



Spring Hill

Community Redevelopment Agency

“A City County Partnership”

MEETING AGENDA

February 21, 2022

CALL TO ORDER

CONSENT AGENDA

1. Approval of Minutes, Regular Meeting, January 18, 2022

PETITIONS AND REQUESTS FROM THE PUBLIC

DR. JOYCE M. CUSACK RESOURCE CENTER STAFF UPDATE

UNFINISHED BUSINESS

NEW BUSINESS

1. Presentation: Volusia County Residential Traffic Control Plan
2. Consideration Re: Approval for Removal of Concrete Slab at 910 S. Adelle
3. Consideration Re: Exterior Improvement Grant, Steven Williams, 632 West Ida Street

BOARDMEMBER COMMENTS/CONCERNS

NEXT MEETING

1. Schedule Next Regular Meeting

ADJOURNMENT



Figure 1 - Spring Hill CRA Graphic Logo

Consent Item 1



Spring Hill

Community Redevelopment Agency

“A City County Partnership”

MEETING MINUTES

January 18, 2022

CALL TO ORDER

The meeting was called to order by Chairman Apgar at 5:00 P.M.

BOARD ATTENDANCE: Robert F. Apgar, Ben Johnson, Charles Paiva, Anthony Hill, Barbara Girtman and Helen Woulard

STAFF ATTENDANCE: Mike Grebosz, Rick Werbiskis, Chad Gamble, Dan Stauffer and Shilretha Dixon

PETITIONS AND REQUESTS FROM THE PUBLIC

There were no petitions and requests from the public.

NEW BUSINESS

1. Consideration Re: Approval for Boys & Girls Club to Apply for ECHO Grant

Ms. Girtman requested that the Church be included in the application. Mr. Johnson made a motion to approve the request. Ms. Girtman seconded the motion, which carried by a unanimous vote.

2. Consideration Re: Resolution Approving Spring Hill CRA Budget Amendment for FY 2021-2022

Mr. Grebosz reported on the amendments to the budget. For FY 2021-2022. Mr. Paiva made a motion to approve the budget amendment. Ms. Girtman seconded the motion, which carried by a unanimous vote.

BOARDMEMBER COMMENTS/CONCERNS

No comments.

NEXT MEETING

The next meeting is tentatively scheduled for February 7th at 6 PM.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.



Figure 2 - Spring Hill CRA Graphic Logo

Spring Hill Update
(Verbal Presentation)

Ms. Dixon



Figure 4 - Spring Hill CRA Graphic Logo

New Business Item 1

(Verbal Presentation)

Volusia County Staff



Figure 5 - Spring Hill CRA Graphic Logo

New Business Item 2

CITY OF DELAND, FLORIDA
REQUEST FOR COMMUNITY REDEVELOPMENT AGENCY ACTION
February 21, 2022

Department: Finance	Attachments:
Consideration Re: Approval for Concrete Slab Removal at 910 S. Adelle Ave.	[]
Prepared by:	Approved by: Mike Grebosz
	CRA Administrator

SUMMARY/HIGHLIGHT:

Ben Bartlett, Director for the Volusia County Road & Bridge Division has requested that the concrete slab and driveway apron be removed to help alleviate potential site stormwater runoff that occurs during periods of heavy rain. The former Resource Center site is no longer being utilized and has been closed off since the building was razed over a year ago.

Along with the reducing storm water runoff, removing the concrete will also reduce the potential liability of unauthorized parking on the site and allow for the removal of the closure barriers and signage to help improve the appearance of the property.

City staff would be able to schedule the removal of the concrete to be done at no cost. Additionally, DeLand Public Works would level and hyrdo seed the area to encourage grass to grow until a new use for the property is determined.

Staff has engaged with community partners in initial discussions on potential uses for the site and anticipates bringing a plan for the site for consideration at a future meeting.

FISCAL IMPACT:

There is no fiscal impact.

RECOMMENDATION:

It is recommended the CRA approve of the removal of concrete at 910 S. Adelle Avenue.

BACKGROUND/DISCUSSION: N/A

ITEM SUMMARY: *Consideration Re: Approval for Concrete Slab Removal at 910 S. Adelle Ave.*



Figure 6 - Spring Hill CRA Graphic Logo

New Business Item 3

CITY OF DeLAND, FLORIDA
REQUEST FOR SPRING HILL COMMUNITY REDEVELOPMENT AGENCY ACTION
April 19, 2021

	Attachments:
Consideration re: Applicant for Exterior Improvement Grant, Steven Williams, 632 West Ida Street	[X] Application
Prepared by: Michael Grebosz	
CRA Administrator	

SUMMARY/HIGHLIGHT:

For FY 2021-2022, \$10,000 in funding has been allocated to the exterior improvement grants. The Spring Hill Neighborhood Association is presenting the following applicant for consideration. Steven Williams at 632 West Ida Street is seeking a grant for exterior window replacement. The total cost is \$5,300 which qualifies for 75% grant funding up to \$2,000 and 50% funding for anything over \$2,000, with a maximum CRA payout of no more than \$2,500 per applicant.

In this instance, the grant will pay out \$2,500 (max payout allowable). The owner will contribute \$2,800.

Action Required:

1. Steven Williams – 632 West Ida Street. Exterior window replacement. Total Cost: \$5,300.
Cost to CRA: \$2,500.

FISCAL IMPACT:

21-22 Funding:	\$ 10,000.00
Previously Utilized:	\$ -
Remaining Balance Before Request	\$ 10,000.00
<u>Requested:</u>	<u>\$ 2,500.00</u>
Balance After Request	\$ 7,500.00

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

Consideration re: Applicant for Exterior Improvement Grant, Steven Williams, 632 West Ida Street.**BACKGROUND/DISCUSSION:** Exterior Improvement Grant**2021-2022 Program History**

Applicant	Address	Project	Cost of Project	CRA Portion	Budget \$10,000

ITEM SUMMARY: Consideration of exterior improvement grant application for Steven Williams, 632 West Ida Street.

"A" GRANT INSTRUCTIONS

Name of owner or lessee: Steven Williams
Address: 632 West Ida St
Phone: 386-456-7066
FAX: _____
E-Mail: williamsstere219@gmail.com
Building Owner if different from lessee: _____

1. Applicant (owner/lessee) contacts SHNA for a Grant Application. If the applicant is the lessee, written consent of the owner should be attached to the application.
2. SHNA representative discusses the process, including permitting needs, with the owner/lessee and/or their contractor/architect.
3. Owner/Contractor/Architect prepares a detailed outline of the proposed project. This will include:
 - a. Photographs, clearly showing existing conditions. ←
 - b. Written specifications outlining scope of work.
 - c. Sample of paint colors to be used.
 - d. Project budget, showing written estimates of all work to be performed.
(2 estimates)
4. SHNA Grant Committee meets with applicant to review the project and make necessary changes.
5. Upon completion of the review by the SHNA Grant Committee the application will be submitted for approval to the CRA.
6. SHNA informs applicant of funding decisions.
7. Upon approval by CRA a SHNA representative will review the contract with the applicant.
8. If permits are required, the applicant/Contractor presents plans to either the City of DeLand or the County of Volusia building department for review of building regulations and historic preservation compliance if necessary. The County of Volusia is responsible for issuing permits in the unincorporated area; the City of DeLand is responsible for issuing permits within the City limits.
9. Building department issues building permits if necessary. The County of Volusia is responsible for issuing permits in the unincorporated area; the City of DeLand is responsible for issuing permits within the city limits.
10. Project work commences within 30 days of obtaining a building permit.
11. For work requiring a building permit, either the City of DeLand or the County of Volusia's Building Department reviews work completed and if completed correctly issues a Certificate of Completion to applicant.
12. Applicant provides SHNA with documentation of project, permits, certificate of completion, canceled checks or paid receipts for all grants improvements.
13. SHNA representative requests that the City of DeLand issue payment to either the contractor or owner or lessee.

Note: Any unapproved deviation from approved proposal will void any grant funding.

I have read and understand these instructions

Steve Williams
Signature of Applicant

Date: 9/29/2021

Signature of Witness

Date: _____

"B" GRANT PERMIT REQUIREMENTS

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

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

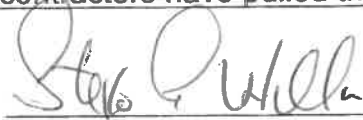
PERMITS MAY BE REQUIRED FOR THE FOLOWING ITEMS:

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

No permits are needed for painting or spray cleaning.

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

SIGNED: _____



Date: _____

9/29/2021

"C" GRANT AWARD CRITERIA

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

"D" GRANT APPLICATION

Project: Window Replacement
Name: STEVEN L. WILLIAMS
Mailing Address: 632 WEST 10th ST
Property Address: _____
E-Mail Address: williamsstev214@gmail.com
Daytime Phone: 386-456-7066 FAX #: _____
Type of Facade Improvement Planned: _____
Estimated Cost of Project: \$ _____
Amount Requested: \$ _____
Deposit Payment: \$ _____ Check/Cash/Money Order

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

Attach detailed outline of proposed work, including:

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

AGREEMENT

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

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

NOTE: NO PROJECT WORK MAY BEGIN WITHOUT:

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

SIGNED: _____

Date: _____

9/29/2021

The Window Shoppe, LLC
***FAMILY OWNED AND OPERATED SINCE 1979**
 1280 South Volusia Avenue
 Orange City, Florida 32763
 386-775-4496 • 407-406-3466
 Daytona 386-253-9271 • 1-800-528-6405 • FAX 386-775-6770
 www.thewindowshoppe.net

License No. SID15121501

NAME: <u>William S</u>	PHONE (H): <u>456-7066</u>	DATE: <u>10-25-21</u>
STREET: <u>632 W Ida st</u>	PHONE (W):	REFERENCE:
CITY: <u>Deland</u>	CELL:	STRUCTURE:

3- Naily Fin 1-Hr ☒

10- windows 9-SH ☒

SKETCH

White vinyl
 Lowe max
 Argon gas
 Magnids
 1/2 Screens
 1- obs/ temp
 Insulated Glass

Removed
 disposed
 \$5300 Installed
 Permitted
 u/boy

P.G.T - Energy
 UVE
 5400 Series

Have owner to finish off 3 Bends

*Includes all of our current coupons

We hereby propose to furnish labor and materials - complete in accordance with the above specifications.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Notice of cancellation must be in writing postmarked no later than midnight of the following third business day.

THIS IS A CUSTOM ORDER

Authorized Signature _____

Monty Fair

ACCEPTED

- 1) Order is not subject to change when merchandise is ordered to purchaser's specifications.
- 2) Merchandise remains the property of seller until purchase price is paid in full.
- 3) Upon default, purchaser agrees to pay all costs of enforcing seller's rights.
- 4) Buyer responsible for removal and installation of security system, burglar bars, and window coverings.
- 5) A deposit of one half the purchase price is required on all installed orders and is non-refundable after the third business day. Payment is due in full on all DIY orders. Please bring help to load.
- 6) Balance paid to installer upon completion. All past due accounts subject to finance charge of 1 1/2% per month (18% per annum). The purchaser agrees to pay reasonable attorney fees and court cost of collection. Venue in any suit arising out of or in any way concerning this contract shall be in Volusia County, Florida and purchaser waives whatever rights they have in selection of venue.

The above prices, specifications and conditions are hereby accepted. Pricing does NOT include unforeseen materials, trim or labor for work on windows or doors. You are authorized to do the work as specified.

Date _____

Signature _____

ED SENEZ ALUMINUM SPECIALISTS, INC

720 N Volusia Ave, Orange City, FL 32763
PH: 386-775-4915 FAX: 386-775-0089
LIC #RX0059404

February 11, 2022

Steve Williams
632 W Ida Street
Deland, Florida
386-456-7066
williamssteve214@gmail.com

Ed Senez Aluminum Specialists, Inc. will:

Remove and replace 10 windows on home.

Alside "Mezzo" single hung, Low E Glass, screens -- windows

1 window obscured/tempered glass

Permit included

Complete Labor and materials \$10,079.62

Sincerely,
Ed Senez
Sales Rep

PRICES ARE GOOD FOR 60 DAYS. All prices are lump sum prices to include labor, materials, and taxes on materials. All materials are guaranteed to be as specified. Any agreements with any other contractor (such as concrete or electrical) will be strictly between the homeowner and the other contractor, unless price is included in our price. The parties understand and agree that the contractor shall not be liable for delays caused by strike or other labor disputes, weather conditions, delays in obtaining materials, acts of God or other causes beyond the company's control. Owner acknowledges that the contractor has agreed to furnish only the materials, improvements, labor and services set forth above and that any additional materials, improvements, labor and services will require additional payments and additional contract. Owner further acknowledges and they have read this entire contract, they fully understand all of the terms contained herein, that they have been given an exact and fully completed copy hereof, and this contract is subject to the final acceptance of the seller. It is understood that no claims may be filed and Ed Senez Aluminum Specialists, Inc. has no obligations to correct workmanship until Ed Senez Aluminum Specialists receives full payment. All work is warranted for lifetime labor warranty against any defective workmanship. TERMS: A finance charge of 1-1/2% per month which is an annual percentage rate of 18%, will be added to all accounts 5 days past due. If collection becomes necessary, customer is responsible for attorney fees and collection costs. 1.5% interest will be added monthly to any outstanding balance. Customer accepts full responsibility for property and injury occurring while work is done under customer's direction. Employees of Ed Senez Aluminum Specialists, Inc. are fully covered by Worker's Comp and General Liability Insurance for all work done under the direction of Ed Senez Aluminum Specialists, Inc. Ed Senez Aluminum Specialists Inc. accepts no responsibility for any written and/or verbal claim(s) not depicted within this contract. ****4% CONVENIENCE FEE ADDED TO ALL CREDIT/DEBIT CARD PAYMENTS** FINANCING AVAILABLE WITH APPROVED CREDIT.**

Acceptance of this proposal constitutes a contract.
This _____ day of _____, 202__.

Accepted: _____
Owner/Agent









