



CITY OF DELAND
REGULAR MEETING OF THE DOWNTOWN COMMUNITY
REDEVELOPMENT AGENCY
NOVEMBER 20, 2023 AT 6:30 PM
CITY HALL, COMMISSION CHAMBERS
120 SOUTH FLORIDA AVENUE
AGENDA

CALL TO ORDER

ROLL CALL

NEW BUSINESS

1. Consideration re Upper Floor Grant for Property Located at 112 West New York Avenue.

The applicant, Conrad Realty, has requested an Upper Floor Grant in the amount of \$10,000 for work involving interior renovations and other operational aesthetics for the building located at 112 W. New York Ave.

2. Consideration re Facade Improvement Grant for Property Located at 143 North Woodland Boulevard.

The applicant, Polar Bear Investment Fund, has requested a Facade Improvement Grant in the amount of \$5,000 for work involving painting of the building, replacement of front and rear awnings and replacement of a rear exterior fence for the building located at 143 North Woodland Boulevard.

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
November 20, 2023

SUBJECT: Consideration re Upper Floor Grant for Property Located at 112 West New York Avenue.

DEPARTMENT: Community Development

PREPARED BY: Rick Werbiskis, Community Dev. Director

ATTACHMENTS: Upper Floor Grant - Conrad Realty

APPROVED BY: Michael Pleus, City Manager, November 15, 2023

SUMMARY/HIGHLIGHT:

The applicant, Conrad Realty, has requested an Upper Floor Grant in the amount of \$10,000 for work involving interior renovations and other operational aesthetics for the building located at 112 W. New York Ave. The MainStreet DeLand Design Committee has reviewed the application and recommended its approval. This grant also requires review by the Historic Preservation Board. The estimated total cost of the proposed work is \$120,000.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Preserving "Sense of Community" as a key asset.

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The grant request is for the maximum allowance of \$10,000.

RECOMMENDATION:

Staff recommends approval of the grant as requested.

BACKGROUND/DISCUSSION:

The City of DeLand, through its visioning process, has identified revitalization of the downtown as one of the elements in creating a strong, vibrant community. A series of initiatives have been instituted to assist in the revitalization efforts. The City of DeLand Community Redevelopment Agency has created an Upper Floor Grant program that is designed to assist businesses in rehabilitating upper floors for use as retail, office, service or residential or any combination of these categories. This program is available to commercial properties within the downtown tax increment district. Eligible projects may receive Grant Awards of up to 50% of total project cost as a reimbursement for expenditures with no single grant exceeding \$10,000.

DOWNTOWN DELAND

UPPER FLOOR REHABILITATION GRANT

The City of DeLand, through its visioning process, has identified revitalization of the downtown as one of the elements vital to creating a strong vibrant community. A series of initiatives have been instituted to assist in the revitalization efforts. The City of DeLand Community Redevelopment Agency has created an Upper Floor Rehabilitation Grant program that is designed to assist businesses in rehabilitating upper floors. This program is available to commercial properties within the downtown tax increment district. Matching Grants are available to downtown businesses or property owners for refurbishing upper floors. Eligible projects may receive grant awards of up to **50%** of total project cost as a reimbursement for expenditures, with no single grant exceeding **\$10,000**. 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. ***PLEASE NOTE: It is the expectation that all awarded grant projects will be completed with all documentation specified as necessary for payment submitted to the City of DeLand no later than September 30 of the year of the grant award.***

Attached are the following forms:

- A. Façade grant instructions
- B. Permit Requirements
- C. Architectural Guidelines
- D. Facade Grant Application
- E. Facade Grant Contract

MAINSTREET DELAND ASSOCIATION

100 N. Woodland Boulevard, Suite 4

(386) 738-0649 MainStreetDeLand.org

Call now for an appointment with a MainStreet Representative to discuss your project.

UPPER FLOOR GRANT INSTRUCTIONS

Name of owner or lessee Conrad Realty Co.
Address 112 W. New York Ave., Suite 201, DeLand, FL 32720-5447
Phone: 386-717-9500 FAX: 386-734-4641
E-Mail barbshepherd@beacononlinenews.com
Building Owner if different from lessee N/A

1. Applicant (owner/lessee) contacts MainStreet DeLand Association (MSDA) for a Grant Application. If the applicant is the lessee, written consent of the owner must be attached to the application.
2. MSDA representative reviews 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. Detailed drawing, to approximate scale, showing proposed improvements.
 - c. Written specifications outlining scope of work.
 - d. Project budget, showing estimates of all work items. (Copies of previously accepted

Grant applications will be available to owners to be used as examples.)

4. MSDA representative meets with applicant to review the grant application prior to submission.
5. MSDA will then collect and review applications to insure all required documents are present and applications are complete.
6. MSDA will then forward the applications to designated City staff for preliminary review of building regulations, planning and historic preservation compliance.
7. After sign-off by City staff the grant applications deemed as appropriate will be returned the MSDA for review and recommendation by the MSDA Design and Grant Review Committee.

NOTE: Any grant applications flagged by City staff as problematic will be returned to the MSDA with comments from City staff attached. City staff and MSDA representatives will then meet to attempt to resolve any issues or concerns with a grant application.
8. MSDA Grant Committee meets to review the pre-screened project and if necessary makes recommendations for any necessary changes.
9. Upon approval by MSDA the grant requests are submitted to the CRA for review and approval.
10. MSDA informs applicant of funding decisions.
11. When approved by CRA, MSDA representative reviews the contract with the applicant and applicant obtains required signatures.
12. Applicant/Contractor presents final plans to the City building department for review of building regulations and historic preservation compliance.

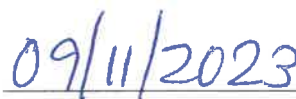
Note: Any unapproved deviation from approved proposal will void any grant funding.

UPPER FLOOR GRANT INSTRUCTIONS (continued)

13. Building department issues building permit.
14. Project work commences within 45 days of obtaining a building permit.
15. Upon completion, City of DeLand approves work and issues a Certificate of Completion to applicant
16. Applicant provides MSDA with documentation of project, permits, certificate of completion, canceled checks or paid receipts and makes a request for reimbursement.
17. MSDA inspects project to determine compliance with guidelines and issues a request to the City representative for reimbursement to the owner/lessee.

I have read and understand these instructions


Applicant


Date


Witness


Date

UPPER FLOOR GRANT PERMIT REQUIREMENTS

Building Dept. Permits – City Hall 120 S Florida Ave. Ph: 626-7007.

Owner may act as their own contractor, but they will still need a building permit.

PERMITS WHICH MUST BE OBTAINED:

Electrical
Awnings
Signage
Renovation – Structural Renovation or Structural Aesthetic Changes

If grantee is in the Historic District paint colors must be approved by the City Historical Resource Coordinator Ph: 386-626-7013.

Note:

- Owners or grantees are responsible for meeting with the city 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:



Applicant

09/11/2023

Date

ARCHITECTURAL GUIDELINES

1. The criteria utilized by the MainStreet DeLand Grant Committee and the City of DeLand Community Redevelopment will be the creation of viable commercial leasehold space on an upper floor of an existing multi-story structure.
2. The commercial occupancy may be retail, office, service or residential or any combination of these categories. Creation of storage or warehouse space is not eligible for this grant program.
3. It is recognized that special challenges are involved in the renovation of multi-story structures and priority will be given to ADA and Fire-life safety related requirements.
4. 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.
5. General building maintenance is not eligible under this program.
6. No building that is subject to Code Enforcement action is eligible.
7. Non-Repeat location within five years.

Signed: _____



Date: _____

09/11/2023

Applicant Acknowledgement

UPPER FLOOR GRANT APPLICATION

Project: Completely build out upper floor to make it leaseable
Applicant/owner: Name: Conrad Realty Co.
Mailing Address: 112 W. New York Ave., Suite 201, DeLand, FL 32720-5447
Property Address: 120 1/2 W. New York Ave., DeLand, FL 32720-5416
E-Mail Address: barbshepherd@beacononlinenews.com
Daytime Phone: 386-717-9500 FAX #: 386-734-4641
Type of Improvement Planned: Electrical, plumbing, HVAC, flooring, finishes
Estimated Cost of Project: \$ 120,000 Amount Requested \$ 10,000 plus green %
(Maximum grant **\$10,000**; cannot be more than **50%** of project cost)

I am applying for a "GREEN" project supplement and agree to provide proper documentation to demonstrate that I have complied with the supplement requirements. YES ☒ NO ☐

Attach detailed outline of proposed work, including:

1. Photographs clearly showing existing conditions.
2. Detailed drawing to approximate scale, showing proposed improvements.
3. 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 MainStreet Grant Committee and comply with the following:

1. grants apply only to those commercial structures and buildings within the designated Downtown CRA.
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 **BEFORE** beginning any work. No reimbursements will be received without the proper permits before work begins.
4. Project work must begin 45 days after permits are obtained.
5. Monies are for interior improvements only and will be reimbursed upon completion and verification of work. (Any changes made to the project that have not been approved by the MainStreet Grant Committee will not be funded.)

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

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 Grant Permit Requirements on Application)

SIGNED: _____

Applicant

Date: _____

09/11/2023

UPPER FLOOR GRANT CONTRACT (Page 1 of 2)

This agreement is made and entered into the ___ day of _____, ____ by and between the MainStreet DeLand Association, (hereinafter "Association") and Ken Goldberg Construction LLC (hereinafter "Contractor") and Conrad Realty Co. (hereinafter "Applicant"), for a grant project on the property located at 120 1/2 W. New York Ave., DeLand, FL 32720-5416, for and in consideration of the mutual covenants expressed herein and other good and valuable considerations. The adequacy of which is hereby acknowledged, the parties agree as follows:

CONTRACTOR AGREES:

- A. To perform the work for the project set forth in the specifications attached hereto and made a part hereof in a workmanlike manner and all work shall be done in strict conformance with all applicable federal, state, county and city codes, laws, regulations and ordinances.
- B. After the approval of the project by the MainStreet Grant Committee and the DeLand Community Redevelopment Agency and within 45 days of obtaining all required permits, to commence the specified work, with such work to be completed with all documentation specified as necessary to receive payment no later than September 30th of the grant award year, including such extensions as may be granted by the MainStreet Grant Committee in writing.
- C. To guarantee all work performed by him/her for a period of one year against defects in workmanship and materials.
- D. To hold harmless the MainStreet Grant Committee and its individual members, the "Association" including its Executive Director and employees and the City of DeLand in the event of property damage, personal or physical injury occurs as a result of working on the project.
- E. The MainStreet Grant Committee or the City of DeLand does not pay the Contractor, and the Contractor shall not bill the MainStreet Grant Committee or the "Association" or the City. Reimbursement of \$ shall be made by the City of DeLand to the Applicant upon contractor's completion of work, and the MainStreet Grant Committee and City of DeLands ' on site inspection and acceptance of same. Contractor shall seek payment for their performance under the contract from the applicant.

UPPER FLOOR GRANT CONTRACT (Page 2 of 2)

THE "ASSOCIATION" AGREES:

The work in progress will be inspected by the Association and the Association will work with the Applicant and the Contractor to ensure that the work meets the objectives of the Façade Grant Program. Neither the MainStreet Grant Committee nor the "Association" will be responsible for the quality of material and workmanship.

THE "APPLICANT" AGREES:

- A. To bear responsibilities to the Contractor for total cost of the project.
- B. To complete the project and submit to the City of DeLand all documentation specified as necessary to receive payment no later than September 30th of the grant award year.
- C. To maintain, with no substantial changes, the facade and improvements for ten (10) years unless otherwise agreed to by the MainStreet Grant Committee and the CRA.
- D. To submit to the guidelines of MainStreet Grant Committee and the CRA for the project.
- E. To hold harmless the MainStreet Grant Committee and its individual members, the "Association" including its Executive Director and employees and the City of DeLand in the event of property damage, personal or physical injury that occurs as a result of the project.

WITNESS the hands and seals of the parties hereto the date first written above.

BY: _____
City of DeLand – CRA

BY: _____
MainStreet DeLand Association

BY: _____
Contractor

BY: _____
Owner



September 10, 2023

To: City of DeLand and MainStreet DeLand Association
Re: Application for Upper Floor Rehabilitation Grant with Green Supplement

Greetings,

The 2,800-square-foot second-story space at 120 1/2 W. New York Ave. has been vacant since September 2019.

Over the past four years, Conrad Realty Co. has struggled to devise a build-out for this space that would put the beautiful, historic second floor to use and also provide sufficient ROI to justify the investments required by various uses. We explored in-depth two types of residential uses (apartments and bed-and-breakfast), but found that build-out requirements for these uses generally made the costs of building them prohibitive.

Now, we are pleased to announce an agreement with a new tenant, Jake and Alysha Carr's Hostile Enterprises tattoo and piercing studio. The Carrs are capable business people and experienced in the industry. They are also collectors of oddities, whose display in their Downtown DeLand business — along with the Carrs' intention to feature prominent guest tattoo artists from around the state and beyond — promise to make this space another attraction to enhance DeLand's reputation as a can't-miss destination.

We appreciate the opportunity to apply for a City of DeLand Upper-Floor Rehabilitation Grant to assist us in building out this space, in cooperation with the Carrs, to house what the Carrs have named **Artisan Tattoo Collective**.

We are planning to use environmentally friendly and energy-saving methods and equipment, and additionally are applying for a Green Supplement.

We will be starting with a blank canvas, offering stunning views of Downtown DeLand through 27 windows. The Carrs' wide-open floor plan preserves these views, and takes full advantage of the exceptional lighting the windows provide.

The space currently is entirely vacant and ready to build. To eliminate shoddy and non-historic improvements made over the years in this space, and to prepare for complete rehabilitation for a new use, the space was gutted in 2019-20, under the supervision of contractor Ken Goldberg. All HVAC, plumbing, electric wiring, walls and flooring were removed.

Deteriorated wood windows were replaced with energy-efficient vinyl windows, excepting eight windows in the north wall over New York Avenue, where the historic wood windows were completely rebuilt and restored.

The roof was replaced with an energy-efficient TPO Membrane Cool Roof in April 2012.

All this work was done with the required permits from the City of DeLand.

We look forward to partnering with the MainStreet DeLand Association and the City of DeLand to bring yet another economy-boosting, jobs-providing business to the Downtown DeLand mix.

Thank you.


Barb Shepherd
President, Conrad Realty Co.

SCOPE OF WORK AND ESTIMATED COSTS

Contractor: Ken Goldberg Construction LLC

MAJOR WORK

Electrical wiring and fixtures	\$20,000
Installation of HVAC system(s)	\$18,000
Two restrooms	\$20,000
Buildout of employee break room and supplies room	\$3,500
Repair and refinish historic wood floor	\$15,000
Creation of enclosed piercing studio	\$3,500
ADA and fire-safety improvements, as required	(To be determined; possibly as much as \$120,000)

OTHER WORK

Creation of six freestanding workstations for artists	\$4,200
Rehabilitation of wood staircase	\$3,000
Rehabilitation of storefront entry door	\$2,500
Contractor's fee (18 percent)	\$16,146

Total: \$121,992

ALSO

Compliance with city, state and federal regulations
Compliance with Health Department requirements for tattoo and piercing studios

GREEN OPTIONS

HVAC equipment will be minimum 15 SEER
HVAC equipment and ductwork will be installed in conditioned space
All plumbing fixtures will be water-saving, low-flow, etc.
Lighting will be exclusively LED
Fixtures will be Energy Star rated
Ceiling fans will be installed
Flooring will be reused and reclaimed wood except for restrooms, where tile will be used
Zero VOC paints will be used for interior painting
Ceiling material will be reused and reclaimed wood



Welcome!
120 1/2
W. New York
Avenue, as
seen from the
entrance to
Artisan Alley



Entry door to 120 1/2 W. New York Ave.



Stairway on west edge leads to the second floor



Great views! Eight fully restored windows across the front look out on Historic Courthouse



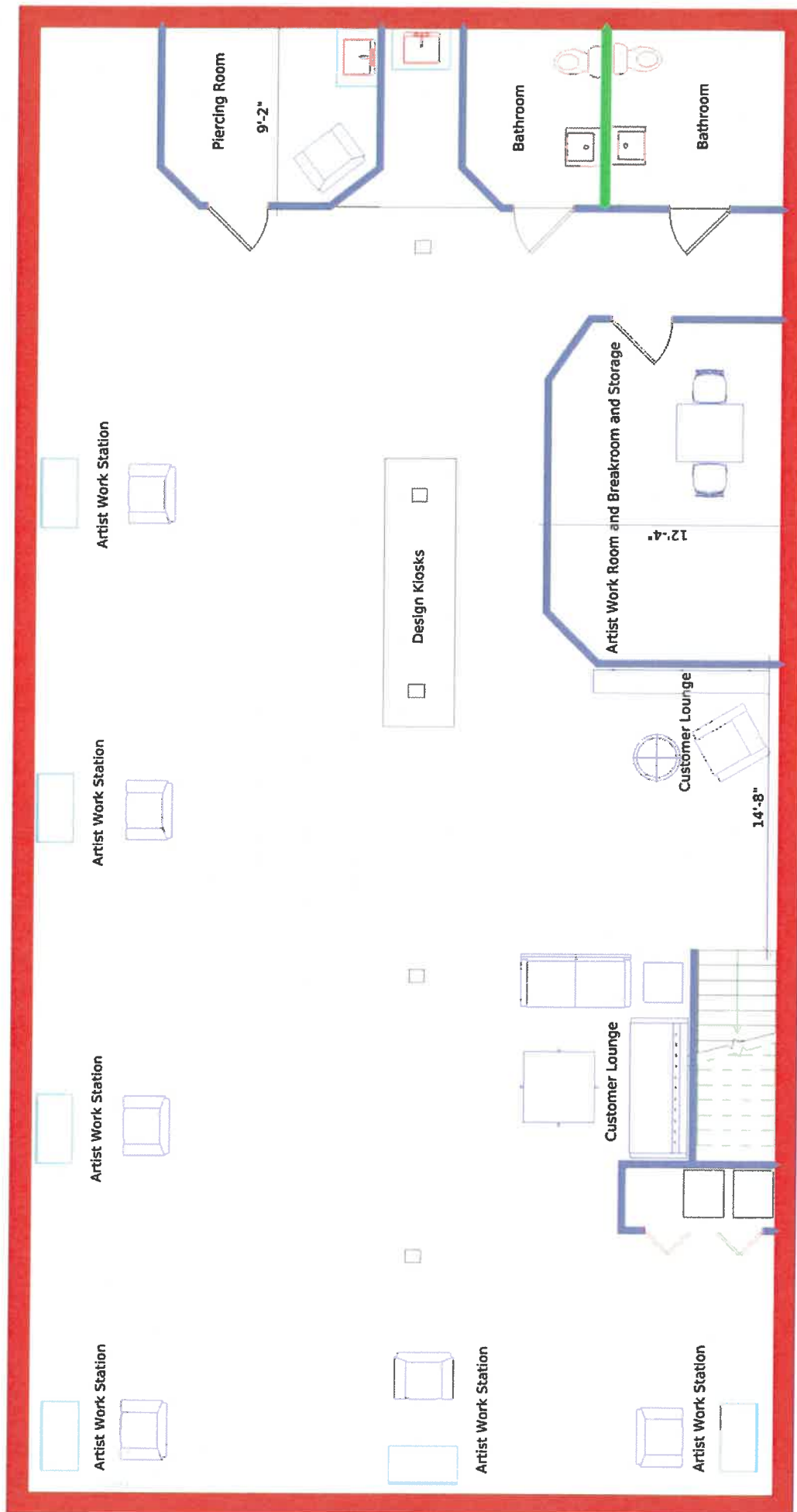
Trim and flooring have been salvaged during demolition and are ready for environmentally friendly reuse



Open floor plan Artisan Tattoo Collective build-out preserves the open floor plan



(Left) Most of the 27 windows have been replaced with Energy Star windows; (above) plumbing will be concentrated on the southern end



CITY OF DELAND
Request for Downtown Community Redevelopment Agency Action
November 20, 2023

SUBJECT: Consideration re Facade Improvement Grant for Property Located at 143 North Woodland Boulevard.

DEPARTMENT: Community Development

PREPARED BY: Nick Conte, Economic Dev. Manager

ATTACHMENTS: facade grant - Polar Bear Investment Fund

APPROVED BY: Michael Pleus, City Manager, November 15, 2023

SUMMARY/HIGHLIGHT:

The applicant, Polar Bear Investment Fund, has requested a Facade Improvement Grant in the amount of \$5,000 for work involving painting of the building, replacement of front and rear awnings and replacement of a rear exterior fence for the building located at 143 N. Woodland Blvd. The MainStreet DeLand Design Committee has reviewed the application and recommended approval. The proposed work will require the issuance of a Certificate of Appropriateness and related building permits. The estimated total cost of the proposed work is \$10,476.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Preserving "Sense of Community".

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The grant request is for the maximum allowance of \$5,000.

RECOMMENDATION:

Staff recommends approval of the grant as requested.

BACKGROUND/DISCUSSION:

The City of DeLand, through its visioning process, has identified revitalization of the downtown as one of the elements in creating a strong, vibrant community. A series of initiatives have been instituted to assist in the revitalization efforts. The City of DeLand Community Redevelopment Agency has created a Facade Improvement Grant program that is designed to assist downtown businesses that rehabilitate their exterior facades, particularly store fronts. Eligible projects may receive awards of up to 75% of the total project cost with no single grant exceeding \$5,000.

DOWNTOWN DELAND

FACADE IMPROVEMENT PROGRAM

The City of DeLand, through its visioning process, has identified revitalization of the downtown as one of the elements vital to creating a strong vibrant community. A series of initiatives have been instituted to assist in the revitalization efforts. The City of DeLand Community Redevelopment Agency has created a Façade Grant program that is designed to assist businesses in rehabilitating store fronts and publicly visible sides of buildings. This program is available to commercial properties within the downtown tax increment district. Matching Grants are available to downtown businesses or property owners for refurbishing publicly visible facades of 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.

PLEASE NOTE: It is the expectation that all awarded grant projects will be completed with all documentation specified as necessary for payment submitted to the City of DeLand no later than September 30 of the year of the grant award.

Attached are the following forms:

- A. Façade grant instructions
- B. Permit Requirements
- C. Architectural Guidelines
- D. Facade Grant Application
- E. Facade Grant Contract

MAINSTREET DELAND ASSOCIATION

100 N. Woodland Boulevard, Suite 4

(386) 738-0649 MainStreetDeLand.org

Call now for an appointment with a MainStreet Representative to discuss your project.

FACADE GRANT INSTRUCTIONS

Name of owner or lessee

Address

Phone: FAX:

E-Mail

Building Owner if different from lessee

1. Applicant (owner/lessee) contacts MainStreet DeLand Association (MSDA) for a Grant Application. If the applicant is the lessee, written consent of the owner must be attached to the application.
2. MSDA representative reviews 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. Detailed drawing, to approximate scale, showing proposed improvements.
 - c. Written specifications outlining scope of work.
 - d. Sample of colors to be used on facade and signs.
 - e. Project budget, showing estimates of all work items. (Copies of previously accepted Grant applications will be available to owners to be used as examples.)
4. MSDA representative meets with applicant to review the grant application prior to submission.
5. MSDA will then collect and review applications to insure all required documents are present and applications are complete.
6. MSDA will then forward the applications to designated City staff for preliminary review of building regulations, planning and historic preservation compliance.
7. After sign-off by City staff the grant applications deemed as compliant will be returned the MSDA for review and recommendation by the MSDA Design and Grant Review Committee.

NOTE: Any grant applications flagged by City staff as problematic will be returned to the MSDA with comments from City staff attached. City staff and MSDA representatives will then meet to attempt to resolve any issues or concerns with a grant application.
8. MSDA Grant Committee meets to review the pre-screened project and if necessary makes recommendations for any necessary changes.
9. Upon approval by MSDA the grant requests are submitted to the CRA for review and approval.
10. MSDA informs applicant of funding decisions.
11. When approved by CRA, MSDA representative reviews the contract with the applicant and applicant obtains required signatures.
12. Applicant/Contractor presents final plans to the City building department for review of building regulations and historic preservation compliance.

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

FACADE GRANT INSTRUCTIONS (continued)

13. Building department issues building permit.
14. Project work commences within 45 days of obtaining a building permit.
15. Upon completion, City of Del and approves work and issues a Certificate of Completion to applicant
16. Applicant provides MSDA with documentation of project, permits, certificate of completion, canceled checks or paid receipts and makes a request for reimbursement.
17. MSDA inspects project to determine compliance with guidelines and issues a request to the City representative for reimbursement to the owner/lessee.

I have read and understand these instructions



Applicant

10/09/2023

Date

Witness

Date

FACADE GRANT PERMIT REQUIREMENTS

Building Dept. Permits – City Hall 120 S Florida Ave, Ph: 626-7007.

Owner may act as their own contractor, but they will still need a building permit.

PERMITS WHICH MUST BE OBTAINED:

Electrical

Awnings

Signage

Renovation – Structural Renovation or Structural Aesthetic Changes

If grantee is in the Historic District paint colors must be approved by the City Historical Resource Coordinator Ph: 386-626-7013.

Note:

- Owners or grantees are responsible for meeting with the city 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:


Applicant

Date:

10/09/2023

ARCHITECTURAL GUIDELINES

1. The criteria utilized by the MainStreet DeLand Grant Committee 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 and the MainStreet DeLand Association.
2. 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. 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. Colors harmonious with the historic character of DeLand, as set by the DeLand Historic Preservation Board, are required. These colors may be seen at the City Building Department.
5. 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. 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. General building maintenance is not eligible under this program.
8. No building that is subject to Code Enforcement action is eligible.

GRANT AWARD CRITERIA

1. Removal of non-historical facades and signs.
2. Installation or rehabilitation of doors and windows.
3. Installation or rehabilitation of signs/canopies.
4. Painting.
5. Non-Repeat location within five years.

FACADE GRANT APPLICATION

Project: 143 N Woodl and Bl vdDeLand, FL 32724
Applicant/owner: Name: The Polar Bear Investment Fund
Mailing Address: 143 N Woodl and Bl vdDeLand, FL 32724
Property Address: 143 N Woodl and Bl vdDeLand, FL 32724
E-Mail Address: mmascio@deilaparol.com
Daytime Phone: 970-372-5741 FAX #:
Type of Facade Improvement Planned: lawning and fence replacement/painting
Estimated Cost of Project: \$ 10,476 Amount Requested \$ 5,000

(Maximum grant \$5,000; cannot be more than 75% of project cost)

I am applying for a "GREEN" project supplement and agree to provide proper documentation to demonstrate that I have complied with the supplement requirements. YES ☐ NO ☐

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 MainStreet Grant Committee and comply with the following:

1. Facade grants apply only to those commercial structures and buildings within the designated Downtown CRA.
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 BEFORE beginning any work. No reimbursements will be received without the proper permits before work begins.
4. Project work must begin 45 days after permits are obtained.
5. Monies are for exterior improvements only and will be reimbursed upon completion and verification of work. (Any changes made to the facade that have not been approved by the MainStreet Grant Committee will not be funded.)

Note: any unapproved action from the approved proposal will void any grant funding.

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 Grant Permit Requirements on Application)

SIGNED: _____

Applicant

Date:

10/09/2023

FACADE GRANT CONTRACT (Page 1 of 2)

This agreement is made and entered into the ____ day of _____, ____ by and between the MainStreet DeLand Association, (hereinafter "Association") and _____ (hereinafter "Contractor") and _____ (hereinafter "Applicant"), for a grant project on the property located at _____ 143 N Woodland Blvd DeLand, FL 32724 _____, for and in consideration of the mutual covenants expressed herein and other good and valuable considerations. The adequacy of which is hereby acknowledged, the parties agree as follows:

CONTRACTOR AGREES:

- A. To perform the work for the project set forth in the specifications attached hereto and made a part hereof in a workmanlike manner and all work shall be done in strict conformance with all applicable federal, state, county and city codes, laws, regulations and ordinances.
- B. After the approval of the project by the MainStreet Grant Committee and the DeLand Community Redevelopment Agency and within 45 days of obtaining all required permits, to commence the specified work, with such work to be completed with all documentation specified as necessary to receive payment no later than September 30th of the grant award year, including such extensions as may be granted by the MainStreet Grant Committee in writing.
- C. To guarantee all work performed by him/her for a period of one year against defects in workmanship and materials.
- D. To hold harmless the MainStreet Grant Committee and its individual members, the "Association" including its Executive Director and employees and the City of DeLand in the event of property damage, personal or physical injury occurs as a result of working on the project.
- E. The MainStreet Grant Committee or the City of DeLand does not pay the Contractor, and the Contractor shall not bill the MainStreet Grant Committee or the "Association" or the City. Reimbursement of \$ _____ shall be made by the City of DeLand to the Applicant upon contractor's completion of work, and the MainStreet Grant Committee and City of DeLand's on site inspection and acceptance of same. Contractor shall seek payment for their performance under the contract from the applicant.

FACADE GRANT CONTRACT (Page 2 of 2)

THE “ASSOCIATION” AGREES:

The work in progress will be inspected by the Association and the Association will work with the Applicant and the Contractor to ensure that the work meets the objectives of the Façade Grant Program. Neither the MainStreet Grant Committee nor the “Association” will be responsible for the quality of material and workmanship.

THE “APPLICANT” AGREES:

- A. To bear responsibilities to the Contractor for total cost of the project.
- B. To complete the project and submit to the City of DeLand all documentation specified as necessary to receive payment no later than September 30th of the grant award year.
- C. To maintain, with no substantial changes, the facade and improvements for ten (10) years unless otherwise agreed to by the MainStreet Grant Committee and the CRA.
- D. To submit to the guidelines of MainStreet Grant Committee and the CRA for the project.
- E. To hold harmless the MainStreet Grant Committee and its individual members, the “Association” including its Executive Director and employees and the City of DeLand in the event of property damage, personal or physical injury that occurs as a result of the project.

WITNESS the hands and seals of the parties hereto the date first written above.

BY: _____
City of DeLand – CRA

BY: _____
MainStreet DeLand Association

BY: _____
Contractor

BY: _____
Owner

FENCE

Ideal offers four series of aluminum fence to meet your needs. Additional picket spacing and rail height options are available. All fence options provide heightened security, protect loved ones, and increase property value. Ideal's elegant ornamental aluminum fencing, with Idealcoat powder coated finish, provides a maintenance-free fence that will last for years. All of our styles are sleekly designed, with clean lines, and add a unique finishing touch to any outdoor space. Also, our Parkway Series, with 1" rectangular pickets, is a cost effective way to add a premium look to your residential fence.



rings



custom radius



double picket

Fence Styles

200 - californian



203 - maine



300 - long islander



303 - floridian



400 - alamo



403 - carolina



800 - new englander



900 - new yorker



501 - astor



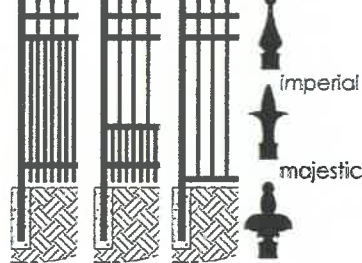
502 - vanderbuilt



600 - finials



double / puppy / modified picket



imperial

majestic

Fence Specs	Residential	Parkway	Commercial	Industrial
Picket	5/8" sq.	1" x 5/8"	3/4" sq.	1" sq.
Rail	1-1/16" x 1"	1-1/16" x 1"	1-1/16" x 1-1/2"	1-5/8" x 1-5/8"
Fence Post	2" sq. x .062	2" sq. x .062	2"x.062 or 2-1/2"x.075	2-1/2" sq. x .075
Gate Post	2" sq. x .125	2" sq. x .125	2" sq., 2-1/2"sq.	3" sq. x .125

Above and Beyond

- Security
- Durability
- Innovation
- Strength
- Aesthetics
- Versatility

PRO FORMA INVOICE



3 Brothers Painting & Home Improvements, LLC, 1659 Monica St , Deltona FL 32725, United States

BILL TO

Monica Mathews
143 N Woodland Blvd
DeLand 32720
United States

Pro forma invoice No.: 991
Issue date: 8/26/2023

Description	Amount (\$)
Full Exterior Preparation & Paint (2colors)	3,500.00
*Pressure Wash entire building top to bottom. (stucco, gutter, downspout, brick & block)	
*Scrape any/all loose paint off of building.	
*Caulk all cracks on walls. (applying a smooth Elastomeric caulking, applied by brush or sponge)	
*Remove 1 downspout paint wall behind and reinstall when dry.	
*Apply paper to all electric meter glass and other areas in that vicinity to keep free of overspray.	
*Cover all light fixtures & cameras necessary	
*Apply painters plastic to all windows	
*Remove any unnecessary anchors or screws on all exterior walls and patch.	
*Apply blue tape to all important stickers on electric panels	
*Cover AC unit when we spray around that area.	
*Painting all block, stucco, brick & drip edge. (spray & back-roll)	
*Hand painting all trim (brush and roll window sill and 3 sides on block inside window)	
*Brush and roll front posts	
*Spray front & back wall area covering all glass in front of building.	
*brush and roll back door covering all hardware	
*Sand,scrape & Paint bars on dummy window	
ALL SW SUPER PAINT & MATERIAL INCLUDED IN PROPOSAL**	
Back windows	500.00
*Remove rotted wood on windows and replace with new wood, caulk in and paint.	
All material included in proposal	
-Caulking	
-1x2 pressure treated furring strips (10)	
-nails	
Total (USD):	\$4,000.00

Issued by, signature:



PROPOSAL PRESENTED TO:
DELLA PAROLA CAPITAL MANAGEMENT

RE: 143 N. WOODLAND-DELAND

ATTN: MONICA MASCIO
EMAIL: MMASCIO@DELLAPAROLA.COM

NEW STANDARD AWNING (BACK OF BUILDING)

1 @ 6'-0" WIDE X 3'-0" DROP X 3'-6" PROJECTION

PRICE \$1,288.00

RECOVER STANDARD AWNING (FRONT OF BUILDING)

1 @ 32'-6" WIDE X 6'-1" DROP X 6'-10" PROJECTION

PRICE \$ 3,802.00

INCLUDES:

12 MONTH WORKMANSHIP WARRANTY
WELDED ALUMINUM FRAME CONSTRUCTION ON NEW AWNING
MATERIAL TO BE: **WEBLON VINYL**
PAINTED FRAMES: **N/A – MILL FINISH**
GRAPHICS: **N/A**
INSTALLATION
ALL APPLICABLE TAXES

DOES NOT INCLUDE:

BUILDING PERMIT @ COST
ENGINEER SIGN & SEAL \$1,000.00

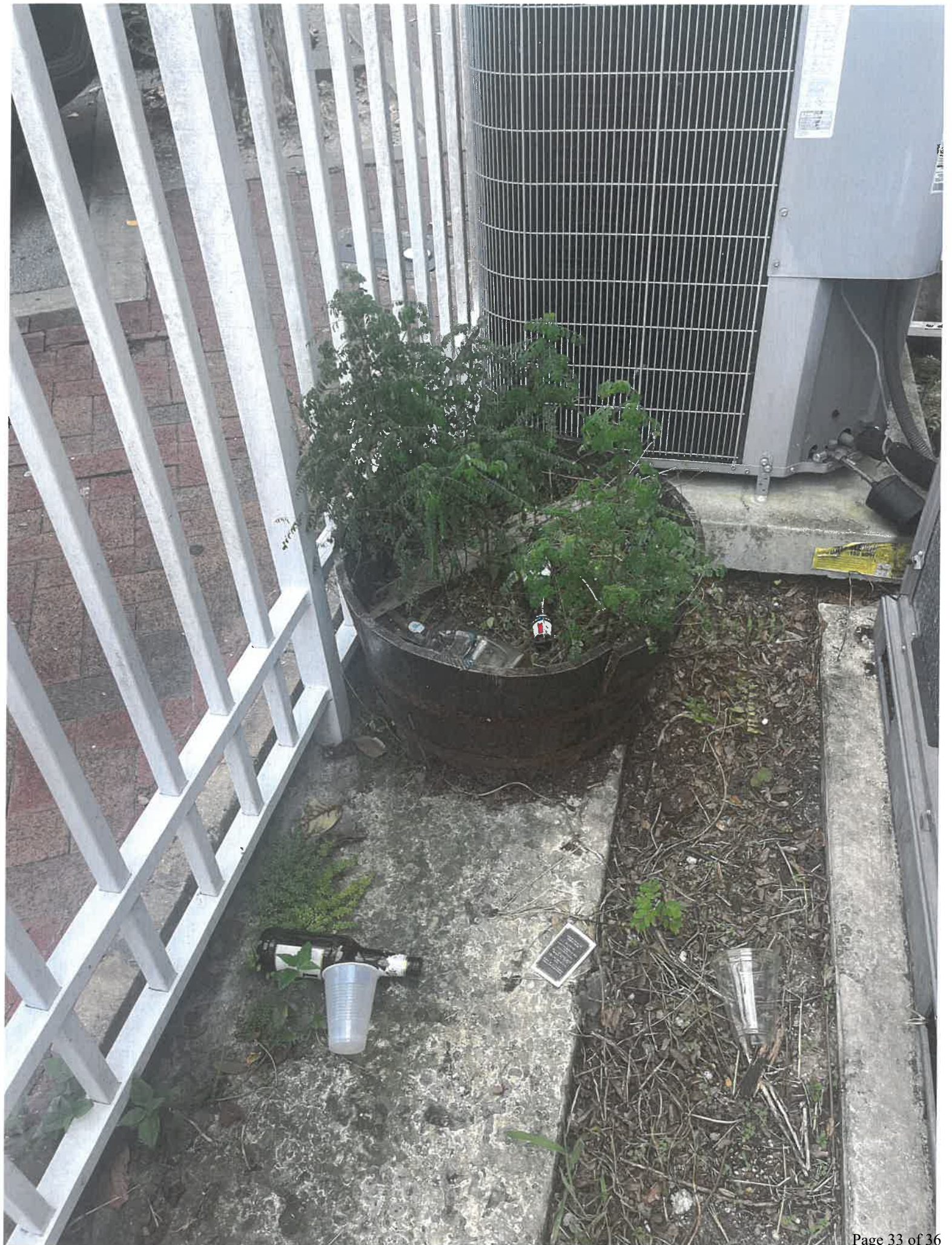
THANK YOU FOR THE OPPORTUNITY!

PROPOSAL BY: RICHARD HAWES

NOTE: THE PRICE IS GOOD FOR 30 DAYS FROM THE DATE OF THE PROPOSAL: 9/6/2023

50 KEYES COURT SANFORD, FL 32773 TEL: 407-330-1044 FAX: 407-330-1477









PO BOX 530489
DEBARY, FL 32753-0489



OFFICE 386-789-1700

FAX 386-789-0796

www.davesfenceinc.com

INSTALLATION AND REPAIRS ON ALL TYPES OF FENCING

Proposal Submitted to : MONICA MASCIL	Job Name: SAME	Date: 8/21/2023
Street: 143 N. WOODLAND BL.	Job Location: SAME	
City, State, and Zip: DELAND, FL. 32724	Contact:	
Home Phone:	Bus. Phone:	Cell: 970-372-4751 Fax:

We Hereby Submit Specifications and Estimate For:

FURNISH AND INSTALL APPROXIMATELY 43' OF 6' HIGH ORNAMENTAL ALUMINUM FENCE.

INCLUDES 1-10' DD GATES. GATE POST TO BE HEAVY DUTY. ALL POST SET IN CONCRETE. (CORE DRILLED.)

ALL MATERIAL TO BE HIGH QUALITY POWDER COATED.

***OPTION FOR 5' HIGH COMMERCIAL ALUMINUM W/1-10' DDG \$5071 TOTAL PRICE.**

INCLUDES LIFETIME GATE ADJUSTMENTS @ NO CHARGE.

PVC Vinyl	Aluminum PWD. COATED	Wood	Chain Link
Style	Style #300	Style	Gal Black Green
Height	Height 6'	Height	Height
Color	Color BLACK	Picks	Resid LghtCom Comm
Post	Grade COMMERCIAL	Runners	Terminals
Caps	Caps STANDARD	Post	Line Post
Walk Gate	Walk Gate N/A	Gate Post	Top Rail
Double Gate	Double Gate 1-10'	Walk Gate	Fabric
Gate	Picket Spacing: 4 INCHES	Gate	Bottom T-wire

Please Read: Wood fence has a 20 year manufacturer warranty against rot, decay, and termites. Warranty does not cover warping, splitting or cracking of any portion of the wood fence. Dave's fence recommends applying a water proofing sealant to help reduce cosmetic flaws in wood products.

Walk Gate

Double Gate

Gate

Locate #

GENERAL INSTALLATION INFORMATION

Permit- DAVES	Clearing NONE	Cust Initial Drawing YES
Survey CUST TO PROVIDE	Take Down DAVES	Grade Changes YES
Cross St RICH AV	Haul Away DAVES	Severity MINOR
HOA Approval- N/A	Open Pool N/A	Location of Grade BACK OF BLDG.
N.O.C. DAVES	Dog	Fence Straight on top WHERE POSSIBLE
	Size	Fence Contour to ground YES

Requested Installation Date:

All material is guaranteed to be specified. All work to be completed in substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All materials remain the property of Dave's Fence until contract is paid in full. Right of access and removal is hereby granted in the event of non payment as agreed. Not responsible for damage to underground lines that cannot be located.

Estimated Installation Date

Base Price \$5078 - DISC. OF \$150= \$4928

Permit + UP TO \$250

N.O.C + \$35

Total Price = \$5,188

According to Florida's construction Lien Law (sections 713.001-713.37, Florida statutes), those who work on your property or provide materials and are not paid in full have a right to enforce their claim for payment against your property. This claim is known as a construction lien. If your contractor or a subcontractor fails to pay subcontractors or material suppliers or neglects to make other legally required payments, the people who are owed money may look to your property for payment, even if you have paid your contract in full. If you fail to pay your contractor, your contractor may also have a lien on your property. This means if a lien is filed your property could be sold against your will to pay for labor, materials, or other services that your contractor or a subcontractor may have failed to pay. To protect yourself, you should stipulate in this contract that before any payment is made your contractor is required to provide you with a written release of lien from any person or company that has provided to you a "notice to owner." Florida's construction lien law is complex and it is recommended that, whenever a specific problem arises, you consult an attorney.

Retainer

Balance due upon completion:

Once proposal is accepted by Dave's Fence the proposal becomes a binding contract and is not subject to cancellation

This proposal may be withdrawn by Dave's Fence if not accepted within 14 days.

Company Representative:

BOB 386-216-6769

bobt.davesfence@gmail.com

Acceptance of proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

SIGNATURE

Date:

SIGNATURE

Date: