



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
6:00 PM, Tuesday, October 22, 2024
685 W. Montrose Street**

CALL TO ORDER

NEW BUSINESS

- | | |
|--|---|
| Item No. 1 - Meeting Minutes | Consider approval of the July 23, 2024, CRA meeting minutes and the July 25, 2024, CRA workshop minutes. |
| Item No. 2 - Resolution No. 32 | Consider approval of Fiscal Year End 2024 Budget Amendment. |
| Item No. 3 - Resolution No. 33 | Consider approval of the Fiscal Year 2024/2025 Budget. |
| Item No. 4 - Parking Agreement Renewal | Consider renewing parking agreement with DeHoyos Revocable Trust in the budgeted amount of \$1,000 per month. |
| Item No. 5 - Contract Approval | Consider approval of the annual contract with Clermont Main Street 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
July 23, 2024

CALL TO ORDER

The Community Redevelopment Agency met on Tuesday, July 23, 2024 in the Clermont City Council Chambers. Chair Murry called the meeting to order at 6:00pm with the following Board Members present: Board Members Merrick, Gonzalez, Pines, and Howard.

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

Board Members Myers and Crawford were absent.

AGENDA ITEMS

Item No. 1 – Meeting Minutes

Board Member Pines moved to approve the meeting minutes from April 23, 2024. Seconded by Board Member Gonzalez. Passed unanimously 5-0 with all members present voicing aye.

Item No. 2 – Grant Extension Request

Development Services Director Henschel presented the item. The applicant, Mr. Evans, had applied for a \$15,000.00 Building Code Assistance Grant in September 2023 for a building at 792 West Montrose Street. The grant stipulates that the project must be complete within 120 days. The project is to reconstruct the dilapidated upstairs living quarters and turn them into updated and code-compliant apartments.

Mr. Evans signed the grant agreement on September 13, 2023. In the agreement, the project completion date was January 11, 2024. Mr. Evans did not meet the completion date and received two extensions from staff with a completion date of June 11, 2024. City staff received a formal request for an additional extension on July 18, 2024. Staff does not have the authority to approve another extension.

The applicant is requesting the Community Redevelopment Agency Board grant an additional extension. The granting of an extension of this magnitude may set a precedent for future applicants to exceed the grant guidelines they agreed to when they applied. In that case, the timelines of the grant program become null.

Staff suggested extending the Building Code Assistance Grant to 180 days. The magnitude of work done with these grants makes it harder to complete in the 120-day timeframe.

The applicant, Mr. Evans, stated that he has had issues with his contractor. The project is near completion and they are working on the alarm system.

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

Board Member Pines stated the applicants should receive a longer period with the work they are doing for the grant.

Board Member Gonzalez inquired when the project would be fully complete.

Mr. Evans stated that a 30-day extension would be enough time to finish and get final inspections.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
July 23, 2024

City Manager Bulthuis stated that staff needs direction on how they would like to move forward with the timeframe for this grant. Staff recommends completion in 180 days with staff allowed to grant one 90-day extension.

Chair Murry would like to see the extension be more than 90 days.

Board Member Howard moved to extend the grant to August 23, 2024. Seconded by Board Member Gonzalez. Passed unanimously 5-0 with all members present voicing aye.

Discussion ensued on the length of the grant; how long staff can grant an extension.

Board Member Howard moved to extend the grant length to 180 with a single extension by staff of 120 days. Seconded by Board Member Gonzalez. Passed unanimously 5-0 with all members present voicing aye.

Item No. 3 – Contract Approval

Deputy City Manager Davidoff presented this item. In order for staff to release money to Main Street, the Community Redevelopment Agency Board must approve a contract. This contract provides annual budgeted funding to Main Street to provide projects, initiatives, marketing and special events that promote downtown Clermont within the Community Redevelopment Agency District.

The timeframe in item number two of the contract is not clear and staff spoke with Main Street regarding the timeframe. Staff recommends amending the language of item number two to state the following. “All funds provided by the CRA shall be obligated to be expended by Main Street by the end of the fiscal year. No later than six (6) months following the end of the fiscal year, Main Street shall provide to the CRA an audit review of the Main Street Program, year-end financial reports, detailed budget, and annual work plans.”

Board Member Gonzalez inquired to Main Street providing their strategic plan for next fiscal year.

Deputy City Manager Davidoff stated that Main Street would be at the upcoming Community Redevelopment Agency workshop on Thursday to present their plan for the coming fiscal year.

City Manager Bulthuis informed the board regarding a new law that goes into effect October 1, 2024. Each special district shall establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine whether the goals and objectives achieved. Moving forward the Community Redevelopment Agency Board will have to incorporate this language if they want to provide funds to Main Street.

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

Chair Murry questioned receiving an audit from Main Street. The removal of the requirement of an audit from the contract for this year was a one-time removal. The requirement is in next year’s contract.

Board Member Gonzalez moved to approve the contract as amended. Seconded by Board Member Howard. Passed unanimously 5-0 with all members present voicing aye.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
July 23, 2024

Item No. 4 - Community Redevelopment Agency Budget Reallocation & Approval to Construct Parking Lot.

City Manager Bulthuis stated that the Community Redevelopment Agency receives funds from the City of Clermont and Lake County and operates on 10 mills. The estimate for the current fiscal year is \$784,000.00. The Community Redevelopment Agency Board approved a budget in October; staff is requesting to reallocate some of the funds.

The board has \$600,000.00 in reserves this fiscal year. Staff is recommending allocating these funds to Capital Outlay to construct a parking lot on Desoto, which is City property. There is space for 46 parking spots.

Board Member Howard would like to table the item to be able to discuss the options for that land and look at other places for parking.

City Manager Bulthuis stated that it is a half-acre property and it is the board's decision on how to move forward. There are funds to construct a parking lot if that is the decision.

Board Member Merrick inquired if Main Street is in support of the parking lot.

City Manager Bulthuis explained that the Community Redevelopment Agency Board is in complete control and determines the purpose and allocation of funds. Main Street is a separate legal entity; they can make recommendations.

City Manager Bulthuis told the Board that staff is seeking approval of the amended budget with a hold on the \$600,000.00 for the parking lot.

Board Member Pines moved to approve the amended budget and table the parking decision until the workshop on Thursday.

City Manager Bulthuis informed the board that the City Council has the decision on how to move forward with the property; the Community Redevelopment Agency Board decides on funding.

Chair Murry inquired what happens to the reserves if not utilized this fiscal year. The funds will move to the next fiscal year.

Board Member Howard would like to have a more in depth conversation regarding the different uses of the property along with the possibility of selling. City Manager Bulthuis explained that if the property is sold the funds would go to the City's budget and not the Community Redevelopment Agency.

The motion failed for a lack of a second to the motion.

Board Member Howard moved to table Item No. 4 until the next meeting. Seconded by Board Member Gonzalez

Discussion ensued on when the next Community Redevelopment Agency will take place. The next meeting would be in October to set the budget for the next fiscal year. Discussion of this item will be at the next workshop.

Passed unanimously 5-0 with all members present voicing aye.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
July 23, 2024

City Manager Bulhuis informed the board that the consultant that performed the downtown parking study would attend the workshop and present the findings.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
July 23, 2024

ADJOURN: With no further comments, this meeting adjourned at 6:36 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

CALL TO ORDER

The Community Redevelopment Agency met in a workshop session on Thursday, July 25, 2024 in the Clermont City Council Chambers. Chair Murry called the meeting to order at 9:05 am with the following Board Members present: Board Members Merrick, Gonzalez, Myers, Pines, Crawford and Howard.

Other City officials present were City Manager Bulthuis, Development Services Director Henschel and Deputy City Clerk Wisniewski.

Board Member Myers was available via conference call.

OPENING COMMENTS

City Manager Bulthuis stated that this is a joint workshop with the Community Redevelopment Agency and City Council.

AGENDA ITEMS

The agenda items were not discussed in order of the agenda.

1. Downtown Parking Study

Kittleson and Associates performed the parking study on the downtown area in 2020. With businesses closed due to Covid, the study was theoretical due to the lack of data collected. The Community Redevelopment Agency Board approved a new parking study. The study is complete and the results are back.

Stephanie Shealey, Kittleson and Associates, presented a PowerPoint, which reviewed the results of the new study. She reviewed the current availability of parking in the downtown area, utilization of parking spaces and the future needs.

The study looked at city owned, city leased and private parking but focused on public access parking. The area covered the three parking lots along Lake Minneola. There are 1,529 parking spaces total, 1,031 are in the downtown area and 823 of the spaces are owned by the city.

Different scenarios were analyzed, weekday with no events, Saturday night, first Friday event and Sunday farmers market. The study showed there was sufficient capacity for non-event parking demands. Events had a reduction in parking supply with an increased demand for parking.

Looking at the future, redevelopment within downtown has the potential to cause daily parking challenges along with no guarantee the leased lots will be available each year.

Chair Murry stated that it seems there is not a parking issue outside of events. If there is redevelopment, we need to consider a parking garage.

Board Member Gonzalez questioned the city's plan on renewing the leased parking lots. City Manager Bulthuis stated that both leased lots are year-to-year leases and the owners can revoke at any time.

Board Member Howard expressed the need to start looking at a parking structure now. The focus needs to be on redevelopment and reducing the surface parking lots. He also stated that adding golf cart use will make downtown more accessible.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

Board Member Pines said that the parking study performed in 2020 included a parking garage, which at that time cost \$13 to \$15 million.

City Manager Bulthuis presented the PowerPoint presentation from 2021. The parking garage concept was for a structure at City Hall. The base option would have 386 parking spots; there are already 100 spots in the surface lot at City Hall so you gain 286 spots. The cost estimate at that time was \$12 to \$15 million for this design.

There have been over 200 surface parking spots added in the downtown area in the last three years. Eliminating surface parking and adding a parking garage will not add the number of spots, it will equal out.

Discussion ensued on surface lots versus a parking garage. If the consensus would be to add a parking garage that would mean finding land within the downtown area, having the funds to build and whether those funds come from the General Fund or the Community Redevelopment Agency funds.

City Manager Bulthuis presented the option of adding more on street parking. There are some areas that have extended Right of Ways, which if minimized could accommodate on street parking. These would be in residential areas and the residents may not agree with it.

Deputy City Manager Davidoff listed potential locations downtown for a parking garage and costs presented to Council in 2021. Minneola and 7th Street was 220 spaces, \$8.26 million, City Hall was 386 spaces and \$15 million, and Osceola, and 7th Street was 429 spaces and \$13 million.

The Board discussed the different options for a parking garage and Deputy City Manager Davidoff stated that the previous study showed people want to park close and not have to walk more than 200 yards to their destination.

City Manager Bulthuis spoke about the extended Right of Way on Minneola Avenue from the Kehlor building to the Clermont City Center and converting that to street parking. The issue would be the driveways and the residential portion of the street. Finding street parking in the downtown area will depend on how far the Board wants to go along with where the utilities are located.

Staff can have an engineer come and study where to place street parking in the downtown area with a consensus to move forward.

Discussion took place on converting the city property on Desoto to a parking lot, which would cost \$600,000.00. The cost comparison of the lot versus street parking along with what each spot would cost once built.

City Manager Bulthuis expressed that the direction was to find more parking in the downtown area. Staff continues to look for opportunities for parking while making it economically feasible.

Discussion regarding the option of selling the property along with the economic feasibility of having a parking garage or paying the same amount per spot for a surface lot.

Parking is mainly an issue during events. Board Member Howard stated that the events need support, as they are what bring people to the downtown area.

Board Member Crawford stated that there is a short-term and long-term issue. The study helps in identifying some of those issues. Is in favor of doing a study for on street parking.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

City Manager Bulthuis stated that staff looked at the area on Minneola Avenue from 5th Street to 7th Street. It could potentially fit 86 parking spaces. If the Board would like to have an engineering study to get exact numbers, we can move in that direction.

Board Member Merrick stated that she is in favor of seeing the cost comparison from parking lots to street parking. Chair Murry was in favor of the study.

Staff spoke about the possibility of having to move utilities for on street parking as well as the estimated cost of \$225,000.00 to perform a study.

The next Community Redevelopment Agency meeting will be in October where the board will adopt the budget for the year. In the meantime, staff will work on providing a formal proposal to get the cost for the on street parking study. Staff will hold a public meeting to show residents the concept and receive input.

Chair Murry inquired about speaking with the residents prior to performing a study. City Manager Bulthuis stated that there could be an informational meeting to provide the concept and receive feedback while getting a proposal for the study.

Discussion ensued regarding private property within the downtown area that could be a possibility of purchasing to build a parking garage.

Board Member Crawford expressed the need for benchmarks that would trigger needing more parking.

The Board discussed the option of offering shuttle service from the outer parking lots and allowing golf carts within the city.

Chair Murry opened the public hearing.

Patrick Bianchi, Clermont Main Street – spoke about parking in the downtown area and collaboration with one business to utilize their parking lot and shuttle to their events. Inquired where the water from the south side of Montrose Street drains.

Public Services Director Brunson stated that the south side of Montrose Street drains to Center Lake.

Discussion ensued on developing vacant land where the water drains to the Victory Point basin.

Chair Murry inquired about the shuttle Clermont Main Street provides.

Gigi Capria, Clermont – there is a walking issue and not a parking issue. It would be beneficial for the city to collaborate with a shuttle company to provide shuttle services from other areas in the city. Clermont Main Street collaborates with one business who own a seven-person golf cart and provides the service.

Discussion ensued on collaborating with Main Street for shuttle services.

Keith Mullins, Drew Avenue – expressed the need for scattered parking and not one parking garage.

Desiree Arana, Clermont – inquired on the study being on a weeknight and not a weekday. Most downtown businesses are open during the day and only a small fraction are open at night.

Ms. Shealey stated that they chose nighttime due to the restaurants coming to the city. The numbers during a weekday would be in line with a Saturday, street parking full but parking lots open.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

Kimberly Grogran, Dash Sports – requested a study on premium parking versus satellite to include the usage of long spots.

Otis Taylor, Give a Day Foundation – expressed the need for more parking in the southwest portion of downtown.

Chair Murry closed the public hearing.

City Manager Bulthuis stated that he needs a consensus if the Board would like staff to move forward with a cost estimate on street parking.

The consensus was for staff to move forward with the cost estimate.

City Manager Bulthuis informed the Board that staff would do an outreach to the neighbors and schedule an open house for some time in late August or early September to hear their opinions.

City Manager Bulthuis asked if the Board wants to do a workshop in late September to discuss the costs or wait until the meeting in October. He also inquired about the parking lot on Desoto, does the Board want to move forward or wait until we do the study on the street parking.

Board Member Pines and Chair Murry would like to move forward with the Desoto parking lot. The businesses in the area want the parking lot.

Board Member Myers likes the idea of the street parking study and letting residents weigh in.

Board Member Howard stated that he would be in favor of using the Desoto property temporarily if the cost lowered.

Board Member Crawford left the workshop at 10:47 am.

City Manager Bulthuis stated that staff could clean the lot and leave it a dirt lot to use temporarily. To maximize the usage, work does need to be done to the property.

Chair Murry recessed the workshop at 10:50 am. The workshop reconvened at 11:00 am.

Chair Murry informed the Board that South Lake TV would have to leave in 45 minutes, does the Board want to reschedule the budget workshop or continue without South Lake TV.

City Manager Bulthuis stated that the next Council workshop is August 20.

2. Proposed Fiscal Year 2024-2025 CRA Budget Discussion

City Manager Bulthuis stated that the Community Redevelopment Agency receives funds from the City of Clermont and Lake County. The Community Redevelopment Agency operates at 10 mills, which comes from the city's growth.

City Manager Bulthuis reviewed the operating costs for the Community Redevelopment Agency. He spoke about the funds that are in reserves and the funds the Community Redevelopment Agency provides to Main Street annually towards their operating costs.

The City General Fund has been funding the expense of the Police Department and Public Services during the Main Street events.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

The recommended budget presented for Fiscal Year 2024-2025 has the Community Redevelopment Agency funding Police and Public Services for events in the downtown area.

The loan for Victory Point comes from the Stormwater fund. Should that stay with Stormwater or be an expense of the Community Redevelopment Agency.

If the Community Redevelopment Agency continues with the current operating expenses, grants and add Police and Public Services, the budget would break even. The funding for Clermont Main Street would decrease by \$10,000.00 in this budget.

Mr. Bianchi presented Clermont Main Streets requests for next Fiscal Year. Those requests include police officers for events, funds for murals, community enhancement support, historic preservation funds and funds to support printing and installing business nameplates on all wayfinding poles.

Discussion ensued regarding the grants available to downtown businesses and the city's relationship with Clermont Main Street.

Board Member Merrick left the workshop at 11:26am.

Mr. Bianchi spoke about grants that Clermont Main Street can apply for and the requirements for Main Street City designation.

City Manager Bulthuis stated that the Community Redevelopment Agencies revenue is \$860,000.00. Based on today's presentation the expenses are \$856,000.00. There are no funds to perform the on street parking study. If there is not the Desoto property parking lot then there are funds in the reserves.

City Manager Bulthuis asked for direction on moving the debt service for Victory Point to the Community Redevelopment Agency Budget.

Board Member Pines expressed her concern with taking \$600,000.00 from the Community Redevelopment Agency for parking on the Desoto property. The fees for Victory Point should come from the Community Redevelopment Agency, as it was a downtown project and in the Community Redevelopment Agency Master Plan in 2015.

City Manager Bulthuis explained that starting this year there would be \$800,000.00 in reserves for the Community Redevelopment Agency. The operating budget as presented is break even. The budget is contingent on the city's millage rate remaining the same, if the millage rate lowers then the revenue will be lower.

Board Member Howard stated that with the debt service for stormwater not complete until 2032 that he is not in favor of adding the debt to the Community Redevelopment Agency. Moving the salaries of Police and Public Services for the events to the Community Redevelopment Agency would be a possibility; staff needs to look at each event and the staffing needed. He feels the budget should move forward as it has in the past.

City Manager Bulthuis stated that the current expenses for the Community Redevelopment Agency fund are \$466,000.00 without the Victory Point debt service for storm water.

The budget will come before the Board at the October meeting to approve.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

3. Other

No further comments.

CLOSING COMMENTS

City Manager Bulthuis informed the Board of a discussion he had with Lake Sumter State College regarding using space at the Black Box Theater. The agreement will go before Council at the August 13 meeting. The lease for the Boys and Girls club will also come before Council at that meeting.

Discussion ensued regarding another Council Budget Workshop; do we continue today or move to another time.

Chair Murry inquired about the need for another budget workshop. Board Member Pines explained that she wanted to see each budget before the City Manager made cuts and Board Member Myers said she would like to hear more from Fire Chief Ezell.

The consensus was to cancel the workshop scheduled for August 20 and have an all day workshop on August 21 beginning at 9:00 am.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA) WORKSHOP
July 25, 2024

ADJOURN: With no further comments, this workshop adjourned at 12:08 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, October 22, 2024		
Agenda Item Name		
Resolution No. 32		
Requested Action		
Request approval of the amended CRA Budget for Fiscal Year 2024 as attached. The net impact to the fund balance is zero.		
Staff Report		
The amended budget reflects changes in individual accounts due to budget transfers.		
Additional Analysis		
Fiscal Impact Summary		
The net impact to the fund balance is zero.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Resolution 32 - CRA Budget Amendment 2024 (10.02.2024)	Resolution 32 - CRA Budget Amendment 2024 (10.02.2024).pdf	



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 32

DONE AND RESOLVED by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida, this 8th day of October, 2024.

Tim Murry, CRA Chairman

Attest:

Tracy Ackroyd Howe, MMC
City Clerk



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, October 22, 2024		
Agenda Item Name		
Resolution No. 33		
Requested Action		
Request approval of Resolution No.33 for the adoption of the Fiscal Year 2024/2025 Community Redevelopment Agency (CRA) budget.		
Staff Report		
Staff recommends approval for the adoption of the Fiscal Year 2024/2025 Community Redevelopment Agency (CRA) budget.		
Additional Analysis		
Fiscal Impact Summary		
The total Fiscal Year 2024/2025 CRA budget is \$1,459,893		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Resolution 33 - CRA Budget 2025 (10.02.2024)	Resolution 33 - CRA Budget 2025 (10.02.2024).pdf	
2. FY25 CRA - Budget	FY25 CRA - Budget.pdf	



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 33

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF CLERMONT, LAKE COUNTY,
FLORIDA, ADOPTING THE BUDGET FOR THE 2024-2025
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 sums of money or as much thereof as may be authorized by law are required for the purpose of carrying out the Community Redevelopment Programs and Plans for the Fiscal Year of October 1, 2024 to September 30, 2025.

Estimated Revenues:

Ad Valorem Taxes	\$ 437,000
Miscellaneous Revenue	\$ 8,000
Interfund Transfers	\$ 400,281
Reserves	<u>\$614,612</u>
Total Revenues & Reserves	\$1,459,893

Expenditures:

Economic Environment	\$ 845,281
Reserves	<u>\$ 614,612</u>
Total Expenditures & Reserves	\$1,459,893

NOW, THEREFORE, BE IT RESOLVED, that the above said budget for the City of Clermont Community Redevelopment Agency for the 2024-2025 Fiscal Year and appropriations therefore are hereby adopted.



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 33

DONE AND RESOLVED by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida, this 8th day of October, 2024.

Tim Murray, CRA Chairman

Attest:

Tracy Ackroyd Howe, MMC
City Clerk

City of Clermont
CRA Budget - Summary

2024-2025 Fiscal Year Budget - October 1, 2024 to September 30, 2025

	FY2024 - AMENDED BUDGET	FY2025 - CRA BOARD
	FY2024	FY2025
Starting Fund Balance	\$614,612	\$614,612
Revenues		
310 - TAXES	\$403,493	\$437,000
360 - MISCELLANEOUS	\$34,000	\$8,000
380 - OTHER FINANCING SOURCES	\$351,466	\$400,281
REVENUES TOTAL	\$788,959	\$845,281
Total Revenues & Reserves	\$1,403,571	\$1,459,893
Expenses		
550 - ECONOMIC DEVELOPMENT	\$788,959	\$845,281
EXPENSES TOTAL	\$788,959	\$845,281
Ending Fund Balance	\$614,612	\$614,612
Total Expenses & Reserves	\$1,403,571	\$1,459,893

City of Clermont
CRA Budget - Detailed

2024-2025 Fiscal Year Budget - October 1, 2024 to September 30, 2025

	FY2024 - AMENDED BUDGET	FY2025 - CRA BOARD
	FY2024	FY2025
Revenues		
60311 - AD VALOREM TAXES		
31101 - AD VALOREM TAXES	\$403,493	\$437,000
60311 - AD VALOREM TAXES TOTAL	\$403,493	\$437,000
60361 - INTEREST		
36100 - INTEREST EARNINGS	\$34,000	\$8,000
60361 - INTEREST TOTAL	\$34,000	\$8,000
60381 - TRANSFERS-IN		
38100 - TRANSFER FR GENERAL FUND	\$351,466	\$400,281
60381 - TRANSFERS-IN TOTAL	\$351,466	\$400,281
REVENUES TOTAL	\$788,959	\$845,281
Expenses		
60552 - COMMUNITY REDEVELOPMENT AGENCY		
12120 - OVERTIME SALARIES	\$2,600	\$44,000
12220 - FICA	\$255	\$4,500
53100 - PRO SVC-GENERAL	\$50,000	\$7,500
53154 - PRO SVC-INVESTMENT ADVISOR	\$160	\$160
53195 - PRO SVCS- SECURITY PERSONNEL	\$14,000	\$44,000
53200 - AUDIT FEE	\$8,000	\$4,000
53402 - CONTRACT SVCS-CLEANING	\$33,940	\$35,000
53404 - CONTRACT SVCS-PEST CONT	\$275	\$300
53412 - CONTRACT SVCS-ELEVATOR MAINT	\$3,000	\$3,000
54001 - TRAVEL & PER DIEM	-	\$480
54200 - POSTAGE & FREIGHT	-	\$50
54300 - ELECTRIC & GAS SERVICE	\$18,600	\$18,600
54301 - WATER & SEWER SERVICE	\$1,200	\$1,200

City of Clermont
CRA Budget - Detailed

2024-2025 Fiscal Year Budget - October 1, 2024 to September 30, 2025

	FY2024 - AMENDED BUDGET	FY2025 - CRA BOARD
	FY2024	FY2025
54400 - RENTALS-EQUIPMENT	\$24,300	\$25,000
54404 - RENTALS-LAND	\$36,000	\$36,000
54500 - COMMERCIAL INSURANCE	\$11,730	\$12,000
54600 - REPAIR & MAINT-BUILDINGS	\$1,000	\$2,500
54606 - REPAIR & MAINT-GROUNDS	\$500	\$500
54607 - REPAIR & MAINT-SOD	\$470	\$500
54617 - REPAIR & MAINT-FISHING PIERS	\$500	\$500
54630 - REPAIR & MAINT-OTHER	\$5,000	\$5,000
54700 - PRINTING	\$320	\$350
54801 - PROMOTION	-	\$2,000
54810 - SPECIAL EVENTS	\$27,000	\$30,000
54904 - AQUATIC WEED CONTROL	\$1,600	\$2,000
54909 - BANK SERVICE CHARGES	\$100	\$100
55200 - OPERATING SUPPLIES	\$6,370	\$1,000
55204 - MINOR EQUIPMENT	\$33,500	\$15,000
55400 - SUBSCRIPTIONS & DUES	\$1,000	\$1,000
55401 - TRAINING & EDUCATION	\$1,400	-
66300 - CAP OUT-OTHER IMPROVEMENT	\$320,139	\$369,041
66401 - CAP OUT-EQUIPMENT	\$15,000	\$10,000
66900 - CAP OUT-PRO SVC	\$1,000	-
88202 - CONTRIBUTION-MAIN STREET PROG	\$70,000	\$70,000
88215 - CRA GRANTS	\$100,000	\$100,000
60552 - COMMUNITY REDEVELOPMENT AGENCY TOTAL	\$788,959	\$845,281
EXPENSES TOTAL	\$788,959	\$845,281



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, October 22, 2024		
Agenda Item Name		
Parking Agreement Renewal		
Requested Action		
Approval of Agreement		
Staff Report		
The purpose of the request is to renew a parking agreement with the DeHoyos Revocable Trust to retain inventory of motor vehicle parking within the CRA District. The DeHoyos family has agreed to renew the previous agreement that expires on December 31, 2024. The renewal provides for a continuing term unless either party chooses to terminate the Agreement and provides one hundred eighty days (180) days written notice. This lot provides one hundred parking spaces.		
Additional Analysis		
Fiscal Impact Summary		
The cost of the Agreement in the amount of \$1,000.00 per month is included in the current fiscal year budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. De Hoyos Parking Agreement renewal (002)	De Hoyos Parking Agreement renewal (002).doc	

PARKING LICENSE AND EASEMENT

THIS TEMPORARY EASEMENT AGREEMENT made and entered into this _____ day of _____ 2024, by and between Elin V. Satory-De Hoyos, as Trustee of the Elin V. Satory-De Hoyos Revocable Trust dated December 18, 2012, as amended and restated on October 30, 2020; and Elin V. Satory-De Hoyos, as Successor Trustee of the Evelio J. De Hoyos Revocable Trust dated December 18, 2012, as amended and restated on October 30, 2020, whose address is 1000 Old England Avenue, Winter Park, FL. 32789 (hereinafter referred to as "GRANTOR"), and the City of Clermont Redevelopment Agency, 685 W. Montrose Street, Clermont, Florida 34711 (hereinafter referred to as "GRANTEE").

NOW, THEREFORE, for and in consideration of the mutual advantages inuring each party to the other, and other valuable considerations, the receipt of which are hereby acknowledged, GRANTOR does hereby grant to the GRANTEE, an exclusive motor vehicle parking license and easement, including the right of ingress and egress over and across the real property as indicated in Attachment 'A';

1. The GRANTEE hereby covenants and agrees that it shall at all times operate and use the parking license in accordance with applicable law and so as to cause minimum damage or impact on the property, reasonable wear and tear excepted. In the event the GRANTEE shall alter, disturb, or damage any of GRANTOR'S real property in the course of its utilization of the temporary parking license and easement, GRANTEE will restore the GRANTOR'S property to its prior existing condition reasonable wear and tear excepted and excluding any authorized improvements thereon.
2. In exchange for the grant of license and easement as set forth herein, GRANTEE shall pay to GRANTOR the sum of ONE THOUSAND DOLLARS (\$1,000) per month for each month during the term of this License and Easement. The payment shall be due on the first day of each month commencing January 1, 2025 which shall be provided to GRANTOR at the above address, or such other address as GRANTOR may designate in writing.
3. This Parking License and Easement shall take effect January 1, 2025 and shall remain in effect unless terminated for cause or as provided herein. Either party may terminate this Parking License and Easement for any or no reason upon ONE HUNDRED (180) DAYS written notice to the non-terminating party, whereupon the License and Easement rights and all obligations and rights of both parties shall terminate as of the effective date of the termination notice.
4. In addition to the obligations contained herein, GRANTEE shall:
 - a) GRANTEE shall maintain the Property, including mowing as necessary and as is consistent with GRANTEE's maintenance of other properties owned by GRANTEE.
 - b) GRANTEE may, upon receipt of written consent from GRANTOR and at

GRANTEE'S sole expense, improve the Property in a manner mutually acceptable to GRANTOR and GRANTEE.

- c) GRANTEE shall remove and dispose of yellow and green shed that fronts West Osceola Street and may remove any trees as deemed necessary to remove the shed.
5. During the Term hereof, each party shall maintain Commercial General Liability Insurance in amounts of One Million and no/100 Dollars (\$1,000,000.00) per occurrence and Two Million and no/100 Dollars (\$2,000,000.00) aggregate. Each party may satisfy this requirement by obtaining the appropriate endorsement to any master insurance policy such party may maintain.
6. GRANTOR and GRANTEE hereby mutually release each other (and their successors or assigns) from liability and waive all right of recovery against the other for any loss or damage covered by their respective first party property insurance policies for all perils insured thereunder. In the event of an insured loss, neither party's insurance company shall have a subrogated claim against the other party.
7. Subject to the property insurance waivers set forth in the preceding section, GRANTOR and GRANTEE each agree to indemnify and hold harmless the other party from and against any and all administrative and judicial actions and rulings, claims, causes of action, demands and liabilities, including reasonable attorneys' fees, to the extent caused by or arising out of: (i) any negligent acts or omissions or willful misconduct in the operations or activities on the Property by the indemnifying party or the employees, agents, contractors, licensees, tenants or subtenants of the indemnifying party, (ii) any spill or other release of any Hazardous Substances (as defined below) on the Property by the indemnifying party or the employees, agents, contractors, licensees, tenants or subtenants of the indemnifying party, or (iii) any breach of any obligation of the indemnifying party under this License. The indemnifying party's obligations under this subsection are contingent upon its receiving prompt written notice of any event giving rise to an obligation to indemnify the other party and the indemnified party's granting it the right to control the defense and settlement of the same. Nothing herein shall be construed to constitute a waiver of the GRANTEE'S sovereign immunity as set forth in Florida Statutes, Chapter 768.
8. The rights granted herein shall inure to the benefit of GRANTEE, its assign, heirs, successors and invitees. This License and Easement shall specifically not confer any rights or remedies upon any person other than the GRANTEE, its assigns, heirs, successors and invitees.
9. As of its Effective Date, this Parking License and Easement Agreement shall replace and supersede any other agreements between the parties or their agents or assigns.

TO HAVE AND TO HOLD said parking license and easement and right of entry unto GRANTEE, and its successors, heirs, assigns and invitees, for the time period as set forth above and beginning or as terminated above.

GRANTOR:

signed, sealed and delivered in the presence of:

(Print Name) _____ By: _____
Elin V. Satory-De Hoyos, as Trustee

(Print Name) _____

signed, sealed and delivered in the presence of:

(Print Name) _____ By: _____
Elin V. Satory-De Hoyos, as Successor Trustee

(Print Name) _____

Accepted and Agreed to by action of the City of Clermont Community Redevelopment Agency
at its meeting of _____, 2024

By _____

Mayor Tim Murry



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, October 22, 2024		
Agenda Item Name		
Contract Approval		
Requested Action		
Recommend approval of contract		
Staff Report		
In the FY25 CRA Budget, the board budgeted \$70,000 for the Clermont Main Street program. In order for staff to release the money, the CRA Board must approve a contract with the Main Street Board. 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. Funds will be disbursed to Main Street upon the receipt of their required audit report.		
Additional Analysis		
Fiscal Impact Summary		
The funding of \$70,000 is included in the current year's CRA budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$70,000	60552-88202	\$70,000
Exhibits Attached (copies of original agreements)		
1. Main Street Agreement 10_8_24 Main Street Agreement 10_8_24.pdf		

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 Fiscal Year 2024-2025, the CRA shall pay SEVENTY THOUSAND DOLLARS (\$70,000) to Main Street by September 30, 2025.

2. The funds shall be provided to Main Street upon receipt of an audit review of the 2024 Main Street Program, year-end financial reports, detailed budget, and annual work plans. All funds provided by the CRA shall be obligated to be expended by Main Street by the end of the fiscal year.

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

Main Street: Patrick Bianchi
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: 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.

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 Ackroyd Howe, MMC
City Clerk

Tim Murry, Chairman

Date: _____

As approved by the CRA Board at its regular
meeting of October 8, 2024

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

By: Patrick Bianchi

Printed Name/Title

Date: _____