



**2024 GRANTS-IN-AID
STANDARD & EXCEPTIONAL GRANT APPLICATION**

APPLICANT INFORMATION

1. Applicant (Legal name of organization): City of New Smyrna Beach

2. Address (mailing): 210 Sams Ave.

City: New Smyrna Beach

State: **FL**

Zip Code: 32168

3. Type of Organization:

☒ Municipal government ☐ Volusia County Government

☐ Not-for-Profit Corporation classified as a 501(c) (3)

4. Federal ID #: 596000387

Florida Not-for-Profit Corporation Charter # (if applicable): **This does not apply to the City of New Smyrna Beach.**

Florida Dept. of Agriculture & Consumer Services Registration # (if applicable):

This does not apply to the City of New Smyrna Beach.

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: **Chad Gibson**

Title: Capital Improvement Projects and Grant Coordinator

Telephone #: 386-410-2615

E-Mail: cgibson@cityofnsb.com

8. Provide the Mission Statement for your organization: Enhance, Protect, and Sustain our Communities, while being Good Stewards of Our Resources.

PROJECT INFORMATION

1. Project Title: **New Smyrna Beach Skate Park Expansion**

Project Location Address: **245 Industrial Park Ave.**

City: **New Smyrna Beach**

State: **FL**

Zip Code: **32168**

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

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

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):

This project is designed to provide greater accessibility and opportunities to the citizens of Volusia County by enhancing the area available to skate at the NSB Skate Park. The expansion shall consist of various skate features that include skate stairs, jersey barriers, ledges, rails, and other street skate elements. With the increase in population and limited skate parks in Volusia County this park is being used more and needs expansion to help accommodate the future growth so that residents will have access to an activity that increases positive outcomes for community and health. Increasing the area to skate will allow for more skaters to safely skate simultaneously and the new features of the park expansion will draw more skaters overall due to the growth and limited areas to skate.

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](#).

This is a Standard Grant Request because of the amount being under \$600,000.

3. Describe the project and construction timeline:

➤ **The ECHO permanent sign for the City of New Smyrna Beach Skatepark Expansion Project is already installed from previous completed ECHO project. The sign is located at the entrance to the park. Will install temporary ECHO sign as well for expansion within 90 days of award.**

➤ **This will be a design/build, so the RFP for a contractor is estimated to be at the Beginning of January 2024.**

➤ **Review of RFP's and selection of Contractor through commission is estimated to be in March 2024, but **NTP will only be issued after the ECHO award has been accepted and executed.****

➤ **Construction/Design is estimated to start April/June 2024.**

➤ **If additional community feedback is needed, a possible public meeting will be scheduled estimated June 2024.**

➤ **The entire project is scheduled to be completed by the end of June 2025.**

4. Describe how the green infrastructure and sustainability standards will be used in the project ([Green Building Standards | US EPA](#)).

Continuing the expansion within the parks current site, creates no need to remove additional trees that are in the conservation area outside the site. Additional landscape is to be installed as well. The concrete structure will be more sustainable and require less maintenance making less impact to the environment through less earthwork and excavation. Another feature would be by using natural slopes to create elevation changes than importing backfill.

5. How will the project conserve water and/or promote water efficiency?

The structure will have proper drainage into the ground for water efficiency, which is apart of the original Skatepark design as well.

6. How will the project conserve energy and/or promote renewable energy?

With the park being lighted by natural sunlight it conserves energy.

7. How will the project, if a new facility, meet the green building standards or certifications?

This facility is already constructed but the expansion will be a continuation of material used which is more sustainable.

8. Describe how the project will comply with the ADA accessibility requirements:
The Skatepark is already ADA compliant with ramps.
9. If applicable, describe any additional phases:
Additional phases are expected with the growth and the need of the community to provide input on what is to come.

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:

Contractor will be selected after RFP: Design/Build

Jesse Meyers, Senior Civil Engineer

Jesse Kobe, City Capital Projects Manager

Chad Gibson, Capital Improvement Projects & Grant Coordinator

Rob Salazar, Leisure Services Director

Natalia Eckroth, Finance Director

Ron Neibert, Asst. City Manager

Khalid Resheidat, City Manager

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

Khalid Resheidat, City Manager. The city manager Is appointed by the City Commission and serves as the administrative head of City government. He provides general guidance and management to City departments, executes Commission policy and the long-range goals and objectives adopted by the City Commission, coordinates City efforts to accomplish cost savings and increased efficiencies, lobbies the State Legislature for more favorable consideration of City funding and legislative requests, and prepares the City's annual operating budget.

Natalia Eckroth, Director of Finance. The director of finance is responsible for developing and maintaining a balanced budget for the City of New Smyrna Beach. Her and his team monitors and analyzes ongoing fiscal activity and produces documents and reports to assist management in financial planning and maximizing the allocation of resources. She is a registered Certified Public Accountant in the State of Florida.

Robert Salazar, Leisure Services Director: The Leisure Services Director develops goals and directs the department while also monitoring operations and the budget. The Leisure Services Director administers, manages, and reviews operations throughout departmental locations including Babe James Community Center, Brannon Center, Sports Complex, Golf Course, Marina, Skate Park, etc. The

Leisure Services Director administers contracts and agreements throughout the department. The Leisure Services Director tracks monitors and tracks attendance, revenue, and expenses at all departmental locations.

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

If we are fortunate to receive the ECHO grant, the City of New Smyrna Beach will create a design criterion for a design/build to hire a general contractor to execute the project work once the construction documents are complete. Upon Notice to Proceed from ECHO, the City will issue terms to submit technical and cost proposals. It is anticipated that the process and award of contract and completion of design and construction will occur within 6 months of ECHO grant award. The target completion to open to the public is June 2025.

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):

Robert Salazar, Leisure Services, Director and Chad Gibson, Capital Improvement Projects & Grant Coordinator: responsible for project construction, completion, monitoring, and coordination between city/design/build team and any other outsourced consultant. Will provide in-house status reports to appropriate staff. Will commit 20% of his time per week to this project.

Jesse Kobe, City's Capital Project Manager and Jesse Meyers, Senior Civil Engineer: responsible for assisting with project construction, completion, monitoring, coordination between city/design/build team and any other outsourced consultant, and project oversight. Will commit 5% of their time to this project per week.

Mayor, City Commission, City Attorney, Finance Director, Asst. City Manager, and City Manager will review and approve. These positions may commit up to 5% of their time per week on this project.

PERFORMANCE MEASURES

1. Explain the project's goals and objectives:

The goals and objectives of this project are to improve and enhance the overall skating experience patrons receive when they visit the NSB Skate Park as well attracting more visitors to the park. Approximately up to 8,000 square feet of street additions to the park will allow for more skaters to participate simultaneously.

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

The enhancement of the skate park goals and objectives will be measured by tracking the attendance at the park daily over the course of the restrictive covenants as well as by collecting community feedback on recommendations, input, comments, etc. on the park. Measure marketing and public awareness by tracking social media posts and activity, and website. The Improvements will also be tracked by any additional Maintenance that needs to be performed.

FUNDING REQUEST

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

- | | |
|---|-----------------------------------|
| a. Standard Grant Request (up to \$600,000.00) | \$ \$148,825 |
| b. Exceptional Grant Request (up to \$2,500,000.00) | Grant request is below \$600,000. |
| c. Confirmed Match Funds | \$ \$153,850 |
| d. Total Project Cost (ECHO + Match) | \$ 302,675 |

2. Mandatory Workshop was attended by: Chad Gibson

Date of Workshop: 9-28-23

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

03-01 Indian River Lagoon Park \$290,000 07-13 New Smyrna Beach Skate Park \$224,167 10-01 Cross Volusia Trail - Phase I & II \$281,853 12-03 Holland Park Acquisition \$258,648 14-07 South Atlantic Beachfront Park \$335,000 14-04 Otter Lake Improvement Project \$300,000 16-05 First Baptist Church Acquisition \$400,000 16-06 Live Oak Cultural Center \$400,000 17-08 City of New Smyrna Beach 27th Ave Beachfront Park Improvements \$220,000 17-09 City of New Smyrna Beach New Smyrna Beach City Annex Restoration \$400,000 18-05 City of New Smyrna Beach Alonzo "Babe" James Community Center Splash Pad \$215,000

BUDGET INFORMATION

BUDGET DETAIL CHART Construction Phase Expenditures <i>Add rows as needed</i>	UC +	LM +	IN-KIND +	PSC	= MATCH	ECHO	TOTAL
General Requirements:	\$75,000				\$37,500	\$37,500	\$75,000
Mobilization, Waste Collection, etc.							
Contractor Fees							
Professional Services:	\$40,000				\$20,000	\$20,000	\$40,000
Skatepark Design							
Construction:	\$178,050				\$89,025	\$89,025	\$178,050
Earthwork/Excavation							
Concrete Construction and Skatepark Streetscape							
Landscaping							
Specialties	\$4,600				\$2,300	\$2,300	\$4,600
Picnic tables, trash cans							
Signage Subtotal:	\$5,025				\$5,025	\$0	\$5,000
ECHO Temp Sign							
ECHO Permanent Sign							
PROJECT TOTALS	\$302,675				\$153,850	\$148,825	\$302,675

Line items should be made to match your project (some examples are Equipment, Metals, Finishes, Wood, and Plastic, Thermal, Plumbing). Budgeted match amounts should be placed in the corresponding description column (Unencumbered Cash, Land Match, In-kind Services/Items or Previously Spent Cash).

Request amounts should be compromised of all line items and entered in the detail category heading.

★★★★

City of New Smyrna Beach, Florida CAPITAL IMPROVEMENT PROJECTS							
PROJECT TITLE BY FUND	PROJECT DESCRIPTION	2022-2023 BUDGET	NEW/EXISTING	PROJECT NUMBER	FUNDING	GL ACCOUNT LINE	
<u>Golf Course (004)</u>							
Golf Course Maintenance Building	Additional concrete slab for Steel building	12,000	E	22OCM	GC	004.57204.562202	
Total Golf Course Fund (004)		12,000					
<u>Stormwater (101)</u>							
HMGF Program 9 homes (now 6)	Elevation of now 6 Flood prone Homes	1,519,636	E	21HMP	GF (Loan)	101.54101.567201	
North Atlantic Drainage	Improvements from Lakewood street to Inlet street	1,675,000	N	23NAD	SW	101.54101.567201	
North Beach Master Plan	Stormwater master plan for North Beach	500,000	N	23NBM	ARPA	101.54101.567201	
Total Stormwater Fund (101)		3,694,636					
<u>Fire Impact Fees (106)</u>							
Fire Station 50	Building addition for Fire Safety Management	500,000	N	21FSM	Impact		
Total Fire Impact Fund (106)		500,000					
<u>Airport (104)</u>							
Various	FAA Bipartisan infrastructure law projects	610,602	N	23AIR	FAA/Airport		
Hanger Improvements	T Hanger F Rehab	400,000	E		FDOT/Airport		
Building & Improvements	Fuel Farm Improvements	280,000	E	21AFI	FDOT/Airport	104.54201.567207	
Taxiway Improvements	Taxiway Alpha	400,000	E	22TWA	FAA & FDOT	104.54201.567207	
Total Airport Fund (104)		1,690,602					
<u>CAPITAL PROJECTS (301)</u>							
Turnbull Creek Management Plan	Observation Platform at Turnbull Creek	126,000	E	22TOD	State Grant	302.51901.563203	
Total Capital Projects Fund (301)		126,000					
<u>CAPITAL PROJECTS (302)</u>							
AOB Parking	Temporary Boat & Trailer Parking at the AOB site	294,000	E	20AOB	Parking	302.57202.567204	
North Causeway Boat Ramp Improvements	Floating dock and Picnic Pavilion	300,000	E	21HRI	Parking & FEND Grant	302.57202.567894	
Rocco Pier	Pier Replacement at Rocco Park	260,000	E	21RPP	GF & FEMA Grant	302.57202.567204	
Barracuda Bridge	Barracuda Bridge Replacement	2,238,916	E	21HBR	Line of Credit	302.54101.567204	
Barracuda Boulevard	Construction from base of bridge to roadway	241,874	E	22BAR	GF	302.54101.563203	
Corbin Park	Corbin Park Stormwater Improvements	1,500,000	E	20CBP	ARPA	302.57202.567204	
Historic Westside	Historic Westside Stormwater Improvements	1,500,000	E	20HW	ARPA	302.54101.567204	
Turnbull Dredging (R&M)	Dredging Turnbull creek	500,000	N		GF	302.51901.546481	
Road Resurfacing (R&M)	Resurfacing various City Roads	2,500,000	N		ARPA	302.51901.546431	
Pickle Ball	Pickle Ball court at Paige Park	500,000	N	23PB	GF	302.57201.563203	
Skate Park	Expansion of the Skate Park	500,000	N	23SKP	GF & ECHO & ARPA	302.57201.563203	
Track Resurfacing	Resurfacing of the Track at the Sports Complex	500,000	N	23SCT	ARPA	302.57201.563203	
Sidewalk Replacement	Ronnoc Lane & Mary Ave Intersection	93,614	N	23RMA	CDBG	302.54101.567201	
Total Capital Projects Fund (302)		10,928,404					
<u>CAPITAL PROJECTS (303)</u>							
7th Street	Sidewalk at 7th street	130,000	E	227SS	Sidewalk Bond	303.54101.567726	
South Street	Sidewalk at South Street	350,000	E	22SSS	Sidewalk Bond	303.54101.567726	
Quay Assisi	Sidewalk at Quay Assisi	100,000	N	23QAS	Sidewalk Bond	303.54101.567726	
Total Capital Projects Fund (303)		580,000					
<u>Marina (408)</u>							
Dock Repairs	Dock repairs at the Marina	284,000	E	22MDR	Marina	408.57503.563203	
Total Marina Fund (408)		284,000					
Total Capital Outlay		17,315,642					

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

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RESOLUTION NO. 66-23

**A RESOLUTION OF THE CITY OF NEW SMYRNA BEACH
AMENDING RESOLUTION 29-22; AUTHORIZING THE CITY
MANAGER TO EXECUTE AN AMENDED APPLICATION TO
THE VOLUSIA COUNTY ECHO GRANT FOR MONIES TO FUND
THE SKATE PARK EXPANSION AND IMPROVEMENTS;
PROVIDING FOR CONFLICTING RESOLUTIONS; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the City of New Smyrna Beach requests an amendment to Resolution No. 29-22, to reduce the scope of work and the amount of funding requested from the Volusia County ECHO Program for the skate park expansion and improvements; and

WHEREAS, expanding the area available to skate at the New Smyrna Beach Skate Park will increase the size of the skate park and allow more skaters to safely skate simultaneously; and

WHEREAS, the estimated total for this project remains \$500,000, however, the City has already paid \$197,325 for a topographical survey and a new building to house the skate shop, office, and restrooms; and

WHEREAS, ECHO requires the installation of a temporary and permanent sign, estimated at a total cost of \$5,025, that cannot be funded with grant money and will be covered by the City's cash match to the grant; and

WHEREAS, the ECHO grant application is \$302,675, with the ECHO grant funds of \$148,825, and the \$153,850 City cash match being funded through remaining American Rescue Plan Act funds and from a 2022-2023 budget line carryforward; and

WHEREAS, the City Commission deems it is in the best interest of the citizens of the City of New Smyrna Beach to authorize the City Manager to execute an amended application to Volusia County ECHO Program for grant monies to fund the project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NEW SMYRNA BEACH, FLORIDA:

SECTION 1: Authorization to Execute Application for Financial Assistance. That the City Commission hereby authorizes the City Manager to execute the amended application to Volusia County ECHO Program for grant monies towards the skate park expansion and improvements. Said form of application is more particularly described as follows:

**SEE EXHIBIT "A" ATTACHED HERETO AND BY
REFERENCE MADE A PART HEREOF.**

SECTION 2: Certification to Volusia ECHO. The City of New Smyrna Beach certifies to the following:

(a) That all information within the application and accompanying materials is true and correct.

(b) That the City will comply with the conditions of the Grant Award Agreement.

SECTION 3: Availability of Funds. That the City of New Smyrna Beach has dedicated an amount not to exceed \$153,850 in matching funds for the improvements to the project.

SECTION 4: Conflicting Resolutions. That all other resolutions or parts thereof that are in conflict with this resolution are hereby rescinded and repealed.

SECTION 5: Effective Date. That this resolution shall take effect immediately upon its final adoption.

APPROVED AS TO FORM AND CORRECTNESS:


CARRIE AVALLONE
City Attorney

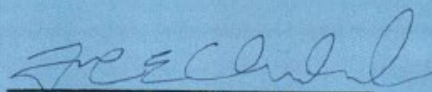
DATE: 11/8/2023

The Within and Foregoing Resolution No. 66-23 as introduced and read before the City Commission of the City of New Smyrna Beach, Florida, at its Regular Meeting held at the City Commission Chambers in said City on November 14, 2023. Motion was made by Commissioner McGuirk, and Seconded by Vice Mayor Perrine, that said Resolution be adopted.

A roll-call vote of the City Commission on said motion to adopt the Resolution resulted as follows:

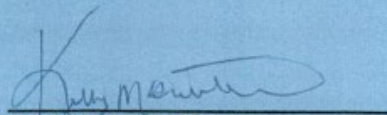
MAYOR FRED E. CLEVELAND	Yes
COMMISSIONER RANDY HARTMAN	Absent
COMMISSIONER LISA MARTIN	No
COMMISSIONER JASON MCGUIRK	Yes
VICE MAYOR VALLI PERRINE	Yes

Whereupon, the Mayor of the City of New Smyrna Beach, Florida, has hereunto set his official signature, duly attested by the City Clerk, and has caused the Official Seal of said City to be hereunto affixed for the purpose of authenticity and as is required by law.



As Mayor of the City of New
Smyrna Beach, Florida

(OFFICIAL SEAL)



As City Clerk of the
City of New Smyrna Beach, Florida

RESOLUTION NO. 66-23

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.

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 skate park will continue to be managed by City of NSB Leisure Services. The park will be staffed with an attendant daily. The skate park offers seasonal camps, skate tournaments, and events throughout the year.

Skate Park Maintenance and Replacement Schedule

The maintenance schedule for the Skate Park varies seasonally.

During the summer months, March thru October, City of New Smyrna Beach Parks staff services the Skate Park three times per month.

Each service will include mowing and edging all green space within the park. The crew will also trim any trees or bushes on as need basis.

During the winter months, November thru February, City of New Smyrna Beach Parks staff services the Skate Park once per month.

The same scope of services is provided just on a reduced number of times per month as the green space and foliage does not grow at as high of a rate during the winter.

Additionally, Parks staff will service the facility prior to any special events or tournaments hosted at the Skate Park to ensure the facility is in top condition prior to any events.

Staff on site at the Skate Park walk the grounds daily, any issues observed with the skate components including the bowl, stairs, rails, etc. that cannot be addressed by the on-site staff are

communicated to the Leisure Services Main Office to the department's Asst. Director or Director. Work orders are then assigned for any work that can be handled by the city's Maintenance Operations Department. For any repair or maintenance projects that cannot be handled by the city's internal maintenance crews, the Leisure Services Department facilitates and pays for the work needed through an appropriate external vendor.

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

Business Plan

Vision – to offer a facility to Volusia County residents and visitors that provides exceptional outdoor recreational and skateboarding opportunities.

Objectives:

1. This project is designed to provide greater accessibility and opportunities to the citizens of Volusia County by expanding the area available to skate at the NSB Skate Park. Increasing the size of the skate park will allow for more skaters to safely skate simultaneously and the new features of the park enhancement will draw more skaters overall.
2. The facility will provide an opportunity for citizens and visitors to participate in special events, tournaments, and other recreational activities related to skating.

Strategies

1. Continue to provide facility access through daily staffing.
2. Promote improved facility as a destination to host events and tournaments.

Action Plan

1. Create marketing/educational material to inform the public about the improvements and opportunities available at the NSB skate park.
2. Host grand opening/ribbon cutting event upon completion project.
3. Promote skate improvements on social media.
4. Invite local pro skaters to park for promotion of improvements.

Feasibility Statement

Services Summary: The city of NSB Skate Park is a well-known skating facility that attracts skating enthusiasts from throughout the state of Florida and nationwide. Currently, the skate shop is operated through a sub-contractor and sells snacks, boards, gear, etc.

Technology: the facility will not add computer data ports and any AV to the facility.

Market Environment: The facility is heavily utilized because of its unique features and skating opportunities. The park is a perfect size for functions or events of less than 50. The City's primary market audience includes residents and people within a 100-mile radius.

Competition: The NSB Skate Park competes for visitors with skate parks in Ormond Beach and throughout central Florida.

Business Model: The City of NSB, a not-for-profit local government agency, operates through a combo of ad valorem taxes, enterprise funds, impact fees, and other fees collected for government services. The City of NSB manages significant assets and accomplishes a balanced budget annually.

Operations: The City's Skate Park is managed and operated by the Leisure Services department. No additional staff will be required after this project.

Personnel: no new personnel will be required following the completion of this project.

Timing Considerations: currently the skate park is operational and has no time critical needs. The improvements to the park will only further improve the opportunities available to the community when visiting the skate park.

Final Recommendations: The City of NSB skate park is a well-attended facility that is in need of an updated pro shop, common area, and building for attendees to gather and enjoy. The skate park is an important facility that needs improvements and upgrades to continue to meet the needs of the citizens and visitors that visit the park. These improvements will help to preserve and continue to improve the quality of life of citizens and visitors of Volusia County.

Marketing Plan

Marketing for the Skate Park will coincide with current city of NSB marketing plan, which is held individually by each facility. The skate park currently markets individually the park and activities through social media, such as Facebook, Instagram and their website.

Marketing Goal: ensuring the City of NSB skate parks facility, events, and services are available to everyone.

Objective: drive awareness, participation, and interaction through targeted use of media and public relations

Strategies: Utilize city of NSB media vehicles and partner (website and social media) to drive awareness and interest in upcoming programs, events, and activities at Skate Park. Create new promo material (brochures, rack cards, etc.) for print, display, and distribution.

FISCAL STABILITY

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

Operational funding for this organization	Prior Completed Year	Current Year	Projected Year	Next Projected Year
Fundraising, Memberships, Donations, etc.	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
County Grants (other than ECHO)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Grants (Non-County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Cash Donations	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTALS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Administrative Costs	<u>\$35,000</u>	<u>\$35,000</u>	<u>\$35,000</u>	<u>\$35,000</u>
Program Costs	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>
Educational Outreach Programs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Contractor Services (for this project)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Marketing & Advertising	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$2,500</u>
Payroll Total Expense	<u>\$47,500</u>	<u>\$47,500</u>	<u>\$47,500</u>	<u>\$47,500</u>
TOTAL	<u>\$95,000</u>	<u>\$95,000</u>	<u>\$95,000</u>	<u>\$95,000</u>
Not-for-Profit	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Endowments	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTALS	Prior Completed Year Total	Current Year Total	Projected Year Total	Next Projected Year Total
Number of Full-time Employees	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Number of Part-time Employees	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Volunteer Hours	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Value of Volunteer Hours (@ /hr.)	<u>\$15/hr</u>	<u>\$15/hr</u>	<u>\$15/hr</u>	<u>\$15/hr</u>
TOTALS	<u>\$1500</u>	<u>1500</u>	<u>1500</u>	<u>1500</u>

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

☐ Yes ☒ No

If yes, please explain:

City of New Smyrna Beach has not defaulted on any grant in the past five years.

FINANCIAL AUDIT/REVIEW/AGREED UPON PROCEDURES

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

<https://www.cityofnsb.com/DocumentCenter/View/18299/2022-NSB-ACFR-FINAL>

CITY OF NEW SMYRNA BEACH
210 SAMS AVE
NEW SMYRNA BEACH FL 32168-7040

DRAWINGS

1. Drawings are required from ALL applicants (documents must be legible and to scale with legends):
 - a. 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.


NOTE: This is a design/build project. Sign will be located where existing ECHO sign is located.




ECHO GRANTS-IN-AID STANDARD & EXCEPTIONAL GRANT APPLICATION

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.

<u>OFFICIAL WITH AUTHORITY TO CONTRACT FOR THE OWNER OF THE PROPERTY</u>	
Signature/Date:	 11/15/2023
Printed Name:	Khalid Resheidat
Phone #:	386-410-2610

<u>OFFICIAL WITH AUTHORITY TO CONTRACT FOR THE APPLICANT</u>	
Signature/Date:	 11/15/2023
Printed Name:	Khalid Resheidat
Phone #:	386-410-2610

<u>CHIEF FINANCIAL OFFICER FOR THE APPLICANT</u>	
Signature/Date:	 11/13/23
Printed Name:	Natalia Eckroth
Phone #:	386-410-2651

<u>NOT FOR PROFITS ONLY – PRESIDENT, BOARD OF DIRECTORS</u>	
Signature/Date:	
Printed Name:	
Phone #:	
Executive Board or Board of Directors reviewed and approved this application on (date):	



ECHO GRANTS-IN-AID STANDARD & EXCEPTIONAL GRANT APPLICATION

PROJECT/CONSTRUCTION TIMELINE CHART

Description	April - June 2023	July - Sept 2023	Oct - Dec 2023	Jan - March 2024	April - June 2024	July - Sept 2024	Oct - Dec 2024	Jan - March 2025	April - June 2025
General Requirements			x						
Architectural/Construction Services				x					
Commission Approval				x					
NTP to be given by City after Grant has been executed					x				
Design/Construction					x				
Estimated Completion									x



ECHO GRANTS-IN-AID STANDARD & EXCEPTIONAL GRANT APPLICATION

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
- ☒ 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)
- ☐ 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