



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:00 PM, Tuesday, August 8, 2023
685 W. Montrose Street**

CALL TO ORDER

NEW BUSINESS

- | | |
|--------------------------------|---|
| Item No. 1 - Minutes Approval | Consider approval of the May 23, 2023 CRA minutes. |
| Item No. 2 - Contract Approval | Consider approval of a contract with Main Street in the budgeted amount of \$70,000 to provide services that promote downtown Clermont in the CRA district. |
| Item No. 3 - Resolution No. 29 | Consider approval of Community Redevelopment Agency Fiscal Year 2023 CRA Budget Amendment |

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
MAY 23, 2023

CALL TO ORDER

The Community Redevelopment Agency met on Tuesday, May 23, 2023 in the Clermont City Council Chambers. Chair Murry called the meeting to order at 6:00pm with the following Board Members present: Board Members Crawford, Merrick, Pines, Entsuah, Gonzalez, and Purvis.

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 February 14, 2023. Seconded by Board Member Pines. Passed unanimously 7-0 with all members present voicing aye.

Item No. 2 – Parking Agreement

Development Services Director Henschel presented the parking agreement with First United Methodist Church of Clermont. The purpose of the agreement is to renew the previous agreement from 2019 to provide the city with 169 parking spaces for the amount of \$1,490 per month.

Chair Murry opened the public hearing. There were no comments. Chair Murry closed the public hearing.

Discussion ensued regarding what year the original agreement was made and signage for public parking. The Board spoke about the utilization of the parking spaces by residents and the benefit of having the parking during events.

The church will be renovating and the number of parking spaces will decrease. The agreement is currently month to month. The church is going through a reorganization and once that is complete, the city will review the agreement with the church to discuss a long term plan.

Stephen Elmore, Business Administrator for First United Methodist Church of Clermont, stated that there are 3 to 4 signs up for public parking with the times. Construction on the new building will begin in late July and will open in August 2024, during that time the parking spaces should not be adversely affected.

Board Member Purvis moved to accept the proposed lease of the church's available parking lot as presented. Seconded by Board Member Pines. Passed unanimously 7-0 with all members present voicing aye.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
MAY 23, 2023

ADJOURN: With no further comments, this meeting adjourned at 6:13 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:00 PM, Tuesday, August 8, 2023
685 W. Montrose Street**

Meeting Date		
Tuesday, August 8, 2023		
Agenda Item Name		
Contract Approval		
Requested Action		
Recommend approval of contract		
Staff Report		
This contract provides annual budgeted funding to Main Street to provide projects, initiatives, marketing, and special events that promote downtown Clermont within the CRA district. This funding is included in the CRA's current fiscal budget in the amount of \$70,000.		
Additional Analysis		
Fiscal Impact Summary		
The funding of \$70,000 is included in the current year's 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 Aug 8 2023	Main Street Agreement Aug 8 2023.pdf

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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, 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. At the discretion of Main Street, with guidance from the State Main Street Office, their work 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 FY23, the CRA shall pay SEVENTY THOUSAND DOLLARS (\$70,000) to Main Street by September 30, 2023.

2. 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

3. 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: 352-241-7330
E-mail: cityclerk@clermontfl.org

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.

4. 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.

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

6. 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.

7. 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.

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

9. 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 August 8, 2023

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

By: Kimberly Grogan

Printed Name/Title

Date: _____



AGENDA ITEM

Meeting Date		
Tuesday, August 8, 2023		
Agenda Item Name		
Resolution No. 29		
Requested Action		
Staff Report		
<p>Resolution No 29 proposes to formally amend the CRA Fiscal Year 2023 annual budget with updates to beginning reserves and revenues along with updates to current FY 2023 ongoing projects.</p> <p>There is no impact to the ending fund balance in the current fiscal year.</p>		
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. CRA Budget - Resolution 29	CRA Budget - Resolution 29.pdf	



CITY OF CLERMONT
 Community Redevelopment Agency
RESOLUTION NO. 29

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY
 OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING
 THE BUDGET AMENDMENT FOR THE 2022-2023 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, 2022 to September 30, 2023.

COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND

Department Description	2023 Current Budget	Proposed Budget Amendment	Total 2023 Revised Budget
Beginning Reserves	\$260,643	\$246,541	\$507,184
Taxes	\$624,923	\$28,337	\$653,260
Community Redevelopment Agency	\$887,566	\$274,878	\$1,162,444
Ending Reserves	\$0	\$0	\$0
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 2022-2023 Fiscal Year and appropriations therefore are hereby adopted.



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 29

DONE AND RESOLVED by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida, this 8th day of August, 2023.

Tim Murry, CRA Chairman

Attest:

Tracy Ackroyd Howe, MMC
City Clerk