shall in no way affect the validity of the remaining portions of this Ordinance.

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

PASSED AND DULY ADOPTED this 5th day of June, 2017.

Robert F. Apgar
Mayor - Commissioner

ATTEST:

Julie A. Hennessy
City Clerk - Auditor

Passed on first reading: May 01, 2017
Adopted on second reading: June 05, 2017

APPROVED AS TO FORM AND LEGALITY:

Darren J. Elkind
City Attorney

Historic Preservation Property Tax Exemption Application Instructions

This application is to be completed in accordance with Chapter 1A-38, Florida Administrative Code, and the instructions provided below. *Read these instructions carefully before filling out the attached application. Type or print clearly in black ink. In cases where complete and adequate documentation is not provided, review and evaluation cannot be completed. An incomplete application or failure to provide the required supporting material shall result in recommendation for denial of the requested tax exemption.*

Copies of Chapter 1A-38, F.A.C., or additional copies of this application form may be obtained from the Division of Historical Resources, Florida Department of State, or the Local Historic preservation Office in those jurisdictions where such an office has been certified by the Division of Historical Resources. The Historic Preservation Property Tax Exemption Application has three parts: Part 1 -- Evaluation of Property Eligibility, Part 2 – Description of Improvements, and Part 3 – Request for Review of Completed Work. ***Applicants are strongly encouraged to submit Parts 1 and 2 of the Application and receive preliminary project approval prior to the start of construction.***

The Request of Review of the Completed Work shall be submitted upon completion of the improvements, and must clearly describe the completed work. *For projects that are completed before application is made, Part 3 must accompany the Part 2 submission.*

Under the procedures outlined in Chapter 1A-38, F. A. C., application submissions to the Division will be reviewed within 30 days following receipt of a completed, adequately documented application. Reviews conducted by Local Historic Preservation Offices will be completed consistent with the routine schedules and procedures of the local design review body, as set forth by the local government. Questions concerning the review status of specific applications should be addressed to the Division or the Local Historic Preservation Office, as applicable. *Notification as to approval or denial of the tax exemption will be made by the local government. The Division or the Local Historic Preservation Office will notify the applicant and the local government of its findings following completion of their review of each of the three parts of the application. These findings will be as follows:*

For Part 1 – Evaluation of Property Eligibility

a) Certification that the property is or is not a historic property pursuant to s. 196.1997, F.S., and the criteria set forth in Chapter 1A-38, F.A.C.
b) Certification that the property does or does not qualify for the special exemption provided under s.196.1998, F.S., for properties occupied by non-profit organizations or government agencies and regularly open to the pubic (if this Special Exemption is provided by the local historic preservation property tax exemption ordinance).

For Part 2 – Description of Improvements

a) Determination that the planned improvements are or are not consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the criteria set forth in Chapter 1A-38, F.A.C. Work which is inconsistent with the referred Standards, Guidelines and criteria will be identified, and corrective measures will be recommended.

For Part 3 - Request for Review of Completed Work:

a) Determination that the completed improvements are or are not consistent with the Standards and Guidelines, and the criteria set forth in Chapter 1A-38, F.A.C., and recommendation to the local government that the requested tax exemption be granted or denied.

Address correspondence to the Division at:

Bureau of Historic Preservation,
500 South Bronough Street, R.A. Gray Building
Tallahassee, Florida 32399-0250
Telephone: (850) 487-2333 FAX: (850) 922-0496

Address correspondence to the Local Historic Preservation Office at:

Emily Kunkel, Planner II
City of DeLand
120 S. Florida Ave., DeLand, FL 32720
386-626-7018
KunkelE@DeLand.org

In completing this application, use blank sheets of paper as needed to provide information for which additional space is needed. On each sheet include the Property Identification Number and the Property Address. To amend an application that has already been submitted, use the Amendment Sheet provided.

Owners must report to the Division or the Local Historic Preservation Office, as applicable, any substantial damage, alteration or change to a property that occurs after the Division or Local Historic Preservation Office has recommended to the local government that the tax exemption be granted. The Amendment Sheet provided should also be used for this purpose.

Part 1 – Historic Preservation Property Tax Exemption Application
Evaluation of Property Eligibility

All property owners submitting applications for properties in historic or archaeological districts must complete Part 1 of the application, entitled Evaluation of Property Eligibility. Owners of buildings or sites individually listed in the National Register or individually designed as a historic property or landmark under a local ordinance need not complete this part of the application. However, *applications submitted to the Division for properties individually designated as historic properties or landmarks by local ordinance must be accompanied by copies of the designation report for the property and official correspondence or other documentation verifying such designation.*

Application Review: For buildings or archaeological sites within districts , the documentation in the Evaluation of Property Eligibility (Part 1) must be sufficient to allow the Division or Local Historic Preservation Office to: (1) make a judgment about how the building or site relates to the district as a whole, and (2) determine what particular features of the building or site contribute to its historic character or archaeological significance. In compiling information for completion of this part of the application, it is helpful to consult the National Register nomination or the local designation documentation for the district. It should not be necessary in most cases for the applicant to do extensive research to develop the required description of physical appearance and statement of significance. When requested, this part of the application also provides the information needed to determine eligibility for the Special Exemption provided by Chapter 196.1998, F.S.

Completing the Evaluation of Property Eligibility

1. Description of Physical Appearance

For historic buildings in districts: Provide information about the major *exterior and interior* features of the building. Describe the building in its *existing condition* (before improvement) -- not as it was when first built (unless unchanged) or as it will be after improvement. Note the architectural style, exterior construction materials (wood, brick, etc.), type of roof (flat, gable, hipped, etc.), number of stories, basic plan (rectangular, irregular, L-shaped, etc.), and distinguishing architectural features (placement and type of windows, chimneys, porches, decorative interior features or spaces). Describe any changes that have been made to the building since its original construction (i.e., additions, porch enclosures, new storefronts, relocation of doors and windows, and alterations to the interior). Other buildings on the property such as carriage houses, barns and sheds should also be described. Finally, discuss the way in which the building relates to others in the district in terms of siting, scale, material, construction, and date of construction.

Example – Historic Building

Building within a registered historic district: This three-story, flat-roofed, unpainted brick building, rectangular in shape, was constructed in1850. It features regularly spaced arched windows on the second and third floors (6 openings on the east elevation have been filled in over the years, exact date unknown), 2-over-2 double-hung sash, and a prominent bracket cornice. The first floor of the facade has been altered; the existing storefront dates from ca. 1950. On the interior, the first floor is divided into two principal spaces, a large commercial space in front and a smaller office behind. The front room was modernized in the 1950s and contains no surviving historic fabric except for a simple wooden staircase running along the party wall. A pressed metal ceiling is the most prominent feature in the rear office; historic baseboards, paneled doors, and window and door surrounds also survive in this room. The upper floors have two rooms each, identical in configuration to the first floor; these rooms retain their original appearance, although they contain no architectural detailing of any kind (see photographs).

For archaeological sites in districts: Provide information regarding the age of the site and its period(s) of significance. Indicate the type of site (i.e., village, cemetery, midden, etc.), as well as the current use of the site. Indicate other known prehistoric and historic uses of the site, and describe changes to the site relating to those uses. Describe the major physical features of the site that relate to its archaeological significance. Indicate how the site relates to the development of the district and its other components.

Example – Archaeological Site

Prehistoric archaeological site within an archaeological district: The Turtle Mound site is a shell midden 320x25 feet in size and at least 11 feet thick. The top of the midden is approximately 12 - 13 feet above the normal water level in the adjacent marsh and river. Citrus trees surround the edges of the mound, but the central portion is clear of large vegetation and the surface has a thick cover of grass and weeds. There are two non-historic abandoned structures on the site, a picnic shelter on a concrete slab and a small residence on brick piers. Periods of occupation include Late Archaic (Mt. Taylor, Orange and Transitional: 400 BC - 500BC), Woodland (Malabar I: 500 BC - 800AD), and Mississippian (Malabar IIa and IIb: 800 AD - 1513 AD). During prehistoric occupation, with growth through the accumulation of refuse and architectural debris from a village type of settlement, the site attained its mound-like appearance and became a prominent landform and the highest point for miles around.

Additional information required: In the blanks provided, enter the date of construction if available, or indicate the approximate date. Enter the approximate dates of alterations, and indicate whether or not the building has been moved.

2. Statement of Significance

For buildings in historic districts: Summarize how the building contributes to the significance of the district. This summary should relate to the significance of the district (including the district's period of significance) as identified in the National Register nomination or district designation documentation. Is it similar to other buildings in the district in scale, building materials, style, and period of construction? Note important persons from the past associated with the building, former uses of the property, and the name of the architect or builder, if known.

Example – Historic Building

Building within a National Register historic district: The district is an intact grouping of architecturally significant commercial and industrial buildings constructed between 1850 and 1915 that display a variety of styles and types of architectural ornamentation popular during this era. The district is also significant as an early manufacturing and distribution center which led to the city's growth as one of the largest cities in the state. Industrial growth in the late 19th and early 20th centuries required the construction of larger buildings and several still exist within the boundaries of the district (see photographs). This modest three-story building is typical in appearance and history to the majority of the buildings in the district. It was originally built for manufacturing buttons, but was converted to a store with offices above during the 1880s when wholesaling grew as an important new activity in the district. The building is similar to its neighbors in size, scale, materials, and style.

For archaeological sites in districts: Explain why the property is archaeologically significant and the level of its significance (local, state, national). Discuss its integrity and rarity, and its potential for significant contribution to the body of knowledge about our history or prehistory.

Example – Archaeological Site

Turtle Mound is a large, multi-component accretionary village midden occupied from at least the Late Archaic Mt. Taylor Period (4,000 - 2,000 BC) through the Mississippian Period which ended shortly after European contact, approximately 1565 AD. The site is virtually undisturbed and contains a wealth of artifacts, features and ecofacts from four to six millennia of occupation, and can contribute detailed information about evolution and how people adapted to wetlands during the global climatic changes of the Holocene (the last 10,000 years). Turtle Mound is significant at the local and state level because of its demonstrated potential as a source of information pertinent to questions of cultural history, subsistence, settlement patterns and cultural ecology.

3. Photographs and Maps

Provide *good, clear photographs* describing the building or site and its surroundings *before improvement. Polaroid photos are not acceptable.* Good photographic coverage is a very important part of the application. Photographs supplement, and to some extent may substitute for, some of the descriptive material in the Description of Physical Appearance. Applications for historic buildings should show all elevations of the building, views of the building in its setting on the street, and representative interior spaces and features. Applications for archaeological sites should show the principal physical features of the site and its surroundings, and examples, if available, of artifacts recovered by past archaeological investigations. Photographs should be numbered, dated and labeled with the property name, the view (e.g., east side), and a brief description of what is shown. Photographs should be keyed to the application narrative and a sketch map, where appropriate.

Provide a map of the historic or archaeological district, clearly identifying the lot on which the building or site is located. This is necessary to verify the property's eligibility for the property tax exemption. If the exemption is being sought for one of a group of buildings or sites that are listed together in the National Register or locally designated together, a site plan or map of the group is necessary to specifically identify the building or site under consideration.

Special Considerations

Applicants should carefully read the following information about certain special considerations that may apply to their particular case. If a building is in one or more of the categories described below, additional information will be necessary. If this information is provided at the outset, the review process should not be delayed.

Moved buildings: An applicant must provide additional information to support an application for a building that has been moved since listing or local designation, or is a candidate for moving. Such documentation must discuss: (1) the effect of the move on the building's appearance (any demolition, changes in foundation, etc., undertaken and proposed); (2) the new setting and general environment of the proposed or new site; (3) the effect of the move on the distinctive historic and visual character of the district; and (4) the method (to be) used for moving the building. Such documentation must also include photographs showing the previous and proposed or new environments, including site, adjacent buildings, and streetscapes.

Multiple buildings or sites: Properties containing more than one building, where the buildings are functionally related historically to serve an overall purpose (i.e., a residence and carriage house or a series of structures which make up an industrial plant), will be treated as a single historic property. Generally, a single application form may be used to request the property tax exemption for these buildings. Documentation, however, must be submitted for every building to be considered for the exemption. For instance, if a house and carriage house are both to be improved, a single application may be used but a physical description, a statement of significance, and full photographic coverage for each building must be provided. The owner should state explicitly the buildings for which evaluation is requested. A sketch map or site plan should be provided to show the current relationship of the buildings. *Note: If buildings are under separate ownership, a separate application must be filled out by each owner.*

Owners of properties containing more than one archaeological site must submit a single application that describes all the sites within the listed or designated property.

DOS Form No. HR3E101292
Revised 09/03/00

Historic Preservation Property Tax Exemption Application
Part 1 – Evaluation of Property Eligibility

Read the attached instructions carefully before completing this application. Your application cannot be evaluated unless it is complete and all required supporting materials are provided. In the event of any discrepancy between the application form and other supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form shall take precedence. Type or print clearly in black ink. If additional space is needed, attach additional sheets.

GENERAL INFORMATION (To be completed by all applicants)

1. Property identification and location:

Property Identification Number (from tax records): 700843070012 *Attach legal description of property*

Address of property: Street 306 West Wisconsin Ave

City DeLand County Volusia Zip Code 32720

( ) Individually National Register listed
(●) In a National Register district
(●) Locally designated historic property or landmark*
( ) In a locally designated district

** For applications submitted to the Division of Historical Resources, attach a copy of the local designation report for the property and the official correspondence notifying the property owner of designation.*

Name of historic district West DeLand Residential Historic District

For locally designated historic properties or landmarks, or properties located in locally designated historic districts, provide the following additional information:

Name of local historic preservation agency/office City of DeLand

Mailing Address 120 S. Florida Avenue

City DeLand State FL Zip Code 32720

Telephone Number (386) 626-7018

2. Type of request:

(✓) Exemption under 196.1997, F.S. (standard exemption)
( ) Exemption under 196.1998, F.S. (exemption for properties occupied by non-profit organizations or government agencies and regularly open to the pubic) *If applying under s. 196.1998, F.S., complete* Question 9 *on page five.*

3. Owner information:

Name of individual or organization owning the property Northwest Square, LLC

Mailing address 306 West Wisconsin Ave

City DeLand State FL Zip code 32720

Daytime Telephone Number (_____)
If the property is in multiple ownership, attach a list of all owners with their mailing addresses.

Page Two – Historic Preservation Property Tax Exemption Application

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

4. Owner Attestation: I hereby attest that the information I have provided is, to the best of my knowledge, correct, and that I own the property described above or that I am legally the authority in charge of the property. Further, by submission of this Application, I agree to allow access to the property by representatives of the Division of Historical Resources or the Local Historic Preservation Office ,where such office exists, and appropriate representatives of the local government from which the exemption is being requested, for the purpose of verification of information provided in this Application. I also understand that, if the requested exemption is granted, I will be required to enter into a Covenant with the local government granting the exemption in which I must agree to maintain the character of the property and the qualifying improvements for the term of the exemption.

Jessica Levings	Jessica Levings	8/19/24
Name	Signature	Date

Complete the following if signing for an organization or multiple owners:

Owner	Northwest Square, LLC
Title	Organization name

EVALUATION OF PROPERTY ELIGIBILITY
(To be completed only for properties in historic or archaeological districts):

5. Description of Physical Appearance:
Please see attached FL Master Site File Form (8VO3557)

Date of Construction 1926 Date(s) of Alteration(s)_____

Has building been moved? ( )Yes (✓)No If so, when?_____

6. Statement of Significance:
Please see attached FL Master Site File Form (8VO3557)

Page Three – Historic Preservation Property Tax Exemption Application

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

7. Photographs and maps:
Attach photographs and maps to application.

See attachment 2E

PART 1 APPLICATION REVIEW
For Local Historic Preservation Office or Division Use Only

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

The (✔)Local Preservation Office ( )Division has reviewed the Historic Preservation Property Tax Exemption Application for the above named property and hereby:

(●) Certifies that the above referenced property **qualifies as a historic property** consistent with the provisions of s. 196.1997 (11), F.S.

( ) Certifies that the above referenced property **does not qualify as a historic property** consistent with the provisions of s. 196.1997 (11), F.S.

( ) Certifies that the above referenced property **qualifies for the special exemption** provided under s. 196.1998, F.S., for properties occupied by non-profit organizations or government agencies and regularly open to the public.

( ) Certifies that the above referenced property **does not qualify for the special exemption** provided under s. 196.1998, F.S.

Review Comments:
Please see attached Historic Preservation Board Staff Report - May 2, 2024.
Resolution 2024-48

Additional Review Comments attached? Yes(✔) No( )

Signature Emily Kunkel

Typed or printed name Emily Kunkel

Title Planner II

Date 4/22/2024

Part 2 – Historic Preservation Property Tax Exemption Application
Description of Improvements

Part 2 of the Historic Preservation Property Tax Exemption Application, Description of Improvements, must be completed by all owners of historic properties seeking to have improvements preliminarily approved as being consistent with the historic or archaeological character of the property and, where applicable, the district in which the structure or site is located. The Description of Improvements will be used to describe existing conditions, proposed or completed improvements, and the impact of these improvements on existing materials and features and the overall historic character of the property.

Application Review: All projects will be reviewed and evaluated for conformance with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. This U.S. Department of Interior, National Park Service, publication is available from the Division at the address indicated on the first page of these instructions. The ten Standards for Rehabilitation (see below) are broadly worded to guide the improvement of all types of historic properties. The underlying concern expressed in the referenced Standards and Guidelines is the preservation of significant historic materials and features of a building or archaeological site in the process of restoration, rehabilitation or renovation. For buildings, the Standards and Guidelines apply with equal force to the site improvements, interior and exterior work, and the Division or Local Historic Preservation Office, as applicable, will review the *entire* improvement project (including any attached, adjacent or related new construction) rather than a single segment of work. Evaluation is based on whether or not the overall project is consistent with the Standards and Guidelines. Proposed work that does not appear to be consistent with the Standards and Guidelines will be identified, and advice will be given to assist property owners, architects, or builders in bringing the project into conformance.

Completing the Description of Improvements

1. Data on building or archaeological site and improvement project: Indicate the type of construction of the existing building (e.g., masonry bearing wall, wood frame, steel frame, concrete). Give the use(s) of the building before improvement (e.g., school/vacant). For archaeological sites, indicate the age of the site and its original function. For both types of sites, indicate the proposed use after improvement (current use if the improvements for which the exemption is being sought have been completed).

2. Detailed description of improvement work: In the numbered blocks, provide a description of project work. *Describe the entire project.* For buildings, begin by describing site work, followed by work on the exterior, including new construction, and finally work on the interior, as applicable. A separate block should be used to describe each major work item and its effect on architectural or archaeological features (see examples below).

In the left block, identify the feature requiring work and indicate whether it is original to the building or site, was added at a later date, or is new construction. Give the approximate date of the feature. In the appropriate space describe the physical condition of the feature. Indicate the photograph or drawing that shows the feature.

In the right block, explain in detail the restoration, renovation or rehabilitation work to be undertaken. Describe the effect (visual, structural, or other) on existing features. List drawings, marked-up photographs, or specification page numbers that describe the improvement work and its impact on the existing building or archaeological site.

3. Photographs

For historic buildings: For Part 2 of the Application, Description of Improvements, the applicant must submit a sufficient number of *good, clear photographs* with the application to document both interior and exterior conditions of the historic building, its site and environment, prior to any work, and to show the areas of proposed work (or for projects completed before application, areas and features affected by completed improvements). *Polaroid photographs are not acceptable.* Such documentation is necessary for evaluation of the effect of the improvements on the historic structure. *Where such documentation is not provided, review and evaluation cannot be completed. This shall result in a recommendation for denial of the request for exemption.*

For archaeological sites: Photographs should show all principal features of the site prior to any work, with detailed photographs showing the features to be affected (or for projects completed before application, features already affected) by improvements.

All photographs should be numbered, dated and labeled with the property name, the view (e.g., east side) and a brief description of what is shown; photographs should be keyed to the narrative in the Description of Improvements. In many cases, it may be helpful to mark directly on the photographs to show the areas of proposed (or areas affected by completed) work Photographs may be black and white or color, but must show features *clearly*. Photographs are not returnable.

4. Drawings or sketches

Drawings or sketches are required for proposed (or completed) project work to show alterations and new construction on the property. Drawings or sketches must be sufficiently detailed to show existing (pre-project) conditions and anticipated (or completed) changes. Documentation should include site plans, floor plans and, where necessary, sections and elevations. All drawings and sketches submitted with the Description of Improvements should be numbered and keyed to the narrative blocks in the application.

Examples (Buildings)

Feature 1

Feature **facade brick** Approx. date of feature **ca.1880** Describe existing feature and its condition: **Hard pressed red brick with butter joints in good condition. Mortar mostly sound but deteriorated and missing around downspout at east end of facade. Some graffiti at first floor.** Photo no. **3,6** Drawing no. **N/A**	Describe work and impact on existing feature: **Will selectively hand clean deteriorated joints and repoint with mortar and joint width to match existing (see spec. pp. 33-35); chemically clean graffiti from first floor piers (see spec. pp. 30-31).**

Feature 2

Feature **main staircase** Approx. date of feature **ca. 1880/unknown** Describe existing feature and its condition: **Original stair exists between 1st and 3rd floors. Some balusters missing and treads worn. Later stair from 3rd to 8th floors.** Photo no. **9,10** Drawing no. **A-12**	Describe work and impact on existing feature: **Replace missing balusters with matching pieces. Sand painted banisters and balusters and varnish. Replace treads as need. Sand and paint stairs. Retain later stair as needed.**

Example (Archaeological Site)

Feature 1

Feature **shell midden** Approx. date of feature **4000 BC - 1513 AD** Describe existing feature and its condition: **West side of midden is being eroded by river at rate of 2-4 feet per year.** Photo no. **7,8** Drawing no. **S-1, S-2**	Describe work and impact on existing feature: **Install interlocking sheet piles with concrete cap and drilled-in pier anchors. Height of sheet piles to match contour of midden. Backfill sheet piles and sod to match adjacent portion of midden.**

Part 3 - Request for Review of Completed Work

The Request for Review of Completed Work must provide a comprehensive photographic description of the completed improvements. Photographs of the completed work should show the *same views as the "before" photographs* included in Part 2, Description of Improvements.

All photographs should be numbered, dated and labeled with the property name, the view (e.g., east side) and a brief description of what is shown, and should be keyed to the narrative in Part 2 of the application. Photographs may be black and white or color, but must show features *clearly. Polaroid photographs are not acceptable.* Photographs are not returnable.

Project Amendments

If changes to a project are planned at any time after submission of the application, an Amendment Sheet must be submitted for review. Provide the address of the property. Indicate planned changes in project work, giving the originally proposed treatment and the amended work item description. Give the owner's name. Sign and date the Amendment Sheet. Give the owner's address and daytime telephone number. Return it to the Division or the Local Historic Preservation Office as specified under the local ordinance. Approval of amendments to applications is conveyed only in writing by the Division or the Local Historic Preservation Office.

Special Rehabilitation Concerns

Several areas of special concern have been identified in reviewing and evaluating preservation projects. The "Guidelines for Rehabilitating Historic Buildings" accompanying the Secretary of the Interior's "Standards for Rehabilitation" provide further guidance on these and other areas of concern. Owners should take care to address these concerns when undertaking work in any of the areas described below.

Storefront alterations: Justify changes to storefronts and provide photographs of the areas to be altered. Information should be provided on when the existing storefront was constructed; on what the existing physical conditions are; and if a historical treatment is planned, on what evidence the proposed new storefront designs are based. *Owners are strongly discouraged from introducing a storefront or new design element on the ground floor that alters the character of the structure and its relationship with the street, or that causes destruction of significant historic material.*

New heating, ventilating, and air-conditioning (HVAC) systems: Indicate what effect the new equipment and ductwork will have on historic building materials and features. If the HVAC system requires removal of windows or portions of walls, describe alternative systems considered in the design process and why the proposed system was chosen. *Installation of systems that cause damage to historic building material or features, or cause visual loss of character shall result in a recommendation for denial of the exemption.*

Historic Preservation Property Tax Exemption Application
Part 2 – Description of Improvements

(To be completed by all applicants):
Complete the blocks below. Include site work, new construction, alterations, etc.

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

Feature 1

Feature Former Classrooms Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Renovate former classrooms into apartments, utilizing as much of the existing square footage as possible Adaptively reuse classrooms on 1st floor for food and beverage businesses and community gathering spaces.

Feature 2

Feature Sanctuary Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Restoration of the sanctuary to level the floor and rebuild the original 1926 stage using the original heart pine flooring, enabling the space to continue to host events

Feature 3

Feature Roof Approx. date of feature_____ Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Re-roof the building with asphalt shingles (Existing material) to prevent further roof leaks

Page Five – Historic Preservation Property Tax Exemption Application

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

Feature 4

Feature Elevator Approx. date of feature_____ Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Remove the old, non-working elevatior and install a new lift for improved ADA access

Feature 5

Feature Walls Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Uncover and restore the original interior brick walls throughout the building and original heart pine flooring Paint the entire interior non-brick walls

Feature 6

Feature Windows Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Restore and ensure operation of original windows, and preserve stained glass.

Page Six – Historic Preservation Property Tax Exemption Application

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

Feature 7

Feature Bathrooms Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Expand community bathroom space by adding bathrooms and renovating existing bathrooms.

Feature 8

Feature Lighting/Electrical/HVAC/Plumbing Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Add new lighting and electrical to the commercial kitchen to use as a commissary kitchen for local businesses. Install new wiring, plumbing and HVAC throughout the building.

Feature 9

Feature Exterior Approx. date of feature 1926 Describe existing feature and its condition: Photo no._____ Drawing no._____	Describe work and impact on existing feature: Leave the exterior of the building unaltered

Page Seven – Historic Preservation Property Tax Exemption Application

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

Property Use (To be completed by all applicants):

1. **Use(s) before improvement:** Church with associated activities/classrooms
2. **Proposed use(s) after improvement:** Mixed-use (Residential and commercial uses)

Special Exemption (Complete only if applying for exemption under s. 196.1998, F.S. (property occupied by non-profit organization or government agency and regularly open to the public):

NOTE: Applicants should check with local officials to determine whether or not the exemption program offered by their municipal government and/or county allows the special exemption provided by s. 196.1998, F.S.

1. Identify the governmental agency or non-profit organization that occupies the building or archaeological site:

_____

2. How often does this organization or agency use the building or archaeological site? _____

3. For buildings, indicate the total useable area of the building in square feet. (For archaeological sites, indicate the total area of the upland component in acres)_____square feet( ) acres( )

4. How much area does the organization or agency use?_____square feet( ) acres( )

5. What percentage of the usable area does the organization or agency use?_____%

6. Is the property open to the public ( )Yes ( )No If so, when? _____

7. Are there regular hours? ( )Yes ( )No If so, what are they?_____

_____

8. Is the property also open by appointment? ( )Yes ( )No

9. Is the property open only by appointment? ( )Yes ( )No

PART 2 APPLICATION REVIEW
For Local Historic Preservation Office or Division Use Only

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

The (✔) Local Preservation Office ( ) Division has reviewed the Historic Preservation Property Tax Exemption Application for the above named property and hereby:

(●) Determines that improvements to the above referenced property **are consistent** with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the criteria set forth in Chapter 1A-38, F.A.C.

Determines that improvements to the above referenced property **are not consistent with the Secretary of Interior's Standards** for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the criteria set forth in Chapter 1A-38, F.A.C. All work not consistent with the referenced Standards, Guidelines and criteria are identified in the Review Comments. *Recommendations to assist the applicant in bringing the proposed work into compliance with the referenced Standards, Guidelines and criteria are provided in the Review Comments.*

Review Comments:
Please see attached Historic Preservation Board Staff Report - May 2, 2024

Additional Review Comments attached? Yes(✔) No( )

Signature Emily Kunkel

Typed or printed name Emily Kunkel

Title Planner II

Date 4/22/2024

ATTACHMENT 2A

RESOLUTION NO. 2024 – 48

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, APPROVING PLACEMENT OF A MIXED-USE BUILDING ON THE LOCAL REGISTER OF HISTORIC PLACES, LOCATED AT 306 WEST WISCONSIN AVENUE; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the applicant, Halley Matuszczak, has applied for placement on the Local Register of Historic Places of a mixed-use building located at 306 West Wisconsin Avenue; and

WHEREAS, the previous use of the building was the Trinity United Methodist Church, constructed around 1926 and the addition of this building to the Local Registry will benefit the community and surrounding properties by enhancing the historic nature of the neighborhood and community; and

WHEREAS, on May 2, 2024, the Historic Preservation Board recommended approval of the listing of the mixed-use building on the Local Register of Historic Places.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. The City Commission of the City of DeLand hereby approves placement of a mixed-use building located at 306 West Wisconsin Avenue on the Local Register of Historic Places.

Section 2. If any section, sentence, clause or phrase of this resolution is held to be invalid or unconstitutional by any court of competence jurisdiction, that holding shall in no way affect the remaining portions of this resolution.

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

PASSED AND DULY ADOPTED this 20th day of May, 2024.

Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

Julie A. Hennessy

Julie A. Hennessy
City Clerk – Auditor

APPROVED AS TO FORM AND LEGALITY:

Darren J. Elkind
City Attorney

ATTACHMENT 2B

RECORD NUMBER: 91
Page 1 **HISTORICAL STRUCTURE FORM** **Site 8** VO 3557
X **original** **FLORIDA MASTER SITE FILE**
update

SITE NAME: Trinity Meth. Episcopal Church
HISTORIC CONTEXTS: Boom Times
NAT. REGISTER CATEGORY: Building
OTHER NAMES OR MSF NOS:
COUNTY: Volusia **OWNERSHIP TYPE:** CONP
PROJECT NAME: Stetson University + City of DeLand: S+P **DHR NO.** 2836
LOCATION:
ADDRESS: 242 North Clara Avenue
CITY: DeLand MULTILIST 8 VO A369
VICINITY OF/ROUTE TO: See attached maps

SUB: Rich's Addition to DeLand **BLOCK** 7 **LOT** A
PLAT OR OTHER MAP: Prop. Appraiser Map of Volusia County
TOWNSHIP: 17S **RANGE:** 30E **SECTION:** 8 **1/4:** **1/4-1/4:**
IRREGULAR SEC? **y** X **n** **LAND GRANT:** None
USGS 7.5 MAP: DeLand, FL 1964: PR 1980
UTM: ZONE: **EASTING:** **NORTHING:**
COORDINATES: LATITUDE: **D** **M** **S** **LONGITUDE:** **D** **M** **S**

HISTORY
ARCHITECT:
BUILDER: Odell Dugger
CONSTRUCTION DATE: 1926 **RESTORATION DATE(S):**
MODIFICATION DATE(S): 1960
MOVE: DATE: **ORIG. LOCATION:**
ORIGINAL USE (S): Religious
PRESENT USE (S): Religious

DESCRIPTION
STYLE: Late Gothic Revival
PLAN: EXTERIOR: L-shaped
PLAN: INTERIOR:
NO. STORIES: 2 **OUTBLDGS:** 0 **PORCHES:** 0 **DORMERS:** 8
STRUCTURAL SYSTEM(S): Hollow clay tile
EXTERIOR FABRIC(S): Brick
FOUNDATION: TYPE: Continuous
MATERIALS: Brick
INFILL:
PORCHES:
ROOF: TYPE: Gable
SURFACING: Composition shingle
SECONDARY STRUCS: 8 triangular dormers
CHIMNEY: NO.: 1
MATERIALS: Brick
LOCATIONS: W: slope
WINDOWS: Lancet 16/6; stained leaded glass

EXTERIOR ORNAMENT: Stained glass, lancet windows, decorative molding
CONDITION: Good
SURROUNDINGS: Residential
NARRATIVE:
See Continuation Sheet

SEE SITE FILE STAFF FOR
ORIGINAL PHOTO(S) OR MAP(S)

ATTACHMENT 2B

RECORD NO: 91
Page 2 **FMSF HISTORICAL STRUCTURE FORM** **Site 8** V03557

ARCHAEOLOGICAL REMAINS AT THE SITE
FMSF ARCHAEOLOGICAL FORM COMPLETED? y X n
ARTIFACTS OR OTHER REMAINS: None observed

RECORDER'S EVALUATION OF SITE
AREAS OF SIGNIFICANCE: Architecture; religion

ELIGIBLE FOR NAT. REGISTER?	X y	n	likely, need info	insf info
SIGNIF. AS PART OF DISTRICT?	X y	n	likely, need info	insf info
SIGNIFICANT AT LOCAL LEVEL?	X y	n	likely, need info	insf info

SUMMARY OF SIGNIFICANCE
See continuation sheet

```
*  * *  * DHR USE ONLY  * *  * *  * *  * DHR USE ONLY  * *  * *  * *
*                 DATE LISTED ON NR _________                          *
*    KEEPER DETERMINATION OF ELIG.(DATE):    _YES _____  _NO _____     *
*    SHPO EVALUATION OF ELIGIBILITY (DATE):  _YES _____  _NO _____     *
*    LOCAL DETERMINATION OF ELIG. (DATE):    _YES _____  _NO _____     *
*    OFFICE_____                                                       *
*                                                                      *
*  * *  * DHR USE ONLY  * *  * *  * *  * DHR USE ONLY  * *  * *  * *
```

RECORDER INFORMATION: **NAME:** Sidney Johnston
DATE: 02/01/91 **AFFILIATION:** Historic Property Associates, Inc.

PHOTOGRAPHS
LOCATION OF NEGATIVES: HPA, Inc., St. Augustine, FL
NEGATIVE NUMBERS: Roll 3, #21

PHOTOGRAPH M A P

See Attachments

Vo 3551

RN 91 CONTINUATION SHEET

STATEMENT OF SIGNIFICANCE

Architectural Narrative: This two-story masonry church is located at 242 North Clara Avenue. Its Late Gothic Revival styling is expressed by a cross-gable roof pierced by numerous triangular dormers and a recessed entrance enclosed by a decorative arch. Cast crete embellishes lintels, sills, buttresses, and belt courses. Fenestration consists of leaded-glass lancet windows. The exterior wall fabric is brick. Although the church has been expanded over time, it retains much of its original character.

Architectural Context: The Gothic Revival style, popular in the U.S. between 1840 and 1880, has its roots in England from the mid-eighteenth century. In the U.S., Richard Upjohn and Alexander Jackson Davis developed the style in the 1830s and 1840s for ecclesiastical and residential buildings, respectively. Later, Andrew Jackson Downing popularized the style with several pattern books, which showed the suitability of the style even to modest domestic designs. Downing stressed the style's application in rural settings, where it would be compatible with the natural landscape. His efforts helped to make Gothic Revival one of the dominant building styles of the 1840s. Ecclesiastical examples of the style range from Richard Upjohn's masterwork, Trinity Church in New York City (1839-1846), to his smaller Carpenter Gothic version of the style, St. Luke's in Clermont, New York (1857). Domestic versions include Alexander Jackson Davis' Glen Ellen in Baltimore, Maryland (1832), and the Nicholls House, another design by Davis in Llewellyn Park, Orange, New Jersey (1858). The Gothic Revival style went into decline following the Civil War, and relatively few examples exist from the 1870s and 1880s.

The term Late Gothic Revival is generally applied to buildings erected after 1890 that still reflect elements of the Gothic Revival style. As with the Gothic Revival style, relatively few examples of Late Gothic Revival buildings were erected in the state. Examples are typically located in older communities such as Tallahassee, St. Augustine, and Jacksonville. Erected in the 1870s and 1880s, small churches erected by the Episcopal Dioceses are scattered throughout the peninsula. Identifying features of this style include a steeply-pitched gable roof, often with one or more intersecting cross-gables, decorative vergeboard in the gables, wood siding, often board-and-batten; one-story entrance or end porch; and varied window treatments including lancet, cantilevered oriels, and double-hung sash windows, often with diamond pane glazing.

Characterized by the use of the pointed arch at the gable end, the Late Gothic Revival style has a sub-category called "Collegiate Gothic," which was employed on education-related buildings beginning in the 1890s, with excellent examples of that style at the campus of the University of Florida in Gainesville. When applied to large-scale public, religious, or education-related structures, the Late Gothic Revival style typically involved brick as a construction material with liberal use of cast crete to embellish coping, cartouches, and belt courses. Other features of the style include a steeply-pitched parapet-gable roof, often with one or more intersecting cross-gables; towers and spires; decorative embellishment in the gables; and varied window treatments including lancet, cantilevered oriels, and double-hung sash windows, often with diamond pane glazing.

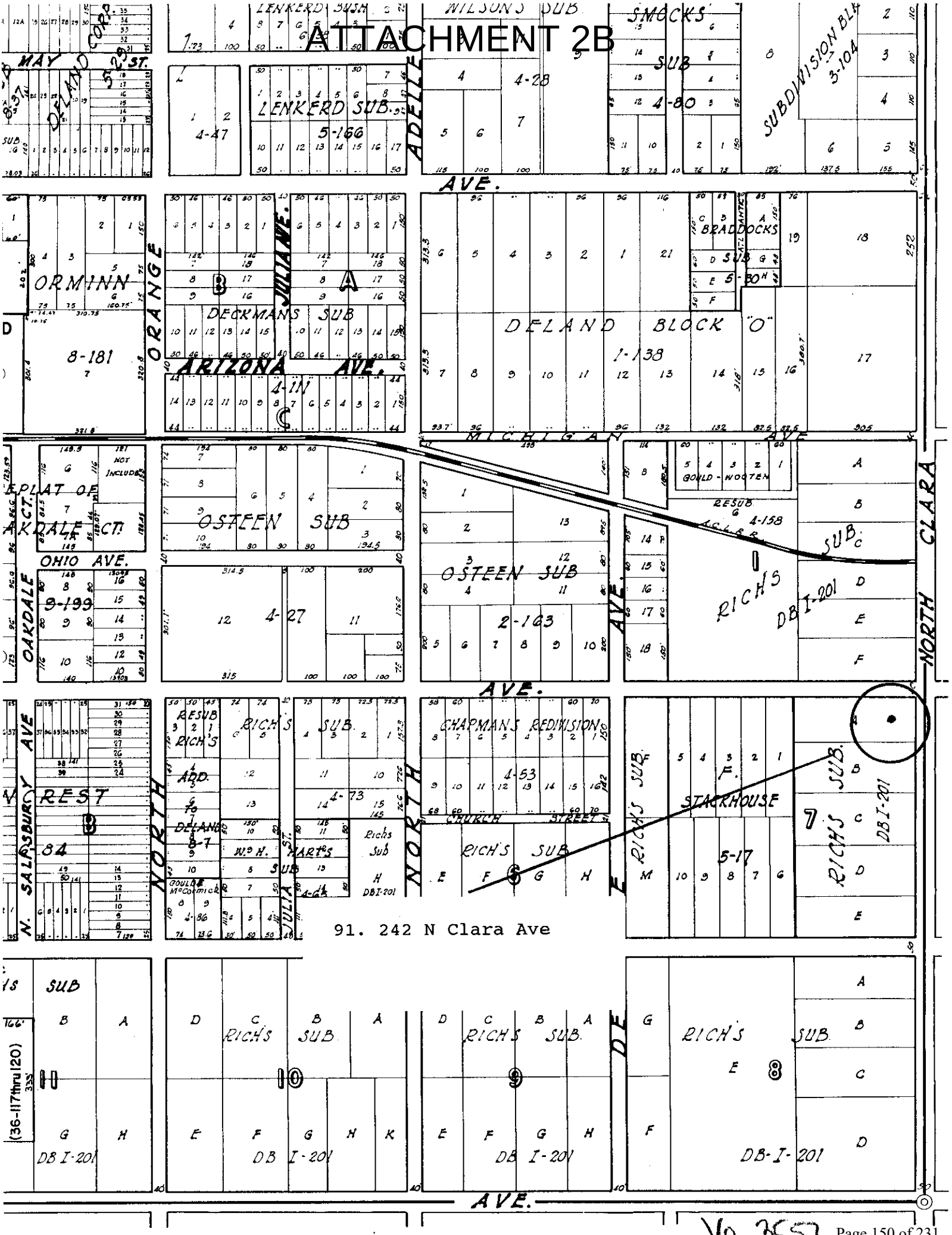
Historical Narrative: Located in Rich's Addition to DeLand, which was platted by John Rich in 1883, the Trinity Methodist Episcopal Church was built in 1926 by Odell Dugger at a cost of $125,000. A south extension was added in 1960 (building cornerstone; *DeLand Daily News*, April 24, 1926; Zelma Coonley, conversation with Sidney Johnston, February, 1991).

Historical Context: DeLand, founded in 1876, was incorporated in 1882 and became the seat of government for Volusia County in 1888. The home of Stetson University, Florida's oldest private university, DeLand developed quickly in the late nineteenth century, largely through the promotional efforts of Henry A. DeLand, the community's namesake. The introduction of the railroad and an economy based on citrus spurred the first period of development. Although devastating freezes in the mid 1890s slowed growth, the commercial and citrus industries became revitalized over the following decade. By 1910, the population had doubled to 2,812. During that interval significant construction began, which resulted in an expanded commercial district, the formation of residential neighborhoods, and the extension of municipal services to many areas of the community. By 1910, Stetson University's campus had become a prominent landscape feature at the north end of DeLand. Although events associated with World War I retarded growth, by 1920 the population had reached 3,324. During the Florida land boom of the 1920s, real estate sales played an important role in the local economy. Numerous subdivisions were platted and buildings constructed. Within five years the population nearly doubled. The collapse of the boom in 1926 brought development to a virtual

V03557

halt. Together with the rest of the state, DeLand entered a period of economic decline, though moderate construction persisted throughout the Depression decade. Development in DeLand since 1950 has compromised some of the community's irreplaceable historic buildings. Nevertheless, the historic resources that remain represent architectural and cultural legacies worth preserving. Sensitive historic preservation planning and management is needed to ensure their protection.

ATTACHMENT 2B



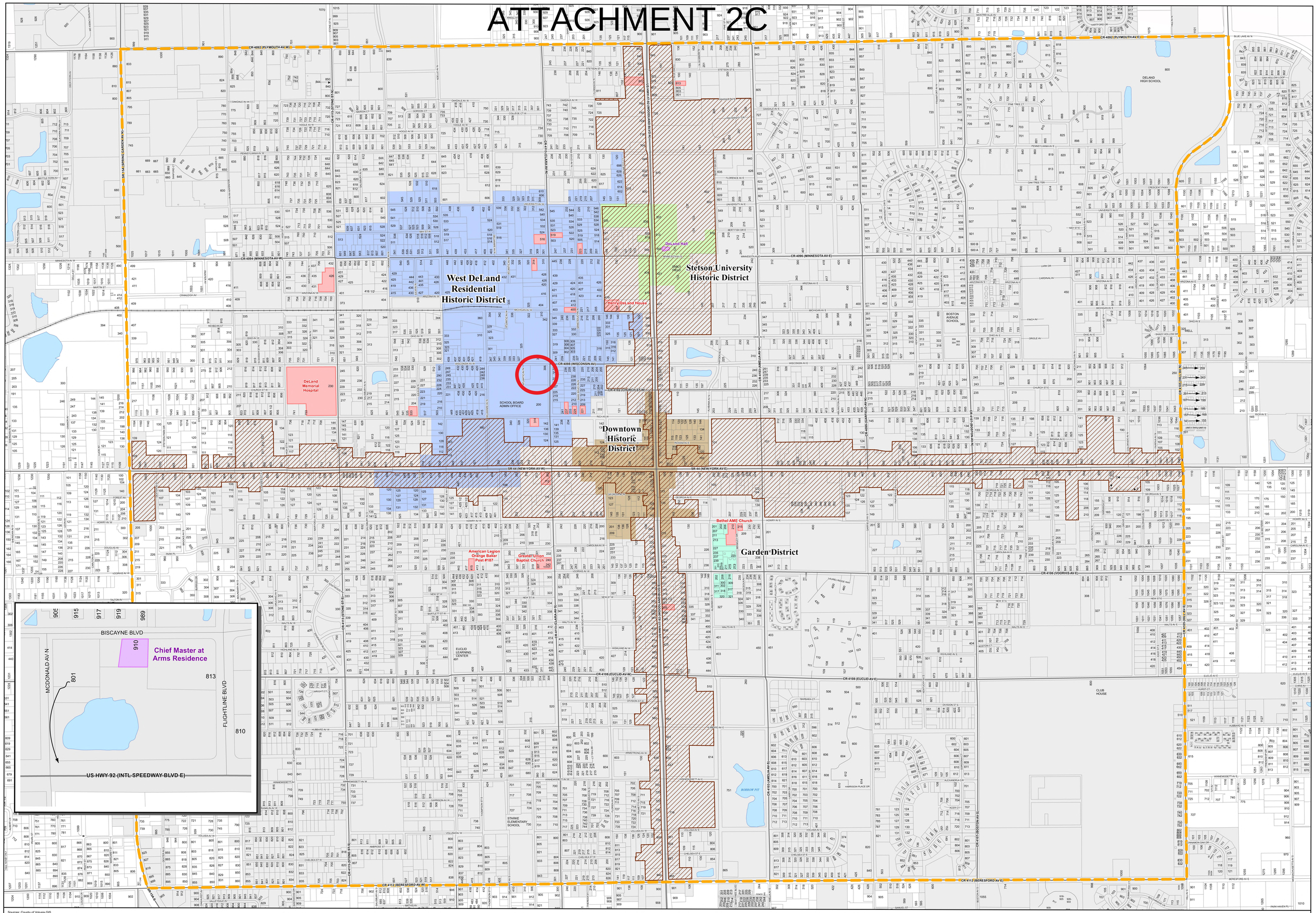
91. 242 N Clara Ave

ATTACHMENT 2B

V03557

ATTACHMENT 2B

ATTACHMENT 2C


West DeLand Residential Historic District
Stetson University Historic District
Downtown Historic District
Garden District
DeLand Hall
Henry DeLand House
DeLand Memorial Hospital
SCHOOL BOARD ADMIN OFFICE
DELAND HIGH SCHOOL
BOSTON AVENUE SCHOOL
CLUB HOUSE
EUCLID LEARNING CENTER
STARKE ELEMENTARY SCHOOL
Bethel AME Church
American Legion Orange Baker Post #187
Greater Union Baptist Church
BORROW PIT
Chief Master at Arms Residence
BISCAYNE BLVD
MCDONALD AV N
FLIGHTLINE BLVD
US-HWY-92 (INTL-SPEEDWAY-BLVD-E)
SR-44 (NEW-YORK-AV-W)
SR-44 (NEW-YORK-AV-E)
CR-4092 (PLYMOUTH-AV-W)
CR-4092 (PLYMOUTH-AV-E)
CR-4094 (MINNESOTA-AV-W)
CR-4096 (MINNESOTA-AV-E)
CR-4098 (WISCONSIN-AV)
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CR-4106 (VOORHIS-AV-E)
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CR-4112 (BERESFORD-AV-W)
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CR-4115 (STONE-ST-S)
CR-4115 (HELL-AV-N)
CR-4116 (BOSTON-AV-S)
CR-4153 (WILLIS-AV-N)
CR-4153 (WILLIS-AV-S)
CR-4154 (SPRING-GARDEN-AV-N)
CR-4154 (STONE-ST-N)
CR-4155 (SUMA-AV-N)
CR-4156 (WOODLAWN-AV-N)
CR-4156 (WOODLAWN-AV-S)
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CR-4159 (GARFIELD-AV-S)
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ATTACHMENT 2D

Emily Kunkel

From: Halley Matuszczak <halley@nwsrealty.com>
Sent: Friday, April 12, 2024 1:52 PM
To: Emily Kunkel
Subject: Re: Tax Abatement - 306 W Wisconsin

This project aims to bring new life to a cherished historic landmark, once a revered church, now poised to become a vibrant downtown hub. By repurposing the architectural splendor and rich heritage of the former church, we envision creating a dynamic space that fosters community engagement, cultural exchange, and economic vitality. Within this space, we plan to have the following:

- 15 Apartments
- Food hall
- Tap room and wine bar
- Indoor and outdoor event space
- Retail space
- Market and coffee bar

In order to make this future space possible, we plan to complete the following updates to the property:

- Renovation of former classrooms into apartments, utilizing as much of the existing square footage as possible.
- Restoration of the sanctuary to level the floor and rebuild the original 1926 stage using the original heart pine flooring, enabling the space to continue hosting events.
- Prevent further roof leaks by reroofing the entire building.
- Remove the old, non-working elevator and install a new lift for improved ADA access.
- Uncover and restore the original interior brick walls throughout the building and original heart pine flooring.
- Restore and ensure operation of original windows, and preserve stained glass.
- Paint the entire interior.
- Add new lighting and electrical to the commercial kitchen to use as a commissary kitchen for local businesses.
- Install new wiring, plumbing and HVAC throughout the building.
- Expand community bathroom space by adding bathrooms and renovating existing bathrooms.
- Adaptively reuse classrooms on 1st floor for food and beverage businesses and community gathering spaces.

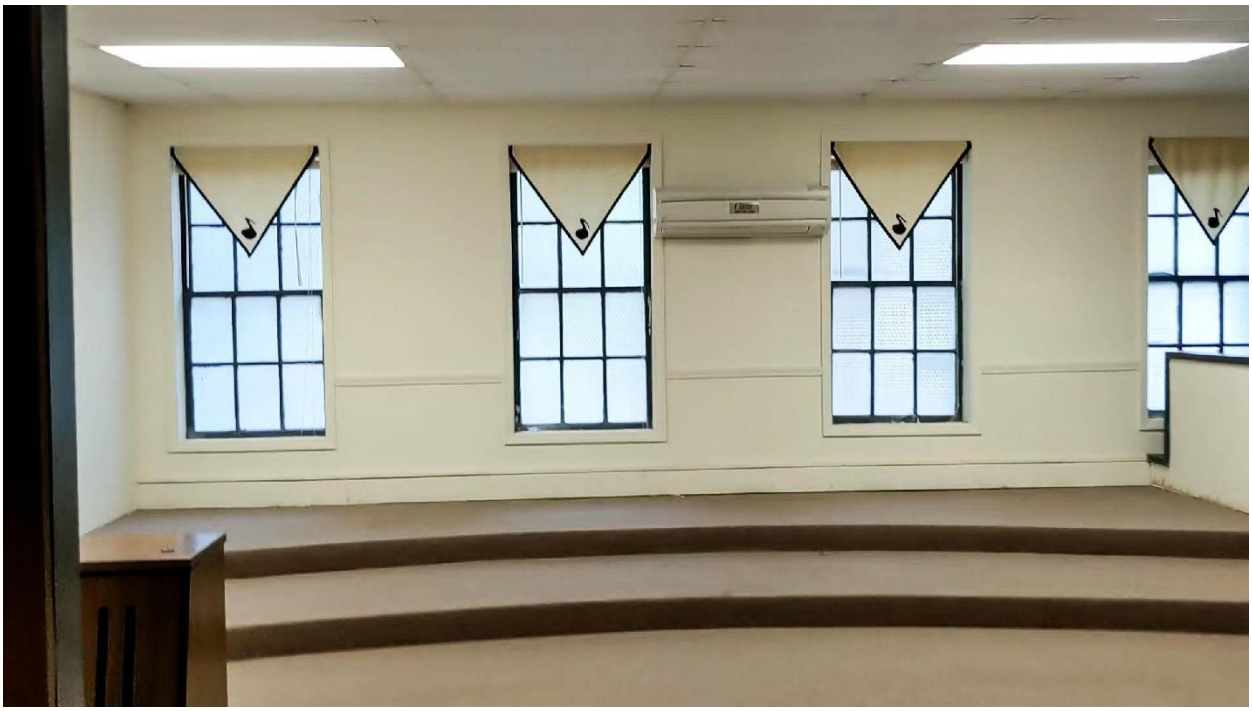
On Fri, Apr 12, 2024 at 12:08 PM Emily Kunkel <kunkele@deland.org> wrote:

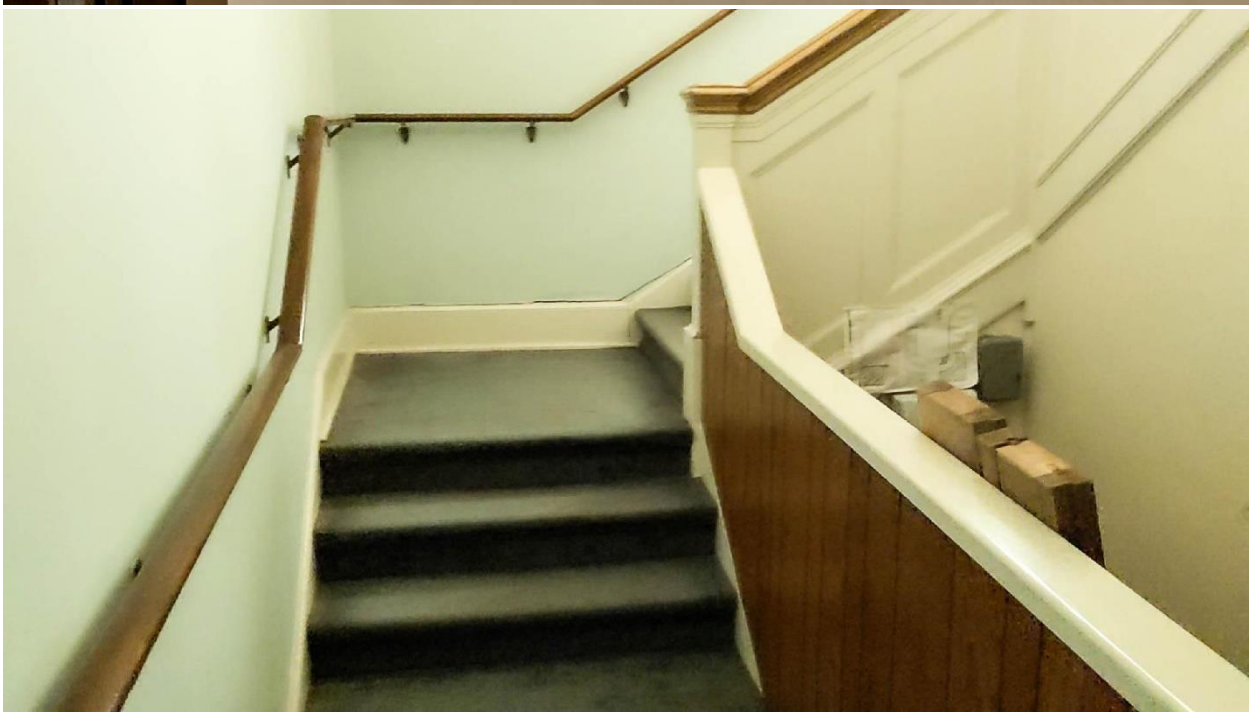
> A brief overview/bullet points will suffice. You can email to me. 😊
>
> Thank you,

PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

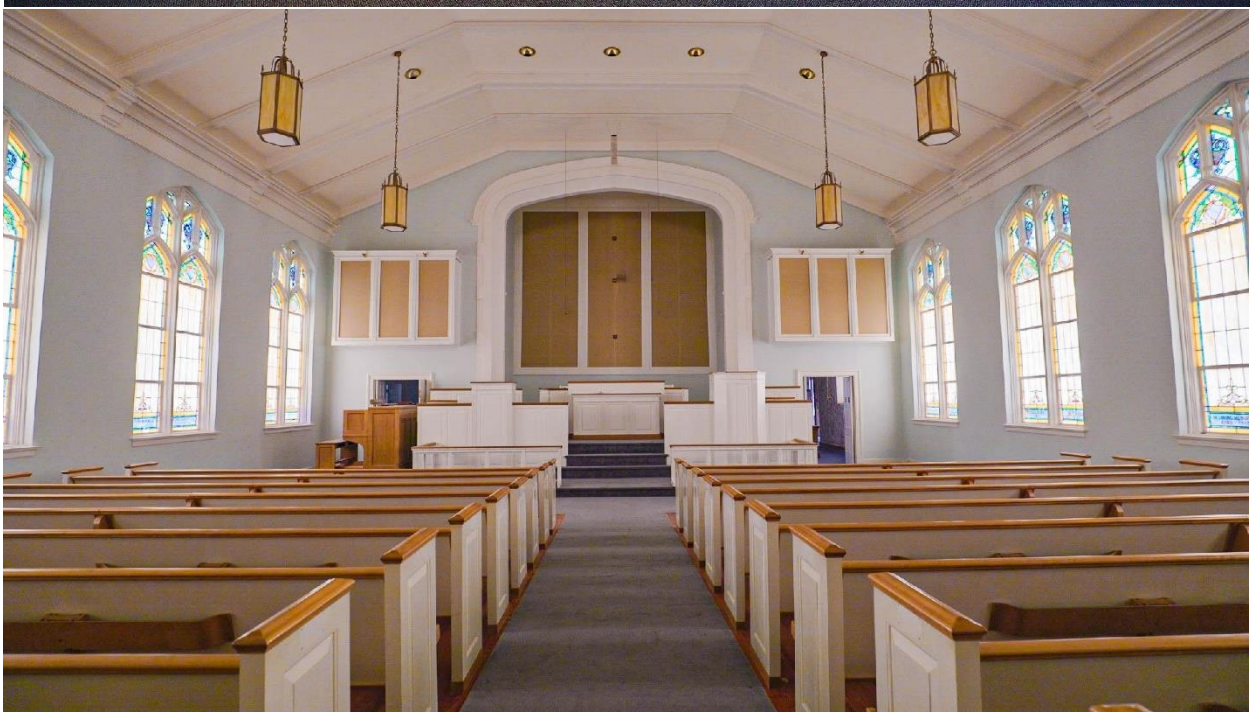
PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

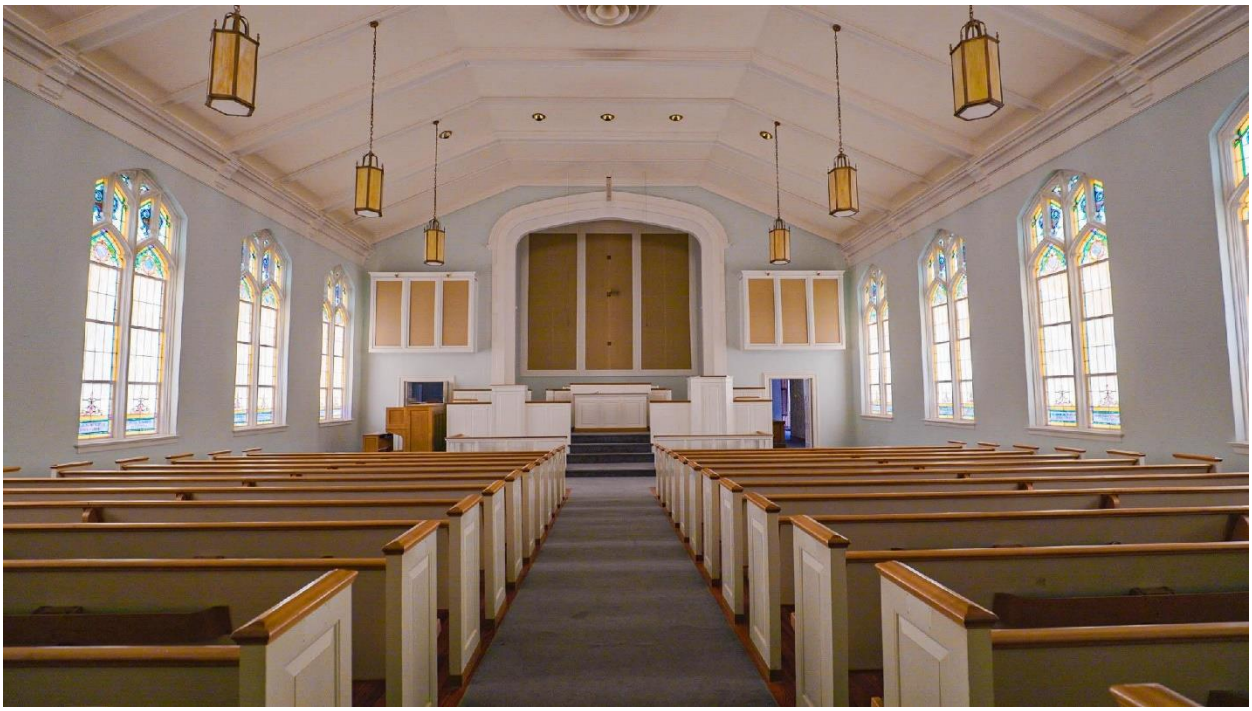


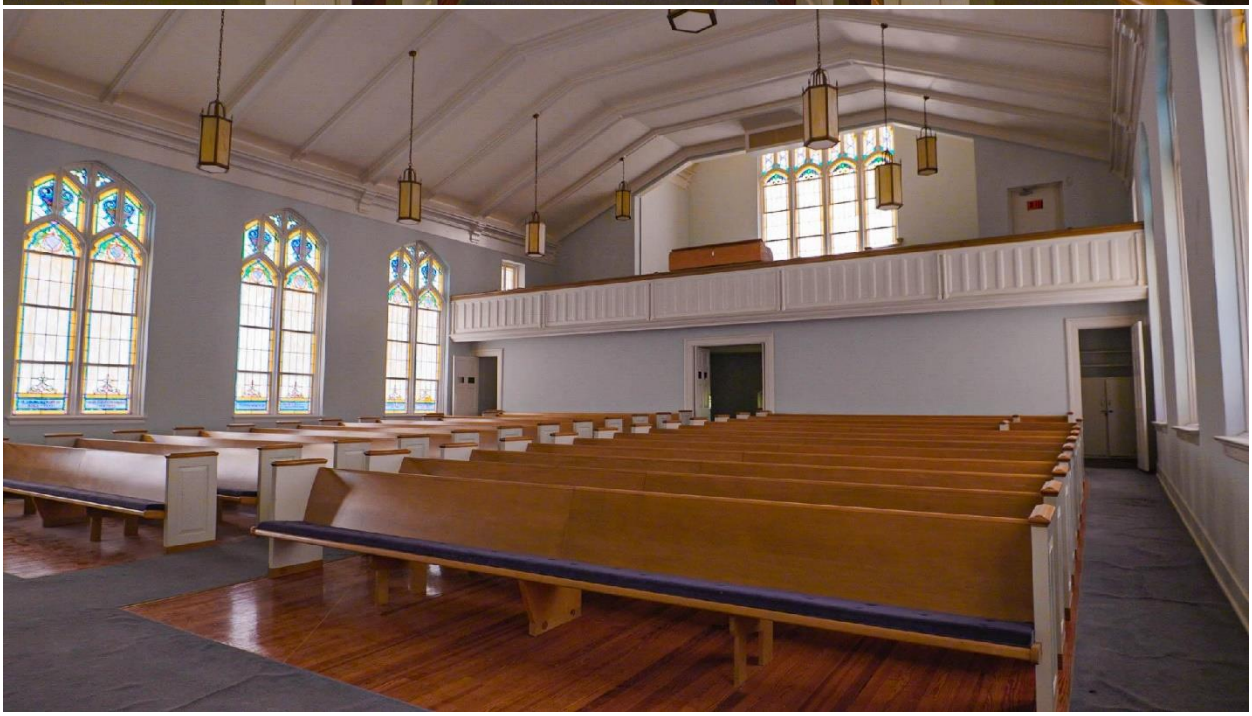


PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E



PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E





PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

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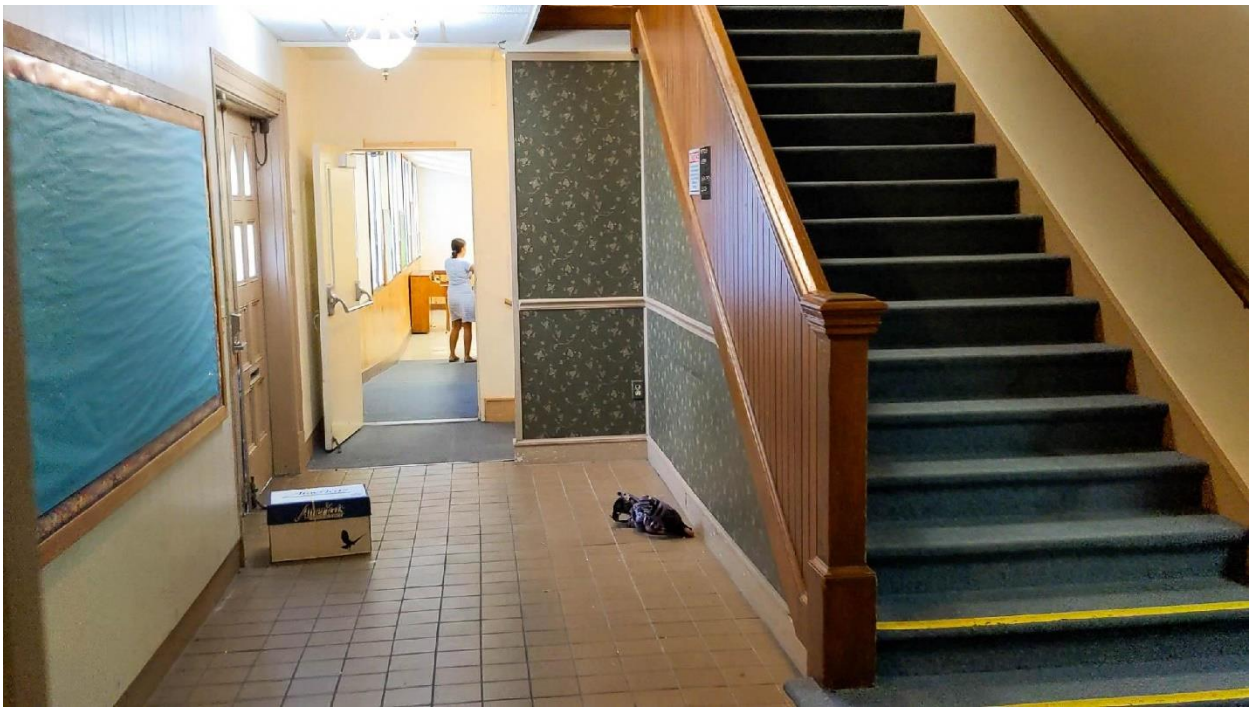

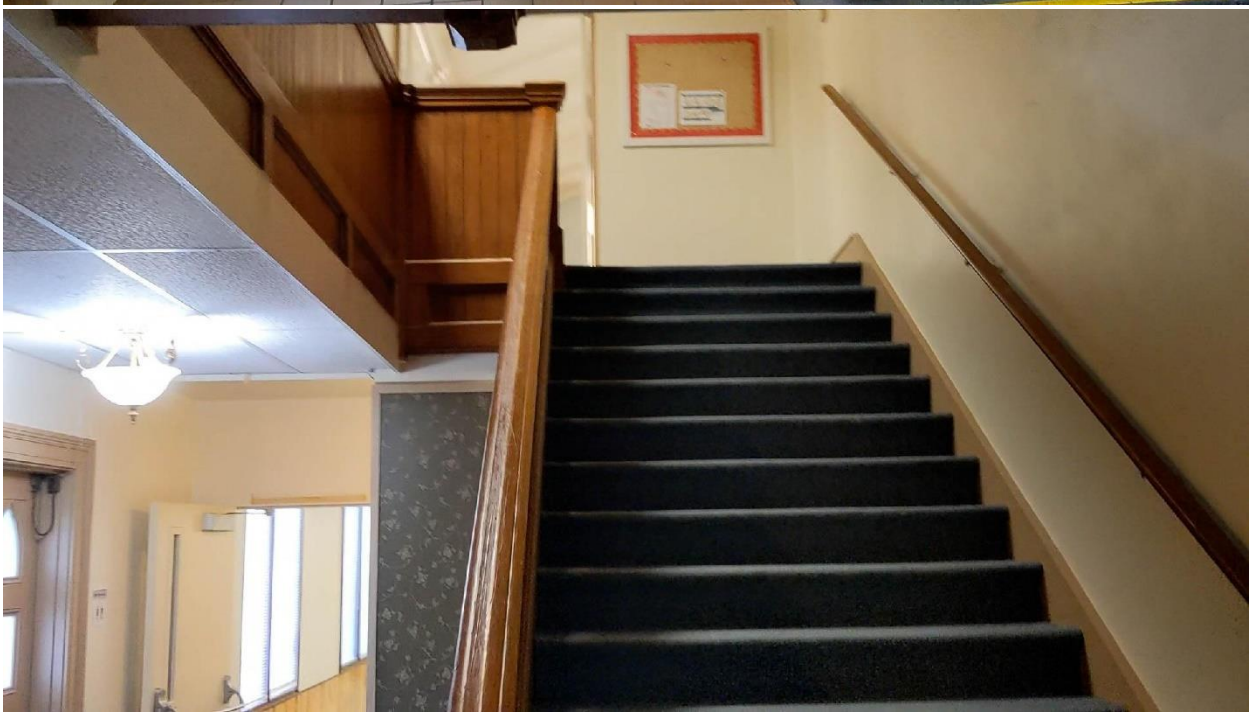

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INTERIOR PHOTOS
ATTACHMENT 2E

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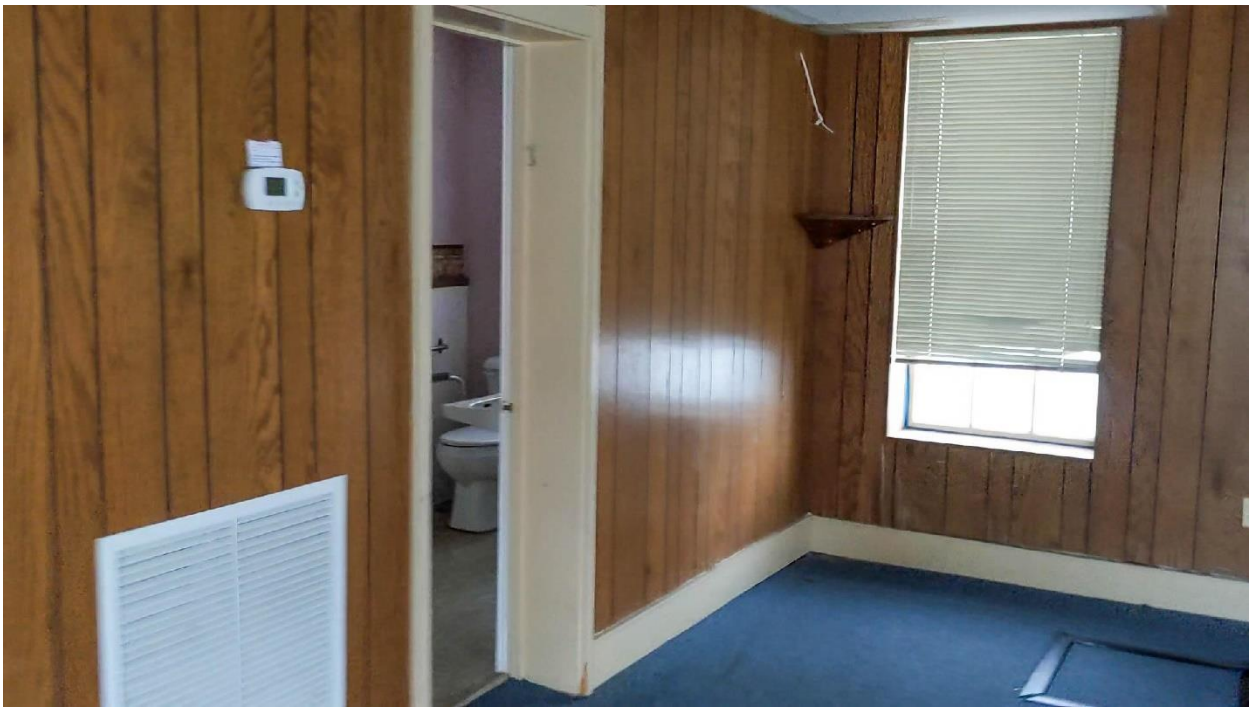
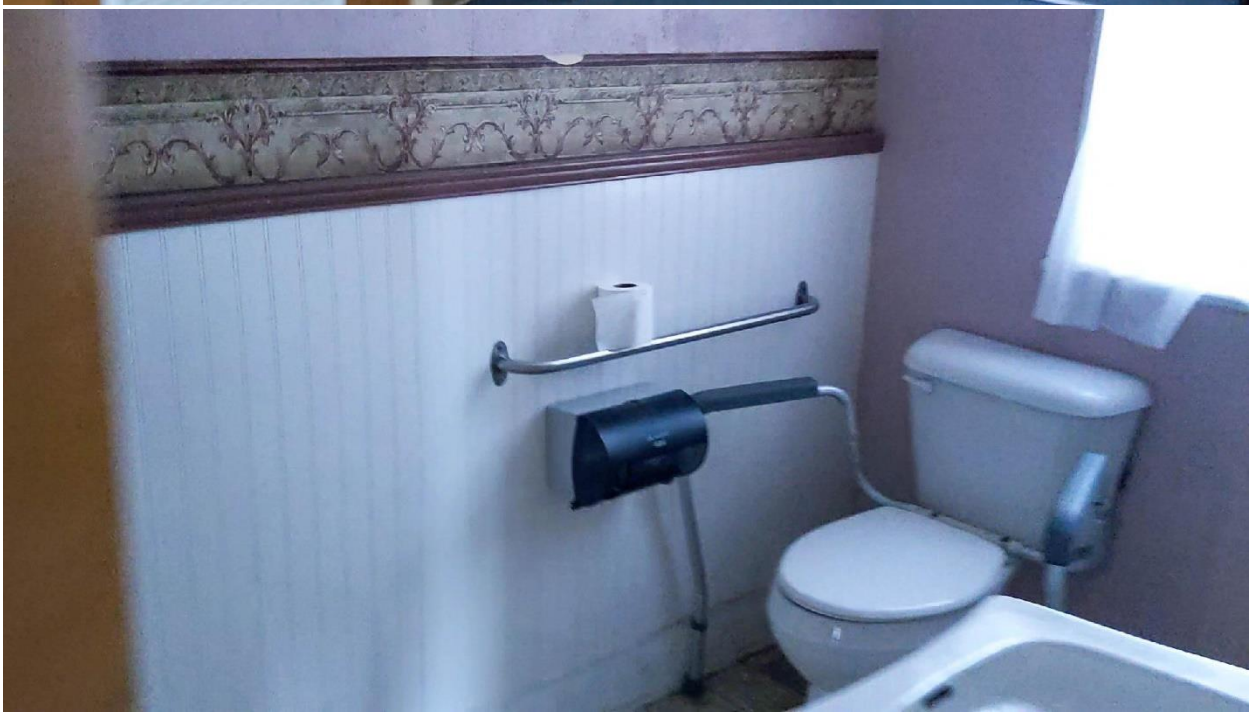
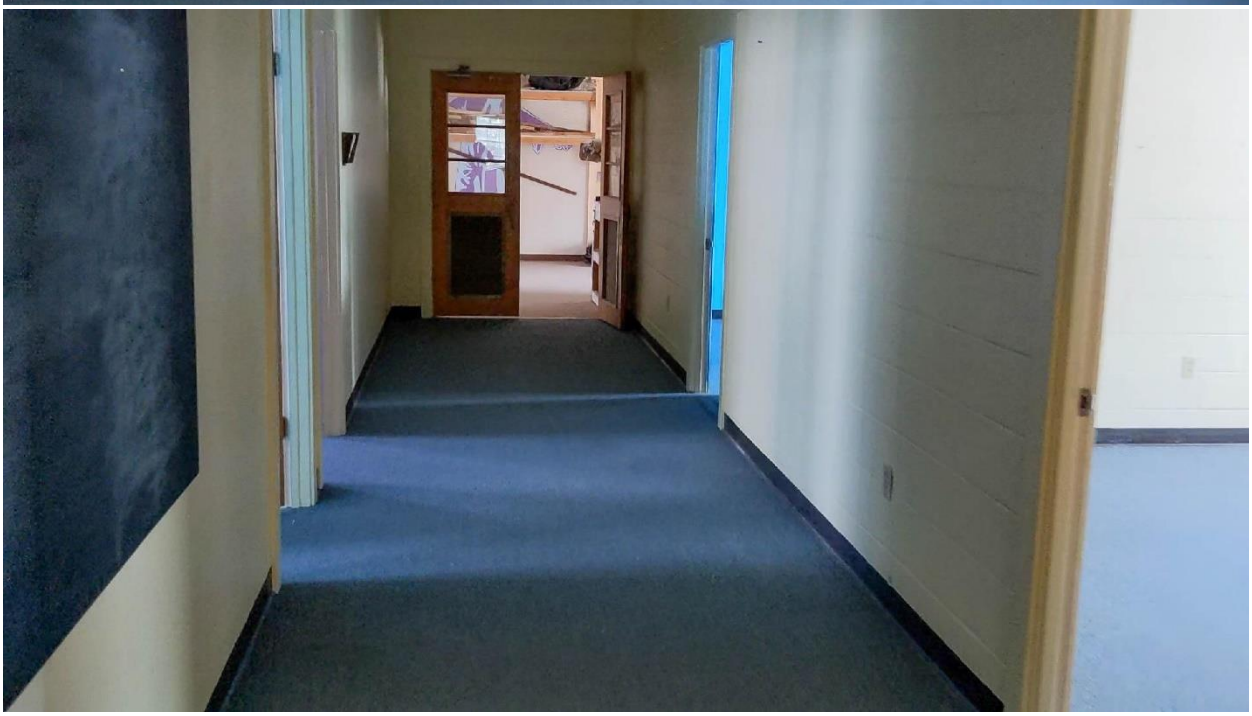




PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E



PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

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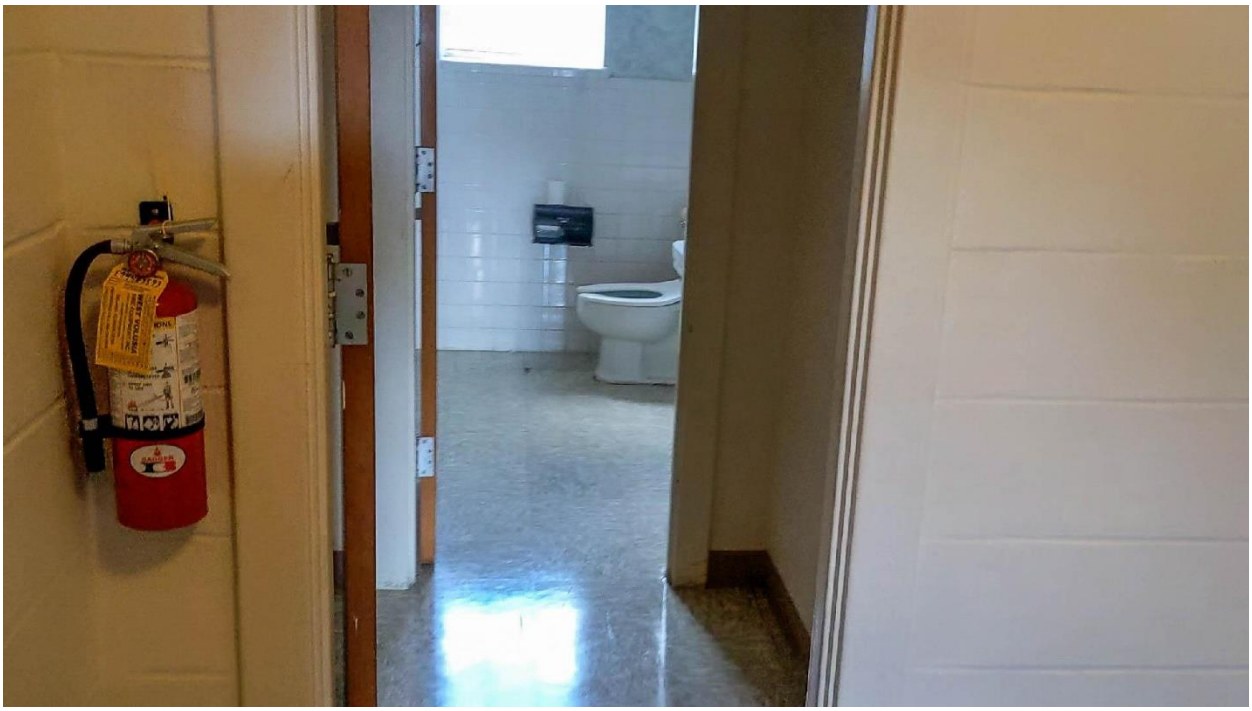

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INTERIOR PHOTOS
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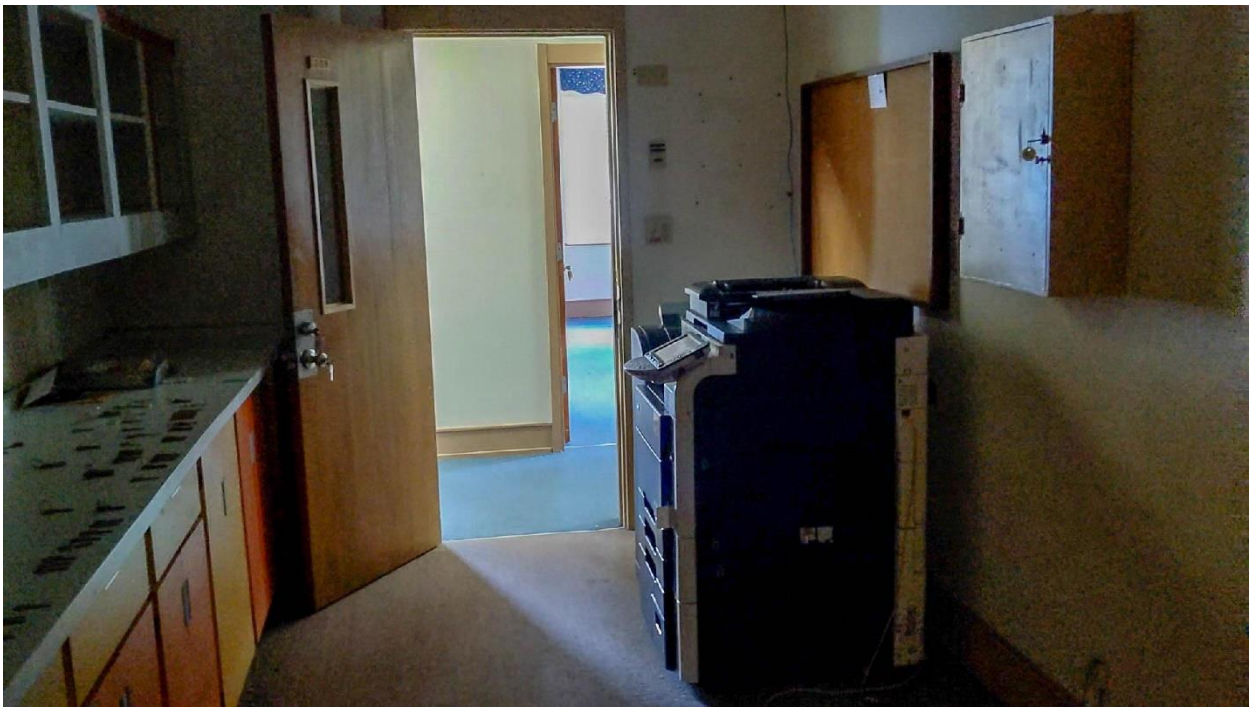

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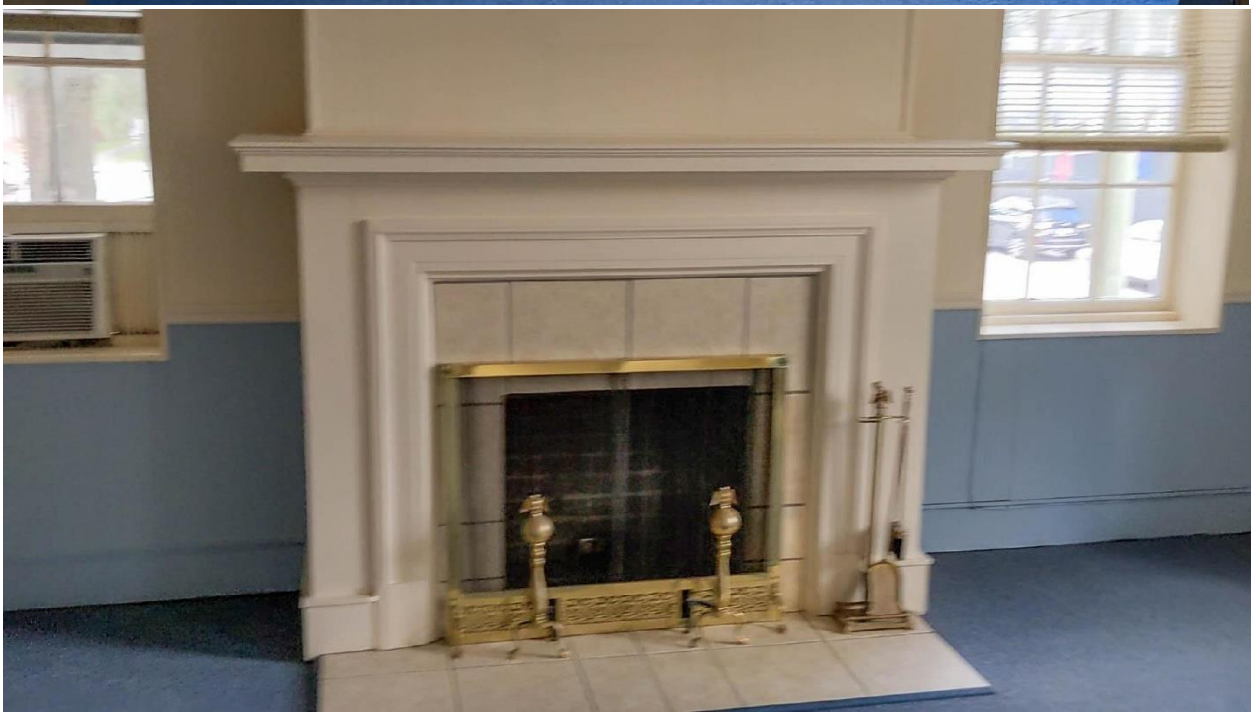
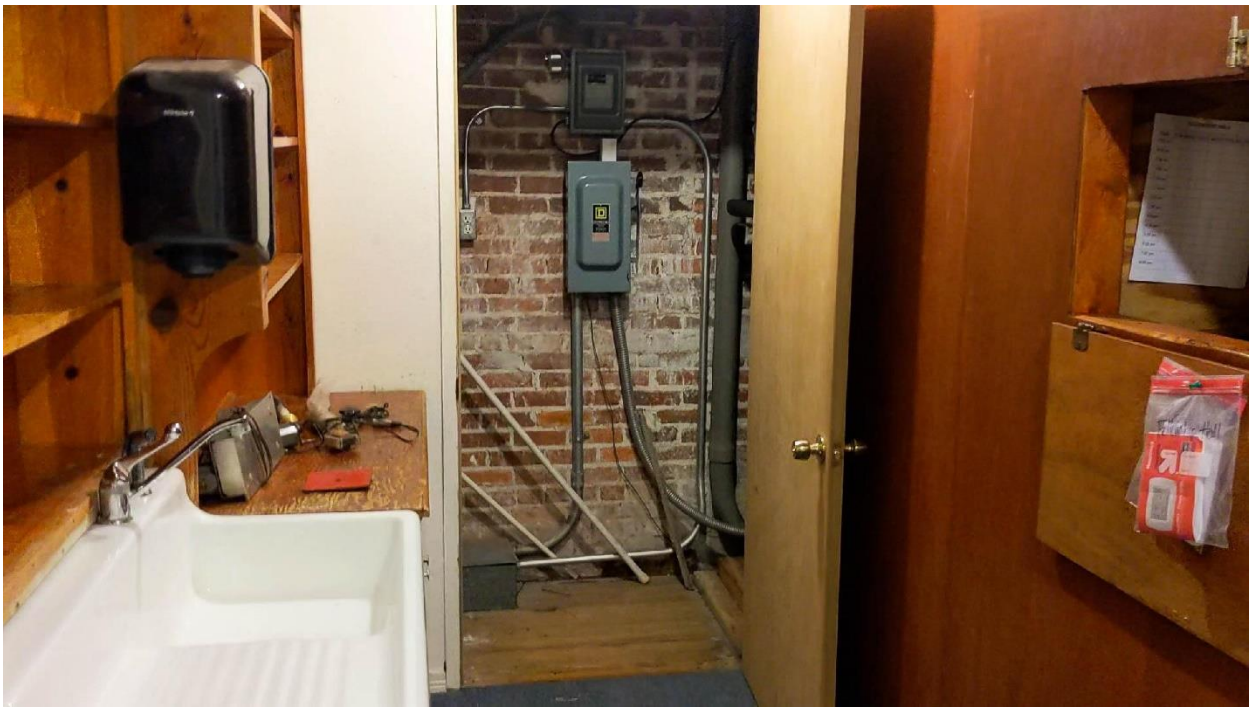
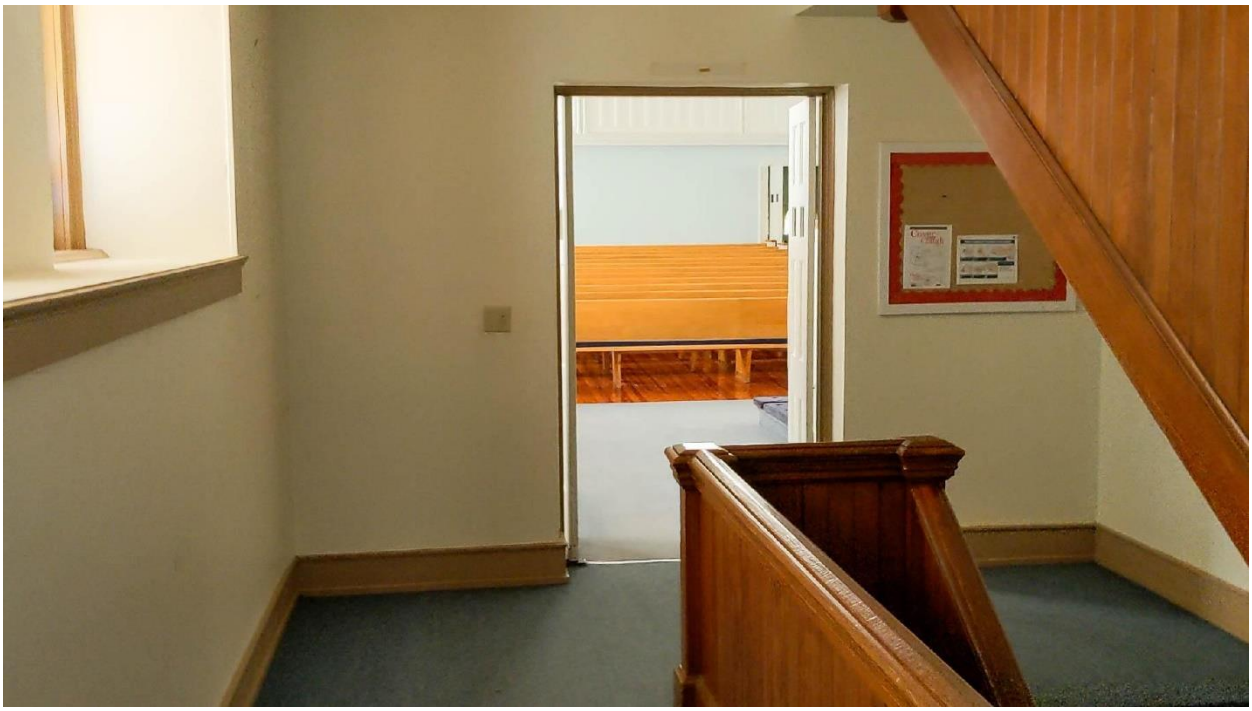
ATTACHMENT 2E

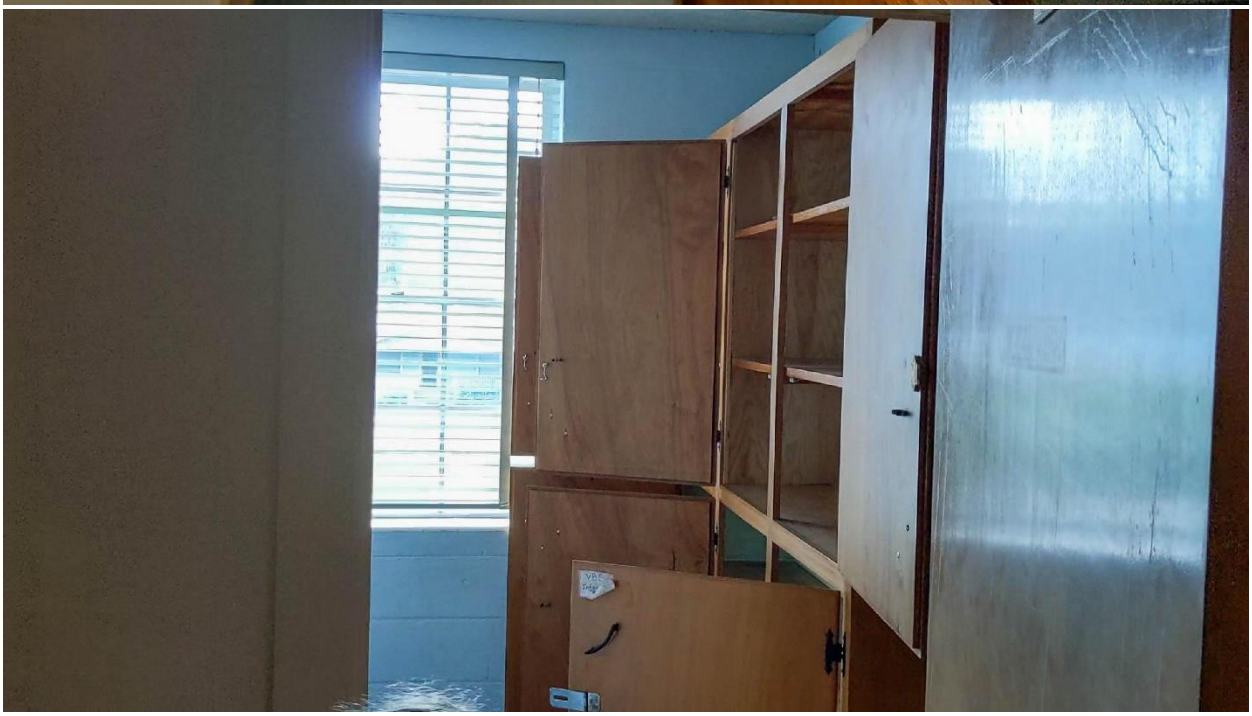


PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

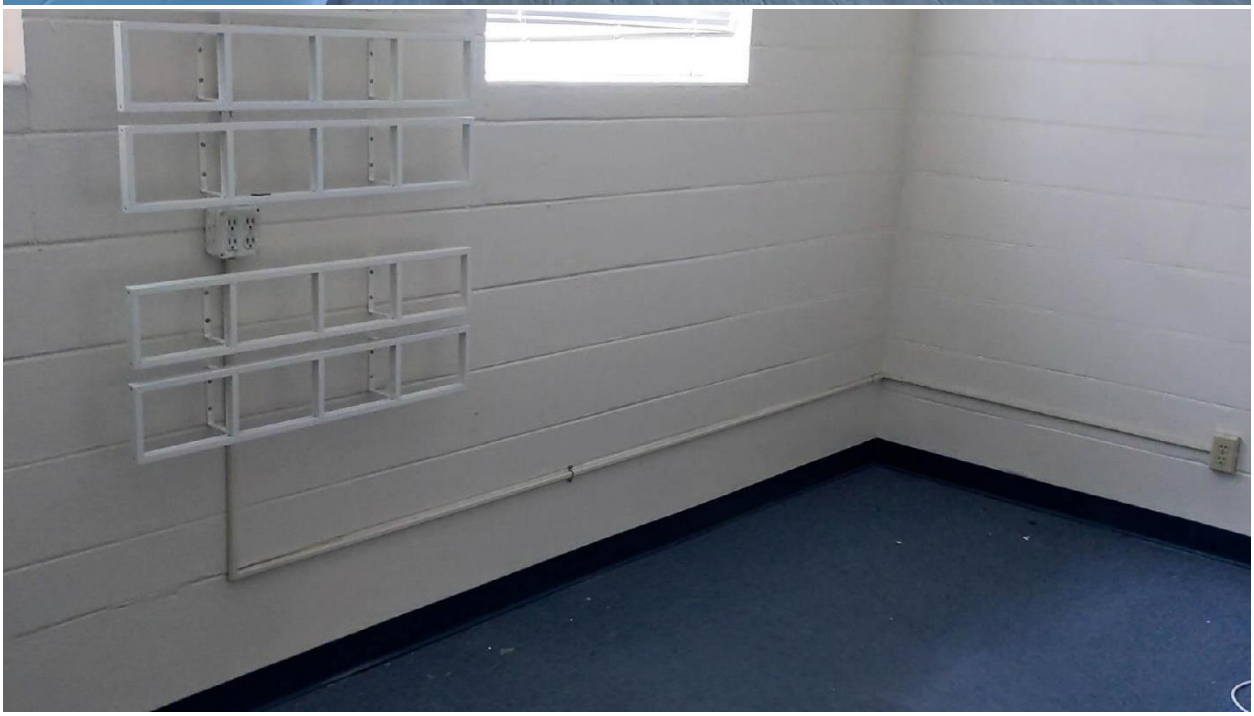


PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

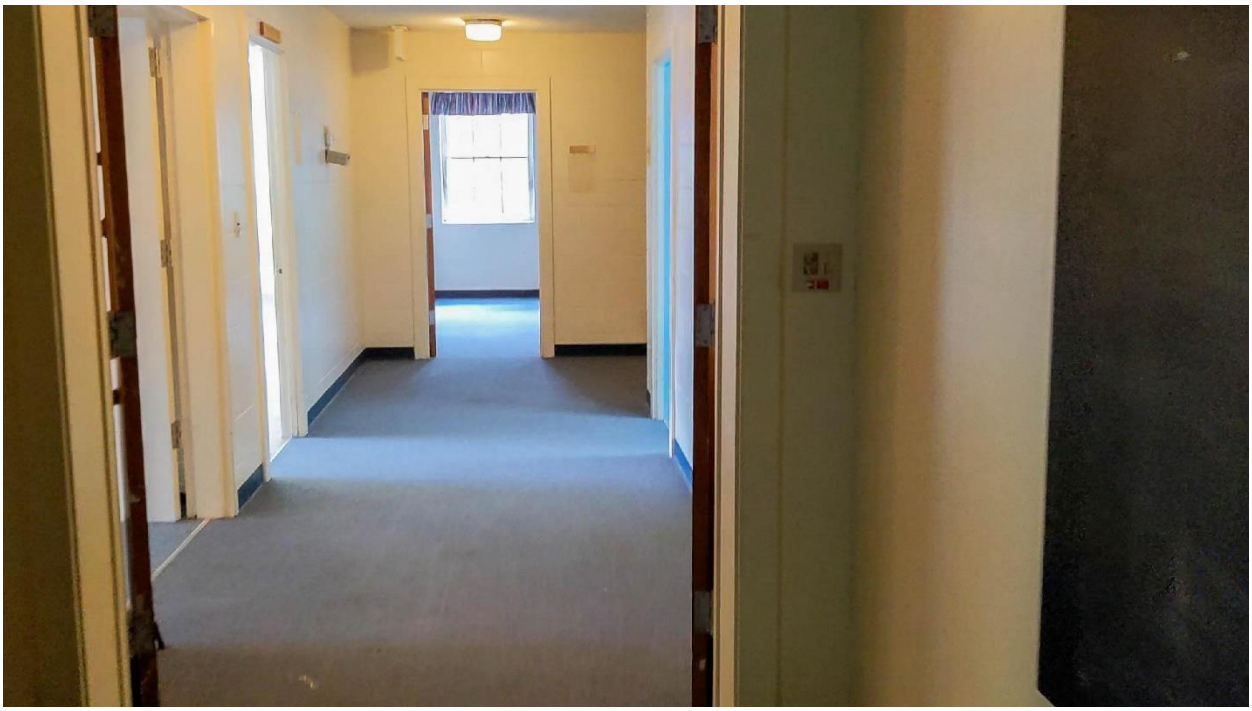




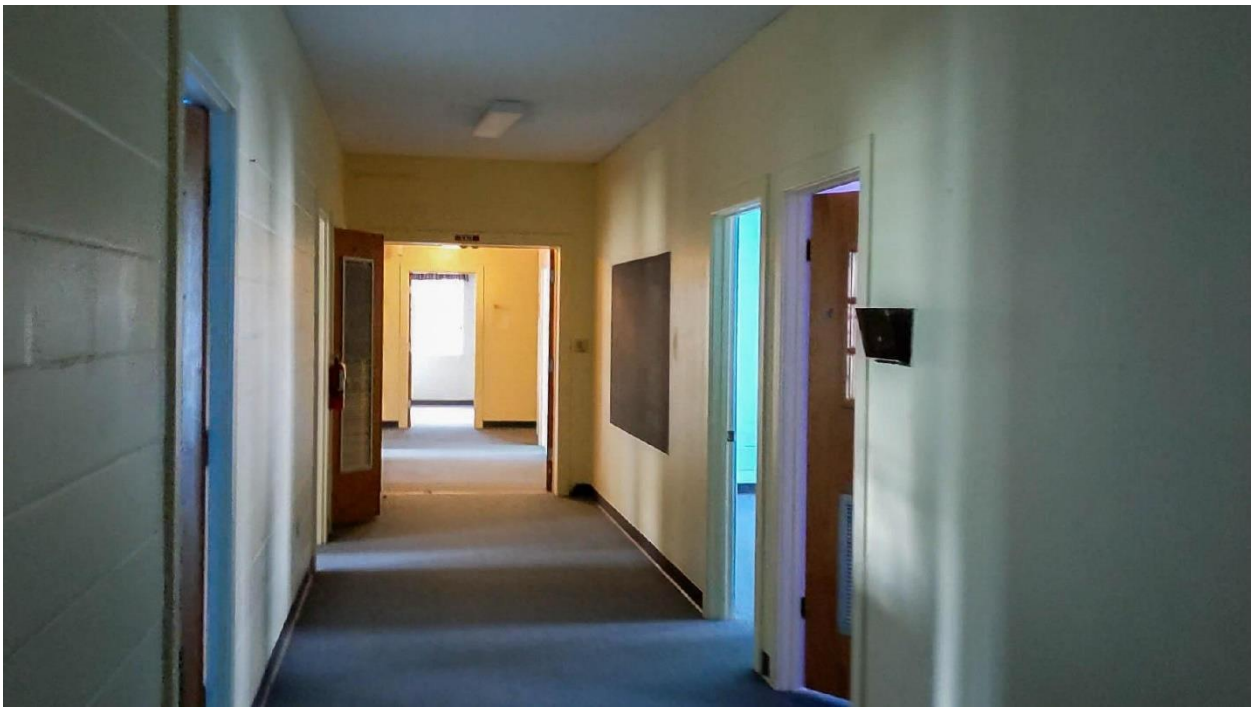
PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

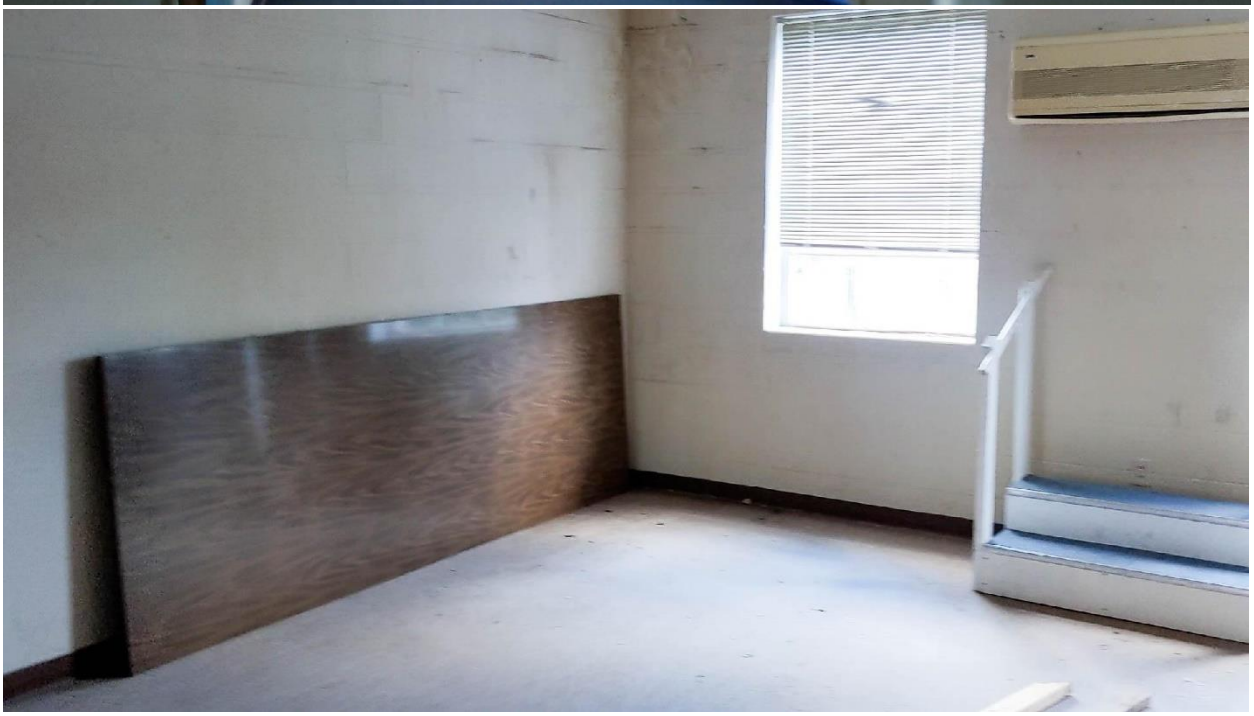


PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

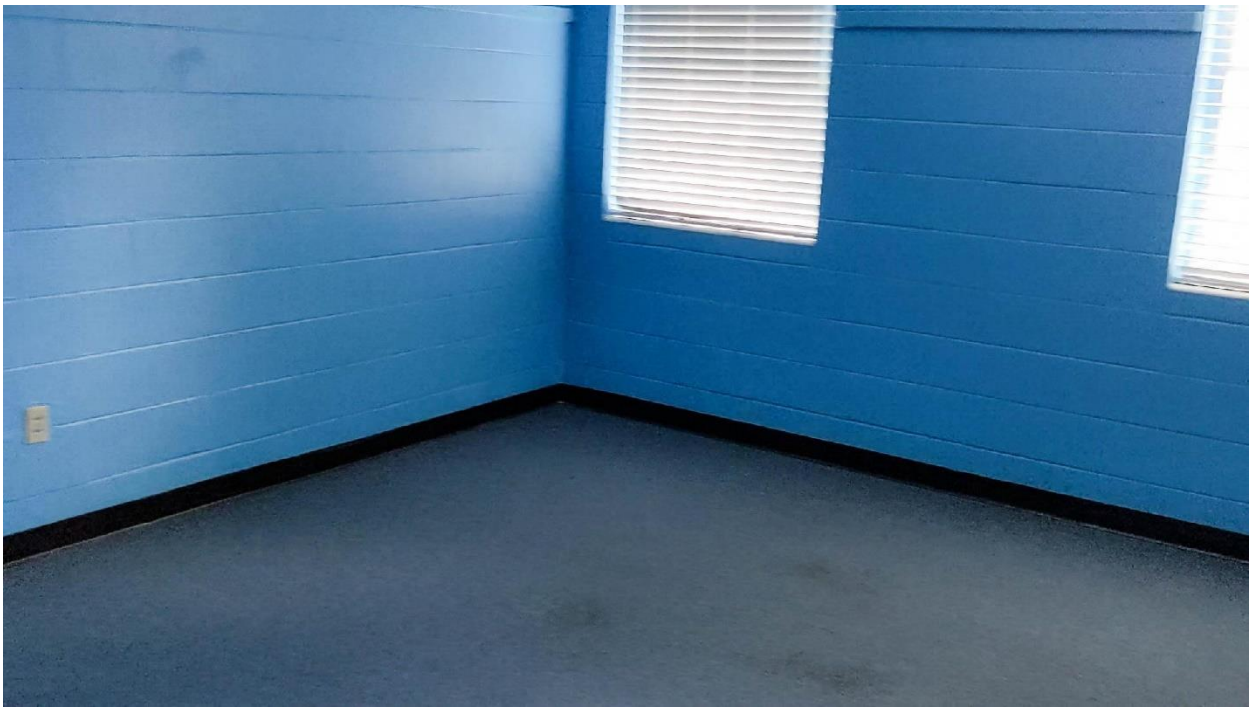


PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E





PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E



PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

PART 2 - PRECONSTRUCTION APPLICATION
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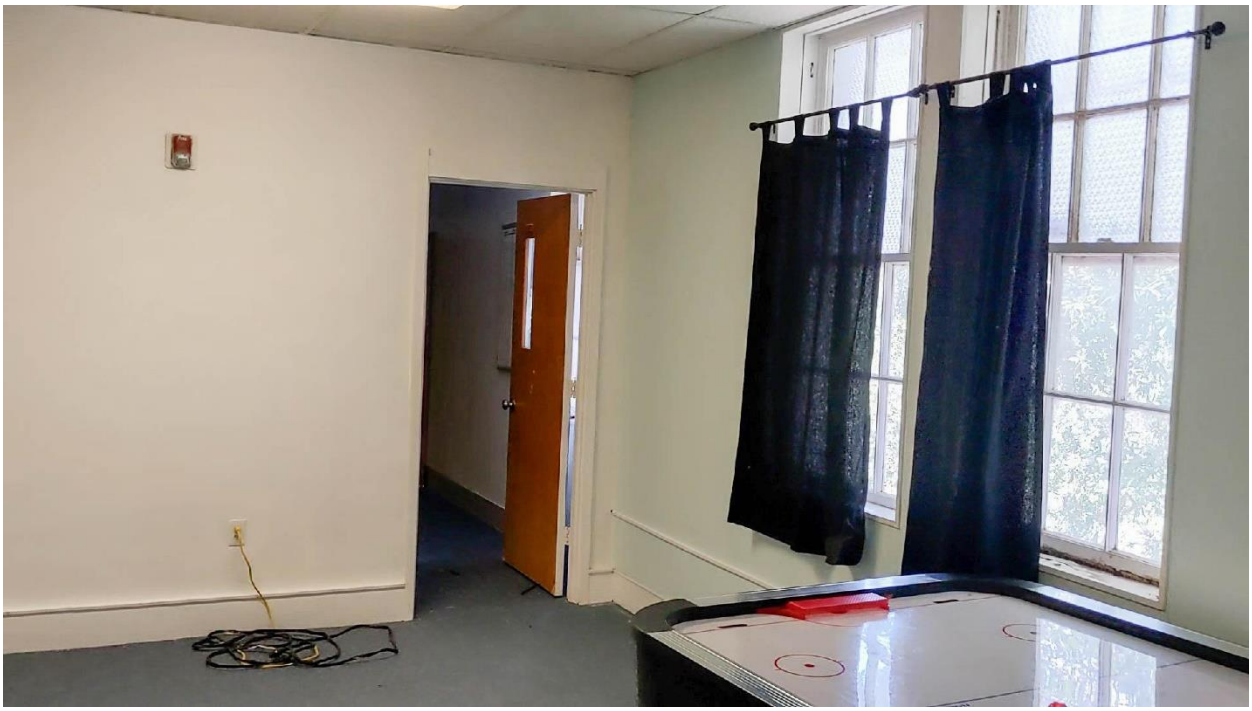
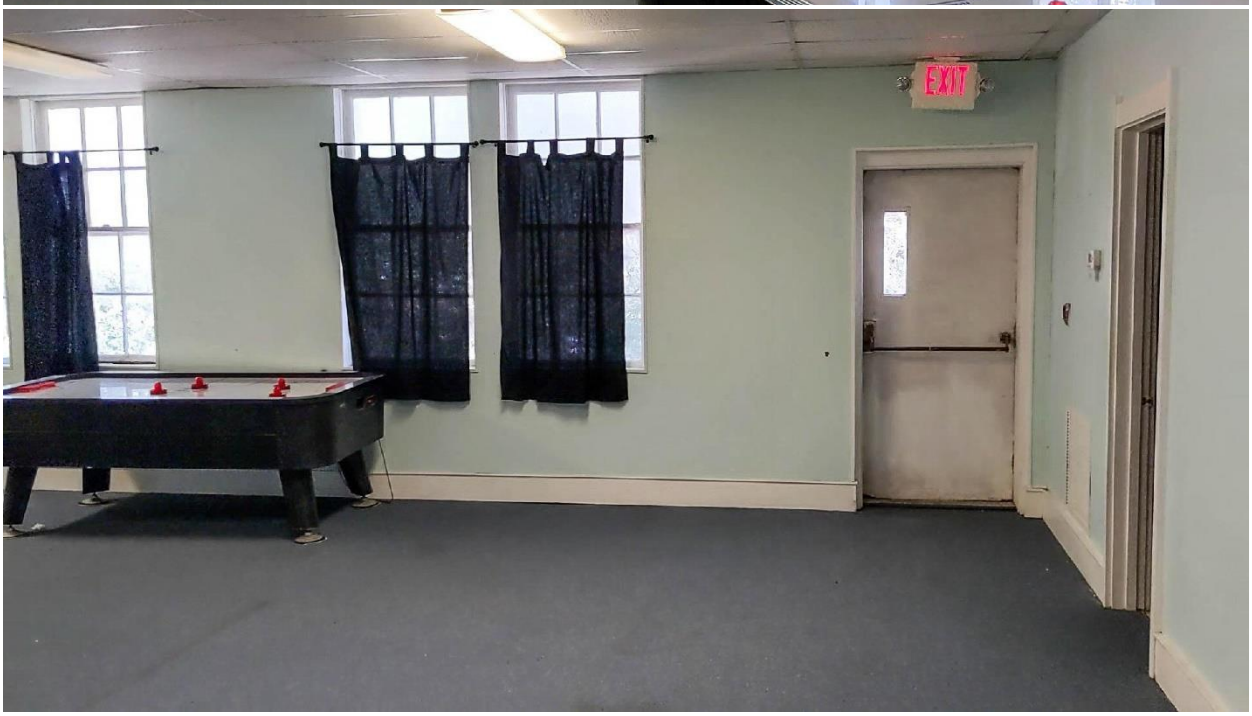
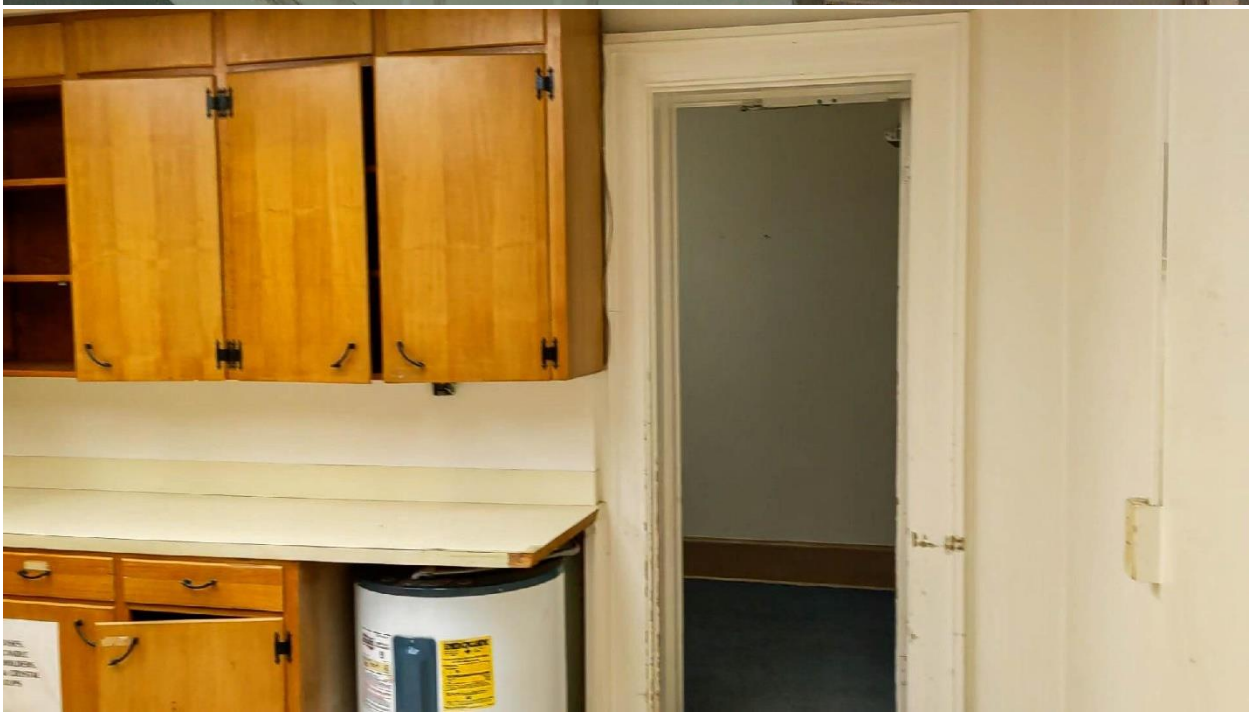
INTERIOR PHOTOS
ATTACHMENT 2E





PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

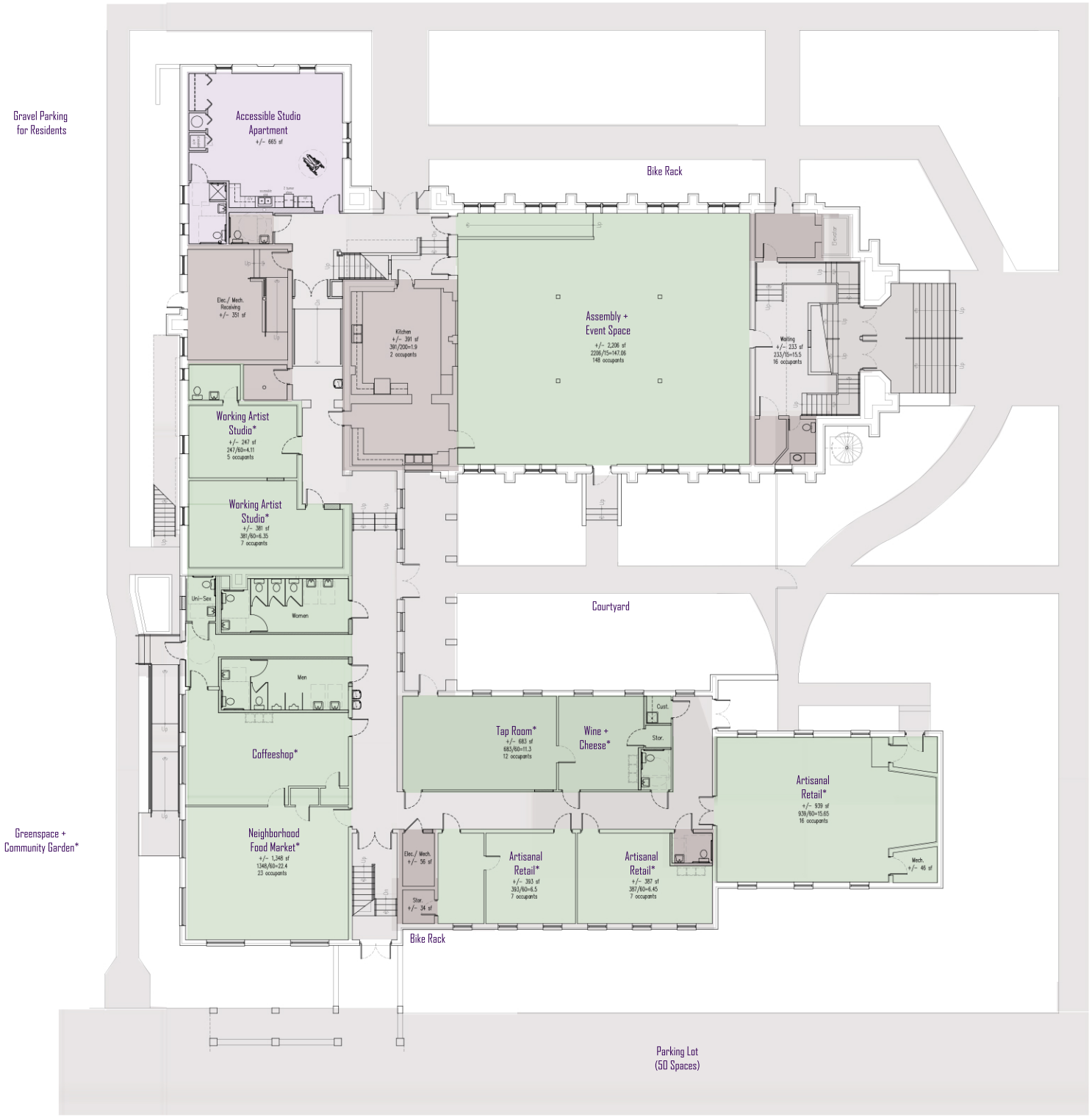


PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

PART 2 - PRECONSTRUCTION APPLICATION
INTERIOR PHOTOS
ATTACHMENT 2E

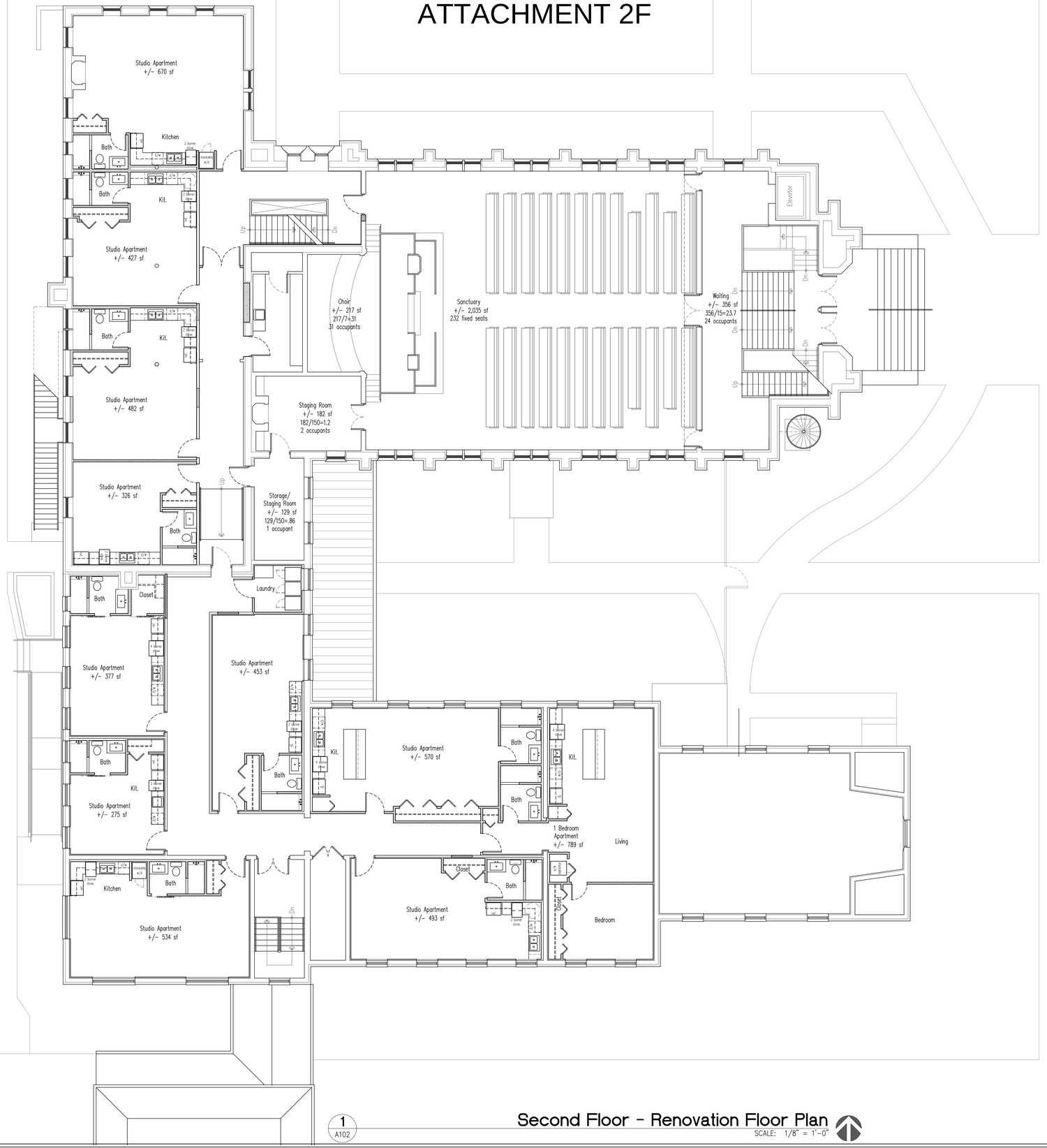
ATTACHMENT 2F



Programming_ 1st Floor

* or other permitted uses

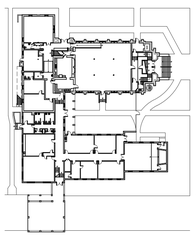
ATTACHMENT 2F



1
A102

Second Floor - Renovation Floor Plan

SCALE: 1/8" = 1'-0"



KEY PLAN

N

kma DESIGN GROUP, LLC
AR 92267

voice 407 697 0336
www.kmadg.net

Mark A. Kaiser, AIA
AR 92267

All designs, plans, arrangements, and specifications prepared by this drawing belong to and are the property of KMA Design Group, LLC and were created and developed for use on and in connection with the specified project. None of the ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose whatsoever without the express written permission of KMA Design, LLC. Written dimensions shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job and KMA Design Group, LLC must be notified of any variation from the dimensions and conditions shown by these drawings.

North West Square
Interior Reno.

306 W. Wisconsin Ave.
Deland, FL 32720

REVISIONS:

Project No.:	22-01008
Date:	05/25/2022
Drawn By:	MAK
Checked By:	MAK

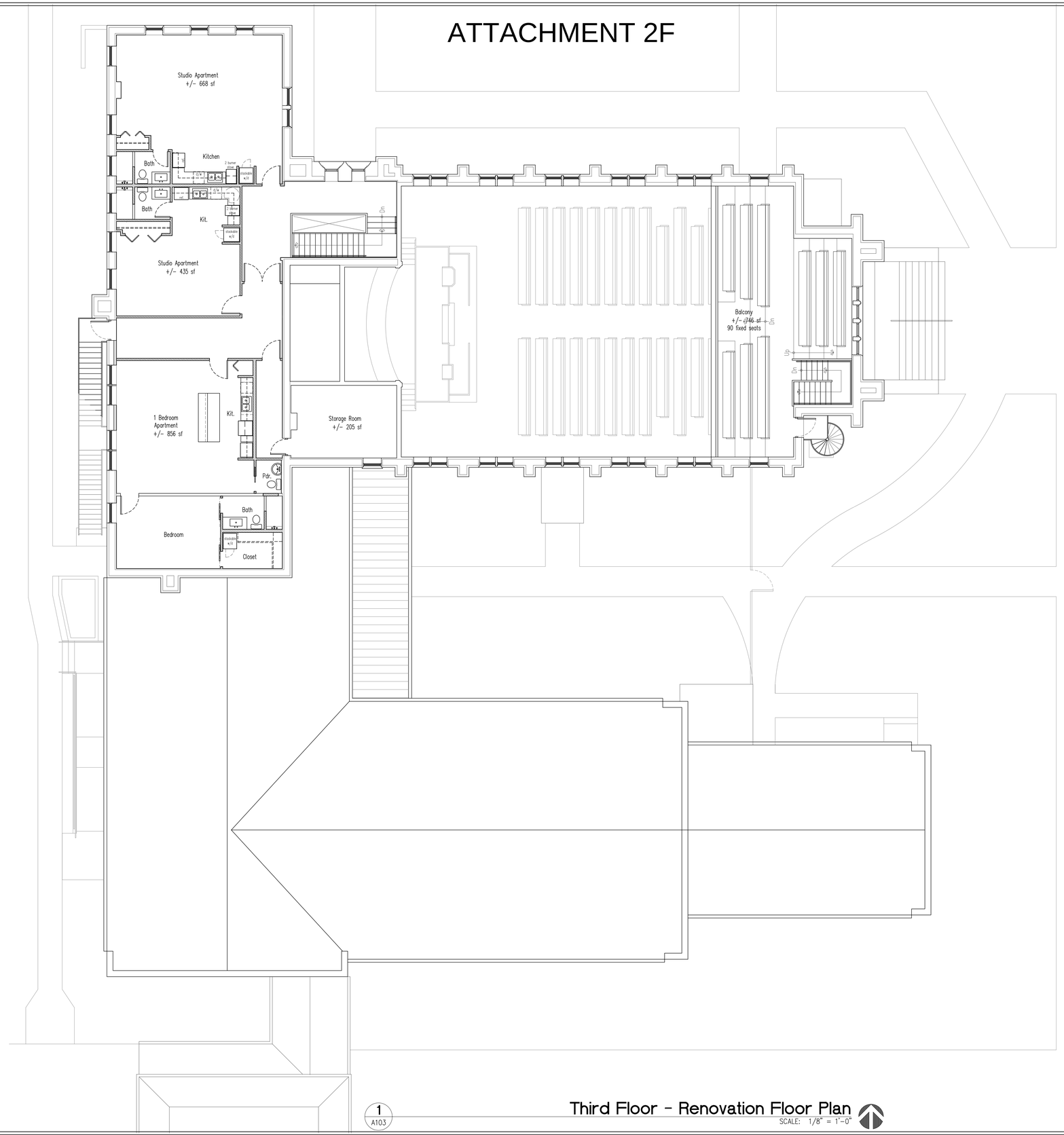
2nd Floor Renovation Plan

A102

Not For Construction

Design Development Documents

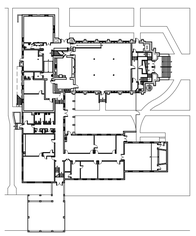
ATTACHMENT 2F



1
A103

Third Floor - Renovation Floor Plan

SCALE: 1/8" = 1'-0"



KEY PLAN

N

kma DESIGN GROUP, LLC
AR 92267

voice 407 697 0336
www.kmadg.net

Mark A. Kaiser, AIA
AR 92267

All designs, plans, arrangements, and specifications prepared by KMA Design Group, LLC and are the property of KMA Design Group, LLC and were created and developed for use on and in connection with the specified project. None of the ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose whatsoever without the express written permission of KMA Design, LLC. Written dimensions shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job and KMA Design Group, LLC must be notified of any variation from the dimensions and conditions shown by these drawings.

North West Square
Interior Reno.

306 W. Wisconsin Ave.
Deland, FL 32720

REVISIONS:

Project No.:	22-01008
Date:	05/25/2022
Drawn By:	MAK
Checked By:	MAK

Design Development Documents

3rd Floor Renovation Plan

A103

Not For Construction

ATTACHMENT 2G

Central Florida Building & Inspections, LLC. - GMP WORKSHEET - BUDGET ONLY

PROJECT: Northwest Square - 306 W. Wisconsin Ave.

Date: 12/22/2022

PHASE	DESCRIPTION OF WORK	TOT.EST QUANTITY	UNIT	SUB U.P	SUB-CONTRACT	MAT'L U.P.	MATERIAL COST	LAB'R U.P.	LABOR COST	LINE TOTAL	DIVISION TOTAL
1.00	Building Permit - City of Deland	1	LS	25000	$25,000	0	$0.00	0	$0.00	$25,000	
2.00	Temp Toilet (1)	12	MTH	130	$1,560	0	$0.00	0	$0.00	$1,560	
3.00	Project Expendables (NOC, Record, Prints)	1	LS	250	$250	0	$0.00	0	$0.00	$250	
4.00	Dumpsters (General)	25	EA	375	$9,375	0	$0.00	0	$0.00	$9,375	
5.00	Builders Risk Insurance - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
N/A	Temp Water - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
N/A	Temp Electric - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
6.00	Surveying / As-Builts - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
7.00	Testing - (If required) - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
N/A	IMPACT FEES **- BY OWNER**	0	LS	0	$0	0	$0.00	0	$0.00	$0	
N/A	**CONSTRUCTION COSTS**	0	LS	0	$0	0	$0.00	0	$0.00	$0	
7.50	Civil / Sitework / Fire Line - **TBD**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
7.75	Parking / Site Signage Etc - **TBD**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
8.00	Landscaping / Tree Removal - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
9.00	Demolition - Labor Only	1400	HRS	40	$56,000	0	$0.00	0	$0.00	$56,000	5 Men @ 6 Weeks
9.50	Demolition - Dumpsters Only	20	EA	375	$7,500	0	$0.00	0	$0.00	$7,500	
10.00	Concrete - New ADA Ramp incl Foundation	1	LS	8500	$8,500	0	$0.00	0	$0.00	$8,500	
10.25	Masonry Wall - Infill	1	LS	10000	$10,000	0	$0.00	0	$0.00	$10,000	
11.00	Fire Rated Drywall / Fire Stopping	1	LS	150000	$150,000	0	$0.00	0	$0.00	$150,000	
12.00	Interior Door Trims / Casings - **TBD**	1	LS	10000	$10,000	0	$0.00	0	$0.00	$10,000	
13.00	Fire Rated Doors / Hardware - **PER PLANS**	1	LS	116825	$116,825	0	$0.00	0	$0.00	$116,825	
14.00	Fire Rated Windows - **TBD**	1	LS	15000	$15,000	0	$0.00	0	$0.00	$15,000	
15.00	Gang Restrooms - Partitions	1	LS	11634	$11,634	0	$0.00	0	$0.00	$11,634	
16.00	Toilet Accessroies / Mirrors / Dispensers	1	LS	18756	$18,756	0	$0.00	0	$0.00	$18,756	
17.00	New Bifold Doors / Hardware - **TBD**	1	LS	25000	$25,000	0	$0.00	0	$0.00	$25,000	
18.00	Metal Handrails - Ramp & Building	1	LS	12500	$12,500	0	$0.00	0	$0.00	$12,500	
19.00	Roofing - **NOT INCLUDED**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
20.00	Flooring - Labor Only	13709	SF	2.25	$30,845	0	$0.00	0	$0.00	$30,845	Need to discuss UL L521
21.00	Flooring - Material Only @ $5.00/sf	13709	SF	5	$68,545	0	$0.00	0	$0.00	$68,545	Need to discuss UL L521
22.00	Tile - Apartments - Labor Only	1	LS	50625	$50,625	0	$0.00	0	$0.00	$50,625	
23.00	Tile - Material Only	1	LS	25000	$25,000	0	$0.00	0	$0.00	$25,000	
24.00	Tile - Gang Restrooms - Labor	1	LS	12600	$12,600	0	$0.00	0	$0.00	$12,600	
25.00	Tile - Gang Restrooms - Material	700	SF	5	$3,500	0	$0.00	0	$0.00	$3,500	
26.00	Painting - **ALL** Interior & Dryfall	1	LS	81362	$81,362	0	$0.00	0	$0.00	$81,362	
27.00	Fire Suppression - Delta	1	LS	279000	$279,000	0	$0.00	0	$0.00	$279,000	
28.00	HVAC - Ga-Ter Air	1	LS	500000	$500,000	0	$0.00	0	$0.00	$500,000	
29.00	Plumbing - RJ Carter	1	LS	369155	$369,155	0	$0.00	0	$0.00	$369,155	
30.00	Electrical - Hough Electric	1	LS	1100000	$1,100,000	0	$0.00	0	$0.00	$1,100,000	
31.00	Fire Alarm - SmartWatch	1	LS	75750	$75,750	0	$0.00	0	$0.00	$75,750	
32.00	Cabinets	1	LS	72105	$72,105	0	$0.00	0	$0.00	$72,105	
31.00	Laminate Countertops	1	LS	9975	$9,975	0	$0.00	0	$0.00	$9,975	
32.00	Raiser Sanctuary Floor - Mat & Labor	1	LS	30000	$30,000	0	$0.00	0	$0.00	$30,000	
33.00	Sanctuary Flooring - Laminate - L&M	2,206	SF	7.5	$16,545	0	$0.00	0	$0.00	$16,545	
34.00	Final Cleaning - **BY OWNER**	1	LS	0	$0	0	$0.00	0	$0.00	$0	
0100	SUB-TOTAL				$3,202,907		$0		$0	$3,202,907	$3,202,907
	ESTIMATE SUB-TOTALS				$0		$0		$0		$3,202,907
	TAX SALES	6	PERCENT				$0				
	LABOR BURDEN	42	PERCENT						$0		
	ESTIMATE TOTALS				$0		$0		$0		$3,202,907
									SUB TOTAL		$3,202,907
									SUB TOTAL		$3,202,907
									OVERHEAD	10%	$320,291

ATTACHMENT 2G

								SUB TOTAL		$3,523,198	
								FEE	5%	$176,160	
								GRAND TOTAL		**$3,699,358**	

WILL ROBERTS TAX COLLECTOR SERVING VOLUSIA COUNTY

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

2023 Paid Real Estate

ATTACHMENT 2H

PROPERTY ADDRESS: 306 W WISCONSIN AVE, DELAND, 32720

LEGAL DESCRIPTION: E 227.5 FT OF LOT A & E 227.5 FT OF N 57 FT & S 75 FT OF LOT B BLK 7 RICHS ADD DELAND PER
See Additional Legal on Tax Roll

$17,090.87

Receipt # PT 1-23-0028146

Paid By 11/28/2023

NORTHWEST SQUARE LLC
306 W WISCONSIN AVE
DELAND, FL 32720-4133

PARCEL:	700843070012
ALTERNATE KEY :	2203901
MILLAGE CODE:	012
TAX YEAR:	2023

Pay Online

PAY IN U.S. DOLLARS DRAWN FROM A U.S. BANK.

Pay online at vctaxcollector.org/pay
WALK-IN CUSTOMERS PLEASE BRING ENTIRE NOTICE

TAXES BECOME DELINQUENT APRIL 1

If Postmarked By	Nov 30, 2023				
Discount					
Please Pay	$0.00				

PLEASE RETAIN TOP PORTION FOR YOUR RECORDS

AD VALOREM TAXES

TAXING AUTHORITY	MILLAGE	ASSESSED VALUE	EXEMPTION	TAXABLE VALUE	TAX AMOUNT
VOLUSIA COUNTY GENERAL FUND	3.39580	949,362	0	949,362	3,223.84
VOLUSIA COUNTY PUBLIC SAFETY FUND	1.45410	949,362	0	949,362	1,380.47
VOLUSIA COUNTY LIBRARY	0.42090	949,362	0	949,362	399.59
VOLUSIA FOREVER	0.20000	949,362	0	949,362	189.87
VOLUSIA ECHO	0.20000	949,362	0	949,362	189.87
SCHOOL	5.40900	949,362	0	949,362	5,135.09
DELAND	6.48410	949,362	0	949,362	6,155.76
ST JOHNS WATER MANAGEMENT DIST	0.17930	949,362	0	949,362	170.22
FLORIDA INLAND NAVIGATION DIST	0.02880	949,362	0	949,362	27.34
WEST VOLUSIA HOSPITAL AUTHORITY	0.98060	949,362	0	949,362	930.94

TOTAL MILLAGE RATE: 18.75260 **TOTAL TAXES:** $17,802.99

NON-AD VALOREM ASSESSMENTS

LEVYING AUTHORITY	TELEPHONE	RATE PER UNIT	AMOUNT

TOTAL ASSESSMENTS: $0.00

TOTAL COMBINED TAXES AND ASSESSMENTS: $17,802.99

Will Roberts - Tax Collector
123 W. Indiana Ave., Room 103
DeLand, FL 32720
(386) 736-5938 | taxcollector@vctaxcollector.org
PAY IN U.S. DOLLARS DRAWN ON A U.S. BANK

Pay online at vctaxcollector.org/pay
2023 Paid Real Estate

PARCEL:	700843070012
ALTERNATE KEY :	2203901
TAX YEAR:	2023

PROPERTY ADDRESS:
306 W WISCONSIN AVE, DELAND, 32720

NORTHWEST SQUARE LLC
306 W WISCONSIN AVE
DELAND, FL 32720-4133

Please do not staple, tape, or paperclip your payment to this stub. **TAXES BECOME DELINQUENT APRIL 1**

If Postmarked By	Nov 30, 2023				
Please Pay	$0.00				

TaxSys

PLEASE DO NOT WRITE ON THIS STUB

Receipt # PT 1-23-0028146 $17,090.87
Paid 11/28/2023

ATTACHMENT 2I

City of DeLand
Historic & Cultural Resources
120 S. Florida Ave.
DeLand, FL 32720
Planning@DeLand.org

DATE: May 2, 2024

TO: Historic Preservation Board

FROM: Emily Kunkel, *Planner II/Historic Resource Coordinator*

RE: **Historic Preservation Review (Historic Preservation Property Tax Exemption) for a Commercial Building 306 W. Wisconsin Ave.**
Application No.: HPB24-082
Applicant: Halley Matuszczak
Owner: Robert & Jessica Levings
Current Use: Vacant
Zoning District: PD (North West Square PD)
Florida Master Site File: 8VO3557 *(The address on the form is 242 N. Clara, property has double frontage)*

Original Structure Information ***(Provided from Florida Master Site File Structure Form)***

Date of Construction:	+/- 1926	**Style:**	Late gothic revival
Structural System:	Hollow clay tile	**Foundation Type:**	Continuous: Brick
Siding:	Brick	**Stories:**	2
Roof:	Composition Shingles	**Windows:**	Lancet 16/6; stained leaded glass
Roof Type:	Gable	**Chimneys:**	1: Brick W: slope
Porch:	None	**Secondary Structure:**	8 triangular dormers

Description of Proposed Work:
This property is located within the Downtown Support District and West DeLand Residential Historic District (National Registry District). The applicant is planning a full redevelopment of this historic structure, and is requesting approval to receive the Historic Property Tax Exemption.

Part 1 – Historic Preservation Property Tax Exemption Application: Evaluation of Property Eligibility
All property owners submitting applications for properties in historic or archaeological districts must complete Part 1 of the application, entitled Evaluation of Property Eligibility. Owners of buildings or sites individually listed in the National Register or individually designed as a historic property or landmark under a local ordinance need not complete this part of the application. However, applications submitted to the Division for properties individually designated as historic properties or landmarks by local ordinance must be accompanied by copies of the designation

report for the property and official correspondence or other documentation verifying such designation.

The applicant has applied to be added to the Local Historic Registry, if approved by the Historic Preservation Board at their May 2, 2024 meeting, and the City Commission at their May 20, 2024 meeting, then the applicant will not need to complete Part 1 of the application, as the executed Ordinance would verify the designation.

1. ***Description of Physical Appearance.*** *Provide information about the major exterior and interior features of the building.*
    a. *Describe the building in its existing condition (before improvement) – not as it was when first built (unless unchanged) or as it will be after improvement.*

The property is currently vacant, but work has begun on the redevelopment of this property from a church to 15 apartments with offices/mixed uses on the first floor. Due to the proposed work being all interior and the exterior remaining unchanged, the necessary building permits were applied for and issued, with no Historic Preservation Board approval required.

    b. *Describe any changes that have been made to the building since its original construction.*

Since the time of the original construction, there have been multiple additions to the building, all of which have maintained similar architectural features as the original building. The original characteristics remain unchanged, and the new owners have committed to maintain the existing architectural features and materials on the building exterior. Any ongoing maintenance and repair will maintain the historic integrity.

    c. *Other buildings on the property such as carriage houses, barns and sheds should also be described.*

This criterion is not applicable, as there are no other buildings on the property, except for a Porte-cochère that is attached to the South of the building.

    d. *Finally, discuss the way in which the building relates to others in the district in terms of siting, scale, material, construction, and date of construction.*

As outlined in the National Register of Historic Places Registration Form dated Oct. 20, 1992, there is only one other Gothic Revival style building within the West DeLand Residential Historic District (National Registry District) which is the St. Barnabas Episcopal Church, constructed in 1883. These two buildings are neighbors, with North Clara Avenue located between them.

2. ***Statement of Significance.*** *Summarize how the building contributes to the significance of the district.*
    a. *This summary should relate to the significance of this district (including the district's period of significant) as identified in the National Register nomination or district designation documentation.*

This property would contribute to the significance of the district because of the integrity of the design, materials, history, craftsmanship and the limited number of gothic revival structures within the City and within the West DeLand Residential Historic District (National Registry District).

b. *Is it similar to other buildings in the district in scale, building materials, style and period of construction?*

As outlined in criterion 1d, there is only one additional gothic revival style building within the West DeLand Residential Historic District.

c. *Note important persons from the past associated with the building, former uses of the property, and the name of the architect or builder, if known.*

The builder is listed as Odell Dugger, as outlined in the online obituary of his son, Donald R. Dugger, Odell was a successful general contractor. Donald worked alongside his father, Odell, and later took over the family construction company, continuing the legacy, by building many residential and commercial buildings in and around the DeLand area.

3. ***Photographs and Maps.*** *Provide good, clear photographs describing the building or site and its surroundings before improvement. Provide a map of the historic district, clearly identifying the lot on which the building or site is located.*

Photographs are provided in Attachment "A" and Attachment "B" is a map of the district, showing the building location.

4. ***Drawings or sketches.*** *Drawings or sketches are required for proposed (or completed) project work to show alterations and new construction on the property. Drawings or sketches must be sufficiently detailed to show existing (pre-project) conditions and anticipated (or completed) changed.*

Attachment "C" shows the proposed project work for the property.

Part 2 – Historic Preservation Property Tax Exemption Application: Description of Improvements

1. ***Data on building or archeological site and improvement project:***

a. *Indicate the type of construction of the existing building (e.g., masonry bearing wall, wood frame, steel frame, concrete).*

The type of construction of this building is brick, hollow clay tile structural system, with a brick continuous foundation type.

b. *Give the use(s) of the building before improvement (e.g., school/vacant).*

As stated on the Trinity United Methodist Church website brief history section, the church moved into the building in 1926 and has continued to occupy the building until two years ago, under a few different name changes.

2. ***Detailed description of improvement work:***

a. *Provide a description of the project work. Describe the entire project.*

The applicant is proposing to completely renovate and redevelop the interior of the building from a church to 15-unit apartments, food hall, tap room and wine bar, indoor/outdoor event space, retail space and market and coffee bar. The exterior of the building will remain unchanged, except for any necessary repairs.

b. *For buildings, begin by describing site work, followed by work on the exterior, including new construction and finally work on the interior.*

The applicant has already begun the interior work, which has included additional plumbing, new fire alarm/sprinkler system, reroof, additional framing, electrical and mechanical work.

3. ***Photographs.*** *Provide photos documenting the interior and exterior conditions, prior to any work, and show the areas of proposed work (or for projects completed before application, areas and features affected by the completed improvements).*

Photographs are provided in Attachment "A"

Part 3 – Historic Preservation Property Tax Exemption Application: Request for Review of Completed Work

Part 3 of this application will be forthcoming. When the applicant has completed the work outlined within the application, they will need to submit photos and documentation to be reviewed by City Staff and the Historic Preservation Board. The Historic Preservation Board will then forward their recommendation to the City Commission for final approval.

Staff Recommendation:

Staff finds that this historic property tax exemption application is consistent with the City's Land Development Regulation Section 33-34.02 and meets the criteria as outlined. Staff recommends the Historic Preservation Board to approve this tax abatement preconstruction application as presented.

Historic Preservation Board Action:

The Historic Preservation Board shall make a determination of the following:

1) Whether or not the proposed project will be a qualifying improvement as defined by this Ordinance; and
2) Whether or not the work, as proposed, is in compliance with applicable review standards.

If the Board finds, by majority vote, that the proposed project is a qualifying improvement and that the work proposed is in compliance with applicable review standards, the Board shall approve the Preconstruction Application.

If the Board finds, by majority vote, that the proposed project is either not a qualifying improvement, or is not in compliance with applicable review standards, the Board shall advise the Applicant as to the changes necessary to make it a qualifying improvement and the Board's recommendations to the bring the project in compliance with applicable review standards. The Applicant may resubmit the Preconstruction Application for further review at a future regular or special meeting of the Historic Preservation Board.

Attachments:

Vicinity Map
Historical Structure Form (8VO3557) – Florida Master Site File (1991)
Preconstruction Application
Attachment A – Photos of existing conditions
Attachment B – Historic Reference Map showing project location
Attachment C – Proposed concept floor plan

Example (Archaeological Site)

Feature 1

Feature **shell midden** Approx. date of feature **4000 BC - 1513 AD** Describe existing feature and its condition: **West side of midden is being eroded by river at rate of 2-4 feet per year.** Photo no. **7,8** Drawing no. **S-1, S-2**	Describe work and impact on existing feature: **Install interlocking sheet piles with concrete cap and drilled-in pier anchors. Height of sheet piles to match contour of midden. Backfill sheet piles and sod to match adjacent portion of midden.**

Part 3 - Request for Review of Completed Work

The Request for Review of Completed Work must provide a comprehensive photographic description of the completed improvements. Photographs of the completed work should show the *same views as the "before" photographs* included in Part 2, Description of Improvements.

All photographs should be numbered, dated and labeled with the property name, the view (e.g., east side) and a brief description of what is shown, and should be keyed to the narrative in Part 2 of the application. Photographs may be black and white or color, but must show features *clearly. Polaroid photographs are not acceptable.* Photographs are not returnable.

Project Amendments

If changes to a project are planned at any time after submission of the application, an Amendment Sheet must be submitted for review. Provide the address of the property. Indicate planned changes in project work, giving the originally proposed treatment and the amended work item description. Give the owner's name. Sign and date the Amendment Sheet. Give the owner's address and daytime telephone number. Return it to the Division or the Local Historic Preservation Office as specified under the local ordinance. Approval of amendments to applications is conveyed only in writing by the Division or the Local Historic Preservation Office.

Special Rehabilitation Concerns

Several areas of special concern have been identified in reviewing and evaluating preservation projects. The "Guidelines for Rehabilitating Historic Buildings" accompanying the Secretary of the Interior's "Standards for Rehabilitation" provide further guidance on these and other areas of concern. Owners should take care to address these concerns when undertaking work in any of the areas described below.

Storefront alterations: Justify changes to storefronts and provide photographs of the areas to be altered. Information should be provided on when the existing storefront was constructed; on what the existing physical conditions are; and if a historical treatment is planned, on what evidence the proposed new storefront designs are based. *Owners are strongly discouraged from introducing a storefront or new design element on the ground floor that alters the character of the structure and its relationship with the street, or that causes destruction of significant historic material.*

New heating, ventilating, and air-conditioning (HVAC) systems: Indicate what effect the new equipment and ductwork will have on historic building materials and features. If the HVAC system requires removal of windows or portions of walls, describe alternative systems considered in the design process and why the proposed system was chosen. *Installation of systems that cause damage to historic building material or features, or cause visual loss of character shall result in a recommendation for denial of the exemption.*

New windows: Indicate the condition of existing windows (sash, glazing, muntins, etc.) and the reasons for replacement. Photographs and a window survey must be provided as evidence of severe deterioration. Provide data on the cost of repairing existing windows versus installing replacements. *Owners are strongly encouraged to retain and repair historic windows. Installation of tinted glass that causes a change in historic character shall result in a recommendation for denial of the exemption.* Where replacement of existing windows appears justified by supporting documentation and where the windows are an integral part of the buildings design and character, replacement sash should match the original material, size, pane configuration, color, trim details, and planar and reflective qualities. Scaled drawings comparing the existing windows with the replacement windows should be provided.

Interior partitions and removing interior plaster: Indicate the existing condition of the interior and document with photographs. Show which walls are to be removed or altered. Note whether trim elements and plaster will be affected. *Owners are strongly discouraged from changing floor plans unnecessarily and from exposing masonry surfaces unless this condition is supported by historical evidence.*

Exterior masonry cleaning: *Owners are strongly encouraged to clean masonry only when necessary to halt deterioration or remove graffiti and stains.* Indicate the condition of each material to be cleaned. Specify what the cleaning is intended to accomplish (soot removal, paint removal, etc.) and the process to be used on each masonry element. Provide supporting material to show that the method selected is the gentlest means possible for this project. Summarize results of test patches, and include close-up color photographs of masonry surface before and after cleaning as evidence. *Chemical or physical treatments, such as sandblasting, that damage historic materials shall not be used.*

Exterior masonry repair: Indicate deteriorated areas that require repair and provide evidence that repointing mortar will match the original in composition (i.e., ratio of lime, cement, sand and any additives), color, texture, and tooling. *Owners are encouraged to repoint only those portions of the masonry that require repair.*

New additions and new construction: New exterior additions that substantially alter the appearance and form of historic structures shall cause recommendation for denial of the exemption. Similarly new construction, including site work, that alters the relationship of a structure to its site, changes the historic landscape or otherwise damages the historic character of the property shall cause recommendation for denial of the exemption.

The Secretary of the Interior's Standards for Rehabilitation

"Rehabilitation" as used herein is defined as *"the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural and cultural values."* These Standards are to be applied to specific rehabilitation projects in a reasonable matter, taking into consideration economic and technical feasibility.

Standard 1: A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

Standard 2: The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

Standard 3 Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or adding architectural elements from other buildings, shall not be undertaken.

Standard 4: Most properties change over time; those changes that have acquired historic significance in their own right shall be preserved.

Standard 5: Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be retained and preserved.

Standard 6: Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Standard 7: Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

Standard 8: Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

Standard 9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize a property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Standard 10: New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

As stated in the above definition, the treatment "rehabilitation" assumes that at least some repair or alteration of the historic building will be needed in order to provide for an efficient contemporary use; however, these repairs and alterations must not damage or destroy materials, features or finishes that are important in defining the building's historic character. For example, certain treatments – if improperly applied -- may cause or accelerate physical deterioration of a historic building. These can include improper repointing or exterior masonry cleaning techniques or introducing insulation that damages historic fabric. Generally, use of such materials and treatments will result in a project that does not meet the Standards. Similarly, exterior additions that duplicate the form, material, and detailing of the structure to the extent that they compromise the historic character of the structure will fail to meet the Standards.

Historic Preservation Property Tax Exemption Application
Part 3 – Request for Review of Completed work

Upon completion of the restoration, rehabilitation or renovation, return this form with photographs of the completed work (views of site improvements, exterior and interior work for buildings) to the Division of Historical Resources or the Local Historic Preservation Office, as applicable. These photographs must provide a comprehensive description of the completed work. They should be the same views as the *before* photographs included in Part 2 of the application. Type or print clearly in black ink. The final recommendation of the Division of Historical Resources or the Local Historic Preservation Office, as applicable, with respect to the requested historic preservation property tax exemption is made on the basis of the descriptions in this Request for Review of Completed Work.

1. Property identification and location:

Property Identification Number: 700843070012

Address of property: Street 306 West Wisconsin Ave

City DeLand County Volusia Zip Code 32720

2. Data on restoration, rehabilitation, or renovation project:

Project starting date 5/21/2024 Project completion date: Est. Fall 2024

Estimated cost of entire project: $ 3,699,358

Estimated costs attributed solely to work on historic buildings or archaeological site: $ 3,699,358

3. Owner Attestation: I hereby apply for the historic preservation property tax exemption for the restoration, rehabilitation or renovation work described above and in Part 2 of the Historic Preservation Property Tax Exemption Application (Application) submitted for this project. I attest that the information provided is, to the best of my knowledge, correct, and that in my opinion the completed project conforms to The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and is consistent with the work described in Part 2 of the Application. I also attest that I am the owner of the property described above or, if the property is not owned by an individual, that I am the duly authorized representative of the owner. Further, by submission of this Application and Request for Review of Completed Work (Request), I agree to allow access to the property by representatives of the Division of Historical Resources or the Local Historic Preservation Office, where such office exists, and appropriate representatives of the local government from which the exemption is being requested, for the purpose of verification of information provided in the Application and this Request. I understand that, if the requested exemption is granted, I will be required to enter into a Covenant with the local government granting the exemption in which I must agree to maintain the character of the property and the qualifying improvements for the term of the exemption. I also understand that falsification of factual representations in this Application or Request is subject to criminal sanctions pursuant to the Laws of Florida.

Jessica Levings — Jessica Levings — 8/19/24
Name — Signature — Date

Complete the following if signing for an organization or multiple owners (See next page for additional owners):

Title — Northwest Square, LLC
Organization name

Mailing Address 306 West Wisconsin Ave

City DeLand State FL Zip Code 32720

Daytime Telephone Number ( )

Page Eleven – Request for Review of Completed Work

List Additional Owners:

Name Christopher Levings

Street 306 West Wisconsin Ave

City DeLand State FL Zip Code 32720

Name Hugh West Costa

Street 306 West Wisconsin Ave

City DeLand State FL Zip Code 32720

Name Jessica Levings

Street 306 West Wisconsin Ave

City DeLand State FL Zip Code 32720

If there are additional owners, provide the indicated information for each on a separate sheet of paper.

REVIEW OF COMPLETED WORK
For Local Historic Preservation Office or Division Use Only

Property Identification Number 700843070012

Property Address 306 West Wisconsin Ave

The (✓) Local Historic Preservation Office ( ) Division has reviewed Part 3 (Request for Review of Completed Work) of the Historic Preservation Property Tax Exemption Application for the above named property and hereby:

(●) Determines that the completed improvements to the property **are consistent with the Secretary of the Interior's Standards for Rehabilitation** and Guidelines for Rehabilitating Historic Buildings, and other criteria set forth in Chapter 1A-38, F.A.C., and, therefore, **recommends approval** of the requested historic preservation tax exemption.

( ) Determines that the completed improvements to the above referenced property **are not consistent with the Secretary of the Interior's Standards for Rehabilitation** and Guidelines for Rehabilitating Historic Buildings, and other criteria set forth in Chapter 1A-38, F.A.C., and, therefore, **recommends denial** of the requested historic preservation tax exemption for the reasons stated in the Review Comments below.

Review Comments:
Please see attached Historic Preservation Board Staff Report - September 5, 2024

Page Twelve -- Request for Review of Completed Work

Additional Review Comments attached? Yes(✓) No(

Signature Emily Kunkel

Typed or printed name Emily Kunkel

Title Planner II

Date 8/26/2024

ATTACHMENT 3A

HISTORIC PRESERVATION PROPERTY TAX EXEMPTION COVENANT

This Covenant is made the 16th day of September, 2024, by Northwest Square, LLC (hereinafter referred to as the Owner) and in favor of City of DeLand (hereinafter referred to as the Local Government) for the purpose of the restoration, renovation or rehabilitation of a certain Property located at 306 West Wisconsin Avenue, DeLand, FL 32720

which is owned in fee simple by the Owner and is listed in the National Register of Historic Places or locally designated under the terms of a local preservation ordinance or is a contributing property to a National Register listed district or a contributing property to a historic district under the terms of a local preservation ordinance. The areas of significance of this property, as identified in the National Register nomination or local designation report for the property or the district in which it is located, are X architecture, X history, _____ archaeology.

The Property is comprised essentially of grounds, collateral, appurtenances, and improvements. The property is more particularly described as follows (include city reference, consisting of repository, book, and page numbers): E 227.5 FT OF LOT A & E 227.5 FT OF N 57 FT & S 75 FT OF LOT B BLK 7 RICHS ADD DELAND PER OR 8304 PG 1138 PER OR 8583 P G 2373

In consideration of the tax exemption granted by the Local Government, the Owner hereby agrees to the following for the period of the tax exemption which is from January 1, 2025 to December 31, 2034:

1. The Owner agrees to assume the cost of the continued maintenance and repair of said Property so as to preserve the architectural, historical, or archaeological integrity of the same in order to protect and enhance those qualities that made the Property eligible for listing in the National Register of Historic Places or designation under the provisions of the local preservation ordinance.

2. The Owner agrees that no visual or structural alterations will be made to the Property without prior written permission of the ( ) Division of Historical Resources (●) Local Historic Preservation Office.

The address of the certified Local Historic Preservation Office, if one exists in the jurisdiction, is:

Name of Office/Agency: City of DeLand

Address: 120 S. Florida Avenue

City: DeLand Zip: 32720

Telephone: 386-626-7018

The address of the Division of Historical Resources is:

Bureau of Historic Preservation
Division of Historical Resources
R. A. Gray Building, 500 South Bronough Street
Tallahassee, Florida *32399-0250*
Telephone Number: (850) 245-6333 or (800) 847-PAST (7278)

3. *[Only for properties of archaeological significance]* The Owner agrees to ensure the protection of the site against willful damage or vandalism. Nothing in this Covenant shall prohibit the Owner from developing the site in such a manner that will not threaten or damage the archaeological resource, provided that permission for alteration of the site is obtained pursuant to 2. above.

4. The Owner agrees that the ( ) Division of Historical Resources (●) Local Historic Preservation Office and appropriate representatives of the Local Government, their agents and designees shall have the right to inspect the Property at all reasonable times in order to ascertain whether or not the conditions of this Covenant are being observed.

5. In the event of the non-performance or violation of the maintenance provision of this Covenant by the Owner or any successor-in-interest during the term of the Covenant, the ( ) Division of Historical Resources (●) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the difference between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

6. If the Property is damaged by accidental or natural causes during the Covenant period, the Owner will inform the ( ) Division of Historical Resources (●) Local Historic Preservation Office in writing of the damage to the Property, including (1) an assessment of the nature and extent of the damage; and (2) an estimate of the cost of restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion. In order to maintain the tax exemption, the Owner shall complete the restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the ( ) Division of Historical Resources (●) Local Historic Preservation Office.

7. If the Property has been destroyed or severely damaged by accidental or natural causes, that is, if the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or so damaged that restoration is not feasible, the Owner will notify the ( ) Division of Historical Resources (●) Local Historic Preservation Office in writing of the loss. The ( ) Division of Historical Resources (●) Local Historic Preservation Office will evaluate the information provided and notify the Owner in writing of its determination regarding removal of the Property from eligibility for tax exemption. If the

( ) Division of Historical Resources (●) Local Historic Preservation Office determines that the property should be removed from eligibility for tax exemption, it will notify the Property Appraiser of the county in which the Property is located in writing so that the tax exemption can be cancelled for the remainder of the Covenant period. In such cases, no penalty or interest shall be assessed against the Owner.

8. If it appears that the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the Property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or damaged deliberately or through gross negligence of the Owner, the ( ) Division of Historical Resources (●) Local Historic Preservation Office shall notify the Owner in writing. For the purpose of this Covenant, "gross negligence" means the omission of care, which even inattentive and thoughtless persons never fail to take of their own property. The Owner shall have 30 days to respond indicating any circumstances which show that the damage was not deliberate or due to gross negligence. If the Owner cannot show such circumstances, he shall develop a plan for restoration of the Property and a schedule for completion of the restoration. In order to maintain the tax exemption, the Owner shall complete the restoration work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the ( ) Division of Historical Resources (●) Local Historic Preservation Office. If the Owner does not complete the restoration work on the agreed upon time schedule, the ( ) Division of Historical Resources (●) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the differences between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

9. The terms of this Covenant shall be binding on the current Property owner, transferees, and their heirs, successors, or assigns.

This Covenant shall be enforceable in specific performance by a court of competent jurisdiction.

OWNER

Jessica Levings	Jessica Levings	8/19/24
Name	Signature	Date

LOCAL GOVERNMENT: City of DeLand

Name of Authorized Local Official	Signature	Date

Title

Northwest Square Project Narrative

Northwest Square is the adaptive reuse of the building formerly owned by Trinity United Methodist Church (306 W. Wisconsin Ave, DeLand, Fl 32720). The once underutilized 30,000 square foot building is now poised to become a vibrant downtown hub while preserving a cherished historic landmark in downtown DeLand. The architectural splendor and rich heritage has been restored and preserved, while bringing the building up to modern day building and safety codes (including the installation of new electrical, new plumbing, new mechanical, and fire suppression and alarm systems throughout the entire building). The roof was at the end of its life which also prompted a complete re-roof of the building. Northwest Square is now a dynamic space that continues to encourage community engagement and cultural exchange, and now also economic vitality. Within this space, we offer the following:

- 15 Apartments
- Locally owned food and beverage establishments
- Tap room and wine bar featuring Florida craft beer
- Indoor and outdoor event space
- Retail space
- Neighborhood grocery store

The historic exterior doors remained while we updated the access with key card and facial recognition software. Security cameras were also installed. True to an adaptive reuse, as much of the existing footprint as possible was retained when restoring the property.

First Floor
The first floor formerly housed the 2,200 square foot Fellowship Hall, 400 square foot kitchen, and multiple class rooms and nursery school rooms. The first floor now offers revitalized community event space in the former Fellowship Hall (now Ford Hall). Ford Hall retained the original windows while restoring the original brick walls, now exposed to the interior. The flooring was updated with luxury vinyl plank and new lighting was installed throughout. The former Wesley Room on the first floor was repurposed into a fully ADA accessible apartment with the original historic windows and interior brick walls that have been wire brushed and restored. New flooring was added and a fully ADA accessible bathroom with slate tile. The classrooms on the first floor were repurposed into a luxury home goods store (Oliver and Gray Home), bridal suite available to wedding parties during their wedding day, a coffee shop, tea bar and neighborhood market/grocery (Bernard's Market and Centro Tea), cuban sandwich shop (Tropical Shack), tap room and wine bar (Chapel Tap), pizza and flatbread establishment (La Pinsa), and small indoor event space retaining its original name as Pearce Chapel. The space was modernized to include new flooring and new interior paint. The original light fixtures and windows remain. Event space bathrooms with 4-stalls including one ADA-compliant stall were added as well as one ADA compliant public family bathroom and two additional single person bathrooms.

Second Floor
The second floor formerly offered the worship Sanctuary, classrooms and church offices. It now houses 11 apartments and the Blackburn Ballroom, a 2,700 square foot indoor event space with a capacity for approximately 300 people. The apartments were built out using the existing spaces, giving each one a different square footage and unique features. The square footages of the apartments on the second floor range from 250 square feet to 725 square feet. Four of the 11, 2nd floor apartments feature the restored original interior brick walls and restored original heart pine flooring. The square footage of one of the spaces was reworked to offer a shared laundry room for the 8 apartments in the building that don't have an in-unit laundry.

The restoration of the Blackburn Ballroom (former Sanctuary) restored and reutilized the original stage apron from 1926 as well as some of the original heart pine flooring. After leveling the floor, the stage was rebuilt using the stage apron from 1926 and the stage was rebuilt with the heart pine flooring from the Sanctuary floor. The railings that were part of Trinity's altar were repurposed as railings on the new stage, and the sides of the church pews were used for a border on the back of the stage. Two pews were left in place on the back wall of the Ballroom and all of the original stained glass remains and will remain in place. There is an elevator that years ago serviced the former Sanctuary from the street level. The elevator was not working and was replaced with a vertical lift with a similar capacity for improved ADA access.

Third Floor
The third floor was previously used as office space and choir practice rooms. The 3rd floor is now 3 apartments: a one bedroom of 635 square feet, a studio of 400 square feet, and a 3, bedroom 2, bathroom of 1215 square feet. Each of the 3rd floor apartments also feature the original heart pine flooring and exposed brick walls. Prior to the restoration, all of the heart pine flooring was covered with carpet and the walls with plaster and paneling. The historic windows were restored and are now operational.

Outside
The outside space now encourages community gathering and offers event rentals. The Hartman Courtyard facing Clara Ave has been re-landscaped from weeds and dirt to patio pavers and beautifully landscaped beds along the side of the building. The South paved parking lot was re-striped with four handicapped spaces added. The West gravel lot was re-graded for tenant parking and the playground was renovated (in progress) into an outdoor seating and community space that will offer yoga classes from another local business, Bodhi + Sol, beginning in September.

Our total investment including the $950,000 purchase price was $6,116,500.

ATTACHMENT 3C

Northwest Square Project Cost		
Item	Cost	Description
Building acquisition	$950,000	Cost to purchase the building
Architectural Design and As-Builts	$130,000	Initial Architect design
Civil engineering	$10,000	Site plan
Mechanical engineering during construction phase	$14,000	Design for HVAC and other systems
Builders Risk Insurance	$92,000	18 months of builders risk insurance before the building opens
Utilities (annual during construction)	$26,000	Water, sewer, power, internet
Parking lot	$5,000	Restripe parking lot, add 4 handicapped spaces, level and add gravel to W. parking area.
Landscaping	$65,000	Re-landscape exterior including addition of pavers, irrigation, sod, mulch, landscaping, and gravel.
City of DeLand Permit and Impact Fees	$115,000	Impact fees for addition of water and sewer fixtures
Survey	$4,500	Site survey
Security	$48,000	Security for the building including cameras and automatic door locking when building closes.
Commercial Kitchen reno	$50,000	Replacement of kitchen appliances in commercial kitchen
Exterior cleaning	$10,000	Pressure washing the building
Interior final clean	$15,000	Cleaning the interior of the property after construction and before opening.
Exterior Paint	$10,000	Paint the exterior trim.

ATTACHMENT 3C

Roof	$105,000	Re-roof the building
Elevator repair	$50,000	Replacing non-working elevator with commercial lift.
Property Tax	$17,000	Tax
Furniture, fixtures and equipment	$83,000	Furniture and fixtures for event spaces, common spaces and outdoor areas
Fence	$4,800	New fence outside Hartman Courtyard and in the back seating area.
Fellowship hall bathroom	$35,000	Renovate bathroom on East side of building not in original scope.
Dump and dumpster fees	$3,500	Dumpster rentals during project.
Day labor	$30,000	Hourly workers who worked at NWS.
Site manager/superintendent from purchase to opening	$150,000	Project manager for nearly two years.
Attorney fees	$35,000	Document creation, architect dissolution, title changes, impact fee inquiries, rezoning
Accounting fees	$30,000	Accounting and quickbooks via Stevenson and Blinn CPA
Signage	$7,500	New sign
County Impact Fees	$74,000	County and school board impact fees
Architectural Design after firing first architect	$20,000	We had to fire our first architect because he was terrible. These were our costs for our second architect.
Temp Toilet (2)	2,200	Porta potties required during construction.
Project Expendables (NOC, Record, Prints)	$300	Notice of commencement and printing of plans.
Dumpsters (General)	$9,375	Work dumpsters throughout project
Civil / Sitework / Fire Line - Brockman	$223,000	New domestic water, fire water, and sanitary lines from building

ATTACHMENT 3C

Demolition - Labor Only	$76,000	Demo
Concrete - New ADA Ramp incl Foundation	$8,500	New ADA ramp on West side of buiding
Masonry Wall - Infill	$10,000	
Fire Rated Drywall / Fire Stopping	$150,000	Fire suppression work
Interior Door Trims / Casings - TBD	$12,000	Doors
Fire Rated Doors / Hardware - PER PLANS	$82,000	More doors
Gang Restrooms - Partitions	$3,500	Partitions in bathrooms
Toilet Accessroies / Mirrors / Dispensers	$18,756	Bathroom accessories
New Bifold Doors / Hardware	$35,000	Closet doors and hardware for all doors and door accessories like closures
Metal Handrails - Ramp & Building	$7,500	Handrails on ramp and event spaces
Flooring - Materials and Labor	$135,000	Flooring
Tile - Restrooms and Apartments - Labor and Materials	$25,000	Tile in bathrooms and some flooring
Painting - Interior	$81,362	Paint
Fire Suppression - Delta	$279,000	Sprinkler system throughout building
HVAC - Ga-Ter Air and Master	$595,000	New HVAC throughout building
Plumbing - RJ Carter	$384,155	New plumbing throughout
Electrical - RAR Electric	$885,000	New electrical throughout
Fire Alarm - SmartWatch	$91,000	Fire alarm and smoke detectors throughout
Cabinets	$55,000	Cabinets for apartments

ATTACHMENT 3C

Granite Countertops	$11,000	Countertops for apartments
Raiser Sanctuary Floor - Mat & Labor	$50,000	Raising sanctuary floor
Sanctuary Flooring - Laminate - L&M	$16,545	Flooring for sanctuary
Marketing and property management over 2 years to set up commercial and residential leases and events	$75,000	Drafting and finalizing commercial and residential leases, property management services to identify and secure commercial vendors and residential tenants.
Contractor and loan costs	$606,007	Central Florida Building and Inspection fee and bank loan costs
Total Project Cost	**$6,116,500**	

ATTACHMENT 3D

Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Florida Limited Liability Company
NORTHWESTSQUARE LLC

Filing Information

Document Number	L21000514777
FEI/EIN Number	88-1617646
Date Filed	12/06/2021
Effective Date	01/01/2022
State	FL
Status	ACTIVE

Principal Address

306 W WISCONSIN AVE
DELAND, FL 32720

Mailing Address

2135 Hontoon Road
DeLand, FL 32720

Changed: 04/19/2024

Registered Agent Name & Address

LEVINGS, CHRISTOPHER
2135 HONTOON RD
DELAND, FL 32720

Authorized Person(s) Detail

Name & Address

Title MGR

LEVINGS, CHRISTOPHER R
2135 HONTOON RD
DELAND, FL 32720 UN

Title Manager

Costa, Hugh West
306 W WISCONSIN AVE
DELAND, FL 32720

Select Language

ATTACHMENT 3E

Stay on top of sales! Recent sales data now available for viewing on our website.

Volusia County Property Appraiser
Larry Bartlett, JD, CFA
We Value Volusia

Home / Parcel Summary for 2203901

Summary | Tax Estimate | Permits | Map | Pictometry | Print

Alternate Key:	2203901
Parcel ID:	700843070012
Township-Range-Section:	17 - 30 - 08
Subdivision-Block-Lot:	43 - 07 - 0012
Physical Address:	306 W WISCONSIN AVE, DELAND 32720
Additional Address:	Show 22 Addresses
Owner(s):	NORTHWEST SQUARE LLC - FS - Fee Simple - 100%
Mailing Address On File:	306 W WISCONSIN AVE DELAND FL 32720 4133 *Update Mailing Address*
Building Count:	1
Neighborhood:	7110 - COMMERCIAL-BETWEEN N STONE & *Neighborhood Sales*
Subdivision Name:	
Property Use:	7100 - CHURCHES
Tax District:	012-DELAND
2023 Final Millage Rate:	18.7526
Homestead Property:	No - *Apply for Homestead Online*
Agriculture Classification:	No - *Additional Information*
Short Description:	E 227.5 FT OF LOT A & E 227.5 FT OF N 57 FT & S 75 FT OF LOT B BLK 7 RICHS ADD DELAND PER OR 8304 PG 1138 PER OR 8583 P G 2373

Values & Exemptions | Land & Buildings | Sales | Legal

Property Tax Bill

Land Data

#	Land Use	Ag	Type	Units	Acres	Sq Feet	FF	Depth	Rate	Just Value
1	7100-CHURCHES	N	S-SQUARE FEET			63,118			1.35	$127,814
									Total Land Value:	$127,814

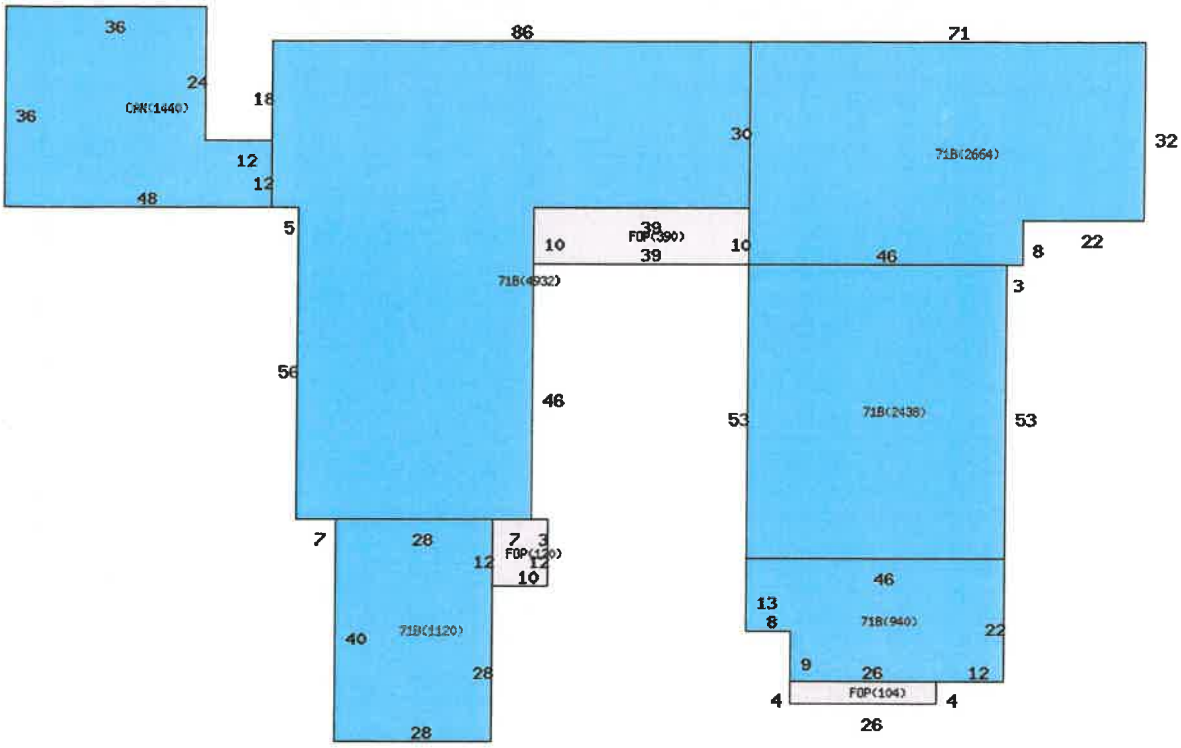
Building(s) - Commercial

Card (Bldg) #1

Structure Code:	C - CONCRETE/MASONRY	**Base RCN**	$4,402,839
		Percent Good	18.26 %
Class:	-	**Total RCNLD**	$803,767
Grade:	350	**Market (NBHD)**	.95
Built / Effective Year:	1927 / 1965	**Factor**	
		Cost Value	$763,579
Total / Business Area	28726 / 26672		

Summary of Commercial Sections Data

Line #	From-To Floor	Section Finish	Stories	Area	Total Area	Business Area	Year Blt
1	01 -01	FOP - PORCH, OPEN FINISHED	1	104	104	N/A	
2	01 -03	71B - CHURCH, ABOVE AVERAGE	3	940	2,820	2,820	
3	01 -02	71B - CHURCH, ABOVE AVERAGE	2	2,438	4,876	4,876	
4	01 -03	71B - CHURCH, ABOVE AVERAGE	3	2,664	7,992	7,992	
5	01 -01	FOP - PORCH, OPEN FINISHED	1	390	390	N/A	
6	01 -02	71B - CHURCH, ABOVE AVERAGE	2	4,932	9,864	9,864	
7	01 -01	71B - CHURCH, ABOVE AVERAGE	1	1,120	1,120	1,120	
8	01 -01	FOP - PORCH, OPEN FINISHED	1	120	120	N/A	
9	01 -01	CAN - CANOPY	1	1,440	1,440	N/A	1990
					28,726	26,672	



Miscellaneous Improvement(s)

#	Type	Year	Area	Units	L x W	Depreciated Value
1	PVA-PAVING ASPHALT	1975	17,240	1		$10,896
2	PVC-PAVING CONCRETE	1975	3,496	1		$10,937
3	FEN-FENCE CHAIN LINK	1990	228	1		$552
4	SHD-STORAGE, SHED (LOW COST)	2017	120	1	12 x 10	$574
				Total Miscellaneous Value:		$22,959

Home / Parcel Summary for 2203901

Volusia County Property Appraiser
Larry Bartlett, JD, CFA
We Value Volusia
123 W. Indiana Ave. Room 102
DeLand, FL 32720
(386) 736-5901

from 7:30 a.m. to 5:00 p.m
Monday through Friday

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City of DeLand
Historic & Cultural Resources
120 S. Florida Ave.
DeLand, FL 32720
Planning@DeLand.org

DATE: September 5, 2024

TO: Historic Preservation Board

FROM: Emily Kunkel, *Planner II/Historic Resource Coordinator*

RE: **Historic Preservation Review (Historic Preservation Property Tax Exemption - Part 3) for a Commercial Building 306 W. Wisconsin Ave.**
Application No.: HPB24-082
Applicant: Halley Matuszczak
Owner: Robert & Jessica Levings
Current Use: Mixed-Use
Zoning District: Planned Development (PD) (North West Square PD)
Florida Master Site File: 8VO3557 *(The address on the form is 242 N. Clara, property has double frontage)*
District(s): Downtown Support District and West DeLand Residential Historic District (National Registry District)

Original Structure Information ***(Provided from Florida Master Site File Structure Form)***

Date of Construction:	+/- 1926	**Style:**	Late gothic revival
Structural System:	Hollow clay tile	**Foundation Type:**	Continuous: Brick
Siding:	Brick	**Stories:**	2
Roof:	Composition Shingles	**Windows:**	Lancet 16/6; stained leaded glass
Roof Type:	Gable	**Chimneys:**	1: Brick W: slope
Porch:	None	**Secondary Structure:**	8 triangular dormers

Description of Proposed Work:
The applicant is planning a full redevelopment of this historic structure, and is requesting approval to receive the Historic Property Tax Exemption.

Part 1 – Historic Preservation Property Tax Exemption Application: Evaluation of Property Eligibility
Please refer to attachment 2A - Resolution 2024-48.

Part 2 – Historic Preservation Property Tax Exemption Application: Description of Improvements
Please refer to the part 2 attachments, 2A - 2I.

Part 3 – Historic Preservation Property Tax Exemption Application: Request for Review of Completed Work

36 CFR 67.7 (b)(1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

The historic purpose of this building was a church, but recently was redeveloped into a mixed-use building allowing for residential uses and commercial uses. During the redevelopment of this building, there was minimal change to the defining characteristics of the building, site and environment as the applicant kept original features of the building which included repairing and rehabilitation.

36 CFR 67.7 (b)(2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

The historic character of this property has been retained and preserved, the interior alterations enhanced the historic characters and features of the historic building. In the attached project narrative, the applicant outlines the work and methods used to incorporate the original historic materials, such as the flooring, floor plan, and walls.

36 CFR 67.7 (b)(3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

This criterion is not applicable as the applicant did not incorporate features or elements from other buildings.

36 CFR 67.7 (b)(4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

The changes of the building that have acquired historic significance have been retained and preserved. The interior redevelopment consisted of bringing the entire building into compliance with the building and fire/life safety code, such as installation of new electrical, plumbing, mechanical, fire suppression and alarm systems.

36 CFR 67.7 (b)(5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

The distinctive features, finishes, and construction techniques of the exterior of the building have not been altered, rather rehabilitated such as the windows to make them operable again. The applicant was required to bring the building into compliance with building and fire/life safety code requirements during the interior alteration, but as much of the existing footprint and historic materials were retained and preserved.

36 CFR 67.7 (b)(6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Any of the deteriorated historic features have been repaired rather than replaced. The roof was replaced with same color and material of asphalt shingles.

36 CFR 67.7 (b)(7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

The surface cleaning of structures/features was completed with the gentlest means possible. For example, the original historic windows and interior brick walls have been wire brushed and restored rather than powerwashed.

36 CFR 67.7 (b)(8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

This criterion is not applicable as no known archeological resources were affected by the project.

36 CFR 67.7 (b)(9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

The exterior of the building has remained mostly unaltered except the roof replacement and necessary building fire/life safety requirements. The interior existing spaces were redeveloped into new uses allowing for the original historic materials to be preserved and enhanced as architectural features.

36 CFR 67.7 (b)(10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

No new additions or new construction have taken place. The interior spaces were redeveloped into new uses and the essential form and integrity of the historic property and its environment remain unimpaired.

Staff Recommendation:

Staff finds that this historic property tax exemption application is consistent with the City's Land Development Regulation Section 33-34.02 and meets the criteria as outlined. Staff recommends the Historic Preservation Board approve this tax abatement part 3 application (review of completed work) as presented.

Historic Preservation Board Action (Ordinance 1997-49):

The Historic Preservation Board shall determine if the work, as completed, is consistent with the work that was proposed in the Preconstruction Application.

If the Board finds, by majority vote, that the completed work is consistent with the Preconstruction Application, then the Application for Review of Completed Work shall be approved by the Board and forward to the City Commission with its recommendation that the City Commission grant the exemption.

If the Board finds, by majority vote, that the completed project is not consistent with the work proposed in the Preconstruction Application, the Board shall advise the Applicant as to the changes necessary to make consistent. The Applicant shall have sixty (60) days to bring said work into compliance. After the sixty (60) day period the Board shall review information provided by the

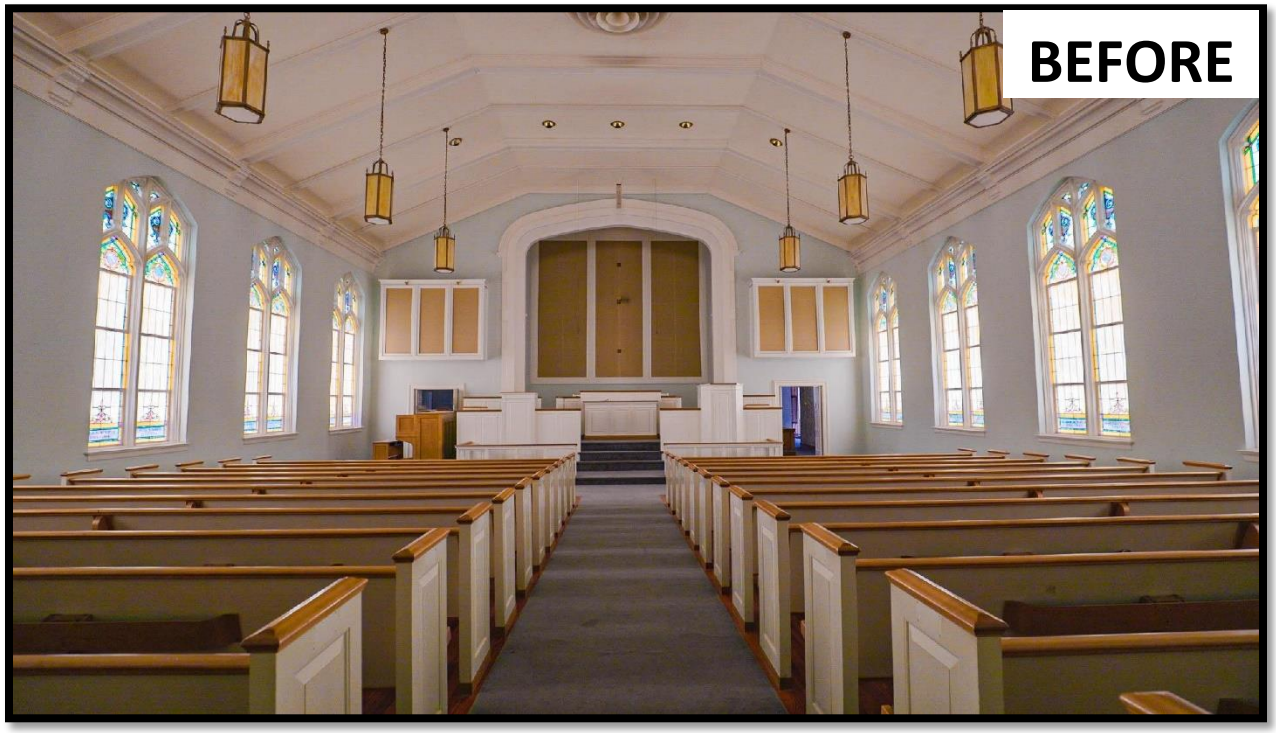
Applicant to demonstrate compliance. If, to the satisfaction of a majority of the Board, the completed work is consistent with the Preconstruction Application, then the Application for Review of Completed Work shall be approved by the Board and the Board shall forward its recommendation to the City Commission that the exemption be granted. If the Board decides by majority vote that the work is not consistent, then the Board shall not approve the application and shall recommend to the City Commission that it deny the request for tax exemption.

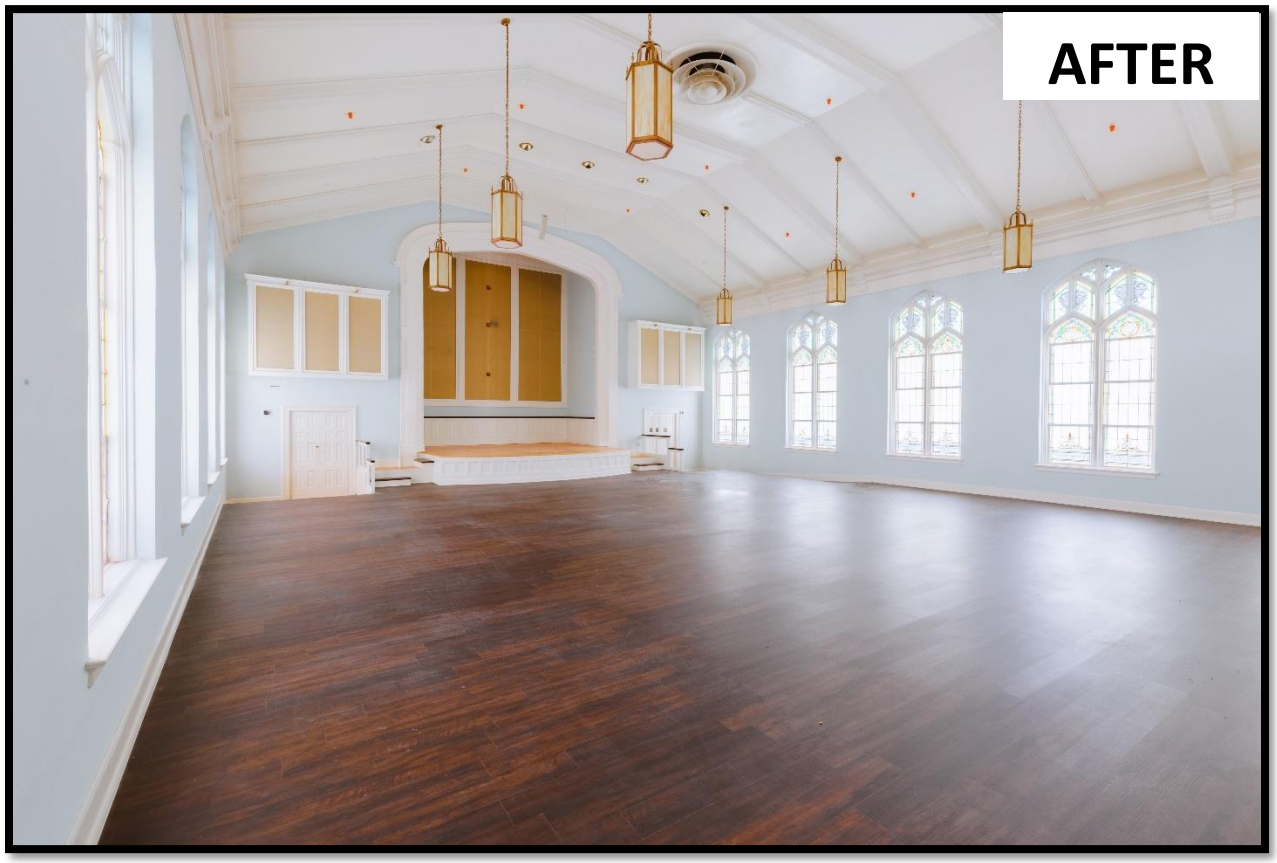
Attachments:

Vicinity Map
Ordinance 1997-49
Ordinance 2017-12 - Amending Ordinance 97-49
Historic Preservation Property Tax Exemption Application with supporting documents:

- **Part 1, Evaluation of Property Eligibility**
- **Part 2, Description of Improvements**
  - Attachment 2A – Resolution 2024-48
  - Attachment 2B – Florida Master Site File (8VO3557)
  - Attachment 2C – Historic Reference Map showing project location
  - Attachment 2D – Project Narrative - proposed work
  - Attachment 2E – Photos of existing conditions
  - Attachment 2F – Proposed concept floor plan
  - Attachment 2G – Project Cost - Estimates
  - Attachment 2H – 2023 Volusia County Tax Bill
  - Attachment 2I – Part 1 & 2 - May 2, 2024 Historic Preservation Board Staff Report
- **Part 3, Request for Review of Completed Work**
  - Attachment 3A – Historic Preservation Exemption Covenant
  - Attachment 3B – Project Narrative - completed work
  - Attachment 3C – Project Cost - Actual
  - Attachment 3D – Sunbiz
  - Attachment 3E – Volusia County Property Record Card
  - Attachment 3G – Photos of completed work

PART 3 - REVIEW OF COMPLETED WORK
INTERIOR PHOTOS
ATTACHMENT 3G





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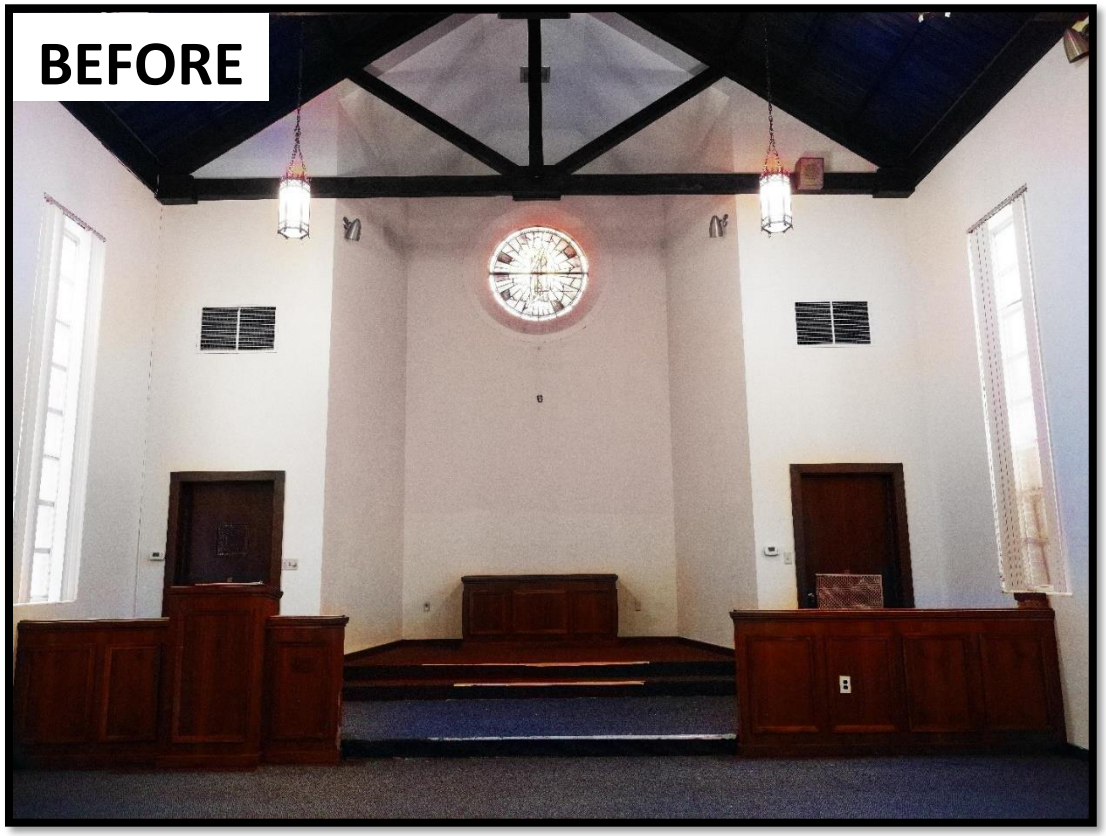

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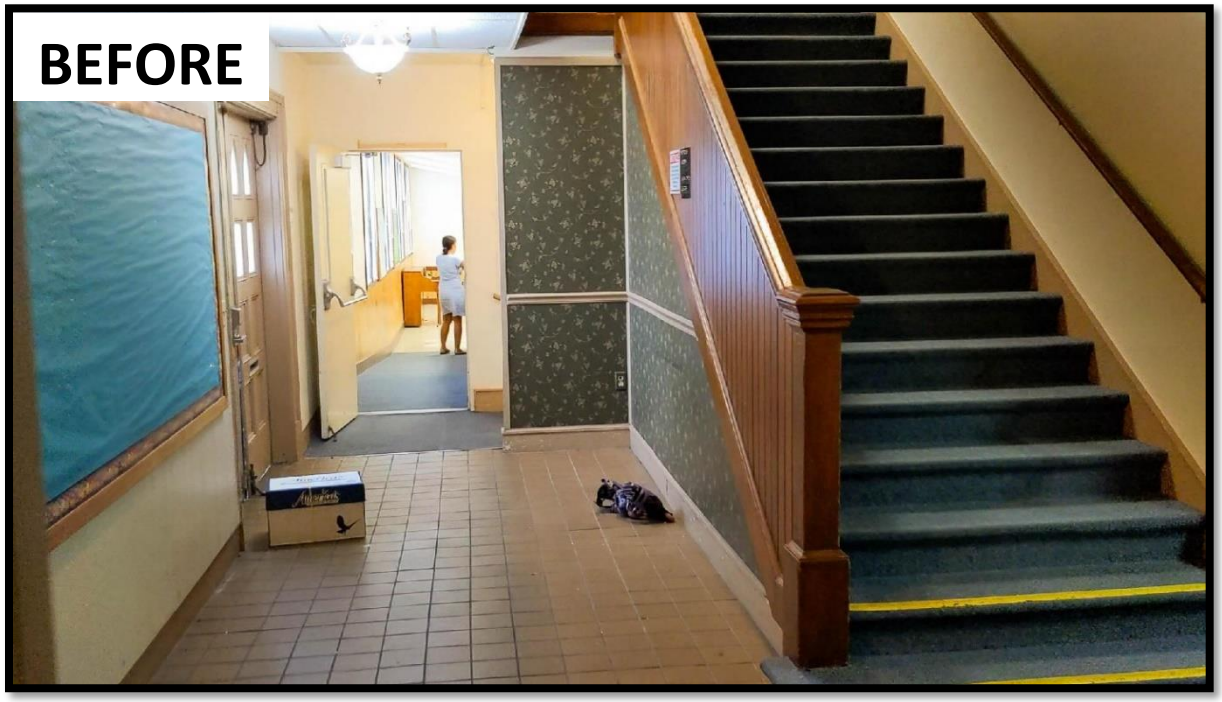

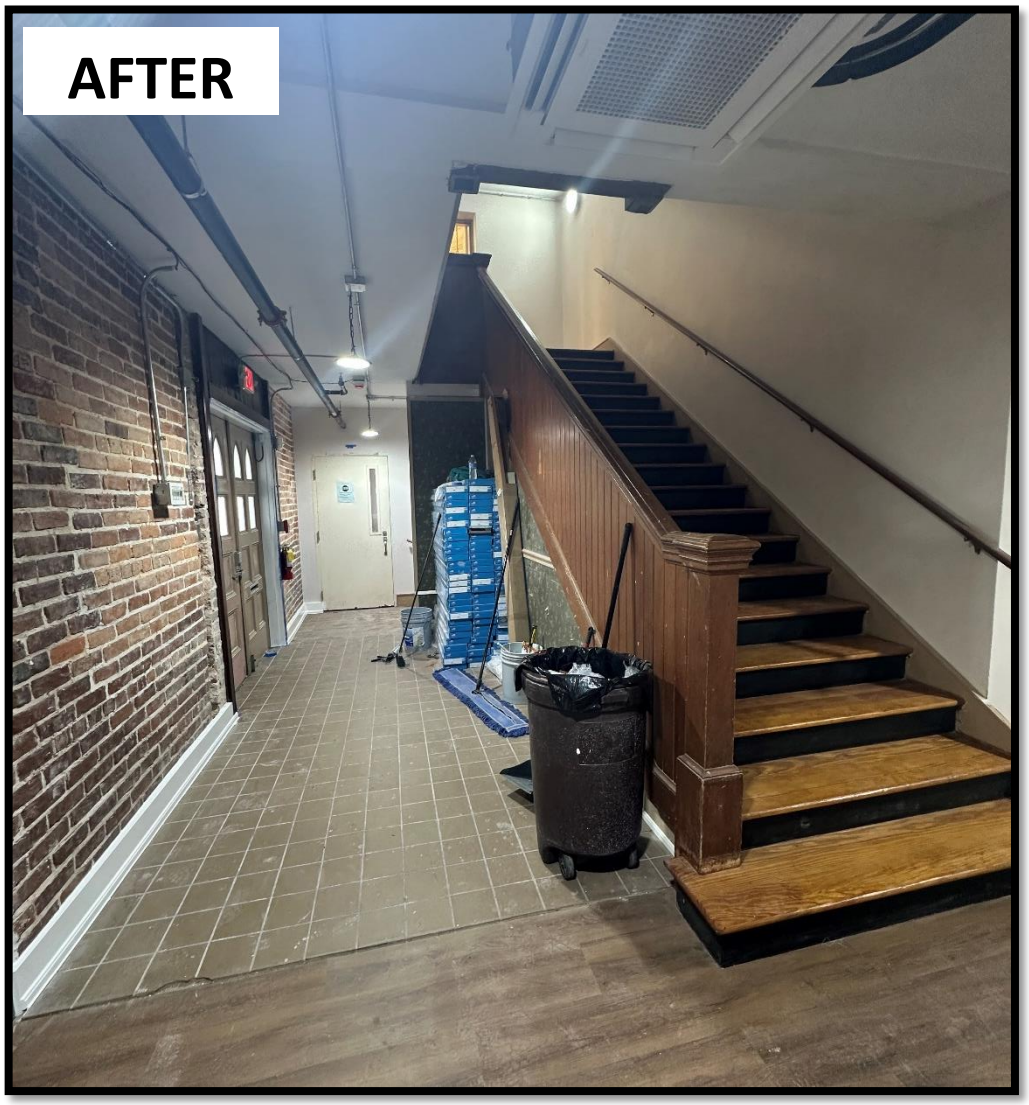

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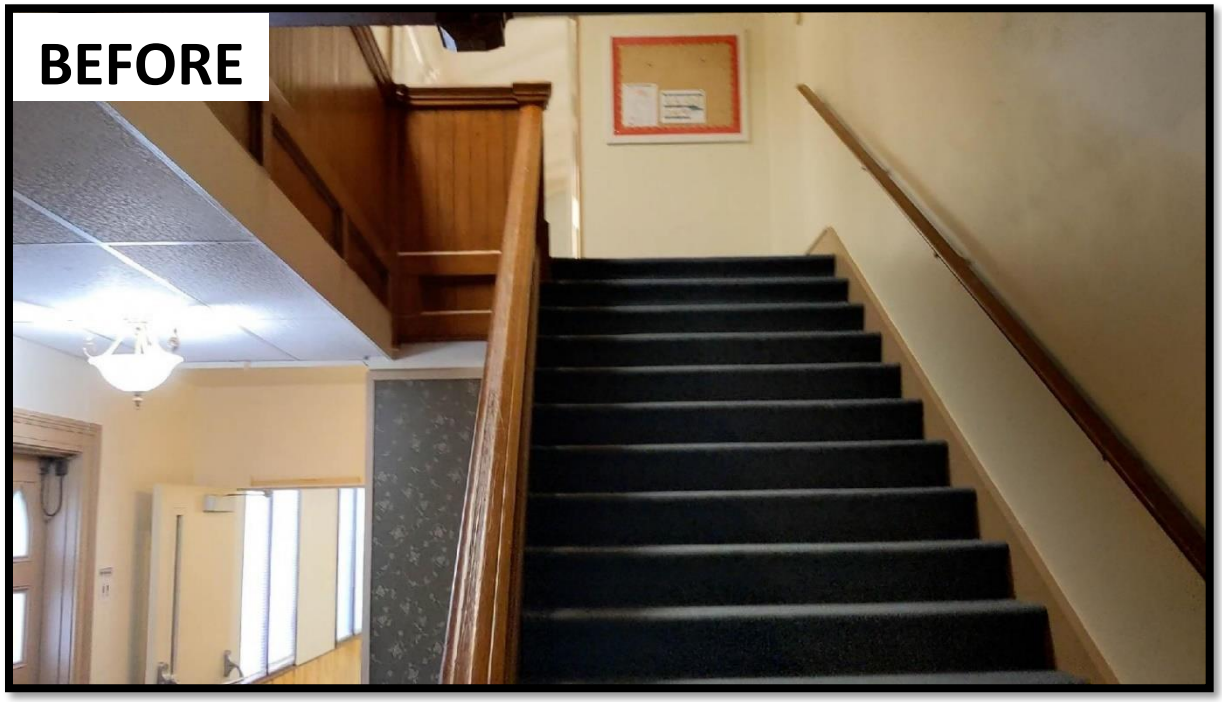

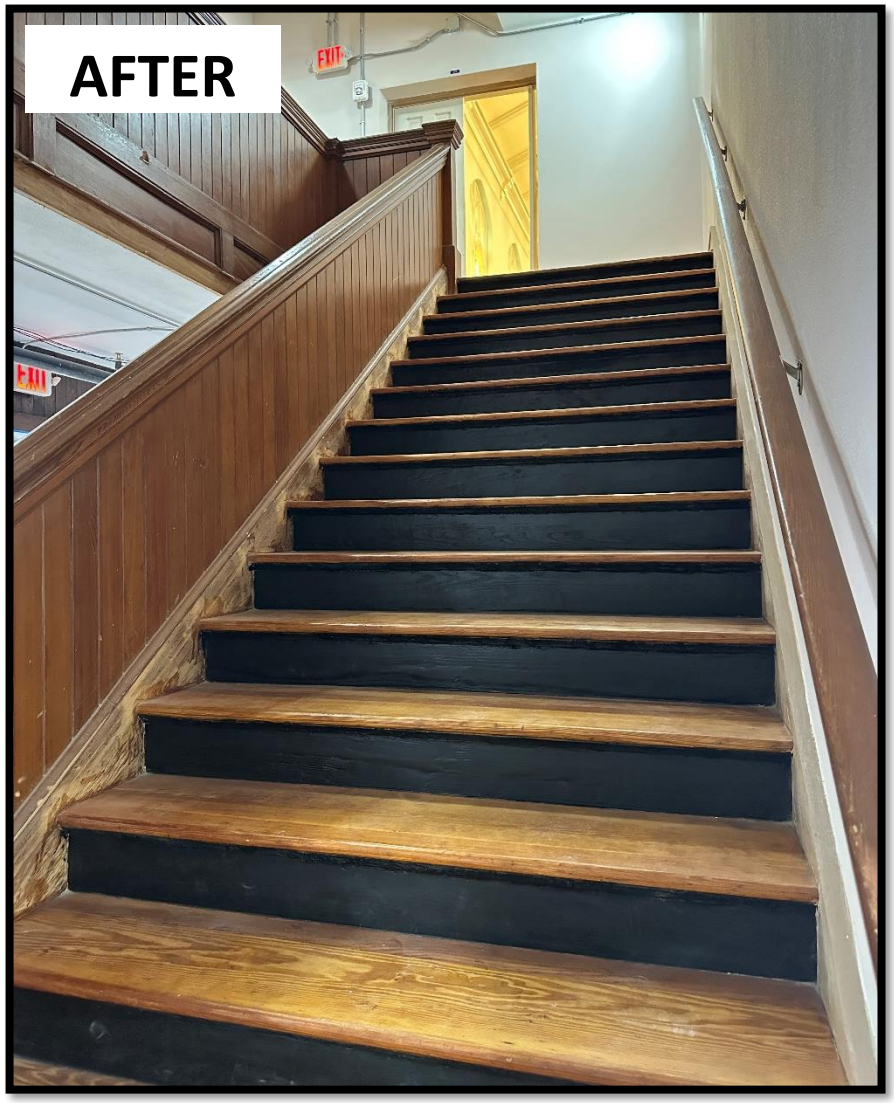

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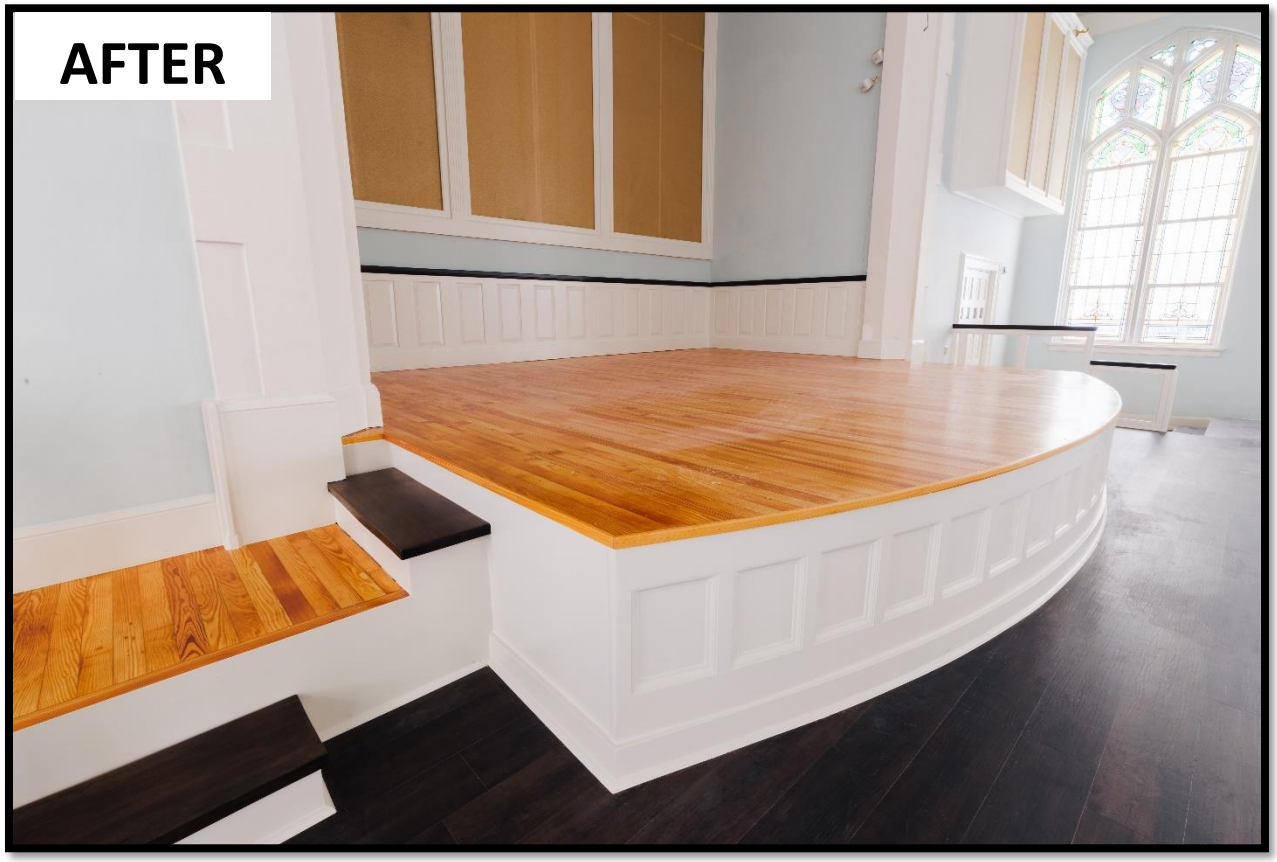

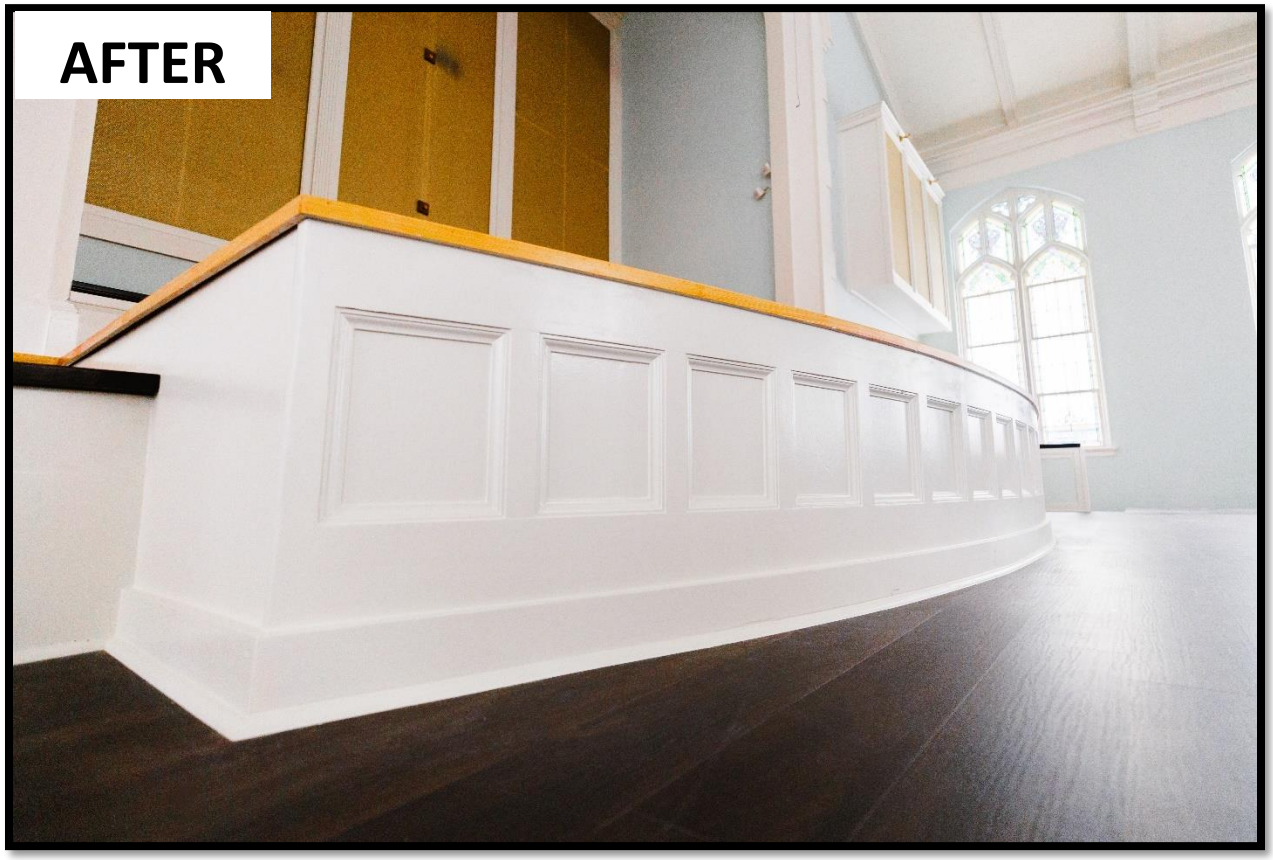

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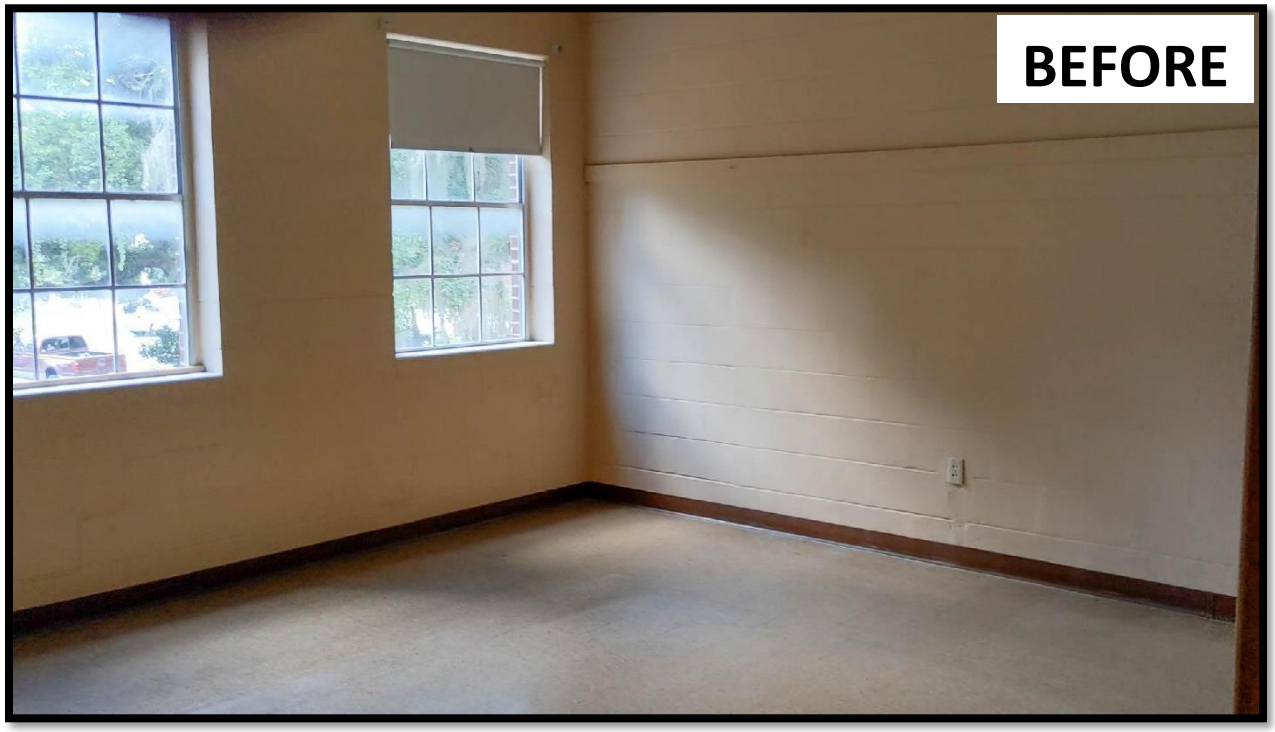

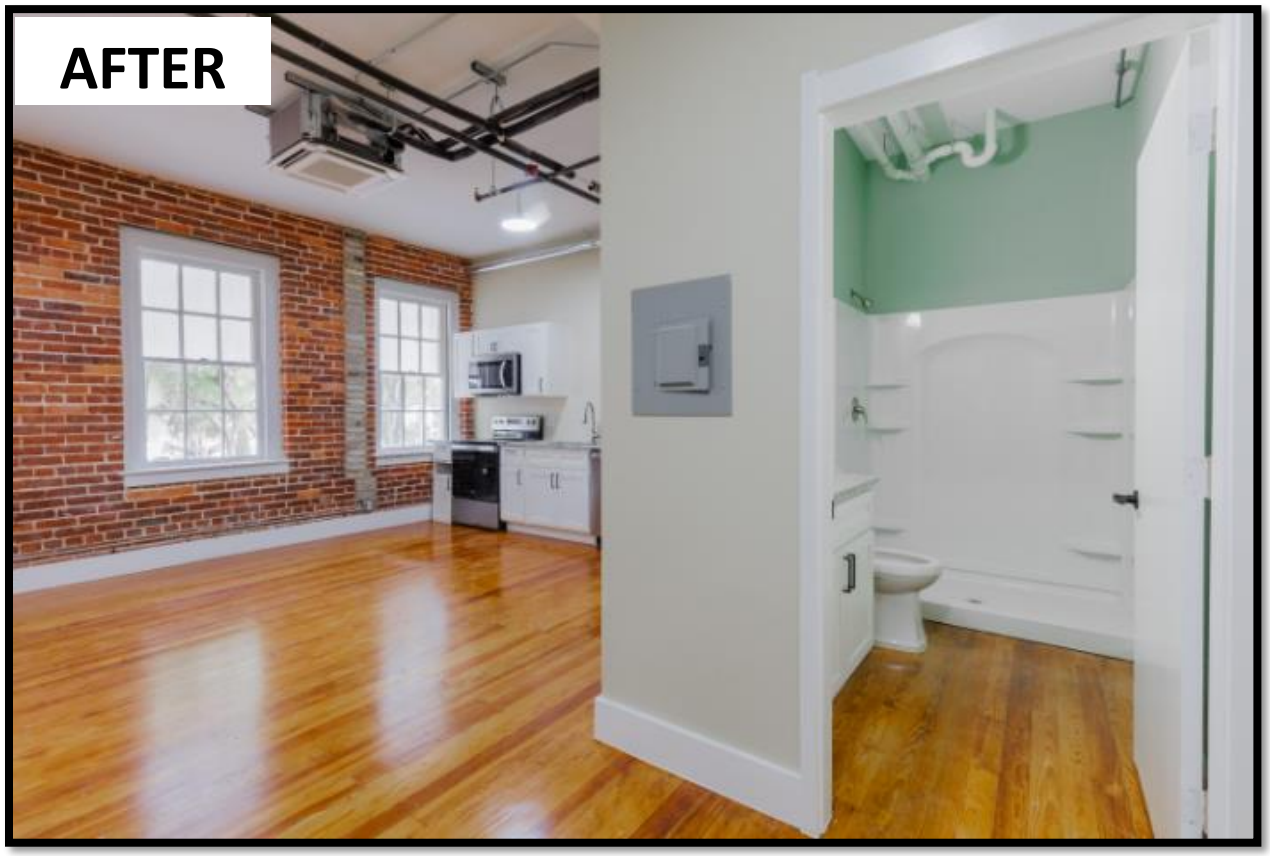

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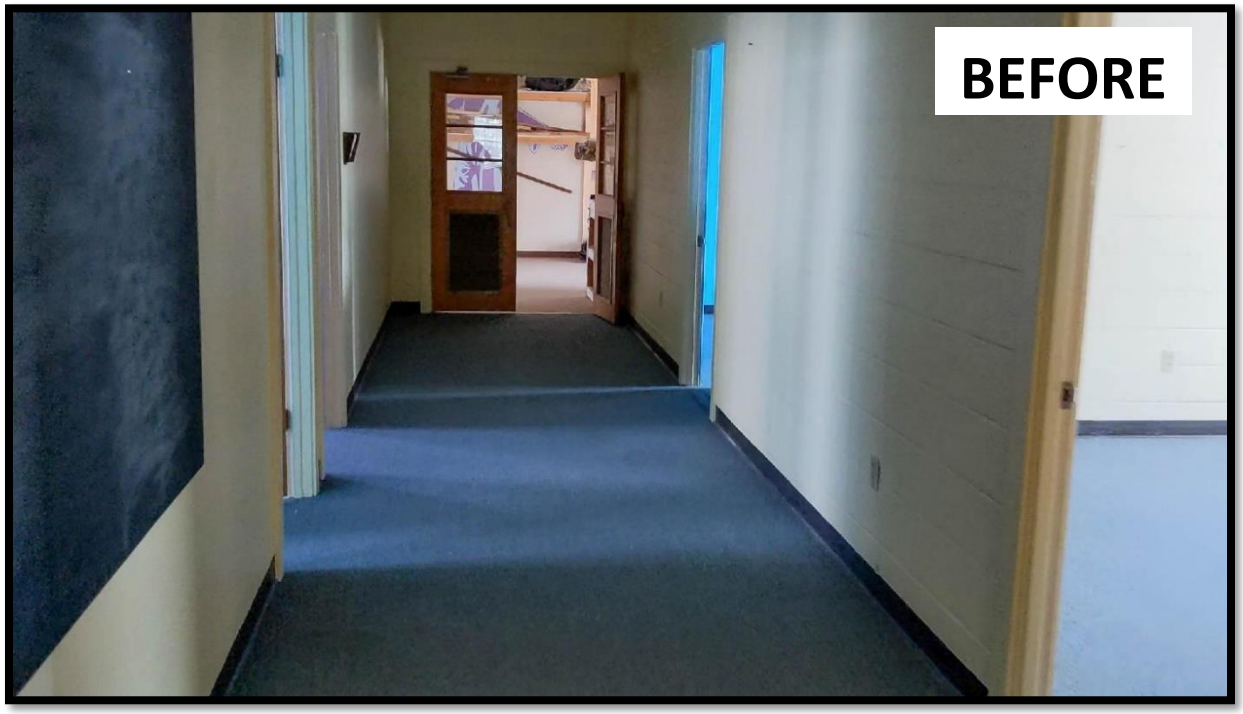

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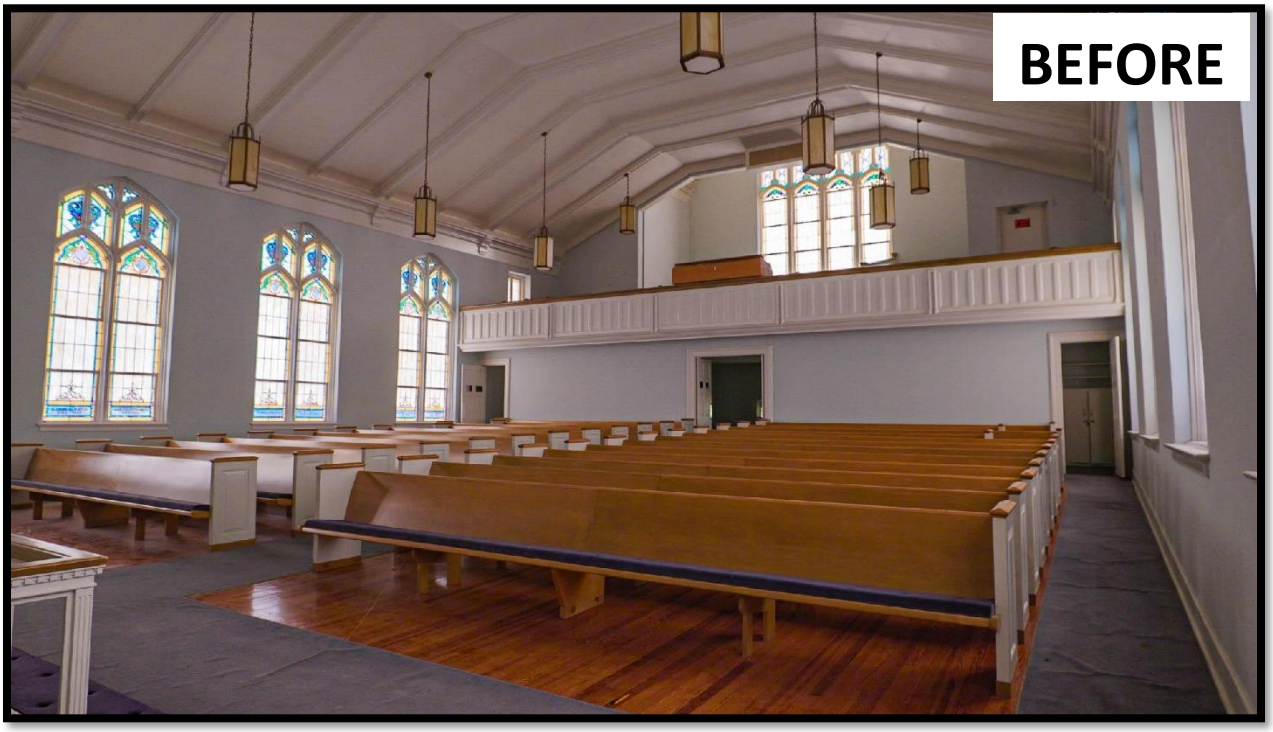

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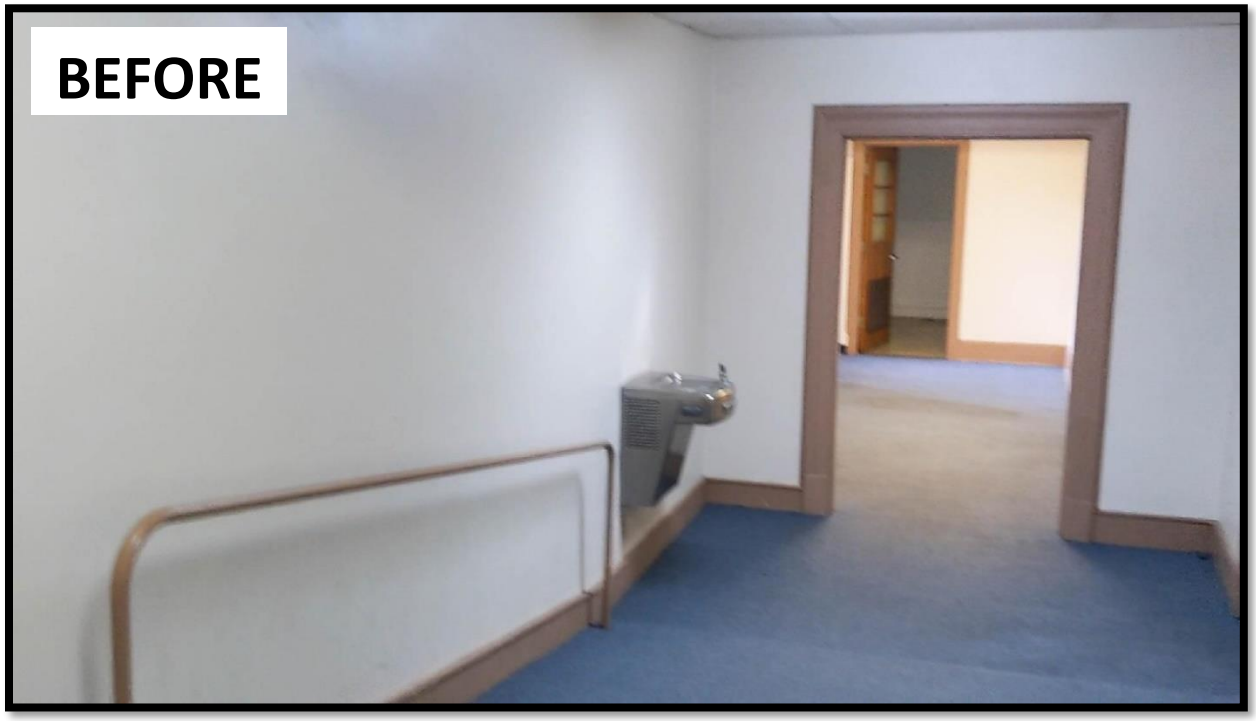
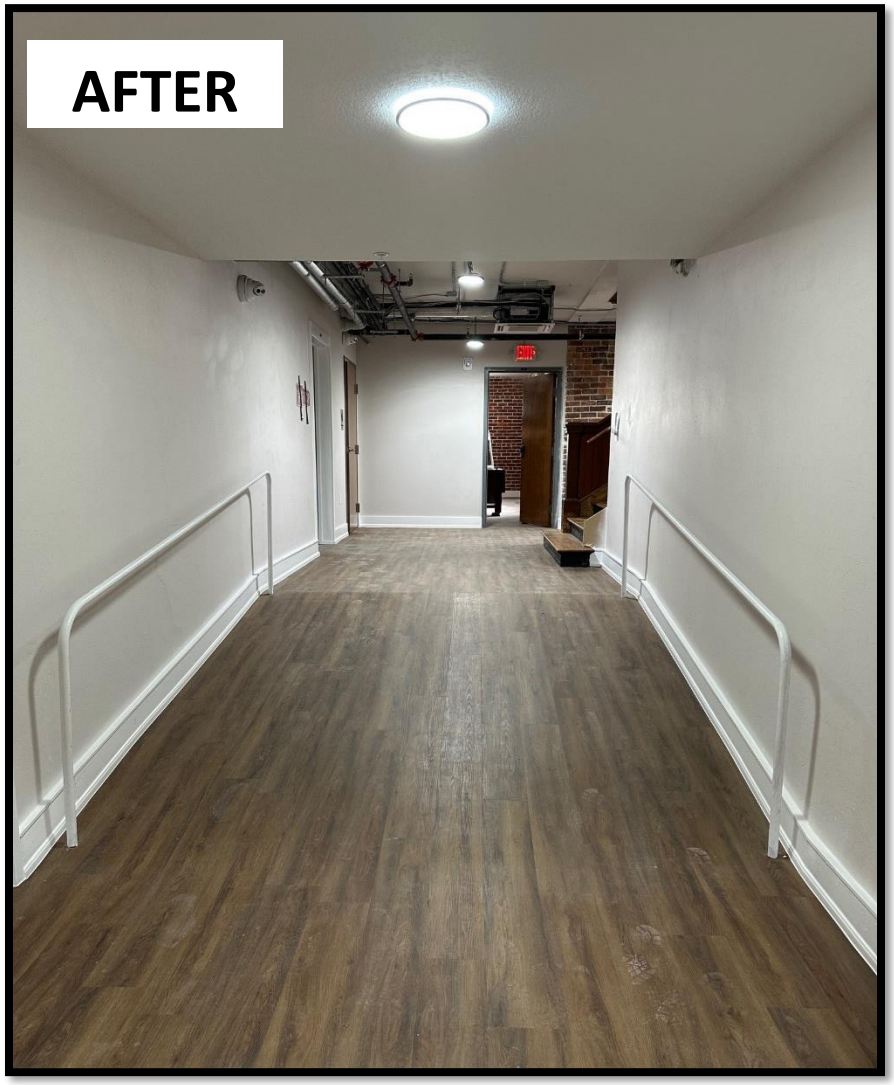
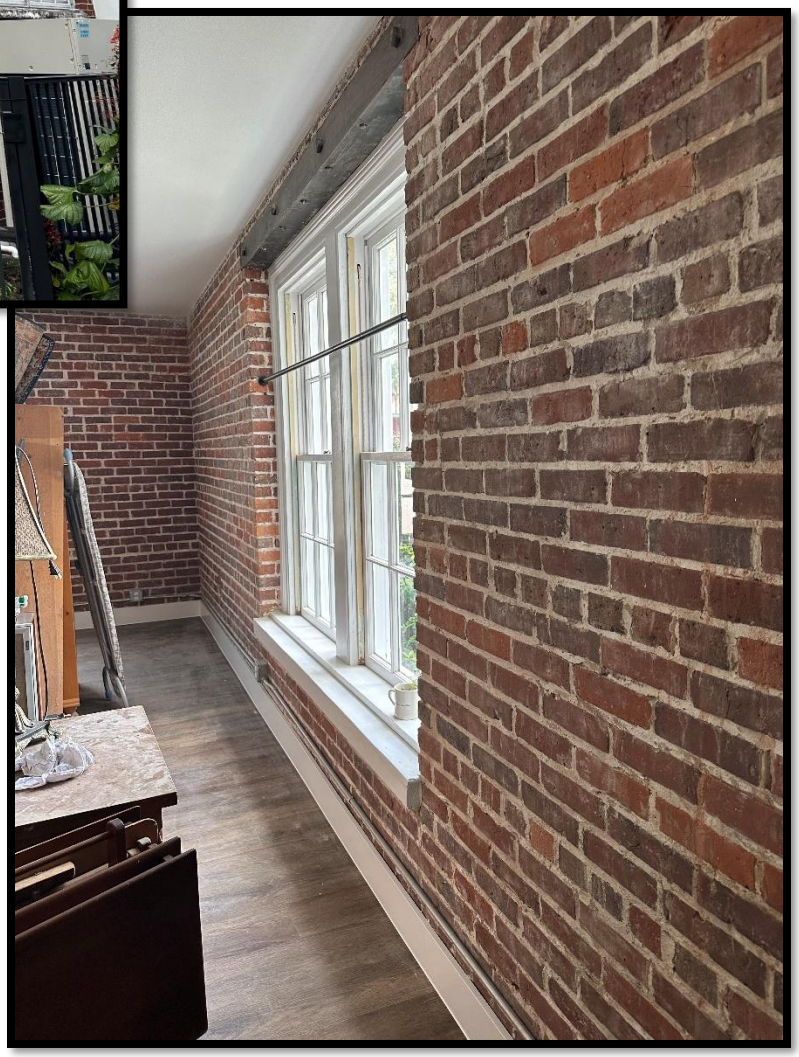




PART 3 - REVIEW OF COMPLETED WORK
INTERIOR PHOTOS
ATTACHMENT 3G

AFTER

Exterior



AFTER

Interior, original brick walls exposed