



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:00 PM, Tuesday, June 14, 2022
685 W. Montrose Street**

CALL TO ORDER

Item No. 1 - Minutes Approval Consider approval of the March 22, 2022 CRA minutes.

Item No. 2 - Resolution No. 25 Consider approval of Fiscal Year 2022 CRA budget amendment.

Item No. 3 - Contract Approval Consider contract with Main Street USA in the budgeted amount of \$70,000.

ADJOURN

PUBLIC NOTICE

Meeting agendas are available on the city website and are posted within the first floor of City Hall.

Should any person desire to appeal any decision of the City Council with respect to any matter to be considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7331.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
MARCH 22, 2022

CALL TO ORDER

The Community Redevelopment Agency met on Tuesday, March 22, 2022 in the Clermont City Council Chambers. Chair Murry called the meeting to order at 6:00pm with the following Board Members present: Board Members Pines, Entsuah, Bates, Purvis, and Grogan. Absent: Jeff Powell.

Other City officials present were City Manager Bulthuis and City Clerk Howe.

AGENDA ITEMS

Item No. 1 – Meeting Minutes

Board Member Purvis moved to approve the meeting minutes from November 9, 2021. Seconded by Board Member Bates. Passed unanimously 6-0 with all members present voicing aye.

Item No. 2 – Resolution No. 23, FY 2021 CRA Budget Amendment

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF CLERMONT, LAKE COUNTY,
FLORIDA, ADOPTING THE BUDGET AMENDMENT FOR THE
2020-2021 FISCAL YEAR**

Development Services Director Henschel stated that Resolution No. 23 is a budget amendment to make the final payment for the Art Walk from Fiscal Year 2021.

Chair Murry opened the public hearing.

There were no comments.

Chair Murry closed the public hearing.

Board Member Bates moved to approve Resolution No. 23, FY 2021 CRA Budget Amendment. Seconded by Board Member Purvis. Passed unanimously 6-0 with all members present voicing aye.

Item No. 3 – Resolution No. 24, FY 2022 CRA Budget Amendment

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF CLERMONT, LAKE COUNTY,
FLORIDA, ADOPTING THE BUDGET AMENDMENT FOR THE
2021-2022 FISCAL YEAR.**

Development Services Director Henschel noted the resolution formally amends the annual budget for the carry forward of \$404,000 of unexpended funds from Fiscal Year 2021 for the land acquisition of the downtown parking project.

Chair Murry opened the public hearing.

No comments.

Chair Murry closed the public hearing.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
MARCH 22, 2022

Board Member Bates moved to approve Resolution No. 24, FY 2022 CRA Budget Amendment. Seconded by Board Member Pines. Passed unanimously 6-0 with all members present voicing aye.

Item No. 4 – Audit and Annual Financial Report

Development Services Director Henschel remarked the report was provided in the packet for Fiscal Year 2020.

Chair Murry opened the public hearing.

No comments.

Chair Murry closed the public hearing.

Board Member Bates moved to approve the Financial Report. Seconded by Board Member Purvis. Passed unanimously 6-0 with all members present voicing aye.

Item No. 5 – Annual Report Presentation

Development Services Director Henschel presented the 2021 Annual Report.

Chair Murry asked about the events in 2021 and what is planned in 2022. Mr. Henschel stated that the events are increasing.

Board Member Purvis inquired about the base year for the \$15 million evaluation. Mr. Henschel responded that 1997 is the base year for the evaluation.

ADJOURN: With no further comments, this meeting adjourned at 6:11 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:00 PM, Tuesday, June 14, 2022
685 W. Montrose Street**

Meeting Date		
Tuesday, June 14, 2022		
Agenda Item Name		
Resolution No. 25		
Requested Action		
Request approval of CRA Resolution No. 25 to amend the Fiscal Year 2022 budget.		
Staff Report		
Resolution No. 25 is proposed to amend the CRA Fiscal Year 2022 budget. This resolution formally amends the annual budget with updates to the beginning reserves amount along with updated allocations for various revenue and expenditure accounts in this fund.		
Additional Analysis		
Fiscal Impact Summary		
The net change to ending fund balance is 0.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	Res. 2022-25 CRA amendent table	Res. 2022-25 CRA amendent table.pdf

PUBLIC NOTICE

Meeting agendas are available on the city website and are posted within the first floor of City Hall.

Should any person desire to appeal any decision of the City Council with respect to any matter to be considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7331.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 25

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY
 OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING
 THE BUDGET AMENDMENT FOR THE 2021-2022 FISCAL YEAR.**

WHEREAS, it is hereby found and determined by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida that the following budget amendments are necessary for the Fiscal Year of October 1, 2021 to September 30, 2022.

Revenue Account Description	2022 Current Budget	Proposed Budget Amendment	Total 2022 Revised Budget
Beginnings Reserves	\$425,020	\$82,189.37	\$507,209.37
Ad Valorem Taxes	\$510,271	-\$7,925	\$502,346
Interest Earnings	\$3,000	-\$1,000	\$2,000
Total Revenue	\$938,291	\$73,264.37	\$1,011,555.37

Expense Account Description	2022 Current Budget	Proposed Budget Amendment	Total 2022 Revised Budget
Regular Salaries	\$80,587	-	\$80,587
Overtime Salaries	\$1,000	\$33,800	\$34,800
FICA	\$5,792	\$2,586	\$8,378
Defined Contribution Pension	\$8,159	\$4,969	\$13,128
Group Insurance	\$30,277	-	\$30,277
Life Insurance	\$254	-	\$254
Employee Assistance Plan	\$57	-	\$57
Worker's Compensation	\$32	-	\$32
Professional Services - General	\$0	-	\$0
Background Investigations	\$16	-	\$16
Drug Screens	\$16	-	\$16
Pro. Svcs.-Investment Advisor	\$159	-	\$159
Audit Fee	\$8,000	-	\$8,000
Contract Svcs.-Cleaning	\$23,004	-	\$23,004
Cont. Svcs.-Clean Victory Point	\$2,901	-	\$2,901
Contract Svcs.-Pest Control	\$170	-	\$170
Cont. Svcs.-Pest Cont. Victory Pt.	\$45	-	\$45
Cont. Svcs.-Elev Maint. Victory Pt.	\$540	-	\$540
Travel & Per Diem	\$0	-	\$0
Postage & Freight	\$50	-	\$50
Electric & Gas Service	\$15,000	-	\$15,000



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 25

Expense Account Description	2022 Current Budget	Proposed Budget Amendment	Total 2022 Revised Budget
Electric & Gas Svc. Victory Point	\$3,600	-	\$3,600
Water & Sewer Service	\$600	-	\$600
Water & Sewer Svc. Victory Point	\$600	-	\$600
Rentals-Equipment	\$9000	-	\$9000
Rentals-Land	\$39,480	-	\$39,480
Commercial Insurance	\$8,113	-	\$8,113
Repair & Maint.-Buildings Victory Pt.	\$1,000	-	\$1,000
Repair & Maintenance-Vehicles	\$0	-	\$0
Repair & Maint.-Grounds Victory Pt.	\$500	-	\$500
Repair & Maintenance-Sod	\$334	-	\$334
Repair & Maint.-Sod Victory Point	\$135	-	\$135
Repair & Maint-Fishing Piers Vict. Pt.	\$500	-	\$500
Repair & Maint.-Other-CRA Streetscp.	\$5,000	-	\$5,000
Printing	\$324	-	\$324
Advertising	\$23	-	\$23
Promotion	\$2,000	-	\$2,000
CRA Events	\$0	-	\$0
CRA Events-Sips & Salsa	\$25,000	-	\$25,000
Aquatic Weed Control Victory Point	\$1,600	-	\$1,600
Bank Service Charges	\$90	-	\$90
Office Supplies	\$0	-	\$0
Operating Supplies	\$285	-	\$285
Operating Supplies Victory Point	\$432	-	\$432
Gas & Oil	\$0	-	\$0
Tires & Batteries	\$0	-	\$0
Uniforms	\$0	-	\$0
Minor Equipment - CRA Streetscape	\$41,250	-	\$41,250
Safety Equipment	\$0	-	\$0
Safety Shoes	\$0	-	\$0
Subscription & Dues	\$1,000	-	\$1,000
Training & Education	\$1,400	-	\$1,400
Capital Outlay-Land	\$434,966	-\$178,090.63	\$256,875.37
Capital Outlay-Other Improvement	\$15,000	-\$15,000	\$0
Capital Outlay-Boat Ramp Removal	\$0	\$75,000	\$75,000
Cap. Out.-Pro. Svcs- Marina/Meet-me- in-the-Middle	\$0	\$25,000	\$25,000
Cap. Out.-Marina/Meet-me-in-the- Middle	\$0	\$125,000	\$125,000



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 25

Expense Account Description	2022 Current Budget	Proposed Budget Amendment	Total 2022 Revised Budget
Contributions-Main Street Programs	\$70,000	-	\$70,000
CRA Grants	\$100,000	-	\$100,000
Ending Reserves	\$0	-	\$0
Total Expenses	\$938,291	\$73,264.37	\$1,011,555.37

Net Impact to CRA Fund Balance \$0

NOW, THEREFORE, BE IT RESOLVED, that the above said budget amendments for the City of Clermont Community Redevelopment Agency for the 2021-2022 Fiscal Year and appropriations therefore are hereby adopted.

DONE AND RESOLVED by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida, this 14th day of June, 2022.

 Tim Murry, CRA Chairman

Attest:

 Tracy Ackroyd Howe, MMC
 City Clerk



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:00 PM, Tuesday, June 14, 2022
685 W. Montrose Street**

Meeting Date		
Tuesday, June 14, 2022		
Agenda Item Name		
Contract Approval		
Requested Action		
Recommend approval of contract.		
Staff Report		
This contract has an existing budgeted amount of \$70,000 for the contribution to the Main Street USA program to include a full-time executive director to follow the national Main Street program for events, historic preservation, and volunteer network to promote downtown Clermont.		
Additional Analysis		
Fiscal Impact Summary		
The funding for this is included in the Fiscal Year 2022 current budget. Department Account Code: 60552-88202		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	Main Street Agreement edits 6_6_22	Main Street Agreement edits 6_6_22.docx

PUBLIC NOTICE

Meeting agendas are available on the city website and are posted within the first floor of City Hall.

Should any person desire to appeal any decision of the City Council with respect to any matter to be considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7331.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.

AGREEMENT FOR SERVICES

THIS AGREEMENT is by and between the THE CITY OF CLERMONT COMMUNITY REDEVELOPMENT AGENCY, hereinafter referred to as “CRA” and CLERMONT MAIN STREET II, INC., a non-profit Florida Corporation, herein referred to as "Main Street".

WITNESSETH:

WHEREAS, the purposes of the Main Street Program, which include revitalization, stabilization and development of downtown Clermont and the CRA area are viable, legitimate public interests; and

WHEREAS, the Main Street Program is a program designed to promote a business development area within the City of Clermont in accordance with the CRA Redevelopment Plan; and

WHEREAS, the CRA has determined that the services to be provided hereunder are consistent with the CRA Redevelopment Plan and can best be implemented by Main Street and its professional staff; and

WHEREAS, the Board of the CRA has determined that the entering into of this Agreement is in the best interest of the CRA.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

1. This Agreement shall continue in force for the period of June 14, 2022 – September 30, 2022.
2. At the discretion of the Main Street, with guidance from the State Main Street Office, the annual work plans may include, but not be limited to the following activities, as recommended in the National Main Street Four Point Approach:
 - a) to promote the historic preservation, protection, and use of CITY's traditional downtown area, including that area's commercial and civic enterprises and residences;
 - b) to participate in, aid and support, CRA and City of Clermont downtown programs, policies, projects, initiatives and marketing activities as may be established by the CRA or the City of Clermont as deemed appropriate by the Main Street board of directors in accordance with the CRA Redevelopment Plan; and
 - c) to aid, work with and participate in the activities of other organizations, individual and public and private entities located within the Main Street footprint and overlapping the CRA District and engaged in similar purposes.

In consideration of the services rendered by Main Street in FY22, the CRA shall pay SEVENTY THOUSAND DOLLARS (\$70,000) to Main Street by June 30, 2022.

3. Notice may be provided by e-mail or United States mail to:

Main Street: Kimberly Grogan
Clermont Main Street
P.O. Box 120734
Clermont, FL 34712
E-mail: clermontdowntown@gmail.com

CRA: Brian Bulthuis
Clermont City Manager
City Hall
685 W. Montrose Street
Clermont, FL

4. PUBLIC RECORDS:

A. IF THE "MAIN STREET" HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE MAIN STREET'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

City Clerk, City of Clermont
685 West Montrose Street
Clermont, FL
Tel: _____
E-mail: _____

B. Main Street understands that by virtue of this Agreement all of its documents, records and materials of any kind, relating to the relationship created hereby, shall be open to the public for inspection in accordance with Florida law. If Main Street will act on behalf of the CRA, as provided under section 119.011(2), Florida Statutes, the Main Street, subject to the terms of section 287.058(1)(c), Florida Statutes, and any other applicable legal and equitable remedies, shall:

1. Keep and maintain public records required by the CRA to perform the service.
2. Upon request from the CRA's custodian of public records, provide the CRA with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Florida law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized

by law for the duration of the contract term and following completion of the contract if Main Street does not transfer the records to the CRA.

4. Upon completion of the contract, transfer, at no cost, to the CRA all public records in possession of Main Street or keep and maintain public records required by the CRA to perform the service. If Main Street transfers all public records to the CRA upon completion of the contract, Main Street shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Main Street keeps and maintains public records upon completion of the contract, Main Street shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CRA, upon request from the CRA's custodian of public records, in a format that is compatible with the information technology systems of the CRA.
5. If Main Street does not comply with a public records request, the CRA shall enforce the contract provisions in accordance with the Agreement.

5. This Agreement may be terminated at any time by either party with cause or without cause upon thirty (30) days written notice to the other party. If terminated by Main Street any funds not previously expended by Main Street shall be returned to the CRA.

6. This Agreement may not be modified or amended except by an Agreement in writing signed by all parties.

7. This Agreement including the documents incorporated by reference contains the entire understanding of the parties hereto and supersedes all prior and contemporaneous agreements between the parties with respect to the performance of services by Main Street.

8. This Agreement is personal to the parties hereto and may not be assigned by Main Street, in whole or in part, without the prior written consent of CRA.

9. The parties agree that the sole and exclusive venue for any cause of action arising out of this Agreement shall be Lake County, Florida.

10. This Agreement and any amendments hereto are executed and delivered in the State of Florida and shall be governed, interpreted, construed and enforced in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year set forth below.

Attest:

CITY OF CLERMONT COMMUNITY
REDEVELOPMENT AGENCY

Tracy Howe, City Clerk

Timothy Murry, Chairman

Date: _____
As approved by the CRA Board at its regular
meeting of _____, 2022

CLERMONT MAIN STREET II, INC., a
non-profit Florida corporation

By: Kimberly Grogan

Printed Name/Title

Date: _____