



**CITY OF DELAND
REGULAR MEETING OF THE DOWNTOWN COMMUNITY
REDEVELOPMENT AGENCY
OCTOBER 21, 2024 AT 6:30 PM
CITY HALL, COMMISSION CHAMBERS
120 SOUTH FLORIDA AVENUE
AGENDA**

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

NEW BUSINESS

1. Resolution Approving Budget Amendment for FY 2023-2024.

Staff recommends the Downtown CRA adopt the Resolution amending the FY 23/24 budget as presented.

2. Consideration re Museum of Art DeLand Rent Request.

Museum of Art DeLand rent waiver request.

ADJOURNMENT

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 Downtown Community Redevelopment Agency meetings are not transcribed verbatim. If any person decides to appeal a decision made by the CRA 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 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 CRA's Agenda, please call the City Clerk's Office: 626-7132.

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

CITY OF DELAND
Request for Downtown Community Redevelopment Agency Action
October 21, 2024

SUBJECT: Resolution Approving Budget Amendment for FY 2023-2024.

DEPARTMENT: Finance

PREPARED BY: Daniel Stauffer, Finance Director

ATTACHMENTS: Resolution, FY23-24 Budget Amendment Details

APPROVED BY: Michael Pleus, City Manager, October 16, 2024

SUMMARY/HIGHLIGHT:

The budget amendments proposed are detailed in the attached summary and recommended after review of actual fourth quarter expenditures. The amendments proposed are primarily adjustments to reflect anticipated actual revenues and expenditures.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

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

RECOMMENDATION:

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

BACKGROUND/DISCUSSION:

Staff recommends the Downtown CRA adopt the Resolution amending the FY 23/24 budget as presented.

RESOLUTION NO. 2024 -

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF DELAND, FLORIDA:

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

Account Number	Account Description	Current Budget	Increase	Decrease	Revised Budget
REVENUES		2,966,866	4,713	0	2,971,579
180-9999-381-001	TRANSFER FROM GENERAL FUND	0	4,713	0	4,713
EXPENDITURES		2,966,866	791,917	787,204	2,971,579
180-1800-663-000-DT2104	PARKING LOT - 201 W. HOWRY AVE	816,800	2,100	0	818,900
180-1800-663-000-DT2302	VOOHRIS AVENUE STREETSCAPE	1,429,400	0	700,000	729,400
180-9990-999-100	CONTINGENCY	7,328	89,817	0	97,145
180-9999-991-200	TRANSFER TO DEBT SERVICE FUND	125,639	0	87,204	38,435
180-9999-991-300	TRANSFER TO CAPITAL PROJECT FUND	0	700,000	0	700,000

Section 2. In all other respects the budget of the Downtown DeLand Community Redevelopment Agency for fiscal year 2023-2024 is hereby ratified and confirmed as adopted by Resolution 2023-65, 2024-26, 2024-27, 2024-47 and 2024-65.

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

PASSED AND DULY ADOPTED this 21th day of October, 2024.

Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

Julie Hennessy
City Clerk-Auditor

APPROVED AS TO FORM AND LEGALITY:

Darren J. Elkind
City Attorney

FY 23-24 Budget Amendment Details

ACCOUNT	Account Description	Increase	Decrease	Description
DOWNTOWN CRA FUND				
REVENUES				
180-9999-381-001	TRANSFER FROM GENERAL FUND	4,713	0	increase funding for Transfer from General Fund
		4,713	0	
EXPENDITURES				
180-1800-663-000-DT2104	PARKING LOT - 201 W. HOWRY AVE	2,100		increase appropriation for Parking Lot at 201 W. Howry Ave
180-1800-663-000-DT2302	VOOHRIS AVENUE STREETScape		700,000	decrease appropriation for Voorhis Ave Streetscape
180-9990-999-100	CONTINGENCY	89,817		increase appropriation for Contingency
180-9999-991-200	TRANSFER TO DEBT SERVICE FUND		87,204	decrease appropriation for Transfer to Debt Service Fund
180-9999-991-300	TRANSFER TO CAPITAL PROJECT FUND	700,000		increase appropriation for Transfer to Capital Project Fund

CITY OF DELAND
Request for Downtown Community Redevelopment Agency Action
October 21, 2024

SUBJECT: Consideration re Museum of Art DeLand Rent Request.

DEPARTMENT: Admin Services

PREPARED BY: Michael Grebosz, Asst. City Manager

ATTACHMENTS: Museum of Art Rent Request Letter

APPROVED BY: Michael Pleus, City Manager, October 16, 2024

SUMMARY/HIGHLIGHT:

The City received a letter from the Museum of Art DeLand in early September requesting a waiver of rent payments for two years. The reasoning behind this request is that the State of Florida cut the budget for arts and culture. The Museum has a deficit of approximately \$60,000 in their fiscal year which starts October 1, 2024.

The Museum has made organizational changes to try and reduce financial stress on the organization by implementing pay cuts and going to a four-day work week. However, due to the increase in operating expenses and the reduction of State funding, there remains a \$60,000 gap in the budget.

The current annual rent payment the Museum makes to the Downtown CRA is approximately \$56,000 and has requested that this annual amount be waived for the next two fiscal years.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The annual lease payment to the City of DeLand Downtown CRA is approximately \$56,000 in revenue. There are additional payments in addition to the lease payment, which includes \$1,867 in annual fire insurance, \$250 in annual fire line charges and around \$1,500 in annual pest control charges. These additional (non rent) charges would still be paid by the Museum if the rent waiver was granted.

RECOMMENDATION:

Staff is seeking guidance from the Downtown CRA on the request.

BACKGROUND/DISCUSSION:

The space that the Museum occupies from the City was renovated using Volusia County ECHO funds. The use of ECHO funds require that the City of DeLand maintain the space for ECHO related activities for a period of 20 years. In consulting with our Grant Coordinator, 2029 is when the 20 year period would end.

Additional Data Points:

- DeLand Museum rent at the Fish Bulding is \$4.74 per square foot for 11,865 square feet.
- MainStreet DeLand rent is \$12 per square foot at 2,400 square feet.
- DeLand Commons rent was recently advertised at \$25 per square foot.
- The Dreka Building rent was recently advertised at \$22 per square foot.
- MainStreet DeLand noted that rents in the downtown range from \$18 per square foot to \$30 per square foot.
- The West Volusia Historical Society pays \$10 annually for the leasing of 137 W. Michigan.
- The DeLand Naval Airstation Museum pays \$10 annually for the leasing of 910 Biscayne.



August 29, 2024

Mr. Michael Pleus
DeLand City Manager
120 S. Florida Avenue
DeLand, FL 32720

Dear Mr. Pleus:

Thank you for taking time to meet this morning concerning the Museum of Art - DeLand. It is our pleasure to partner with the City in service to the community.

Per our discussion, the State of Florida veto on all general program support for art/culture/history across the state has had a serious impact on the Museum's budget. The cuts were unexpected and a shock to all Florida cultural organizations. We now have a deficit of approximately \$60,000 in our proposed budget (October 2024-September 2025).

During the 2020 COVID pandemic, we reached out to the City for assistance by way of rent deferral for three months, which we paid back in 12 monthly installments beginning in October of that year. During that time, we also adjusted our budget drastically through staffing cuts, which included a 20% pay cut across the board as all remaining staff agreed to a four-day work week. The federal Paycheck Protection Program allowed us to remain in operation and offset some of the burden of repayment to the City. We are grateful to both local and federal government for this support. We are still operating under the budget constraints imposed 4 years ago while maintaining and expanding the Museum's service to the community. At the same time, operating expenses have increased exponentially.

In the absence of the safety net provided by the federal program four years ago, I am respectfully requesting the City of DeLand forgive, rather than defer, the rent on the Museum's space in the Miller-Fish Building (located at 100 N. Woodland Boulevard) for the next two fiscal years. That amount is currently \$56,204 per annum. The Museum would continue to pay the fire insurance premium, as we understand it is a cash outlay for the City. Through our partnership, the Museum fulfills the City's ECHO grant requirements while providing a cultural destination for tourists and citizens alike. With this proposed assistance, we can continue to do both.

Thank you for your consideration of this request. I am happy to answer questions or address any concerns from you, your staff, or the City Commission.

Kind regards,

A handwritten signature in black ink, appearing to read "Pattie Pardee", written over a horizontal line.

Pattie Pardee
Executive Director

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