



CITY OF DELAND
REGULAR MEETING OF THE DOWNTOWN COMMUNITY
REDEVELOPMENT AGENCY
SEPTEMBER 15, 2025 AT 6:00 PM
CITY HALL, COMMISSION CHAMBERS
120 SOUTH FLORIDA AVENUE
AGENDA

CALL TO ORDER

ROLL CALL

MAINSTREET DELAND UPDATE

PUBLIC HEARING

1. Resolution Approving Downtown Community Redevelopment Agency Budget for Fiscal Year 2025-2026.

Final public hearing on the Downtown CRA budget for fiscal year 2025-2026. Staff recommends the Downtown CRA adopt the Resolution establishing the budget for the fiscal year 2025-2026 in the amount of \$1,023,936.

CONSENT AGENDA

1. Resolution Approving Budget Amendment for FY 2024-2025.

Staff recommends the Downtown CRA adopt the Resolution amending the FY 24/25 budget as presented.

NEW BUSINESS

1. Consideration re South Florida Avenue and West Voorhis Avenue Intersection Improvement.

Consideration for Seeking RFPs for South Florida Avenue and West Voorhis Avenue Intersection Improvement.

2. Consideration re Updates to Downtown CRA Grant Application Forms.

The Downtown CRA is requested to approve the an update to the grant application(s) as presented.

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
September 15, 2025

SUBJECT: Resolution Approving Downtown Community Redevelopment Agency Budget for Fiscal Year 2025-2026.

DEPARTMENT: Finance

PREPARED BY: Daniel Stauffer, Finance Director

ATTACHMENTS: Resolution, Downtown CRA FY 25-26 Budget Pages

APPROVED BY: Michael Pleus, City Manager, September 10, 2025

SUMMARY/HIGHLIGHT:

This is the date set for the public hearing on the proposed Downtown Community Redevelopment Agency budget for the 2025-2026 fiscal year. The taxable value for the district, as presented by the Volusia County Property Appraiser on July 1st, totals \$114,453,269. This represents a 31.80% increase from last year and an incremental increase of \$94,418,806 from January 1, 1983, the base year for the tax increment district (\$20,034,463).

The proposed budget for the Downtown Community Redevelopment Agency totals \$1,023,936 and includes the following projects and programs:

Fish Building	\$ 24,258
MainStreet DeLand	97,850
Special Events	128,000
Parks	18,853
Streetscape & Infrastructure Maintenance	163,827
Maintenance of Holiday Lights, Wreaths, Bows & Soldiers	40,000
Winter WonderDeLand	30,000
Grants	259,500
Transfers to General Fund (Services Provided by General Government)	18,056
Transfers to Debt Service Fund	38,435
Contingencies	<u>151,339</u>
Total Community Redevelopment Agency Anticipated Expenditures	<u>\$1,023,936</u>

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The FY 25/26 budget, in the amount of \$1,023,936, is balanced and suggests projects and programs utilizing tax increments and other associated revenues.

RECOMMENDATION:

Staff recommends the Downtown Community Redevelopment Agency adopt the Resolution establishing the budget for the fiscal year 2025-2026 in the amount of \$1,023,936.

BACKGROUND/DISCUSSION:

Revenues anticipated for fiscal year 2025-2026 are as follows:

Ad Valorem Taxes	\$554,701
Intergovernmental Revenue	396,512
Fish Building Reentals	58,105
Miscellaneous Revenue	<u>14,618</u>
Total Community Redevelopment Agency Anticipated Revenues	<u>\$1,023,936</u>

According to the Property Appraiser, the taxable value of the tax increment district for the tax year 2025 is \$114,453,269, an increase of \$27,617,419 from the previous year. The estimated revenue based on the City's tentative millage rate, as well as the other entities', indicate \$951,213 will be generated for the district this year.

RESOLUTION NO. 2025 -

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF DELAND, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2025-26; PROVIDING FOR REPEALER AND AN EFFECTIVE DATE.

WHEREAS, the Board of the Community Redevelopment Agency of the City of DeLand, after holding several budget sessions and carefully considering the financial needs of the tax increment district and the sources of revenue available to the Agency to meet such needs, is ready to adopt a budget; and

WHEREAS, a public hearing to finalize the budget was held on September 15, 2025; and

WHEREAS, it is necessary for the Agency to approve and adopt its budget for the fiscal year 2025-26; and

WHEREAS, the City Manager recommends approval of the budget.

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

Section 1. The budget for the Community Redevelopment Agency for the City of DeLand at \$1,023,936 for fiscal year 2025-26, as submitted, is hereby approved.

Section 2. Any resolution or part of resolution in conflict herewith is hereby repealed.

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

PASSED AND DULY ADOPTED this 15th day of September 2025.

Christopher M. Cloudman
Mayor – Commissioner

ATTEST:

Julie A. Hennessy
City Clerk – Auditor

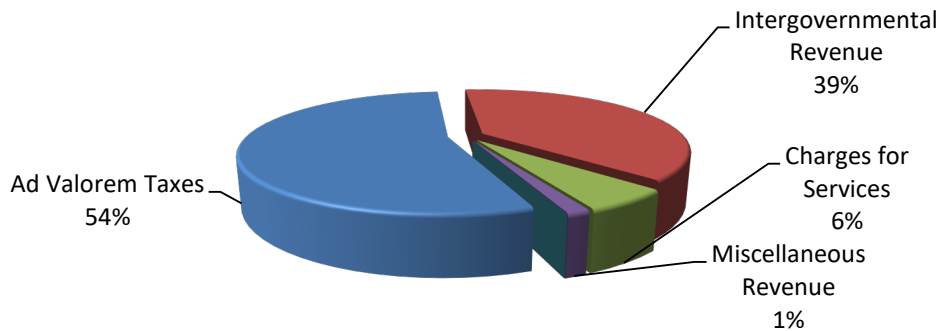
APPROVED IN FORM AND LEGALITY:

Darren J. Elkind
City Attorney

COMMUNITY REDEVELOPMENT TRUST FUND

Revenue Summary

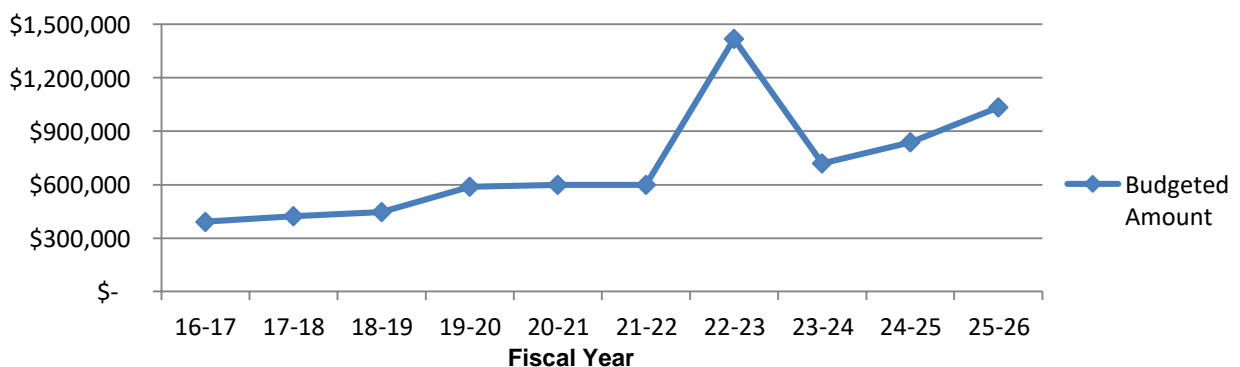
REVENUE SUMMARY	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATED	2025-26 BUDGET	% Change from 2024-25
Ad Valorem Taxes	\$ 347,919	\$ 398,797	\$ 398,797	\$ 554,701	39.09%
Intergovernmental Revenue	333,526	365,914	401,410	396,512	8.36%
Charges for Services	69,499	58,105	58,105	58,105	0.00%
Miscellaneous Revenue	156,930	14,618	136,618	14,618	0.00%
Other Sources	<u>301,815</u>	<u>0</u>	<u>585,912</u>	<u>0</u>	N/A
Total Community Redev. Fund	\$ 1,209,689	\$ 837,434	\$ 1,580,842	\$ 1,023,936	22.27%



Management Discussion

The Community Redevelopment District for the downtown area was established in 1983 under Florida Community Redevelopment Act of 1959 F.S. 163.330. The plan was amended in June 2005 and extended the plan’s duration 20 years. The plan was again amended in January 2019 and extended the plan’s duration an additional 10 years. The downtown CRA plan is currently valid through September 2035. This fund accounts for revenues from the downtown tax increment district which are based on millage rates set by the governmental entities using the incremental increase in taxable value of property located within the district since its inception. Charges for services represent revenues from tenants of the historic “Fish Building” owned by the City of DeLand and located in the downtown district. Miscellaneous revenues include interest earnings, late fees from lessees, and billings for fire insurance premiums to specified lessees. These revenues are then used to fund programs and projects identified in the Downtown Redevelopment Plan adopted by the Community Redevelopment Agency. Other Sources represents use of reserves to fund the on-going expenses of the CRA that will not be covered by other revenue sources.

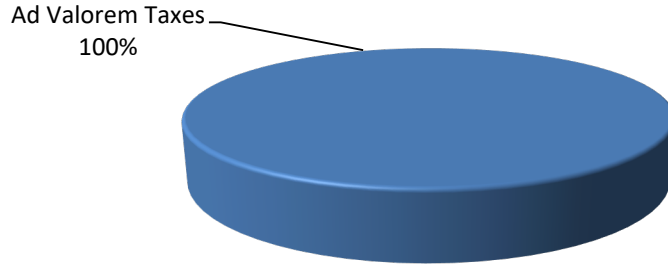
History of Revenues



COMMUNITY REDEVELOPMENT TRUST FUND

Ad Valorem Taxes Revenue Summary

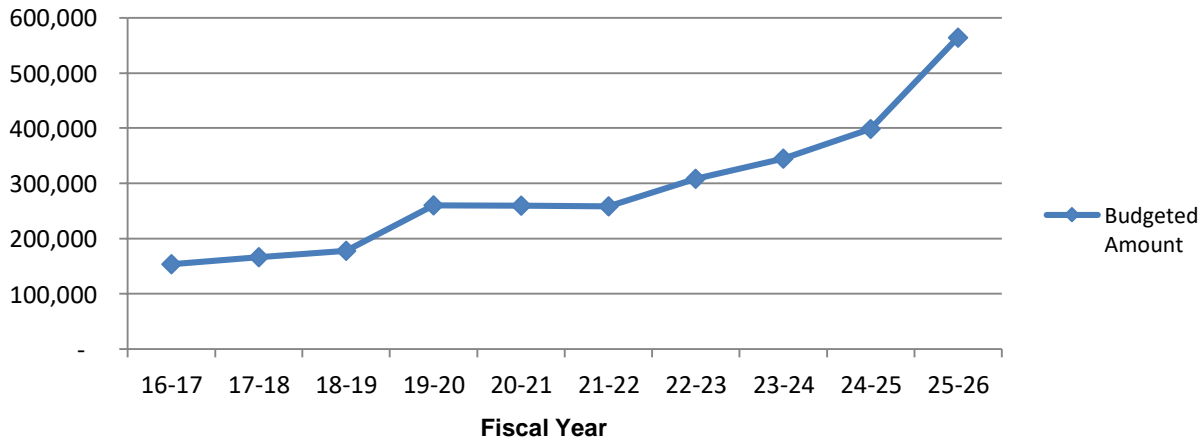
REVENUE SUMMARY	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATED	2025-26 BUDGET	% Change from 2024-25
Ad Valorem Taxes	\$ 347,919	\$ 398,797	\$ 398,797	\$ 554,701	39.09%
Total Ad Valorem Tax Revenue	\$ 347,919	\$ 398,797	\$ 398,797	\$ 554,701	39.09%



Management Discussion

The property appraiser has released \$114,453,269 as the July 1st preliminary estimated taxable value of property located with the district’s limits. This represents a \$94,418,806 incremental change in the district’s tax base and an increase of \$27,617,419 in taxable value since last year. FY 2025-2026 budget is based on the preliminary incremental change in value calculated using the City’s tentative operating millage rate of 6.1841.

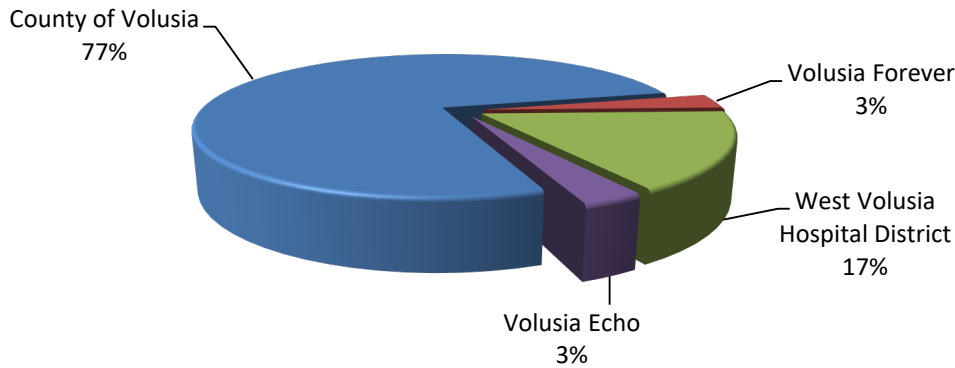
History of Revenues



COMMUNITY REDEVELOPMENT TRUST FUND

Intergovernmental Revenue Summary

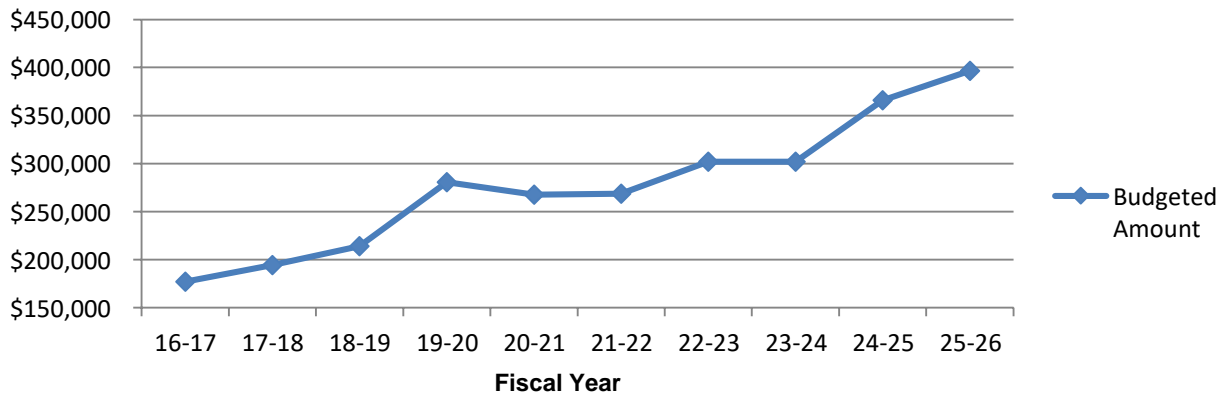
REVENUE SUMMARY	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATED	2025-26 BUDGET	% Change from 2024-25
County of Volusia	\$ 259,507	\$ 284,741	\$ 306,536	\$ 304,621	6.98%
Volusia Forever	10,672	11,740	12,692	12,692	8.11%
West Volusia Hospital District	52,616	57,693	69,490	66,507	15.28%
Volusia Echo	<u>10,731</u>	<u>11,740</u>	<u>12,692</u>	<u>12,692</u>	8.11%
Total Ad Valorem Tax Revenue	\$ 333,526	\$ 365,914	\$ 401,410	\$ 396,512	8.36%



Management Discussion

Governmental agencies that contribute to the Community Redevelopment Trust Fund include Volusia County, Volusia Forever, Volusia ECHO, and the West Volusia Hospital District. FY 2025-2026 budget is based on the City's preliminary value calculated using the prior year millage rates from each of the taxing authorities.

History of Revenues



COMMUNITY REDEVELOPMENT TRUST FUND

Expenditure Summary

Description:

The Community Redevelopment Trust Fund is used to build and maintain downtown infrastructure and streetscape enhancement, improve the exterior facades of existing buildings, encourage redevelopment of underutilized properties and structures, provide assistance with special events, and remove blighted structures. The fund also assists with economic enhancement by contributing to the operation of MainStreet DeLand Association.

Mission:

Manage the Downtown CRA by implementing measures to reduce blight and increase economic development in the designated area thus increasing property values and quality of life.

Performance Measures

Performance	Strategic Focus Area	FY 23/24 Actual	FY 24/25 Projection	FY 25/26 Target
% change in property values over prior year	High Value Government	13.5%	10.5%	10.5%
# of events (downtown)	Preserving "Sense of Community"	34	36	38
Storefront occupancy rate	Preserving "Sense of Community"	98%	98%	98%

Fiscal Year 2024 – 2025 Accomplishments

- ✓ Approved a new agreement with the MainStreet DeLand Association.
- ✓ Awarded 1 grant for various property improvements.
- ✓ Continued planning and working multiple special events in the downtown.
- ✓ Construction completed on retail and residential (mixed use) development project at the former Save-A-Lot location.
- ✓ Old Fire Station 81 has been demolished and turned into surface parking for downtown.
- ✓ Partnered with Volusia County and Votran to provide connector service to the downtown from SunRail.

Action Plan

Promotion and Events

Goals & Objectives		Strategic Plan Area(s)
1	Continue the Regional Marketing Program established with MainStreet DeLand Association to promote DeLand on a local, regional, national and international basis to develop business in the downtown. <ul style="list-style-type: none"> • Utilize multiple venues with a minimum of 24 ads annually. 	Preserving "Sense of Community"
2	Promote downtown events as a means of attracting consumers, visitors, and residents.	Preserving "Sense of Community"

	<ul style="list-style-type: none"> Provide a minimum of 10 events annually. 	
Downtown Development		
Goals & Objectives		Strategic Plan Area(s)
1	<p>Work with MainStreet DeLand Association and other agencies and groups in the overall development and maintenance of the Downtown Redevelopment Plan.</p> <ul style="list-style-type: none"> In accordance with the 10-year replacement plan for street/park furniture by September 30th as required. Renovate/repair existing murals by September 30th of each year. Work with the Museum of Art to rotate downtown sculptures on an annual/biannual basis. Maintain a storefront occupancy rate of at least 90% 	Preserving "Sense of Community"
2	<p>Award a minimum of 5 grants annually. By February of each year forward MainStreet Grant Committee recommendations to CRA for award.</p>	Preserving "Sense of Community"

Long-Term Goals

- ✓ Maintain aesthetics of the downtown.
 - Target Completion: Continuous
 - Strategic Focus Area: Creating A Sense of Community & Creating the Connected Community
- ✓ Look for ways to create more residential space in the downtown.
 - Target Completion: Continuous
 - Strategic Focus Area: Creating a Sense of Community, & Institute Smart Growth
- ✓ Expand the downtown look and feel beyond the traditional core.
 - Target Completion: Continuous
 - Strategic Focus Area: Creating a Sense of Community, & Institute Smart Growth

Operating Budget Comparison

BUDGET DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATED	2025-26 BUDGET	% Change from 2024-25
Operating Expenses	\$ 388,500	\$ 571,888	\$ 761,766	\$ 556,606	-2.67%
Capital Outlay	978,898	0	598,337	0	N/A
Grants and Aid	0	67,500	67,500	259,500	284.44%
Contingency	0	142,135	97,328	151,339	6.48%
Transfers	<u>738,435</u>	<u>55,911</u>	<u>55,911</u>	<u>56,491</u>	1.04%
Total Budget	\$ 2,105,833	\$ 837,434	\$1,580,842	\$1,023,936	22.27%

STAFFING	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET
None					

CAPITAL OUTLAY	Amount
None	

Management Discussion

- ✓ Total expenses increased by 22.27%.
- ✓ Operating expenses decreased by 2.67% mainly due to the removal of Road Materials and Supplies (\$75,000) and Downtown Sculpture Program (\$35,000). This was partially offset by increases in Mainstreet DeLand contract (\$2,850), Special Events Overtime (\$25,000), and design plans for Parking Lot 11 (\$60,000).
- ✓ Grants and Aid expenses increased by 284.44% due to a Redevelopment Incentive Grant (\$192,000) for the DeLand Commons redevelopment project.
- ✓ Includes funding for:
 - MainStreet DeLand contract (\$97,850)
 - Special Events (\$120,000)
 - Park/Furniture Upgrades (\$20,000)
 - Winter Wonder DeLand (\$30,000)
 - Holiday Lights Maintenance (\$35,000)
 - Façade Grants (\$60,000)
 - Mural Grants (\$5,000)
 - Graffiti Removal Grant (\$2,500)
 - Redevelopment Incentive Grant – DeLand Commons (\$192,000)

CITY OF DELAND
Request for Downtown Community Redevelopment Agency Action
September 15, 2025

SUBJECT: Resolution Approving Budget Amendment for FY 2024-2025.

DEPARTMENT: Finance

PREPARED BY: Daniel Stauffer, Finance Director

ATTACHMENTS: Resolution, FY24-25 Budget Amendment - Downtown CRA Details

APPROVED BY: Michael Pleus, City Manager, September 10, 2025

SUMMARY/HIGHLIGHT:

The budget amendments proposed are detailed in the attached summary and recommended after review of actual first three quarters 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 to fund itemized in the attached summary.

BACKGROUND/DISCUSSION:

Staff recommends the Downtown CRA adopt the Resolution amending the FY 24/25 budget as presented.

RESOLUTION NO. 2025 - XX

A RESOLUTION OF THE DOWNTOWN DELAND COMMUNITY REDEVELOPMENT AGENCY, AMENDING THE BUDGET FOR THE FISCAL YEAR 2024-2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary to amend the budget for the Downtown DeLand Community Redevelopment Agency for fiscal year 2024-2025; and

WHEREAS, the Downtown DeLand Community Redevelopment Agency desires to amend its budget for fiscal year 2024-2025 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 2024-2025 is amended as follows:

Account Number	Account Description	Current Budget	Increase	Decrease	Revised Budget
REVENUES		1,580,842	0	0	1,580,842
EXPENDITURES		1,580,842	7,000	7,000	1,580,842
180-1800-546-400	EQUIPMENT MAINTENANCE	2,200	7,000	0	9,200
180-9990-999-200	RESERVE CONTINGENCY	67,328	0	7,000	60,328

Section 2. In all other respects the budget of the Downtown DeLand Community Redevelopment Agency for fiscal year 2024-2025 is hereby ratified and confirmed as adopted by Resolution 2024-83, 2024-93, 2024-111, & 2025-25.

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

PASSED AND DULY ADOPTED this 15th day of September, 2025.

Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

Julie Hennessy
City Clerk-Auditor

APPROVED AS TO FORM AND LEGALITY:

Darren J. Elkind
City Attorney

FY 24-25 Budget Amendment Details

Account Description	Increase	Decrease	Description
DOWNTOWN CRA FUND			
REVENUES			
	0	0	
EXPENDITURES			
180-1800-546-400	7,000	7,000	increase appropriation for City Hall Vault Replacement
180-9990-999-200	7,000	7,000	decrease appropriation for City Hall Vault Replacement
EQUIPMENT MAINTENANCE			
RESERVE CONTINGENCY			

CITY OF DELAND
Request for Downtown Community Redevelopment Agency Action
September 15, 2025

SUBJECT: Consideration re South Florida Avenue and West Voorhis Avenue Intersection Improvement.

DEPARTMENT: Admin Services

PREPARED BY: Michael Grebosz, Asst. City Manager

ATTACHMENTS: Engineering Cost Estimate - Intersection Improvement

APPROVED BY: Michael Pleus, City Manager, September 10, 2025

SUMMARY/HIGHLIGHT:

City staff was approached by a group of stakeholders interested in the progress of the West Voorhis Avenue streetscape project earlier this year. Understanding the fiscal funding gap that remains for full construction of the project, the group presented an idea for an incremental improvement at the intersection of South Florida Avenue and West Voorhis Avenue relating to traffic safety.

The proposed improvement requested is to install a four-way stop at that intersection that will include additional site work in that area to improve the traffic safety at that intersection. Currently, there is a stop sign for the north and south-bound traffic crossing over West Voorhis Avenue, but no stop sign for the East and West traffic. There has been several collisions at that intersection, and it was one of the top priorities mentioned when the community informational meetings were held about the streetscape project.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Streetscape improvements fall under the Downtown Master Plan to help stimulate commercial/retail/residential and improve open spaces.

SUSTAINABILITY:

N/A

FISCAL IMPACT:

None at this time. \$140,000 is the cost that was provided by the engineering department. If approved, City staff will proceed with an RFP that will provide the actual cost which will come back before the CRA Board for consideration at a later date.

RECOMMENDATION:

Staff recommends that the CRA approve moving forward with soliciting for RFPs for the intersection improvement.

BACKGROUND/DISCUSSION:

The West Voorhis Avenue Streetscape project is a shovel-ready project that will require roughly over \$3 million in funding to complete. The direction provided by the CRA in 2023 was that the project would not

commence until adequate funding was available without incurring additional debt. The project fund currently has \$464,000 in reserves.

SUMMARY OF PAY ITEMS - BASE BID						PAY ITEM NOTES	
PAY ITEM NO.	PAY ITEM DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL PRICE		
101-1	MOBILIZATION (10%)	LS	1	\$10,547.36	\$10,547.36	101-1	INCLUDES THE COST FOR CONTRACTOR QUALITY CONTROL (CQC) TESTING FOR ANY OF THE FOLLOWING THAT ARE NECESSARY TO COMPLETE THE CONSTRUCTION OF THIS PROJECT: ASPHALT, CONCRETE EARTHWORK.
102-1	MAINTENANCE OF TRAFFIC (10%)	LS	1	\$10,547.36	\$10,547.36		
102-99	PORTABLE CHANGEABLE MESSAGE SIGN (TEMPORARY)	ED	30	\$100.00	\$3,000.00		INCLUDES THE COST OF CAPPING AND REPAIR OF ANY EXISTING IRRIGATION SYSTEM LOCATED WITHIN THE R/W. INCLUDES THE COST OF TEMPORARY DRAINAGE DURING CONSTRUCTION TO ELIMINATE ANY FLOODING OF PRIVATE PROPERTY AND TO MAINTAIN EXISTING FLOWS WITHIN R/W.
104-18	INLET PROTECTION SYSTEM	EA	2	\$120.00	\$240.00		
110-1-1	CLEARING & GRUBBING	LS	1	\$12,000.00	\$12,000.00		
110-4-10	REMOVAL OF EXISTING CONCRETE	SY	130	\$10.00	\$1,297.78		
160-4	TYPE B STABILIZATION (8")	SY	968	\$8.00	\$7,747.56		
285-704	OPTIONAL BASE COURSE, GROUP 06 (8" CRUSHED CONCRETE)	SY	968	\$25.00	\$24,211.11	102-1	INCLUDES ALL ITEMS AND LABOR NECESSARY FOR THE IMPLEMENTATION OF THE TEMPORARY TRAFFIC CONTROL PLAN PER APPLICABLE FDOT STANDARD PLANS INDEXES (LATEST). INCLUDES THE COST FOR THE CONTRACTOR TO CLEAN THE JOBSITE OF CONSTRUCTION DEBRIS BEFORE LEAVING THE PROJECT SITE EACH DAY. FOLLOWING CONSTRUCTION, THE CONTRACTOR SHALL THOROUGHLY CLEAN AND SWEEP THE PROJECT TO ASSURE ALL DEBRIS HAVE BEEN REMOVED.
334-1-12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B, 2", PG 76-22	TN	107	\$170.00	\$18,109.91		
520-1-10	CONCRETE CURB, TYPE F	LF	269	\$40.00	\$10,760.00		
520-2-4	CONCRETE CURB, TYPE D	LF	18	\$30.00	\$540.00		
522-1	CONCRETE PAVING 4" THICK	SY	53	\$45.00	\$2,375.00		
522-2	CONCRETE PAVING 6" THICK	SY	131	\$65.00	\$8,522.22		
527-2	DETECTABLE WARNING (PREFORMED THERMOPLASTIC)	SF	204	\$35.00	\$7,140.00		
570-1-2	PERFORMANCE TURF, SOD	SY	35	\$4.00	\$140.00	110-1-1	INCLUDES, BUT NOT LIMITED TO, THE REMOVAL AND DISPOSAL OF ALL OBSTRUCTIONS, VEGETATION, DEBRIS, TRIMMING OF TREES AND SHRUBS, ROOT REMOVAL, EXISTING ASPHALT PAVEMENT, BASE AND DRAINAGE STRUCTURES, SIDE DRAINS, AS REQUIRED, TO CONSTRUCT THE PROJECT. NO TREES ARE TO BE REMOVED WITHOUT APPROVAL FROM CITY ENGINEER.
700-1-11	SINGLE POST SIGN (F&I) (GROUND MOUNT) (UP TO 12 SF)	AS	2	\$200.00	\$400.00		
700-1-50	SINGLE POST SIGN, RELOCATE	AS	2	\$100.00	\$200.00		
711-11-123	THERMOPLASTIC, STANDARD WHITE, SOLID, 12" FOR CROSSWALK	LF	266	\$15.00	\$3,990.00		
711-11-125	THERMOPLASTIC, STANDARD WHITE, SOLID, 24" FOR STOP BAR	LF	41	\$30.00	\$1,230.00		
711-11-201	THERMOPLASTIC, STANDARD YELLOW, SOLID, 6"	LF	238	\$15.00	\$3,570.00		
	CONTINGENCY (10%)				\$12,656.83	522-1	INCLUDES COST OF WATER VALVE ADJUSTMENTS AND OTHER UTILITY ADJUSTMENTS AND/OR UTILITY COORDINATION DUE TO SIDEWALK AND DRIVEWAY RE-CONSTRUCTION.
	GRAND TOTAL				\$139,225.12	522-2	

CITY OF DELAND
Request for Downtown Community Redevelopment Agency Action
September 15, 2025

SUBJECT: Consideration re Updates to Downtown CRA Grant Application Forms.

DEPARTMENT: Community Development

PREPARED BY: Nick Conte, Economic Dev. Manager

ATTACHMENTS: Facade Application 2025 Update

APPROVED BY: Michael Pleus, City Manager, September 10, 2025

SUMMARY/HIGHLIGHT:

The Downtown CRA annually budgets \$65,000 for a grant program that is designed to assist businesses in rehabilitating storefronts and buildings. Over the past few years, this program has not been widely utilized by property and business owners. Staff is proposing a number of changes to the program to encourage greater utilization of the funds to maintain a strong vibrant downtown community. The changes include broadening the allowable building/structural improvements, allowing grants to carry over from one fiscal year to another and allowing properties to receive grants on an annual basis.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Preserving “Sense of Community”

SUSTAINABILITY:

NA

FISCAL IMPACT:

The goal of broadening the scope of the grants is to encourage greater utilization of the program-

RECOMMENDATION:

Staff recommends approval of the updates to the CRA Applications.

BACKGROUND/DISCUSSION:

In 2024 in response to a reduction in CRA applications, the CRA council approved an increase to the matching grant rate—raising it from 50% to 75% for Façade and Upper-Floor projects, and from 25% to 75% for Underutilized Building grants—to incentivize participation and attract more applicants. Unfortunately, participation remains low with \$20,000 grant funds awarded in 2024 and \$10,000 in 2025. In 2026, the City of DeLand and MainStreet DeLand Association will be focusing on renewing participation efforts within the downtown business community by offering both in-person and digital applications to help. As well, there will be an effort to showcase successful past projects with before-and-after visuals. Additionally, there will be changes to the Gateway Grant Application scope, specifically its uses, removal of the consecutive year clause and changes to the beginning and end of year calendar timelines to assist in efforts to increase participation in the program. The overall goal is to increase participation in the Downtown CRA Grant Program.



DOWNTOWN DELAND CRA ~~FAÇADE~~FAÇADE/STRUCTURAL IMPROVEMENT REIMBURSEMENT GRANT



The City of DeLand, through its visioning process, has identified revitalization of the downtown as one of the key elements in creating a strong vibrant community. A series of grant initiatives have been instituted to assist in the revitalization efforts. The City of DeLand Community Redevelopment Agency (CRA) has created a Façade/Structural Improvement Reimbursement Grant program that is designed to assist businesses in rehabilitating store fronts and buildings. Matching Grants are available to downtown businesses or property owners within the downtown tax increment district for refurbishing facades and buildings. Eligible projects may receive Grant Awards of up to **75%** of total project cost as a reimbursement for expenditures with no single grant exceeding **\$5,000**. Only one grant may be used for a specific project. The grant program will be administered by the MainStreet DeLand Association. The MainStreet staff will assist applicants through the grant process, however it is the applicant's responsibility to meet the requirements of the grant program and all applicable City regulations.

GUIDELINES

The goal of the façade improvement is to improve and enhance the public-facing sides of downtown buildings and reverse building deterioration that increase the safety of our citizens and create an atmosphere of a pedestrian friendly community. The following criteria will be utilized by the MainStreet DeLand Association and the City of DeLand Downtown CRA for evaluating proposed façade improvement projects:

1. The criteria utilized by the MainStreet DeLand Association and the City of DeLand Downtown CRA will be based on the United States Secretary of the Interior's Standards of Historic Rehabilitation, and standards and guidelines adopted by the DeLand Historic Preservation Board.
2. Structural work includes amongst others mold and termite remediation, roof replacement, stabilization of structural elements and other physical improvements.
- 2.3. Changes to the facades of the buildings will not remove, alter, damage, or cover up significant architectural features of the building which are original or which reflect a major alteration or addition that has historic architectural value in its own right, or which help create a unified and attractive appearance to the building.
- 3.4. Changes to the facades of the buildings will either: a) partially or fully restore to the original appearance of the building based on actual evidence, including photographs, and written documentation, or b) represent a modern treatment which blends into and is compatible with the building and adjoining buildings or c) restore to an appearance consistent with the historic district.
- 4.5. Colors harmonious with the historic character of DeLand, as set by the DeLand Historic Preservation Board, are required. These colors may be found on the city's seen at the City's Historical a& Cultural Resources website.
- 5.6. The size, color, and shape of all signs shall compliment the building, add to the historic character of the area and meet all applicable city regulations and guidelines.
- 6.7. Removal of paint or other coatings on building exteriors shall be undertaken with the gentlest means that are effective. Cleaning methods such as sandblasting, that damage the historic building materials are strongly discouraged.

7.8. Routine minor building maintenance is not eligible under this program.

8.9. No building that is subject to current Code Enforcement action or outstanding municipal liens is eligible.



DELAND DOWNTOWN CRA
REIMBURSEMENT GRANT APPLICATION



Project Description: _____

The classification of your proposed work falls within the following area(s):

- Structural
- Electrical
- Plumbing
- Awnings
- Signage
- Painting
- Other

Property Address: _____

Applicant Name: _____

Mailing Address: _____

E-Mail: _____ Phone: _____

Owner Name: _____

Mailing Address: _____

E-Mail: _____ Phone: _____

Estimated Cost of Project: \$ _____ Amount Requested \$ _____

Attach detailed outline of proposed work, including:

1. Photographs clearly showing existing conditions.
2. Detailed drawings to approximate scale, showing proposed improvements.
3. Proposed colors to be used on exterior improvements 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 Downtown CRA and MainStreet Association and comply with the following:

1. Grants apply only to those commercial structures and buildings within the Tax Increment District.
2. Grants will be awarded based upon the availability of funding and the appropriateness of the ~~Only~~ projects at the ~~by~~ discretion of the Downtown Community Redevelopment Agency. Main Street DeLand Association CRA Review Committee. ~~which have not received grant funds within the past FIVE (5) years will be given consideration.~~
3. It is the responsibility of the owner and/or applicant to obtain all required permits from the city **BEFORE** beginning any work. No reimbursements will be provided by the city for work conducted prior to receiving the required permits.
4. Project work must begin within 45 days after permits are obtained.

5. Monies are for approved improvements only and will be reimbursed upon completion of all work. (Any changes made to the project that have not been approved by the MainStreet Association and the City will not be funded.)

NOTE: NO PROJECT WORK MAY BEGIN WITHOUT:

- Signed Contract Documents
- All required permits
- CRA Approval

SIGNED: _____ Date: _____
Applicant

SIGNED: _____ Date: _____
Property Owner



DELAND DOWNTOWN CRA REIMBURSEMENT GRANT PERMIT REQUIREMENTS



Your proposed work will require that a permit be issued by the City of DeLand that may include among others:

- Planning/Zoning
- Renovation
- Structural
- Electrical
- Plumbing
- Awnings
- Signage
- Certificate of Appropriateness (Historic Preservation)

City of DeLand contact information:

- Planning Department - City Hall 120 S Florida Ave. Ph: 386-626-7106
- Building Department – City Hall 120 S Florida Ave. Ph: 386-626-7007
- Historic Preservation - City Hall 120 S Florida Ave. Ph: 386-626-7018

MainStreet DeLand contact information:

- 100 N Woodland Blvd, Ph: 386-738-0649

Please note:

- Owners and/or applicant are responsible for meeting with city officials prior to grant application to determine permitting requirements.
- Owner and/or applicant must comply with all relevant permitting requirements.
- Owner and/or applicant is responsible for making certain that their contractors have obtained the proper permits.

SIGNED: _____ Date: _____
Applicant

SIGNED: _____ Date: _____
Property Owner