



**2022 GRANTS-IN-AID
STANDARD & EXCEPTIONAL GRANT APPLICATION
CITY OF DeLAND
ALABAMA GREENWAY
EXTENSION PROJECT**



APPLICANT INFORMATION

1. Applicant (Legal name of organization): **City of DeLand**
2. Address (mailing): **120 South Florida Avenue**
City: **DeLand** State: **Florida** Zip Code: **32720**
3. Type of Organization:
☒ **Municipal government** ☐ Volusia County Government
☐ Not-for-Profit Corporation classified as a 501(c) (3)
4. Federal ID #: **59-6000307**
Florida Not-for-Profit Corporation Charter # (if applicable): **N/A**
Florida Dept. of Agriculture & Consumer Services Registration # (if applicable):
N/A
5. County Council District of Project: ☒ **1** ☐ 2 ☐ 3 ☐ 4 ☐ 5
6. Is the project in a Community Redevelopment District (CRA)? ☐ Yes ☒ **No**
7. Contact Person:
Name: **Theresa Brooks** Title: **Grants Coordinator**
Telephone #: **(386) 717-9050** E-Mail: **brookst@deland.org** Contact e-mail
8. Provide the Mission Statement for your organization:
City of DeLand Mission

DeLand will remain a city whose diverse citizens demonstrate a strong sense of community. The City will remain dedicated to preserving and enhancing those assets which make DeLand distinctive. We, as citizens of DeLand, will continue to strive to maintain DeLand's heritage as the "Athens of Florida."

City of DeLand Public Works Mission Statement

Providing quality service and striving to plan, build, maintain, and operate public infrastructure in a manner that respects the environment and preserves the right-of-way for future generations.

DeLand Public Works Vision Statement

Through the planning, construction, maintenance and operation of public infrastructure, this department proactively identifies innovative solutions for creating a sustainable city for future generations.

FUNDING REQUEST

1. Project Funding (Grant Request Amount and Match Amount):

- a. Standard Grant Request (up to \$600,000.00) \$ Standard grant request
- b. Exceptional Grant Request (up to \$2,500,000.00) \$ **1,500,000.00**
- c. Confirmed Match Funds \$ **1,506,000.00**
- d. Total Project Cost (ECHO + Match) \$ **3,006,000.00**

2. Mandatory Workshop was attended by: **Theresa Brooks, Sonny Henderson, Kelly Crane**

Date of Workshop: **2/24/2022**

3. List any prior year grants received from ECHO (include year, project name and amount of grant):

The City of DeLand has been fortunate to have received 8 ECHO Standard Grant Awards and 1 Exceptional Grant Award in prior grant cycles.

Year	Project	Number	Award
2004-2005	Sunflower Park	05-01	\$96,600.00
2004-2005	DeLand Trails-South	05-02	\$58,952.50
2004-2005	Sperling Sports Complex-Practice Fields	05-03	\$73,500.00
2005-2006	DeLand Trails South-Phase II	06-05	\$73,500.00
2007-2008	Robert M. Conrad Education and Research Center Expansion	08-04	\$60,000.00
2007-2008	Fish Building Adaptive Re-Use	08-05	\$218,700.00
2008-2009	Alabama Greenway	09-05	\$600,000.00
2011-2012	Earl Brown Park Improvements Project/Spec Martin Stadium Renovation-Exceptional	12-04	\$1,400,175.00
2017-2018	Sperling Sports Complex Expansion	18-02	\$400,000.00

PROJECT INFORMATION

1. Project Title: **Alabama Greenway Extension**

Project Location Address: **Along Garfield Avenue from Minnesota to Highway 92**

City : **DeLand**

State: **Florida**

Zip Code : **32724**

2. Type of Project:

☐ Renovation

☐ Restoration

☒ **New Construction**

☐ Acquisition

3. ECHO Category – Select One (review ECHO Guidebook pages 3 - 4):

☐ Environmental

☐ Cultural

☐ Historic

☒ **Outdoor Recreation**

4. The Project Site of Facility is (select one):

☐ Owned by Applicant ☐ Leased by Applicant (length of lease): Length of lease

☒ Land/Project Management Agreement (length of agreement): Length of agreement

NOTE: LEASES/AGREEMENTS MUST BE BINDING AND NON-CANCELABLE

The application for the Right of Way Use Permit will be submitted on or before May 6, 2022 by the City of DeLand.

5. Is the Project Site/Facility mortgaged or will it be? ☐ Yes ☒ **No**

PROJECT TEAM

1. List the name and address of the architect, engineer, design consultants and/or general contractor selected. Include the information for the persons signing the Certification of Information and Compliance Form:

The City of DeLand Staff who have signed required form

Michael P. Pleus, City Manager

Dan Stauffer, CPA, Finance Director

Raymond Bahrami, P.E., Deputy Public Services Director/City Engineer (See Resume in Supplemental Attachments Pages 3-5)

2. List the person/persons who created the budget and describe their experience with this type of project:

Michael P. Pleus, City Manager

City of DeLand

120 South Florida Avenue

DeLand, Florida 32720-5422

CONTRACT ENGINEER: CPH

500 W Fulton St
Sanford, FL 32771
1866.609.0688
info@cphcorp.com

Michael Pleus received his B.A. from Stetson University in Political Science in 1994 and M.B.A. from Stetson University in 1999. He earned his designation as a Credentialed Manager by the International City/County Management Association in 2008. Michael is also a graduate of Leadership DeLand – 2001. His career in Public Administration began in 1994 as an Intern in the County Manager's Office. He was promoted to Special Projects Coordinator and later an Assistant to the County Manager before leaving in early 2000. Michael was hired as Administrative Services Director for the City of DeLand in March of 2000. He was promoted to Assistant City Manager in 2001 and City Manager in July 2008. As City Manager, Michael is responsible for the day-to-day operations of City government and is responsible to coordinate the City of DeLand annual budget process.

Dan Stauffer, CPA, Finance Director

Finance Director
City of DeLand
120 South Florida Avenue
DeLand, Florida 32720-5422

As City of DeLand Finance Director, Dan Stauffer, CPA, oversees the Finance Department. He is responsible for developing, implementing, and maintaining comprehensive financial management for the City including centralized accounting, financial and budgetary reporting. The department oversees purchasing, accounts payable and payroll processing, budgetary preparation and compliance, ash and debt management, grants and fixed asset administration, meter reading and billing for water and sewer, solid waste and recycling collection services, stormwater management and property rentals.

3. If a complete list is not available, explain why (include when the project team will be selected):

The City of DeLand will oversee the bidding and construction phases of this project.

City of DeLand
120 South Florida Avenue
DeLand, Florida 32720
www.deland.org
(386) 626-7000

PROJECT MANAGEMENT TEAM

1. List the name of staff dedicated to this project (include their responsibilities and the amount of time each will be spending on the project per week):
 - **Michael P. Pleus, City Manager**
 - **Raymond Bahrami, P.E., Deputy Public Services Director**
 - **Rick Hall, Parks & Recreation Director**
 - **Theresa E. Brooks, Grants Coordinator**

The City of DeLand has established a professional staff to organize and supervise activities for its residents and visitors. The City of DeLand has a full-time Grants Coordinator who will be responsible for administration, monitoring, and reporting on this grant. The Public Works Department staff will manage and coordinate the maintenance of this project.

The City of DeLand has awarded negotiation and execution powers of the required documents for the improvement of this property to the City Attorney and City Manager. The City Commission has also empowered the City Manager to encumber, authorize or expend any funds needed to complete the project.

- **The City Manager will dedicate 5% of the workweek to this project. The City Manager will sign off on the final vendors selected and any other documents needed to complete this project.**
- **The City Engineer will dedicate 10% of the workweek to this project. Duties will include overseeing the bidding and construction phases of this project. The Parks & Recreation Director will dedicate 35% of the workweek to this project. The Parks & Recreation Director will prepare the final paperwork for the project bid package, complete, and submit any other paperwork needed to the City Manager.**
- **The Grants Coordinator will dedicate approximately 10% of the workweek.**

Ray Bahrami, Deputy Public Services Director, is the Engineer for this project and is responsible for overseeing bidding and construction phases of this project. See Resume in Supplemental Documents Pages 3-5.

PROJECT DESCRIPTION

1. Describe the project and explain how it will achieve the goals of Resolution 2020-79 to plan for the future growth of Volusia and enhance the quality of life for its residents (use factual information/documentation to show how this project will accomplish these goals):

The City of DeLand continues to exemplify the goals set by ECHO Resolution 2000-156 and 2020-79 by providing a quality public location for outdoor recreational opportunities that enhance the quality of life for residents of Volusia County and visitors.

The City of DeLand makes every effort to support the goal from Volusia County, Florida Sustainability Action Plan of 2012 – See Supplemental Documents Pages 230-310. to design and enhance trail infrastructure that promotes and supports connectivity to community amenities and commercial enterprises by promoting good community planning that includes design considerations for transit, walkability, and connectivity and creating a culture within their city that promotes a sustainable and healthy lifestyle.

In 2009 the City of DeLand held four workshops to envision the future of DeLand, it was decided to use the Smart Growth principles as the foundation of the DeLand 2050 Plan. The principles of Smart Growth were used in combination with the elements of the Smart Growth Initiative of Volusia County, as well as sustainability concepts in the development of the draft DeLand 2050 Vision See Supplemental Documents Pages 311-356. The Land Use Plan 2050, The City Commission and the Planning Board prepared the first draft of the vision for the concept, “DeLand 2050”. The underlying foundation for the vision plan is the following four elements:

- Recognition of property rights in the current land use patterns for both the City and County;
- Land use patterns based on activity and neighborhood centers to encourage public mixed-use and provide walkable areas;
- Land use patterns that concentrate development at the core of the city or key corridors and that lessen in intensity as one moves outward from the core; and
- Land use patterns are based on low-impact style development and conservation for the outlying areas.

The City of DeLand’s 2015-2025 Strategic Plan (Guiding Principle #1, page 1) (see supplemental documents pages 217-229) includes the Guiding Principle of Community stating it will develop and implement programs and services that enhance the small-town atmosphere and quality of life by maintaining or developing a community of beautiful and safe neighborhoods, all with easily accessible green spaces and bike and pedestrian-friendly designs.

The City of DeLand’s Alabama Greenway (trail) continues to be a great asset to Volusia County with public use continuing to increase since its completion in 2012. The completed project offers a 10-foot-wide concrete path, with ramps at intersections, and is being used by cyclists, walkers, joggers, in-line skaters and wheelchair users. The path provides a connection to the most popular areas of the city so that it may be used for recreation and alternative transportation. Railings are installed for safety in some places and directional signs guide trail users. The Alabama Greenway compliments community events because those who attend those festivities can access the Greenway via a short stroll or a few pedal strokes from downtown. From there the trail provides users a safe alternative to several other parks and recreational facilities. Students, tourists, residents, and fitness enthusiasts are all benefitting from the Alabama Avenue Greenway which provides a safe, accessible path for environmentally friendly travel. The trail has received a Walk Score of 70 (Very walkable) and a Bike Score of 81 (Very bikeable). Unfortunately, the trail abruptly ends on the corner of East Minnesota and North Garfield falling short of the goal of connecting with other trails.

The City of DeLand seeks to extend the Alabama Greenway from Minnesota Avenue to Highway 92 to complete the final phase and reach the City's goal to have a trail network that extends to the North, South, East, and West sectors of the City through the center core, and finally "loop" the trails together around the perimeter of the City. The City of DeLand wishes for the trail to make the most connections possible so residents can use the trails not only for recreation, but as a reliable means of alternative transportation. The proposed project will also be providing stormwater management features that are currently not in place, thus mitigating any impacts caused by the existing conditions of the road.

The Alabama Greenway project has been in the City's DeLand Greenway Plan since 2004. The existing segments are in constant use which shows the need and support this facility has. The construction of the planned extension of the existing multi-use trail will help improve the safety of the users, first by giving pedestrians an option out of the street and second, by providing a safer route for bicyclists. The trail goes through a developed area of DeLand and provides a connection between a commercial area and Stetson University along US 92. The trail travels in front of the entrance to George Marks Elementary School and by two senior living facilities Grand Villas ALF and Good Samaritan Community.

In the City of DeLand's Transportation 2050 report (included as part of the DeLand 2050 Vision), the bicycling/walking topic states that non-motorized modes of transportation will receive more of a priority throughout the region and especially inside the multi-modal district under the Transportation Plan. Trail systems will connect to major recreational facilities. Commercial areas will provide bicycle parking and roadways will become more bicycle-friendly by increasing the number of trails and creating an on-street bike network. These routes will include connections between adjacent uses. Buses will be equipped with bicycle racks. Pedestrians will have safe routes between neighborhoods and to neighborhood commercial nodes. Key pedestrian facilities will have wider sidewalks, better lighting, benches, shade, and other amenities.

The Alabama Greenway interconnects to Victoria Park Subdivision by existing 8' sidewalks. Landscaping with native vegetation, canopy trees, and safety enhancements (such as crossovers and safety signage) are included. The trail is a multi-use that travels through the heart of downtown DeLand paralleling routes 17-92 along Alabama Avenue. It starts at Earl Brown Park and passes north through the core of DeLand, past Spec Martin Stadium and the Conrad Baseball Park, along the historic Garden District, and through Downtown DeLand, ultimately ending at Painter's Pond Park, just south of historic Stetson University.

The proposed expansion of the trail is the final 1.327-mile segment that will connect to the current end of the DeLand Greenway along Garfield Avenue at Minnesota Avenue to an existing FDOT trail that runs along US 92. The trail will be a block away from the Votran transfer stop on Amelia Avenue between US 92 and Old Daytona Road. The trail segment will be closing the gap of the DeLand Greenway in the TPO Bicycle Route Map from the Master Plan as well in the City's DeLand Greenway Plan. Although the city requires sidewalks for new development, this facility will enhance the sidewalk by expanding the width to 10'. The project is located in a developed area and will show the residents that

the City of DeLand is willing to invest in their neighborhood which hopefully will spur on individual homeowner investments.

2. If applying for an exceptional grant, describe how the project meets the requirements of an exceptional project. An exceptional project means a project of paramount and crucial countywide importance which provides for receipt of services by significantly large numbers of people in all areas of the county. For more information on exceptional projects see page 8 of the [ECHO Guidebook](#).
Exceptional project description

The concept of a county-wide trail system was developed through multiple public meetings held around the county. In November 1999, the Volusia County Council approved the first Trails Plan and the official Trails Plan map. Though multi-use trails throughout Volusia County are a county-wide project, DeLand is contributing through interior connections. Volusia County has prioritized the completion of the St. Johns River to Sea Loop trail. This section of the trail is also a priority of the state's SUNTrail program managed by FDOT. The City has been in communication with county staff to confirm this segment is part of the County Master Trail; therefore, the value of the right-of-way is eligible as a match (certified appraisal in supplemental document pages 35-92). This is the fourth section of the Volusia County Master Trail that the City has moved forward to construct the master trail within the city limits.

The City of DeLand strives to follow the River to Sea Transportation Planning Organization (TPO) Streets Policy Goals to:

- **Reduce Injuries and fatalities;**
- **Provide transportation options for people of all ages, physical abilities and income levels;**
- **Improve health by promoting active lifestyles through design to realize long-term health impacts;**
- **Support equitable access to employment opportunities and civic resources;**
- **Support economically healthy/vibrant communities; and**
- **Implement resilient and stainable solutions.**

The extension of the Alabama Greenway will connect with an existing Volusia County Showcase Trail (see map on page 357). The trail segment will connect the DeLand Greenway along Garfield Avenue at Minnesota Avenue to an existing FDOT trail that runs along US 92. The trail will be a block away from the Votran transfer stop on Amelia Avenue between US 92 and Old Daytona Road. The trail segment will be closing the gap of the DeLand Greenway in the TPO Bicycle Route from the Master Plan as well in the City's DeLand Greenway Plan. The Trails Master Plan envisions a network of trails and bicycle/pedestrian facilities that cover 271 "showcase" miles linking conservation areas, neighborhoods, parks, schools, and downtowns. Bicycle and pedestrian facilities provide expanded recreational opportunities for our population needs, including residents and visitors alike. Additionally, it will allow for the completion of an area of the

West Volusia County Bicycling Routes. The Alabama Greenway is a part of the Cross Volusia Trail that is planned to eventually connect the east and west sides of Volusia County, traveling 20 miles from Lake Beresford to New Smyrna Beach – See St. Johns River-To-Sea Loop 2018 Strategic Plan Supplemental Document Pages 358-398. As networks of planned trails such as the Cross Volusia, as well as the Spring-to-Spring, and East Central Regional Rail Trail begin to connect, the opportunity to explore the beauty of Volusia County and Florida on foot or bicycle moves from dream to reality. Tourist and native Floridians will discover more of Florida traveling through other energy efficient municipalities, the wilderness, and a protected Florida that will be preserved for years to come.

The extension of the Alabama Greenway supports the transportation goals from the Volusia County Master Plan and are also placed below.

GOAL:

2.1 Volusia County shall provide a safe, convenient, and coordinated multimodal transportation system to serve current and future land uses and population needs. The multimodal transportation system will discourage urban sprawl and encourage energy efficient land use patterns.

OBJECTIVE:

2.1.1 Volusia County shall implement programs to provide a safe, convenient, and energy efficient multimodal transportation system, thereby reducing vehicle miles traveled and greenhouse gas emissions.

3. Describe the project and construction timeline:

- **July-Sept 2022: Installation of the temporary sign at the construction site**
- **After bids and use permits, the clearing, importing fill, grading, and compacting is scheduled to commence in October-Dec 2022, with the construction of trail surface to follow.**
- **The entire project is scheduled to be completed by Jan-March 2023 and the permanent ECHO sign will be installed.**

See Construction Timeline Chart page 23

4. Describe how the green infrastructure and sustainability standards will be used in the project (information can be found at <https://www.volusia.org/services/growth-and-resource-management/environmental-management/green-volusia/green-buildings.html>):

The Alabama Greenway exemplifies a project designed with the environment in mind. Expanding the already highly used multi-use Alabama Greenway to completion will allow the Alabama Greenway to connect with other trails and will provide a safe means of travel for pedestrians and cyclists. The multi-use trail will replace car trips and will

reduce emissions associated with climate change and does not require gasoline. The Alabama Greenway is a 10-foot concrete multi-use trail that has the potential of lasting 50-75 years with minimal maintenance.

Trail Design and construction will include installing necessary measures to minimize and prevent erosion during and after construction. Temporary erosion control measures will be installed before construction begins. Keep them in place and maintained during construction and remove them only after the site has been stabilized. A stormwater management feature will be constructed with the trail construction adding a feature that isn't presently available. Construction will be planned for less impact on the surrounding natural environment. Landscaping will only use plants native to Florida and the area.

Description of green infrastructure and sustainability standards

5. Describe how the project will comply with the ADA accessibility requirements:

The extension of the Alabama Greenway will be constructed of concrete making it a firm, stable, and slip-proof surface for the safety of all trail users regardless of ability level. There are 5 designated accessible spaces in the large, paved parking lot off South Alabama Avenue and all are van accessible with striped access aisles.

The planned extension will be 10 feet wide allowing for wheelchairs to travel comfortably among other travelers with plenty of space to maneuver and turn around. The extension, as the current trail, will be a gentle grade category (5% or less) which is considered easily navigated for wheelchairs/mobility equipment or stroller users.

The final engineering design for the Alabama Greenway Extension will comply with all ADA requirements related to a public use trail.

6. If applicable, describe any additional phases:

Currently, there are no additional phases planned for this project.

PERFORMANCE MEASURES

1. Explain the project's goals and objectives:

Goals for Alabama Greenway Extension Project:

Goal 1: Extend the Alabama Greenway

Objective: A goal of the Alabama Greenway Extension Project is to realize an expansion of a trail network that extends to the North, South, East, and West sectors of the City through the center core, and finally "loop" the trails together around the perimeter of the City. The City wishes for the trail to make the most connections possible so residents can use the trails not only for recreation, but as a reliable means of alternative transportation. Currently, many pedestrians, runners, and cyclists use

the existing trails. The new extension of the Alabama Greenway will make the trails accessible for even more citizens and visitors.

Goal 2: Increase high-level accessibility for residents and visitors, including individuals with disabilities.

Objective: The Alabama Greenway in DeLand currently connects many of the areas of the City with a high level of accessibility for all. Accessibility is an important part of trail development because it is key to ensuring that trails are available to all groups, including the young, elderly and people with disabilities. The trail system in DeLand provides a connection to many areas in the City that can be utilized by users of all skill levels. The trail can be used for walking, running, biking and dog walking with a leash.

Goal 3: Continue to apply safe design principles to ensure the Alabama Greenway trail section remains a safe public place to enjoy outdoor recreational opportunities.

Objective: The City of DeLand Public Works Staff performs routine maintenance and inspection of all the DeLand trails sections to identify any potential trip hazards, surface deterioration and general assessment of any potential dangers to the public to ensure the trails remain in top condition.

2. Elaborate on how these goals and objectives will be measured for the length of the restrictive covenants:

Goal 1: This goal will be met and measured by completing the new extension of the trail network and making it available as an additional amenity for public use. City of DeLand staff will provide ongoing maintenance of the project area as needed.

Goal 2: This goal will be met and measured by completing the trail extension to be in ADA compliance with the trail width, surface, slope, landscape, and other safety factors designed to benefit all users.

Goal 3: This goal will be met and measured by City of DeLand Public Works Staff by:

- continuing maintenance and inspection schedule for all area of the trails
- tracking passive public user statistics, verbal and written user comments
- completing injury/incident reports to monitor public safety and security
- coordinating routine site visits with the City of DeLand Risk Manager to ensure the safety risk of users is assessed and reduced.

The City of DeLand staff wants users to enjoy the existing trail and new trail section and will maintain a properly landscaped and clean user environment to ensure that it will be a satisfying experience for the user.

The City of DeLand staff will monitor the project and ensure compliance with the project goals for the length of the restrictive covenants.

Goals and objectives measurements

RESTRICTIVE COVENANTS

1. Do you agree to comply with the requirement to file a 20-year Restrictive Covenant with the Volusia County Clerk of Court if ECHO Grant is awarded?

☒ **Yes**

☐ No

△ If the project of the application is mortgaged or leased property, other than those applying for trails in the County Master Plan or projects on land not owned by the applicant, a letter from the Mortgagee or Lessor, stating that they agree to sign the Restrictive Covenants must be provided with the application.

△ Applicants with projects on State or Federal owned lands are automatically exempt from this requirement but are held to the same liquidated damages cited within the Restrictive Covenants through language found in the final ECHO agreement for which the grantee is held responsible.

BUDGET INFORMATION

1. A complete project budget must be submitted in the format provided by the county. Budget must be accurate and realistic (projects will be implemented within the budget set at the time of application).
2. The budget should be presented by each type of funding:
 - a. UC = Unencumbered Cash
 - b. LM = Land Match
 - c. IK = In-kind
 - d. PSC = Previously Spent Cash

d. Previously Spent Cash (PSC)

i. The encumbrances or cash expenditures completed within the seven-year period prior to the application.

3. The budget must include temporary and permanent ECHO signage (signs may not be funded with ECHO funding).

<u>Alabama Greenway</u> <u>BUDGET DETAIL CHART</u> <u>Construction Phase</u> <u>Expenditures</u>	<u>UC +</u>	<u>LM +</u>	<u>IN-KIND +</u>	<u>PSC</u>	<u>= MATCH</u>	<u>ECHO</u>	<u>TOTAL</u>
<u>ECHO Signage:</u>							
<u>Temporary Sign</u>	500.00	LM	In-Kind	PSC	500.00	ECHO Request	500.00
<u>Permanent Sign</u>	2,500.00	LM	In-Kind	PSC	2,500.00	ECHO Request	2,500.00
<u>Subtotal</u>	3,000.00	Subtotal LM	Subtotal In-Kind	Subtotal PSC	3,000.00	Subtotal ECHO Request	3,000.00
<u>Engineering</u>				82,085	82,085		82,085
<u>Appraisal</u>	UC	LM	In-Kind	6,000	6000	ECHO Request	6,000
	UC	LM	In-Kind	PSC	Total Match	ECHO Request	
<u>Subtotal</u>	Subtotal UC	Subtotal LM	Subtotal In-Kind	88,085	88,085	Subtotal ECHO Request	88,085
<u>Trail Construction</u>							
<u>Mobilization</u>	223,827				223,827		223,827
<u>Maintenance- Traffic</u>	203,480				203,480		203,480
<u>Clearing, Grubbing,</u> <u>Demolition, Erosion</u> <u>Control</u>	310,677				310,677		310,677
<u>Trail Pavement</u>	101,928				101,928		101,928
<u>Drainage</u>	101,565				101,565	682,310	783,875
<u>Concrete Curbing,</u> <u>Sidewalks, ADA</u> <u>Improvements, Sod</u>						817,690	817,690
<u>Pavement Marking &</u> <u>Stripping</u>	20,624				20,624		20,624
<u>Contingency</u>	222,814				222,814		222,814
<u>Land Match</u>		230,000			230,000		230,000
<u>Subtotal</u>	1,187,915	230,000	Subtotal In-Kind	88,085	1,414,915	1,500,000	2,914,915
<u>PROJECT TOTALS</u>	1,187,915	230,000	TOTAL IN-KIND	88,085	1,506,000	1,500,000	3,006,000

MATCH DOCUMENTATION

1. All documentation for match must be included in the application as outlined in the ECHO Guidebook pages 9 - 11.

See Supplemental Documents for Match Documentation - City of DeLand Resolution Pages 6-7, Previously spent cash back-up pages 8-24 and Certified Appraisal Pages 35-92

OPERATING FORECAST DETAIL

1. Outline how the facility or project will operate once complete. The narration should include such items (as applicable) as staffing, maintenance requirements, increased programming, fees and memberships. Include a detailed maintenance and replacement plan for the 20-year compliance period:

The use of the entire trails systems is open to the public and free of charge. The City of DeLand Public Works Department staff oversees the unscheduled and casual public usage which is estimated by visual monitoring during scheduled routine maintenance and inspection visits by City Staff. City Staff report seeing usage including, walkers, joggers, bicyclists, rollerbladers, and wheelchair users. Groups of runners often seen include sports training teams from Stetson University and DeLand High School as well as organized bicycle teams passing through the trails system.

Staff/Maintenance:

This project will not require the City of DeLand to add more staff. The ongoing maintenance of the existing trail in DeLand is currently covered in the City of DeLand maintenance schedule. City staff will include the new area of maintenance after completion and continue to successfully operate, manage and maintain the trail area.

City of DeLand staff continues to make site visits and provide ongoing landscape and general maintenance as needed to ensure that the completed trail sections remain a satisfying, clean, and safe experience for users. In addition to City Staff, Volusia County prisoner work teams are also utilized when available for the ongoing effort of trail maintenance.

New Programs:

The Alabama Greenway Extension will further enhance the existing public amenities in DeLand and Volusia County with the addition of more connecting public trail space that will be added along Garfield Avenue from Minnesota Avenue to Highway 92 in DeLand. This extension will further increase the desirability of using the trail and enhance the increase of future individual use and trail events that draw the interest of both local users and visitors to Volusia County.

2. Submit a business plan, feasibility study and marketing plan. These plans must be specific to Volusia County and the proposed project:

Business Plan/Project Feasibility:

The Alabama Greenway project has been in the City's DeLand Greenway Plan since 2004 as a result of many public meetings, needs assessments, and user surveys. The existing segments are in constant use, especially around Stetson University which shows the need and community support the trail system has. In the City of DeLand's Transportation 2050 report, the bicycling/walking topic states that non-motorized modes of transportation will receive more of a priority throughout the region and especially inside the multi-modal district under the Transportation Plan.

Assessment for the expansion of the Alabama Greenway Trail has been completed in-house by the Public Works Department through the annual evaluation process. The increase in population in the area and the rise in demand for recreational space and programs led to the conclusion that adding an additional extension to the Alabama Greenway Trail was necessary to meet the needs of the community. The City of DeLand has full staff capability and budget to maintain the project for a twenty-year period.

Marketing:

The City of DeLand strives to continue to serve the community by continuing to enhance community awareness of the available outdoor recreational amenities for the parks and trail through various partner websites, newsletters, posters, flyers, emails and other social media sources such as Facebook, newspapers and television. Upcoming events will continue to be advertised using social media sources mentioned above as well as follow-up stories to share the success of the event with the public.

FISCAL STABILITY

The City of DeLand is a Municipal Government. The City has agreed to maintain the trail once constructed even though it is located outside the city limits and is under the county jurisdiction. As designed, there is no need for additional right of way. The City of DeLand Public Works annual budget includes the operational expenses for the Alabama Greenway Trail. The trails in DeLand are already maintained by City Staff and no additional costs will be incurred for this project. The maintenance assignments for the new project will be distributed to existing staff to cover the new amenities for Alabama Greenway Trail Extension in the maintenance schedule. The City of DeLand does not receive funding for the Alabama Greenway in the areas of fundraising, memberships, donations, County grants other than ECHO, grants non-county, or cash donations. The budget for Parks & Recreation is part of the City of DeLand's annual budget. Marketing/ advertising, and educational outreach programs costs are handled by administrative staff using an in-house website, and social media to market the amenity and special public events for the Alabama Greenway. There are no not-for-profit or endowment funding or volunteer hours.

1. BUSINESS INFORMATION (not all line items will apply to all applicants)

Operational funding for this organization	Year 2019-20	2020-21	2021-22	2022-23
Fundraising, Memberships, Donations, etc. <u>N/A</u>	0	0	0	0
County Grants (other than ECHO <u>N/A</u>)	0	0	0	0
Grants (Non-County) <u>N/A</u>	0	0	0	0
Cash Donations <u>N/A</u>	0	0	0	0
TOTALS	Prior Completed Year Total	Current Year Total	Projected Year Total	Next Projected Year Total
Administrative Costs	344,698	389,368	385,036	399,704
Street Costs	1,335,684	1,512,612	1,388,925	1,742,257
Educational Outreach Programs				
Contractor Services (for this project)				
Marketing & Advertising				
Payroll Total Expense	1,680,382	1,901,991	1,773,961	2,141,961
TOTAL	Prior Completed Year Total	Current Year Total	Projected Year Total	Next Projected Year Total
Not-for-Profit	0	0	0	0
Endowments	0	0	0	0
TOTALS	Prior Completed Year Total	Current Year Total	Projected Year Total	Next Projected Year Total
Number of Full-time Employees	66	66	66	66
Number of Part-time Employees	0	0	0	0
Volunteer Hours	0	0	0	0
Value of Volunteer Hours (@ /hr.)				
TOTALS	66	66	66	66

2. Has this organization defaulted on any grant in the past five years?

☐ Yes ☒ No

The City of DeLand has a proven record of sound fiscal and project management and has not defaulted on any previous grant award.

If yes, please explain: [Explanation of default](#)

FINANCIAL AUDIT/REVIEW/AGREED UPON PROCEDURES

a. Provide a link to the following documents

1. County of Volusia and Local Municipalities must provide a link to their Financial Statement under GASB 34.

[Financial statement link](#)

The link should include the following documents:

- a. A Management Letter from the last fiscal year Independent Auditor's Report on the Basic Financial Statement.
 - b. A Response Letter from the last fiscal year Independent Auditor's Report on the Basic Financial Statement.
 - c. An Opinion Letter from the last fiscal year Independent Auditor's Report on the Basic Financial Statement.
2. Not-for-Profit Organizations: the required financial information is determined by the operating revenue or expenses/expenditures annual average of the three fiscal years prior to the application deadline, as outlined in the ECHO Guidebook.
 - a. Additional supporting documents for Not-for-Profit organizations:
 - i. IRS letter granting Not-for-Profit 501 (c) (3) status in Florida.
 - ii. The most recent Uniform Business Report (Annual Report) filed with the State of Florida, Division of Corporations.
 - iii. Unrestrictive ownership or undisturbed use of facility documentation (unless the project is an acquisition).
 - iv. Letter of intent to sell from the owner for Acquisition Projects.

See Supplemental Documents for Financial Documentation for City of DeLand Pages 196-216.

DRAWINGS

1. Drawings are required from ALL applicants (documents must be legible and to scale with legends):
 - b. Current drawings and/or excavation plans for the facility.
 - a. Site survey with existing structures and site plans with structures.
2. Vacant land acquisition projects shall include:
 - a. Conceptual drawings of improvements to the property, which are to be completed within two years of acquisition.
 - b. Proposed structures must include elevations, floor plans and design elements such as landscaping.
3. Street Locator Map (indicate the physical location of the project within the local areas; include road names and “North” for directional reference).
4. Site Plan should show the building footprint, travel ways, parking, landscaping, etc. This section should include:
 - a. Site Survey
 - b. Trees and topography
 - c. Civil drawing
 - d. Water retention drainage and circulation
5. Preliminary and Schematic Drawings. Drawings should show:
 - a. A general model of floor/site plans, showing the location of project elements.
 - b. Florida-friendly landscape plan (The Florida Friendly Landscaping guide can be found at https://ffl.ifas.ufl.edu/pdf/FYN_Plant_Selection_Guide_2015.pdf).
6. Design and Development Documents. Documents should show more detail including:
 - a. Selection of materials and engineering systems involved
 - b. Detailed cost estimate
 - c. Environmentally sustainable materials
7. Construction Documents should include written and graphic instructions. These documents should be focused on specifications for the project (building systems, floor plans, elevations, etc.) and should include site utilities and ADA information.
 - a. Outdoor, trails, parks, sports facilities and playgrounds require a bid set of plans, which are ready to be used for the procurement process.
 - b. New construction, facility remodel and historic projects require a set of A&E plans, which are ready to be used for the procurement process.
 - c. Historic projects need to demonstrate research and compliance with the Historic Preservation Standards and Guidelines.
8. Permanent ECHO Sign documents should include site design, materials and site placement.

The sign, materials and design will be approved by ECHO staff and consistent with all other ECHO funded parks.



ECHO GRANTS-IN-AID STANDARD & EXCEPTIONAL GRANT APPLICATION

CERTIFICATION OF INFORMATION AND COMPLIANCE FORM

I/We certify that all of the information contained within this application and subsequent attachments is true and correct to the best of my/our knowledge and that the project for which the application is made shall be in compliance with the Americans with Disabilities Act of 1990, and that should a grant be awarded, the organization agrees to comply with the conditions of the grant award agreement including the Restrictive Covenants.

OFFICIAL WITH AUTHORITY TO CONTRACT FOR THE OWNER OF THE PROPERTY

Signature/Date: Michael Pleus 3/22/22

Printed Name: **Michael P. Pleus, City Manager**

Phone #: **(386) 626-7000**

OFFICIAL WITH AUTHORITY TO CONTRACT FOR THE APPLICANT

Signature/Date: Michael Pleus 3/22/22

Printed Name: : **Michael P. Pleus, City Manager**

Phone #: **(386) 626-7000**

CHIEF FINANCIAL OFFICER FOR THE APPLICANT

Signature/Date: [Signature] 3/22/22

Printed Name: **Dan Stauffer, CPA, Finance Director**

Phone #: **(386) 626-7000**

NOT FOR PROFITS ONLY – PRESIDENT, BOARD OF DIRECTORS

Signature/Date:

Printed Name: Name

Phone #: Phone Number

Executive Board or Board of Directors reviewed and approved this application on (date): Board approval date

PROJECT/CONSTRUCTION TIMELINE CHART

Description (Line Items in Budget) (add lines as needed)	April - June 2022	July - Sept 2022	Oct - Dec 2022	Jan - March 2023	April - June 2023	July - Sept 2023	Oct - Dec 2023	Jan - March 2024	April - June 2024
Temporary ECHO Sign		500.00							
Construction of Trail			2,684,915.00						
Permanent ECHO Sign				2,500.00					

Attachment Checklist: Please check your application before submitting.

The following items/documentation **must** be included with your application or your application **will not** be scored. All match sources must be secured and proof thereof submitted by the application deadline.

APPLICANT

- ☒ ECHO Application, completed and signed
- ☒ Mission Statement for Organization
- ☐ Proof of ownership or copy of lease **Right of Way Use Permit from Volusia County**
- ☒ Restrictive Covenants or Statement agreeing to follow this requirement
- ☒ Project Budget Detail Chart
- ☒ Official Documentation of Match
- ☒ Business Plan
- ☒ Feasibility Study
- ☒ Marketing Plan
- ☒ Fiscal Stability Chart
- ☒ Financial Audit Documents (listed in the ECHO Guidebook page 15)
- ☐ Not-for-Profits only: IRS Status Letter classifying Organization as a 501(c) (3) **N/A**
- ☒ Completed and signed Drawings
- ☒ Street Locator
- ☒ Map Site Plan
- ☒ Preliminary & Schematic Drawings
- ☒ Design & Development Documents
- ☒ Construction Documents
- ☒ Permanent ECHO Sign Documents
- ☒ Certification of Information and Compliance
- ☒ Project/Construction Timeline Chart
- ☐ Other