



**CITY OF CLERMONT
CITY COUNCIL MEETING
CLERMONT CITY HALL
AGENDA**

6:30 PM, Tuesday, December 10, 2024

Welcome to our Council meeting. In the interest of time efficiency and ensuring that everyone who wishes to address the Council is given the opportunity to do so, the following will apply to all comments made by the public. Each speaker will be permitted 3 minutes to address the Council. These time limits may be extended by the Mayor or by majority vote of the Council. To avoid disruption of the meeting, speakers should avoid inappropriate language, personal attacks and derogatory statements and direct comments to the Council. Everyone is requested to be respectful of each other even when we disagree. All public comments should be directed to the Council, and the issue at hand. Everyone should avoid personal attacks and derogatory statements. Thank you for participating in your City Government.

CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

ELECTION RESULTS ACCEPTANCE

ADMINISTRATION OF OATH OF OFFICE OF ELECTED OFFICIALS FOR SEATS 1, 3 AND 5

SELECTION OF MAYOR PRO TEM

PUBLIC COMMENT

PRESENTATIONS

Annual Comprehensive Financial Report
Fiscal Year Ending 2023

REPORTS

CONSENT AGENDA

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

Item No. 1 - Meeting Minutes

Consider approval of the November 12, 2024 Council Meeting minutes.

Item No. 2 - Surplus Request

Consider declaring end-of-life inventory as surplus from the departments of: Fire, Finance, Building Services, City Clerk, and Information Technology and providing disposal per the Procurement Policy.

Item No. 3 - Sommer Sports 2025 Events Request and Boat Ramp Closures

Consider approval of Sommer Sports 2025 season, open container allowance, and waive all associated ground fees, road closure for two events, and partial day closure of the boat ramp for two events.

UNFINISHED BUSINESS

Item No. 4 - Ordinance No. 2024-044 *Final Public Camping*

Consider the ordinance providing regulations for public camping.

**CITY OF CLERMONT
CITY COUNCIL MEETING
CLERMONT CITY HALL
AGENDA
6:30 PM, Tuesday, December 10, 2024**

Item No. 5 - Ordinance No. 2024-043 *Final*
Natural Gas

Consider an ordinance to require developers provide natural gas line distribution installations in all new platted subdivisions and re-plats of existing subdivisions over ten lots where natural gas mains are currently located within 1,000 feet of the exterior boundary of the proposed subdivision.

Item No. 6 - Ordinance No. 2024-039 *Final*
The Shops at Waterbrooke PUD Amendment

Consider a Planned Unit Development amendment to update the Conceptual Site Plan with a self-storage facility, and decrease the commercial uses to allow an increase in the residential acreage.

Item No. 7 - Ordinance No. 2024-038 *Final*
Family Christian Center of Clermont

Consider rezoning from R-1-A Single Family Low Density Residential to Planned Unit Development with C-2 General Commercial Uses.

NEW BUSINESS

Item No. 8 - Resolution No. 2024-038R
US 27 Car Wash & Self-Storage

Consider a Conditional Use Permit to allow a 100,000 sq. ft. Self-Storage Facility and Car Wash, South of WaWa and East of US 27.

Item No. 9 - Resolution No. 2024-040R

Consider amending the rules of conduct resolution.

Item No. 10 - Board Appointments

Consider appointments to the Planning and Zoning Commission, Code Enforcement Board, Community Redevelopment Agency Board and the Police Officers Pension Board of Trustees and Outside Agency Appointments.

Item No. 11 - City Council Workshop dates

Consider scheduling workshop dates in December 2024 and January 2025.

Item No. 12 - Central Business District Discussion

Discuss Division 12. CBD Central Business District of the Land Development Code.

Item No. 13 - Parking and Vehicular Use Areas Discussion

Discuss Chapter 15, Parking and Vehicular Use Areas of the Land Development Code.

**CITY OF CLERMONT
CITY COUNCIL MEETING
CLERMONT CITY HALL
AGENDA
6:30 PM, Tuesday, December 10, 2024**

- | | |
|--------------------------------------|---|
| Item No. 14 - City Attorney Contract | Discussion of the City Attorney Contract. |
| Item No. 15 - City Manager Contract | Discussion of the City Manager Contract. |
| Item No. 16 - Interim City Manager | Discuss Interim City Manager. |

ADJOURN

Public Notice

Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

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 of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (352) 241-7331 (Voice) no later than two (2) business days prior to the proceeding or by contacting the City Clerk's Office at cityclerk@clermontfl.org. TTY users may call via 711 (Florida Relay Service) no later than two (2) business days prior to the proceeding.

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

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Annual Comprehensive Financial Report <i>Fiscal Year Ending 2023</i>		
Requested Action		
No Action Required		
Staff Report		
Please find attached the Annual Comprehensive Financial Report (ACFR) and Community Redevelopment Agency (CRA) independent auditor report for the Fiscal Year Ending September 30th, 2023. The audit was completed in cooperation between city staff and the independent CPA firm McDirmit Davis. Tammy Campbell from McDirmit Davis will present an overview of the process and report itself.		
Additional Analysis		
Fiscal Impact Summary		
None.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. 2023 City of Clermont ACFR	2023 City of Clermont ACFR.pdf	
2. 2023 Clermont CRA FS	2023 Clermont CRA FS.pdf	



Annual Comprehensive
FINANCIAL REPORT
Fiscal year ending September 30, 2023





Clermont Public Services 12824 Hancock Road

The new, \$17 million facility sits on 17 acres and is the administrative and operational hub of Clermont's Public Services Department. The facility houses what is needed to construct and repair streets and sidewalks, maintain and repair buildings, parks and grounds, provide garbage collection, manage stormwater and maintain and repair more than 400 fleet vehicles that range from lawn mowers to fire engines.



	<u>Page</u>
Introductory Section	
Letter of Transmittal	3
Organization Chart	8
List of Elected and Appointed Officials	9
Financial Section	
Independent Auditor's Report	13
Management's Discussion and Analysis	17
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	29
Statement of Activities	30
Fund-Financial Statements:	
Balance Sheet - Governmental Funds	31
Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental Funds	32
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	33
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	34
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Infrastructure Special Revenue Fund	36
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - ARPA Special Revenue Fund	37
Statement of Net Position - Proprietary Funds	38
Statement of Revenues, Expenses, and Changes in Fund Net Position - Proprietary Funds	41
Statement of Cash Flows - Proprietary Funds	42
Statement of Fiduciary Net Position - Fiduciary Funds	44
Statement of Changes in Fiduciary Net Position - Fiduciary Funds	45
Notes to the Financial Statements	49
Required Supplementary Information:	
Schedule of Changes in Net OPEB Liability and Related Ratios	83
Schedule of Changes in Net Pension Liability and Related Ratios - General Employees	84
Schedule of Changes in Net Pension Liability and Related Ratios - Police	85
Schedule of Changes in Net Pension Liability and Related Ratios - Fire	86
Schedule of Contributions and Investment Returns - General Employees	87
Schedule of Contributions and Investment Returns - Police	88
Schedule of Contributions and Investment Returns - Fire	89
Combining and Individual Fund Statements and Schedules:	
Major Governmental Funds	
Schedules of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Capital Projects Fund	94
Nonmajor Governmental Funds	
Combining Balance Sheet - Other Governmental Funds	96
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance - Other Governmental Funds	98

	<u>Page</u>
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Recreation Impact Fee Special Revenue Fund	100
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Police Impact Fee Special Revenue Fund	101
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Fire Impact Fee Special Revenue Fund	102
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Building Services Special Revenue Fund	103
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Community Redevelopment Special Revenue Fund	104
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Cemetery Special Revenue Fund	105
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Tree Replacement Special Revenue Fund	106
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Police Asset Forfeiture Special Revenue Fund	107
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Debt Service Fund	108
Fiduciary Funds	
Combining Statement of Fiduciary Net Position - Fiduciary Funds	110
Combining Statement of Changes in Fiduciary Net Position - Fiduciary Funds	111
Statistical Section	
Financial Trends:	
Net Position by Component	116
Changes in Net Position	118
Fund Balance - Governmental Funds	122
Changes in Fund Balances - Governmental Funds	124
Revenue Capacity:	
Governmental Activities Tax Revenues by Source	126
Assessed Value and Estimated Actual Value of Taxable Property	127
Property Tax Rates - Direct and Overlapping Governments	128
Principal Property Taxpayers	129
Property Tax Levies and Collections	130
Debt Capacity:	
Ratios of Outstanding Debt by Type	131
Direct and Overlapping Governmental Activities by Debt	132
Pledged-Revenue Coverage	133
Demographic and Economic Information:	
Demographic and Economic Statistics	138
Principal Employers	139
Principal Water Customers	140
Principal Sewer Customers	141

	<u>Page</u>
Operating Information:	
Full-time Equivalent City Government Employees by Function	142
Operating Indicators by Function	144
Capital Asset Statistics by Function	146
Impact Fees Collected	148
Other Reports	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	151
Independent Auditor's Report on Compliance for Each Major Federal Program and State Project and Report on Internal Control Over Compliance in Accordance with the Uniform Guidance and Chapter 10.550, Rules of the Auditor General	153
Schedule of Expenditures of Federal Awards and State Financial Assistance	155
Notes to Schedule of Expenditures of Federal Awards and State Financial Assistance	156
Schedule of Findings and Questioned Costs- Federal Programs and State Projects	157
Management Letter	158
Independent Auditor's Report on Compliance with the Requirements of Section 218.415, Florida Statutes	160

INTRODUCTORY SECTION





BRIAN M. BULTHUIS
CITY MANAGER

352-241-7358
BBulthuis@Clermontfl.org

November 15, 2024

Honorable Mayor Tim Murry,
Council Members and Citizens of the City of Clermont, Florida

Dear Mayor Murry, Council Members and the Citizens of the City of Clermont, Florida:

We are pleased to present the Annual Comprehensive Financial Report (ACFR) of the City of Clermont, Florida, for the fiscal year ended September 30, 2023. State law requires that every general-purpose local government publish each fiscal year a complete set of audited financial statements. This report is published to fulfill that requirement for the fiscal year ended September 30, 2023.

Management assumes full responsibility for the completeness and reliability of the information presented in this report. To provide a reasonable basis for making these representations, management of the City of Clermont has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft or misuse and to compile sufficient reliable information for the preparation of the City of Clermont's financial statements in conformity with Generally Accepted Accounting Principles in the United States of America (GAAP). Because the cost of internal controls should not exceed anticipated benefits, the City of Clermont's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The City of Clermont's financial statements have been audited by McDirmit Davis & Company, LLC; a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City of Clermont for the fiscal year ended September 30, 2023 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City of Clermont's financial statements for the fiscal year ended September 30, 2023 are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

Management Discussion and Analysis (MD&A) immediately follows the independent auditor's report and provides narrative introduction, overview and analysis of the basic financial statements. The MD&A provides "financial highlights" and interprets the financial reports by analyzing trends and by explaining changes, fluctuations and variances in the financial data. In addition, the MD&A is intended to disclose

any known significant events or decisions that affect the financial condition of the City. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it.

Profile of the City of Clermont

The City was founded in 1884 and incorporated in 1916. The City currently has a land area of 19.2 square miles and a population of approximately 45,812. The City is located in south Lake County, approximately 22 miles west of the City of Orlando and about 25 miles northwest of Walt Disney World. Clermont, known as “Choice of Champions®”, is truly the crossroads of Florida, at the intersection of State Road 50, which runs east and west across the state, and U.S. Highway 27, which runs north and south through the center of the state.

Clermont is on a chain of 15 lakes connected by the winding Palatka River in the Ocklawaha Basin of tributaries of the St. Johns River, the only river system in the United States that flows north. The lakes offer residents the opportunity for excellent fishing, boating, swimming and other water sports, including competitive rowing, skiing and wakeboarding offered by world-class instructional schools. The City of Clermont is known for its scenic beauty, relaxed lifestyle, recreational facilities and temperate climate. Residents have a wide variety of housing and property-ownership opportunities, including lakefront and lake-access property, golf-course communities, homes in existing neighborhoods, residential retirement communities and new subdivisions.

The City of Clermont provides a full range of services as directed by its charter. These include police and fire protection, street and sidewalk maintenance, planning and development, code enforcement, recreational facilities and programs, cemetery and general administrative functions. The City also provides potable water, wastewater collection and treatment, reclaimed water production and distribution, stormwater treatment, solid waste collection and recycling services.

The City operates according to a Council/Manager form of government, with an appointed City Manager, four elected City Council members and an elected Mayor. The governing body has legislative responsibilities, including setting policy, passing ordinances, adopting the budget, appointing committees and hiring the City Manager. The City Manager is responsible for carrying out the policies and ordinances of the governing body, overseeing the day-to-day operations of the government and hiring the directors of the various departments.

The annual budget serves as the foundation for the City of Clermont’s financial planning and control. All departments of the City of Clermont are required to submit requests for appropriations to the City Manager. The City Manager then uses these requests as the starting point for developing a proposed budget. The City Manager then presents this proposed budget to the Council for review. The City Council is required to hold public hearings on the proposed budget and to adopt a final budget by no later than September 30, the close of the City of Clermont’s fiscal year. The appropriated budget is prepared by fund (e.g. general fund), and department (e.g. police department). The City Manager may make transfers of appropriations within departments; however, any revisions that alter the total appropriations of a department must be approved by City Council. Original and final amended budget-to-actual comparisons are provided in this report for each individual governmental fund.

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Clermont operates.

Local Economy

The City of Clermont is essentially residential in character and its economy is centered in retail, real estate, personal services and healthcare. During the last 5 years, Clermont's population has increased by 6,706 residents or 16.5%. Clermont's economic factors for FY 2023 indicated continued recovery of impacts from the pandemic in both unemployment and per capita personal income levels, both of these areas have moved in a favorable direction. The per capita personal income levels have increased \$8,871 or 27.5% over the last 5 years. The City's unemployment rate increased from 2.8% to 3.4% over the last 5 years, yet this rate continues to be below the county, state and national averages. Educational institutions in Clermont, such as Lake-Sumter State College, St. Leo University and the University of Central Florida, assist in supplying a skilled labor force. One of the highlighted areas of change has been the increase in property values; this year had a 12.0% increase in taxable property values. Primarily due to this increase in property values, Clermont has maintained a property tax-millage rate (5.0600) within the bottom half of other comparable cities in the Central Florida region.

The cost of living for the region is below the national average. There is no personal income tax, either locally or statewide. Sales tax, currently at 7%, is not charged on food or medicine. One cent of the sales tax charged within the county is limited to \$50 per transaction (1% of \$5,000). As discussed in the MD&A, this additional penny sales tax must be used for infrastructure including roads, buildings, land, land improvements and certain equipment.

Long-term Financial Planning

The City uses an extensive water and sewer master plan to manage growth in the water and sewer utility systems. The plan outlines water and sewer line size requirements for planned development with rough cost estimates. The plan also has benchmarks for plant expansions and additional well requirements.

The Clermont City Council and management, through careful short- and long-range planning and sound management practices, are committed to budgeting and managing all resources in the most cost-effective manner. The City prepares a Five-Year Capital Plan as part of the annual budget process. The Capital Plan is a multi-year prioritized schedule that identifies future capital outlay by the year it is intended to be purchased or commenced, the amount to be spent per year, and the funding source.

Relevant Financial Policies

The City regularly reviews revenues and expenditures throughout the fiscal year. Quarterly budget reports are prepared and presented to the City Council. The reports show budget-to-actual for the city's top 10 revenues, total fund revenues, total fund expenditures, departmental expenditures and various department performance indicators. Through this process, if actual revenues are expected to fall short of the budgeted amount, expenditures are reduced to ensure that a shortage of funds or a significant use of fund balance does not occur.

Major Initiatives

The completion of several capital projects included in the award-winning Downtown Waterfront Master Plan continues to be the major emphasis of the City. The Master Plan offers an exciting view of the future of Clermont and how to protect the very charms that have drawn hundreds of thousands to this internationally recognized city that is one of the nation's top places to live, as well as a training ground for the world's elite athletes. The following capital projects are included in the Master Plan and are expected to be completed within the next two years. The listed projects below are being funded primarily from several grants and a loan. It is important to note that no General Fund reserves are being used to fund the construction of these projects.

- The **Downtown Waterfront District** area includes Montrose Street, Minneola Street and Osceola Street between 7th and 8th streets. The proposed improvements consist of streetscapes, landscaping, bathrooms, lighting, upgrades for event lighting and music, banners and beautification. A focal point will be created at City Hall Park to anchor downtown visitors, creating a destination and meeting point in the heart of downtown Clermont. In addition, the city plans to demarcate the halfway point of the Coast-to-Coast Trail. Phase one of the project was completed in 2021. Phase two of the project is under construction with expected completion in 2024. Phase three design is also underway with construction starting in 2023. The total project is anticipated to cost approximately \$17 million.
- The **Public Services Facility Relocation** construction project is underway, and involves the expansion and relocation of the existing antiquated facility. The new facility will be located on Hancock Road. The \$17 million facility will feature a 5,240 square-foot administrative building and a 23,340 square-foot compound for city fleet maintenance activities. Construction is expected to be completed in Fiscal Year 2024.

In addition to the Master Plan projects there is a major Utility Projects underway.

- The **Wastewater Treatment Facility Expansion** project is required in order to meet the increased demand generated within the service area. The project is designed to take the facility from the existing permitted capacity of 4 MGD to 6.5 MGD with the construction starting during 2023. This project will not only allow the facility to maintain regulatory compliance, it will also allow the City to continue the history of responsibly utilizing water resources by expanding the volume of effluent that can be produced for public access reuse. This project has an estimated cost of \$50 million.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Clermont for its comprehensive annual financial report for the fiscal year ended September 30, 2020. That was the 33rd consecutive year the City received the prestigious award. A Certificate of Achievement is valid for a period of one year only. The City has not submitted a report since that period.

We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

Credit must be given to the Mayor and the City Council for their support in maintaining the highest standards of professionalism in the management of the City of Clermont's finances. The preparation of this report would not have been possible without the efficient and dedicated services of the staff in the City Manager's Office and Finance Department. We would like to express our appreciation to all members of these departments who assisted and contributed to the preparation of this report.

Respectfully submitted,

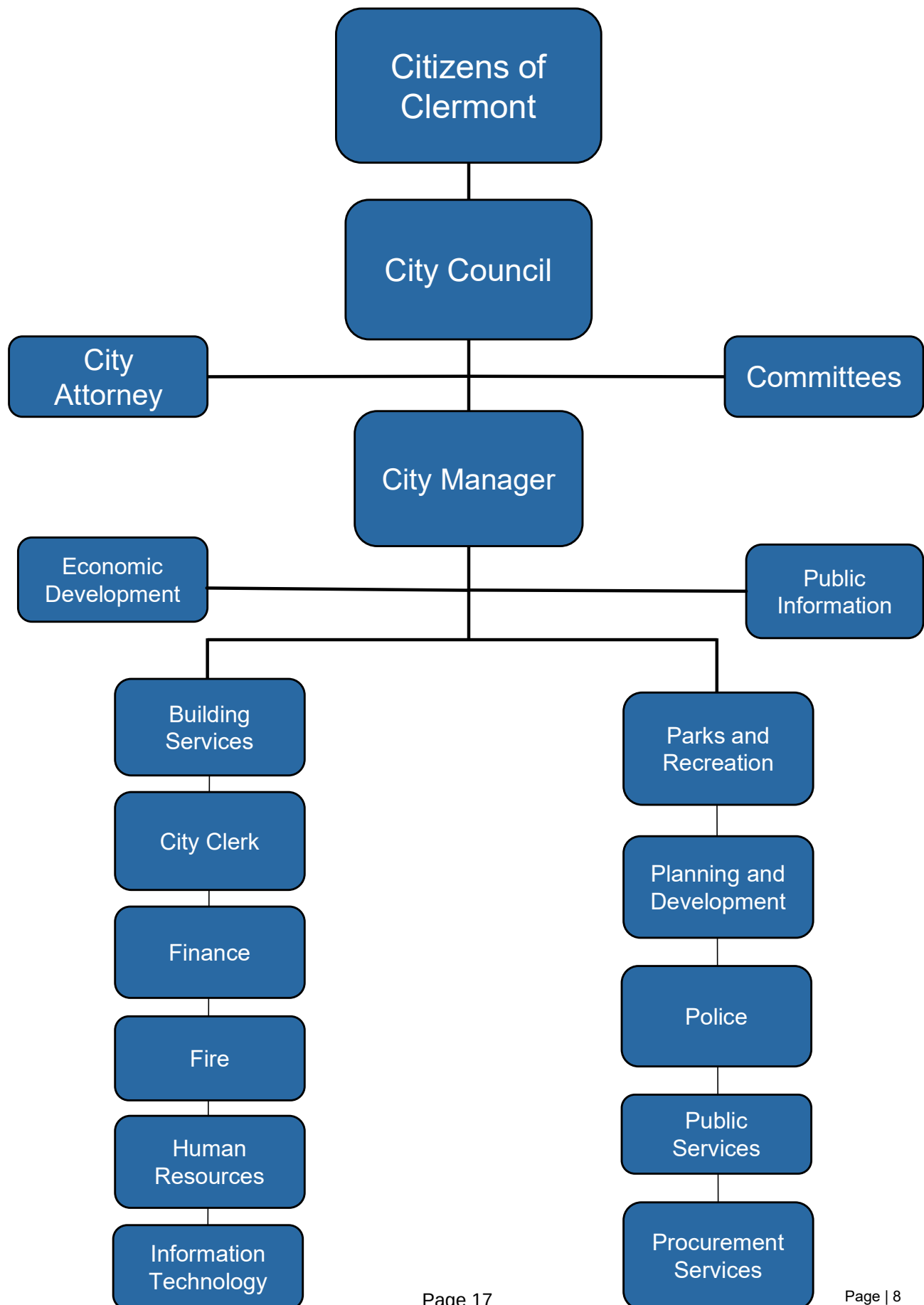


Brian M. Bulthuis
City Manager



Scott E. Borrer
Finance Director

**City of Clermont, Florida
Organization Chart
For the Fiscal Year Ended September 30, 2023**



**City of Clermont, Florida
List of Elected and Appointed Officials
For the Fiscal Year Ended September 30, 2023**

Elected Officials

Tim Murry
Mayor

Jim Purvis
Mayor Pro-Tem

Michael Gonzalez
Council Member

Ebo Entsuah
Council Member

Michele Pines
Council Member

Appointed Officials

Brian Bulthuis
City Manager

Scott Davidoff
Deputy City Manager

David Ezell
Fire Chief

Dan Mantzaris
City Attorney

Nadine Ohlinger
Human Resources Director

Tracy Ackroyd Howe
City Clerk

Wayne Fountain
Information Technology Director

Laurie Windham
Communications Director

Brian Forman
Parks and Recreation Director

Lisa Widican
Building Services Director

Charles Broadway
Police Chief

Curt Henschel
Planning & Development Services Director

Stoney Brunson
Public Works Director

Scott Borrer
Interim Finance Director

Freddy Suarez
Purchasing Director



FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council
City of Clermont, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the *City of Clermont, Florida* (the "City"), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of September 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund, Infrastructure Special Revenue Fund, and ARPA Special Revenue Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We have conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The City's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit accordance with GAAS, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control –related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, such as management's discussion and analysis and pension and other post employment benefits disclosures on page 17 through 26 and 83 through 89 and be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual nonmajor fund financial statements and schedules and the Schedule of Expenditures of Federal Awards and State Financial Assistance (the "Schedule"), as required by the audit requirements of Title 2 U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other information

Management is responsible for the other information. The other information comprises the introductory section and statistical section but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated November 18, 2024 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City's internal control over financial reporting and compliance.

McDermitt Davis

Orlando, FL
November 18, 2024

MANAGEMENT'S DISCUSSION AND ANALYSIS



As management of the City of Clermont, Florida we offer readers of the City of Clermont's (the City) financial statements this narrative overview and analysis of the financial activities of the City of Clermont for the fiscal year ended September 30, 2023. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on pages 3 through 7 of this report.

Financial Highlights

- The City of Clermont's assets and deferred outflows of resources exceeded its liabilities and deferred inflows at September 30, 2023 by \$270,762,397 (net position). Of this amount, \$51,539,132 (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors.
- The City's total net position increased by \$20,455,794 (or 8%) during fiscal year 2023 primarily due to an increase in total revenues. The most significant factor was the increase in property taxes, which changed from \$15.3 million to \$20.8 million. This was primarily due to the increase in property values and a millage rate adjustment.
- At September 30, 2023, the City of Clermont's governmental funds reported combined ending fund balances of \$54,086,541 an increase of \$4,527,523 from the previous fiscal year. Of this amount \$22,022,754 (unassigned fund balance) is available for spending at the government's discretion.
- The General Fund, the City's primary operating fund, reported an unassigned fund balance of \$22,022,754, which represents 56% of total General Fund expenditures.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the City of Clermont's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of the City of Clermont's financial position, in a manner similar to a private-sector business. They include a *Statement of Net Position* and a *Statement of Activities*. These statements appear on pages 29 and 30 of the report.

The *Statement of Net Position* presents information on all of the City's assets and liabilities and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *Statement of Activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City of Clermont that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City of Clermont include general government, public safety, physical environment, transportation, economic environment, and culture and recreation. The business-type activities of the City of Clermont include water, sewer, sanitation, and stormwater utilities.

The government-wide financial statements include only the City of Clermont itself (known as the *primary government*) and one blended component unit (The City of Clermont Community Redevelopment Trust Fund).

Fund financial statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Clermont, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Clermont can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City of Clermont maintains thirteen individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Capital Projects Fund, Infrastructure Fund and ARPA Fund, which are considered to be major funds. Data from the other nine governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The City of Clermont adopts an annual appropriated budget for all of its governmental funds. Budgetary comparison statements have been provided for the General Fund (pages 34 - 35), the Infrastructure Fund (page 36), and the ARPA fund (page 37) to demonstrate compliance with budgets. Other major and nonmajor funds comparisons can be found beginning on page 100.

The basic governmental fund financial statements can be found on pages 31 - 37 of this report.

Proprietary Funds

The City of Clermont maintains two types of proprietary funds: *enterprise* and *internal service*, which can be found on pages 38 - 43 of this report.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City of Clermont uses enterprise funds to account for water, sewer, sanitation and stormwater utilities. *Internal service funds* are an accounting tool used to accumulate and allocate costs internally among various functions. The City utilizes an internal service fund for its health insurance. Because services accounted for in the internal service fund predominately benefit governmental rather than business-type functions, it has been included within the *governmental activities* in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for water, sewer, sanitation, and stormwater which are all considered to be major funds.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the City of Clermont's own programs. The accounting used for fiduciary funds is much like that used for the proprietary funds.

The basic fiduciary fund financial statements can be found on pages 44 - 45 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to financial statements can be found on pages 49 - 80 of this report.

Other Information

The combining statements referred to earlier in connection with other governmental and proprietary funds are presented immediately following the notes to the financial statements. Combining and individual fund statements and schedules can be found on pages 96 - 111 of this report.

Government-Wide Financial Analysis

The following is a summary of the City's net position for governmental and business-type activities for the current year as compared to the prior year. For more detail see the Statement of Net Position.

	Net Position					
	Governmental Activities		Business-Type Activities		Total	
	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22
Assets:						
Current and other assets	\$ 67,944,177	\$ 63,295,511	\$ 70,464,789	\$ 68,008,090	\$ 138,408,966	\$ 131,303,601
Capital assets	93,316,285	84,078,750	106,136,270	98,166,957	199,452,555	182,245,707
Total assets	161,260,462	147,374,261	176,601,059	166,175,047	337,861,521	313,549,308
Deferred Outflows of Resources:						
Deferred outflow of pension and OPEB earnings	9,166,283	10,594,352	346,165	405,698	9,512,448	11,000,050
Deferred charge of refunding	-	-	564,794	645,480	564,794	645,480
Total deferred outflows of resources	9,166,283	10,594,352	910,959	1,051,178	10,077,242	11,645,530
Liabilities:						
Long-term liabilities outstanding	42,328,345	40,351,634	16,990,747	17,966,773	59,319,092	58,318,407
Other liabilities	11,479,463	12,534,561	5,384,776	2,581,582	16,864,239	15,116,143
Total liabilities	53,807,808	52,886,195	22,375,523	20,548,355	76,183,331	73,434,550
Deferred Inflow of Resources:						
Deferred inflow of pension and OPEB earnings	965,423	1,403,154	27,612	50,531	993,035	1,453,685
Net Position:						
Net investment in capital assets	70,283,583	58,736,145	96,286,430	86,666,673	166,570,013	145,402,818
Restricted	22,152,813	18,690,598	30,500,439	30,272,922	52,653,252	48,963,520
Unrestricted	23,217,118	26,252,521	28,322,014	29,687,744	51,539,132	55,940,265
Total net position	\$ 115,653,514	\$ 103,679,264	\$ 155,108,883	\$ 146,627,339	\$ 270,762,397	\$ 250,306,603

The City's total net position at September 30, 2023 was \$270,762,397. Of the City's total net position \$166,570,013 (61.5%) reflects its investment in capital assets (e.g., land, buildings, improvements, infrastructure and equipment) less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the City of Clermont's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's total net position, \$52,653,252 (19.5%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of the City's total net position, \$51,539,132 (19.0%) is unrestricted. These assets may be used at the City's discretion in meeting its ongoing obligations to citizens and creditors.

The City's net position increased by \$20,455,794 during the current fiscal year. Major components of this increase are discussed in the Governmental and Business-Type Activities sections to follow. Restricted reserves represent the accumulation of impact fee funds for upcoming and ongoing capital projects.

The following is a summary of the City's governmental and business-type activities for fiscal year 2022-23, including revenues and expenses, with a comparison to the prior year. For more detail see the Statement of Activities.

	Changes in Net Position					
	Governmental Activities		Business-Type Activities		Total	
	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22
Revenues:						
Program revenues -						
Charges for services	\$ 10,793,910	\$ 10,068,644	\$ 25,605,783	\$ 23,305,913	\$ 36,399,693	\$ 33,374,557
Operating grants and contributions	5,088,676	14,583,447	-	-	5,088,676	14,583,447
Capital grants and contributions	1,534,504	23,375	7,282,211	6,312,708	8,816,715	6,336,083
General revenues -						
Property Taxes	20,882,299	15,349,735	-	-	20,882,299	15,349,735
Business Taxes	156,163	144,528	-	-	156,163	144,528
Franchise Fees	4,535,983	3,812,938	-	-	4,535,983	3,812,938
Utility Taxes	5,353,571	4,684,059	-	-	5,353,571	4,684,059
Intergovernmental	12,711,481	12,179,646	-	-	12,711,481	12,179,646
Investment income and miscellaneous	1,828,423	290,322	1,751,850	(471,841)	3,580,273	(181,519)
Gain on sale of capital assets	93,710	42,372	10	775	93,720	43,147
Total revenues	62,978,720	61,179,066	34,639,854	29,147,555	97,618,574	90,326,621
Expenses:						
General government	6,475,508	5,322,105	-	-	6,475,508	5,322,105
Public safety	32,141,074	28,925,227	-	-	32,141,074	28,925,227
Physical environment	3,603,315	3,772,739	-	-	3,603,315	3,772,739
Transportation	2,335,156	1,927,707	-	-	2,335,156	1,927,707
Economic environment	1,279,364	1,337,164	-	-	1,279,364	1,337,164
Culture and recreation	3,987,873	4,227,083	-	-	3,987,873	4,227,083
Interest on long-term debt	588,228	635,273	-	-	588,228	635,273
Water	-	-	9,783,665	9,107,744	9,783,665	9,107,744
Sewer	-	-	10,491,389	9,175,803	10,491,389	9,175,803
Sanitation	-	-	3,925,453	3,993,702	3,925,453	3,993,702
Stormwater	-	-	2,551,755	2,443,406	2,551,755	2,443,406
Total expenses	50,410,518	46,147,298	26,752,262	24,720,655	77,162,780	70,867,953
Increase (Decrease) in Net Position						
Before Transfers	12,568,202	15,031,768	7,887,592	4,426,900	20,455,794	19,458,668
Transfers	(593,952)	294,404	593,952	(294,404)	-	-
Increase in Net Position	11,974,250	15,326,172	8,481,544	4,132,496	20,455,794	19,458,668
Net Position - Beginning	103,679,264	88,353,092	146,627,339	142,494,843	250,306,603	230,847,935
Net Position - Ending	\$ 115,653,514	\$ 103,679,264	\$ 155,108,883	\$ 146,627,339	\$ 270,762,397	\$ 250,306,603

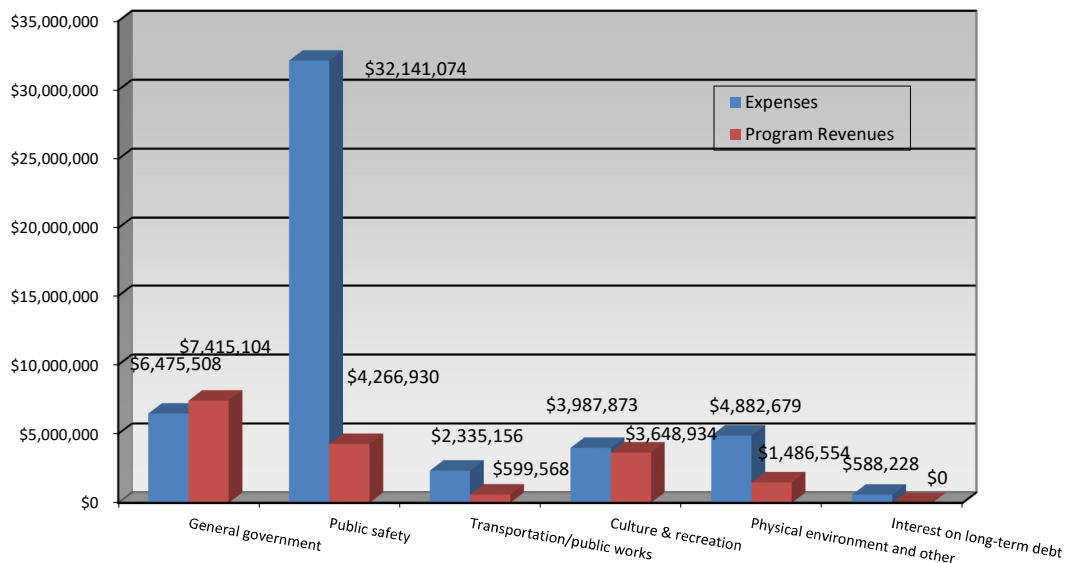
Governmental Activities

Governmental activities increased the City of Clermont's net position by \$11,974,250. The increase in governmental activity net position is due to revenues increasing at a rate faster than expenses. While revenues increased 2.9% to \$62.98 million, expenses increased at a 9.2% rate to \$50.4 million.

In addition to the ARPA distributions received by the City, revenue growth is primarily due to additional residents, increasing property valuations, and higher retail activity. For instance, the Total Taxable Assessed Value of property increased 12.0% or \$527 million in FY23. Combined with a millage rate adjustment this led to an increase in receipts of approximately \$5.5 million.

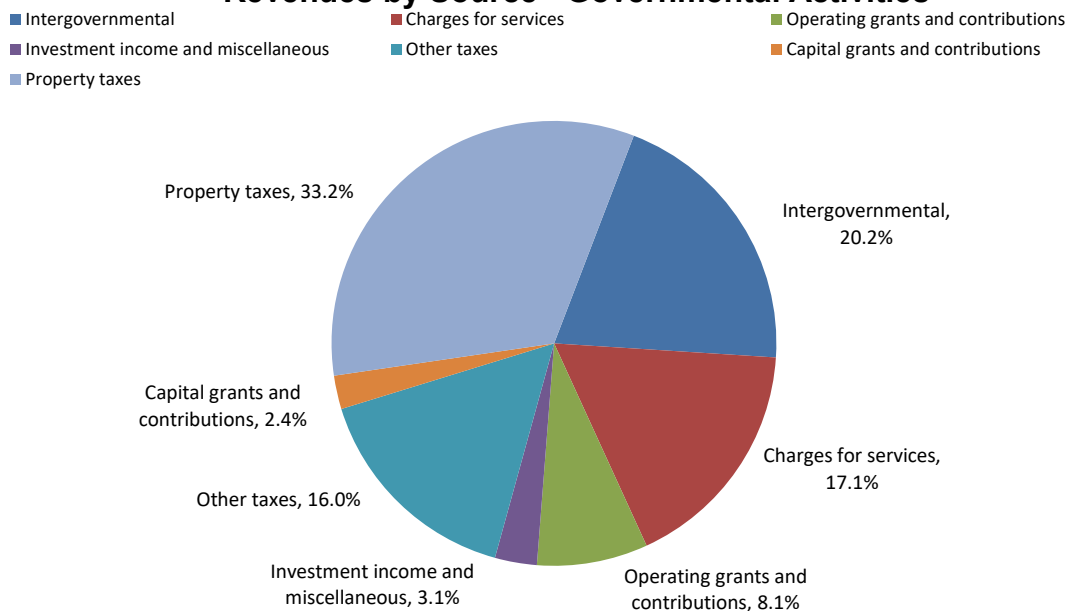
The following graph is a comparison of program revenues and program expenses for all governmental activities. This chart is intended to give the reader an idea of the degree to which governmental activities are self-supporting.

Expenses and Program Revenues - Governmental Activities



The following pie chart illustrates the composition of governmental activities revenue and its percent in relation to total governmental activities revenues.

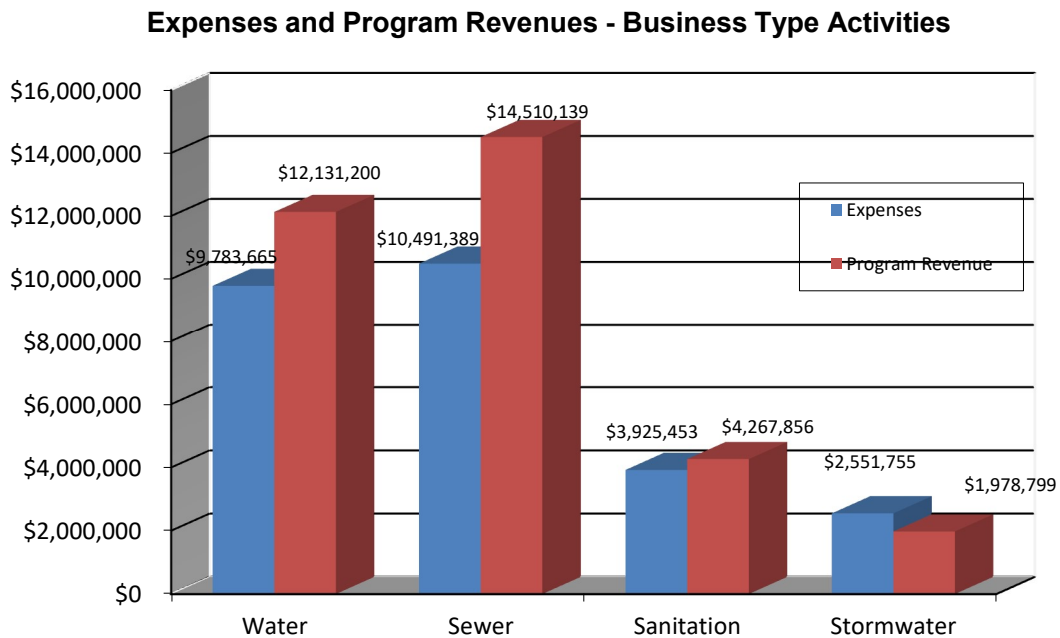
Revenues by Source - Governmental Activities



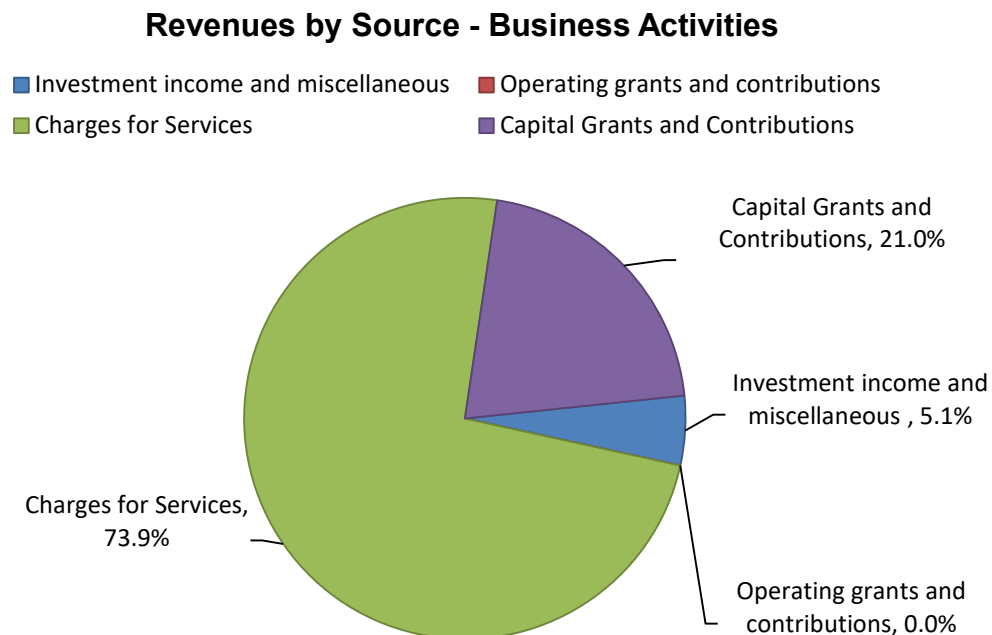
Business-Type Activities

Business-type activities increased the City of Clermont's net position by \$8,481,544. This change is primarily due to a combination of rate adjustments to support capital projects and increased revenue from services resulting from an increase in residents and customers.

The following graph is a comparison of program revenues and program expenses for all business-type activities. This chart is intended to give the reader an idea of the degree to which business-type activities are self-supporting.



The following pie chart illustrates the composition of business-type activities revenue and its percent in relation to total business-type activities revenues.



Financial Analysis of the City's Funds

As noted earlier, the City of Clermont uses fund accounting to ensure and demonstrate compliance with finance-related requirements.

Governmental Funds.

The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the City of Clermont's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of September 30, 2023, the City of Clermont's governmental funds reported combined ending fund balances of \$54,086,541 an increase of \$4,527,523 in comparison with the prior year. This increase is primarily due to additional cash balances resulting from the ARPA distributions received but not yet spent during FY23, and an increase in ad valorem revenue. Of the governmental funds combined ending fund balances, \$22,022,754 (41%) represents *unassigned fund balance*, which is available for spending at the City's discretion. An additional \$8,064,002 (*assigned fund balance*) has been set aside for planned master plan project expenditures. *Restricted fund balances* totaling over \$22.1 million include funds required for debt service, as well as funds collected for specific purposes such as impact fees and community redevelopment. The remainder of fund balance is *nonspendable* (\$1,860,474) to indicate that it is not available for spending because it has already been committed for prepaids and inventories.

The General Fund is the chief operating fund of the City of Clermont. As of September 30, 2023, the fund balance in the General Fund was \$25,541,561 an increase of \$5,453,239 primarily from an increase in revenues; property taxes, franchise fees, licenses and permits, and charges for services all surpassed the 2022 amounts. The change in fund balance was more than the anticipated amount of the original budget by \$5,468,247 and \$5,606,223 more than the revised budget. Revenues were more than budgeted by \$2,719,268, due to an increase in intergovernmental, which was due to better than anticipated state projections on sales and gas taxes. Departmental expenditures came in less than anticipated resulting in no use of reserves in 2022. Of the total fund balance in the General Fund, \$22,022,754 (86.2%) is unassigned fund balance. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 55.9% of total General Fund expenditures, while total fund balance represents 64.8% of that same amount.

The City has a Capital Projects Fund that is considered a major fund under criteria set forth by GASB Statement No. 34. This fund is used to account for the acquisition of capital assets or construction of major capital projects not being financed by proprietary funds. Funds have been accumulated so projects can be completed on a pay-as-you-go basis. The fund balance in this fund decreased by \$4,780,942 in fiscal year 2023, primarily due to spending of proceeds from the Master Plan Capital Projects Revenue Note. The most significant projects were a streetscape project and construction of a new public services facility.

The City has an Infrastructure Fund that is considered a major fund under criteria set forth by GASB Statement No. 34. This fund was established to account for the proceeds of the Local Government Infrastructure Surtax. The proceeds and interest accrued thereto, by law are only to be used to finance, plan and construct infrastructure. The fund balance in this fund increased by \$439,628 in fiscal year 2023 primarily due to an increase of \$800,000 in sales tax collections.

The remainder of the change of \$3,415,598 to the governmental fund balance was from the non-major governmental funds. Recreation, Police and Fire Impact Fee fund balances combined for an increase of \$2,799,186 in fiscal year 2023 primarily due to the collection of impact fees on new development within the City. Other nonmajor governmental funds that realized an increase in fund balance include the Building Services Fund and the Cemetery Fund.

Proprietary Funds

Proprietary funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City's major proprietary funds are water, sewer, sanitation and stormwater.

The Water Fund accounts for the provision of potable water and reclaimed irrigation services to City and non-City residents. All activities necessary to the provision of these services are accounted for in this fund, including, but not limited to administration, plant and line maintenance. As of September 30, 2023, the City of Clermont's Water Fund reported total net position of \$55,058,996, an increase of \$2,878,747 in comparison with the prior year. This increase in net position was due to revenues exceeding expenses as well as the capital contributions of water impact fees on new development in the City.

The Sewer Fund accounts for the provision of sewer services to City and non-City residents. All activities necessary to the provision of these services are accounted for in this fund, including, but not limited to administration, plant and line maintenance. As of September 30, 2023, the City of Clermont's Sewer Fund reported total net position of \$80,140,784, an increase of \$4,279,967 in comparison with the prior year. This increase in net position was primarily due to the capital contributions of sewer impact fees on new development in the City.

The Sanitation Fund accounts for the provision of garbage and trash collection, recycling, and composting services to City residents. All activities necessary to the provision of these services are accounted for in this fund. As of September 30, 2023, the City of Clermont's Sanitation Fund reported total net position of \$7,133,389, an increase of \$430,700 in comparison with the prior year. This increase in net position is due to net operating income.

The Stormwater Fund accounts for the management of the City's stormwater drainage system. All activities necessary to the provision of these services are accounted for in this fund. As of September 30, 2023, the City of Clermont's Stormwater Fund reported total net position of \$12,497,217, an increase of \$482,320 in comparison with the prior year. This increase is primarily due to capital contributions and internal transfers to offset capital expenditures.

General Fund Budgetary Highlights

- During the year there was a \$325,958 net increase in appropriations between the original and final amended budget, representing a 0.8% change.

General Fund budgeted revenues increased by \$2,666,618 between the original and final budget. Significant components of the increase were related to higher than originally anticipated intergovernmental revenues, investment income, and franchise fees.

Considering the above noted increases in General Fund budgeted appropriations, actual expenditures were less than budgeted by \$2,225,483.

Capital Assets

The following is a summary of the City of Clermont's capital assets, net of depreciation for governmental and business-type activities for the current year with a comparison to the prior year. Additional information on the City of Clermont's capital assets can be found in Note 6 of this report.

	Capital Assets (net of depreciation)					
	Governmental Activities		Business-Type Activities		Total	
	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22
Land	\$ 26,601,001	\$ 25,851,030	\$ 1,511,807	\$ 1,511,807	\$ 28,112,808	\$ 27,362,837
Buildings	16,735,437	17,325,719	796,624	817,003	17,532,061	18,142,722
Infrastructure	22,353,930	21,994,814	73,855,477	78,308,609	96,209,407	100,303,423
Machinery and Equipment	7,060,388	6,217,412	4,942,130	5,231,558	12,002,518	11,448,970
Intangibles	83,549	57,548	869,181	1,032,724	952,730	1,090,272
Construction in Progress	20,481,980	12,632,227	24,161,051	11,265,256	44,643,031	23,897,483
Total	\$ 93,316,285	\$ 84,078,750	\$ 106,136,270	\$ 98,166,957	\$ 199,452,555	\$ 182,245,707

The City of Clermont's investment in capital assets for its governmental and business-type activities as of September 30, 2023, amounts to \$199,452,555 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements/infrastructure, machinery and equipment and intangibles. The total change in the City's investment in capital assets for the current fiscal year was \$17,206,818. As displayed in the Capital Assets table the primary categories of buildings, infrastructure, and machinery and equipment all realized a decrease in net depreciation totals. This results from accumulated depreciation and/or disposals exceeding total additions for the year. However, the construction in progress category of capital assets increased 86.8% due to a number of ongoing projects within the City. These include a downtown streetscape project and the construction of a new public services facility.

Debt Administration

The following is a summary of the City's long-term debt for governmental and business-type activity for the current year with a comparison to the prior year. Additional information on long-term debt can be found in Note 7 of this report.

	Outstanding Debt					
	Governmental Activities		Business-Type Activities		Total	
	2022-23	2021-22	2022-23	2021-22	2022-23	2021-22
Revenue bonds payable	\$ -	\$ -	\$ 8,000,000	\$ 8,900,000	\$ 8,000,000	\$ 8,900,000
Notes payable	22,547,685	24,766,095	4,486,698	4,874,692	27,034,383	29,640,787
Financed purchases	485,017	576,510	-	-	485,017	576,510
Total	\$ 23,032,702	\$ 25,342,605	\$ 12,486,698	\$ 13,774,692	\$ 35,519,400	\$ 39,117,297

As of September 30, 2023, total outstanding debt was \$35,519,400, which includes both revenue bonds payable and notes payable. The outstanding debt amount decreased \$3,597,897 over the previous year.

Next Year's Budgets and Rates

The fiscal year 2024 budget was approved with the use of \$297,628 in reserves to balance the General Fund budget. Following a period of seven years of maintaining the same property tax millage rate, the City Council authorized a second consecutive year adopting a millage rate of 5.0600. This rate remains one of the lowest of comparable cities in the region. Property values continued to increase in fiscal year 2024 in the amount of 13.8%.

Pursuant to a utility rate study performed by a private consulting firm, the Clermont City Council adopted a resolution in December 2017 that provided for an increase to stormwater rates in January 2018. This resolution also provided for inflation based increases to the water, sewer, stormwater, and sanitation rates every October 1st, starting October 1, 2018. The increase is based on the Florida Public Service Commission Annual Deflator Index and are necessary, primarily to provide funding for the future planned capital projects. The 2024 budget includes these rate increases in the Proprietary Funds.

Requests for Information

This financial report is designed to provide a general overview of the City of Clermont's finances for all those with an interest in the government's finances. Questions concerning any of the information should be addressed to the office of the Finance Director, City of Clermont, P.O. Box 120219, Clermont, Florida 34712.

BASIC FINANCIAL STATEMENTS



City of Clermont, Florida
Statement of Net Position
September 30, 2023

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets:			
Cash and cash equivalents	\$ 41,212,424	\$ 28,153,377	\$ 69,365,801
Investments	18,938,897	20,756,476	39,695,373
Receivables, net	1,287,547	796,939	2,084,486
Inventories	30,095	23,701	53,796
Due from other governments	1,770,543	-	1,770,543
Internal balances	(345,624)	345,624	-
Prepaid costs	1,830,395	223,607	2,054,002
Restricted assets:			
Cash and cash equivalents	-	3,008,546	3,008,546
Investments	3,174,316	17,064,299	20,238,615
Interest receivable	45,584	92,220	137,804
Capital assets not being depreciated	47,082,981	25,672,858	72,755,839
Capital assets being depreciated, net of accumulated depreciation	46,233,304	80,463,412	126,696,716
Total assets	161,260,462	176,601,059	337,861,521
Deferred Outflows of Resources:			
Deferred outflow of pension earnings	8,006,076	-	8,006,076
Deferred outflow related to OPEB	1,160,207	346,165	1,506,372
Deferred charge on refunding	-	564,794	564,794
Total deferred outflows of resources	9,166,283	910,959	10,077,242
Liabilities:			
Accounts payable and accrued expenses	6,890,986	5,384,776	12,275,762
Unearned revenue	4,588,477	-	4,588,477
Noncurrent liabilities:			
Due within one year	2,560,244	1,371,775	3,932,019
Due in more than one year	39,768,101	15,618,972	55,387,073
Total liabilities	53,807,808	22,375,523	76,183,331
Deferred Inflows of Resources:			
Deferred inflow of pension earnings	872,876	-	872,876
Deferred inflow related to OPEB	92,547	27,612	120,159
Total deferred inflows of resources	965,423	27,612	993,035
Net Position:			
Net investment in capital assets	70,283,583	96,286,430	166,570,013
Restricted for:			
Capital Improvements	-	30,500,439	30,500,439
Community redevelopment	614,611	-	614,611
Public safety	4,813,211	-	4,813,211
Culture and recreation	6,315,198	-	6,315,198
Infrastructure	4,477,621	-	4,477,621
Debt service	1,897,822	-	1,897,822
Building services	2,601,374	-	2,601,374
Transportation	24,742	-	24,742
Cemetery	1,408,234	-	1,408,234
Unrestricted	23,217,118	28,322,014	51,539,132
Total net position	\$ 115,653,514	\$ 155,108,883	\$ 270,762,397

City of Clermont, Florida
Statement of Activities
Year Ended September 30, 2023

					Net (Expense) Revenue and Changes in Net Position		
					Primary Government		
		Program Revenue					
Functions/Programs:	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental Activities:							
General government	\$ 6,475,508	\$ 4,537,641	\$ 2,877,463	\$ -	\$ 939,596	\$ -	\$ 939,596
Public safety	32,141,074	2,805,285	1,461,645	-	(27,874,144)	-	(27,874,144)
Physical environment	3,603,315	-	-	1,486,554	(2,116,761)	-	(2,116,761)
Transportation/public works	2,335,156	-	599,568	-	(1,735,588)	-	(1,735,588)
Economic environment	1,279,364	-	-	-	(1,279,364)	-	(1,279,364)
Culture and recreation	3,987,873	3,450,984	150,000	47,950	(338,939)	-	(338,939)
Interest on long-term debt	588,228	-	-	-	(588,228)	-	(588,228)
Total governmental activities	50,410,518	10,793,910	5,088,676	1,534,504	(32,993,428)	-	(32,993,428)
Business-Type Activities							
Water	9,783,665	10,068,465	-	2,062,735	-	2,347,535	2,347,535
Sewer	10,491,389	9,320,663	-	5,189,476	-	4,018,750	4,018,750
Sanitation	3,925,453	4,267,856	-	-	-	342,403	342,403
Stormwater	2,551,755	1,948,799	-	30,000	-	(572,956)	(572,956)
Total business-type activities	26,752,262	25,605,783	-	7,282,211	-	6,135,732	6,135,732
Total primary government	\$ 77,162,780	\$ 36,399,693	\$ 5,088,676	\$ 8,816,715	(32,993,428)	6,135,732	(26,857,696)
General Revenues:							
Property taxes					20,882,299	-	20,882,299
Business taxes					156,163	-	156,163
Franchise fees					4,535,983	-	4,535,983
Utility taxes					5,353,571	-	5,353,571
Intergovernmental - unrestricted					12,711,481	-	12,711,481
Unrestricted investment earnings					1,198,727	1,751,850	2,950,577
Miscellaneous					629,696	-	629,696
Gain on sale of capital assets					93,710	10	93,720
Transfers					(593,952)	593,952	-
Total general revenues and transfers					44,967,678	2,345,812	47,313,490
Change in net position					11,974,250	8,481,544	20,455,794
Net Position - beginning					103,679,264	146,627,339	250,306,603
Net Position - ending					\$ 115,653,514	\$ 155,108,883	\$ 270,762,397

	General	Capital Projects	Infrastructure Special Revenue	ARPA Special Revenue Fund	Other Governmental Funds	Total Governmental Funds
Assets:						
Cash and cash equivalents	\$ 13,896,571	\$ 4,040,764	\$ 3,591,391	\$ 4,464,200	\$ 12,265,559	\$ 38,258,485
Investments	11,649,928	-	750,241	-	6,124,228	18,524,397
Receivables, net	1,313,144	-	1,848	-	10,779	1,325,771
Inventories, at cost	30,095	-	-	-	-	30,095
Due from other governments	1,443,926	-	326,617	-	-	1,770,543
Due from other funds	-	-	-	-	-	-
Prepaid costs	1,816,878	-	-	-	13,501	1,830,379
Restricted Investments	-	3,174,316	-	-	-	3,174,316
Total assets	\$ 30,150,542	\$ 7,215,080	\$ 4,670,097	\$ 4,464,200	\$ 18,414,067	\$ 64,913,986
Liabilities:						
Accounts payable	\$ 3,704,997	\$ 798,170	\$ 192,476	\$ -	\$ 177,787	\$ 4,873,430
Due to other funds	67,127	-	-	-	-	67,127
Accrued liabilities	626,685	-	-	-	22,130	648,815
Deposits	-	-	-	-	563,701	563,701
Unearned revenue	117,618	-	-	4,464,200	-	4,581,818
Total liabilities	4,516,427	798,170	192,476	4,464,200	763,618	10,734,891
Deferred Inflows of Resources:						
Unavailable revenue - liens, forfeitures and rents	92,554	-	-	-	-	92,554
Total deferred inflows of resources	92,554	-	-	-	-	92,554
Fund Balances:						
Nonspendable	1,846,973	-	-	-	13,501	1,860,474
Restricted	24,742	-	4,477,621	-	17,636,948	22,139,311
Assigned	1,647,092	6,416,910	-	-	-	8,064,002
Unassigned	22,022,754	-	-	-	-	22,022,754
Total fund balances	25,541,561	6,416,910	4,477,621	-	17,650,449	54,086,541
Total liabilities, deferred inflows of resources, and fund balances	\$ 30,150,542	\$ 7,215,080	\$ 4,670,097	\$ 4,464,200	\$ 18,414,067	

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and are not reported in the funds.	93,316,285
Accrued interest payable is not due in the current period and, therefore, is not reported in the funds.	(196,537)
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.	92,554
Deferred inflows and outflows of resources related to pension earnings are not recognized in governmental funds, however, they are recorded in net position under full accrual accounting.	8,200,860
Net pension assets are not current financial resources and, therefore, are not reported in the funds.	(4,050,169)
The assets and liabilities of certain internal service funds are not included in the fund financial statement, but are included in the governmental activities of the Statement of Net Position.	2,482,156
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.	(38,278,176)
Net Position of Governmental Activities in the Statement of Net Position.	<u>\$ 115,653,514</u>

Statement of Revenues, Expenditures and Changes in Fund Balances**Governmental Funds**

Year Ended September 30, 2023

	General	Capital Projects	Infrastructure Special Revenue	ARPA Special Revenue Fund	Other Governmental Funds	Total Governmental Funds
Revenues:						
Taxes	\$ 25,738,772	\$ -	\$ -	\$ -	\$ 653,261	\$ 26,392,033
Franchise fees	4,535,983	-	-	-	-	4,535,983
Licenses and permits	606,300	-	-	-	1,772,557	2,378,857
Intergovernmental revenues	9,417,764	-	5,538,802	2,875,340	16,201	17,848,107
Charges for services	3,205,083	-	-	-	348,733	3,553,816
Fines and forfeitures	153,585	-	-	-	-	153,585
Impact fees/special assessments	-	-	-	-	3,993,627	3,993,627
Investment earnings (loss)	639,513	163,551	51,879	-	316,442	1,171,385
Miscellaneous	1,333,705	-	-	-	7,502	1,341,207
Total revenues	45,630,705	163,551	5,590,681	2,875,340	7,108,323	61,368,600
Expenditures:						
Current:						
General government	5,862,699	-	98,629	743	-	5,962,071
Public safety	25,110,613	-	1,298,066	-	2,452,496	28,861,175
Physical environment	2,722,345	-	192,047	-	401,385	3,315,777
Transportation	1,578,459	-	600,767	-	-	2,179,226
Economic environment	128,946	-	-	-	559,010	687,956
Culture and recreation	4,000,932	-	828,254	-	143,012	4,972,198
Debt Service:						
Principal retirement	-	-	91,493	-	2,218,410	2,309,903
Interest and fiscal charges	8,581	-	11,277	-	588,178	608,036
Capital Outlay:						
General government	-	-	-	-	-	-
Physical environment	-	6,328,369	-	-	-	6,328,369
Economic environment	-	1,116,124	-	-	-	1,116,124
Total expenditures	39,412,575	7,444,493	3,120,533	743	6,362,491	56,340,835
Excess (Deficiency) of Revenues Over Expenditures	6,218,130	(7,280,942)	2,470,148	2,874,597	745,832	5,027,765
Other Financing Sources (Uses):						
Transfers in	2,280,645	2,500,000	-	-	3,254,118	8,034,763
Transfers out	(3,139,246)	-	(2,030,520)	(2,874,597)	(584,352)	(8,628,715)
Sale of general capital assets	93,710	-	-	-	-	93,710
Total other financing sources (uses)	(764,891)	2,500,000	(2,030,520)	(2,874,597)	2,669,766	(500,242)
Net Change in Fund Balances	5,453,239	(4,780,942)	439,628	-	3,415,598	4,527,523
Fund Balances - beginning	20,088,322	11,197,852	4,037,993	-	14,234,851	49,559,018
Fund Balances - ending	\$ 25,541,561	\$ 6,416,910	\$ 4,477,621	\$ -	\$ 17,650,449	\$ 54,086,541

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities

Year Ended September 30, 2023

Net Change in Fund Balances - total governmental funds:	\$ 4,527,523
---	--------------

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources. In contrast, the Statement of Activities reports only a portion of the outlay as expense. The outlay is allocated over the assets' estimated useful lives as depreciation expense for the period.	7,811,009
--	-----------

The net effect of various miscellaneous transactions involving capital assets (i.e. sales, trade-ins and disposals) is to decrease net position.	(60,028)
--	----------

Contributions of capital assets are not reported as revenues in the governmental funds.	1,486,554
---	-----------

Governmental funds do not present revenues that are not available to pay current obligations. In contrast, such revenues are reported in the Statement of Activities when earned.	2,514
---	-------

Cash pension contributions reported in the funds were more than the calculated pension expense on the statement of activities, and therefore increased net position.	(3,226,689)
--	-------------

Governmental funds report note proceeds as current financial resources. In contrast, the Statement of Activities treats such issuance of debt as a liability. Governmental funds report repayment of note principal as an expenditure. In contrast, the Statement of Activities treats such repayments as a reduction in long-term liabilities. This is the amount by which repayments exceeded proceeds.	2,309,903
---	-----------

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	(2,030,455)
---	-------------

Internal service funds are used by management to charge the costs of certain activities, such as health insurance, to individual funds. The net revenue (expense) of certain internal service funds is reported with governmental activities.	1,153,919
---	-----------

Change in Net Position of Governmental Activities	\$ 11,974,250
---	---------------

Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual**General Fund**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Taxes	\$ 25,008,079	\$ 25,392,769	\$ 25,738,772	\$ 346,003
Franchise fees	3,420,000	4,091,351	4,535,983	444,632
Licenses and permits	456,000	606,300	606,300	-
Intergovernmental revenues	7,603,550	8,246,308	9,417,764	1,171,456
Charges for services	2,885,245	3,174,762	3,205,083	30,321
Fines and forfeitures	102,500	67,768	153,585	85,817
Investment earnings (loss)	40,000	15,000	639,513	624,513
Miscellaneous	729,445	1,317,179	1,333,705	16,526
Total revenues	40,244,819	42,911,437	45,630,705	2,719,268
Expenditures:				
Current:				
General government:				
City council	50,637	58,436	55,655	2,781
City clerk	432,483	490,574	466,127	24,447
City manager	869,129	860,244	810,939	49,305
Finance	1,340,944	1,348,981	1,287,387	61,594
Legal services	147,300	165,000	139,284	25,716
Planning & zoning	934,937	1,069,325	1,030,834	38,491
Information technology	1,020,020	999,112	918,473	80,639
Human resources	592,488	524,201	510,086	14,115
Purchasing	363,608	400,308	396,547	3,761
Other general government	255,565	262,628	247,367	15,261
	6,007,111	6,178,809	5,862,699	316,110
Public safety:				
Law enforcement	12,710,033	11,993,571	12,372,070	(378,499)
Fire control	13,370,237	14,749,044	12,738,543	2,010,501
	26,080,270	26,742,615	25,110,613	1,632,002
Physical environment	2,951,077	2,856,136	2,722,345	133,791
Transportation	1,787,488	1,630,437	1,578,459	51,978
Economic environment	134,918	116,393	128,946	(12,553)
Culture and recreation	4,351,236	4,113,668	4,000,932	112,736
Debt Service:				
Interest and fiscal charges	-	-	8,581	(8,581)
Total expenditures	41,312,100	41,638,058	39,412,575	2,225,483
Excess (deficiency) of revenues over expenditures	(1,067,281)	1,273,379	6,218,130	4,944,751

Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual**General Fund**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Other Financing Sources (Uses):				
Transfers in	2,250,750	1,863,645	2,280,645	417,000
Transfers out	(1,218,475)	(3,383,718)	(3,139,246)	244,472
Sale of general capital assets	20,000	93,710	93,710	-
Total other financing sources (uses)	1,052,275	(1,426,363)	(764,891)	661,472
Net Change in Fund Balance	(15,006)	(152,984)	5,453,239	5,606,223
Fund Balance - beginning	20,088,322	20,088,322	20,088,322	-
Fund Balance - ending	\$ 20,073,316	\$ 19,935,338	\$ 25,541,561	\$ 5,606,223

Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual**Infrastructure Special Revenue Fund**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues	\$ 4,600,000	\$ 5,210,000	\$ 5,538,802	\$ 328,802
Investment earnings (loss)	2,000	2,000	51,879	49,879
Total revenues	4,602,000	5,212,000	5,590,681	378,681
Expenditures:				
Current:				
General government	169,320	99,621	98,629	992
Public safety:				
Law enforcement	609,300	681,100	656,188	24,912
Fire control	-	642,132	641,878	254
	609,300	1,323,232	1,298,066	25,166
Physical Environment	300,000	202,205	192,047	10,158
Transportation	753,800	669,193	600,767	68,426
Culture and recreation	1,400,000	839,977	828,254	11,723
Debt Service:				
Principal	91,505	91,505	91,493	12
Interest	11,285	11,285	11,277	8
	102,790	102,790	102,770	20
Total expenditures	3,335,210	3,237,018	3,120,533	116,485
Excess (deficiency) of revenues over expenditures	1,266,790	1,974,982	2,470,148	495,166
Other Financing (Uses):				
Transfers out	(2,030,520)	(2,030,520)	(2,030,520)	-
Total other financing uses	(2,030,520)	(2,030,520)	(2,030,520)	-
Net Change in Fund Balances	(763,730)	(55,538)	439,628	495,166
Fund Balances - beginning	4,037,993	4,037,993	4,037,993	-
Fund Balances - ending	\$ 3,274,263	\$ 3,982,455	\$ 4,477,621	\$ 495,166

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**ARPA Special Revenue Fund**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues	\$ -	\$ -	\$ 2,875,340	\$ 2,875,340
Total revenues	-	-	2,875,340	2,875,340
Expenditures:				
Current:				
General government	-	744	743	1
Total expenditures	-	744	743	1
Excess (deficiency) of revenues over expenditures	-	(744)	2,874,597	2,875,341
Other Financing (Uses):				
Transfers out	-	(3,000,000)	(2,874,597)	125,403
Total other financing sources	-	(3,000,000)	(2,874,597)	125,403
Net Change in Fund Balances	-	(3,000,744)	-	3,000,744
Fund Balances - beginning	-	-	-	-
Fund Balances - ending	\$ -	\$ (3,000,744)	\$ -	\$ 3,000,744

City of Clermont, Florida
Statement of Net Position
Proprietary Funds
September 30, 2023

	Business-Type Activities-Enterprise Funds					Governmental Activities- Internal Service Fund
	Water	Sewer	Sanitation	Stormwater	Total	
Assets:						
Current assets:						
Cash and cash equivalents	\$ 10,723,790	\$ 16,559,404	\$ 412,594	\$ 457,589	\$ 28,153,377	\$ 2,953,939
Investments	11,045,676	7,240,228	2,470,572	-	20,756,476	414,500
Restricted cash and cash equivalents	929,011	742,224	314,554	1,022,757	3,008,546	-
Accounts receivable, net	167,116	366,243	179,651	83,929	796,939	6,399
Inventories	23,701	-	-	-	23,701	-
Prepaid expenses	99,523	79,782	25,464	18,838	223,607	16
Total current assets	22,988,817	24,987,881	3,402,835	1,583,113	52,962,646	3,374,854
Noncurrent assets:						
Restricted investments	2,664,570	13,350,422	1,049,307	-	17,064,299	-
Advances to other funds	-	275,000	67,127	-	342,127	-
Interest receivable	34,478	51,571	6,171	-	92,220	961
Capital assets:						
Land, buildings and equipment	52,427,099	83,234,182	5,796,491	21,884,054	163,341,826	-
Construction in progress	5,571,021	13,306,567	3,558,022	1,725,441	24,161,051	-
Less accumulated depreciation	(23,229,313)	(45,745,266)	(4,247,327)	(8,144,701)	(81,366,607)	-
Total capital assets (net of accumulated depreciation)	34,768,807	50,795,483	5,107,186	15,464,794	106,136,270	-
Total noncurrent assets	37,467,855	64,472,476	6,229,791	15,464,794	123,634,916	961
Total assets	60,456,672	89,460,357	9,632,626	17,047,907	176,597,562	3,375,815
Deferred Outflows of Resources:						
Deferred charge on refunding	201,584	363,210	-	-	564,794	-
Deferred outflows related to OPEB	95,353	127,289	78,633	44,890	346,165	-
Total deferred outflows of resources	296,937	490,499	78,633	44,890	910,959	-

The accompanying Notes to Financial Statements are an integral part of this statement.

Liabilities:

Current liabilities:

Accounts payable	949,098	2,914,951	452,452	300,053	4,616,554	607,037
Salaries payable	57,380	43,907	30,292	13,714	145,293	1,466
Accrued interest payable	22,848	40,619	9,266	30,071	102,804	-
Due to other funds	-	-	-	275,000	275,000	-
Compensated absences	16,755	21,876	12,189	2,833	53,653	-
Customer deposits payable	511,524	-	-	-	511,524	-
Unearned revenue	5,724	2,779	79	19	8,601	6,659
Revenue bonds and notes payable-current	331,200	588,800	93,740	304,382	1,318,122	-
Total current liabilities	<u>1,894,529</u>	<u>3,612,932</u>	<u>598,018</u>	<u>926,072</u>	<u>7,031,551</u>	<u>615,162</u>

Noncurrent liabilities:

Compensated absences	150,795	196,883	109,696	25,494	482,868	-
Other post employment benefits	1,092,883	1,458,904	901,240	514,501	3,967,528	-
Notes payable	-	-	962,644	3,125,932	4,088,576	-
Revenue bonds payable	2,548,800	4,531,200	-	-	7,080,000	-
Total noncurrent liabilities	<u>3,792,478</u>	<u>6,186,987</u>	<u>1,973,580</u>	<u>3,665,927</u>	<u>15,618,972</u>	<u>-</u>
Total liabilities	<u>5,687,007</u>	<u>9,799,919</u>	<u>2,571,598</u>	<u>4,591,999</u>	<u>22,650,523</u>	<u>615,162</u>

Deferred Inflows of Resources:

Deferred inflows related to OPEB	<u>7,606</u>	<u>10,153</u>	<u>6,272</u>	<u>3,581</u>	<u>27,612</u>	
Total deferred inflows of resources	<u>7,606</u>	<u>10,153</u>	<u>6,272</u>	<u>3,581</u>	<u>27,612</u>	<u>-</u>

Net Position:

Net investment in capital assets	32,090,391	46,038,693	5,100,109	13,057,237	96,286,430	-
Restricted for capital improvements	7,704,662	22,795,777	-	-	30,500,439	-
Unrestricted	15,263,943	11,306,314	2,033,280	(560,020)	28,043,517	2,760,653
Total net position	<u>\$ 55,058,996</u>	<u>\$ 80,140,784</u>	<u>\$ 7,133,389</u>	<u>\$ 12,497,217</u>	<u>154,830,386</u>	<u>\$ 2,760,653</u>

The assets and liabilities of certain internal service funds are not included in the fund financial statement, but are included in the Business Activities of the Statement of Net Position.

278,497

Total Net Position per Government-Wide Financial Statements

\$ 155,108,883

The accompanying Notes to Financial Statements are an integral part of this statement.



City of Clermont, Florida
Statement of Revenues, Expenses, and Changes in Fund Net Position
Proprietary Funds
Year Ended September 30, 2023

	Business-Type Activities-Enterprise Funds					Governmental Activities- Internal Service Fund
	Water	Sewer	Sanitation	Stormwater	Total	
Operating Revenues:						
Charges for services	\$ 9,685,579	\$ 9,320,663	\$ 4,267,856	\$ 1,948,759	\$ 25,222,857	\$ 7,890,478
Miscellaneous	382,886	-	-	40	382,926	51,507
Total operating revenues	10,068,465	9,320,663	4,267,856	1,948,799	25,605,783	7,941,985
Operating Expenses:						
Personnel services	2,039,181	2,859,252	1,778,420	917,634	7,594,487	83,993
Utilities	897,831	1,286,457	1,888	14,092	2,200,268	-
Dump fees	7,370	455,670	601,126	19,656	1,083,822	-
Administrative services	555,861	536,369	270,229	171,094	1,533,553	-
Repairs and maintenance	2,779,213	207,368	250,011	33,428	3,270,020	-
Depreciation and amortization	2,437,959	4,118,342	410,141	1,187,537	8,153,979	-
Professional services	305,829	279,964	43,939	60,112	689,844	58,021
Insurance claims and expenses	129,018	191,572	74,552	44,150	439,292	6,263,584
Other supplies and expenses	584,450	578,501	550,930	79,604	1,793,485	-
Total operating expenses	9,736,712	10,513,495	3,981,236	2,527,307	26,758,750	6,405,598
Operating income (loss)	331,753	(1,192,832)	286,620	(578,508)	(1,152,967)	1,536,387
Nonoperating Revenues (Expenses):						
Investment income	627,631	945,759	172,082	6,378	1,751,850	27,342
Interest expense	(98,626)	(176,029)	(28,007)	(91,709)	(394,371)	-
Gain (loss) on disposal of capital assets	(6,886)	(2,065)	5	5	(8,941)	-
Total nonoperating revenue (expenses)	522,119	767,665	144,080	(85,326)	1,348,538	27,342
Income (loss) before contributions and transfers	853,872	(425,167)	430,700	(663,834)	195,571	1,563,729
Capital contributions	2,062,735	5,189,476	-	30,000	7,282,211	-
Transfers in	1,067,785	690,658	-	1,116,154	2,874,597	-
Transfers out	(1,105,645)	(1,175,000)	-	-	(2,280,645)	-
Change in net position	2,878,747	4,279,967	430,700	482,320	8,071,734	1,563,729
Total Net Position - Beginning	52,180,249	75,860,817	6,702,689	12,014,897		1,196,924
Total Net Position - Ending	\$ 55,058,996	\$ 80,140,784	\$ 7,133,389	\$ 12,497,217		\$ 2,760,653
Change in Net Position, per above					8,071,734	
Internal service funds are used by management to charge the costs of certain activities to individual funds. The net revenue (expense) of certain internal service funds is reported with Business Activities.					409,810	
Change in Business-Type Activities in Net Position per Government-Wide Financial Statements					<u>\$ 8,481,544</u>	

City of Clermont, Florida
Statement of Cash Flows
Proprietary Funds
Year Ended September 30, 2023

	Business-Type Activities-Enterprise Funds					Governmental Activities- Internal Service Fund
	Water	Sewer	Sanitation	Stormwater	Total	Fund
Cash Flows from Operating Activities:						
Receipts from customers	\$ 10,401,606	\$ 9,740,544	\$ 4,300,362	\$ 2,010,286	\$ 26,452,798	\$ -
Receipts from internal services provided	-	-	-	-	-	7,944,440
Payments to suppliers	(4,746,975)	(2,902,376)	(2,042,734)	(193,532)	(9,885,617)	(5,919,813)
Payments to employees	(2,179,640)	(2,509,841)	(1,735,189)	(816,979)	(7,241,649)	(82,527)
Net cash provided (used) by operating activities	3,474,991	4,328,327	522,439	999,775	9,325,532	1,942,100
Cash Flows from Non-Capital Financing Activities:						
Transfers in	1,067,785	690,658	-	1,116,154	2,874,597	-
Transfers out	(1,105,645)	(1,175,000)	-	-	(2,280,645)	-
Net cash provided (used) by non-capital financing activities	(37,860)	(484,342)	220,000	1,116,154	813,952	-
Cash Flows from Capital and Related Financing Activities:						
Acquisition of capital assets	(3,097,775)	(5,737,478)	(2,260,673)	(1,119,778)	(12,215,704)	-
Sale of capital assets	20	70	5	5	100	-
Interest paid on long-term debt	(72,399)	(128,710)	(28,803)	(94,311)	(324,223)	-
Principal paid on debt	(324,000)	(576,000)	(91,355)	(296,639)	(1,287,994)	-
Capital grants	-	-	(349)	30,000	29,651	-
Fees and assessments received	1,394,845	3,556,610	-	-	4,951,455	-
Net cash provided (used) by capital and related financing activities	(2,099,309)	(2,885,508)	(2,381,175)	(1,480,723)	(8,846,715)	-

The accompanying Notes to Financial Statements are an integral part of these statements.

Cash Flows from Investing Activities:

Sale (purchase) of investments	245,947	364,004	(56,826)	-	553,125	(2,267)
Investment income (loss)	469,259	708,875	195,261	6,378	1,379,773	30,549
Net cash provided by investing activities	<u>715,206</u>	<u>1,072,879</u>	<u>138,435</u>	<u>6,378</u>	<u>1,932,898</u>	<u>28,282</u>
Net Increase (Decrease) in Cash and Cash Equivalents	2,053,028	2,031,356	(1,500,301)	641,584	3,225,667	1,970,382
Cash and Cash Equivalents - beginning	<u>9,599,773</u>	<u>15,270,272</u>	<u>2,227,449</u>	<u>838,762</u>	<u>27,936,256</u>	<u>983,557</u>
Cash and Cash Equivalents - end	<u><u>\$ 11,652,801</u></u>	<u><u>\$ 17,301,628</u></u>	<u><u>\$ 727,148</u></u>	<u><u>\$ 1,480,346</u></u>	<u><u>\$ 31,161,923</u></u>	<u><u>\$ 2,953,939</u></u>

Classified As:

Cash and cash equivalents	\$ 10,723,790	\$ 16,559,404	\$ 412,594	\$ 457,589	\$ 28,153,377	\$ 2,953,939
Restricted cash and cash equivalents	<u>929,011</u>	<u>742,224</u>	<u>314,554</u>	<u>1,022,757</u>	<u>3,008,546</u>	<u>-</u>
Total	<u><u>\$ 11,652,801</u></u>	<u><u>\$ 17,301,628</u></u>	<u><u>\$ 727,148</u></u>	<u><u>\$ 1,480,346</u></u>	<u><u>\$ 31,161,923</u></u>	<u><u>\$ 2,953,939</u></u>

**Reconciliation of Operating Income (Loss) to Net Cash
Provided by Operating Activities**

Operating income (loss)	<u>\$ 331,753</u>	<u>\$ (1,192,832)</u>	<u>\$ 286,620</u>	<u>\$ (578,508)</u>	<u>\$ (1,152,967)</u>	<u>\$ 1,536,387</u>
--------------------------------	-------------------	-----------------------	-------------------	---------------------	-----------------------	---------------------

Adjustments Not Affecting Cash:

Depreciation and amortization	2,437,959	4,118,342	410,141	1,187,537	8,153,979	-
-------------------------------	-----------	-----------	---------	-----------	-----------	---

Change in Assets and Liabilities:

Decrease (Increase) in accounts receivable	279,164	419,881	32,506	62,128	793,679	(2,021)
Increase in unearned revenue	-	-	-	(641)	(641)	4,476
Increase in customer deposits	53,977	-	-	-	53,977	-
Decrease in prepaid costs	(3,862)	(13,950)	(332)	(3,581)	(21,725)	-
Decrease (Increase) in inventory	5,776	-	-	-	5,776	-
Increase (Decrease) in accounts payable	510,683	647,475	(249,727)	232,185	1,140,616	401,792
Increase in OPEB	(150,554)	332,964	30,971	103,031	316,412	-
Increase in accrued liabilities	<u>10,095</u>	<u>16,447</u>	<u>12,260</u>	<u>(2,376)</u>	<u>36,426</u>	<u>1,466</u>
Total adjustments	<u>3,143,238</u>	<u>5,521,159</u>	<u>235,819</u>	<u>1,578,283</u>	<u>10,478,499</u>	<u>405,713</u>
Net Cash Provided (Used) by Operating Activities	<u><u>\$ 3,474,991</u></u>	<u><u>\$ 4,328,327</u></u>	<u><u>\$ 522,439</u></u>	<u><u>\$ 999,775</u></u>	<u><u>\$ 9,325,532</u></u>	<u><u>\$ 1,942,100</u></u>

Noncash Investing, Capital, and Financing Activities:

Contributed assets	<u>\$ 532,360</u>	<u>\$ 1,342,406</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,874,766</u>	<u>\$ -</u>
Increase (Decrease) in Fair Value of Investments	<u><u>\$ 143,946</u></u>	<u><u>\$ 215,306</u></u>	<u><u>\$ (25,761)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 333,491</u></u>	<u><u>\$ -</u></u>

The accompanying Notes to Financial Statements are an integral part of these statements.

City of Clermont, Florida
Statement of Fiduciary Net Position
Fiduciary Funds
September 30, 2023

	Total Employee Pension Funds
Assets:	
Cash and cash equivalents	\$ 1,389,059
Receivables:	
Accounts receivable	975,355
Total receivables	<u>975,355</u>
Investments, at fair value:	
U.S. Government & other debt securities	20,120,958
Equities	35,110,086
Real estate	1,924,016
Total investments	<u>57,155,060</u>
Total assets	<u>59,519,474</u>
Liabilities:	
Refunds payable and other	19,443
Pending trades payable	33,568
Total liabilities	<u>53,011</u>
Net Position:	
Net position restricted for pensions	<u><u>\$ 59,466,463</u></u>

City of Clermont, Florida
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
Year Ended September 30, 2023

	Total Employee Pension Funds
Additions:	
Contributions:	
Employer	\$ 1,710,650
Plan members	693,070
State	883,912
Total contributions	3,287,632
Investment earnings:	
Net increase (decrease) in fair value of investments	2,591,408
Interest and dividends	1,450,916
Other income	128,411
Less: Investment expense	(58,090)
Total net investment earnings	4,112,645
Total additions	7,400,277
Deductions:	
Benefits/distributions	1,045,020
Refund of contributions	23,158
Administrative expenses	163,442
Total deductions	1,231,620
Change in Net Position	6,168,657
Net Position - beginning	53,297,806
Net Position - ending	\$ 59,466,463



NOTES TO FINANCIAL STATEMENTS



NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The *City of Clermont*, Florida (the City) is a political subdivision of the State of Florida located in Lake County. The *City of Clermont* was incorporated under State law in December 1916 and operates under the council-manager form of government under its charter adopted pursuant to H.B. 2223, Ch.67-1217 Special Acts, of the State of Florida. The legislative branch of the City is composed of a Mayor and four (4) members elected Council. The City Council is responsible for the establishment and adoption of policy. The execution of such policy is the responsibility of the Council appointed City Manager.

In evaluating how to define the government, for financial reporting purposes, the City has considered all potential component units. The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body, and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government (a) is entitled to the organizations' resources; (b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or (c) is obligated in some manner for the debt of the organization. In applying the above criteria, the City has one blended component unit as follows:

The City of Clermont Community Redevelopment Fund:

The *City of Clermont* created the Downtown Redevelopment Agency in May of 1997. This is a dependent taxing district established in accordance with Chapter 163, Part III, Florida Statutes. Notification to affected taxing agency was done in compliance with Chapter 163.346, Part III, Florida Statutes. The incremental annual increase in tax over the base years will be used to fund projects designed to enhance and improve the described area. The City Council, being the duly elected governmental body for the designated area, passed Resolution 97-950, which established the *City of Clermont* as the Redevelopment Agency for the purpose of carrying out the community redevelopment programs and plans within the area. Through Ordinance 359-M the City established the Community Redevelopment Trust Fund to account for all transactions generated by this special revenue fund. The *City of Clermont* Community Redevelopment Fund is presented as a blended component unit. The CRA is governed by a board of seven- the five members of the Clermont City Council and two individuals appointed by the City Council. On December 8, 2015, Ordinance No. 2015-77 passed and modification of the Community Redevelopment Plan was approved. Because the governing body of the CRA is substantively the same as the City and the City has operational responsibility for the CRA, the CRA is presented as a blended component unit of the City.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The government reports the following funds:

Major Governmental Funds

The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Capital Projects Fund accounts for financial resources segregated for the acquisition or construction of major capital facilities.

Infrastructure Special Revenue Fund accounts for the proceeds of the Local Government Infrastructure Surtax. The proceeds and interest accrued thereto, by law are only to be used to finance, plan and construct infrastructure.

ARPA Special Revenue Fund accounts for the proceeds of the City's American Rescue Plan Act ("ARPA") funding.

Nonmajor Governmental Fund Types

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted or committed to expenditures for specified purposes other than debt service or capital projects.

The *Debt Service Fund* was established to account for the accumulation of resources and payment of bond principal and interest from governmental resources.

Major Proprietary Funds

Water Fund is used to account for the operations of the City's water system, which is financed in a manner similar to private business enterprises, where the costs, including depreciation, of providing services to the general public on an ongoing basis are financed primarily through user charges.

Sewer Fund is used to account for the operations of the City's sewer system, which is financed in a manner similar to private business enterprises, where the costs, including depreciation, of providing services to the general public on an ongoing basis are financed primarily through user charges.

Sanitation Fund is used to account for the fiscal activities of the City's refuse collection and disposal operation.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Stormwater Fund (Enterprise Fund) is used to account for the fiscal activities of the City's stormwater drainage operation, as well as the funding and payment of related debt.

Nonmajor Proprietary Funds

Internal Service Fund is used to account for the costs of group insurance which are charged to other departments on a cost reimbursement basis.

Fiduciary Funds

Pension Trust Funds account for activities of police officers, firefighters and general employee's retirement plans which accumulate resources for pension benefit payments to qualified employees.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are other charges between the City's water and sewer function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's water, sewer, sanitation and stormwater utility funds are charges to customers for sales and services. The City also recognizes as operating revenue the meter fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, Liabilities, Deferred Outflows/Inflows and Net Position/Fund Balance:

Deposits and Investments

The government's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

Investments of the City are reported at fair value and are categorized within the fair value hierarchy established in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. The City's investments consist of investments authorized per their investment policy adopted in accordance with Section 218.415, Florida Statutes.

Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds."

Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Advances between funds, as reported in the fund financial statements, are offset by a non-spendable fund balance in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

All receivables are shown net of an allowance for uncollectibles. The County bills and collects property taxes and remits them to the City. City property tax revenues are recognized when levied to the extent that they result in current receivables.

All property is reassessed according to its fair value on the lien date, or January 1 of each year. Taxes are levied on October 1 of each year. Discounts are allowed for early payment at the rate of 4% in the month of November, 3% in the month of December, 2% in the month of January, and 1% in the month of February. The taxes paid in March are without discount. All unpaid taxes become delinquent on April 1 following the year in which they are assessed. On or around May 31 following the tax year, certificates are sold for all delinquent taxes on real property.

Inventories and Prepaid Items

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These are recorded as expenditures when consumed rather than when purchased.

Restricted Assets

Certain proceeds of the City's enterprise fund revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because they are maintained in separate accounts and their use is limited by applicable bond covenants. Assets so designated are identified as restricted assets on the balance sheet.

Capital Assets

Capital assets, which include property, plant, equipment, intangible and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Capital assets of the City are depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings	10-50
Improvements	15-50
Infrastructure	30-50
Equipment & Machinery	3-15
Intangible Assets	3-15

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vacation pay is accrued when incurred in the government-wide and proprietary financial statements. A portion of sick pay is accrued for employees with at least ten (10) years of service. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses.

For governmental activities, compensated absences, net pension obligations, and net other postemployment benefit obligations are generally liquidated by the general fund.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The City has three items that qualify for reporting in this category. The deferred charge on refunding, deferred outflows of pension earnings and deferred outflow related to OPEB reported in the government-wide statement of net position and the statement of net position - proprietary funds. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The City has only one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from several sources: liens, forfeitures and rental income. These amounts are deferred and recognized as an inflow of sources in the period that the amounts become available. The City also has deferred inflows of pension earnings and OPEB reported in the government-wide statement of net position.

Net Position Flow Assumptions

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The City itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The Council is the highest level of decision-making authority for the City that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet criteria to be classified as committed. The Council has maintained authority to assign fund balance.

The Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

New GASB Statements Implemented

In fiscal year 2023, the City has not implemented any new accounting standards with a material effect on the City's financial statements.

NOTE 2 RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances - total governmental funds* and *changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this difference are as follows:

Capital Outlay	\$ 12,373,082
Depreciation Expense	(4,562,073)
<i>Net adjustment to increase net changes in fund balances - total governmental funds to arrive at changes in net position of governmental activities</i>	<i>\$ 7,811,009</i>

NOTE 2 RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

Another element of that reconciliation states that "The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position." The details of this difference are as follows:

Principal Repayment	\$ 2,309,903
<i>Net adjustment to decrease net changes in fund balances - total</i>	
<i>governmental funds to arrive at changes in net position of governmental activities</i>	<u>\$ 2,309,903</u>

Another element of that reconciliation states that "Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds." The details of this difference are as follows:

Compensated Absences	\$ (248,546)
Other Post Employment Benefits	(1,801,716)
Accrued Interest Payable	<u>19,808</u>
<i>Net adjustment to decrease net changes in fund balances - total</i>	
<i>governmental funds to arrive at changes in net position of governmental activities</i>	<u>\$ (2,030,454)</u>

NOTE 3 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- Prior to the end of the fiscal year, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- Budget workshops are scheduled as needed.
- The general summary of the budget and notice of public hearing is published in the local newspaper.
- Public hearings are conducted to obtain taxpayer comments.
- Prior to October 1, the budgets are legally enacted through passage of a resolution.
- The City Manager is authorized to transfer budgeted amounts within departments; however, any revisions that alter the total appropriations of any department must be approved by the City Council.
- The level of classification detail at which expenditures may not legally exceed appropriations is the department level.
- Appropriations lapse at the close of the fiscal year to the extent they have not been expended. Encumbrance accounting is employed in governmental funds. Encumbrances (e.g., purchase orders and contracts) outstanding at year end are reported as assigned fund balances and do not constitute expenditures or liabilities because the commitments will be re-appropriated and honored during the subsequent year.
- Budgets are adopted for the general fund, special revenue funds, debt service funds and the capital projects fund on a basis consistent with generally accepted accounting principles, except as described below under Budget Basis of Accounting. Budgets are also adopted for the enterprise funds; however, budgetary comparisons are not presented since they are not required under generally accepted accounting principles.
- The City Council, by Ordinance or Resolution, may make supplemental appropriations in excess of those originally estimated for the year up to the amount of available revenues. Budgeted amounts presented in the accompanying financial statements have been adjusted for legally authorized revisions.

NOTE 3 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY (CONTINUED)

Budgetary Basis of Accounting

The City includes a portion of the prior year's fund balances represented by unappropriated liquid assets remaining in the fund as budgeted revenue in the succeeding year. The results of operations on a GAAP basis do not recognize the fund balance allocation as revenue as it represents prior periods' excess of revenues over expenditures. The City does not budget for capital outlay expenditures and other financing sources related to the acquisition of assets through notes payable.

Expenditures in Excess of Appropriations

Expenditures exceeded appropriations in various departments of the General Fund, Debt Service Fund and Police Impact Fee Fund. These excess expenditures were funded by greater than anticipated revenues and available fund balance.

NOTE 4 CASH AND INVESTMENTS

Deposits

All bank deposits were fully covered by federal depository insurance or by collateral held in banks that are members of the State of Florida's Collateral Pool as specified under Florida law. Florida Statutes provide for collateral pooling by banks and savings and loans. This limits local government deposits to "authorized depositories".

Investments

Investments in all fund types are stated at fair value, which is the amount for which an investment could be exchanged in a current transaction between willing parties, other than in a forced liquidation sale. Fair value is based on quoted market prices. Changes in the fair value of investments are recognized as revenue and included in investment income.

The City's investment policies are governed by state statute and city ordinance. Authorized investments are:

- The Local Government Surplus Funds Trust (SBA).
- SEC registered money market funds.
- Interest-bearing time deposits or savings accounts in qualified public depositories.
- Direct obligations of the U.S. Treasury.
- Federal agencies and instrumentalities.
- Securities of, or other interests in, any open-end or closed-end management-type investment company or investment trust registered under the Investment Company Act of 1940.
- Repurchase Agreements.
- Other investments authorized by ordinance.

The assets of the City's general employees defined benefit pension fund, are invested in the pooled investment fund for the Florida Municipal Pension Trust Fund (FMPTF). Investments held in this fund consist of corporate bonds and stocks and cash equivalents. The fund is stated at fair value, and investment earnings are allocated to participants in the fund based on their equity in this pooled investment account as provided by the Florida Municipal Pension Fund.

NOTE 4 CASH AND INVESTMENTS (CONTINUED)

Investments made by the *City of Clermont* at September 30, 2023 are summarized below. Defined benefit pension plan investments, other than \$35,110,086 in mutual funds, investing in equity securities, are included below. In accordance with GASB 31, investments are reported at fair value.

Investment Type	Fair Value	Credit Rating	Weighted Average Maturity
Federal Agency Mortgage-Backed Securities	\$ 288,322	AA+	7.75 years
Federal Agency Commercial Mortgage-Backed Securities	463,760	AA+	1.73 years
Federal Agency Collateralized Mortgage Obligation	220,063	AA+	1.78 years
US Treasury Notes	8,773,112	AA+	2.06 years
Supra-National Agency Bond/Note	452,085	AAA	0.98 years
Corporate Note	4,696,971	BBB+/AA	1.87 years
Asset Backed Security	3,841,302	AA/NR	3.57 years
Municipal Bonds	157,633	AA/AA+	1.04 years
FL Palm	41,040,740	AAAm	76 days
Real Estate Investment Funds	1,924,016	NR	N/A
Pension Fixed Income Securities	20,120,958	various	2 - 8 years
	<u>\$ 81,978,962</u>		

Credit Risk:

The City's investment policy limits credit risk by restricting authorized investments to those described above.

Custodial Credit Risk:

In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City's investment policy requires that bank deposits be secured as provided by Chapter 280, Florida Statutes. This law requires local governments to deposit funds only in financial institutions designated as qualified public depositories by the Chief Financial Officer of the State of Florida, and creates the Public Deposits Trust Fund, a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a default or insolvency has occurred. At September 30, 2023, all of the city's bank deposits were in qualified public depositories.

For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At September 30, 2023, none of the investments listed are exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

Concentration of Credit Risk:

The City's investment policy requires diversification but does not specify limits on types of investments.

Interest Rate Risk:

The City's investment policy does not specifically address interest rate risk, however the general investment policy is to apply the prudent-person rule: Investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and in general, avoid speculative investments. The City manages its exposure to declines in fair values by investing primarily in pooled investments that have a weighted average maturity of less than three months.

NOTE 4 CASH AND INVESTMENTS (CONTINUED)

Fair Value

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The City uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable, and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the City's own data in measuring unobservable inputs.

The City has the following recurring fair value measurements as of September 30, 2023:

Investments Valued by Fair Value Level		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
Federal Agency Collateralized Mortgage Obligation	\$ 220,063	\$ -	\$ 220,063
Federal Agency Commercial Mortgage-Backed Securities	463,760	-	463,760
Federal Agency Mortgage-Backed Securities	288,322	-	288,322
US Treasury Notes	8,773,112	8,773,112	-
Supra-National Agency Bond/Note	452,085	-	452,085
Corporate Note	4,696,971	-	4,696,971
Asset Backed Security	3,841,302	-	3,841,302
Municipal Bonds	157,633	-	157,633
FL Palm	41,040,740	-	41,040,740
Pension Fixed Income Securities	20,120,958	20,120,958	-
Real Estate Investment Funds	1,924,016	-	1,924,016
Pension Equity Securities	35,110,086	35,110,086	-
	<u>\$ 117,089,048</u>	<u>\$ 64,004,156</u>	<u>\$ 53,084,892</u>

NOTE 5 RECEIVABLES

Receivables as of year end for the City's individual major funds and nonmajor funds, including the applicable allowances for uncollectible accounts, are as follows:

				Less Allowance for Uncollectible	
	Accounts	Taxes	Other	Accounts	Total
General Fund	\$ 3,548,800	\$ 157,258	\$ 1,068,361	\$ (3,461,275)	\$ 1,313,144
Infrastructure Special Revenue Fund	-	-	1,848	-	1,848
Water Fund	160,837	-	85,712	(44,955)	201,594
Sewer Fund	515,184	-	51,571	(148,941)	417,814
Sanitation Fund	232,097	-	6,171	(52,446)	185,822
Stormwater Fund	109,491	-	-	(25,562)	83,929
Nonmajor Governmental Funds	-	-	10,779	-	10,779
Internal Service Fund	-	-	7,360	-	7,360
	<u>\$ 4,566,409</u>	<u>\$ 157,258</u>	<u>\$ 1,231,802</u>	<u>\$ (3,733,179)</u>	<u>\$ 2,222,290</u>

NOTE 6 CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2023 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital Assets, not being depreciated:				
Land	\$ 25,851,030	\$ 749,971	\$ -	\$ 26,601,001
Construction in progress	12,632,227	8,944,726	(1,094,973)	20,481,980
Total capital assets, not being depreciated	38,483,257	9,694,697	(1,094,973)	47,082,981
Capital Assets, being depreciated:				
Buildings	31,625,370	473,689	-	32,099,059
Improvements/infrastructure	38,738,508	2,148,546	-	40,887,054
Machinery and equipment	19,304,445	2,545,179	(82,595)	21,767,029
Intangibles	526,563	42,924	-	569,487
Total capital assets being depreciated	90,194,886	5,210,338	(82,595)	95,322,629
Less Accumulated Depreciation for:				
Buildings	(14,299,651)	(1,063,971)	-	(15,363,622)
Improvements/infrastructure	(16,743,694)	(1,789,430)	-	(18,533,124)
Machinery and equipment	(13,087,033)	(1,691,749)	72,141	(14,706,641)
Intangibles	(469,015)	(16,923)	-	(485,938)
Total accumulated depreciation	(44,599,393)	(4,562,073)	72,141	(49,089,325)
Total capital assets being depreciated, net	45,595,493	648,265	(10,454)	46,233,304
Governmental activities capital assets, net	\$ 84,078,750	\$ 10,342,962	\$ (1,105,427)	\$ 93,316,285

NOTE 6 CAPITAL ASSETS (CONTINUED)

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type Activities:				
Capital Assets, not being depreciated:				
Land	\$ 1,511,807	\$ -	\$ -	\$ 1,511,807
Construction in progress	11,265,256	12,897,805	(2,010)	24,161,051
Total capital assets, not being depreciated	12,777,063	12,897,805	(2,010)	25,672,858
Capital Assets, being depreciated:				
Buildings	1,008,118	16,800	-	1,024,918
Improvements/infrastructure	143,393,760	2,269,731	(10,420)	145,653,071
Machinery and equipment	12,910,015	947,947	(7,441)	13,850,521
Intangibles	1,301,454	55	-	1,301,509
Total capital assets being depreciated	158,613,347	3,234,533	(17,861)	161,830,019
Less Accumulated Depreciation for:				
Buildings	(191,115)	(37,179)	-	(228,294)
Improvements/infrastructure	(65,085,151)	(6,719,997)	7,554	(71,797,594)
Machinery and equipment	(7,678,457)	(1,233,205)	3,271	(8,908,391)
Intangibles	(268,730)	(163,598)	-	(432,328)
Total accumulated depreciation	(73,223,453)	(8,153,979)	10,825	(81,366,607)
Total capital assets being depreciated, net	85,389,894	(4,919,446)	(7,036)	80,463,412
Business-type activities capital assets, net	\$ 98,166,957	\$ 7,978,359	\$ (9,046)	\$ 106,136,270

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:	
General government	\$ 244,479
Public safety	1,653,908
Physical environment/transportation	1,390,361
Economic environment	668,967
Culture and recreation	604,358
Total Depreciation Expense - governmental activities	\$ 4,562,073
Business-type Activities	
Water	\$ 2,437,959
Sewer	4,118,342
Sanitation	410,141
Stormwater	1,187,537
Total Depreciation Expense - business-type activities	\$ 8,153,979

NOTE 7 LONG-TERM DEBT

Bonds Payable- Public Offering

The City issues bonds to provide funds for the acquisition and construction of major capital assets. In the event of default, bondholders may take any remedies legally appropriate, and declare all principal and accrued interest is due and payable immediately. Bonds have been issued for business-type activities.

In a prior year, the City issued Water and Sewer Revenue and Refunding Bonds, Series 2017 in the amount of \$10,817,000 with interest of 2.38% to partially refund the Water and Sewer Revenue and Refunding Bond Series 2009. This bond is secured by the net revenue of the water and sewer system. The total principal and interest remaining to be paid on this series is \$8,784,782. For the fiscal year, principal and interest paid on this series was \$1,101,110 and total pledged revenue was \$7,128,971.

The original amount of revenue bonds issued in prior years is described below. Revenue bonds outstanding at year end are as follows:

Business-Type Activities	Interest Rates and		Original Amount	Balance
	Dates	Maturity		September 30, 2023
Water and Sewer Revenue	2.38%	12/1/2018		
Refunding Bonds,		to		
Series 2017	(6/1 & 12/1)	12/1/2030	\$ 10,817,000	\$ 8,000,000
				<u>\$ 8,000,000</u>

Annual debt service requirements to maturity for revenue bonds are as follows:

Year Ending September 30,	Business - Type Activities	
	Principal	Interest
2024	\$ 920,000	\$ 179,452
2025	943,000	157,283
2026	965,000	134,578
2027	986,000	111,360
2028	1,009,000	87,619
2029-2031	3,177,000	114,490
Total	<u>\$ 8,000,000</u>	<u>\$ 784,782</u>

Notes Payable- Direct Borrowing

The City issued Public Improvement Refunding Revenue Note, Series 2016 in the amount of \$5,331,196 with interest of 2.03% to refund the Public Improvement Revenue Note, Series 2013. This note is secured by public services taxes and communications service tax. Total principal and interest remaining to be paid on this series is \$2,858,014. For the fiscal year, principal and interest paid on this series was \$476,647 and total pledged revenue was \$6,996,465. In the event of default, the lender may seek enforcement of all remedies available under the law. Any amounts due on the note that remain unpaid shall bear interest at the default rate until all amounts then due are paid in full.

The City issued Infrastructure Sales Surtax Revenue Note, Series 2016 in the amount of \$5,300,000 with interest of 2.12% to finance the costs of the acquisition and construction of a new municipal police station. This note is secured by the infrastructure sales surtax. Total principal and interest remaining to be paid on this series is \$3,345,597. For the fiscal year, principal and interest paid on this series was \$418,571 and total pledged revenue was \$5,538,802. In the event of default, the lender may seek enforcement of all remedies available under the law. Any amounts due on the note that remain unpaid shall bear interest at the default rate until all amounts then due are paid in full.

NOTE 7 LONG-TERM DEBT (CONTINUED)

The City issued Master Plan Capital Projects Revenue Note, Series 2017 in the amount of \$30,000,000 with interest of 2.63% to fund master plan projects, Victory Pointe, Boat Ramp Relocation, Downtown Waterfront District Revitalization, Legacy Loop Trail Spur, Public Wi-Fi Network, Public Works Complex, and City Limits Entryway Signs. This note is secured by a covenant to budget and appropriate. Total principal and interest remaining to be paid on this series is \$24,182,109. For the fiscal year, principal and interest paid on this series was \$2,422,479. In the event of default, the lender may seek enforcement of all remedies available under the law. Any amounts in the project fund shall be applied to repayment of principal and interest.

Revenue notes outstanding at year end are as follows:

Governmental Activities	Interest Rates and Dates	Maturity	Original Amount	Balance
				September 30, 2023
Public Improvement Refunding	2.03%	12/1/2016		
Revenue Note, Series 2016	(6/1 & 12/1)	to		
		12/1/2028	\$ 5,331,196	\$ 2,690,935
Infrastructure Sales Surtax	2.12%	12/1/2016		
Revenue Note, Series 2016	(6/1 & 12/1)	to		
		12/1/2030	\$ 5,300,000	3,077,448
Master Plan Capital Projects	2.63%	12/1/2018		
Revenue Note, Series 2017	(6/1 & 12/1)	to		
		12/1/2032	\$ 23,670,559	16,779,302
				<u>\$ 22,547,685</u>
Business-Type Activities				
Master Plan Capital Projects	2.63%	12/1/2018		
Revenue Note, Series 2017	(6/1 & 12/1)	to		
		12/1/2032	\$ 6,329,441	\$ 4,486,698

Annual debt service requirements to maturity for revenue notes are as follows:

Year Ending September 30,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2024	\$ 2,272,175	\$ 533,471	\$ 398,122	\$ 112,765
2025	2,327,849	477,405	408,671	102,156
2026	2,383,858	419,962	419,220	91,269
2027	2,442,577	361,103	430,402	80,097
2028	2,501,648	300,791	441,584	68,630
2029-2033	10,619,578	643,362	2,388,699	160,326
Total	<u>\$ 22,547,685</u>	<u>\$ 2,736,094</u>	<u>\$ 4,486,698</u>	<u>\$ 615,243</u>

NOTE 7 LONG-TERM DEBT (CONTINUED)

Financed Purchases

The City has entered into an agreement for financing the acquisition of communications equipment. Payments are due annually. The loan period is for 10 years with an interest rate of 3.3%.

Annual debt service requirements to maturity for financed purchases are as follows:

Year Ending September 30	Governmental Activities	
	Principal	Interest
2024	\$ 93,282	\$ 9,487
2025	95,107	7,662
2026	96,967	5,802
2027	98,864	3,905
2028	100,797	1,970
	<u>\$ 485,017</u>	<u>\$ 28,826</u>

Changes in Long-Term Liabilities

Long-term liability activity for the year ended September 30, 2023 was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance	Due Within One Year
Governmental Activities					
Public improvement revenue notes	\$ 3,108,716	\$ -	\$ (417,781)	\$ 2,690,935	\$ 426,262
Infrastructure revenue notes	3,427,071	-	(349,623)	3,077,448	357,035
Capital Projects revenue notes	18,230,308	-	(1,451,006)	16,779,302	1,488,878
Financed purchases	576,510	-	(91,493)	485,017	93,282
Other post employment benefits	11,605,338	1,692,265	-	13,297,603	-
Net pension liability	1,704,367	2,345,802	-	4,050,169	-
Compensated absences	1,699,324	418,479	(169,932)	1,947,871	194,787
Governmental activity long-term liabilities	<u>\$ 40,351,634</u>	<u>\$ 4,456,546</u>	<u>\$ (2,479,835)</u>	<u>\$ 42,328,345</u>	<u>\$ 2,560,244</u>
Business-type Activities					
Bonds payable-					
Revenue bonds	\$ 8,900,000	\$ -	\$ (900,000)	\$ 8,000,000	\$ 920,000
Capital Projects revenue notes	4,874,692	-	(387,994)	4,486,698	398,122
Other post employment benefits	3,687,730	279,798	-	3,967,528	-
Compensated absences	504,351	82,604	(50,434)	536,521	53,653
Business-type activity long-term liabilities	<u>\$ 17,966,773</u>	<u>\$ 362,402</u>	<u>\$ (1,338,428)</u>	<u>\$ 16,990,747</u>	<u>\$ 1,371,775</u>

For governmental activities, compensated absences, net pension obligations, and net other postemployment benefit obligations are generally liquidated by the general fund.

NOTE 8 INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

Interfund transfers for the year ended September 30, 2023 consisted of the following:

Transfers Out:	Transfers In						Total
	General Fund	Capital Projects	Nonmajor Govt	Water Fund	Sewer Fund	Stormwater Fund	
General Fund	\$ -	\$ 2,500,000	\$ 639,246	\$ -	\$ -	\$ -	\$ 3,139,246
Infrastructure Fund	-	-	2,030,520	-	-	-	2,030,520
ARPA Fund	-	-	-	1,067,785	690,658	1,116,154	2,874,597
Water Fund	1,105,645	-	-	-	-	-	1,105,645
Sewer Fund	1,175,000	-	-	-	-	-	1,175,000
Nonmajor	-	-	-	-	-	-	-
Governmental	-	-	584,352	-	-	-	584,352
	<u>\$ 2,280,645</u>	<u>\$ 2,500,000</u>	<u>\$ 3,254,118</u>	<u>\$ 1,067,785</u>	<u>\$ 690,658</u>	<u>\$ 1,116,154</u>	<u>\$ 10,909,360</u>

The majority of the transfers were to fund other capital projects and debt service payments. Transfers from the Water Fund and Sewer Fund to the General Fund were based on a percentage of water and sewer sales.

The composition of interfund advances as of September 30, 2023 is as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Sewer Fund	Stormwater Fund	\$ 275,000
Sanitation Fund	General Fund	62,127
		<u>\$ 337,127</u>

The balance due to the Sanitation fund from the General Fund is a result of an interfund loan for the purchase of a fire truck to be repaid over ten years. The balance due to the Sewer fund from the Stormwater fund is for the upfront construction costs on the Victory Pointe project that will be funded from various grants upon the completion of the project.

NOTE 9 RETIREMENT PLANS

The City maintains three separate single-employer, defined benefit plans for general employees, sworn police officers and firefighters, as well as a defined contribution plan for general employees. The investment and administrative agent for the general employees defined benefit plan is the Florida Municipal Pension Trust Fund, an agent of the multiple-employer Public Employee Retirement System. The assets and benefits of the general employees defined contribution plan are administered by the Florida League of Cities. The plan administration for the police and firefighters pension plans is the Pension Resource Center.

With recent adoption by the Florida Legislation of Chapter 2015-39, Laws of Florida, a separate Defined Contribution component of the Police and Fire Retirement Plans was established on October 1, 2015 and will provide special benefits in the form of a supplemental retirement, termination, death and disability benefits to be funded solely and entirely by premium tax monies. The Share Plan benefits are additional to the benefits currently provided by the defined benefit component currently provided. Funds will be allocated to eligible members on each valuation date.

NOTE 9 RETIREMENT PLANS (CONTINUED)

Defined Benefit Pension Plans

Each plan is independently governed by separate boards of trustees. Assets may not be transferred between plans, or used for any purpose other than to benefit each plan's participants as defined in their authorizing ordinances. The general employee's plan board contracts with the Florida Municipal Pension Trust Fund (FMPTF), a private, not-for-profit corporation established by the Florida League of Cities (FLC) for FLC members who wish to use its services. The FMPTF acts as a common investment and administrative agent for its members, contracting with a bank custodian, investment manager and actuary to provide a commingled investment fund and plan valuation services. This plan is included as part of the City's reporting entity in Pension Trust Funds. The Clermont City Council adopted and may amend plan provisions by resolution. The Police and Firefighters' Pension Plans are administered by a Pension Resource Center. These plans do not issue stand alone audit reports.

Stand-alone audited financial statements of the FMPTF are maintained on file at the FLC offices in Tallahassee, Florida, and are available upon request to the Pension Services Division.

General Employees

Contributions

The City's actuarially determined contribution rate per the October 1, 2022 actuarial valuations is \$7,413 for general employees. Administrative costs are deducted from the net position of the plan.

Summary of Significant Accounting Policies

Plan Description - The general employees defined benefit pension plan is for general employees hired prior to September 30, 1985.

Plan Administration - The General Employees' Pension is administered by a Board of Trustees.

Plan Membership - At September 30, 2023 plan membership consisted of the following:

Inactive Plan Members or Beneficiaries Currently Receiving Benefits	3
Inactive Plan Members Entitled to but Not Yet Receiving Benefits	-
Active Plan Members	-
	<u>3</u>

Net Pension Liability of the City

The City's net pension liability was measured as of September 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The components of the net pension liability (asset) of the sponsor on September 30, 2023 were as follows:

Total Pension Liability	\$ 216,960
Plan Fiduciary Net Position	(210,745)
Sponsor's Net Pension Liability (Asset)	<u>\$ 6,215</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability (Asset)	97.14%

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation as of October 1, 2021, updated September 30, 2023 using the following actuarial assumptions:

Inflation	2.62%
Salary Increases	0.00%
Investment Rate of Return	7.00%

NOTE 9 RETIREMENT PLANS (CONTINUED)

Mortality rates were based on the sex-distinct rates set forth in the PUB-2010 Mortality Table with full generational improvements in mortality using Scale MP-2018.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2023 are summarized in the following table:

Asset Class	Target Allocation	Long Term Expected Real Rate of Return
Core Bonds	15%	1.60%
Core Plus	15%	2.10%
U.S. Large Cap Equity	25%	4.60%
U.S. Small Cap Equity	14%	5.50%
Non-U.S. Equity	21%	6.70%
Core real estate	10%	5.00%
Total	100%	

Discount rate

The discount rate used to measure the total pension liability was 7%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that sponsor contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in Net Pension Liability

	Increase (Decrease)		
	Plan Fiduciary Net		
	Total Pension Liability	Position	Net Pension Liability
	(a)	(b)	(a) - (b)
Balance at September 30, 2022	\$ 227,221	\$ 221,006	\$ 6,215
Changes Due to:			
Service Cost	-	-	-
Expected interest growth	17,155	18,592	(1,437)
Unexpected investment income	-	-	-
Employer contributions	-	-	-
Benefit payments and refunds	(27,416)	(27,416)	-
Administrative expenses	-	(1,437)	1,437
Assumption changes	-	-	-
Balance at September 30, 2023	\$ 216,960	\$ 210,745	\$ 6,215

NOTE 9 RETIREMENT PLANS (CONTINUED)

Sensitivity of the Net Pension Liability to changes in the Discount Rate

	1% Decrease	Current Discount Rate	1% Increase
	6.00%	7.00%	8.00%
General Pension Plan Net Pension Liability	\$ 16,829	\$ 6,215	\$ (3,509)

Deferred outflows and inflows of resources

For the year ended September 30, 2023 the City will recognize a pension expense of \$5,927. On September 30, 2023 the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	\$ -	\$ -
Net Difference Between Projected and actual Earnings on Pension Plan Investments	19,290	-
	<u>\$ 19,290</u>	<u>\$ -</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended September 30:	
2024	\$ 4,583
2025	3,989
2026	10,718
2027	-
2028	-
Thereafter	-

Police Officers' Retirement -

The police officers' defined benefit pension plan is a local law, single employer, defined benefit pension plans as defined under Florida Statutes, Chapters 175 and 185, which covers all sworn police officers. Employees are eligible to participate in the plan immediately upon employment with the City, and they are vested in the plan after ten years of service. The plan is administered by a board of Trustees.

Contributions

The City's actuarially determined contribution rate per the October 1, 2022 actuarial valuation was 11.26%. Employees must contribute 5% of pensionable earnings. Administrative costs are deducted from the net position of the plan. Contributions from the State received under Florida State Statutes 175 and 185 amounted to \$489,524 in 2023 and were recorded as revenue and expenditures in the general fund.

NOTE 9 RETIREMENT PLANS (CONTINUED)

Benefits Provided

The plan provides retirement, disability, and pre-retirement death benefits. Normal retirement is defined as the attainment of age 55 and 10 years of service, or 20 years of service, regardless of age. The normal retirement benefit is the number of years of credited service prior to October 1, 2002 multiplied by 2.25%, and the number of years of credited service after October 1, 2002 multiplied by 3%, and multiplied by the average final monthly compensation. Early retirement is defined as attainment of age 50 and 10 years of service; however, the early retirement benefit is reduced by 3% for each year before the normal retirement date. Employees are 50% vested after five years of service, increasing at the rate of 10% per year, up to 100% vesting after 10 years of service. Disability benefits are the larger of the basic pension formula or 42% of average earnings for service connected disabilities. For non-service connected disabilities, benefits are the larger of the basic pension formula or 25% of average earnings, and require 10 years of service. Disability pension is offset as necessary to preclude the total of the participant's worker's compensation, disability pension, and other City-financed disability or salary continuation benefit (excluding social security benefits) from exceeding average earnings. Pre-retirement death benefits for vested members are the vested portion of the basic pension formula, reduced for payment prior to normal retirement age (payable for 10 years certain to the beneficiary of a vested participant). For non-vested participants, the benefit is the return of accumulated employee contributions.

Plan Membership

At September 30, 2023 plan membership consisted of the following:

Inactive Plan Members or Beneficiaries Currently Receiving Benefits	31
Inactive Plan Members Entitled to but Not Yet Receiving Benefits	41
Active Plan Members	76
	<u>148</u>

Net Pension Liability of the City

The City's net pension liability was measured as of September 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The components of the net pension liability (asset) of the sponsor on September 30, 2023 were as follows:

Total Pension Liability	\$ 28,869,538
Plan Fiduciary Net Position	(27,304,461) *
Sponsor's Net Pension Liability (Asset)	<u>\$ 1,565,077</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability (Asset)	94.58%

* does not include Share Plan balances or excess chapter 175/185 contributions

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation as of October 1, 2022, updated September 30, 2023 using the following actuarial assumptions:

Inflation	2.50%
Salary Increases	5.50%
Investment Rate of Return	7.00%

Mortality rates were based on the sex-distinct rates set forth in the PUB-2010 Headcount-Weighted Employee Mortality Table, with full generational improvements in mortality using Scale MP-2018.

NOTE 9 RETIREMENT PLANS (CONTINUED)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2023 are summarized in the following table:

Asset Class	Target Allocation	Long Term Expected Real Rate of Return
Domestic Equity	40%	7.16%
International Equity	10%	2.92%
Bonds	25%	1.67%
Convertibles	10%	5.88%
Private Real Estate	10%	5.94%
Infrastructure	5%	5.06%
Total	100%	

Discount rate

The discount rate used to measure the total pension liability was 7%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that sponsor contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in Net Pension Liability

	Increase (Decrease)		
	Plan Fiduciary Net		
	Total Pension Liability	Position	Net Pension Liability
	(a)	(b)	(a) - (b)
Balance at September 30, 2022	\$ 25,528,150	\$ 24,704,716	\$ 823,434
Changes Due to:			
Service Cost	1,613,394	-	1,613,394
Expected interest growth	1,867,082	1,754,347	112,735
Unexpected investment income	-	118,335	(118,335)
Demographic experience	475,621	-	475,621
Employer contributions	-	1,125,138	(1,125,138)
Employee contributions	-	304,306	(304,306)
Benefit payments and refunds	(614,709)	(614,709)	-
Administrative expenses	-	(87,672)	87,672
Assumption changes	-	-	-
Balance at September 30, 2023	\$ 28,869,538	\$ 27,304,461	\$ 1,565,077

NOTE 9 RETIREMENT PLANS (CONTINUED)

Sensitivity of the Net Pension Liability to changes in the Discount Rate

	1% Decrease	Current Discount Rate	1% Increase
	6.00%	7.00%	8.00%
Police Pension Net Pension Liability (Asset)	\$ 5,671,561	\$ 1,565,077	\$ (1,771,079)

Deferred outflows and inflows of resources

For the year ended September 30, 2023 the City will recognize a pension expense of \$2,386,372. On September 30, 2023 the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 549,208	\$ 633,235
Changes of assumptions	327,847	-
Net difference between projected and actual earnings on pension plan investments	2,611,348	-
	<u>\$ 3,488,403</u>	<u>\$ 633,235</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended September 30:

2024	\$ 658,043
2025	700,022
2026	1,441,806
2027	44,359
2028	(3,285)
Thereafter	14,223

Deferred Retirement Option Program (DROP)

DROP is available to participants who have attained their normal retirement age and individuals may participate in the DROP for up to 60 months; DROP accounts are credited with interest at the rate of 6.50% per annum. The Police DROP balance as of September 30, 2023 is \$0.

Firefighters' Retirement

The firefighters' defined benefit pension plan is a local law, single employer, defined benefit pension plans as defined under Florida Statutes, Chapters 175 and 185, which covers all full time and volunteer firefighters employed by the City. Employees are eligible to participate in the plan immediately upon employment with the City, and they are vested in the plan after ten years of service. The plan is administered by a board of Trustees.

Contributions

The City's actuarially determined contribution rate per the October 1, 2022 actuarial valuation was 14.45%. Employees must contribute 5.5% of pensionable earnings (4% prior to January 24, 2023). Administrative costs are deducted from the net position of the plan. Contributions from the State received under Florida State Statutes 175 and 185 amounted to \$394,388 in 2023 and were recorded as revenue and expenditures in the general fund.

NOTE 9 RETIREMENT PLANS (CONTINUED)

Benefits Provided

The plan provides retirement, disability, and pre-retirement death benefits. Normal retirement is defined as the attainment of age 55 and 10 years of service, or 20 years of service, regardless of age. The normal retirement benefit is the number of years of credited service prior to October 1, 2002 multiplied by 2.25%, and the number of years of credited service after October 1, 2002 multiplied by 3%, and multiplied by the average final monthly compensation. Volunteer firefighters earn a minimum benefit of \$5 for each year of service. Early retirement is defined as attainment of age 50 and 10 years of service; however, the early retirement benefit is reduced by 3% for each year before the normal retirement date. Employees are 50% vested after five years of service, increasing at the rate of 10% per year, up to 100% vesting after 10 years of service. Disability benefits are the larger of the basic pension formula or 42% of average earnings for service connected disabilities. For non-service connected disabilities, benefits are the larger of the basic pension formula or 25% of average earnings, and require 10 years of service. Disability pension is offset as necessary to preclude the total of the participant's worker's compensation, disability pension, and other City-financed disability or salary continuation benefit (excluding social security benefits) from exceeding average earnings. Pre-retirement death benefits for vested members are the vested portion of the basic pension formula, reduced for payment prior to normal retirement age (payable for 10 years certain to the beneficiary of a vested participant). For non-vested participants, the benefit is the return of accumulated employee contributions.

Plan Membership

At September 30, 2023 plan membership consisted of the following:

Inactive Plan Members or Beneficiaries Currently Receiving Benefits	6
Inactive Plan Members Entitled to but Not Yet Receiving Benefits	72
Active Plan Members	81
	<u>159</u>

Net Pension Liability of the City

The City's net pension liability was measured as of September 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The components of the net pension liability (asset) of the sponsor on September 30, 2023 were as follows:

Total Pension Liability	\$ 31,831,275
Plan Fiduciary Net Position	(29,352,398) *
Sponsor's Net Pension Liability (Asset)	<u>\$ 2,478,877</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability (Asset)	92.21%

* does not include Share Plan balances or excess chapter 175/185 contributions

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation as of October 1, 2022, updated September 30, 2023 using the following actuarial assumptions:

Inflation	2.50%
Salary Increases	5.50%
Investment Rate of Return	7.00%

Mortality rates were based on the sex-distinct rates set forth in the PUB-2010 Headcount-Weighted Employee Mortality Table, with full generational improvements in mortality using Scale MP-2018.

NOTE 9 RETIREMENT PLANS (CONTINUED)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2023 are summarized in the following table:

Asset Class	Target Allocation	Long Term Expected Real Rate of Return
Domestic Equity	40%	7.16%
International Equity	10%	2.92%
Bonds	25%	1.67%
Convertibles	10%	5.88%
Private Real Estate	10%	5.94%
Infrastructure	5%	5.06%
Total	100%	

Discount rate

The discount rate used to measure the total pension liability was 7%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that sponsor contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in Net Pension Liability

	Increase (Decrease)		
	Plan Fiduciary Net		
	Total Pension Liability	Position	Net Pension Liability
	(a)	(b)	(a) - (b)
Balance at September 30, 2022	\$ 26,871,032	\$ 25,996,314	\$ 874,718
Changes Due to:			
Service Cost	1,911,603	-	1,911,603
Expected interest growth	1,992,088	1,869,149	122,939
Unexpected investment income	-	51,006	(51,006)
Demographic experience	954,081	-	954,081
Employer contributions	-	1,419,744	(1,419,744)
Employee contributions	-	388,764	(388,764)
Benefit payments and refunds	(298,246)	(298,246)	-
Administrative expenses	-	(74,333)	74,333
Changes in benefit terms	400,717	-	400,717
Assumption changes	-	-	-
Balance at September 30, 2023	\$ 31,831,275	\$ 29,352,398	\$ 2,478,877

NOTE 9 RETIREMENT PLANS (CONTINUED)

Sensitivity of the Net Pension Liability to changes in the Discount Rate

	1% Decrease	Current Discount Rate	1% Increase
	6.00%	7.00%	8.00%
Fire Pension Net Pension Liability (Asset)	\$ 6,882,684	\$ 2,478,877	\$ (1,095,716)

Deferred outflows and inflows of resources

For the year ended September 30, 2023 the City will recognize a pension expense of \$3,379,272. On September 30, 2023 the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 812,366	\$ 239,641
Changes of assumptions	911,100	-
Net difference between projected and actual earnings on pension plan investments	2,774,917	-
	<u>\$ 4,498,383</u>	<u>\$ 239,641</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended September 30:

2024	\$ 1,152,356
2025	1,173,174
2026	1,625,013
2027	143,900
2028	135,016
Thereafter	29,283

Deferred Retirement Option Program (DROP)

DROP is available to participants who have attained their normal retirement age and individuals may participate in the *DROP* for up to 60 months; *DROP* accounts are credited with interest at the rate of 6.50% per annum. The Fire *DROP* balance as of September 30, 2023 is \$0.

General Employee Defined Contribution Pension Plan

The defined Contribution Pension Plan for General Employees of the *City of Clermont* was established October 1, 1985, as defined in Chapter 46, Article I, of the Clermont Code, and is available to all permanent general employees of the City, once they have completed one year of employment. Employees are fully vested in the plan after ten years of service.

In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Contributions for, and interest forfeited by, employees who terminate employment before five years of service are used to reduce the City's current period contributions.

Covered payroll for this Plan for fiscal year 2023 was \$10,314,566; the City's total payroll for City employees was \$26,199,001.

NOTE 9 RETIREMENT PLANS (CONTINUED)

The City contributes annually to the pension account of each active participant an amount equal to ten percent (10%) of the employee's annual compensation. No contribution is required by employees. The *City of Clermont* City Council adopted and may amend plan provision by resolution.

The actual contribution made by the City for fiscal year 2023 was \$1,030,679.

Aggregate Amounts of All Pension Plans

The aggregate amounts for all of the City's defined benefit pension plans at September 30, 2023 are as follows:

	Governmental Activities			
	Net Pension Asset (Liability)	Deferred Inflows	Deferred Outflows	Expense
General Employees Pension Plan	\$ (6,215)	\$ -	\$ 19,290	\$ 5,927
Police Pension Plan	(1,565,077)	(633,235)	3,488,403	2,386,372
Firefighters Pension Plan	(2,478,877)	(239,641)	4,498,383	3,379,272
	<u>\$ (4,050,169)</u>	<u>\$ (872,876)</u>	<u>\$ 8,006,076</u>	<u>\$ 5,771,571</u>

Individual Fiduciary Fund Statements

Individual statements of net position for the four plans included in the City of Clermont fiduciary funds are as follows:
City of Clermont, Florida

Individual Statements of Fiduciary Net Position

September 30, 2023

	General Employees Defined Benefit	Police Officers Pension Trust	Firefighters Pension Trust	Total Employee Pension Funds
Assets:				
Cash and cash equivalents	\$ 2,872	\$ 468,081	\$ 918,106	\$ 1,389,059
Investments:				
U.S. Government & other debt securities	57,856	9,680,731	10,382,371	20,120,958
Equities	144,435	17,182,555	17,783,096	35,110,086
Real estate	-	962,008	962,008	1,924,016
Total Investments	<u>202,291</u>	<u>27,825,294</u>	<u>29,127,475</u>	<u>57,155,060</u>
Receivables	<u>5,582</u>	<u>575,385</u>	<u>394,388</u>	<u>975,355</u>
Total assets	<u>210,745</u>	<u>28,868,760</u>	<u>30,439,969</u>	<u>59,519,474</u>
Liabilities:				
Refunds payable and other	-	13,543	5,900	19,443
Pending trades payable	-	16,030	17,538	33,568
Total liabilities	<u>-</u>	<u>29,573</u>	<u>23,438</u>	<u>53,011</u>
Net Position Restricted for Pensions	<u>\$ 210,745</u>	<u>\$ 28,839,187</u>	<u>\$ 30,416,531</u>	<u>\$ 59,466,463</u>

NOTE 9 RETIREMENT PLANS (CONTINUED)

Individual statements of the changes in fiduciary net position are as follows:
City of Clermont, Florida

Individual Statements of Changes in Fiduciary Net Position
Year Ended September 30, 2023

	General Employees Defined Benefit	Police Officers Pension Trust	Firefighters Pension Trust	Total Employee Pension Funds
Additions:				
Contributions:				
Employer	\$ -	\$ 685,294	\$ 1,025,356	\$ 1,710,650
Plan members	-	304,306	388,764	693,070
State	-	489,524	394,388	883,912
Total contributions	-	1,479,124	1,808,508	3,287,632
Investment earnings:				
Net increase (decrease) in fair value of investments	18,592	1,290,354	1,282,462	2,591,408
Interest and dividends	-	711,337	739,579	1,450,916
Other income	-	128,411	-	128,411
Investment expense	-	(30,445)	(27,645)	(58,090)
Total net investment earnings	18,592	2,099,657	1,994,396	4,112,645
Total additions	18,592	3,578,781	3,802,904	7,400,277
Deductions:				
Benefits/distributions	27,416	742,516	275,088	1,045,020
Refund of contributions	-	-	23,158	23,158
Administrative expenses	1,437	87,672	74,333	163,442
Total deductions	28,853	830,188	372,579	1,231,620
Change in Net Position	(10,261)	2,748,593	3,430,325	6,168,657
Net Position Restricted for Pensions				
Beginning of Year	221,006	26,090,594	26,986,206	53,297,806
End of Year	<u>\$ 210,745</u>	<u>\$ 28,839,187</u>	<u>\$ 30,416,531</u>	<u>\$ 59,466,463</u>

NOTE 10 OTHER POST EMPLOYMENT BENEFITS

In accordance with Florida Statutes Section 112.0801, the City makes continued group health and dental insurance through the city's current provider available to retirees and eligible dependents provided certain service requirements and normal age retirement requirements have been met. This plan is a single employer plan. The City is self-insured with respect to these benefits and provides an explicit subsidy for coverage to retirees and their spouses based on the coverage selected. This plan does not issue stand-alone financial statements.

NOTE 10 OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

As of October 1, 2021, the valuation date, there were 361 active employees and 10 inactive employees currently receiving benefits. The OPEB liability of \$17,265,131 was measured as of September 30, 2023 and was determined by the actuarial valuation. The covered payroll was \$23,611,610, and the ratio of Net OPEB liability as a percentage of covered payroll was 73.12%.

Summary of Actuarial Methods & Assumptions

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

The Other Postemployment Benefits Liability and Related Ratios Schedule, immediately following the notes to the financial statements as required supplementary information, presents multi-year trend information about whether the actuarial value of the plan assets is increasing or decreasing over time. The schedule includes one year.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Total liability was determined using the following actuarial assumptions and other inputs, applied to all periods include in the measurement unless otherwise specified:

Initial Health Care Cost Trend Rate	7.50%
Ultimate Health Care Cost Trend Rate	4.54%
Fiscal Year the Ultimate Rate is Reached	Fiscal year 2090

Additional Information

Valuation Date	October 1, 2021
Actuarial Cost Method	Entry Age Normal
Discount Rate*	4.09%
Inflation Rate	3.10%
Salary Rate Increase	4%
Funded Ratio (Fiduciary Net Position as a percentage of Total OPEB Liability)	NA
Covered Payroll	\$ 23,611,610
Net OPEB Liability as a Percentage of Covered Payroll	73.12%

* The discount rate was based on the index provided by Bond Buyer 20-Bond General Obligation Index based on the 20 year AA municipal bond rate as of September 30, 2023.

NOTE 10 OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Below are the details regarding the Total OPEB liability for the measurement period from October 1, 2022, to September 30, 2023.

	Total OPEB Liability
Balance as of 9/30/2022	\$ 15,293,068
Changes for the year:	
Service Cost	1,205,574
Interest	681,746
Difference Between Expected & Actual Experience	-
Changes of Assumptions and Other Inputs	255,171
Benefit Payments ⁽¹⁾	(170,428)
Other Changes	-
Net Changes	\$ 1,972,063
Balance as of 9/30/2023	\$ 17,265,131

(1) Includes the Implicit Rate Subsidy.

The following table presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage higher than the current discount rate:

	Decrease 3.09%	Discount Rate 4.09%	Increase 5.09%
Total OPEB Liability	\$ 20,073,201	\$ 17,265,131	\$ 14,968,965

The following presents the total OPEB liability of the city, as well as what the City's OPEB liability would be if it were calculated using healthcare trend rates that are 1 percentage point lower and 1 percentage point higher than the current healthcare cost trend rates:

	Decrease 1%	Health Care Trend	Increase 1%
Total OPEB Liability	\$ 14,546,303	\$ 17,265,131	\$ 20,651,040

For the fiscal year ended September 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 339,859	\$ -
Changes of assumptions	1,166,514	120,159
Total	\$ 1,506,373	\$ 120,159

NOTE 10 OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Amounts reported as deferred outflows or resources and deferred inflows of resources related to OPEB will be recognized in OPEB expenses as follows:

Fiscal Year Ending September 30,	
2024	\$ 401,236
2025	367,118
2026	350,321
2027	99,191
2028	152,531
Thereafter	15,817

Postemployment benefits (OPEB's)

The City provides optional postemployment healthcare and dental insurance coverage to eligible individuals.

Eligible individuals - Employees of the City who are eligible for retirement or disability retirement under the City's retirement plans may elect to participate in the City-sponsored insurance plans (healthcare and dental) at their cost.

Retiree monthly premiums for postemployment insurance coverage - retirees must pay monthly contributions in accordance with City Resolution #2013-06 based upon plan costs as determined by the City in conjunction with insurance carriers. Failure to pay insurance premiums will result in termination of insurance coverage without the ability to reinstate such coverage.

NOTE 11 RISK MANAGEMENT

During fiscal year 1990, the City established an internal service fund to account for its uninsured risk of loss for employee medical and dental coverage. Under this program, the fund provides coverage for the first \$181,500 per year in medical, dental, or prescription claims for each covered employee. The City purchases commercial insurance for claims in excess of coverage provided by the fund with a total aggregate stop-loss of \$4,895,468.

There has been no reduction in insurance coverage from that carried in the prior year. Claims provided have not exceeded insurance coverage in any of the past three fiscal years.

The general, water, sewer, sanitation and stormwater funds participate in the program and make payments to the internal service fund based on the number of employees budgeted in each fund.

The claims liability of \$607,037 represents claims processed through October 2023 which were applicable to the current fiscal year and any additional claims are deemed immaterial. Changes to the current claims liability are as follows:

	2023	2022
Claims Liabilities, beginning of year	\$ 205,245	\$ 334,618
Incurred Claims	6,263,584	6,021,659
Payments on Claims	(5,861,792)	(6,151,032)
Claims Liabilities, end of year	\$ 607,037	\$ 205,245

NOTE 12 COMMITMENTS AND CONTINGENCIES

Litigation

The City is engaged in various liability claims incidental to the conduct of its general government operations at September 30, 2023. While the ultimate outcome of the litigation cannot be determined at this time, management believes that any amounts not covered by insurance, if any, resulting from these lawsuits would not materially affect the financial position of the City.

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the City carries commercial insurance. The City has obtained excess insurance coverage with varying retentions and limits to further limit exposure to large losses. There have been no significant reductions in insurance coverage from the prior year and settlements have not exceeded insurance coverage during the past three years.

NOTE 13 FUND BALANCES

The City classifies the components of fund balance based on the classifications described below:

Nonspendable

Nonspendable funds include fund balance amounts that are (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Spendable Fund Balance

Restricted includes fund balance amounts that can be spent only for specific purposes stipulated by (a) external resource providers such as creditors (by debt covenants), grantors, contributors, or laws and regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed includes fund balance amounts that can be used only for the specific purposes determined by formal action of the City Council, the City's highest level of decision making authority, with formal action occurring prior to the fiscal year end. Commitments may be changed or lifted only by the City Council taking the same formal action (Resolution) that imposed the constraint originally.

Assigned includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. The City Council is authorized to assign amounts for a specific purpose.

Unassigned includes residual positive fund balance within the General Fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

The City considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

NOTE 13 FUND BALANCES (CONTINUED)

At September 30, 2023, the City's governmental fund balances were as follows:

	<u>General Fund</u>	<u>Capital Projects</u>	<u>Infrastructure Special Revenue Fund</u>	<u>Other Governmental Funds</u>	<u>Total</u>
Fund Balances					
Nonspendable					
Inventory/prepays	\$ 1,846,973	\$ -	\$ -	\$ 13,501	\$ 1,860,474
Spendable					
Restricted for:					
Police	-	-	-	1,357,729	1,357,729
Fire	-	-	-	3,455,481	3,455,481
Transportation	24,742	-	-	-	24,742
Tree replacement	-	-	-	320,016	320,016
Building Services	-	-	-	2,594,138	2,594,138
Culture and recreation	-	-	-	5,995,182	5,995,182
Community redevelopment	-	-	-	608,560	608,560
Infrastructure	-	-	4,477,621	-	4,477,621
Debt service	-	-	-	1,897,822	1,897,822
Cemetery	-	-	-	1,408,020	1,408,020
Assigned for:					
Capital projects	-	6,416,910	-	-	6,416,910
Police/fire donations	6,073	-	-	-	6,073
Subsequent year expenditures	1,641,019	-	-	-	1,641,019
Unassigned	22,022,754	-	-	-	22,022,754
	<u>\$ 25,541,561</u>	<u>\$ 6,416,910</u>	<u>\$ 4,477,621</u>	<u>\$ 17,650,449</u>	<u>\$ 54,086,541</u>

NOTE 14 SUBSEQUENT EVENTS

Subsequent to year end, the City issued \$28,000,000 Water and Sewer Revenue bonds. The bonds have an interest rate of 3.4%, and principal is due annually from December 1, 2024 through December 1, 2043.

Subsequent to year end, the City entered into a promissory note agreement with the County School board for \$499,200, with no interest to finance the purchase of property. Payments are due annually from August 2024 through August 2027.

REQUIRED SUPPLEMENTAL INFORMATION



Schedule of Changes in Total OPEB Liability and Related Ratios

Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018
Total OPEB Liability						
Service cost	\$ 1,205,574	\$ 1,137,810	\$ 760,368	\$ 740,666	\$ 721,475	\$ 496,316
Interest	681,746	594,122	333,917	309,219	288,724	312,754
Differences between expected and actual experience	-	107,807	-	-	181,592	-
Changes of assumptions	255,171	180,141	-	-	2,106,772	(662,223)
Benefit Payments (2)	(170,428)	(160,421)	(213,932)	(242,837)	(236,545)	(109,600)
Other changes	-	-	-	-	-	-
Net change in total OPEB liability	1,972,063	1,859,459	880,353	807,048	3,062,018	37,247
Total OPEB liability, beginning (1)	15,293,068	13,433,609	12,553,256	11,746,208	8,684,190	8,646,943
Total OPEB liability, ending	<u>\$ 17,265,131</u>	<u>\$ 15,293,068</u>	<u>\$ 13,433,609</u>	<u>\$ 12,553,256</u>	<u>\$ 11,746,208</u>	<u>\$ 8,684,190</u>
Plan fiduciary net position as a percentage of total OPEB liability	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Covered payroll	\$ 23,611,610	\$ 22,813,150	\$ 19,075,627	\$ 19,075,627	\$ 18,701,595	\$ 14,293,247
Net OPEB liability as a percentage of covered payroll	73.12%	67.04%	70.42%	65.81%	62.81%	60.76%

Notes to Schedule:

(1) Fiscal Year 2016 results calculated one year later using a 3.35% Discount Rate index as of 9/30/2017.

(2) Includes the Implicit Rate Subsidy.

* Prior year information not available, will be updated when information is available

Schedule of Changes in Net Pension Liability and Related Ratios - General Employees

Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Total Pension Liability										
Service Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	17,155	15,382	21,619	21,619	21,414	23,435	22,569	22,224	29,060	28,229
Differences Between Expected and Actual										
Experience	-	(29,410)	-	-	33,131	-	17,118	12,118	40,676	-
Changes of Assumptions	-	-	-	-	-	-	28,462	31,161	(10,549)	-
Benefit Payments, including refunds of employee contributions	(27,416)	(35,443)	(49,982)	(49,982)	(53,410)	(51,013)	(57,338)	(61,435)	(63,484)	(56,412)
Net Change in Total Pension Liability	(10,261)	(49,471)	(28,363)	(28,363)	1,135	(27,578)	10,811	4,068	(4,297)	(28,183)
Total Pension Liability-beginning	227,221	276,692	305,055	333,418	332,283	359,861	349,050	344,982	349,279	377,462
Total Pension Liability-ending (a)	<u>\$ 216,960</u>	<u>\$ 227,221</u>	<u>\$ 276,692</u>	<u>\$ 305,055</u>	<u>\$ 333,418</u>	<u>\$ 332,283</u>	<u>\$ 359,861</u>	<u>\$ 349,050</u>	<u>\$ 344,982</u>	<u>\$ 349,279</u>
Plan Fiduciary Net Position										
Contributions-employer	-	5,582	5,582	11,018	11,018	8,767	8,767	-	-	-
Contributions-employee	-	-	-	-	-	-	-	-	-	-
Net Investment Income	18,592	(34,153)	51,033	16,320	14,396	24,889	44,469	29,829	2,613	40,560
Benefit Payments, including refunds of employee contributions	(27,416)	(35,443)	(38,315)	(42,156)	(53,410)	(57,338)	(57,338)	(61,435)	(63,484)	(66,212)
Administrative Expense	(1,437)	(1,536)	(5,235)	(5,271)	(1,597)	(1,681)	(5,457)	(1,757)	(6,508)	(3,136)
Other	-	(89)	-	-	-	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	(10,261)	(65,639)	13,065	(20,089)	(29,593)	(25,363)	(9,559)	(33,363)	(67,379)	(28,788)
Plan Fiduciary Net Position - beginning	221,006	286,645	273,580	293,669	323,262	348,625	358,184	391,547	458,926	487,714
Plan Fiduciary Net Position - ending (b)	<u>\$ 210,745</u>	<u>\$ 221,006</u>	<u>\$ 286,645</u>	<u>\$ 273,580</u>	<u>\$ 293,669</u>	<u>\$ 323,262</u>	<u>\$ 348,625</u>	<u>\$ 358,184</u>	<u>\$ 391,547</u>	<u>\$ 458,926</u>
Net Pension Liability - ending (a) - (b)	<u>\$ 6,215</u>	<u>\$ 6,215</u>	<u>\$ (9,953)</u>	<u>\$ 31,475</u>	<u>\$ 39,749</u>	<u>\$ 9,021</u>	<u>\$ 11,236</u>	<u>\$ (9,134)</u>	<u>\$ (46,565)</u>	<u>\$ (109,647)</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	97.14%	97.26%	103.60%	89.68%	88.08%	97.29%	96.88%	102.62%	113.50%	131.39%
Covered Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Pension Liability as a Percentage of Covered Payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

City of Clermont, Florida
Schedule of Changes in Net Pension Liability and Related Ratios - Police
Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Total Pension Liability										
Service Cost	\$ 1,613,394	\$ 1,497,597	\$ 1,335,386	\$ 1,048,755	\$ 1,048,755	\$ 941,659	\$ 941,659	\$ 836,661	\$ 560,680	\$ 524,531
Interest	1,867,082	1,743,942	1,535,299	1,300,909	1,290,431	1,170,292	1,049,633	749,652	860,884	723,246
Changes in Excess State Money	-	-	-	-	-	-	-	-	-	-
Differences Between Expected and Actual Experience	475,621	(610,237)	260,114	-	(610,614)	(108,041)	(204,387)	(211,987)	(162,697)	-
Changes of Assumptions	-	-	-	-	-	-	576,133	3,155,202	-	-
Benefit Payments, including refunds of employee contributions	(614,709)	(866,834)	(550,996)	(446,562)	(403,441)	(381,207)	(640,378)	(342,697)	(298,559)	(532,943)
Assumption changes	-	-	295,495	-	1,209	-	-	-	-	-
Net Change in Total Pension Liability	3,341,388	1,764,468	2,875,298	1,903,102	1,326,340	1,622,703	1,722,660	4,186,831	960,308	714,834
Total Pension Liability-beginning	25,528,150	23,763,682	20,888,384	18,985,282	17,658,942	16,036,239	14,313,579	10,126,748	9,166,440	8,451,606
Total Pension Liability-ending (a)	<u>\$ 28,869,538</u>	<u>\$ 25,528,150</u>	<u>\$ 23,763,682</u>	<u>\$ 20,888,384</u>	<u>\$ 18,985,282</u>	<u>\$ 17,658,942</u>	<u>\$ 16,036,239</u>	<u>\$ 14,313,579</u>	<u>\$ 10,126,748</u>	<u>\$ 9,166,440</u>
Plan Fiduciary Net Position										
Contributions-employer	1,125,138	1,380,471	1,084,478	943,063	891,380	944,540	756,302	632,411	281,722	411,953
Contributions-state	-	-	-	-	-	-	-	-	240,486	217,653
Contributions-employee	304,306	293,891	268,568	238,416	175,526	120,269	116,332	108,806	99,188	95,733
Net Investment Income	1,872,682	(4,966,541)	4,959,439	2,346,071	1,330,033	1,245,288	1,908,188	1,115,432	(14,779)	1,043,670
Benefit Payments, including refunds of employee contributions	(614,709)	(866,834)	(550,996)	(446,562)	(403,441)	(381,207)	(640,378)	(342,697)	(298,559)	(334,599)
Administrative Expense	(87,672)	(74,964)	(59,823)	(61,414)	(102,202)	(51,400)	(49,645)	(30,651)	(54,494)	(31,851)
Other	-	-	-	-	-	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	2,599,745	(4,233,977)	5,701,666	3,019,574	1,891,296	1,877,490	2,090,799	1,483,301	253,564	1,402,559
Plan Fiduciary Net Position - beginning	24,704,716	28,938,693	23,237,027	20,217,453	18,326,157	16,448,667	14,357,868	12,874,567	12,621,003	11,218,444
Plan Fiduciary Net Position - ending (b)	<u>\$ 27,304,461</u>	<u>\$ 24,704,716</u>	<u>\$ 28,938,693</u>	<u>\$ 23,237,027</u>	<u>\$ 20,217,453</u>	<u>\$ 18,326,157</u>	<u>\$ 16,448,667</u>	<u>\$ 14,357,868</u>	<u>\$ 12,874,567</u>	<u>\$ 12,621,003</u>
Net Pension Liability - ending (a) - (b)	<u>\$ 1,565,077</u>	<u>\$ 823,434</u>	<u>\$ (5,175,011)</u>	<u>\$ (2,348,643)</u>	<u>\$ (1,232,171)</u>	<u>\$ (667,215)</u>	<u>\$ (412,428)</u>	<u>\$ (44,289)</u>	<u>\$ (2,747,819)</u>	<u>\$ (3,454,563)</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	94.58%	96.77%	121.78%	111.24%	106.49%	103.78%	102.57%	100.31%	127.13%	137.69%
Covered Payroll	\$ 5,515,877	\$ 5,341,730	\$ 4,730,329	\$ 3,813,876	\$ 3,813,876	\$ 3,366,613	\$ 3,366,613	\$ 3,366,613	\$ 3,108,552	\$ 2,424,191
Net Pension Liability as a Percentage of Covered Payroll	28.37%	15.42%	-109.40%	-61.58%	-32.31%	-19.82%	-12.25%	-1.32%	-88.40%	-142.50%

Schedule of Changes in Net Pension Liability and Related Ratios - Fire

Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Total Pension Liability										
Service Cost	\$ 1,911,603	\$ 1,700,162	\$ 1,555,175	\$ 1,313,842	\$ 1,313,842	\$ 1,025,516	\$ 1,025,516	\$ 784,710	\$ 524,325	\$ 596,543
Interest	1,992,088	1,768,108	1,542,677	1,272,336	1,141,847	996,576	782,004	515,458	553,753	530,089
Changes in Excess State Money	-	-	-	-	-	-	-	-	-	-
Differences Between Expected and Actual Experience	954,081	(231,493)	(18,454)	-	(158,435)	(121,553)	633,143	(208,729)	(67,286)	-
Changes of Assumptions	-	-	294,977	-	1,079,623	-	634,356	2,505,255	-	-
Changes in benefit terms	400,717	-	-	-	-	-	-	-	-	-
Benefit Payments, including refunds of employee	(298,246)	(190,826)	(283,350)	(288,092)	(99,705)	(25,120)	(4,513)	(1,324)	(945)	(81,466)
Net Change in Total Pension Liability	4,960,243	3,045,951	3,091,025	2,298,086	3,277,172	1,875,419	3,070,506	3,595,370	1,009,847	1,045,166
Total Pension Liability-beginning	26,871,032	23,825,081	20,734,056	18,435,970	15,158,798	13,283,379	10,212,873	6,617,503	5,607,656	4,562,490
Total Pension Liability-ending (a)	\$ 31,831,275	\$ 26,871,032	\$ 23,825,081	\$ 20,734,056	\$ 18,435,970	\$ 15,158,798	\$ 13,283,379	\$ 10,212,873	\$ 6,617,503	\$ 5,607,656
Plan Fiduciary Net Position										
Contributions-employer	1,419,744	1,799,505	1,606,558	1,649,080	1,585,514	1,278,757	797,699	491,818	646,065	438,902
Contributions-state	-	-	-	-	-	-	-	-	181,292	175,931
Contributions-employee	388,764	324,115	316,273	220,098	231,935	200,118	238,785	279,064	141,632	86,520
Net Investment Income	1,920,155	(5,026,058)	4,864,047	2,267,101	1,240,965	1,063,078	1,599,687	858,136	(32,699)	704,467
Benefit Payments, including refunds of employee	(298,246)	(190,826)	(283,350)	(288,092)	(99,705)	(25,120)	(4,513)	(1,324)	(945)	(756)
Administrative Expense	(74,333)	(101,784)	(83,741)	(65,477)	(98,170)	(35,839)	(49,761)	(28,346)	(40,885)	(24,109)
Other	-	-	-	-	-	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	3,356,084	(3,195,048)	6,419,787	3,782,710	2,860,539	2,480,994	2,581,897	1,599,348	894,460	1,380,955
Plan Fiduciary Net Position - beginning	25,996,314	29,191,362	22,771,575	18,988,865	16,128,326	13,647,332	11,065,435	9,466,087	8,571,627	7,190,672
Plan Fiduciary Net Position - ending (b)	\$ 29,352,398	\$ 25,996,314	\$ 29,191,362	\$ 22,771,575	\$ 18,988,865	\$ 16,128,326	\$ 13,647,332	\$ 11,065,435	\$ 9,466,087	\$ 8,571,627
Net Pension Liability - ending (a) - (b)	\$ 2,478,877	\$ 874,718	\$ (5,366,281)	\$ (2,037,519)	\$ (552,895)	\$ (969,528)	\$ (363,953)	\$ (852,562)	\$ (2,848,584)	\$ (2,963,971)
Plan Fiduciary Net Position as a Percentage of Total Covered Payroll	92.21%	96.74%	122.52%	109.83%	103.00%	106.40%	102.74%	108.35%	143.05%	152.86%
Net Pension Liability as a Percentage of Covered Payroll	38.83%	15.53%	-105.44%	-45.91%	-12.46%	-26.91%	-10.10%	-30.47%	-101.81%	-105.93%

Schedule of Contributions and Investment Returns - General Employees

Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Actuarially Determined Contribution	\$ -	\$ 5,582	\$ 5,582	\$ 11,018	\$ 11,018	\$ 8,767	\$ 8,767	\$ -	\$ -	\$ -
Contributions in Relation to the Actuarially Determined Contribution	-	5,582	5,582	11,018	11,018	8,767	8,767	-	-	-
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered Payroll	-	-	-	-	-	-	-	-	-	-
Contributions as a Percentage of Covered Payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes to Schedule

Valuation Date 10/1/2020

Actuarially determined contribution rates are calculated as of October 1, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Aggregate
Amortization Method	Level Percentage of Pay, open
Remaining Amortization Period	30 years
Asset Valuation Method	Market Value
Inflation	2.77%
Salary Increases	N/A
Interest Rate	7% per year, compounded annually, net of investment expenses

Schedule of Investment Returns	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Annual money-weighted rate of return, net of investment expenses	-12.61%	-12.61%	5.92%	4.23%	4.23%	7.00%	4.08%	4.08%	5.48%	8.55%

City of Clermont, Florida
Schedule of Contributions and Investment Returns - Police
 Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Actuarially Determined Contribution	\$ 685,294	\$ 661,843	\$ 1,084,478	\$ 985,611	\$ 936,834	\$ 905,229	\$ 875,593	\$ 640,139	\$ 583,559	\$ 629,606
Contributions in Relation to the Actuarially Determined Contribution	1,125,138	1,380,471	1,084,478	943,063	891,380	944,540	756,302	632,411	522,208	670,126
Contribution Deficiency (Excess)	<u>\$ (439,844)</u>	<u>\$ (718,628)</u>	<u>\$ -</u>	<u>\$ 42,548</u>	<u>\$ 45,454</u>	<u>\$ (39,311)</u>	<u>\$ 119,291</u>	<u>\$ 7,728</u>	<u>\$ 61,351</u>	<u>\$ (40,520)</u>
Covered Payroll	\$ 5,515,877	\$ 5,341,730	\$ 4,730,329	\$ 3,813,876	\$ 3,813,876	\$ 3,366,613	\$ 3,366,613	\$ 3,366,613	\$ 3,108,552	\$ 3,108,552
Contributions as a Percentage of Covered Payroll	20.40%	25.84%	22.93%	24.73%	23.37%	28.06%	22.46%	18.78%	16.80%	21.56%

Notes to Schedule

Valuation Date 10/1/2022 10/1/2022

Actuarially determined contribution rates are calculated as of October 1, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Aggregate
Amortization Method	Level Percentage of Pay, open
Remaining Amortization Period	30 Years
Asset Valuation Method	Market Value
Salary Increases	5.50% per annum
Interest Rate	7% per annum (2.5% per annum is attributable to long-term inflation); this rate was used to discount all future benefit payments
Retirement	20% of eligible participants are assumed to retire at each of ages 52 through 54 and 100% of eligible participants are assumed to retire at normal retirement age
Other Decrements	Assumed employment termination is based on age and ranges from 5.00% at age 20 to 0.00% at age 50 Assumed disability is based on age and ranges from 0.03% at age 20 to 0.18% at age 50; 75% of disabilities are assumed to be service-connected
Mortality	Sex-distinct rates set forth in the PUB-2010 Mortality T table, with full generational improvements in mortality using Scale MP-2018
Non-investment Expenses	Liabilities have been loaded by 1.50% to account for non-investment expenses
Future Contributions	Contributions from the employer and employees are assumed to be made as legally required.

Schedule of Investment Returns	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Annual money-weighted rate of return, net of investment expenses	7.60%	-17.83%	21.40%	4.23%	4.23%	7.00%	4.08%	4.08%	5.48%	8.55%

City of Clermont, Florida
Schedule of Contributions and Investment Returns - Fire
Last 10 Fiscal Years*

	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Actuarially Determined Contribution	\$ 1,025,431	\$ 1,170,865	\$ 1,547,766	\$ 1,648,674	\$ 1,585,514	\$ 1,284,255	\$ 1,113,095	\$ 647,476	\$ 603,000	\$ 614,833
Contributions in Relation to the Actuarially Determined Contribution	1,419,744	1,799,505	1,606,558	1,649,080	1,585,514	1,278,757	797,699	491,818	827,357	668,800
Contribution Deficiency (Excess)	\$ (394,313)	\$ (628,640)	\$ (58,792)	\$ (406)	\$ -	\$ 5,498	\$ 315,396	\$ 155,658	\$ (224,357)	\$ (53,967)
Covered Payroll	6,384,519	5,633,189	5,089,447	4,438,530	4,438,530	3,602,745	3,602,745	2,798,049	2,798,049	2,798,049
Contributions as a Percentage of Covered Payroll	22.24%	31.94%	31.57%	37.15%	35.72%	35.49%	22.14%	17.58%	29.57%	23.90%

Notes to Schedule

Valuation Date

10/1/2022 10/1/2022

Actuarially determined contribution rates are calculated as of October 1, two years prior to the end of the fiscal year in which contributions are reported

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Aggregate
Amortization Method	Level Percentage of Pay, Open
Remaining Amortization Period	30 Years
Asset Valuation Method	Market Value
Salary Increases	5.50% per annum
Interest Rate	7% per annum (2.5% per annum is attributable to long-term inflation); this rate was used to discount all future benefit payments
Retirement	20% of eligible participants are assumed to retire at each of ages 52 through 54 and 100% of eligible participants are assumed to retire at normal retirement age

Other Decrements Assumed employment termination is based on age and ranges from 4.30% at age 20 to 0.00% at age 50

Assumed disability is based on age and ranges from 0.03% at age 20 to 0.18% at age 50; 75% of disabilities are assumed to be service-connected

Mortality Sex-distinct rates set forth in the PUB-2010 Mortality Table, with full generational improvements in mortality using Scale MP-2018

Non-investment Expenses Liabilities have been loaded by 1.75% to account for non-investment expenses

Future Contributions Contributions from the employer and employees are assumed to be made as legally required.

Schedule of Investment Returns	9/30/2023	9/30/2022	9/30/2021	9/30/2020	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014
Annual money-weighted rate of return, net of investment expenses	7.50%	-16.90%	20.90%	4.23%	4.23%	7.00%	4.08%	4.08%	5.48%	8.55%



***COMBINING AND INDIVIDUAL FUND
STATEMENTS AND SCHEDULES***



Capital Projects Funds

Capital projects funds are used to account for financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Capital Projects Fund

This fund was established to account for financial resources segregated for the acquisition or construction of major capital projects.

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Capital Projects Fund**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment earnings (loss)	\$ -	\$ -	\$ 163,551	\$ 163,551
Total revenues	-	-	163,551	163,551
Expenditures:				
Current:				
Capital Outlay:				
Physical environment	-	7,182,187	6,328,369	853,818
Economic environment	-	1,243,036	1,116,124	126,912
Total expenditures	-	8,425,223	7,444,493	980,730
Excess (deficiency) of revenues over expenditures	-	(8,425,223)	(7,280,942)	1,144,281
Other Financing Sources:				
Transfers in	-	2,500,000	2,500,000	-
Total other financing sources	-	2,500,000	2,500,000	-
Net Change in Fund Balance	-	(5,925,223)	(4,780,942)	1,144,281
Fund Balances - beginning	11,197,852	11,197,852	11,197,852	-
Fund Balances - ending	\$ 11,197,852	\$ 5,272,629	\$ 6,416,910	\$ 1,144,281

Special Revenue Funds

Special revenue funds are used to account for specific revenue sources that are restricted, committed, or assigned to expenditures for particular purposes.

Recreation Impact Fees Fund

This fund was established to account for recreation impact fees collected from new developments constructed in the City.

Police Impact Fees Fund

This fund was established to account for police impact fees collected from new developments constructed in the City.

Fire Impact Fee Fund

This fund was established to account for fire impact fees collected from new developments constructed in the City.

Building Services Fund

This fund was established to account for the operations of the City's building services department which are restricted for use in providing building permitting and inspection services.

Community Redevelopment Fund

This fund was established as a dependent taxing district. The incremental annual increase in tax over the base years will be used to fund projects designed to enhance and improve the described area.

Cemetery Fund

This fund was established to account for the operations and maintenance of the City's cemetery.

Tree Replacement Fund

This fund was established to account for restricted activity related to fees paid in lieu of replacement per city code sec 123-102(d)(6)

Police Asset Forfeiture Fund

This fund was established to account for restricted activity related to the City's participation in the U.S. Department of the Justice Asset Forfeiture Program

Debt Service Fund

Debt service funds are used to account for financial resources that are restricted, committed, or assigned to expenditures for principal and interest.

Debt Service Fund

This fund was established to account for the accumulation of resources and payment of bond principal and interest from governmental resources.

Special Revenue

	Recreation Impact Fees	Police Impact Fees	Fire Impact Fees	Building Services
Assets:				
Cash and cash equivalents	\$ 4,319,811	\$ 933,195	\$ 2,373,632	\$ 1,763,561
Investments	1,689,334	432,939	1,082,523	1,438,078
Other receivables	2,297	1,313	1,526	2,186
Prepaid costs	-	-	-	7,236
Total assets	\$ 6,011,442	\$ 1,367,447	\$ 3,457,681	\$ 3,211,061
Liabilities and Fund Balances:				
Liabilities:				
Accounts payable	\$ 16,260	\$ 101,885	\$ 2,200	\$ 26,102
Accrued liabilities	-	-	-	19,884
Deposits	-	-	-	563,701
Total liabilities	16,260	101,885	2,200	609,687
Fund balances:				
Nonspendable	-	-	-	7,236
Restricted	5,995,182	1,265,562	3,455,481	2,594,138
Total fund balances	5,995,182	1,265,562	3,455,481	2,601,374
Total liabilities and fund balances	\$ 6,011,442	\$ 1,367,447	\$ 3,457,681	\$ 3,211,061

Special Revenue

Community Redevelopment Special Revenue	Cemetery	Tree Replacement	Police Asset Forfeiture	Total Special Revenue Funds	Debt Service	Total Nonmajor Governmental Funds
\$ 297,095	\$ 325,064	\$ 320,016	\$ 93,083	\$ 10,425,457	\$ 1,840,102	\$ 12,265,559
322,305	1,101,329	-	-	6,066,508	57,720	6,124,228
983	2,474	-	-	10,779	-	10,779
6,051	214	-	-	13,501	-	13,501
<u>\$ 626,434</u>	<u>\$ 1,429,081</u>	<u>\$ 320,016</u>	<u>\$ 93,083</u>	<u>\$ 16,516,245</u>	<u>\$ 1,897,822</u>	<u>\$ 18,414,067</u>
\$ 11,037	\$ 19,387	\$ -	\$ 916	\$ 177,787	\$ -	\$ 177,787
786	1,460	-	-	22,130	-	22,130
-	-	-	-	563,701	-	563,701
<u>11,823</u>	<u>20,847</u>	<u>-</u>	<u>916</u>	<u>763,618</u>	<u>-</u>	<u>763,618</u>
6,051	214	-	-	13,501	-	13,501
608,560	1,408,020	320,016	92,167	15,739,126	1,897,822	17,636,948
614,611	1,408,234	320,016	92,167	15,752,627	1,897,822	17,650,449
<u>\$ 626,434</u>	<u>\$ 1,429,081</u>	<u>\$ 320,016</u>	<u>\$ 93,083</u>	<u>\$ 16,516,245</u>	<u>\$ 1,897,822</u>	<u>\$ 18,414,067</u>

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances**Nonmajor Governmental Funds**

Year Ended September 30, 2023

	Special Revenue			
	Recreation Impact Fees	Police Impact Fees	Fire Impact Fees	Building Services
Revenues:				
Taxes	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	-	-	1,772,557
Intergovernmental revenues	-	-	-	-
Charges for services	-	-	-	145,433
Impact fees/special assessments	2,299,151	732,566	961,910	-
Investment earnings (loss)	92,550	21,726	57,655	74,091
Miscellaneous	-	-	-	-
Total revenues	2,391,701	754,292	1,019,565	1,992,081
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	586,821	52,187	1,791,197
Physical environment	-	-	-	-
Economic environment	-	-	-	-
Culture and recreation	143,012	-	-	-
Debt Service:				
Principal	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	143,012	586,821	52,187	1,791,197
Excess (Deficiency) of Revenues Over Expenditures	2,248,689	167,471	967,378	200,884
Other Financing Uses:				
Transfers in	-	-	-	-
Transfers out	(569,592)	(14,760)	-	-
Total other financing uses	(569,592)	(14,760)	-	-
Net Change in Fund Balances	1,679,097	152,711	967,378	200,884
Fund Balances - beginning	4,316,085	1,112,851	2,488,103	2,400,490
Fund Balances - ending	\$ 5,995,182	\$ 1,265,562	\$ 3,455,481	\$ 2,601,374

Community Redevelopment Special Revenue	Cemetery	Tree Replacement	Police Asset Forfeiture	Total Special Revenue Funds	Debt Service	Total Nonmajor Governmental Funds
\$ 653,261	\$ -	\$ -	\$ -	\$ 653,261	\$ -	\$ 653,261
-	-	-	-	1,772,557	-	1,772,557
-	-	-	16,201	16,201	-	16,201
-	203,300	-	-	348,733	-	348,733
-	-	-	-	3,993,627	-	3,993,627
14,040	48,203	-	(1)	308,264	8,178	316,442
-	7,502	-	-	7,502	-	7,502
667,301	259,005	-	16,200	7,100,145	8,178	7,108,323
-	-	-	-	-	-	-
-	-	-	22,291	2,452,496	-	2,452,496
-	398,885	2,500	-	401,385	-	401,385
559,010	-	-	-	559,010	-	559,010
-	-	-	-	143,012	-	143,012
-	-	-	-	-	2,218,410	2,218,410
-	-	-	-	-	588,178	588,178
559,010	398,885	2,500	22,291	3,555,903	2,806,588	6,362,491
108,291	(139,880)	(2,500)	(6,091)	3,544,242	(2,798,410)	745,832
-	-	322,516	98,258	420,774	2,833,344	3,254,118
-	-	-	-	(584,352)	-	(584,352)
-	-	322,516	98,258	(163,578)	2,833,344	2,669,766
108,291	(139,880)	320,016	92,167	3,380,664	34,934	3,415,598
506,320	1,548,114	-	-	12,371,963	1,862,888	14,234,851
\$ 614,611	\$ 1,408,234	\$ 320,016	\$ 92,167	\$ 15,752,627	\$ 1,897,822	\$ 17,650,449

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Recreation Impact Fees**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/special assessments	\$ 1,750,000	\$ 2,299,151	\$ 2,299,151	\$ -
Investment earnings (loss)	4,000	4,000	92,550	88,550
Total revenues	1,754,000	2,303,151	2,391,701	88,550
Expenditures:				
Current:				
Culture and recreation	3,300,585	146,929	143,012	3,917
Total expenditures	3,300,585	146,929	143,012	3,917
Excess (deficiency) of revenues over expenditures	(1,546,585)	2,156,222	2,248,689	92,467
Other Financing (Uses):				
Transfers out	(569,605)	(569,605)	(569,592)	13
Total other financing uses	(569,605)	(569,605)	(569,592)	13
Net Change in Fund Balances	(2,116,190)	1,586,617	1,679,097	92,480
Fund Balances - beginning	4,316,085	4,316,085	4,316,085	-
Fund Balances - ending	\$ 2,199,895	\$ 5,902,702	\$ 5,995,182	\$ 92,480

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Police Impact Fees**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/special assessments	\$ 450,000	\$ 732,572	\$ 732,566	\$ (6)
Investment earnings (loss)	2,000	2,000	21,726	19,726
Total revenues	<u>452,000</u>	<u>734,572</u>	<u>754,292</u>	<u>19,720</u>
Expenditures:				
Current:				
Public Safety:				
Law enforcement	186,408	521,619	586,821	(65,202)
Total expenditures	<u>186,408</u>	<u>521,619</u>	<u>586,821</u>	<u>(65,202)</u>
Excess (deficiency) of revenues over expenditures	<u>265,592</u>	<u>212,953</u>	<u>167,471</u>	<u>(45,482)</u>
Other Financing (Uses):				
Transfers out	(14,765)	(9,865)	(14,760)	(4,895)
Total other financing uses	<u>(14,765)</u>	<u>(9,865)</u>	<u>(14,760)</u>	<u>(4,895)</u>
Net Change in Fund Balances	<u>250,827</u>	<u>203,088</u>	<u>152,711</u>	<u>(50,377)</u>
Fund Balances - beginning	1,112,851	1,112,851	1,112,851	-
Fund Balances - ending	<u>\$ 1,363,678</u>	<u>\$ 1,315,939</u>	<u>\$ 1,265,562</u>	<u>\$ (50,377)</u>

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Fire Impact Fees**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/special assessments	\$ 535,000	\$ 961,914	\$ 961,910	\$ (4)
Investment earnings (loss)	2,000	2,000	57,655	55,655
Total revenues	537,000	963,914	1,019,565	55,651
Expenditures:				
Current:				
Public safety:				
Fire control	390	62,714	52,187	10,527
Total expenditures	390	62,714	52,187	10,527
Excess (deficiency) of revenues over expenditures	536,610	901,200	967,378	66,178
Net Change in Fund Balances	536,610	901,200	967,378	66,178
Fund Balances - beginning	2,488,103	2,488,103	2,488,103	-
Fund Balances - ending	\$ 3,024,713	\$ 3,389,303	\$ 3,455,481	\$ 66,178

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Building Services**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Licenses and permits	\$ 1,700,000	\$ 1,772,748	\$ 1,772,557	\$ (191)
Charges for services	100,200	144,450	145,433	983
Investment earnings (loss)	2,000	2,000	74,091	72,091
Total revenues	<u>1,802,200</u>	<u>1,919,198</u>	<u>1,992,081</u>	<u>72,883</u>
Expenditures:				
Current:				
Public safety	<u>2,113,948</u>	<u>1,810,824</u>	<u>1,791,197</u>	<u>19,627</u>
Total expenditures	<u>2,113,948</u>	<u>1,810,824</u>	<u>1,791,197</u>	<u>19,627</u>
Excess (deficiency) of revenues over expenditures	<u>(311,748)</u>	<u>108,374</u>	<u>200,884</u>	<u>92,510</u>
Net Change in Fund Balances	<u>(311,748)</u>	<u>108,374</u>	<u>200,884</u>	<u>92,510</u>
Fund Balances - beginning	<u>2,400,490</u>	<u>2,400,490</u>	<u>2,400,490</u>	<u>-</u>
Fund Balances - ending	<u>\$ 2,088,742</u>	<u>\$ 2,508,864</u>	<u>\$ 2,601,374</u>	<u>\$ 92,510</u>

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Community Redevelopment Special Revenue**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Taxes	\$ 624,923	\$ 653,260	\$ 653,261	\$ 1
Investment earnings (loss)	2,000	2,000	14,040	12,040
Total revenues	<u>626,923</u>	<u>655,260</u>	<u>667,301</u>	<u>12,041</u>
Expenditures:				
Current:				
Economic environment	626,923	1,162,444	559,010	603,434
Total expenditures	<u>626,923</u>	<u>1,162,444</u>	<u>559,010</u>	<u>603,434</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>(507,184)</u>	<u>108,291</u>	<u>615,475</u>
Net Change in Fund Balances	<u>-</u>	<u>(507,184)</u>	<u>108,291</u>	<u>615,475</u>
Fund Balances - beginning	506,320	506,320	506,320	-
Fund Balances - ending	<u>\$ 506,320</u>	<u>\$ (864)</u>	<u>\$ 614,611</u>	<u>\$ 615,475</u>

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Cemetery**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Charges for services	\$ 100,000	\$ 203,300	\$ 203,300	\$ -
Investment earnings (loss)	2,000	2,000	48,203	46,203
Miscellaneous	2,000	7,502	7,502	-
Total revenues	<u>104,000</u>	<u>212,802</u>	<u>259,005</u>	<u>46,203</u>
Expenditures:				
Current:				
Physical environment	248,052	452,466	398,885	53,581
Total expenditures	<u>248,052</u>	<u>452,466</u>	<u>398,885</u>	<u>53,581</u>
Excess (deficiency) of revenues over expenditures	<u>(144,052)</u>	<u>(239,664)</u>	<u>(139,880)</u>	<u>99,784</u>
Net Change in Fund Balances	<u>(144,052)</u>	<u>(239,664)</u>	<u>(139,880)</u>	<u>99,784</u>
Fund Balances - beginning	1,548,114	1,548,114	1,548,114	-
Fund Balances - ending	<u>\$ 1,404,062</u>	<u>\$ 1,308,450</u>	<u>\$ 1,408,234</u>	<u>\$ 99,784</u>

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Tree Replacement**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment earnings (loss)	\$ -	\$ -	\$ -	\$ -
Total revenues	-	-	-	-
Expenditures:				
Current:				
Physical environment	-	2,500	2,500	-
Total expenditures	-	2,500	2,500	-
Excess (deficiency) of revenues over expenditures	-	(2,500)	(2,500)	-
Other Financing Sources:				
Transfers in	-	322,516	322,516	-
Total other financing sources	-	322,516	322,516	-
Net Change in Fund Balances	-	320,016	320,016	-
Fund Balances - beginning	-	-	-	-
Fund Balances - ending	\$ -	\$ 320,016	\$ 320,016	\$ -

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Police Asset Forfeiture**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental	\$ -	\$ 16,200	\$ 16,201	\$ 1
Fines and forfeitures	-	78,913	-	(78,913)
Investment earnings (loss)	-	-	(1)	(1)
Total revenues	-	95,113	16,200	(78,913)
Expenditures:				
Current:				
Public Safety	-	46,790	22,291	24,499
Total expenditures	-	46,790	22,291	24,499
Excess (deficiency) of revenues over expenditures	-	48,323	(6,091)	(54,414)
Other Financing Sources:				
Transfers in	-	92,727	98,258	5,531
Total other financing sources	-	92,727	98,258	5,531
Net Change in Fund Balances	-	141,050	92,167	(48,883)
Fund Balances - beginning	-	-	-	-
Fund Balances - ending	\$ -	\$ 141,050	\$ 92,167	\$ (48,883)

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**Debt Service**

Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment earnings (loss)	\$ 750	\$ 750	\$ 8,178	\$ 7,428
Total revenues	750	750	8,178	7,428
Expenditures:				
Current:				
Debt Service:				
Principal	2,218,385	2,218,385	2,218,410	(25)
Interest and fiscal charges	588,195	588,195	588,178	17
Total expenditures	2,806,580	2,806,580	2,806,588	(8)
Excess (deficiency) of revenues over expenditures	(2,805,830)	(2,805,830)	(2,798,410)	7,420
Other Financing Sources:				
Transfers in	2,833,355	2,833,355	2,833,344	(11)
Total other financing sources	2,833,355	2,833,355	2,833,344	(11)
Net Change in Fund Balances	27,525	27,525	34,934	7,409
Fund Balances - beginning	1,862,888	1,862,888	1,862,888	-
Fund Balances - ending	\$ 1,890,413	\$ 1,890,413	\$ 1,897,822	\$ 7,409

Agency funds are used to account for short-term custodial collections on resources on behalf of another individual, entity, or government.

	Pension Trust Funds
General Employees' Pension Trust Fund	To account for the accumulation of resources to be used for retirement annuity payments at the appropriate amounts and times in the future. Resources are contributed at rates in accordance with an actuarial study.
Police Officers' Pension Trust Fund	To account for the accumulation of resources to be used for the retirement annuities of all police officers. The state contributes money based upon the insurance premiums and the City contributes an amount determined by an actuarial study.
Firefighters' Pension Trust Fund	To account for the accumulation of resources to be used for the retirement annuities of all firefighters. The state contributes money based upon the fire insurance premiums and the City contributes an amount determined by an actuarial study.

Combining Statement of Fiduciary Net Position**Fiduciary Funds**

September 30, 2023

	General Employees Defined Benefit	Police Officers Pension Trust	Firefighters Pension Trust	Total Employee Pension Funds
Assets:				
Cash and cash equivalents	\$ 2,872	\$ 468,081	\$ 918,106	\$ 1,389,059
Receivables:				
Accounts receivable	5,582	575,385	394,388	975,355
Total receivables	5,582	575,385	394,388	975,355
Investments, at fair value:				
U.S. Government & other debt securities	57,856	9,680,731	10,382,371	20,120,958
Equities	144,435	17,182,555	17,783,096	35,110,086
Real estate	-	962,008	962,008	1,924,016
Total investments	202,291	27,825,294	29,127,475	57,155,060
Total assets	210,745	28,868,760	30,439,969	59,519,474
Liabilities:				
Refunds payable and other	-	13,543	5,900	19,443
Pending trade payables	-	16,030	17,538	33,568
Total liabilities	-	29,573	23,438	53,011
Net Position:				
Net position restricted for pensions	\$ 210,745	\$ 28,839,187	\$ 30,416,531	\$ 59,466,463

Combining Statement of Changes in Fiduciary Net Position**Fiduciary Funds**

Year Ended September 30, 2023

	General Employees Defined Benefit	Police Officers Pension Trust	Firefighters Pension Trust	Total Employee Pension Funds
Additions:				
Contributions:				
Employer	\$ -	\$ 685,294	\$ 1,025,356	\$ 1,710,650
Plan members	-	304,306	388,764	693,070
State	-	489,524	394,388	883,912
Total contributions	-	1,479,124	1,808,508	3,287,632
Investment earnings:				
Net increase (decrease) in fair value of investments	18,592	1,290,354	1,282,462	2,591,408
Interest and dividends	-	711,337	739,579	1,450,916
Other income	-	128,411	-	128,411
Less: Investment expense	-	(30,445)	(27,645)	(58,090)
Total net investment earnings	18,592	2,099,657	1,994,396	4,112,645
Total additions	18,592	3,578,781	3,802,904	7,400,277
Deductions:				
Benefits/distributions	27,416	742,516	275,088	1,045,020
Refund of contributions	-	-	23,158	23,158
Administrative expenses	1,437	87,672	74,333	163,442
Total deductions	28,853	830,188	372,579	1,231,620
Change in Net Position	(10,261)	2,748,593	3,430,325	6,168,657
Net Position Restricted for Pensions				
Beginning of Year	221,006	26,090,594	26,986,206	53,297,806
End of Year	<u>\$ 210,745</u>	<u>\$ 28,839,187</u>	<u>\$ 30,416,531</u>	<u>\$ 59,466,463</u>



STATISTICAL SECTION



This part of the City of Clermont's comprehensive annual financial report presents detailed information as a context for understanding what the information says about the government's overall financial health.

Contents	Page
Financial Trends These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	116
Revenue Capacity These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.	126
Debt Capacity These schedules present information to help the reader assess the affordability of the government's current level of outstanding debt and the government's ability to issue additional debt in the future. Note: there are no limitations placed upon the amount of debt the City of Clermont may issue either by the City Charter of the City's Code of Ordinances or by Florida Statutes. Note: The City of Clermont has no general obligation bonds outstanding.	131
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	138
Operating Information These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	142

Sources: Unless otherwise noted, the information in these schedules are derived from the comprehensive annual reports for the relevant year.

City of Clermont, Florida
Net Position by Component
Last Ten Fiscal Years

(accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year		
	2014	2015	2016
Governmental activities			
Net investment in capital assets	\$ 44,116	\$ 47,718	\$ 52,064
Restricted	9,918	9,400	6,402
Unrestricted	5,719	11,649	11,182
Total governmental activities net position	<u>\$ 59,753</u>	<u>\$ 68,767</u>	<u>\$ 69,648</u>
Business-type activities			
Net investment in capital assets	56,680	56,586	60,150
Restricted	10,217	12,135	13,959
Unrestricted	27,054	26,943	26,050
Total business-type activities net position	<u>\$ 93,951</u>	<u>\$ 95,664</u>	<u>\$ 100,159</u>
Primary government			
Net investment in capital assets	100,796	104,304	112,214
Restricted	20,135	21,535	20,361
Unrestricted	32,773	38,592	37,232
Total primary government net position	<u>\$ 153,704</u>	<u>\$ 164,431</u>	<u>\$ 169,807</u>

Fiscal Year						
2017	2018	2019	2020	2021	2022	2023
\$ 31,918	\$ 35,262	\$ 40,318	\$ 44,045	\$ 51,596	\$ 58,736	\$ 70,284
7,815	8,547	9,589	12,479	14,910	18,691	22,153
30,117	27,925	24,795	23,874	21,847	26,252	23,217
<u>\$ 69,850</u>	<u>\$ 71,734</u>	<u>\$ 74,702</u>	<u>\$ 80,398</u>	<u>\$ 88,353</u>	<u>\$ 103,679</u>	<u>\$ 115,654</u>
63,131	69,322	66,104	68,310	88,520	86,667	96,286
17,127	16,904	20,362	24,195	25,420	30,273	30,500
26,667	23,959	28,286	28,728	28,555	29,688	28,322
<u>\$ 106,925</u>	<u>\$ 110,185</u>	<u>\$ 114,752</u>	<u>\$ 121,233</u>	<u>\$ 142,495</u>	<u>\$ 146,628</u>	<u>\$ 155,108</u>
95,049	104,584	106,422	112,355	140,116	145,403	166,570
24,942	25,451	29,951	36,674	40,330	48,964	52,653
56,784	51,884	53,081	52,602	50,402	55,940	51,539
<u>\$ 176,775</u>	<u>\$ 181,919</u>	<u>\$ 189,454</u>	<u>\$ 201,631</u>	<u>\$ 230,848</u>	<u>\$ 250,307</u>	<u>\$ 270,762</u>

City of Clermont, Florida
Changes in Net Position
Last Ten Fiscal Years

(accrual basis of accounting)
(amounts expressed in thousands)

Expenses	Fiscal Year		
	2014	2015	2016
Governmental Activities:			
General government	\$ 3,407	\$ 3,848	\$ 4,157
Public safety	14,117	14,326	17,381
Physical environment	350	453	788
Transportation/public works	2,202	2,094	2,185
Economic environment	363	567	209
Culture and recreation	3,096	4,018	5,460
Interest on long-term debt	236	193	355
Total governmental activities expenses	<u>23,771</u>	<u>25,499</u>	<u>30,535</u>
Business-type Activities:			
Water	4,589	4,823	4,719
Sewer	6,437	6,571	6,866
Sanitation	2,472	3,133	2,925
Stormwater	1,016	1,080	1,142
Total business-type activities expenses	<u>14,514</u>	<u>15,607</u>	<u>15,652</u>
Total primary government expenses	<u>\$ 38,285</u>	<u>\$ 41,106</u>	<u>\$ 46,187</u>
Program Revenues			
Governmental Activities:			
Charges for services:			
General government	\$ 2,429	\$ 2,356	\$ 2,914
Public safety	1,366	1,684	1,574
Culture and recreation	956	1,317	1,552
Operating grants and contributions	939	1,598	1,822
Capital grants and contributions	1,718	498	163
Total governmental activities program revenues	<u>7,408</u>	<u>7,453</u>	<u>8,025</u>
Business-type Activities:			
Charges for services:			
Water	5,362	5,726	6,162
Sewer	5,585	5,809	6,183
Sanitation	2,869	2,917	2,984
Stormwater	881	905	955
Operating grants and contributions	-	276	24
Capital grants and contributions	2,417	3,219	4,026
Total business-type activities program revenues	<u>17,114</u>	<u>18,852</u>	<u>20,334</u>
Total primary government program revenues	<u>\$ 24,522</u>	<u>\$ 26,305</u>	<u>\$ 28,359</u>

Fiscal Year						
2017	2018	2019	2020	2021	2022	2023
\$ 4,240	\$ 2,870	\$ 5,023	\$ 5,678	\$ 5,918	\$ 5,322	\$ 6,476
20,297	20,306	22,104	22,733	23,713	28,925	32,141
805	2,104	863	2,470	2,763	3,773	3,603
2,009	2,255	2,387	1,843	2,264	1,928	2,335
1,197	385	532	847	665	1,337	1,279
4,491	5,752	5,954	3,722	4,044	4,227	3,988
434	839	836	753	687	635	588
33,473	34,511	37,699	38,046	40,054	46,147	50,410
5,199	5,634	6,215	6,425	7,110	9,108	9,784
6,909	6,849	7,373	7,742	8,172	9,176	10,491
2,869	3,073	3,027	3,294	3,467	3,994	3,925
1,190	1,360	1,614	1,901	1,991	2,443	2,552
16,167	16,916	18,229	19,362	20,740	24,721	26,752
\$ 49,640	\$ 51,427	\$ 55,928	\$ 57,408	\$ 60,794	\$ 70,868	\$ 77,162
\$ 3,180	\$ 3,874	\$ 3,590	\$ 3,377	\$ 4,250	\$ 4,884	\$ 4,538
1,506	1,344	1,593	1,854	1,778	2,211	2,805
2,003	1,697	1,801	2,088	2,319	2,973	3,451
1,456	2,233	2,061	3,307	2,026	14,583	5,089
309	428	625	625	2,206	23	1,535
8,454	9,576	9,670	11,251	12,579	24,674	17,418
6,516	6,461	6,868	7,631	8,466	8,826	10,068
6,507	6,625	6,989	7,573	8,074	8,581	9,321
3,089	3,178	3,264	3,562	3,785	4,020	4,268
1,004	1,378	1,598	1,695	1,783	1,880	1,949
-	-	2,109	1	-	-	-
6,906	4,535	5,316	6,575	22,094	6,313	7,282
24,022	22,177	26,144	27,037	44,202	29,620	32,888
\$ 32,476	\$ 31,753	\$ 35,814	\$ 38,288	\$ 56,781	\$ 54,294	\$ 50,306

City of Clermont, Florida
Changes in Net Position
Last Ten Fiscal Years

(accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year		
	2014	2015	2016
Net (Expense)/Revenue			
Governmental activities	\$ (16,363)	\$ (18,045)	\$ (22,510)
Business-type activities	2,600	3,245	4,683
Total primary government net expense	<u>\$ (13,763)</u>	<u>\$ (14,800)</u>	<u>\$ (17,827)</u>
General Revenues and Other Changes in Net Position			
Governmental Activities:			
Taxes:			
Property taxes	\$ 6,533	\$ 7,193	\$ 8,998
Business taxes	126	130	140
Franchise taxes	2,379	2,502	2,712
Utility taxes	2,887	2,953	3,406
Intergovernmental-unrestricted	6,110	6,645	6,923
Unrestricted investment earnings	104	135	134
Gain (loss) on sale of capital assets	-	-	122
Miscellaneous	374	420	387
Transfers in/out	439	557	568
Special item	-	-	-
Total governmental activities	<u>18,952</u>	<u>20,535</u>	<u>23,390</u>
Business-type Activities:			
Unrestricted investment earnings	198	272	260
Gain (loss) on sale of capital assets	2	(1,248)	120
Miscellaneous	-	-	-
Transfers in/out	(439)	(557)	(568)
Total business-type activities	<u>(239)</u>	<u>(1,533)</u>	<u>(188)</u>
Total primary government	<u>\$ 18,713</u>	<u>\$ 19,002</u>	<u>\$ 23,202</u>
Change in Net Position			
Governmental activities	\$ 2,589	\$ 2,490	\$ 880
Business-type activities	2,361	1,712	4,495
Total primary government	<u>\$ 4,950</u>	<u>\$ 4,202</u>	<u>\$ 5,375</u>

**Business taxes previously reported as General Government Charges for Services*

Fiscal Year						
2017	2018	2019	2020	2021	2022	2023
\$ (25,019)	\$ (24,935)	\$ (28,029)	\$ (26,795)	\$ (27,477)	\$ (21,472)	\$ (32,993)
7,855	5,260	5,230	7,675	23,462	4,898	6,136
<u>\$ (17,164)</u>	<u>\$ (19,675)</u>	<u>\$ (22,799)</u>	<u>\$ (19,120)</u>	<u>\$ (4,015)</u>	<u>\$ (16,574)</u>	<u>\$ (26,857)</u>
\$ 9,748	\$ 10,747	\$ 11,945	\$ 13,090	\$ 14,354	\$ 15,350	\$ 20,882
133	160	157	162	144	145	156
2,619	2,817	3,142	3,203	3,360	3,813	4,536
3,328	3,446	3,873	4,202	4,467	4,684	5,354
7,257	7,864	8,139	8,403	9,969	12,180	12,711
197	458	1,089	632	70	(143)	1,199
86	289	193	-	-	42	94
486	342	352	623	721	433	630
1,367	2,013	2,106	2,177	2,346	294	(594)
-	-	-	-	-	-	-
<u>25,221</u>	<u>28,136</u>	<u>30,996</u>	<u>32,492</u>	<u>35,431</u>	<u>36,798</u>	<u>44,968</u>
255	379	1,295	953	106	(472)	1,752
24	31	150	29	40	1	-
-	-	-	-	-	-	-
<u>(1,367)</u>	<u>(2,013)</u>	<u>(2,106)</u>	<u>(2,177)</u>	<u>(2,346)</u>	<u>(294)</u>	<u>594</u>
<u>(1,088)</u>	<u>(1,603)</u>	<u>(661)</u>	<u>(1,195)</u>	<u>(2,200)</u>	<u>(765)</u>	<u>2,346</u>
<u>\$ 24,133</u>	<u>\$ 26,533</u>	<u>\$ 30,335</u>	<u>\$ 31,297</u>	<u>\$ 33,231</u>	<u>\$ 36,033</u>	<u>\$ 47,314</u>
\$ 202	\$ 3,202	\$ 2,968	\$ 5,697	\$ 7,954	\$ 15,326	\$ 11,974
6,767	3,657	4,568	6,480	21,262	4,133	8,482
<u>\$ 6,969</u>	<u>\$ 6,859</u>	<u>\$ 7,536</u>	<u>\$ 12,177</u>	<u>\$ 29,216</u>	<u>\$ 19,459</u>	<u>\$ 20,456</u>

City of Clermont, Florida
Fund Balances of Governmental Funds
Last Ten Fiscal Years

(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year		
	2014	2015	2016
General Fund			
Nonspendable	\$ 53	\$ 1,300	\$ 548
Restricted	312	247	259
Assigned	1,202	304	-
Unassigned	7,669	7,014	7,886
Total general fund	<u>\$ 9,236</u>	<u>\$ 8,865</u>	<u>\$ 8,693</u>
All other governmental funds			
Nonspendable	\$ 1,064	\$ 1,466	\$ 1,922
Restricted	8,604	7,659	4,310
Assigned	-	-	1,226
Unassigned	-	-	-
Total all other governmental funds	<u>\$ 9,668</u>	<u>\$ 9,125</u>	<u>\$ 7,458</u>

Fiscal Year						
2017	2018	2019	2020	2021	2022	2023
\$ 578	\$ 641	\$ 283	\$ 356	\$ 453	\$ 462	\$ 1,847
266	228	205	359	448	418	25
3	3	18	3,227	1,390	1,368	1,647
7,137	7,104	8,182	7,859	11,617	17,840	22,023
<u>\$ 7,984</u>	<u>\$ 7,976</u>	<u>\$ 8,688</u>	<u>\$ 11,801</u>	<u>\$ 13,908</u>	<u>\$ 20,088</u>	<u>\$ 25,542</u>
\$ 1,683	\$ 4	\$ 7	\$ 9	\$ 13	\$ 10	\$ 13
5,885	8,361	9,376	12,111	14,450	18,263	22,114
22,621	21,720	18,700	15,476	11,215	11,198	6,417
-	-	-	-	-	-	-
<u>\$ 30,189</u>	<u>\$ 30,085</u>	<u>\$ 28,083</u>	<u>\$ 27,596</u>	<u>\$ 25,678</u>	<u>\$ 29,471</u>	<u>\$ 28,544</u>

City of Clermont, Florida
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years

(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year		
	2014	2015	2016
Revenues			
Taxes	\$ 9,546	\$ 10,275	\$ 12,544
Franchise fees	2,379	2,502	2,712
Licenses and permits	941	788	1,298
Intergovernmental	8,796	8,772	8,790
Charges for services	1,212	1,312	1,652
Fines and forfeitures	589	757	703
Impact fees/special assessments	1,401	1,858	1,702
Investment Earnings	99	131	131
Miscellaneous	915	1,047	1,007
Total revenues	<u>25,878</u>	<u>27,442</u>	<u>30,539</u>
Expenditures			
Current:			
General government	3,776	3,600	4,070
Public safety	13,571	14,844	17,520
Physical environment	423	744	777
Transportation	1,635	1,635	1,878
Economic environment	365	564	482
Culture and recreation	2,948	3,725	5,038
Capital outlay	9,381	2,695	8,514
Debt service:			
Principal	571	884	6,280
Interest	177	198	342
Total expenditures	<u>32,847</u>	<u>28,889</u>	<u>44,901</u>
Excess (deficiency) of revenues over expenditures	<u>(6,969)</u>	<u>(1,447)</u>	<u>(14,362)</u>
Other financing sources (uses)			
Transfers in	9,337	3,857	11,897
Transfers out	(8,788)	(3,323)	(11,329)
Refunding and new bonds issued	6,000	-	10,631
Capital Leases	-	-	-
Sale of capital assets	-	-	1,321
Total other financing sources (uses)	<u>6,549</u>	<u>534</u>	<u>12,520</u>
Net change in fund balances	<u>\$ (420)</u>	<u>\$ (913)</u>	<u>\$ (1,842)</u>
Debt service as a percentage of noncapital expenditures	3.5%	4.5%	20.2%

* Note: Franchise Fees previously reported as Taxes.

**Note: Increase in % due to refunding of 2002 bonds. Without the refunding the % would be 3.4% in 2013

***Note: Increase in % due to refunding of 2013 bonds. Without the refunding the % would be 4.9% in 2016

Fiscal Year						
2017	2018	2019	2020	2021	2022	2023
\$ 13,208	\$ 14,353	\$ 15,974	\$ 17,453	\$ 18,964	\$ 20,178	\$ 26,392
2,619	2,817	3,142	3,202	3,360	3,813	4,536
1,594	2,249	1,927	1,691	2,259	2,791	2,379
9,054	10,559	10,860	12,342	12,245	26,786	17,848
1,746	2,103	2,188	2,483	2,825	3,213	3,554
358	204	230	241	176	186	153
2,341	1,738	1,959	2,530	2,457	3,269	3,994
192	446	1,065	615	69	(138)	1,171
1,122	971	965	978	1,370	1,051	1,341
32,234	35,440	38,310	41,535	43,725	61,149	61,368
3,911	3,948	4,609	4,892	5,750	5,060	5,962
18,488	19,750	21,618	21,452	24,291	26,626	28,861
869	881	982	2,550	2,748	2,832	3,316
1,687	1,927	2,165	1,546	2,072	1,957	2,179
324	343	372	786	608	618	688
5,996	5,199	6,302	2,901	3,027	3,838	4,972
2,112	4,085	3,846	4,070	4,517	8,400	7,444
1,077	979	2,096	2,147	2,202	2,255	2,310
272	805	829	772	711	655	608
34,736	37,917	42,819	41,116	45,926	52,241	56,340
(2,502)	(2,477)	(4,509)	419	(2,201)	8,908	5,028
26,725	7,697	4,937	5,152	5,179	23,636	7,614
(25,957)	(6,332)	(2,834)	(2,974)	(2,833)	(22,785)	(8,208)
23,670	-	-	-	-	-	-
-	-	919	-	-	-	-
86	1,000	198	29	44	214	94
24,524	2,365	3,220	2,207	2,390	1,065	(500)
\$ 22,022	\$ (112)	\$ (1,289)	\$ 2,626	\$ 189	\$ 9,973	\$ 4,528
4.6%	5.7%	8.3%	8.2%	7.2%	6.2%	6.6%

City of Clermont, Florida
Governmental Activities Tax Revenues by Source
Last Ten Fiscal Years

(accrual basis of accounting)
(amounts expressed in thousands)

Fiscal Year	Property Tax	Utility Tax	Business Tax	Franchise Fees	Total
2014	\$ 6,533	\$ 2,887	\$ 126	\$ 2,379	\$ 11,925
2015	7,013	2,953	130	2,502	12,598
2016	8,795	3,406	140	2,712	15,053
2017	9,538	3,328	133	2,619	15,618
2018	10,549	3,446	160	2,817	16,972
2019	11,747	3,872	157	3,142	18,918
2020	12,880	4,202	162	3,203	20,447
2021	14,354	4,467	144	3,360	22,325
2022	15,350	4,684	145	3,813	23,992
2023	20,882	5,354	156	4,536	30,928

Taxes Included in Unrestricted Intergovernmental Revenues

Fiscal Year	Sales Tax	State Revenue Sharing	Local Option Gas Tax	Total
2014	\$ 1,567	\$ 635	\$ 290	\$ 2,492
2015	1,820	749	378	2,947
2016	1,848	819	482	3,149
2017	1,945	911	520	3,376
2018	2,172	1,013	548	3,733
2019	2,236	1,116	551	3,903
2020	2,345	1,053	522	3,920
2021	2,806	1,386	537	4,729
2022	3,333	1,930	574	5,837
2023	3,330	2,012	600	5,942

City of Clermont, Florida
Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years

(amounts expressed in thousands)

Fiscal Year Ended Sep 30	Real* Property	Personal Property	Less: Tax Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Assessed Value as a Percentage of Actual Value
2014	\$ 2,185,702	\$ 205,140	\$ 611,063	\$ 1,779,779	3.7290	\$ 2,390,842	74.44%
2015	2,336,882	207,024	630,762	1,913,144	3.7290	2,543,906	75.20%
2016	2,574,360	215,752	652,769	2,137,343	4.2061	2,790,112	76.60%
2017	2,791,963	215,772	689,683	2,318,052	4.2061	3,007,735	77.07%
2018	3,057,114	233,448	724,930	2,565,632	4.2061	3,290,562	77.97%
2019	3,406,874	238,430	789,497	2,855,807	4.2061	3,645,304	78.34%
2020	3,723,782	247,430	848,948	3,122,264	4.2061	3,971,212	78.62%
2021	4,070,776	262,371	899,129	3,434,018	4.2061	4,333,147	79.25%
2022	4,396,812	258,785	937,103	3,718,493	4.2061	4,655,597	79.87%
2023	4,923,776	296,466	1,009,657	4,210,585	5.0600	5,220,242	80.66%

Source: Lake County Property Appraisers Office

* Information on breakdown of residential and commercial property is not available.

City of Clermont, Florida
Property Tax Rates
Direct and Overlapping¹ Governments
Last Ten Fiscal Years²

(per \$1,000 of assessed value)

Fiscal Year	Direct Rate	Overlapping Rates							Total Direct & Overlapping Rates
	City of Clermont	Lake County			Lake County	South Lake	Lake County	St. Johns River Water Management District	
	Operating Millage	Operating Millage	Voted Debt Service	Ambulance MSTU	School District	Hospital District³	Water Authority		
2013	3.1420	4.7309	0.1900	0.3853	7.3200	0.8000	0.2554	0.3313	17.1549
2014	3.7290	4.7309	0.1900	0.3853	7.1700	0.7900	0.2554	0.3283	17.5789
2015	3.7290	5.3856	0.1600	0.4629	7.2460	0.7633	0.2554	0.3164	18.3186
2016	4.2061	5.3051	0.1600	0.4629	7.1970	0.7633	0.2554	0.3023	18.6521
2017	4.2061	5.1180	0.1524	0.4629	6.8750	0.7332	0.2554	0.2885	18.0915
2018	4.2061	5.1180	0.1524	0.4629	6.6030	0.6898	0.2554	0.2724	17.7600
2019	4.2061	5.1180	0.1324	0.4629	6.3550	0.6432	0.4900	0.2562	17.6638
2020	4.2061	5.0734	0.1100	0.4629	6.8830	0.5886	0.3557	0.2414	17.9211
2021	4.2061	5.0327	0.1100	0.4629	6.6990	-	0.3368	0.2287	17.0762
2022	4.2061	5.0529	0.0918	0.4629	6.5920	-	0.3229	0.2189	16.9475
2023	5.0600	5.0364	0.0918	0.4629	6.2480	-	0.3083	0.1974	17.4048

Source: Lake County Property Appraisers Office

¹ Overlapping rates are those of local and county governments that apply to property owners within the City of Clermont.

² Taxes levied for the fiscal year are based on the prior year taxable value.

Operating millage is the only component of the City's direct rate

**City of Clermont, Florida
Principal Property Taxpayers
Current Year and Nine Years Ago**

(amounts expressed in thousands)

<u>Taxpayer</u>	2023			2014		
	<u>Taxable Assessed Value</u>	<u>Rank</u>	<u>Percentage of Total Taxable Assessed Value</u>	<u>Taxable Assessed Value</u>	<u>Rank</u>	<u>Percentage of Total Taxable Assessed Value</u>
Advenir@Castle Hill LLC	96,739	1	2.30%			
BR Citrus Tower LLC	93,590	2	2.22%			
US 27-Clermont LLC	77,264	3	1.83%			
Vista at Lost Lake TIC I LLC ET AL	70,602	4	1.68%			
Palisades of Clermont, LLC	66,553	5	1.58%			
Westdale Sundance LTD	63,663	6	1.51%	16,336	4	0.92%
South Lake Hospital Inc	57,418	7	1.36%	12,791	7	0.72%
Clermont LL LLC	52,041	8	1.24%			
Vista at Lost Lake TIC I LLC ET AL	48,230	9	1.15%			
Weingarten I-4 Clermont Landing LLC	46,299	10	1.10%	13,279	6	0.75%
John P Adams & Ann D Adams Family LP				24,602	1	1.38%
Centennial Citrus Tower LLC				22,487	2	1.26%
MRP Lost Lake LLC				21,439	3	1.20%
IP9 MF Clermont LLC				13,572	5	0.76%
Taylor Morrison of Florida Inc				10,937	8	0.61%
Duke Energy				9,788	9	0.55%
Wal-Mart Stores East LP				9,146	10	0.51%
TOTAL	<u>\$ 672,399</u>		<u>15.97%</u>	<u>\$ 154,377</u>		<u>8.67%</u>

Source: Lake County Property Appraiser

City of Clermont, Florida
Property Tax Levies and Collections
Last Ten Fiscal Years

(amounts expressed in thousands)

Fiscal Year Ended September	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2014	\$ 6,635	\$ 6,325	95.3%	9	\$ 6,334	95.5%
2015	7,133	6,793	95.2%	6	6,799	95.3%
2016	8,990	8,570	95.3%	4	8,574	95.4%
2017	9,750	9,299	95.4%	9	9,308	95.5%
2018	10,791	10,278	95.2%	6	10,284	95.3%
2019	12,012	11,430	95.2%	5	11,435	95.2%
2020	13,133	12,471	95.0%	7	12,478	95.0%
2021	14,444	13,677	94.7%	1	13,678	94.7%
2022	15,640	14,827	94.8%	3	14,830	94.8%
2023	21,290	20,201	94.9%	2	20,203	94.9%

Note: Property taxes become due and payable on November 1st of each year. A four (4) percent discount is allowed if the taxes are paid in November, with the discount declining by one (1) percent each month thereafter. Accordingly, taxes collected will never be 100 percent of the tax levy.

City of Clermont, Florida
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

(amounts expressed in thousands, except per capita amount)

Fiscal Year Ended Sept	Governmental Activities			Business-Type Activities		Total Outstanding Debt	Percentage of Personal Income ¹	Per Capita ¹
	Revenue Bonds	Financed Purchases	Notes Payable	Revenue Bonds	Notes Payable			
2014	\$ -	\$ -	\$ 8,041	\$ 14,361	\$ -	\$ 22,402	2.74%	\$ 706
2015	-	-	7,157	13,728	-	20,885	2.45%	646
2016	-	-	11,509	13,075	-	24,584	2.40%	709
2017	-	-	34,102	12,403	6,329	52,834	4.87%	1,476
2018	-	-	33,123	12,268	6,329	51,720	4.22%	1,329
2019	-	838	31,109	11,467	5,980	49,394	3.76%	1,212
2020	-	754	29,045	10,634	5,621	46,054	3.45%	1,040
2021	-	666	26,930	9,779	5,253	42,628	3.03%	954
2022	-	577	24,766	8,900	4,875	39,118	2.30%	852
2023	-	485	22,547	8,000	4,487	35,519	1.82%	748

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

¹ See the Schedule of Demographic and Economic Statistics on page 138 for personal income and population data.

City of Clermont, Florida
Direct and Overlapping Governmental Activities Debt
September 30, 2023

(amounts expressed in thousands, except population and per capita amount)

<u>Government Unit:</u>	<u>Debt Outstanding</u>	<u>Estimated Percentage Applicable</u> ⁽¹⁾	<u>Amount Applicable to City of Clermont</u>
Lake County	\$ 100,041	13.87%	\$ 13,873
Lake County School District	148,494	12.24%	18,171
Subtotal, overlapping debt			32,044
City of Clermont, direct debt	23,032	100.00%	23,032
Total direct and overlapping debt			\$ 55,076

Sources: Lake County 2023 Comprehensive Annual Financial Report, Lake County School Board 2022 Comprehensive Annual Financial Report, and Lake County Property Appraiser's Office

⁽¹⁾ The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of Lake County's taxable assessed value that is within the City of Clermont's boundaries and dividing it by Lake County's total taxable assessed value.

Notes: Overlapping governments are those that coincide, at least in part, with geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the property taxpayers of the City of Clermont. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the property taxpayers should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

The City of Clermont has no legal debt margin.

**City of Clermont, Florida
Pledged-Revenue Coverage
Last Ten Fiscal Years**

Public Improvement Revenue Refunding Note, Series 2012

Fiscal Year	Public		Communications		Total Revenue				Coverage			
	Service Taxes	Service Tax	Half-Cent Sales Tax	Available for Debt Service	Debt Service							
						Principal	Interest					
2014	\$	2,887,161	\$	1,216,076	\$	1,567,249	\$	570,599	\$	25,361	9.51	
2015		2,952,785		1,161,566		1,819,909		5,934,260		577,959	19,101	9.94
2016		3,405,642		1,138,032		1,848,294		6,391,968		585,609	12,760	10.68
2017		3,328,087		1,122,258		1,945,237		6,395,582		591,692	6,345	10.69
2018		3,446,407		1,112,440		2,172,025		6,730,872		286,141	1,559	23.40
2019		3,872,099		1,131,382		2,235,693		7,239,174		**	**	**
2020		4,201,714		1,232,777		2,344,875		7,779,366		**	**	**
2021		4,466,642		1,327,089		2,806,160		8,599,891		**	**	**
2022		4,684,059		1,414,867		3,333,085		9,432,011		**	**	**
2023		5,353,571		1,642,894		3,330,323		10,326,788		**	**	**

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

* Public Improvement Revenue Note, Series 2002 was refunded in 2012, this includes the payoff of the original bonds.

** This Note was paid off in fiscal year 2018

**City of Clermont, Florida
Pledged-Revenue Coverage
Last Ten Fiscal Years**

Public Improvement Revenue Refunding Note, Series 2016

Fiscal Year	Public Service Taxes		Communications Service Tax		Total Revenue Available for Debt Service	Debt Service		Coverage
						Principal	Interest	
2014	\$	2,887,161	\$	1,216,076	\$ 4,103,237	\$ -	\$ 82,350	49.83
2015		2,952,785		1,161,566	4,114,351	305,772	178,337	8.50
2016		3,405,642		1,138,032	4,543,674	5,694,228 *	195,148	0.77
2017		3,328,087		1,122,258	4,450,345	255,000	105,635	12.34
2018		3,446,407		1,112,440	4,558,847	377,841	99,212	9.56
2019		3,872,099		1,131,382	5,003,481	385,511	91,464	10.49
2020		4,201,714		1,232,777	5,434,491	393,337	83,558	11.40
2021		4,466,642		1,327,089	5,793,731	401,322	75,493	12.15
2022		4,684,059		1,414,867	6,098,926	409,469	67,263	12.79
2023		5,353,571		1,642,894	6,996,465	417,781	58,866	14.68

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

* Public Improvement Revenue Note, Series 2013 was refunded in 2016, this includes the payoff of the original bonds.

City of Clermont, Florida
Pledged-Revenue Coverage
Last Ten Fiscal Years

Infrastructure Sales Surtax Revenue Note, Series 2016

Fiscal Year	Infrastructure		Debt Service		Coverage
	Sales Surtax		Principal	Interest	
2014	\$ -		\$ -	\$ -	N/A
2015	-		-	-	N/A
2016	2,964,966		-	27,466	107.95
2017	3,115,549		230,716	109,914	9.15
2018	3,397,707		314,809	104,132	8.11
2019	3,474,813		321,483	97,387	8.30
2020	3,603,194		328,298	90,499	8.60
2021	4,182,726		335,258	83,466	9.99
2022	5,337,140		342,365	76,283	12.75
2023	5,538,802		349,623	68,948	13.23

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

**City of Clermont, Florida
Pledged-Revenue Coverage
Last Ten Fiscal Years**

Master Plan Capital Projects Revenue Note, Series 2017

Fiscal Year	Infrastructure Sales Surtax	Recreation Impact Fees	Stormwater Fees	Sanitation Fees	Total Revenue Available for Debt Service	Debt Service		Coverage
						Principal	Interest	
2014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
2015	-	-	-	-	-	-	-	N/A
2016	-	-	-	-	-	-	-	N/A
2017	3,115,549	1,495,242	1,002,859	3,087,701	8,701,352	-	-	N/A
2018	3,397,707	1,047,736	1,375,516	3,176,721	8,997,680	-	749,550	12.00
2019	3,474,813	1,157,840	1,596,720	3,263,253	9,492,626	1,657,000	767,210	3.92
2020	3,603,194	1,529,037	1,695,361	3,550,386	10,377,978	1,701,000	723,053	4.28
2021	4,182,726	1,661,798	1,782,926	3,784,598	11,412,048	1,746,000	677,725	4.71
2022	5,337,140	2,068,218	1,879,538	4,019,607	13,304,503	1,791,000	631,213	5.49
2023	5,538,802	2,299,151	1,948,759	4,267,856	14,054,568	1,839,000	583,479	5.80

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

**City of Clermont, Florida
Pledged-Revenue Coverage
Last Ten Fiscal Years**

Water and Sewer Revenue and Refunding Bonds

Fiscal Year	Water and Sewer Operating Revenues ¹	Water and Sewer Operating Expenses ²	Net Revenue Available for Debt Service	Debt Service		Coverage
				Principal	Interest	
2014	\$ 11,108,744	\$ 7,090,566	\$ 4,018,178	\$ 615,000	\$ 586,461	3.34
2015	11,767,901	7,419,231	4,348,670	630,000	567,636	3.63
2016	12,578,644	7,272,716	5,305,928	650,000	548,236	4.43
2017	13,226,994	7,661,085	5,565,909	670,000	504,122	4.74
2018	13,379,152	8,104,464	5,274,688	10,920,000 ³	211,101	0.47
2019	15,017,621	8,753,924	6,263,697	800,000	294,524	5.72
2020	16,069,244	9,069,911	6,999,333	828,000	267,058	6.39
2021	16,629,593	9,958,948	6,670,645	855,000	242,915	6.08
2022	17,406,703	11,846,046	5,560,657	879,000	222,280	5.05
2023	19,389,128	13,693,906	5,695,222	900,000	201,110	5.17

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

¹ Operating revenue is computed per bond resolution requirements. Investment earnings are included.

² Operating expense is computed per bond resolution requirements. Depreciation expense is not included.

³ Water and Sewer Revenue Refunding Bonds, Series 2009 was partially refunded in 2017, this includes the payoff of the original bonds.

City of Clermont, Florida
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population¹	Personal Income (amounts expressed in thousands)	Per Capita Personal Income²	Median Age²	Education Level in Years of Formal Schooling²	School Enrollment³	Unemployment Rate⁴
2014	31,745	816,926	25,734	41.9	13.7	5,198	5.6%
2015	32,348	854,020	26,401	42.1	13.7	8,436	4.8%
2016	34,667	1,023,959	29,537	42.1	13.4	8,712	4.4%
2017	35,807	1,085,991	30,329	41.6	13.3	8,761	3.1%
2018	38,906	1,226,940	31,536	42.3	13.4	8,841	2.7%
2019	40,750	1,312,598	32,211	42.5	13.9	8,745	2.8%
2020	44,301	1,335,011	30,135	42.1	14.0	8,625	6.7%
2021	44,687	1,405,049	31,442	42.2	14.0	9,040	3.7%
2022	45,812	1,699,579	37,099	42.4	14.1	9,668	2.6%
2023	47,456	1,949,587	41,082	42.7	14.3	9,588	3.4%

Sources: ¹ College of Business Administration, University of Florida - Bureau of Economic and Business Research

² Metro Orlando Economic Development Commission

³ Lake County School Board

⁴ U.S. Department of Labor, Bureau of Labor Statistics

**City of Clermont, Florida
Principal Employers
Current Year and Nine Years Ago**

<u>Employer</u>	<u>2023*</u>			<u>2014</u>		
	<u>Number of Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>	<u>Number of Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>
Total City Employment	20,189			14,278		
South Lake Hospital, Inc.	1,784	1	8.84%	1,143	1	8.01%
Publix Supermarkets	991	2	4.91%	625	2	4.38%
Lake County Sheriff's Office	762	3	3.77%			
Lake County School System	714	4	3.54%	350	4	2.45%
City of Clermont	418	5	2.07%	290	7	2.03%
Walmart	392	6	1.94%	320	5	2.24%
Lowe's	356	7	1.76%			
Target Corporation	334	8	1.65%	315	6	2.21%
Senningers	182	9	0.90%			
Clermont Health & Rehab	180	10	0.89%			
Crotthall Laundry Services				523	3	3.66%
Winn Dixie				212	8	1.48%
Senninger Irrigation				210	9	1.47%
Clermont Health & Rehab Ctr				185	10	1.30%
TOTAL	<u>6,113</u>		<u>30.28%</u>	<u>4,173</u>		<u>29.23%</u>

Source: Various employers in city limits & Bureau of Labor Statistics (BLS) of the U.S. Department of Labor

** 2023 data not available, and thus presented the same as 2022.*

**City of Clermont, Florida
Principal Water Customers
Current Year and Nine Years Ago**

<u>Employer</u>	2023			2014		
	Usage (thousands of gallons)	Rank	Percentage of Total City Metered Flow¹	Usage (thousands of gallons)	Rank	Percentage of Total City Metered Flow
Kings Ridge South	64,594	1	2.14%	228,206	1	9.48%
SLMH	33,110	2	1.10%	31,720	2	1.32%
Kings Ridge North	24,195	3	0.80%			
Windy Hill Middle School	11,704	4	0.39%			
Vista at Lost Lake TIC I LLC	11,606	5	0.39%			
Vista at Lost Lake TIC I LLC	10,294	6	0.34%			
Heritage Hills of Clermont HOA	9,665	7	0.32%	15,259	6	0.63%
Emerald Lakes of Clermont	9,582	8	0.32%	10,890	8	0.45%
SLMH	8,956	9	0.30%			
Clermont LL, LLC	8,933	10	0.30%			
MRP at Lost Lake				24,009	3	1.00%
Village at East Lake Apartments LTD				21,424	4	0.89%
Westminster Comm Care Svcs				16,066	5	0.67%
City of Clermont				11,158	7	0.46%
Lake County School System				7,861	9	0.33%
Mister Car Wash				6,068	10	0.25%
TOTAL	192,639		6.40%	372,661		15.49%

¹ The City of Clermont had a total metered water flow of approximately 3,012,191 gallons for the 12-month period ending September 30, 2023.

**City of Clermont, Florida
Principal Sewer Customers
Current Year and Nine Years Ago**

<u>Employer</u>	2023			2014		
	<u>Usage (thousands of gallons)</u>	<u>Rank</u>	<u>Percentage of Total City Metered Flow¹</u>	<u>Usage (thousands of gallons)</u>	<u>Rank</u>	<u>Percentage of Total City Metered Flow</u>
Town of Oakland	41,825	1	3.34%			
SLMH	33,110	2	2.64%	31,744	2	2.85%
Vista at Lost Lake TIC I LLC	11,606	3	0.93%			0.00%
Vista at Lost Lake TIC I LLC	10,294	4	0.82%			
Emerald Lakes of Clermont	9,582	5	0.76%	7,861	7	0.71%
Clermont LL, LLC	8,933	6	0.71%			
Windy Hill Middle School	5,368	7	0.43%			
Vineyards at Hammock Ridge	5,098	8	0.41%			0.00%
Vineyards at Hammock Ridge	4,478	9	0.36%			0.00%
Town of Montverde	3,534	10	0.28%			
Oak Ridge Apartments				42,080	1	3.78%
MRP at Lost Lake				16,066	3	1.44%
Lake County Schools				15,367	4	1.38%
Westminster Comm Care Service				14,400	5	1.29%
Village at East Lake				11,158	6	1.00%
City of Clermont				7,502	8	0.67%
Mister Car Wash				5,929	9	0.53%
BJ Wholesale Club				3,835	10	0.34%
TOTAL	<u><u>133,828</u></u>		<u><u>10.68%</u></u>	<u><u>155,942</u></u>		<u><u>14.00%</u></u>

¹ The City of Clermont had a total metered water flow for wastewater billing purposes of approximately 1,252,894 gallons for the 12-month period ending September 30, 2023.

City of Clermont, Florida
Full-time Equivalent City Government Employees by Function
Last Ten Fiscal Years

Function	Full-time Equivalent Employees as of September 30			
	2014	2015	2016	2017
General Government	31.56	36.00	36.00	38.70
Public Safety:				
Police				
Sworn personnel	61.00	61.00	66.00	70.00
Non sworn personnel	6.00	6.00	6.00	6.00
Fire				
Firefighters	56.80	56.80	59.80	66.50
Other personnel	5.20	4.20	4.20	6.50
Building Services	6.00	6.00	7.00	11.30
Physical Environment	4.70	7.45	8.70	10.70
Transportation	12.95	12.85	12.60	14.60
Human Services	0.00	0.00	0.00	0.00
Culture & Recreation	27.25	33.35	35.35	39.35
Water	30.61	29.35	29.65	29.15
Sewer	23.88	24.15	26.45	26.95
Stormwater	6.87	6.65	7.75	10.25
Sanitation	17.18	18.20	18.50	21.00
Total	290.00	302.00	318.00	351.00

Source: City of Clermont Finance Department.

Full-time Equivalent Employees as of September 30

2018	2019	2020	2021	2022	2023
41.45	49.50	48.90	49.90	54.06	53.00
79.00	81.00	86.00	88.00	92.00	95.00
7.00	7.00	7.00	8.00	9.00	10.00
74.20	81.00	81.00	81.00	82.00	80.00
8.80	8.00	8.00	8.00	7.00	5.00
11.55	12.30	13.55	14.55	13.78	13.50
10.70	10.70	9.65	9.65	9.65	10.00
16.60	11.90	11.73	11.73	11.73	14.00
0.00	0.00	0.00	0.00	0.00	0.00
40.60	37.50	39.22	39.22	39.22	33.00
30.45	30.55	32.70	36.70	35.63	36.00
31.25	31.40	32.50	34.50	35.13	48.00
10.10	13.85	13.95	13.95	14.98	16.00
21.30	21.30	20.80	20.80	20.82	25.00
<u>383.00</u>	<u>396.00</u>	<u>405.00</u>	<u>416.00</u>	<u>425.00</u>	<u>438.50</u>

City of Clermont, Florida
Operating Indicators by Function
Last Ten Fiscal Years

Function	Fiscal Year			
	2014	2015	2016	2017
General Government				
Municipal boundary (square miles)	15.18	16.65	16.78	16.78
Business Tax Receipts issued	1,955	1,701	1,639	1,633
A/P Checks issued	3,529	2,747	3,276	3,651
Commercial construction (units)	15	16	20	14
- value in thousands	17,288	8,625	42,241	13,302
Residential construction (units)	572	323	740	433
- value in thousands	62,117	55,178	103,423	87,873
Multi Family construction (units)	-	-	-	-
- value in thousands	-	-	-	-
Public Safety:				
Police				
Auto accidents	1,357	1,573	1,909	1,909
Physical arrests	631	652	589	593
911 calls received	6,643	7,618	6,397	6,809
Evidence processed (pieces)	2,384	989	674	1,165
Parking violations	379	144	181	385
Traffic violations	4,623	6,879	7,421	6,713
Fire				
Volunteer firefighters	-	-	-	-
Fire inspections completed	3,766	3,813	4,468	2,586
Emergency calls answered	4,127	4,202	6,001	6,828
Non-emergency calls answered	987	523	806	925
Water				
Residential accounts	19,670	13,242 *	13,561	14,339
Commercial accounts	1,234	1,211	1,220	1,235
Annual water usage (thousands of gallons)	2,406,183	2,521,397	2,572,852	2,743,657
Sewer				
Residential accounts	13,718	13,578	13,860	14,619
Commercial accounts	1,055	1,074	1,091	1,106

Sources: Various government departments.

* Decrease in accounts due to software conversion combining multi-metered services

Fiscal Year					
2018	2019	2020	2021	2022	2023
17.12	19.00	19.10	19.20	19.34	19.78
1,623	1,585	1,572	1,968	1,752	1,375
3,872	3,859	3,543	3,846	3,905	4,452
20	15	10	16	26	32
42,042	30,862	13,695	52,737	61,307	65,156
387	377	428	591	673	420
104,394	87,927	92,541	110,912	134,829	69,691
-	-	-	-	301	210
-	-	-	-	31,945	30,047
1,802	2,082	1,780	1,673	2,209	2,093
569	663	632	590	548	816
7,943	9,185	8,703	9,880	9,124	10,969
1,040	1,821	1,331	1,787	2,107	2,250
147	101	319	403	522	696
4,676	4,790	4,340	3,394	3,576	3,448
-	-	-	-		
2,203	2,493	2,445	3,112	2,154	3,338
5,689	5,367	6,199	6,549	6,977	7,633
989	1,493	814	1,593	1,847	1,222
14,805	15,311	15,882	16,283	16,919	17,474
1,498	1,283	1,283	1,344	1,353	1,379
2,687,665	2,816,071	3,090,626	3,568,993	3,789,411	4,210,416
15,198	15,669	16,330	17,670	19,160	19,721
1,107	1,126	1,135	1,342	1,425	1,455

City of Clermont, Florida
Capital Asset Statistics by Function
Last Ten Fiscal Years

Function	Fiscal Year				
	2014	2015	2016	2017	2018
General Government					
Public Safety:					
Police					
Police stations	1	1	1	1	1
Patrol units	57	79	95	98	104
Fire					
Fire department facilities	4	3	4	5	5
Staffed fire stations	3	3	4	4	4
Fire hydrants	2,146	2,200	2,646	2,646	2,646
Fire apparatus	8	12	6	7	9
Staffed fire apparatus	5	3	6	6	7
ALS non-transport units	4	3	1	6	6
Transportation					
Streets paved (miles)	191.52	202.38	210.00	210.60	210.60
Streetlights	3,127	3,158	3,160	1,309	1,309
Culture & Recreation					
Number of parks	23	23	23	24	24
Parks acreage	349.5	378.0	443.9	443.9	443.9
Scenic linear trail (miles)	5.7	5.7	7.5	7.5	8.0
Tennis courts	9	9	9	9	9
Pickleball courts	-	-	-	-	-
Piers	5	10	11	11	9
Boat ramp	1	1	1	1	1
Water					
Miles of water mains	222.75	230.28	229.44	297.00	297.81
Sewer					
Miles of sanitary sewers	161.25	167.60	168.57	220.00	224.00
Miles of storm sewers	133.70	48.22 *	47.63 *	47.56 *	48.36 *

Sources: Various government departments.

* Does not include private systems

Fiscal Year				
2019	2020	2021	2022	2023
1	1	1	1	1
106	107	106	116	116
5	5	5	5	5
4	4	4	4	4
2,456	2,456	2,456	2,475	2,503
9	9	9	9	9
7	7	7	7	7
7	7	9	9	9
210.60	210.60	210.60	202.00	202.00
1,309	1,309	1,309	1,309	1,309
24	24	24	24	24
443.9	443.9	443.9	443.9	443.9
8.0	8.0	8.0	8.0	8.0
9	9	9	9	9
-	-	-	6	6
9	9	9	9	9
1	1	1	1	1
331.86	334.98	354.16	334.98	366.71
236.34	238.58	254.61	238.58	250.85
50.38 *	50.38 *	51.46 *	50.38 *	53.57

**City of Clermont, Florida
Impact Fees Collected
Last Ten Fiscal Years**

Fiscal Year	Recreation Impact Fees	Police Impact Fees	Fire Impact Fees	Water Impact Fees	Sewer Impact Fees	Total Impact Fees
2014	\$ 859,387	\$ 278,653	\$ 262,582	\$ 839,836	\$ 1,576,921	\$ 3,817,379
2015	1,977,768	339,370	440,443	747,183	2,082,252	5,587,016
2016	1,092,976	266,100	343,111	1,156,797	2,160,897	5,019,881
2017	1,495,242	382,728	463,227	1,245,792	2,767,003	6,353,992
2018	1,047,736	300,132	389,730	1,063,577	2,588,642	5,389,817
2019	1,157,840	350,125	450,801	1,152,077	3,139,024	6,249,867
2020	1,529,037	436,670	564,447	1,620,076	4,954,474	9,104,704
2021	1,661,798	359,313	435,991	1,374,379	2,658,918	6,490,399
2022	2,068,218	515,142	685,604	2,178,315	4,112,658	9,559,937
2023	2,299,151	732,566	961,910	1,532,237	3,869,193	9,395,057

OTHER REPORTS



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and City Council
City of Clermont, Florida

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Clermont, Florida (the "City"), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated November 18, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

ML 23-01 Timely and Regular Reconciliation of Accounts

Balance sheet and other accounts should be reconciled timely, on a regular basis to detect incorrect or missing transactions. During our audit, we noted that several of the City's accounts, such as cash, and pension accounts are not reconciled on a regular basis during the year, or in a timely manner after year end, causing a delay in the year end annual audit. Due to staffing limitations, and delays in the prior yearend audit, account reconciliations were not performed timely during the fiscal year. As a result, misstatements, whether due to fraud or error, would not be detected in a timely manner. We recommend that the City implement procedures to ensure accounts can be reconciled on a regular, ongoing basis throughout the year. We noted improvement during the current fiscal year and noted that reconciliations were completed prior to the audit.

Management Response

As noted, the city has improved the timeliness of account reconciliations. Additional procedure improvements, staffing changes, and staffing stability have enabled continued improvement during the current fiscal year. The Finance Department is well-positioned to meet these procedures in a regular and timely manner going forward.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance, or other matters that are required to be reported under *Government Auditing Standards*, and which are described below.

ML 23-02- Timely Completion of Annual Audit

Florida Statutes require the annual audit to be submitted no later than nine month's after the City's fiscal year end. Due to staffing issues, and delays with prior years, the audit was not able to be completed in a timely manner. We recommend the City implement procedures to insure annual audits are completed in a timely manner.

Management Response

The FYE 2018 audit was the most recent audit completed prior to the state required deadline. Completion of this FYE 2023 audit marks the third audit completed during the past 18 months. The Finance Department is well-positioned to meet the deadline for FYE 2024.

City's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in this report. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Orlando, FL
November 18, 2024

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND STATE PROJECT
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE AND
CHAPTER 10.550, RULES OF THE AUDITOR GENERAL**

Honorable Mayor and City Council
City of Clermont, Florida, Florida

**Report on Compliance for Each Major Federal Program and State Project
Opinion on Each Major Federal Program and State Project**

We have audited the *City of Clermont, Florida's* (the City) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement*, and the requirements described in the Department of Financial Services *State Projects Compliance Supplement*, and Chapter 10.550, Rules of the Auditor General, that could have a direct and material effect on each of the City's major federal programs and state projects for the year ended September 30, 2023. The City's major federal programs and state projects are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each major federal program and state project for the year ended September 30, 2023.

Basis for Opinion on Each Major Federal Program and State Project

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and Chapter 10.550, Rules of the Auditor General. Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program and state project. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, rules and provisions of contracts or grant agreements applicable to the City's federal programs and state projects.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and Chapter 10.550, Rules of the Auditor General will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program and state project as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and Chapter 10.550, Rules of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or state project on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program or state project will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program or state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and Chapter 10.550, Rules of the Auditor General. Accordingly, this report is not suitable for any other purpose.

McDiarmid Davis

Orlando, Florida
November 18, 2024

City of Clermont, Florida
Schedule of Expenditures of Federal Awards
and State Financial Assistance
Year Ended September 30, 2023

Award Type	Assistance		
Grantor	Listing/	Agency or Pass-through	
Pass-Through Grantor	CSFA	Entity Grant Number	
Grantor program title	Number		Expenditures
Federal Awards			
U.S. Department of Justice			
Bulletproof Vest Partnership	16.607		\$ 1,888
Equitable Sharing Program	16.922		2,141
State of Florida, Department of Law Enforcement			
Edward Byrne Memorial Justice Assistance Grant Program	16.738	8C074	6,608
Edward Byrne Memorial Justice Assistance Grant Program	16.738	8C201	13,544
State of Florida, Office of the Attorney General			
Victims of Crime Act	16.575	VOCA-2021-CLERMONT	14,171
U.S. Department of Transportation			
State of Florida, Department of Transportation			
State and Community Highway Safety (Highway Safety Cluster)	20.600	G2G67	44,712
U.S. Department of Treasury			
Coronavirus State and Local Fiscal Recovery Funds *	21.027		2,875,340
Executive Office of the President - Office of National Drug Control Policy			
Seminole County Sheriff's Office			
High Intensity Drug Trafficking Areas Program	95.001	G23CF0008A	8,270
U.S. Department of Homeland Security			
State of Florida, Division of Emergency Management			
Disaster Grants - Public Assistance (Hurricane Ian)	97.036	Z3386	37,798
Assistance to Firefighters Grant	97.044	EMW-2021-FG-08137	4,657
Total federal awards			\$ 3,009,129
State Awards			
Florida Executive Office of the Governor			
Urban Search and Rescue Sustainment Program	31.078	T0242	12,000
Florida Department of Environmental Protection			
Statewide Water Quality Restoration Projects *	37.039	LPA0153	3,000,000
Florida Department of State and Secretary of State			
General Program Support - Cultural and Museum Grants	45.061	23.c.ps.180.286	150,000
Total state awards			\$ 3,162,000

* Denotes a major program or project

NOTE 1 BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards and state financial assistance (the Schedule) includes the federal and state grant award activity of the City of Clermont, Florida (the City) under programs and projects of the federal and state government for the year ended September 30, 2023. The information in this Schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and Section 215.97, Florida Statutes. Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position or cash flows of the City.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Therefore, amounts reported on the Schedule are based on expenditures incurred as of September 30, 2023, even if grant or loan was received subsequent to that date. Federal and state expenditures are recognized following the cost principles contained in the Uniform Guidance and Chapter 10.550, Rules of the Auditor General wherein certain types of expenditures are not allowed or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

NOTE 3 INDIRECT COST RATE

Indirect cost rate is dictated by its federal contract terms. The 10-percent de minimis indirect cost rate allowed under the Uniform Guidance is not in effect nor is available under its contracts.

Section I - Summary of Independent Auditor's Results:

Financial Statements

Type of auditors' report issued:	Unmodified	
Internal control over financial reporting:		
• Material weakness identified?	☐ Yes	☒ No
• Significant deficiency identified	☒ Yes	☐ None reported
Noncompliance material to financial Statements noted?	☒ Yes	☐ No

Federal Awards and State Projects

Type of auditors' report issued on compliance for major federal programs and state projects:	Unmodified	
Internal control over major federal programs and state projects:		
• Material weakness identified?	☐ Yes	☒ No
• Significant deficiency identified	☐ Yes	☒ None reported
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) of the Uniform Guidance and Chapter 10.550?	☐ Yes	☒ No

Identification of Major Federal Programs and State Projects

Assistance Listing No.	21.027	Coronavirus State and Local Fiscal Recovery Funds
CSFA No.	37.039	Statewide Water Quality Restoration Projects
Dollar threshold used to distinguish between type A and type B programs	Federal \$750,000	State \$750,000
Auditee qualified as a low-risk auditee?	☒ Yes	☐ No

Section II - Financial Statement Findings:

None

Section III - Federal Award and State Project Findings and Questioned Costs:

None

Section IV - Federal Award and State Project Summary Schedule of Prior Year Findings:

There were no audit findings for the year ended September 30, 2022.

MANAGEMENT LETTER

Honorable Mayor and City Council
City of Clermont, Florida

Report on the Financial Statements

We have audited the financial statements of the City of Clermont, Florida, as of and for the fiscal year ended September 30, 2023, and have issued our report thereon dated November 18, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance; Schedule of Findings and Questioned Costs; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated November 18, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, require that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding financial audit report, except as noted below:

Tabulation of Uncorrected Audit Findings		
Current Year Finding #	2021-22 FY Finding #	2020-21 FY Finding #
ML 23-01	ML 22-01	ML 21-01
ML 23-02	ML 22-02	ML 21-02
ML 23-03	ML 22-03	N/A

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been disclosed in the notes to the financial statements.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the *City of Clermont, Florida* has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify of the specific condition(s) met. In connection with our audit, we determined that the *City of Clermont, Florida* did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the City. It is management's responsibility to monitor the *City of Clermont, Florida's* financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we noted on finding of noncompliance.

ML23-03 Investment Policy

During the audit, we noted that the required continuing education courses were not taken and properly documented by the designated individual as required by the City's investment policy and Florida Statutes. The former finance director left in August 2023, and documentation of investment CPE was not maintained. We recommend that the City implement procedures to ensure the proper continuing education courses are taken and documented each year as required by Florida Statutes.

Purpose Of This Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the council, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

McDiarmid Davis

Orlando, Florida
November 18, 2024



1800 Pembroke Drive, Suite 170
Orlando, Florida 32810
407-843-5406
www.mcdermittdavis.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES**

The Honorable Mayor and City Council
City of Clermont, Florida

We have examined City of Clermont, Florida's (the City) compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2023. Management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in Government Auditing Standards issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the City's compliance with specified requirements.

In our opinion, City of Clermont, Florida complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2023, except for the noncompliance disclosed in management comment 23-03.

McDermitt Davis

Orlando, Florida
November 18, 2024

Annual Comprehensive Financial Report

Fiscal year ending September 30, 2023

City of Clermont, Florida





DOWNTOWN STREETSCAPE

The addition of brick pavers on select streets, upscaled landscaping and improved parking has enhanced the LOOK of Downtown Clermont.

The upgrades and extension of the entire underground utility network has improved the FUNCTIONALITY of this energetic and thriving community.

	<u>Page</u>
Financial Section	
Independent Auditor's Report	1
Management's Discussion and Analysis	3
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	6
Statement of Activities	7
Fund-Financial Statements:	
Balance Sheet - Governmental Funds	8
Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental Funds	9
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	10
Notes to the Financial Statements	11
Other Reports	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	18
Management Letter	20
Independent Auditor's Report on Compliance with the Requirements of Section 218.415, Florida Statutes	22
Independent Auditor's Report on Compliance with the Requirements of Section 163.387(6) and (7), Florida Statutes	23



FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Council
City of Clermont, Florida Community Redevelopment Agency

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, and each major fund, of the *City of Clermont, Florida Community Redevelopment Agency (the "CRA")*, a component unit of the City of Clermont, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the CRA's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund, of City of Clermont, Florida Community Redevelopment Agency, as of September 30, 2023, and the respective changes in financial position, and the respective budgetary comparison for the General Fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the CRA and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The CRA's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the CRA's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the CRA's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the CRA's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, on page 3 through 5 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2024, on our consideration of *City of Clermont Community Redevelopment Agency's* internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering *City of Clermont Community Redevelopment Agency's* internal control over financial reporting and compliance.

McDiarmid Davis

Orlando, FL
October 25, 2024

MANAGEMENT'S DISCUSSION AND ANALYSIS



As management of the City of Clermont, Florida Community Redevelopment Agency (the "CRA") we offer readers of the CRA's financial statements this narrative overview and analysis of the financial activities of the CRA for the fiscal year ended September 30, 2023.

Financial Highlights

- The assets of the CRA exceeded its liabilities at September 30, 2023 by \$614,611 (net position). All of this amount is restricted for community redevelopment.
- The CRA's total net position decreased by \$108,291 (or 21.4%).
- At September 30, 2023, the CRA's governmental funds reported ending fund balances of \$614,611. Of this amount \$608,560 is restricted for the purpose of community redevelopment.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the CRA's basic financial statements. The CRA's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of the CRA's financial position, in a manner similar to a private-sector business. They include a *Statement of Net Position* and a *Statement of Activities*.

The *Statement of Net Position* presents information on all of the CRA's assets and liabilities and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the CRA is improving or deteriorating.

The *Statement of Activities* presents information showing how the CRA's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements distinguish functions of the CRA that are principally supported by taxes and intergovernmental revenues (*governmental activities*).

The government-wide financial statements include only the CRA itself (known as the *primary government*).

Fund financial statements.

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The CRA, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The general fund of the CRA is categorized as a governmental fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the CRA's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The CRA adopts an annual appropriated budget for the general fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with the budget.

The basic governmental fund financial statements can be found on pages 8 - 10 of this report.

Notes to the Financial Statements.

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to financial statements can be found on pages 11 - 17 of this report.

Government-Wide Financial Analysis

Statement of Net Position

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the CRA, assets exceeded liabilities by \$614,611 at the close of the most recent fiscal year. All of the CRA's net position is subject to external restrictions as to how it may be used.

The following table reflects the condensed statement of net position for the current and prior year. For more detail see the Statement of Net Position on page 6.

As of September 30,

	Governmental Activities	
	2023	2022
Assets:		
Current and other assets	\$ 626,434	\$ 615,183
Total assets	626,434	615,183
Liabilities:		
Other liabilities	11,823	108,863
Total liabilities	11,823	108,863
Net Position:		
Restricted	614,611	506,320
Total net position	\$ 614,611	\$ 506,320

Statement of Activities

The following table reflects the condensed *Statement of Activities* for the current year and prior year. For more detailed information see the *Statement of Activities* on page 7. Note that the government's total net position increased by \$108,291 or 21.4% in fiscal year 2023. For the previous fiscal year, net position decreased by \$886.

For the Year Ended September 30,

	Governmental Activities	
	2022-23	2021-22
Revenues:		
Taxes	\$ 653,261	\$ 502,346
Investment income (loss) and miscellaneous	14,040	(5,873)
Total revenues	667,301	496,473
Expenses:		
Economic environment	559,010	497,359
Total expenses	559,010	497,359
Increase in Net Position	108,291	(886)
Net Position - Beginning	506,320	507,206
Net Position - Ending	\$ 614,611	\$ 506,320

Revenues increased by \$170,828 from the previous year and total expenses increased \$61,651. The increased revenues were primarily due to increased property values, while the additional expenses were primarily caused by an increase in professional services related to potential future projects.

Financial Analysis of the CRA's Funds

As noted earlier, the CRA uses fund accounting to ensure and demonstrate compliance with finance-related requirements.

Governmental Funds.

The focus of the CRA's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the CRA's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of September 30, 2023, the CRA's governmental fund reported an ending fund balance of \$614,611 an increase of \$108,291 in comparison with the prior year.

General Fund Budgetary Highlights

During the year revenues were more than budgetary estimates by \$12,041 primarily due to investment gains. Expenditures were less than budgetary estimates by \$603,434 due to delays in capital projects.

The original general fund appropriations increased \$535,521 mostly due to anticipated capital land purchase and professional services.

The comparison of budgeted results to actual results for the general fund is shown on page 10.

Requests for Information

This financial report is designed to provide a general overview of the CRA of Clermont's finances for all those with an interest in the government's finances. Questions concerning any of the information should be addressed to the office of the Finance Director, City of Clermont, P.O. Box 120219, Clermont, Florida 34712.



BASIC FINANCIAL STATEMENTS



Statement of Net Position

September 30, 2023

	<u>Governmental Activities</u>
Assets:	
Cash and cash equivalents	\$ 297,095
Investments	322,305
Receivables, net	983
Prepaid costs	<u>6,051</u>
Total assets	<u>626,434</u>
Liabilities:	
Accounts payable and accrued expenses	<u>11,823</u>
Total liabilities	<u>11,823</u>
Net Position:	
Restricted for community redevelopment	<u>614,611</u>
Total net position	<u><u>\$ 614,611</u></u>

Statement of Activities

Year Ended September 30, 2023

		Program Revenue		Net (Expense) Revenue and Changes in Net Position
		Operating Grants and Contributions	Capital Grants and Contributions	
Functions/Programs:	Expenses			Governmental Activities
Governmental Activities:				
Economic environment	\$ 559,010	\$ -	\$ -	\$ (559,010)
Total governmental activities	559,010	-	-	(559,010)
Total primary government	\$ 559,010	\$ -	\$ -	\$ (559,010)
General Revenues:				
				653,261
Taxes				14,040
Miscellaneous and investment income				
Total general revenues				667,301
Change in net position				108,291
Net Position - beginning				506,320
Net Position - ending				\$ 614,611

Balance Sheet

Governmental Funds

September 30, 2023

	General
Assets:	
Cash and cash equivalents	\$ 297,095
Investments	322,305
Receivables, net	983
Prepaid costs	6,051
Total assets	\$ 626,434
Liabilities:	
Accounts payable	\$ 11,823
Total liabilities	11,823
Fund Balances:	
Nonspendable	6,051
Restricted	608,560
Total fund balances	614,611
Total liabilities, and fund balances	\$ 626,434

City of Clermont, Florida Community Redevelopment Agency
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
Year Ended September 30, 2023

	<u>General</u>
Revenues:	
Taxes	\$ 653,261
Investment earnings	<u>14,040</u>
Total revenues	<u>667,301</u>
Expenditures:	
Current:	
Economic environment	<u>559,010</u>
Total expenditures	<u>559,010</u>
Net Change in Fund Balances	108,291
Fund Balances - beginning	<u>506,320</u>
Fund Balances - ending	<u><u>\$ 614,611</u></u>

City of Clermont, Florida Community Redevelopment Agency
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
General
Year ended September 30, 2023

	Budgeted Amounts		Actual Amounts, Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Taxes	\$ 624,923	\$ 653,260	\$ 653,261	\$ 1
Investment earnings	2,000	2,000	14,040	12,040
Total revenues	<u>626,923</u>	<u>655,260</u>	<u>667,301</u>	<u>12,041</u>
Expenditures:				
Current:				
Economic environment	<u>626,923</u>	<u>1,162,444</u>	<u>559,010</u>	<u>603,434</u>
Total expenditures	<u>626,923</u>	<u>1,162,444</u>	<u>559,010</u>	<u>603,434</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>(507,184)</u>	<u>108,291</u>	<u>615,475</u>
 Fund Balance - beginning	<u>506,320</u>	<u>506,320</u>	<u>506,320</u>	<u>-</u>
Fund Balance - ending	<u><u>\$ 506,320</u></u>	<u><u>\$ (864)</u></u>	<u><u>\$ 614,611</u></u>	<u><u>\$ 615,475</u></u>



NOTES TO FINANCIAL STATEMENTS



NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The *City of Clermont*, Florida (the "City") created the Community Redevelopment Agency (CRA) in May of 1997. This is a dependent taxing district established in accordance with Chapter 163, Part III, Florida Statutes. Notification to affected taxing agency was done in compliance with Chapter 163.346, Part III, Florida Statutes. The incremental annual increase in tax over the base years will be used to fund projects designed to enhance and improve the described area. The purpose of the CRA is to carry out the community redevelopment programs and plans within the area. In 2015, the City expanded the CRA and passed Ordinance No. 2015-77 and modification of the Community Redevelopment Plan was approved. The CRA is governed by a board of seven- the five members of the Clermont City Council and two individuals appointed by the City Council.

The CRA's financial statements are prepared in accordance with Generally Accepted Accounting Principles (GAAP). The governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the CRA are discussed below. The financial statements have also been prepared in accordance with GASB Statement 34, *Basic Financial Statements and Management Discussion and Analysis for State and Local Governments*.

In evaluating how to define the government, for financial reporting purposes, the CRA has considered all potential component units. The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body, and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government (a) is entitled to the organizations' resources; (b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or (c) is obligated in some manner for the debt of the organization. In applying the above criteria, the CRA is a component unit of the City.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the CRA. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the CRA.

The government reports the following funds:

The *General Fund* is the government's primary operating fund and was established as a dependent taxing district. The incremental annual increase in tax over the base years will be used to fund projects designed to enhance and improve the described area.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, Liabilities, Deferred Outflows/Inflows and Net Position/Fund Balance:

Deposits and Investments

The government's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

Investments of the CRA are reported at fair value and are categorized within the fair value hierarchy established in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. The CRA's investments consist of investments authorized per their investment policy adopted in accordance with Section 218.415, Florida Statutes.

Receivables and Payables

All receivables are shown net of an allowance for uncollectibles.

The CRA's primary source of revenue is tax-increment funds. This revenue is computed by applying the respective operating tax rates for the City, County and Lake County Water Authority, multiplied by increased value of property located within the boundaries of the redevelopment areas of the CRA in excess of the base property value, minus 5%. The City, County and Lake County Water Authority are required to fund this amount annually without regard to tax collections or other obligations.

Inventories and Prepaid Items

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These are recorded as expenditures when consumed rather than when purchased.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets

Capital assets, which include property, plant, equipment, intangible and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the CRA as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. Any assets purchased with CRA funds are conveyed to the City for ownership and maintenance. As a result, the CRA does not own any capital assets at September 30, 2023.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The CRA does not have any item that qualifies for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The CRA does not have any item that qualifies for reporting in this category.

Net Position Flow Assumptions

Sometimes the CRA will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the CRA's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

Sometimes the CRA will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The CRA itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the CRA's highest level of decision-making authority. The Council is the highest level of decision-making authority for the CRA that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Amounts in the assigned fund balance classification are intended to be used by the CRA for specific purposes but do not meet criteria to be classified as committed. The Council has maintained authority to assign fund balance.

The Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities and disclosures of contingent assets and liabilities as of the financial statement date and the reported amounts of revenues and expenses or expenditures during the reporting period. Actual results could differ from those estimates.

New GASB Statements Implemented

In fiscal year 2023, the CRA has not implemented any new accounting standards with a material effect on the CRA's financial statements.

NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

The CRA follows these procedures in establishing the budgetary data reflected in the financial statements:

- Prior to the end of the fiscal year, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- Budget workshops are scheduled as needed.
- The general summary of the budget and notice of public hearing is published in the local newspaper.
- Public hearings are conducted to obtain taxpayer comments.
- Prior to October 1, the budgets are legally enacted through passage of a resolution.
- A separate CRA board meeting is also held to approve the budget.
- The City Manager is authorized to transfer budgeted amounts within departments; however, any revisions that alter the total appropriations of any department must be approved by the City Council.
- The level of classification detail at which expenditures may not legally exceed appropriations is the department level.
- Appropriations lapse at the close of the fiscal year to the extent they have not been expended. Encumbrance accounting is employed in governmental funds. Encumbrances (e.g., purchase orders and contracts) outstanding at year end are reported as assigned fund balances and do not constitute expenditures or liabilities because the commitments will be re-appropriated and honored during the subsequent year.
- Budgets are adopted for the general fund on a basis consistent with generally accepted accounting principles, except as described below under Budget Basis of Accounting. Budgets are also adopted for the enterprise funds; however, budgetary comparisons are not presented since they are not required under generally accepted accounting principles.
- The City Council, by Ordinance or Resolution, may make supplemental appropriations in excess of those originally estimated for the year up to the amount of available revenues. Budgeted amounts presented in the accompanying financial statements have been adjusted for legally authorized revisions.

Budgetary Basis of Accounting

The CRA includes a portion of the prior year's fund balances represented by unappropriated liquid assets remaining in the fund as budgeted revenue in the succeeding year. The results of operations on a GAAP basis do not recognize the fund balance allocation as revenue as it represents prior periods' excess of revenues over expenditures. The CRA does not budget for capital outlay expenditures and other financing sources related to the acquisition of assets through notes payable.

NOTE 3 CASH AND INVESTMENTS

Deposits

All bank deposits were fully covered by federal depository insurance or by collateral held in banks that are members of the State of Florida's Collateral Pool as specified under Florida law. Florida Statutes provide for collateral pooling by banks and savings and loans. This limits local government deposits to "authorized depositories".

Investments

Investments in all fund types are stated at fair value, which is the amount for which an investment could be exchanged in a current transaction between willing parties, other than in a forced liquidation sale. Fair value is based on quoted market prices. Changes in the fair value of investments are recognized as revenue and included in investment income.

The CRA's investment policies are governed by state statute and city ordinance. Authorized investments are:

- The Local Government Surplus Funds Trust (SBA).
- SEC registered money market funds.
- Interest-bearing time deposits or savings accounts in qualified public depositories.
- Direct obligations of the U.S. Treasury.
- Federal agencies and instrumentalities.
- Securities of, or other interests in, any open-end or closed-end management-type investment company or investment trust registered under the Investment Company Act of 1940.
- Repurchase Agreements.
- Other investments authorized by ordinance.

Investments made by the *CRA of Clermont* at September 30, 2023 are summarized below.

Investment Type	Value	Credit Rating	Weighted Average Maturity
Federal Agency Mortgage-Backed Securities	\$ 2,057	AA+	7.75 years
Federal Agency Commercial Mortgage-Backed Securities	3,309	AA+	1.73 years
Federal Agency Collateralized Mortgage Obligation	1,570	AA+	1.78 years
US Treasury Notes	62,595	AA+	2.06 years
Supra-National Agency Bond/Note	3,226	AAA	0.98 years
Corporate Note	33,511	BBB+/AAA	1.87 years
Asset Backed Security	27,407	AAA/NR	3.57 years
Municipal Bonds	1,125	AA+/AA	1.04 years
FL Palm	187,505	AAAm	76 days
	<u>\$ 322,305</u>		

Credit Risk

The CRA's investment policy limits credit risk by restricting authorized investments to those described above.

Custodial Credit Risk:

In the case of deposits, this is the risk that in the event of a bank failure, the CRA's deposits may not be returned to it. The CRA's investment policy requires that bank deposits be secured as provided by Chapter 280, Florida Statutes. This law requires local governments to deposit funds only in financial institutions designated as qualified public depositories by the Chief Financial Officer of the State of Florida, and creates the Public Deposits Trust Fund, a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a default or insolvency has occurred. At September 30, 2023, all of the CRA's bank deposits were in qualified public depositories.

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At September 30, 2023, none of the investments listed are exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

Concentration of Credit Risk:

The CRA's investment policy requires diversification but does not specify limits on types of investments.

Interest Rate Risk:

The CRA's investment policy does not specifically address interest rate risk, however the general investment policy is to apply the prudent-person rule: Investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and in general, avoid speculative investments. The CRA manages its exposure to declines in fair values by investing primarily in pooled investments that have a weighted average maturity of less than three months.

Fair Value

The CRA categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The CRA uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable, and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the CRA's own data in measuring unobservable inputs.

The CRA has the following recurring fair value measurements as of September 30, 2023:

Investments Valued by Fair Value Level		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
Federal Agency Mortgage-Backed Securities	\$ 2,057	\$ -	\$ 2,057
Federal Agency Commercial Mortgage-Backed Securities	3,309	-	3,309
Federal Agency Collateralized Mortgage Obligation	1,570	-	1,570
US Treasury Notes	62,595	62,595	-
Supra-National Agency Bond/Note	3,226	-	3,226
Corporate Note	33,511	-	33,511
Asset Backed Security	27,407	-	27,407
Municipal Bonds	1,125	-	1,125
	<u>\$ 134,800</u>	<u>\$ 62,595</u>	<u>\$ 72,205</u>

NOTE 4 RELATED PARTY TRANSACTIONS

The CRA is a component unit of the City of Clermont, Florida. For the year ended September 30, 2023, the CRA's tax increment revenues include \$304,361 received from the City. In addition, the CRA reimbursed the City for services performed on behalf of the CRA such as payroll and payroll benefits, paid during the year.

NOTE 5 RISK MANAGEMENT

The CRA is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the CRA carries commercial insurance. The CRA has obtained excess insurance coverage with varying retentions and limits to further limit exposure to large losses. There have been no significant reductions in insurance coverage from the prior year and settlements have not exceeded insurance coverage during the past three years.

NOTE 6 COMMITMENTS AND CONTINGENCIES

Litigation

The CRA is engaged in various liability claims incidental to the conduct of its general government operations at September 30, 2023. While the ultimate outcome of the litigation cannot be determined at this time, management believes that any amounts not covered by insurance, if any, resulting from these lawsuits would not materially affect the financial position of the CRA.

NOTE 7 SOURCE OF DEPOSITS AND PURPOSE OF WITHDRAWALS

Pursuant to Florida Statute 163.387, listed below is a summary of the sources and amounts of deposits to, and the purpose and amounts of withdrawals from the CRA Funds for the fiscal year ended September 30, 2023:

Source of Deposit:

Tax increment	\$	653,261
Investment income (loss)		14,040
Total sources	\$	667,301

Purpose of Withdrawal:

CRA grants and contributions	\$	158,988
Salaries and benefits		93,730
Capital outlay		81,587
Rentals		54,917
Miscellaneous		32,739
Professional services		87,320
Sponsored events		25,985
Utilities		17,094
Insurance		5,687
Repairs and maintenance		963
Total withdrawals	\$	559,010



OTHER REPORTS



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and Council
City of Clermont, Florida Community Redevelopment Agency

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, and each major fund of the City of Clermont, Florida Community Redevelopment Agency (the "CRA"), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the CRA's basic financial statements and have issued our report thereon dated October 25, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the CRA's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of CRA's internal control. Accordingly, we do not express an opinion on the effectiveness of the CRA's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the CRA's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The result of our tests disclosed instances of noncompliance, or other matters that are required to be reported under *Government Auditing Standards*, and which are described below.

ML23-01 Timely Completion of Annual Audit

Florida Statutes require the annual audit to be submitted no later than nine months after the CRA's fiscal year end. Due to staffing issues and delays with prior year audits, the audit was not able to be completed in a timely manner. We recommend the CRA implement procedures to ensure annual audits are completed in a timely manner.

Management Response

The fiscal year ended 2018 audit was the most recent audit completed prior to the state required deadline. Completion of this fiscal year end 2023 audit marks the third audit completed during the past 18 months. The Finance Department is well-positioned to meet the deadline for fiscal year end 2024.

CRA's Response to Findings

The CRA's response to the findings identified in our annual audit are included in this report. The CRA's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "McDiarmid Davis". The script is cursive and fluid.

Orlando, FL
October 25, 2024

MANAGEMENT LETTER

Honorable Mayor and Council
City of Clermont, Florida Community Redevelopment Agency

Report on the Financial Statements

We have audited the financial statements of the City of Clermont, Florida Community Redevelopment Agency (the "CRA"), as of and for the fiscal year ended September 30, 2023, and have issued our report thereon dated October 25, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *ACIPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated October 25, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, require that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have not been taken as noted below:

Tabulation of Uncorrected Audit Findings		
Current Year Finding #	2021-22 FY Finding #	2020-21 FY Finding #
ML 23-01	ML 22-01	ML 21-01
ML 23-02	ML 22-02	N/A

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been disclosed in the notes to the financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us apply appropriate procedures and report the results of our determination as to whether or not the CRA has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the CRA did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the CRA. It is management's responsibility to monitor the CRA's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information (Unaudited)

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the CRA reported:

- a. The total number of District employees compensated in the last pay period of the District's fiscal year as zero.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year as 2.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as zero.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$202,649.
- e. Each construction project with a total cost of at least \$65,000 approved by the district that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project as none.
- f. A budget variance based on budget adopted under Section 189.016(4), Florida Statutes, this information is included in the general fund budget statement.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

ML23-01 Investment Policy

During our audit, we noted that the required continuing education courses were not taken and properly documented by the designated individual as required by the City's investment policy and Florida Statutes. The former finance director left in August 2023, and documentation of investment CPE was not maintained. We recommend that the CRA implement procedures to ensure the proper continuing education courses are taken and documented each year as required by Florida Statutes.

Purpose of This Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the council, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

McDiarmid Davis

Orlando, Florida
October 25, 2024

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES**

The Honorable Mayor and Council
City of Clermont, Florida Community Redevelopment Agency

We have examined City of Clermont, Florida Community Redevelopment Agency's (the CRA) compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2023. Management is responsible for the CRA's compliance with those requirements. Our responsibility is to express an opinion on the CRA's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in Government Auditing Standards issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the CRA's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the CRA's compliance with specified requirements.

In our opinion, the CRA complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2023, except for the noncompliance disclosed in management comment 23-02.

McDermitt Davis

Orlando, Florida
October 25, 2024

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
THE REQUIREMENTS OF SECTION 163.387 (6) AND (7), FLORIDA STATUTES**

The Honorable Mayor and Council
City of Clermont, Florida Community Redevelopment Agency

We have examined City of Clermont, Florida Community Redevelopment Agency's (the CRA) compliance with the requirements of Section 163.387 (6) and (7), Florida Statutes, during the year ended September 30, 2023. Management is responsible for the CRA's compliance with those requirements. Our responsibility is to express an opinion on the CRA's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in Government Auditing Standards issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the CRA's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the CRA's compliance with specified requirements.

In our opinion, the CRA complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2023.

McDermitt Davis

Orlando, Florida
October 25, 2024

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

CALL TO ORDER

The City Council met in a regular meeting on Tuesday, November 12, 2024 at 6:30pm in the Clermont City Council Chambers. Mayor Murry called the meeting to order at 6:38pm with the following Council Members present: Council Members Gonzalez, Howard, Myers and Pines.

Other City officials present were City Manager Bulthuis, City Attorney Mantzaris, and City Clerk Howe.

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Kendal Anderson from The Crossing Church gave the invocation, followed by the Pledge of Allegiance.

PROCLAMATIONS

Mayor Murry presented a proclamation for Veterans Day. Representatives from VFW Post 5277, American Legion Post 55, South Florida Base Submarine Veterans, and the Marine Corps were present.

Mayor Murry noted the agenda is changing to move Item No. 18 and Item No. 19, First Baptist Church to be first on the agenda.

The next two items were heard together and voted on separately.

Item No. 19 – Ordinance No. 2024-018, *First Baptist Church SSCPA Final*

AN ORDINANCE OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR THE ADOPTION OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

Item No. 20 – Ordinance No. 2024-019, *First Baptist Church Rezoning Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the titles aloud.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Development Services Planner Kruse presented the items. The applicant/owner, First Baptist Church of Clermont, Inc., would like to develop an assisted living facility within their campus. The subject parcel is located on the southeast corner of Hartwood Marsh Road and Hancock Road.

On February 27, 2018, the City Council approved a Conditional Use Permit, which allowed for the construction of the church sanctuary, multipurpose buildings, outdoor recreation fields and a parking garage for the church facility. As part of the request, an assisted living facility was shown on the site plan. The approved Conditional Use Permit did not allow for an assisted living facility. The addition of this use would require a separate public hearing process. The church is now moving forward with this request. Approximately eight acres have been designated as a site for the assisted living facility.

In order to comply with the Comprehensive Plan, the land use must align with the request. The existing Low Density Residential land use does not permit assisted living facilities, and the applicant is requesting to change the land use designation from low density to high density residential. Policy 1.6.3 under the High Density Residential Land Use category permits assisted living facilities as a Planned Unit Development with a maximum intensity of a 3.0 floor area ratio.

With the companion Planned Unit Development Ordinance 2024-019, the applicant would be able to develop this project in conformance with the City's Comprehensive Plan. The City has the ability to serve the project with applicable City services. The traffic impacts from this project were considered de minimis. The project is not in conflict with any provision of the City's Comprehensive Plan. Staff recommends approval of Ordinance 2024-018. The Planning and Zoning Commission recommended denial, 4-1.

The applicant is also requesting to rezone the 8.44+/- acre parcel from R-1 Single Family Medium Density to Planned Unit Development (to allow for the development of an Assisted Living Facility. The current use of the property is a Master Planned Church Facility and Campus.

This item was tabled at the May 28 and June 11, 2024, City Council meetings and introduced at the July 23, 2024, City Council meeting. The applicant has since revised the proposed master site plan. The new layout has reduced the Independent Living/Assisted Living building from three-stories to two-stories in height. In addition, the Memory Care building has been re-positioned close to Hancock Road and the Independent Living/Assisted Living building has been moved to the east side of the project. The project boundary has not changed from the original submittal and is still contained within the 8.44+/- acre parcel. Updated elevations were provided showing the project. Other minor changes were identified, such as the addition of an emergency access point and additional parking spaces. If approved, this Planned Unit Development shall only allow for the Independent Living/Assisted Living use within the 8.44 acres. Any other uses will require an amendment. Staff is able to support the project with the proposed changes and recommends approval of Ordinance 2024-019. The Planning and Zoning Commission recommended denial, 4-1 on the original three-story proposal and layout.

Attorney Robin Drage was present on behalf of the applicant. They are in agreement with staff's recommendation of approval. The project was downsized, including the three story building at 55 feet down to a two story at 38 feet. Ms. Drage presented a PowerPoint that reviewed the conditions of the Planned Unit Development, request for rezoning and the overall look and use of the project.

Mr. Lawson, Lawson Group Architects, Inc. and N21 Group, is the architect and developer of the project. The project is separate from the church and not involved in any way. As faith based developers of senior housing communities, they seek to find nearby churches to form relationships.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Consideration was given on comments from staff and residents and the project was updated with increased distances from setbacks, and reducing the size and scale of the project. The facility will accommodate 132 Independent Living Units and 36 Memory Care Units.

Dave Wright, Traffic Engineer, spoke on traffic generated and stated that most of the traffic will be from staff. According to the ITE trip generation manual, the estimation is 453 cars per day to and from the site. The estimate is 30 cars during the morning peak hour and 40 cars during the afternoon peak hour.

Ms. Drage stated that the project engineer is available should there be any further questions.

Mayor Murry opened the public hearing.

Sue Cordova, 2768 Kingston Ridge Drive – spoke in opposition.

Donna Daniels, 2807 Mayport Street – spoke in support.

Charlene Forth, 939 W. Desoto Street – spoke in opposition.

Darlene Niemiec, Regency Hills – spoke in opposition.

Victoria George, Regency Hills – spoke in opposition.

Joe Gick, 2724 Kingston Ridge Drive – spoke in opposition.

Kim Day, 2646 Hartwood Pines Way – spoke in opposition.

Cindy Emely, 2633 Hartwood Pines Way – spoke in opposition.

John Warford, 2646 Hartwood Pines Way – spoke in opposition.

Vincent Niemiec, Regency Hills – spoke in opposition.

Samii Yakovetic, 4480 Powderhorn Place Drive – spoke in opposition.

Jalayna Kraemer, 2771 Valiant Drive – spoke in opposition.

Dustin Williams, 4278 Caplock Street – spoke in opposition.

Bryan Bain, 245 Nautica Mile Drive – spoke in opposition.

Dani Page, Tuscan Ridge – spoke in opposition.

Pete Zahorodni, 4482 Renly Lane – spoke in opposition.

Sherry Ivory, 4620 Barbados Loop – spoke in support.

Erin Williams, 4278 Caplock Street – spoke in opposition.

John Slezak, 4376 Renly Lane – spoke in opposition.

John Langford, 2660 Valiant Drive – spoke in opposition.

Mayor Murry closed the public hearing.

Ms. Drage stated that traffic would be minimal. The project would increase tax revenue and create 77 jobs in the community.

Mr. Lawson said that there is a need for this project; the data shows there is a growing unmet demand in this community.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Council Member Myers stated that she received many emails on this project. The concern is traffic, noise, and property value. For those reasons, she was opposed to the request.

Council Member Howard asked to review the numbers of units and estimated staff provided.

Mr. Lawson stated that there would be 168 beds total; 132 will be in the Independent Living units with 36 in the Memory Care units and there would be 77 staff members.

Discussion ensued on the parking ratio for the Independent Living units as well as staffing in the Memory Care units.

Council Member Howard said he is not in support of the project and it does not belong in the location.

Council Member Gonzalez moved to approve Item 19, Ordinance No. Ordinance No. 2024-018, First Baptist Church SSCPA; seconded by Council Member Pines.

Mayor Murry stated that he liked the project with the updates from the comments from staff and the community. He inquired about the jobs at the facility and if Clermont residents would be considered.

Ms. Drage stated that they would make sure consideration goes to local residents for the positions.

The motion passed by roll call vote 3-2 with Council Member Howard and Council Member Myers opposing.

Council Member Gonzalez moved approve Item 20, Ordinance No. Ordinance No. 2024-019, First Baptist Church Rezoning; seconded by Council Member Pines.

City Attorney Mantzaris inquired if Council wanted to make the stipulation on the height from 55 feet to 38 feet. He clarified that the Ordinance as written states it will not exceed 53 independent living units.

Ms. Drage stated that the 38 foot height is applicable.

Council Member Gonzalez moved approve Item 20, Ordinance No. Ordinance No. 2024-019, First Baptist Church Rezoning with the height change from 55 ft. to 38 ft.; seconded by Council Member Pines.

Council Member Myers commented that this would change the community's day-to-day living.

Council Member Pines asked City Attorney Mantzaris to explain the traffic study presented.

City Attorney Mantzaris stated that with a rezoning application it must be consistent with the Comprehensive Plan. Once determined, the next step is to see if there is an overriding issue to deny. One of the common issues is traffic, which needs to have substantial competent evidence by a competent expert. The transportation expert spoke to state that traffic would be de minimus from this project to show no substantial competent evidence to deny for that reason.

The motion passed by roll call vote 3-2 with Council Member Howard and Council Member Myers opposing.

Mayor Murry recessed the Council Meeting at 8:24 pm. The Council Meeting reconvened at 8:34 pm.

AGENDA CHANGES

City Manager Bulthuis informed the Council of the following agenda changes:

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 28 – Ordinance No. 2024-038, *Family Christian Center of Clermont Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT, REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW, PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the title aloud.

City Manager Bulthuis informed the Council this is a request to table the item to December 10, 2024.

Council Member Howard moved to table Item No. 28, Ordinance No. 2024-038 Family Christian Center of Clermont to December 10, 2024; seconded by Council Member Gonzalez. Passed unanimously 5-0 with all members present voicing aye.

City Manager Bulthuis informed the Council that the following items have been withdrawn from the agenda.

Item No. 4 – Term Contract Award, *Financial Auditing Services*

Item No. 6 – Piggyback Purchase Approval, *Fire Command, Training, and Rehabilitation Trailer*

PUBLIC COMMENTS

Nicole Marie, 879 High Point Circle – representing the eco-roots sanctuary focused on conservation and education. Spoke on the growing issue of confetti used at the pavilions by the Lake.

Vincent Niemiec, Regency Hills – expressed concern with the meeting not being at a bigger venue.

Samii Yakovetic, 4480 Powderhorn Place – spoke about the want for chickens within the city and using reuse water.

Tammy Heslin, 458 West Lakeshore Drive – spoke on the decisions made by the City Council.

Anthony Grove, 1105 Sadie Ridge Road – spoke on the election and campaign contributions.

Tim Heslin, 458 West Lakeshore Drive – spoke on Council members behavior.

Dani Page, Tuscany Ridge – spoke regarding the election and current Council members.

Charlene Forth, 939 W. Desoto Street – spoke on Mayor Murry's campaign.

REPORTS

CITY MANAGER REPORT

City Manager Bulthuis –

- November 16 is the Hometown Holiday Festival.
- November 17 is the Horrible Hundred race.
- Light up Clermont is December 6.
- Holiday Parade will be on December 7.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

CITY ATTORNEY REPORT

City Attorney Mantzaris – No report.

CITY COUNCIL REPORT

Council Member Howard – No report.

Council Member Myers –

- Thanked all Veterans, attended Veterans parade.

Council Member Pines – No report.

Council Member Gonzalez – No report.

Mayor Murry –

- Attended the Veterans parade yesterday at Waterfront Park.
- Thanked the first responders for assisting at Emerald Lakes.

CONSENT AGENDA

Mayor Murry advised the next item on the agenda for consideration was the Consent Agenda and requested anyone wishing to have any item pulled for discussion to please come forward at this time.

Item No. 1 – Council Meeting Minutes

Consider approval of the Oct. 15, 2024 Workshop; Oct. 22, 2024 Meeting; and Oct. 29, 2024 Workshop minutes.

Item No. 2 – Resolution No. 2024-039R
Budget Amendment

Consider resolution approval to amend the Fiscal Year 2023-2024 budget.

Item No. 3 – Second Amendment Contract Renewal
Disposal of Class I Waste

Consider the Second Amendment to Disposal approval by Groveland Transfer & Recycling, Inc. for the removal and disposal of solid waste.

Item No. 4 – Term Contract Award
Financial Auditing Services

Consider award of RFP 25-001 and enter into a term contract with Carr, Riggs & Ingram, LLC.

Item No. 5 – Grant Acceptance
Fire Dept.

Consider acceptance of the 2024 Firehouse Subs Public Safety Foundation grant for the purchase of 2 Hurst Strong Arm Structural Extrication Tools for \$16,930.

Item No. 6 – Piggyback Purchase Approval
Fire Command, Training, and Rehabilitation Trailer

Consider purchase approval from Florida Sheriff's Assn. contract FSA23-EQU21.0 with Texas Trailers to purchase a Heavy Duty Cargo Trailer in the budgeted amount of \$54,344.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 7 – Piggyback Purchase Approval
Fire Vehicles

Consider purchase approval from Bradford County Sheriff's contract BCSO 22-27-1.0 with Dana Safety Supply, Inc. and Duval Ford to purchase 1 - 2025 Ford Interceptor, 2 - 2024 Ford F150s, and 1 - 2024 Ford Expedition and equipment for all vehicles for the total budgeted amount of \$281,095.06.

Item No. 8 – Sole Source Approval
Emergency Extrication

Consider single/sole source designation approval from North America Fire Equipment Co, Inc. to acquire Holmatro hydraulic extrication equipment and Pentheon tools for the budgeted amount of \$80,142.

Item No. 9 – Sole Source Approval
Self-Contained Breathing Apparatus

Consider single/sole source designation approval from Ten-8 Fire & Safety, LLC to acquire MSA SCBA and accessories.

Item No. 10 – Single/Sole Source Agreement
Crime Mitigation Network

Consider approval of single/sole source service agreement with Axon for the Police Department.

Item No. 11 – Piggyback Term Contract
Emergency Responder Vehicle Equipment and Installation Services

Consider approval to piggyback The Interlocal Purchasing System (TIPS) term contract number 240102 with Prologic ITS, LLC.

Item No. 12 – Piggyback Purchase
Police Vehicles

Consider approval to purchase from the Florida Sheriffs Association contract number FSA24-VEL32.0 with Garber Ford and Seminole Toyota to purchase 1 Chevy Traverse, 1 Ford Explorer, 9 Ford Explorers, and 1 Toyota Sienna Van in the total budgeted amount of \$572,213.05.

Item No. 13 – Piggyback Purchase
Police Vehicles

Consider purchase approval from the State of Florida contract number 25100000-23-STC with Step One Automotive DBA Ford Crestview/ CDJR Fort Walton Beach to purchase 3 Ford Explorers in the total budgeted amount of \$104,985.01.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 14 – Piggyback Purchase Approval
Public Services Vacuum Excavation Truck

Consider approval to purchase from the Florida Sheriffs Association contract number FSA23-VEH21.0 with Pat's Pump & Blower to purchase a vacuum excavation truck for the budgeted amount of \$602,493.61.

Item No. 15 – Piggyback Purchase Approval
Public Services

Consider approval to purchase from the Florida Sheriffs Association contract number FSA23-VEH21.1 with Container Systems and Equipment Company, Inc. to purchase a rear loader refuse truck for the budgeted amount of \$327,126.

Item No. 16 – Piggyback Purchase and Budget Amendment
Public Services

Consider approval to purchase from the Florida Sheriffs Association contract number FSA23-EQU21.0 with National Equipment Dealers, LLC to purchase one (1) Front End Loader, Cummins B6.7, in the amount of \$181,945.01 and budget amendment for the same amount.

Item No. 17 – Road Closure Request

Consider the road closure request to Honor the Fallen 5k Clermont Police Department on February 22, 2025.

Item No. 18 – Pig on the Pond Event Request and Boat Ramp Closure

Consider the event request on March 28 – March 30, 2025 to be held at Waterfront Park with open container in the approved area, fee waiver, signage on city property, fireworks, staff assistance and trail and boat ramp closure.

Council Member Howard pulled Consent Items 2 and 16.

Council Member Gonzalez moved to approve the Consent Agenda items 1, 3, 5, 7-13, 14, 15, 17 and 18; seconded by Council Member Pines. Passed unanimously 5-0 with all members present voicing aye.

Item No. 2 – Resolution No. 2024-039R, Budget Amendment

Council Member Howard stated that the budget amendment is \$25 million. This item should have been discussed with Council prior to being placed on the consent agenda.

City Manager Bulthuis said that by law, staff has 60 days to make budget amendments to reconcile for the Fiscal Year.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Finance Director Borrer agreed that the number is high. He explained that the number is artificially inflated to bond issuance in May. \$14 million of the amendment is a transfer of the bond fund reimbursing the sewer impact fee fund and \$11 million was originally budgeted for the project in that fund.

Council Member Howard stated that there are other items in the amendment such as the front-end loader, which is Consent Item No. 16.

Mayor Murry opened the public comments.

Charlene Forth, 939 W. Desoto Street - too much money to put on the consent agenda.

Dani Page, Tuscany Ridge – questioned item 16, front-end loader.

Mayor Murry closed the public comments.

Mayor Murry brought the discussion back to Council and asked for a motion.

City Attorney Mantzaris stated if there is no motion then the item dies for a lack of motion.

Consent Item No. 16 would also die from lack of a budget. Council did not approve the budget that was required for the purchase.

UNFINISHED BUSINESS

The next three items were presented together and voted on individually.

Item No. 21- Ordinance No. 2024-030, *Old Hwy 50 Property Annexation Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND CONTIGUOUS TO THE PRESENT CITY BOUNDARIES; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Item No. 22- Ordinance No. 2024-031, *Old Hwy 50 Property LSCPA Final*

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 23- Ordinance No. 2024-032, Old Hwy 50 Property Rezoning Final

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the titles aloud.

Development Services Director Henschel presented all three items. The applicant, Daly Design Group, would like to develop a 123-acre project adjacent to Old Highway 50 and south of the Florida Turnpike. The applicant desires to construct a 130 lot single-family subdivision. The property is currently in Lake County but within the City's service area.

The applicant is requesting voluntary annexation into the City. The city limits are abutting to the south of the property next to the Plaza Collina development. The applicant is seeking utility services in order to develop a 130 lot single-family subdivision. The applicant is also requesting a large-scale comprehensive plan amendment and a rezoning to R-3.

The project is located at the northern boundary of the City's Joint Planning Area and Interlocal Service Boundary Agreement. The City can provide adequate public facilities and services, with water and wastewater service being available at the end of the fourth quarter of 2025. The property meets the requirements of annexation by adjacency to the City of Clermont boundaries, under Florida Statutes 171.043. Staff is able to support the request and recommends approval of Ordinance 2024-030.

With the annexation, a future land use map amendment is required. The applicant is requesting the City to designate the property with a future land use of Low Density Residential, which permits up to three dwelling units per acre. The property is currently designated as Urban Low Density within Lake County, which permits up to four dwelling units per acre. This amendment would be an overall reduction in density.

Since this project is more than 50 acres, a large-scale comprehensive plan review is required. The Council voted to transmit this project for review on August 13, 2024. The City has received four responses from the state agencies. Three were no comment and one was no adverse impact.

The development proposal for this parcel does not conflict with the Low Density Residential future land use within the City's Comprehensive Plan. The property is within the City's service area, and the City is able to provide services. Staff supports the applicant's request for a change from Lake County Urban Low Density to City of Clermont Low Density Residential and recommends approval of Ordinance 2024-031. The Planning and Zoning Commission recommended approval, 5-0.

The applicant is requesting a rezoning as part of the annexation process into the City of Clermont for the 123-acre property. The applicant previously proposed several different development layouts with increased intensities and densities, which did not meet the City's requirements or the requirements within the Joint Planning Area with Lake County. In order to develop the property, the applicant needs central water and sewer from the City. The applicant is requesting R-3 Residential/Professional District Zoning.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

The property has historically been used for agricultural purposes. The applicant has provided a conceptual site layout showing the lots would conform to the R-3 Residential/Professional District. The applicant has provided a conceptual lot layout showing the lots dispersed throughout three village locations. The lots will be a minimum of 75 feet wide and 100 feet deep, with a minimum square footage of 7,500 square feet per lot. Since the property consists of approximately 53 acres of wetlands, the total number of lots will be 130 single-family lots, with a density of 1.85 dwelling units per acre. This is a reduction under the previously considered conceptual plans that were presented and less than the current Lake County Future Land Use Designation of Urban Low, that permits up to four dwelling units per acre.

Staff has reviewed the application and the proposed project about the City's Land Development Code. The applicant is not requesting any variances at this time for the development of this project and is not a Planned Unit Development. School concurrency shall be met as a requirement prior to site plan approval and final platting. The applicant has submitted a traffic impact analysis, which indicates the project, is not expected to cause any roadways to exceed its Level of Service (LOS). A traffic review will be conducted during the site plan review process as well. The project will be required to meet all the Land Development Regulations for roadway widths, landscaping, setbacks, etc. Since the project will be developed under the R-3 Residential/Professional District Zoning, staff is able to support the request and recommends approval of Ordinance 2024-032. The Planning and Zoning Commission recommended approval 5-0.

The applicant, Bill Mackey of Daly Design Group was present. They have been working with staff on this project to present to Council. They are available for any questions.

Mayor Murry opened the public hearing.

Samii Yakovetic, 4480 Powderhorn Place – expressed concern with lack of green space preservation.

Charlene Forth, 939 W. Desoto Street – expressed concern with the wetlands.

Mayor Murry closed the public hearing.

Discussion ensued on previous plans for the property.

Council Member Howard stated his support for the project.

Council Member Howard moved approve Item 21, Ordinance No. 2024-030, Old Hwy 50 Property Annexation; seconded by Council Member Myers. The motion passed by roll call vote 5-0.

Council Member Howard moved approve Item 22, Ordinance No. 2024-031, Old Hwy 50 Property LSCPA; seconded by Council Member Myers. The motion passed by roll call vote 5-0.

Council Member Howard moved approve Item 23, Ordinance No. 2024-032, Old Hwy 50 Property Rezoning; seconded by Council Member Myers. The motion passed by roll call vote 5-0.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

The next four items were presented together and voted on individually.

Item No. 24 – Ordinance No. 2024-034, *Hooks Street Self-Storage Phase 2 Annexation Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND CONTIGUOUS TO THE PRESENT CITY BOUNDARIES; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Item No. 25 – Ordinance No. 2024-035, *Hooks Street Self-Storage Phase 2 SSCPA Final*

AN ORDINANCE OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR THE ADOPTION OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

Item No. 26 – Ordinance No. 2024-036, *Hooks Street Self-Storage Phase 2 Rezoning Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Item No. 27 – Resolution No. 2024-025R, *Hooks Street Self-Storage Phase 2 CUP*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A SELF-STORAGE FACILITY OCCUPYING MORE THAN 20,000 SQUARE FEET OF FLOOR SPACE IN THE C-2 GENERAL COMMERCIAL ZONING DISTRICT PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the titles aloud.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Development Services Planner Kruse presented the items. The applicant, LPG Urban and Regional Planners, represents a client that would like to add additional property to an approved self-storage project that City Council approved at the February 27 meeting. The project has not been constructed and the applicant has redesigned the site to incorporate the additional 2.29 acres into the project. The property is located east of US Highway 27 and north of Hooks Street, adjacent to the Ford of Clermont. The subject property is contiguous to the City of Clermont boundaries. The City is able to serve the property and the applicant is requesting voluntary annexation into the City. Annexation of this parcel meets the requirements under Florida Statutes 171 for voluntary annexation. Staff recommends approval of Ordinance 2024-034.

With the annexation, a Future Land Use map amendment is required. The applicant is requesting a small-scale comprehensive plan amendment. This amendment would change the Future Land Use designation from Lake County's Regional Commercial to City Commercial. The proposed development is consistent with the comprehensive plan within the Commercial Land Use Category. The Future Land Use Policy 1.9.5 indicates, Residential Self-Storage Facilities shall be allowed as a Conditional Use Permit and shall be limited to 1.0 Floor Area Ratio. The proposed project is under the 1.0 floor area ratio. Staff recommends approval of Ordinance 2024-035 to change the future land use designation from Lake County Regional Commercial to City Commercial. The Planning and Zoning Commission recommended approval 5-0.

The applicant is requesting a rezoning for the vacant parcel. The proposed rezoning request would change the current zoning from Lake County R-6 Urban Residential District to City C-2 General Commercial zoning. The C-2 General Commercial zoning category is compatible with the uses and improvements of the surrounding area, and is consistent with the City's Comprehensive Plan. The applicant proposes the rezoning to allow for a self-storage facility with a Conditional Use Permit. The project will be compatible with the surrounding development pattern and not out of character with the adjacent properties. The project will be required to meet all the land development regulations, and any buildings must be designed to comply with the Clermont Architectural Design Standards. Staff recommends approval of Ordinance 2024-036 to change the zoning from Lake County R-6 Urban Residential District to City C-2 General Commercial zoning. The Planning and Zoning Commission recommended approval 5-0.

The Conditional Use Permit agenda item had been tabled until this meeting to allow the applicant further time to perform some additional engineering analysis within the project and to provide additional elevations/renderings. Highland Engineering has provided additional information including grading cross-sections, retaining wall heights, and a grading summary letter. Based upon this information, the applicant is requesting two special conditions to be considered within the Conditional Use Permit. The first is a grading cut more than 15 feet for less than 1 percent of the site in the northeast corner of the site. The second is to allow retaining walls up to 10 feet in height for a total of 30 feet in the northeast corner of the site with some 10 foot and 8 foot walls in other areas of the site. The property was previously altered and matches the existing grades with the Ford dealership to the east and north has made developing this site very challenging. With the increased retaining wall heights, the location of the walls will be interior facing behind the building. This will minimize exposure to public rights of way; and further, the area between Hooks Street and the building will have additional landscaping to soften the hardscape. Staff recommends approval of Resolution No. 2024-025R with the addition of the retaining wall height increase and grading cut exceeding more than 15 feet on less than 1 percent of the site. The Planning and Zoning Commission recommended approval 5-0 with a special condition to add an 8-foot retaining wall but that was prior to the additional engineering analysis.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Mike Rankin of LPG Urban and Regional Planners was present on behalf of the applicant. The project was expanded to include the property next to the original project that was approved. The project was designed per staff's recommendations and have improved the landscaping to accommodate the city.

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

Discussion ensued on the approved project versus what the applicant is requesting now.

Council Member Howard stated he could support the project with the exception of the cut and fill and retaining walls.

City Attorney Mantzaris asked Council Member Howard for clarification, would he approve without the cut and fill piece in the resolution. Council Member Howard clarified that he would approve if the cut and fill and retaining walls were removed from the request.

Jeff Banker, Highland Engineering, explained the grading of the property and the need for the cut and fill and retaining walls on the small portion of the property.

Council discussed the grading on the site and the need for the ten-foot retaining walls.

City Attorney Mantzaris clarified that the cut and fill could not exceed 1 percent of the site per the Conditional Use Permit. He stated that the elevations shown were not incorporated into the Conditional Use Permit; Council would need to incorporate that into the motion if they choose.

Council Member Gonzalez moved approve Item 24, Ordinance No. 2024-034, Hooks Street Self-Storage Phase 2 Annexation; seconded by Council Member Myers. The motion passed by roll call vote 5-0.

Council Member Gonzalez moved approve Item 25, Ordinance No. 2024-035, Hooks Street Self-Storage Phase 2 SSCPA; seconded by Council Member Myers. The motion passed by roll call vote 5-0.

Council Member Gonzalez moved approve Item 26 – Ordinance No. 2024-036, Hooks Street Self-Storage Phase 2 Rezoning; seconded by Council Member Myers. The motion passed by roll call vote 5-0.

Council Member Gonzalez moved approve Item 27 – Resolution No. 2024-025R, Hooks Street Self-Storage Phase 2 CUP incorporating the elevations presented so the project is built in substantial accordance; seconded by Council Member Myers. The motion passed 4-1 with Council Member Howard opposing.

Item No. 28 – This item was addressed earlier in the meeting.

Item No. 29 – Ordinance No. 2024-040, *Firefighters Retirement Pension Plan Final*

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF CLERMONT FIREFIGHTERS' PENSION TRUST FUND AT CHAPTER 28, ARTICLE IV OF THE CITY OF CLERMONT CODE; PROVIDING PLAN BENEFIT REVISIONS; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

City Clerk Howe read the title aloud.

City Manager Bulthuis stated that the item is the final step to codify the Union negotiations earlier in the year where the union changed the contribution rate for their pension.

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

Council Member Howard stated he does not support this item.

Council Member Pines moved approve Item 29, Ordinance No. 2024-040, Firefighters Retirement Pension Plan; seconded by Council Member Myers. The motion passed by roll call vote 4-1 with Council Member Howard opposing.

Item No. 30 – Ordinance No. 2024-042, Bradshaw Road ROW Final

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, CLOSING AND PERMANENTLY ABANDONING A PORTION OF NORTH BRADSHAW ROAD (MAINTAINED CLAY ROAD) AND AN UNNAMED 30 FOOT PLATTED RIGHT-OF-WAY, ACCORDING TO THE PLAT OF MONTE VISTA PARK FARMS, RECORDED IN PLAT BOOK 2, PAGE 27, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND MORE PARTICULARLY DESCRIBED AS BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND EFFECTIVE DATE.

City Clerk Howe read the title aloud.

Development Services Planner Kruse presented the request. The applicant, PRM Clermont and Adventist Health System, is requesting the vacation of two street right-of-ways. They are located east of US 27 and south of Wellness Way and are located between the ongoing Integra Development and future Advent Health Development. One of the right-of-ways is an old platted undeveloped 30-foot strip. It was created with the Monte Vista Park Farms plat in 1914. The second right-of-way is the clay maintained North Bradshaw Road that was previously under Lake County's authority and was transferred to the City through a road agreement in July of this year. This transfer was based upon the developer funding and constructing a new roadway in this area as part of the development plans to serve the two projects. The new roadway will be dedicated to the City but will be privately maintained in perpetuity by the developer, as recorded in their Planned Unit Development (Ordinance 2022-033, Section 3, Item 18.) In order for this roadway to be constructed, abandonment and vacation of the existing right-of-ways are required. The developer is in the stage of proceeding with the road construction. Staff recommends the vacation request of the two right-of-ways.

The applicant, David McDaniel was present and stated they are available for questions.

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

Council Member Pines moved to approve Item 30, Ordinance No. 2024-042, Bradshaw Road ROW; seconded by Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 31 – Legislative Priorities

City Manager Bulthuis informed Council that staff created a list from the workshop Council had to review the legislative priorities. The following items will be provided to the legislative team.

- City of Clermont Alternative Water Supply Study
- Northern Clermont Alternative Water
- Stormwater Recapture For Wellness Way
- Waste Water Plant Expansion Phase 2
- Meet Us In The Middle Plaza and 8th Street Docks
- South Lake Regional Public Safety Training Center
- Live Local

The Florida League of Cities Legislative Conference will be in December and if any Council Member would like to attend please let staff know.

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

Council Member Pines moved approve Item 31 – Legislative Priorities; seconded by
Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

NEW BUSINESS

Item No. 32 – Community Benefit Agreement Amendment, *Lumberyard*

Development Services Director Henschel presented the item. The applicant, Penler Development is requesting an amendment to an existing Community Benefit Agreement associated with a previously approved Planned Unit Development. In February 2024, the applicant was approved for a development called the Lumberyard District. This Planned Unit Development consisted of 392 multifamily units and 55,000 square feet of commercial use on 12.3 acres.

After the Planned Unit Development approval, detailed engineering of the site began. The engineers discovered a portion of the site would be better served by draining into the Victory Point drainage basin. This area of .52 acres was not originally calculated to drain into the basin nor was it calculated into the original Community Benefit Agreement. The Victory Point basin presently has over 12 acres of capacity available for additional impervious area. This would more than cover the remaining basin area if it were to be completely developed.

The original approved Community Benefit Agreement included relocating the existing lift station, constructing a new lift station, constructing sidewalks on 12th Street, constructing a public parking area at the Row House, and taking over two city right-of-ways that were in need of repair. The applicants estimated sum of the benefits provided to the City was \$2,140,000.

If this request is approved to drain the .52 additional acres into the Victory Point drainage basin, the applicant is proposing an additional \$50,000 payment as part of the Community Benefit contribution to the City.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

The applicant does have two additional requests. The first request is to remove the donation of the 1,800 square feet of land on the southwest of the property, which staff is agreeable to but asks them to intensify the landscape in the buffer. The second request is to remove the stipulation that the Community Benefit Agreement be complete prior to the first Certificate of Occupancy issuance. They are asking for two buildings to receive the Certificate of Occupancy prior to the Community Benefit Agreement being complete.

The applicant, Connor McAdams of Penler Development spoke about the additional requests. They are asking for Carroll Street repaving and additional parking tied to the second Certificate of Occupancy due to the construction traffic on the site. All of the utility work would be complete before the first Certificate of Occupancy.

Mayor Murry opened the public hearing.

Dani Page, Tuscan Ridge – spoke in opposition of the project.

David Wallace, 995 W. Lakeshore Drive – spoke in support of the project.

Mayor Murry closed the public hearing.

Matthew Gillespie of Kimley-Horn explained Victory Point and its intended use.

City Manager Bulthuis stated that there are several basins downtown; Victory Point has 12 useable acres. The applicant is asking for a small adjustment that was not originally calculated in the original agreement.

Council Member Howard expressed that his issues are that there is no green space and the paving of the parking lot on the waterfront.

Mr. Gillespie said the entire system is one big drainage system. The construction documents have not been submitted to the City but will show a stormwater pond on the north side of the park. The parking was agreed in the original agreement.

Council Member Howard is not in support and would like the parking to stay as an impervious system with the grass.

City Manager Bulthuis explained the parking was part of the original negotiation; Council can bring the item back and take out the parking.

Discussion ensued on the parking lot, the benefit provided to the city from this project and construction of the site.

Council Member Pines moved approve Item 32 – Community Benefit Agreement Amendment, Lumberyard including the two additional requests of removing the donation of the 1,800 square feet of land and intensifying landscape buffer along with receiving two Certificate of Occupancies prior to Community Benefit Agreement being complete; seconded by Council Member Gonzalez. Passed 3-2 with Council Member Howard and Council Member Myers opposing.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 33 – Offer to Purchase City Property, 1029 Lake Avenue, Lot 1

Development Services Director Henschel presented the item. The applicants, Rick Richardson and Toxi Roane, are requesting to purchase a city-owned parcel located near Highway 50 and Lake Avenue. This parcel was acquired by the City in 2012 because of a code enforcement case. The parcel is currently vacant, but in 2012, before it was vacant, there was a dilapidated house on the parcel that was deteriorating. Code enforcement cited the property owner at that time who was not responsive. Lake County then offered the Tax Sale Certificate for sale, and the City of Clermont purchased the Certificate for \$7,000 in order to demolish the house and clean up the site. The parcel is 6,300 square feet, and is adjacent to vacant land the applicants already own fronting Highway 50.

The applicants have submitted an appraisal for the parcel with a value of \$91,500, and submitted a proposal to construct a six-plex multifamily building.

The applicants would like to offer the city \$21,000 for the 6,300 square foot parcel. This would allow the applicant to combine all parcels together and have the ability to construct the multifamily building. In addition, within their proposal, they have an alternative offer: if the City wishes to donate the land, the applicants would agree to limit the use of the parcel to age-restricted, low-income units.

The applicant, Mr. Richardson requested to purchase the lot to build housing for seniors.

Mayor Murry opened the public hearing.

Dani Page, Tuscany Ridge – opposed to the request.

Tim Heslin, 458 W. Lakeshore Drive – opposed to the request.

Tammy Heslin, 458 W. Lakeshore Drive – opposed to the request.

City Attorney Mantzaris explained that this was not a staff initiated request. The applicant submitted an offer to the city and staff is presenting to Council for direction. Council has not provided direction to staff to move forward with the request.

Blain Thompson, 916 W. Lakeshore – stated the city needs to sell property for a fair price.

Development Services Director Henschel clarified the proposed use is for age restricted not low income.

Vincent Niemiec, Regency Hills – opposed to the request.

Charlene Forth, 939 W. Desoto Street – opposed to the request.

Rick Van Wagner, 4228 Fawn Meadows Circle – expressed concern regarding the process.

Mayor Murry closed the public hearing.

City Attorney Mantzaris stated this is a unilateral request and clarified that the city would have to declare the property as surplus and decide the fair market value in order to sell. Currently the fair market value is based on the appraisal that was provided by the applicant. If Council decided that they would like to sell the property then a fair market value would have to be determined and the process of marketing and selling the property would commence.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Council Member Howard suggested staff put together an inventory of all properties and Council can decide if there were any properties, they would like to surplus at a workshop.

City Attorney Mantzaris said there is no action for Council tonight, staff was asking for direction on considering the offer.

Ms. Roane stated that the purpose is for senior housing on that property. Seniors struggle and she has vowed to make it affordable to seniors. The appraisal shows \$91,500 but she believes that may be incorrect.

City Attorney Mantzaris stated if the applicant chooses, they can get another appraisal if they feel there is a discrepancy and present the new value and offer to the city.

There was no action taken by the City Council.

Item No. 34 – Resolution No. 2024-036R, *Midpoint Recreation Shop CUP*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A CONTAINER BUILDING IN THE CENTRAL BUSINESS DISTRICT (CBD) ZONING DISTRICT PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the title aloud.

Development Services Planner Kruse presented the item. The applicant, Midpoint Recreation Outdoor Rentals, is requesting a Conditional Use Permit to allow for a 160 square foot container building in the Central Business District. The building will be located on an existing lot located at 782 West Montrose Street. The request is to use the northwest corner of the parcel as a commercial business that rents and stores recreational bicycles, canoes and other sporting items at this location. The Conditional Use Permit would also allow for the waiver of one parking space as required by the code, Section 115-14.

The requested Conditional Use Permit is required for the 160 square foot container building and not the bicycle rental business, which is permitted in the Central Business District. The Land Development Regulations require all buildings must conform to the Clermont Architectural Design Standards. The 160 square foot building will be required to add architectural elements and features as depicted in the conceptual building elevations. The proposed building location is located at the rear of an existing commercial site. In addition, because the code does not identify the container building as permitted, Section 125-370 requires a Conditional Use Permit for any use or structure in the case of uncertainty about the classification. A final determination shall be made by this resolution.

Staff has reviewed the application as submitted and finds the proposed building could be designed to comply with the codes and because of the de-minimus size of the building and location, the building may have a minimal impact on the surrounding areas.

Staff does have one additional recommendation that is not in the Conditional Use Permit. Staff has noticed that Hurricane Milton has damaged the existing carport structure directly behind this area. Staff would recommend the final Certificate of Occupancy for Midpoint Recreation Shop tied to the completion of repairs to the carport structure.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Therefore, staff recommends approval of the Conditional Use Permit with the addition of this condition in Resolution No. 2024-036R. The Planning and Zoning Commission recommended approval 5-0.

The applicant, Valarie Schuett presented a PowerPoint presentation that reviewed the start of the business and the plan for the future. The container would infill and beautifying an underutilized space.

Curtis Evans, owner of the property spoke and stated that he is committed to fixing the storm damage on the carport.

Mayor Murry opened the public hearing.

Charlene Forth, 939 W. Desoto Street – spoke in support of the request.

Mayor Murry closed the public hearing.

City Attorney Mantzaris stated that the renderings that show what the facility will look like would be part of the Conditional Use Permit.

Discussion ensued on the look and state of the carport on the property as well as complaints from neighbors and the space fitting the facility and bicycles.

Development Services Director Henschel addressed the complaints they received and stated the neighbor thought this was on a different property.

Council Member Howard moved approve Item 34 – Resolution No. 2024-036R, Midpoint Recreation Shop CUP incorporating the elevations presented so the project is built in substantial accordance; seconded by Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

Item No. 35 – Ordinance No. 2024-039, *The Shops at Waterbrooke PUD Amendment Intro*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING A PLANNED UNIT DEVELOPMENT (PUD) OF THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the title aloud.

Council Member Gonzalez moved to introduce Ordinance No. 2024-039, The Shops at Waterbrooke PUD Amendment; seconded by Council Member Myers. Passed 4-1 with Council Member Howard opposing.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

Item No. 36 – Ordinance No. 2024-043, *Natural Gas Intro*

AN ORDINANCE OF THE CITY OF CLERMONT, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF CLERMONT AMENDING CHAPTER 121 “UTILITIES” TO CREATE A NEW SECTION 121.10, “NATURAL GAS INSTALLATION”; PROVIDING FOR INSTALLATION OF NATURAL GAS LINES WITHIN SUBDIVISIONS OR RE-SUBDIVIDED AREAS; PROVIDING FOR DEVELOPER PAYMENT OF COSTS OF INSTALLATION AND MATERIALS; PROVIDING FOR COST SHARING FOR GAS MAIN EXTENSIONS UNDER CERTAIN CONDITIONS; PROVIDING FOR CONSTRUCTION OF INSTALLATION AND MAIN EXTENSION; PROVIDING FOR EASEMENTS AND PERMITS; PROVIDING FOR OWNERSHIP AND MAINTENANCE; PROVIDING FOR APPLICABILITY, CONFLICT, CODIFICATION, ADMINISTRATIVE CORRECTION, SEVERABILITY AND PUBLICATION AND EFFECTIVE DATE.

City Clerk Howe read the title aloud.

Council Member Howard moved to introduce Ordinance No. 2024-043, Natural Gas; seconded by Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

Item No. 37 – Ordinance No. 2024-044, *Public Camping Intro*

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, CREATING AND ENACTING CHAPTER 24, “OFFENSES AND MISCELLANEOUS PROVISIONS” ARTICLE I, “IN GENERAL” SECTION 24-15 “PUBLIC CAMPING OR SLEEPING OF THE CLERMONT CITY CODE, PROVIDING FOR FINDINGS, PURPOSE, INTENT AND DEFINITIONS; MAKING THE ACT OF PUBLIC CAMPING AN OFFENSE PUNISHABLE BY LAW, PROVIDING FOR PROGRAM IMPLEMENTATION REQUIREMENTS AND PROVIDING FOR ENFORCEMENT AND ADMINISTRATIVE PROCEDURES; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION, CODIFICATION, PUBLICATION AND EFFECTIVE DATE.

City Clerk Howe read the title aloud.

Council Member Howard moved to introduce Ordinance No. 2024-044, Public Camping; seconded by Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

City Manager Bulthuis informed Council that the Boat Ramp was still closed, asked for direction on when Council would like it opened. Council Member Howard stated that 97.5 is regulatory.

Council concurred that the boat ramp can open when the water level is at 97.75.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
November 12, 2024

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

APPROVED:

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk



AGENDA ITEM

Meeting Date																																																	
Tuesday, December 10, 2024																																																	
Agenda Item Name																																																	
Surplus Request																																																	
Requested Action																																																	
The Procurement Services Department requests approval to declare end-of-life inventory as surplus from the Fire Department, Finance Department, Building Services Department, City Clerk Department, and Information Technology Department and provide disposal per the Procurement Policy.																																																	
Staff Report																																																	
The Procurement Services Department, on behalf of the Fire Department, Finance Department, Building Services Department, and Information Technology Department, recommends approval of the above action. The following inventory has reached their end-of-life service, and approval to surplus these items is requested. <u>Fire Department</u> <table> <tr> <td>Qty.</td> <td>Property Description</td> </tr> <tr> <td>(1)</td> <td>Old Station Recliners</td> </tr> </table> <u>Finance Department</u> <table> <tr> <td>Qty.</td> <td>Property Description</td> </tr> <tr> <td>(2)</td> <td>Old Office Chairs</td> </tr> </table> <u>Building Services Department</u> <table> <tr> <td>Qty.</td> <td>Property Description</td> </tr> <tr> <td>(4)</td> <td>Drawer Cabinet</td> </tr> </table> <u>City Clerk Department</u> <table> <tr> <td>Qty.</td> <td>Property Description</td> </tr> <tr> <td>(1)</td> <td>Broken Metal Filing Cabinet</td> </tr> <tr> <td>(3)</td> <td>Broken Office Chairs</td> </tr> <tr> <td>(3)</td> <td>Old Keyboard with Mouse</td> </tr> </table> <u>Information Technology Department</u> <table> <tr> <td>Qty.</td> <td>Property Description</td> </tr> <tr> <td>(18)</td> <td>Dell Monitors</td> </tr> <tr> <td>(2)</td> <td>CRUA Monitors</td> </tr> <tr> <td>(8)</td> <td>ViewSonic Monitors</td> </tr> <tr> <td>(2)</td> <td>HP StoreServ Virtual Storage</td> </tr> <tr> <td>(2)</td> <td>Power Edge R740 Server</td> </tr> <tr> <td>(1)</td> <td>Power Edge R710 Server</td> </tr> <tr> <td>(1)</td> <td>AeroHive Server</td> </tr> <tr> <td>(1)</td> <td>HP ProCurve Server</td> </tr> <tr> <td>(1)</td> <td>HPE Office Connect Server</td> </tr> <tr> <td>(1)</td> <td>HP V1910 Server</td> </tr> <tr> <td>(8)</td> <td>Dell Optiplex 7040 Computers</td> </tr> <tr> <td>(2)</td> <td>Dell Optiplex 7050 Computers</td> </tr> <tr> <td>(5)</td> <td>Dell Optiplex 7060 Computers</td> </tr> </table>		Qty.	Property Description	(1)	Old Station Recliners	Qty.	Property Description	(2)	Old Office Chairs	Qty.	Property Description	(4)	Drawer Cabinet	Qty.	Property Description	(1)	Broken Metal Filing Cabinet	(3)	Broken Office Chairs	(3)	Old Keyboard with Mouse	Qty.	Property Description	(18)	Dell Monitors	(2)	CRUA Monitors	(8)	ViewSonic Monitors	(2)	HP StoreServ Virtual Storage	(2)	Power Edge R740 Server	(1)	Power Edge R710 Server	(1)	AeroHive Server	(1)	HP ProCurve Server	(1)	HPE Office Connect Server	(1)	HP V1910 Server	(8)	Dell Optiplex 7040 Computers	(2)	Dell Optiplex 7050 Computers	(5)	Dell Optiplex 7060 Computers
Qty.	Property Description																																																
(1)	Old Station Recliners																																																
Qty.	Property Description																																																
(2)	Old Office Chairs																																																
Qty.	Property Description																																																
(4)	Drawer Cabinet																																																
Qty.	Property Description																																																
(1)	Broken Metal Filing Cabinet																																																
(3)	Broken Office Chairs																																																
(3)	Old Keyboard with Mouse																																																
Qty.	Property Description																																																
(18)	Dell Monitors																																																
(2)	CRUA Monitors																																																
(8)	ViewSonic Monitors																																																
(2)	HP StoreServ Virtual Storage																																																
(2)	Power Edge R740 Server																																																
(1)	Power Edge R710 Server																																																
(1)	AeroHive Server																																																
(1)	HP ProCurve Server																																																
(1)	HPE Office Connect Server																																																
(1)	HP V1910 Server																																																
(8)	Dell Optiplex 7040 Computers																																																
(2)	Dell Optiplex 7050 Computers																																																
(5)	Dell Optiplex 7060 Computers																																																

- (5) Dell Optiplex 3020 Computers
- (1) Dell Optiplex 745 Computers
- (1) Dell Optiplex 760 Computers
- (1) ShoreTel IP 655 Phone
- (2) ShoreTel IP 480 Phone
- (4) APC SmartUPS Battery Backup
- (1) Dell PowerVault Tape Library
- (1) Dell Hard Drive Bay Server
- (1) Dell Latitude 5400 Laptop
- (2) Dell Latitude 5410 Laptop
- (4) Dell Latitude 5590 Laptop
- (1) Dell Latitude 5580 Laptop
- (1) Dell Latitude 5590 Laptop
- (2) Dell Latitude 5400 Laptop
- (1) Dell Latitude E5450 Laptop
- (1) Dell Latitude 5480 Laptop
- (1) Dell Precision 7750 Laptop
- (2) Dell Latitude E5570 Laptop
- (1) Dell Latitude 5540 Laptop

The salvageable surplus property will be listed on GovDeals.com, an electronic public auction website for government property. The non-salvageable property will be disposed of appropriately.

Additional Analysis

Fiscal Impact Summary

The surplus property anticipated value is \$2,000.

Fiscal Impact	Fund Number and Description	Available Budget Amount
---------------	-----------------------------	-------------------------

Exhibits Attached (copies of original agreements)

1.	Finance Disposal Form	Finance Disposal Form.pdf
2.	Fire Disposal Form	Fire Disposal Form.pdf
3.	Information Technology Disposal Forms	Information Technology Disposal Forms.pdf
4.	Building Services Disposal Form	Building Services Disposal Form.pdf
5.	City Clerk Disposal Form	City Clerk Disposal Form.pdf



PROPERTY DISPOSAL FORM

Dept. / Division: FIRE/FIRE Property Tag #: none
 Contact Person: RICK CASLER Phone: 352-241-2217
 Year / Make / Model: NA Vehicle No. NA
 Miles / Hours: NA Serial / VIN: NA
 Description of Property 9 UNSERVICEABLE STATION RECLINERS

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☒ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** _____

Signed by: _____
 Director Signature: David Egell Date: 11/14/2024
DADCB525C158496...

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council: _____ Agenda Item: _____
 Method of Disposal: _____ Date Disposed: _____
 Procurement Director: _____ Date: _____
 Munis Asset Number: _____

Revised 5/2/2023



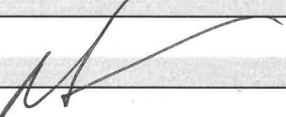
PROPERTY DISPOSAL FORM

Dept. / Division: INFO. TECH. Property Tag #:
Contact Person: Matthew Noyce Phone: 7375
Year / Make / Model: See Attached Vehicle No.
Miles / Hours: Serial / VIN: See Attached
Description of Property Monitors

☒ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☒ **OTHER:** See Attached

Director Signature: 

Date: 10/29/24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023

[illegible]

[illegible]

Monitors		
----------	--	--

[illegible]



PROPERTY DISPOSAL FORM

Dept. / Division: INFO. TECH. Property Tag #: 10819
Contact Person: Matt Noyce Phone: 7375
Year / Make / Model: HP StoreVirtual 4335 Vehicle No.
Miles / Hours: Serial / VIN: MXQ709032S
Description of Property Virtual Storage

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.

☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).

☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.

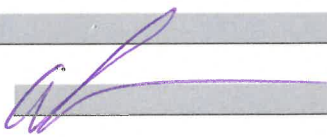
☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.

☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.

☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.

☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).

☐ **OTHER:**

Director Signature: 

Date: 11/8/24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023

[illegible]

[illegible]

Dell Computers

[illegible]

[illegible]

[illegible]

[illegible]

APC Battery Back Ups

[illegible]



PROPERTY DISPOSAL FORM

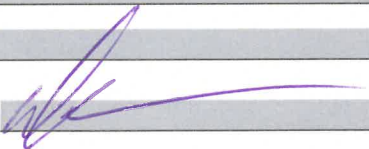
Dept. / Division: INFO. TECH. Property Tag #: 10614
Contact Person: Matthew Noyce Phone: 7375
Year / Make / Model: Dell PowerVault TL2000 Vehicle No.
Miles / Hours: Serial / VIN: 18R1106Y1N1B50BH506
Description of Property Tape Library

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).

☐ **OTHER:**

Director Signature: 

Date: 11/18/27

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023



PROPERTY DISPOSAL FORM

Dept. / Division: INFO. TECH. Property Tag #: 10599
Contact Person: Matthew Noyce Phone: 7375
Year / Make / Model: Dell MD1280 Vehicle No.
Miles / Hours: Serial / VIN: HLM1002698G45PF
Description of Property SAS Hard Drive Bay Server

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.

☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).

☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.

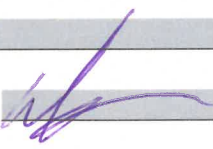
☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.

☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.

☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.

☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).

☐ **OTHER:**

Director Signature: 

Date: 11/15/24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023

[illegible][illegible]

Monitors

[illegible]



PROPERTY DISPOSAL FORM

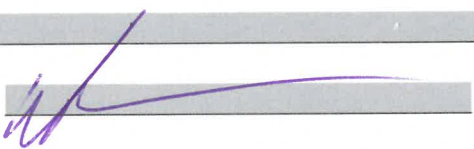
Dept. / Division: INFO. TECH. Property Tag #: See Attached
Contact Person: Matthew Noyce Phone: 7375
Year / Make / Model: See Attached Vehicle No.
Miles / Hours: Serial / VIN: See Attached
Description of Property Servers

☒ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).

☐ **OTHER:**

Director Signature: 

Date: 11/21/24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023

[illegible]



PROPERTY DISPOSAL FORM

Dept. / Division: INFO. TECH. Property Tag #: 10189
Contact Person: Matthew Noyce Phone: 7375
Year / Make / Model: Dell PowerVault 124T Vehicle No.
Miles / Hours: Serial / VIN: 229W0Q1
Description of Property Tape Library

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.

☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).

☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.

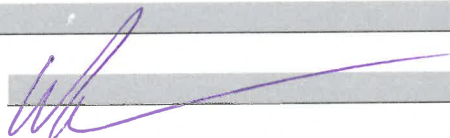
☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.

☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.

☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.

☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).

☐ **OTHER:**

Director Signature: 

Date: 11/21/24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number: 6567

Revised 5/2/2023



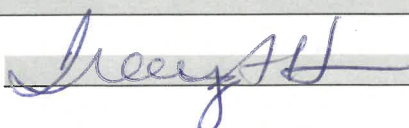
PROPERTY DISPOSAL FORM

Dept. / Division: CITY CLERK Property Tag #:
Contact Person: Nicole Wisniewski Phone: 352-241-7334
Year / Make / Model: Vehicle No.
Miles / Hours: Serial / VIN:
Description of Property Metal Filing Cabinet

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☒ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:**

Director Signature: 

Date: 12-2-24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023



PROPERTY DISPOSAL FORM

Dept. / Division: CITY CLERK Property Tag #:
Contact Person: Nicole Wisniewski Phone: 352-241-7334
Year / Make / Model: Vehicle No.
Miles / Hours: Serial / VIN:
Description of Property 3 office chairs

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☒ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:**

Director Signature: 

Date: 12-2-24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023



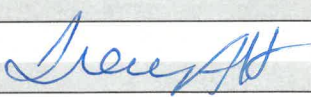
PROPERTY DISPOSAL FORM

Dept. / Division: CITY CLERK Property Tag #:
Contact Person: Nicole Wisniewski Phone: 352-241-7334
Year / Make / Model: Vehicle No.
Miles / Hours: Serial / VIN:
Description of Property 3 keyboards with mouse

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☐ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☒ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:**

Director Signature: 

Date: 12-2-24

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council:

Agenda Item:

Method of Disposal:

Date Disposed:

Procurement Director:

Date:

Munis Asset Number:

Revised 5/2/2023



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 10, 2024	
Agenda Item Name	
Sommer Sports 2025 Events Request and Boat Ramp Closures	
Requested Action	
Staff Report	
Sommer Sports Race Series is one of three community events that has been designated by the City Council as a Community Partner Event. Sommer Sports is requesting approval of their 2025 season, which includes races on the following dates, which will take place at Victory Pointe and Waterfront Park and Downtown. • March 8, 2025 (Waterfront Park) • March 9, 2025 (Waterfront Park and Boat Ramp Closure until 12pm) • March 23, 2025 (Waterfront Park) • April 19, 2025 (Waterfront Park) • May 10, 2025 (Waterfront Park) • June 8, 2025 (Waterfront Park) • July 13, 2025 (Waterfront Park) • August 10, 2025 (Waterfront Park) • September 14, 2025 (Waterfront Park) • October 18, 2025 (Waterfront Park) • October 19, 2025 (Waterfront Park and Boat Ramp Closure until 12pm) • October 25, 2025 (Victory Pointe) • December 20, 2025 – (Downtown) Sommer Sports, as a Community Partner, is requesting that the City waives all grounds and facility fees in support of the 2025 season. The fees for each individual event may vary. The total anticipated fee waiver for the entire 2025 season would be \$32,230. Sommer Sports has received a grand total of \$93,000 of TDT funds from Lake County for the 2022, 2023, 2024 fiscal years combined. While Sommer Sports anticipates receiving TDT funding in FY 2025, there is no expectation that they will receive an increase in funding in relation to prior years. Sommer Sports is requesting to allow an open container allowance during each of the race events which allows each participant one beverage per race. They will be using the appropriate measures for obtaining a licensed caterer for each event. Sommer Sports is also requesting the closure of the Boat Ramp until 12pm for two of their events. <u>Boat Ramp Closures:</u> March 9, 2025 - Great Clermont Tri / Florida Challenge Tri (12am–12pm) October 19, 2025 - Great Floridian Tri (12am–12pm)	
Additional Analysis	
Fiscal Impact Summary	
Based on past practice, fees from Sommer Sports events <u>were not</u> included in the FYE 2025 budget. As a result, the waiver of fees would not impact the budget.	

Fiscal Impact		Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)			
1.	03.08.25 - 03.09.25 - Great Clermont Triathlon	03.08.25 - 03.09.25 - Great Clermont Triathlon.pdf	
2.	03.23.25 Lake Minneola Half Marathon	03.23.25 Lake Minneola Half Marathon.pdf	
3.	04.19.25 - Earth Day & Clermont Fitness Festival	04.19.25 - Earth Day & Clermont Fitness Festival.pdf	
4.	05.10.25 - Girlz on Fire Triathlon;5k	05.10.25 - Girlz on Fire Triathlon;5k.pdf	
5.	06.08.25 - Cool Sommer Mornings #1 Triathlon;5k	06.08.25 - Cool Sommer Mornings #1 Triathlon;5k.pdf	
6.	07.13.25 - Cool Sommer Mornings #2	07.13.25 - Cool Sommer Mornings #2.pdf	
7.	08.10.25 - Cool Sommer Mornings #3	08.10.25 - Cool Sommer Mornings #3.pdf	
8.	09.14.25 - Cool Sommer Mornings #4	09.14.25 - Cool Sommer Mornings #4.pdf	
9.	10.18.25 - 10.19.25 - Great Florida Triathlon	10.18.25 - 10.19.25 - Great Florida Triathlon.pdf	
10.	10.25.25 - Nightmare on the Clermont Trails 5k	10.25.25 - NIGHTMARE ON THE CLERMONT TRAILS.pdf	
11.	12.20.25 - 2025 Santa's Twilight 5k	12.20.25 - 2025 SANTA'S TWILIGHT 5K.pdf	



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/24/2024
Name of Event ADVENTHEALTH GREAT CLERMONT TRIATHLON
Date(s) of Event 3/8-3/9/2025 Estimated Attendance: 1000
Event Start Time: 3/8, 5:30pm for 5K
3/9 7:45am Triathlon Event End Time: Sunday, 3/9/2025 12pm
Before Event Setup Time: Friday, 3/7/2025 9am After Event Cleanup Time: Sunday, 3/9/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: The 42nd Annual Great Clermont Triathlon features a distance for everyone from a 5K to an international (Olympic) distance triathlon.

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* _____

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

If Yes, requires separate approval process completed by Company with the Fire Prevention Division.

The release of Sky Lanterns is not permitted under state law.

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.

Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH GREAT CLERMONT TRIATHLON
 DATE OF EVENT: March 8 - 9, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.


Applicant's Signature

MICHELLE CRASKE

Printed Name

Vice President

Title

7/30/2024

Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

a) Parks & Rec. Dept.

b) Police Department

c) Fire Department

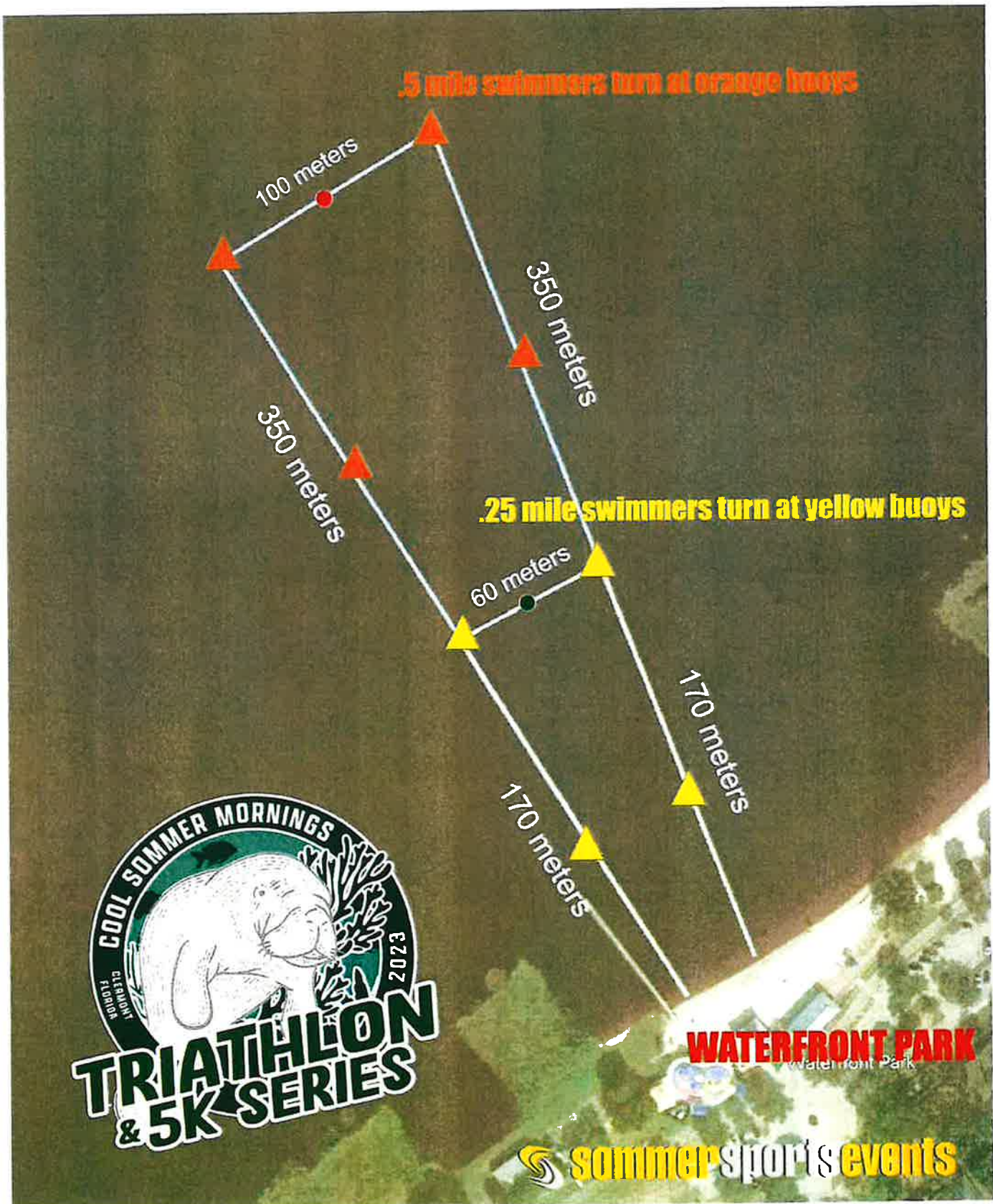
d) Public Works Dept.

e) Development Services Dept.

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

COOL SOMMER MORNINGS SWIM COURSE

Swim is one lap for both distances. All swimmers swim counter-clockwise keeping buoys on their left.



8.2 mile Bike Course map w/ Directions



Clermont 8.2 mile Sprint Triathlon Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	←	Left	Turn left onto Carroll St	0.1
0.1	→	Right	Turn right onto 3rd St	0.2
0.1	→	Right	Turn right onto W Osceola St	0.3
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right at the 1st cross street onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 1st cross street onto 3rd St	8.0
0.2	←	Left	Turn left	8.2

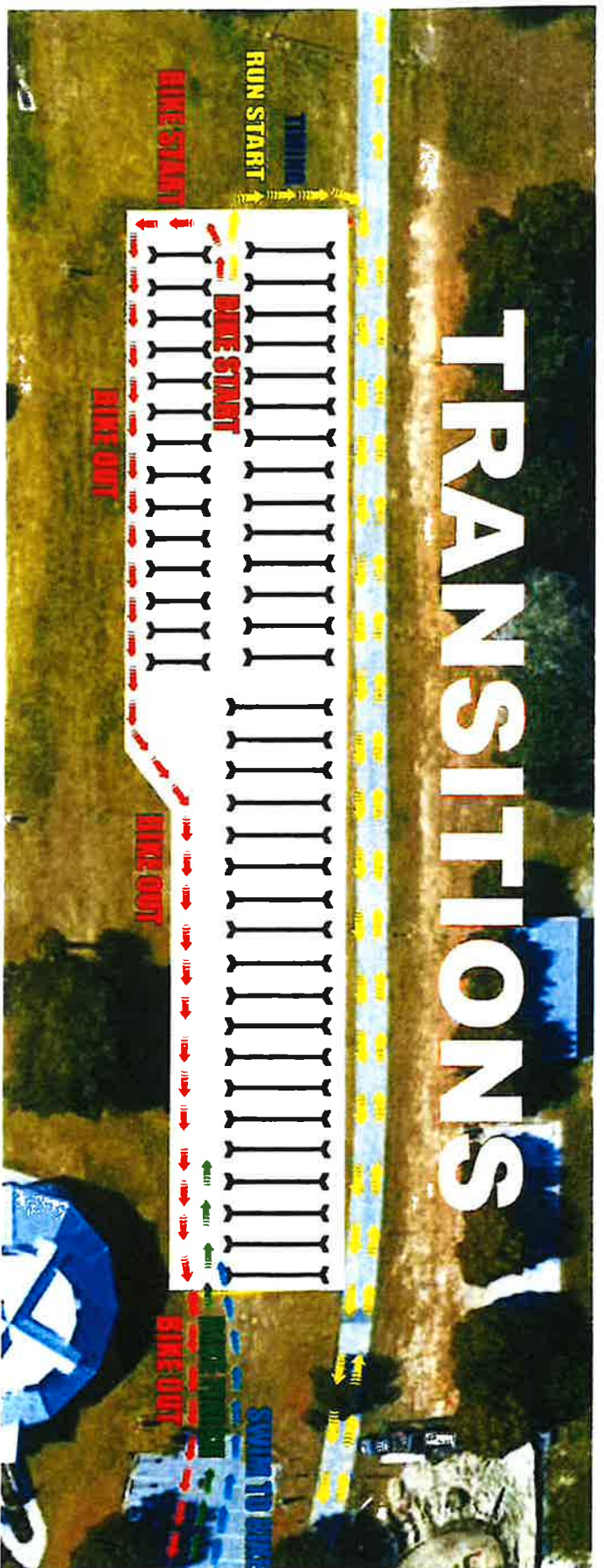
Ride With GPS · <https://ridewithgps.com>

Sprint Tri 5k

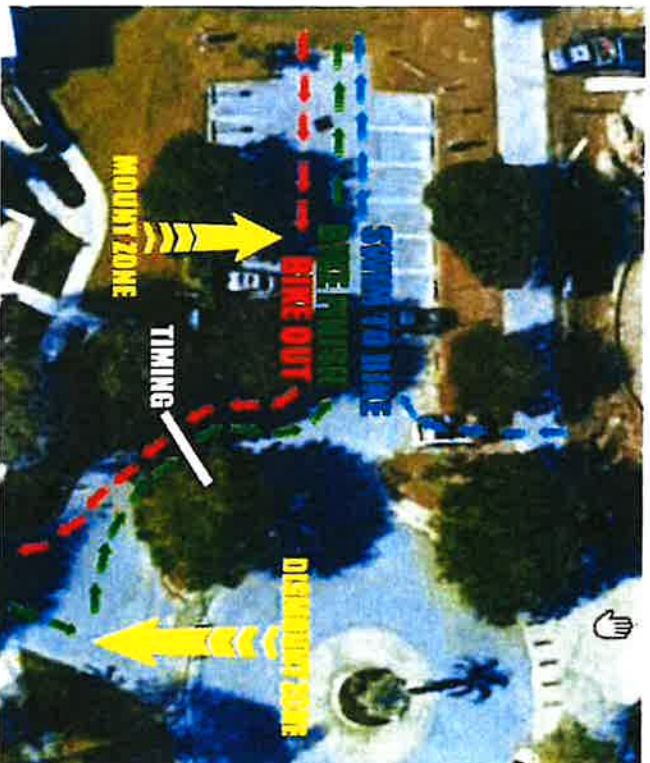


ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.365	↖	Keep left onto South Lake Trail
3	2.735	↗	Turn slight right onto South Lake Trail
4	3.100		FINISH



TRANSITION MAP





HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/26/2024
Name of Event AdventHealth Great Clermont Triathlon
Date(s) of Rental 3/7/2025 - 3/9/2025 Estimated Attendance: 900-1100
Rental Start Time: Friday - 3/7/2025 9am Rental End Time: Sunday, 3/9/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A.

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
 - Business is located outside the Clermont city limits
- *Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

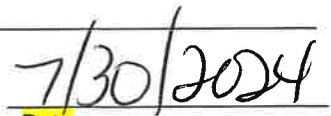
I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS


User Signature


Date

City of Clermont Employee Signature

Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/31/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event Adventure Health Great Clermont Triathlon/5K Date(s) of Event 3/9/2025

Rental Location Waterfront Park Anticipated attendance 800-1000

Event Start Time 7AM Event End Time 4PM

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancelation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature MC Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED

Extra- Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to: Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Great Clermont Triathlon			Date: 3-8/9-2025	
APPLICANT/CONTACT INFORMATION				
Name Michelle Craske - SOMMER SPORTS EVENTS				
Address 1271 Commons Court		City Clermont	State FL	Zip 34711
Telephone 352-394-1320		Fax CELL: 352-988-9485		
Email michelle@sommersports.com				
OWNER INFORMATION				
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS				
Owner Address 1271 Commons Court		City Clermont	State FL	Zip 34711
Telephone 352-394-1320		Fax		
PERMIT INFORMATION				
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents				
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition				
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise				
Date(s) for which permit is requested: 3-8/9-2025			Hours of operation: 7AM-4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske
Applicant Name (print)

Michelle Craske
Applicant Name (signature)

Fred Sommer
Owner Name (print)

Fred Sommer
Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH LAKE MINNEOLA HALF MARATHON/10K/5K
Date(s) of Event 3/23/2025 Estimated Attendance: 1000
Event Start Time: 7AM Event End Time: 12pm
Before Event Setup Time: Friday, 3/21/2025 9am After Event Cleanup Time: Sunday, 3/23/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: Beautiful run along the South Lake Trail and Lake Minneola, featuring several distances to include a Half Marathon, 10K and 5K

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: _____

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* _____

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH LAKE MINNEOLA HALF MARATHON/10K/5K
 DATE OF EVENT: March 23, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.


Applicant's Signature

MICHELLE CRASKE

Printed Name

Vice President

Title

Date

7/30/2024

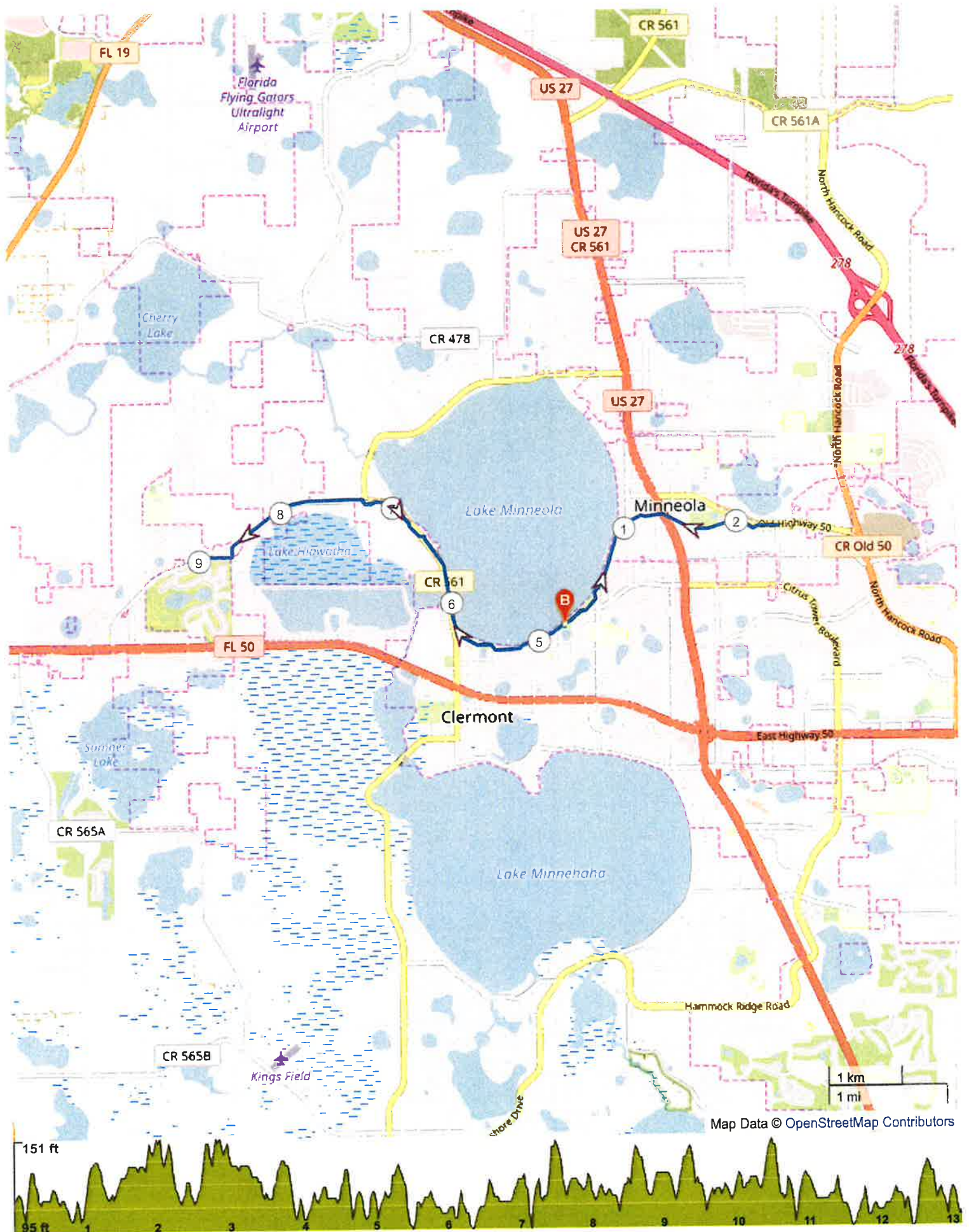
*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

Lake Minneola Half Marathon - 13.1 Course



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.436		Keep right onto South Lake Trail
3	5.147	↖	Keep left onto South Lake Trail
4	9.381	↗	Keep right onto South Lake Trail
5	12.711	↗	Turn slight right onto South Lake Trail
6	13.113		FINISH



HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/26/2024
Name of Event AdventHealth Lake Minneola Half Marathon
Date(s) of Rental 3/21/2025 - 3/23/2025 Estimated Attendance: 900-1100
Rental Start Time: Friday, 3/21/2025 9am Rental End Time: Sunday, 3/23/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com
Event Contact MICHELLE CRASKE Email michelle@sommersports.com
Day Phone 352-394-1320 Cell Phone 352-988-9485
Address 1271 Commons Court City Clermont State FL Zip 34711
Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney’s fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant’s insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

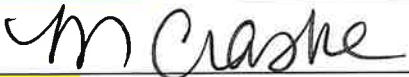
There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

 7/30/2024
User Signature Date

City of Clermont Employee Signature Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/29/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event Lake Minneola Half Marathon/5k Date(s) of Event 3/23/2024

Rental Location Waterfront Park Anticipated attendance 900-1100

Event Start Time 7am Event End Time 1pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartendingservices.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancelation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED
Extra- Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to: Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Lake Minneola Half/10K/5K			Date: 3-23-2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 3/22-23/2025		Hours of operation: 7AM - 4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske
Applicant Name (print)
Fred Sommer
Owner Name (print)

Michelle Craske
Applicant Name (signature)
Fred Sommer
Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.

5373 State Route 29

Celina, Ohio 45822-9210

www.CelinaTent.com

MANUFACTURER OF FINISHED TENT PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH EARTH DAY & CLERMONT FITNESS FESTIVAL
Date(s) of Event 4/19/2025 Estimated Attendance: 500-700
Event Start Time: 7AM Event End Time: 2pm
Before Event Setup Time: Friday, 4/18/2025 9am After Event Cleanup Time: Sunday, 4/19/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: Beautiful run along the South Lake Trail and Lake Minneola.

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☒ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: _____

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☐ Yes ☒ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* _____

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

If Yes, requires separate approval process completed by Company with the Fire Prevention Division.

The release of Sky Lanterns is not permitted under state law.

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.

Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH EARTH DAY & CLERMONT FITNESS FESTIVAL
 DATE OF EVENT: April 19, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
				Sales Tax
				GRAND TOTAL

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.



Applicant's Signature

MICHELLE CRASKE

Printed Name

Vice President

Title

7/30/2024

Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

a) Parks & Rec. Dept.

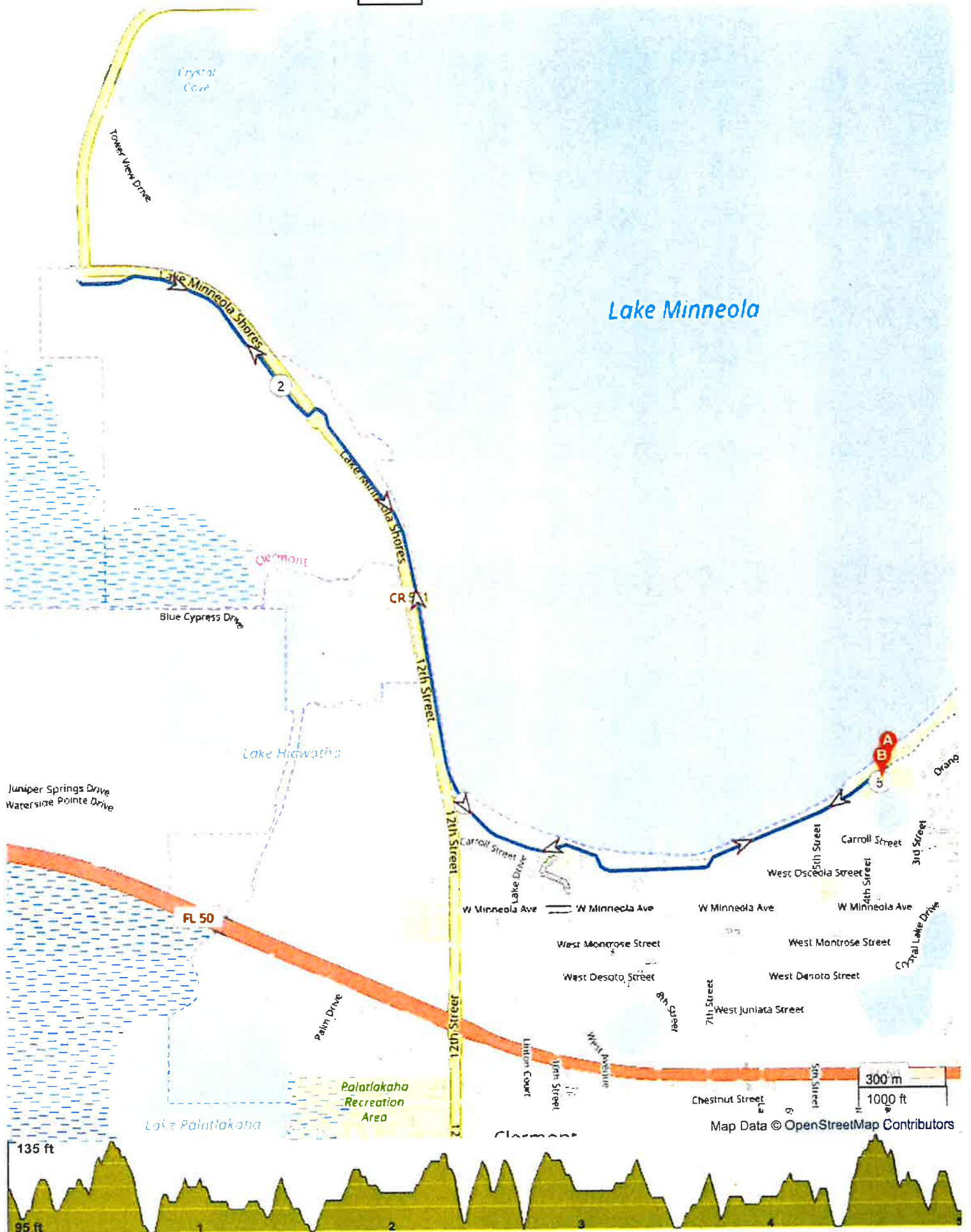
b) Police Department

c) Fire Department

d) Public Works Dept.

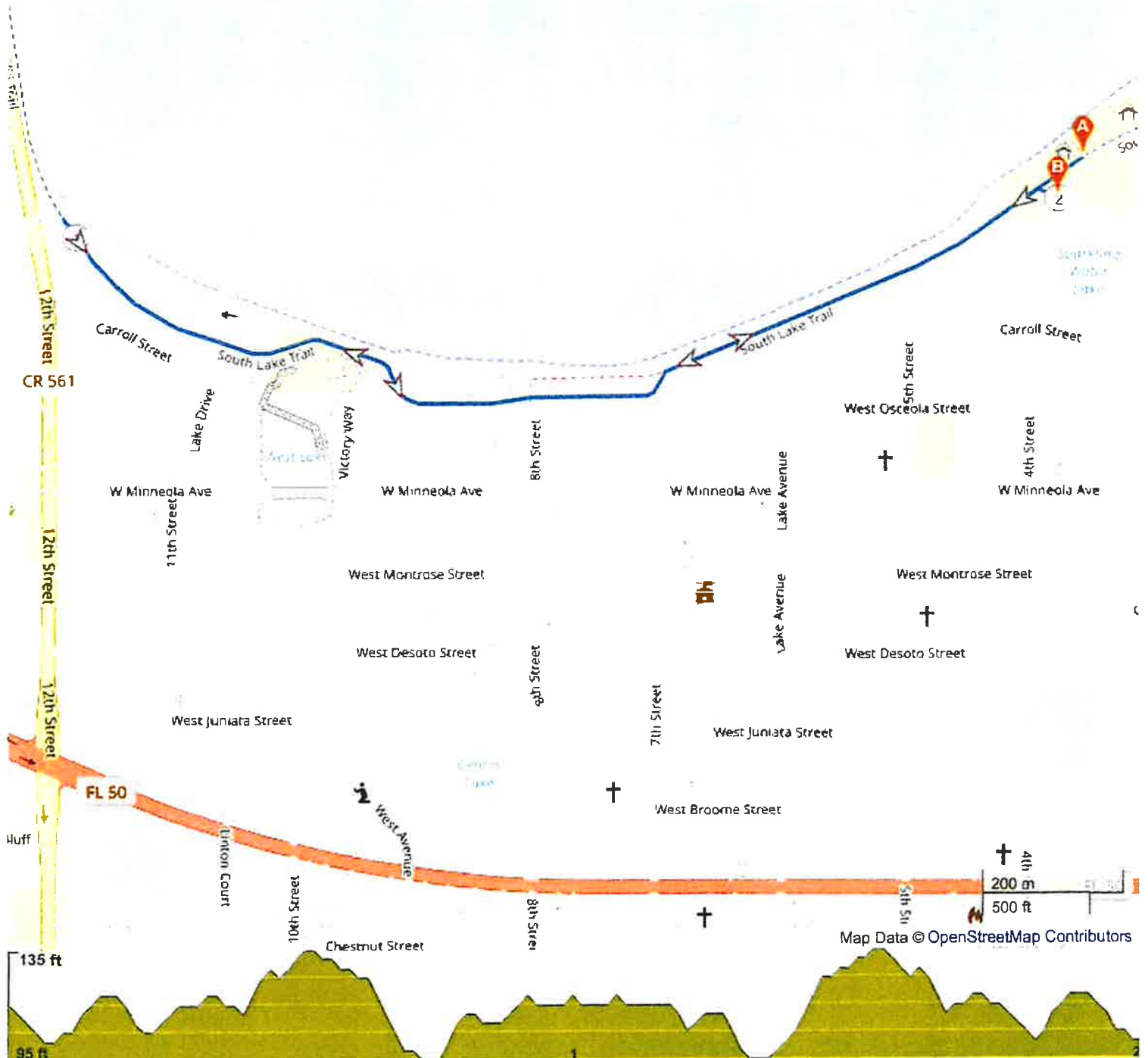
e) Development Services Dept.

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	5.008		FINISH



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.411	↰	Keep left onto South Lake Trail
2	1.621	↗	Turn slight right onto South Lake Trail
3	2.002		FINISH



HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Earth Day Run
Date(s) of Rental 4/18/2025 - 4/19/2025 Estimated Attendance: 500-700
Rental Start Time: Friday, 4/18/2025 9am Rental End Time: Saturday, 4/19/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
 - Business is located outside the Clermont city limits
- *Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS



User Signature

7/30/2024

Date

City of Clermont Employee Signature

Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Earth Day			Date: 4-19-2025	
APPLICANT/CONTACT INFORMATION				
Name Michelle Craske - SOMMER SPORTS EVENTS				
Address 1271 Commons Court		City Clermont	State FL	Zip 34711
Telephone 352-394-1320		Fax CELL: 352-988-9485		
Email michelle@sommersports.com				
OWNER INFORMATION				
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS				
Owner Address 1271 Commons Court		City Clermont	State FL	Zip 34711
Telephone 352-394-1320		Fax		
PERMIT INFORMATION				
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents				
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition				
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise				
Date(s) for which permit is requested:			Hours of operation:	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske
Applicant Name (print)

Michelle Craske
Applicant Name (signature)

Fred Sommer
Owner Name (print)

Fred Sommer
Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Celina Tent, Inc.

5373 State Route 29

Celina, Ohio 45822-9210

www.CelinaTent.com

MANUFACTURER OF FINISHED TENT
PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Innefective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH GIRLZ ON FIRE TRIATHLON/5K
Date(s) of Event 5/10/2025 Estimated Attendance: 500-700
Event Start Time: SATURDAY - 7AM Event End Time: SATURDAY 12PM
Before Event Setup Time: Friday, 5/9/2025 9am After Event Cleanup Time: Saturday 5/10/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: A Mother's Day weekend event just for the ladies featuring a Triathlon and 5K
along the beautiful shores of Lake Minneola

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH GIRLZ ON FIRE TRIATHLON/5K
 DATE OF EVENT: May 10, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
				Sales Tax
				GRAND TOTAL

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.

 _____ Applicant's Signature	Vice President _____ Title
MICHELLE CRASKE _____ Printed Name	7/30/2024 _____ Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

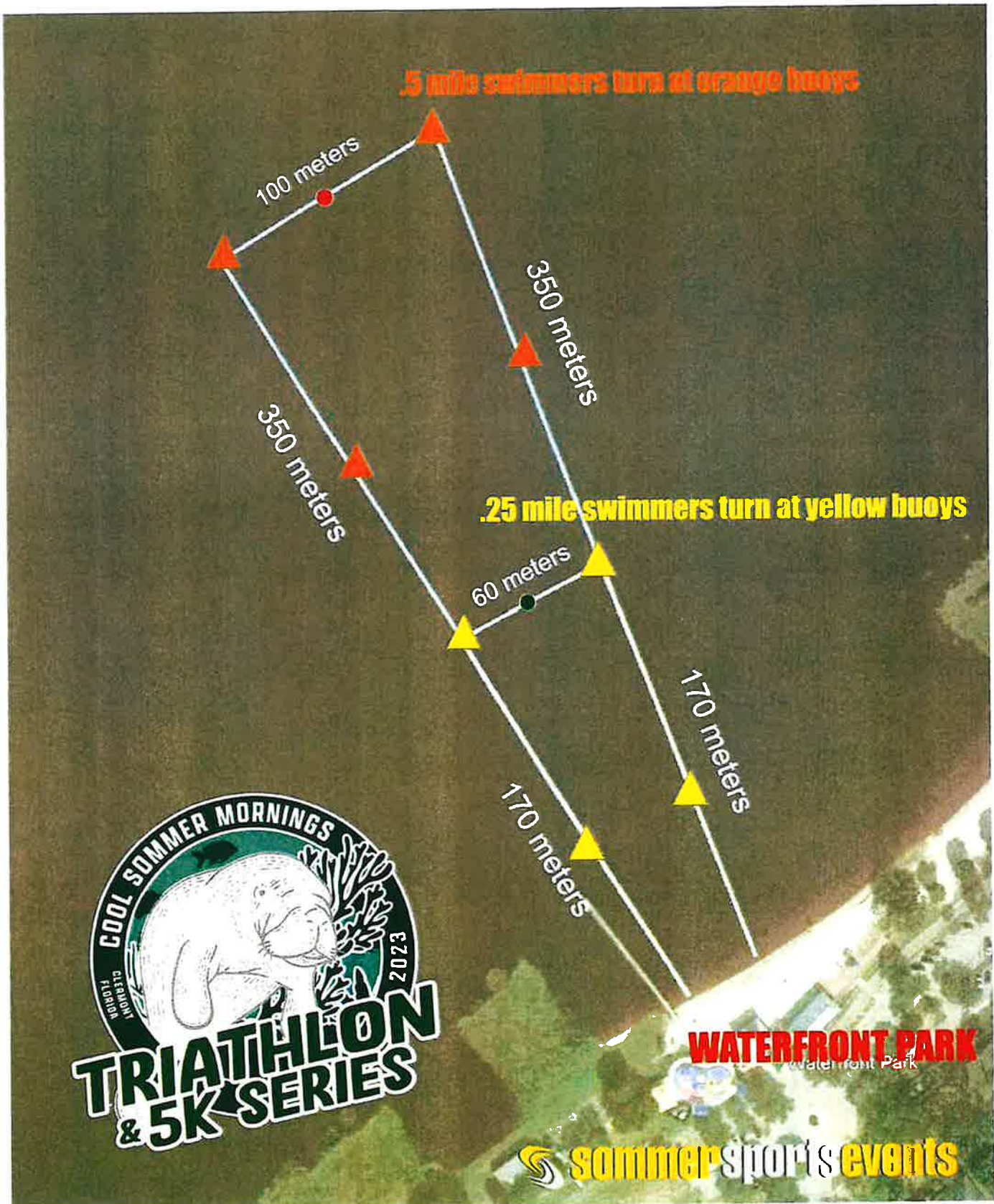
Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

COOL SOMMER MORNINGS SWIM COURSE

Swim is one lap for both distances. All swimmers swim counter-clockwise keeping buoys on their left.



8.2 mile Bike Course map w/ Directions



Clermont 8.2 mile Sprint Triathlon Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	←	Left	Turn left onto Carroll St	0.1
0.1	→	Right	Turn right onto 3rd St	0.2
0.1	→	Right	Turn right onto W Osceola St	0.3
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right at the 1st cross street onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 1st cross street onto 3rd St	8.0
0.2	←	Left	Turn left	8.2

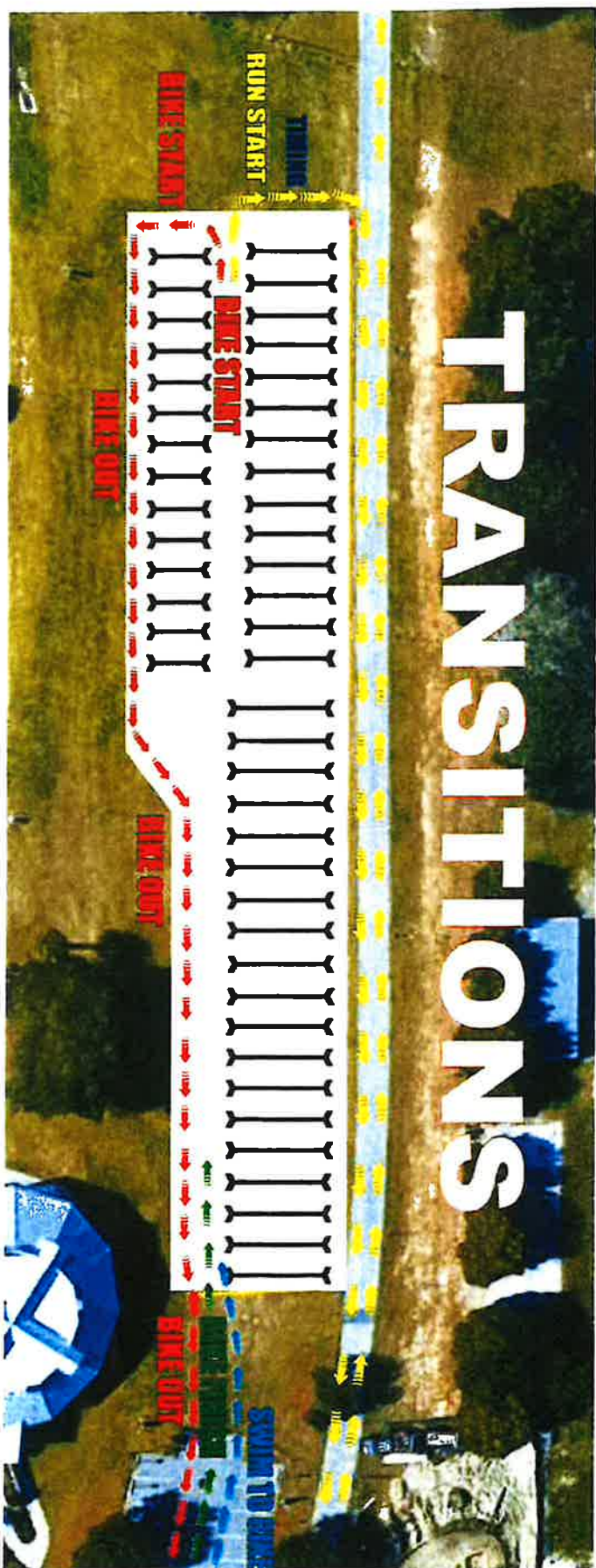
Ride With GPS · <https://ridewithgps.com>

Sprint Tri 5k

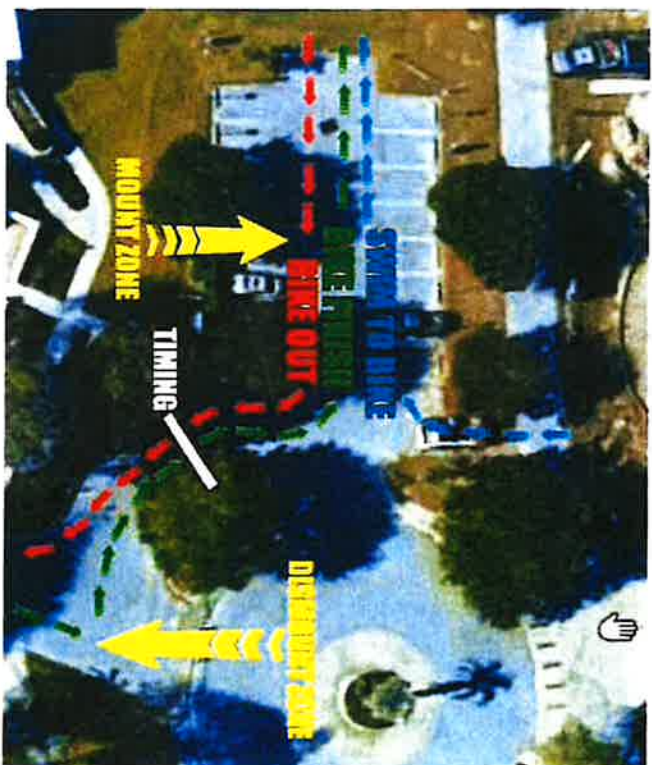


ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.365	↩	Keep left onto South Lake Trail
3	2.735	↗	Turn slight right onto South Lake Trail
4	3.100		FINISH



TRANSITION MAP





HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Girlz on Fire
Date(s) of Rental 5/8//2025 - 5/10/2025 Estimated Attendance: 500-700
Rental Start Time: Friday, 5/9/2025 9am Rental End Time: Saturday, 5/10/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A.

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	<i>Non-refundable</i>	\$10
Security Deposit	\$150	\$150	<i>Refundable</i>	\$150
Highlander Rental-Per Hour	\$60	\$125	<i>2 hour minimum</i>	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		<i>4 hour minimum</i>	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

User Signature M. Craske Date 7/30/24

City of Clermont Employee Signature _____ Date _____

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event Adventure Girlz on fire Date(s) of Event 5/10/2025

Rental Location Waterfront Park Anticipated attendance 500-800

Event Start Time 7AM Event End Time 12pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancellation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature YM Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED
Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to:
Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Girlz on Fire Triathlon/5K			Date: 5/10/2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 5/9-10/2025		Hours of operation: 7AM - 4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske
Applicant Name (print)

Fred Sommer
Owner Name (print)

Michelle Craske
Applicant Name (signature)

Fred Sommer
Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.
5373 State Route 29
Celina, Ohio 45822-9210
www.CelinaTent.com

**MANUFACTURER OF FINISHED TENT
PRODUCTS DESCRIBED HEREIN**

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.
The fabric will burn if left in continuous contact with any flame source.
Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division – Celina Tent, Inc.

Signed:

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH COOL SOMMER MORNINGS #1 TRIATHLON/5K
Date(s) of Event 6/8/2025 Estimated Attendance: 900-1200
Event Start Time: SUNDAY 7AM Event End Time: SUNDAY 2PM
Before Event Setup Time: Friday, 6/6/2025 9am After Event Cleanup Time: Sunday, 6/8/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: The Cool Sommer Mornings Series features a different themed race each month along the beautiful shores of Lake Minneola. Choose from many distances from International Triathlon to a standalone 5K.

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

If Yes, requires separate approval process completed by Company with the Fire Prevention Division.

The release of Sky Lanterns is not permitted under state law.

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.

Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH COOL SOMMER MORNINGS #1 TRIATHLON/5K
 DATE OF EVENT: June 8, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
				Sales Tax
				GRAND TOTAL

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

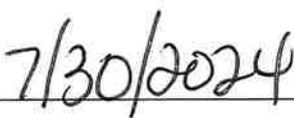
**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.

 _____ Applicant's Signature	Vice President _____ Title
MICHELLE CRASKE _____ Printed Name	 _____ Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

COOL SOMMER MORNINGS SWIM COURSE

Swim is one lap for both distances. All swimmers swim counter-clockwise keeping buoys on their left.



8.2 mile Bike Course map w/ Directions



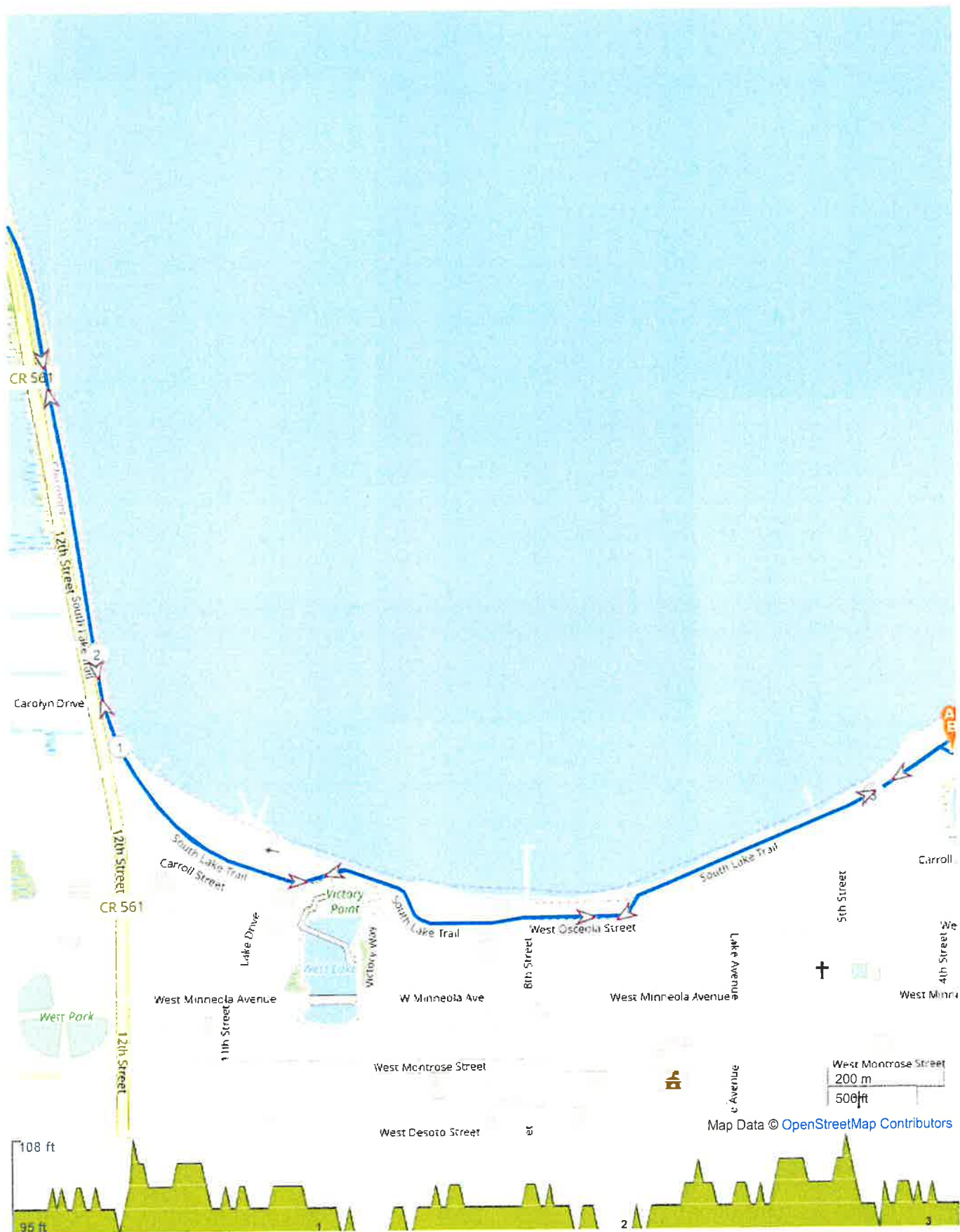
Clermont 8.2 mile Sprint Triathlon Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	←	Left	Turn left onto Carroll St	0.1
0.1	→	Right	Turn right onto 3rd St	0.2
0.1	→	Right	Turn right onto W Osceola St	0.3
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right at the 1st cross street onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 1st cross street onto 3rd St	8.0
0.2	←	Left	Turn left	8.2

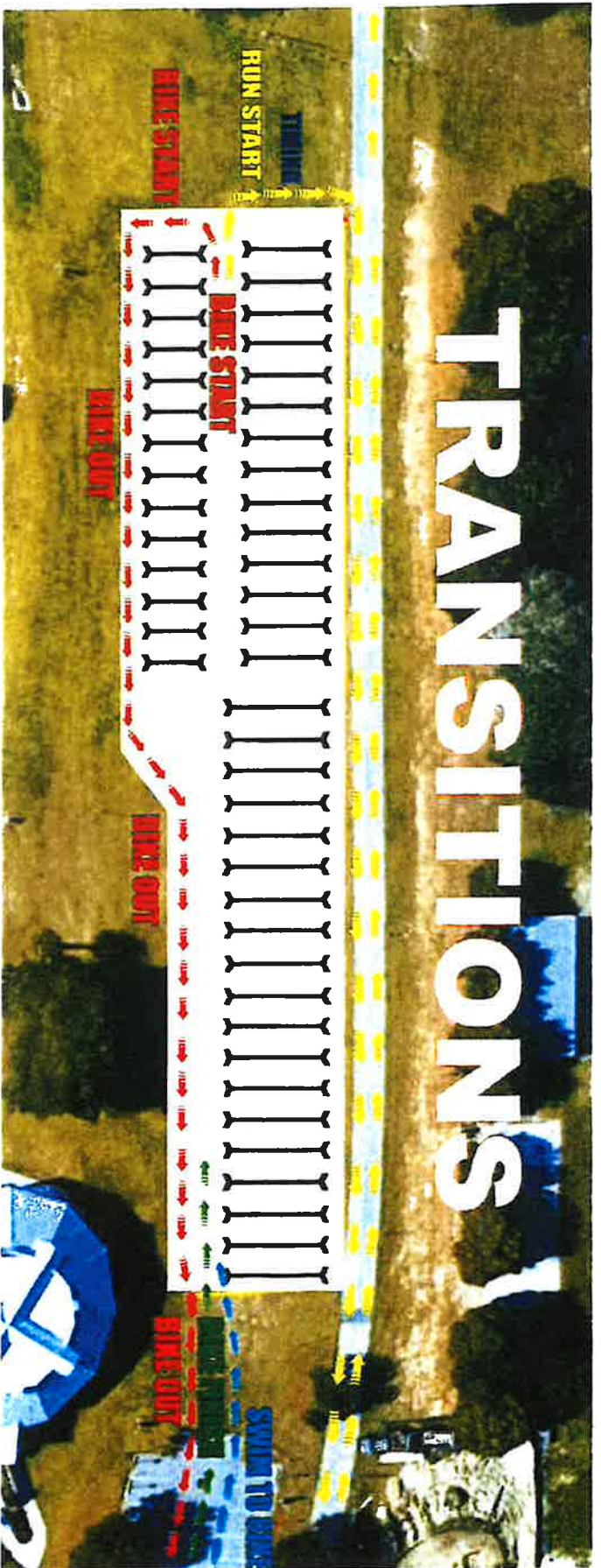
Ride With GPS · <https://ridewithgps.com>

Sprint Tri 5k

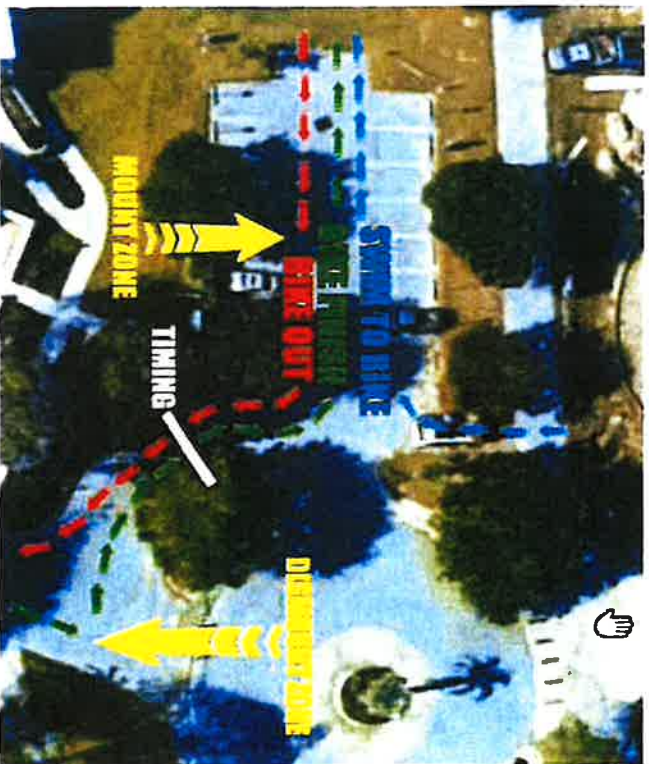


ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.365	↖	Keep left onto South Lake Trail
3	2.735	↗	Turn slight right onto South Lake Trail
4	3.100		FINISH



TRANSITION MAP





HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Cool Sommer Mornings Triathlon/5K #1
Date(s) of Rental 6/6/2025-6/8/2025 Estimated Attendance: 800-1200
Rental Start Time: Friday, 6/6/2025 9am Rental End Time: Sunday, 6/8/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com
Event Contact MICHELLE CRASKE Email michelle@sommersports.com
Day Phone 352-394-1320 Cell Phone 352-988-9485
Address 1271 Commons Court City Clermont State FL Zip 34711
Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney’s fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant’s insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

mm. Craske 7/30/2024
User Signature Date

City of Clermont Employee Signature Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Cool Sommer Mornings Tri/5K #1			Date: 6/8/2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 6/6 - 8/2025		Hours of operation: 7AM - 4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske
Applicant Name (print)

Michelle Craske
Applicant Name (signature)

Fred Sommer
Owner Name (print)

Fred Sommer
Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.

5373 State Route 29

Celina, Ohio 45822-9210

www.CelinaTent.com

MANUFACTURER OF FINISHED TENT PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709

City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event Adventure Cool Sommer Tri Date(s) of Event 6/8/2025

Rental Location Waterfront Park Anticipated attendance 900-1200

Event Start Time 7 AM Event End Time 2pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancellation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED
Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to: Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH COOL SOMMER MORNINGS #2 TRIATHLON/5K
Date(s) of Event 7/13/2025 Estimated Attendance: 900-1200
Event Start Time: SUNDAY 7AM Event End Time: SUNDAY 2PM
Before Event Setup Time: Friday, 7/11/2025 9am After Event Cleanup Time: Sunday, 7/13/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: The Cool Sommer Mornings Series features a different themed race each month along the beautiful shores of Lake Minneola. Choose from many distances from International Triathlon to a standalone 5K.

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH COOL SOMMER MORNINGS #2 TRIATHLON/5K
 DATE OF EVENT: July 13, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
				Sales Tax
				GRAND TOTAL

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

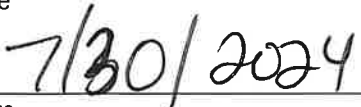
**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.

 _____ Applicant's Signature	Vice President _____ Title
MICHELLE CRASKE _____ Printed Name	 _____ Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

COOL SOMMER MORNINGS SWIM COURSE

Swim is one lap for both distances. All swimmers swim counter-clockwise keeping buoys on their left.



8.2 mile Bike Course map w/ Directions



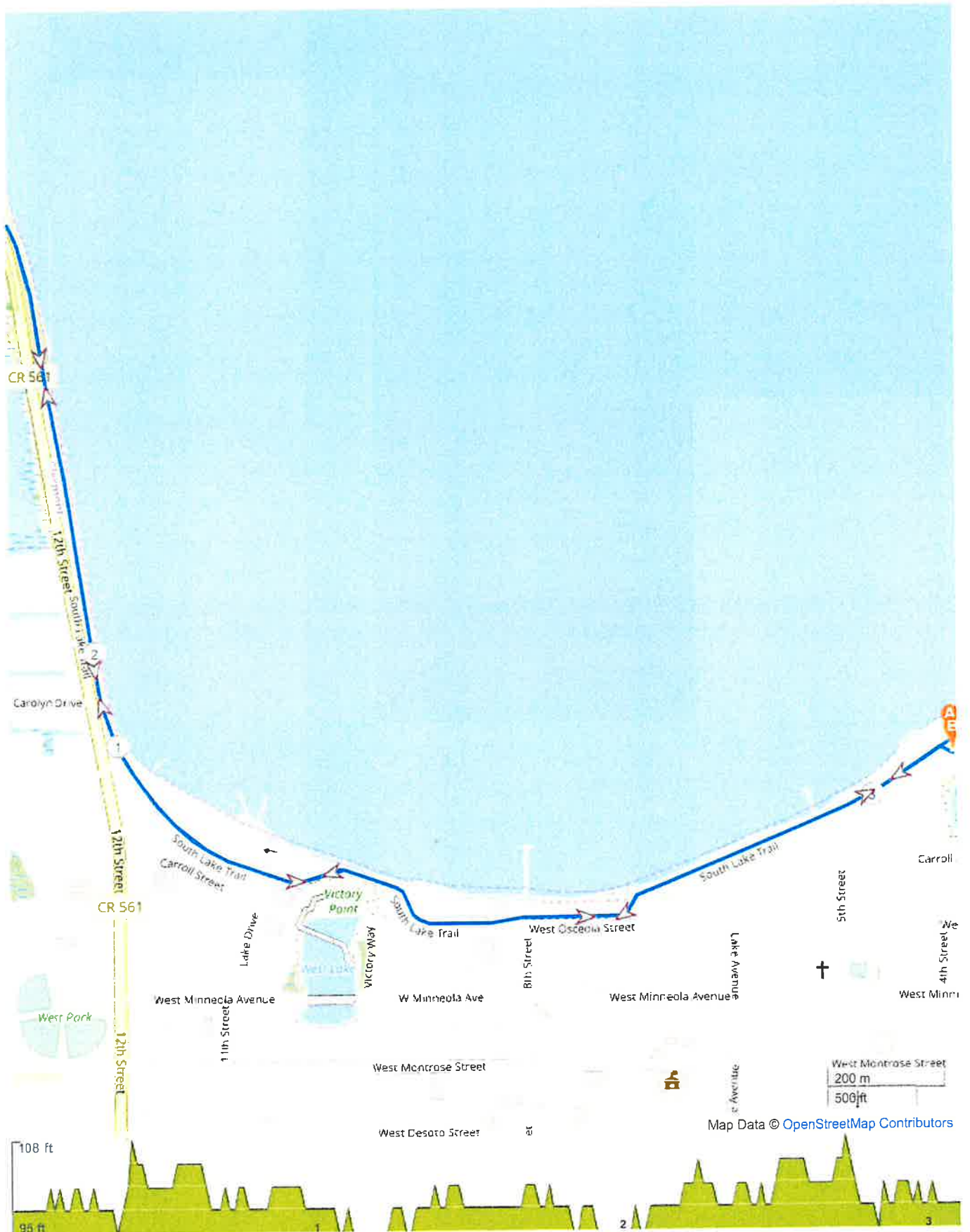
Clermont 8.2 mile Sprint Triathlon Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	←	Left	Turn left onto Carroll St	0.1
0.1	→	Right	Turn right onto 3rd St	0.2
0.1	→	Right	Turn right onto W Osceola St	0.3
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right at the 1st cross street onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 1st cross street onto 3rd St	8.0
0.2	←	Left	Turn left	8.2

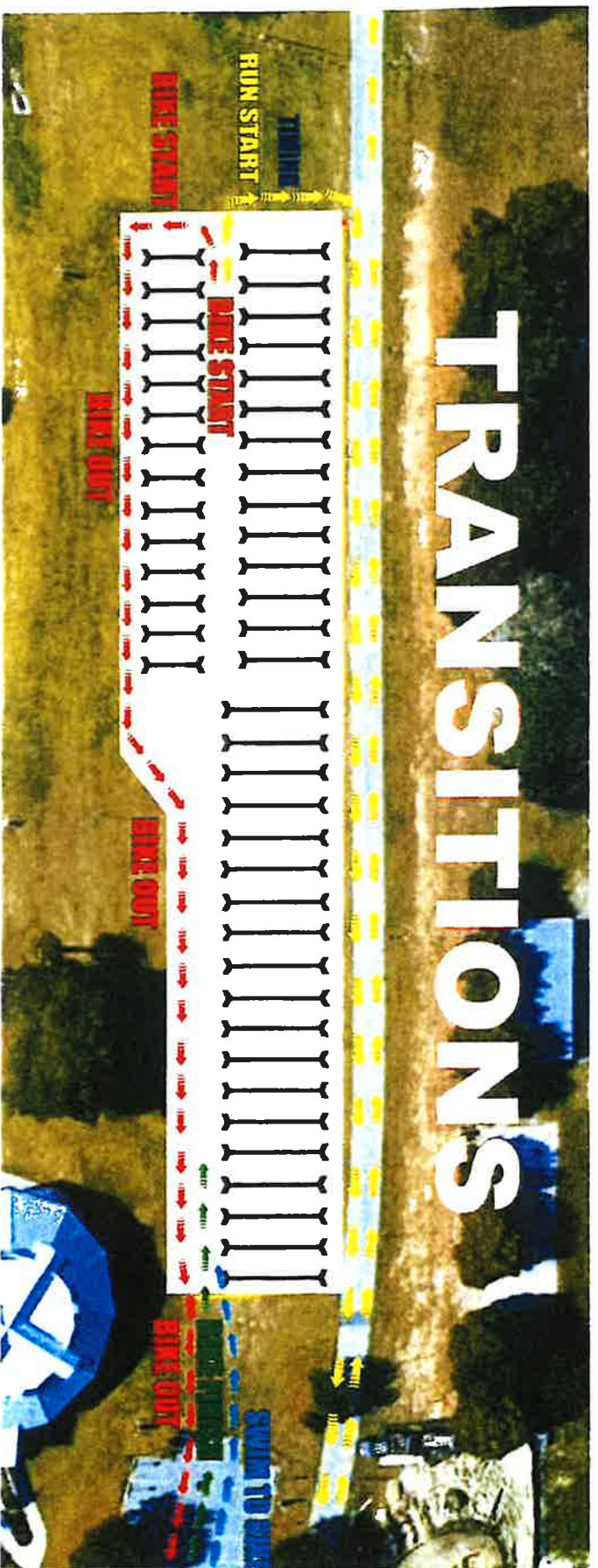
Ride With GPS · <https://ridewithgps.com>

Sprint Tri 5k

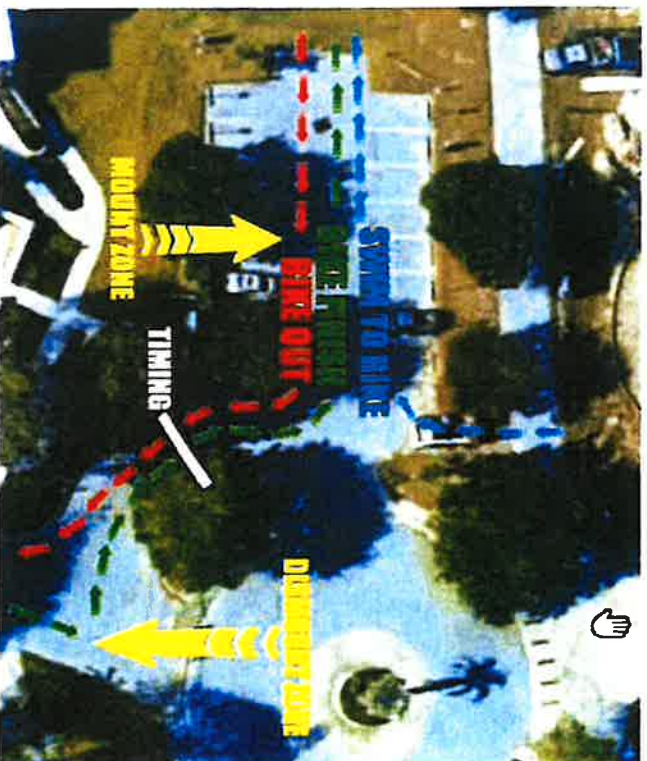


ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.365	↖	Keep left onto South Lake Trail
3	2.735	↗	Turn slight right onto South Lake Trail
4	3.100		FINISH



TRANSITION MAP





HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Cool Sommer Mornings Triathlon/5K #2
Date(s) of Rental 7/11/2025 - 7/13/2025 Estimated Attendance: 800-1200
Rental Start Time: Friday, 7/11/2025 9am Rental End Time: Sunday, 7/13/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com
Event Contact MICHELLE CRASKE Email michelle@sommersports.com
Day Phone 352-394-1320 Cell Phone 352-988-9485
Address 1271 Commons Court City Clermont State FL Zip 34711
Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A.

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

M. Craske 7/30/2024
User Signature Date

City of Clermont Employee Signature Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event AdventHealth Cool Sommer Mornings Tri/5K Date(s) of Event 7/13/2025

Rental Location Waterfront Park Anticipated attendance 900-1200

Event Start Time 7am Event End Time 2pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancelation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED
Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to: Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Cool Sommer Mornings Tri/5K #2			Date: 7/13/2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 7/11-13/2025		Hours of operation: 7AM-4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske

Applicant Name (print)

Michelle Craske

Applicant Name (signature)

Fred Sommer

Owner Name (print)

Fred Sommer

Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.

5373 State Route 29

Celina, Ohio 45822-9210

www.CelinaTent.com

MANUFACTURER OF FINISHED TENT PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH COOL SOMMER MORNINGS #3 TRIATHLON/5K
Date(s) of Event 8/10/2025 Estimated Attendance: 900-1200
Event Start Time: SUNDAY 7AM Event End Time: SUNDAY 2PM
Before Event Setup Time: Friday, 8/8/2025 9am After Event Cleanup Time: Sunday, 8/10/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: The Cool Sommer Mornings Series features a different themed race each month along the beautiful shores of Lake Minneola. Choose from many distances from International Triathlon to a standalone 5K.

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT: ADVENTHEALTH COOL SOMMER MORNINGS #3 TRIATHLON/5K
 DATE OF EVENT: August 10, 2025
 EVENT CONTACT: MICHELLE CRASKE
 REFUND MAILING ADDRESS: 1271 Commons Court
 Street Address
 Clermont FL 34711
 City ST Zip
 CELL PHONE: 352-988-9485

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.

Ym. Craske
Applicant's Signature

Vice President
Title

MICHELLE CRASKE
Printed Name

7/30/2024
Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

COOL SOMMER MORNINGS SWIM COURSE

Swim is one lap for both distances. All swimmers swim counter-clockwise keeping buoys on their left.



8.2 mile Bike Course map w/ Directions



Clermont 8.2 mile Sprint Triathlon Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	←	Left	Turn left onto Carroll St	0.1
0.1	→	Right	Turn right onto 3rd St	0.2
0.1	→	Right	Turn right onto W Osceola St	0.3
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right at the 1st cross street onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 1st cross street onto 3rd St	8.0
0.2	←	Left	Turn left	8.2

Ride With GPS · <https://ridewithgps.com>

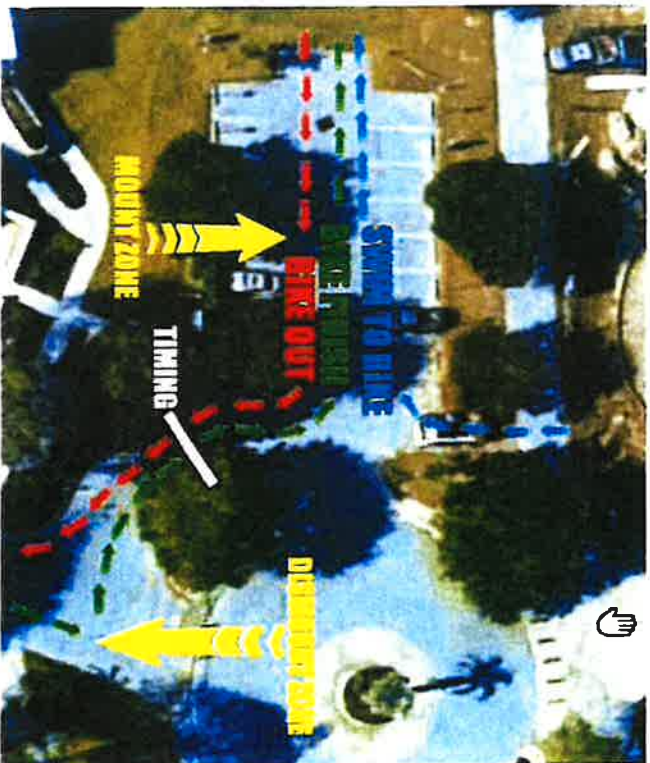
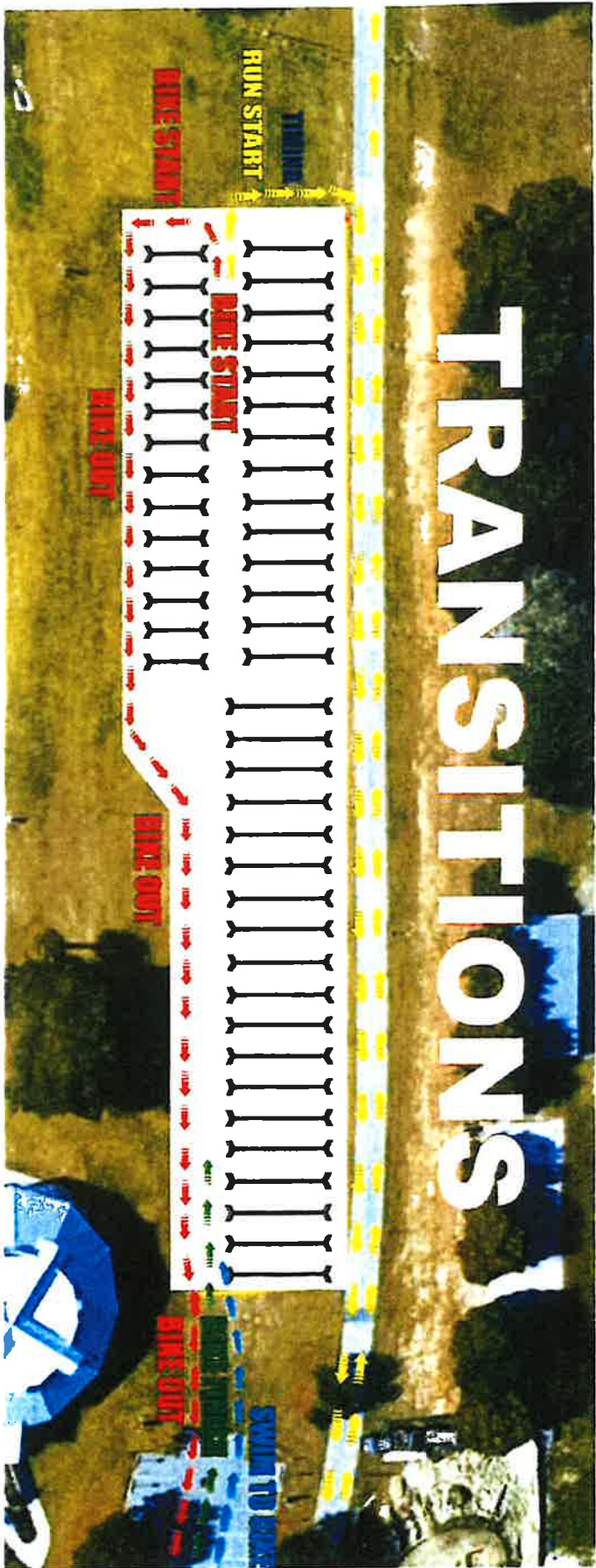
Sprint Tri 5k



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.365	↰	Keep left onto South Lake Trail
3	2.735	↱	Turn slight right onto South Lake Trail
4	3.100		FINISH

MAP





HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Cool Sommer Mornings Triathlon/5K #3
Date(s) of Rental 8/8/2025 - 8/10/2025 Estimated Attendance: 800-1200
Rental Start Time: Friday, 8/8/2025 9am Rental End Time: Sunday, 8/10/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A.

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	<i>Non-refundable</i>	\$10
Security Deposit	\$150	\$150	<i>Refundable</i>	\$150
Highlander Rental-Per Hour	\$60	\$125	<i>2 hour minimum</i>	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		<i>4 hour minimum</i>	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

User Signature

M. Craske

Date

7/30/2024

City of Clermont Employee Signature

Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event Adventhealth Cool Sommer Morning Tri/5k Date(s) of Event 8/10/2025

Rental Location Waterfront Park Anticipated attendance 800-1200

Event Start Time 7AM Event End Time 2pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancellation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED

Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to: Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Cool Sommer Mornings Tri/5K #3			Date: 8/10/2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 8/8-10/2025		Hours of operation: 7AM-4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske

Applicant Name (print)

Michelle Craske

Applicant Name (signature)

Fred Sommer

Owner Name (print)

Fred Sommer

Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.

5373 State Route 29

Celina, Ohio 45822-9210

www.CelinaTent.com

MANUFACTURER OF FINISHED TENT PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH COOL SOMMER MORNINGS #4 TRIATHLON/5K
Date(s) of Event 9/14/2025 Estimated Attendance: 900-1200
Event Start Time: SUNDAY 7AM Event End Time: SUNDAY 2PM
Before Event Setup Time: Friday, 9/12/2025 9am After Event Cleanup Time: Sunday, 9/14/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: The Cool Sommer Mornings Series features a different themed race each month along the beautiful shores of Lake Minneola. Choose from many distances from International Triathlon to a standalone 5K.

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

If Yes, requires separate approval process completed by Company with the Fire Prevention Division.

The release of Sky Lanterns is not permitted under state law.

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.

Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT:	ADVENTHEALTH COOL SOMMER MORNINGS #4 TRIATHLON/5K		
DATE OF EVENT:	September 14, 2025		
EVENT CONTACT:	MICHELLE CRASKE		
REFUND MAILING ADDRESS:	1271 Commons Court		
	Street Address		
	Clermont	FL	34711
	City	ST	Zip
CELL PHONE:	352-988-9485		

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.


Applicant's Signature

Vice President
Title

MICHELLE CRASKE
Printed Name

7/30/2024
Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

COOL SOMMER MORNINGS SWIM COURSE

Swim is one lap for both distances. All swimmers swim counter-clockwise keeping buoys on their left.



8.2 mile Bike Course map w/ Directions



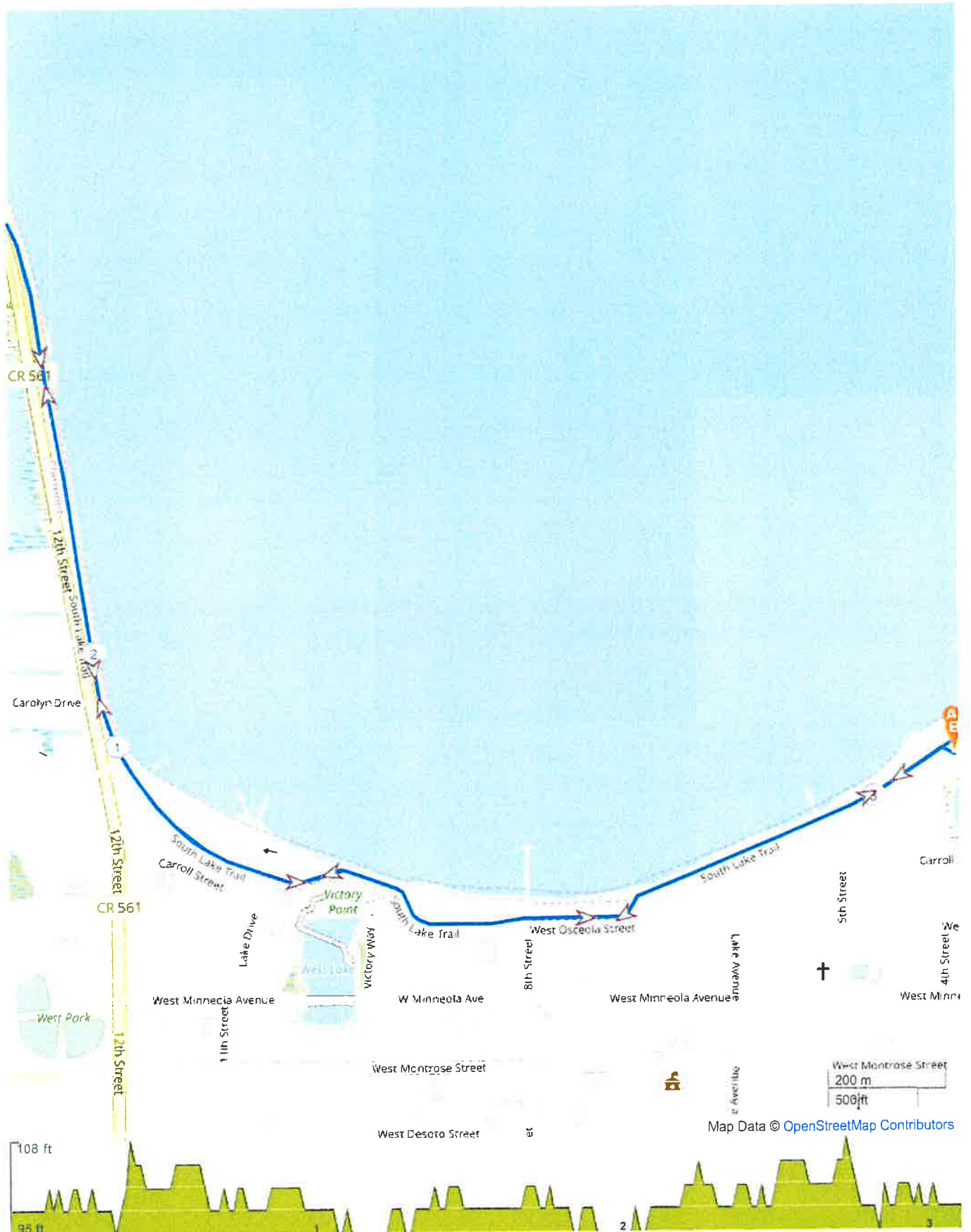
Clermont 8.2 mile Sprint Triathlon Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	←	Left	Turn left onto Carroll St	0.1
0.1	→	Right	Turn right onto 3rd St	0.2
0.1	→	Right	Turn right onto W Osceola St	0.3
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right at the 1st cross street onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 1st cross street onto 3rd St	8.0
0.2	←	Left	Turn left	8.2

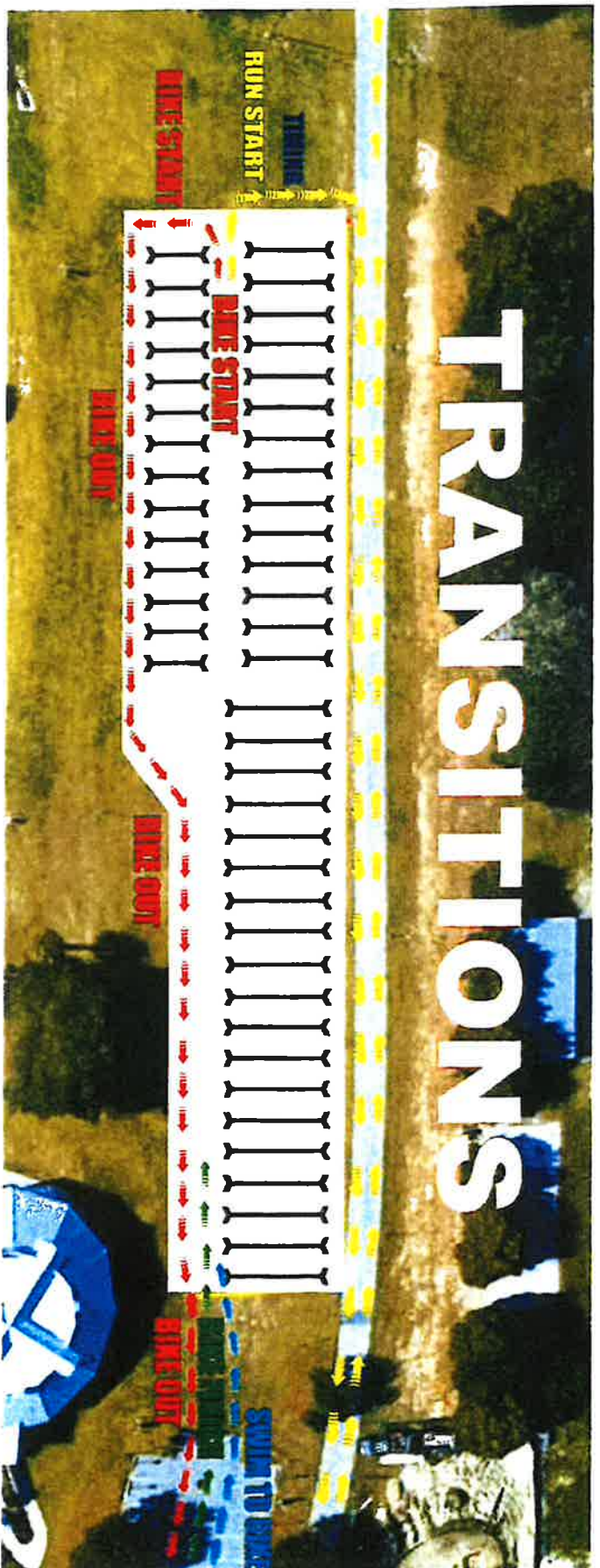
Ride With GPS · <https://ridewithgps.com>

Sprint Tri 5k

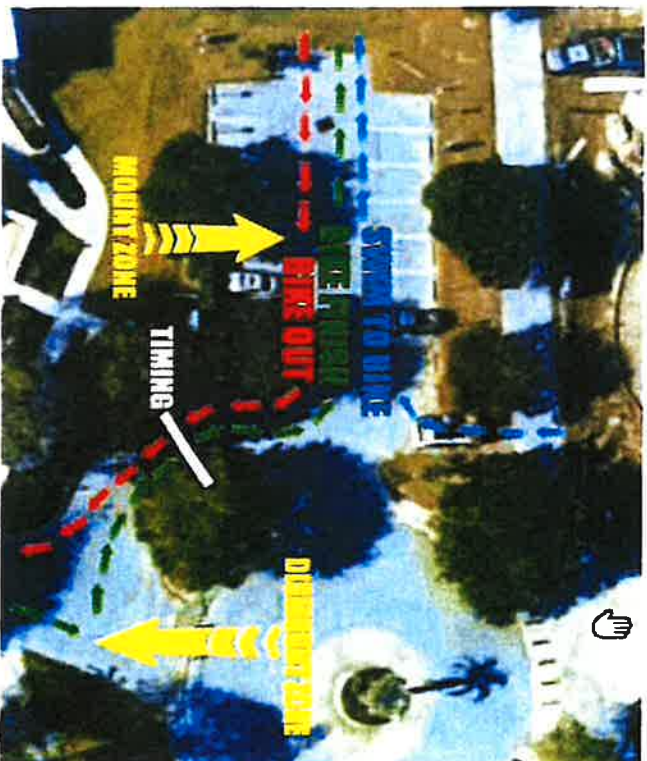


ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.365	↖	Keep left onto South Lake Trail
3	2.735	↗	Turn slight right onto South Lake Trail
4	3.100		FINISH



TRANSITION MAP





HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Cool Sommer Mornings Triathlon/5K #4
Date(s) of Rental 9/12/2025 - 9/14/2025 Estimated Attendance: 800-1200
Rental Start Time: Friday, 9/12/2025 9am Rental End Time: Sunday, 9/14/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

User Signature

M. Craske

Date

7/30/2024

City of Clermont Employee Signature

Date

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event AdventHealth Cool Summer Morning Tri/5K Date(s) of Event 9/14/2025

Rental Location Waterfront Park Anticipated attendance 800-1200

Event Start Time 7am Event End Time 2pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284 Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancellation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED

Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to: Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Cool Sommer Mornings Tri/5K #4			Date: 9/14/2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 9/12-14/2025		Hours of operation: 7AM-4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske

Applicant Name (print)

Fred Sommer

Owner Name (print)

M. Craske

Applicant Name (signature)

[Signature]

Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.

5373 State Route 29

Celina, Ohio 45822-9210

www.CelinaTent.com

MANUFACTURER OF FINISHED TENT PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH GREAT FLORIDIAN TRIATHLON FESTIVAL
Date(s) of Event 10/18-10/19/2025 Estimated Attendance: 900-1200
Event Start Time: SATURDAY - 5K 5:30PM Event End Time: SUNDAY 2PM
SUNDAY - TRI 7AM
Before Event Setup Time: Friday, 10/17/2025 9am After Event Cleanup Time: Sunday, 10/19/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: Great Floridian celebrates the 35th annual event in beautiful Clermont with a
all new distance, the GFT44. This event is the triathlon season finale and offers a distance for everyone!

Location of Event on City Property: Map 1 ☒ A ☒ B ☒ C ☒ D ☐ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Beach area for swim portion of the Triathlon

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT:	ADVENTHEALTH GREAT FLORIDIAN TRIATHLON FESTIVAL		
DATE OF EVENT:	October 19, 2025		
EVENT CONTACT:	MICHELLE CRASKE		
REFUND MAILING ADDRESS:	1271 Commons Court		
	Street Address		
	Clermont	FL	34711
	City	ST	Zip
CELL PHONE:	352-988-9485		

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.


Applicant's Signature

Vice President
Title

MICHELLE CRASKE
Printed Name

7/30/2024
Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

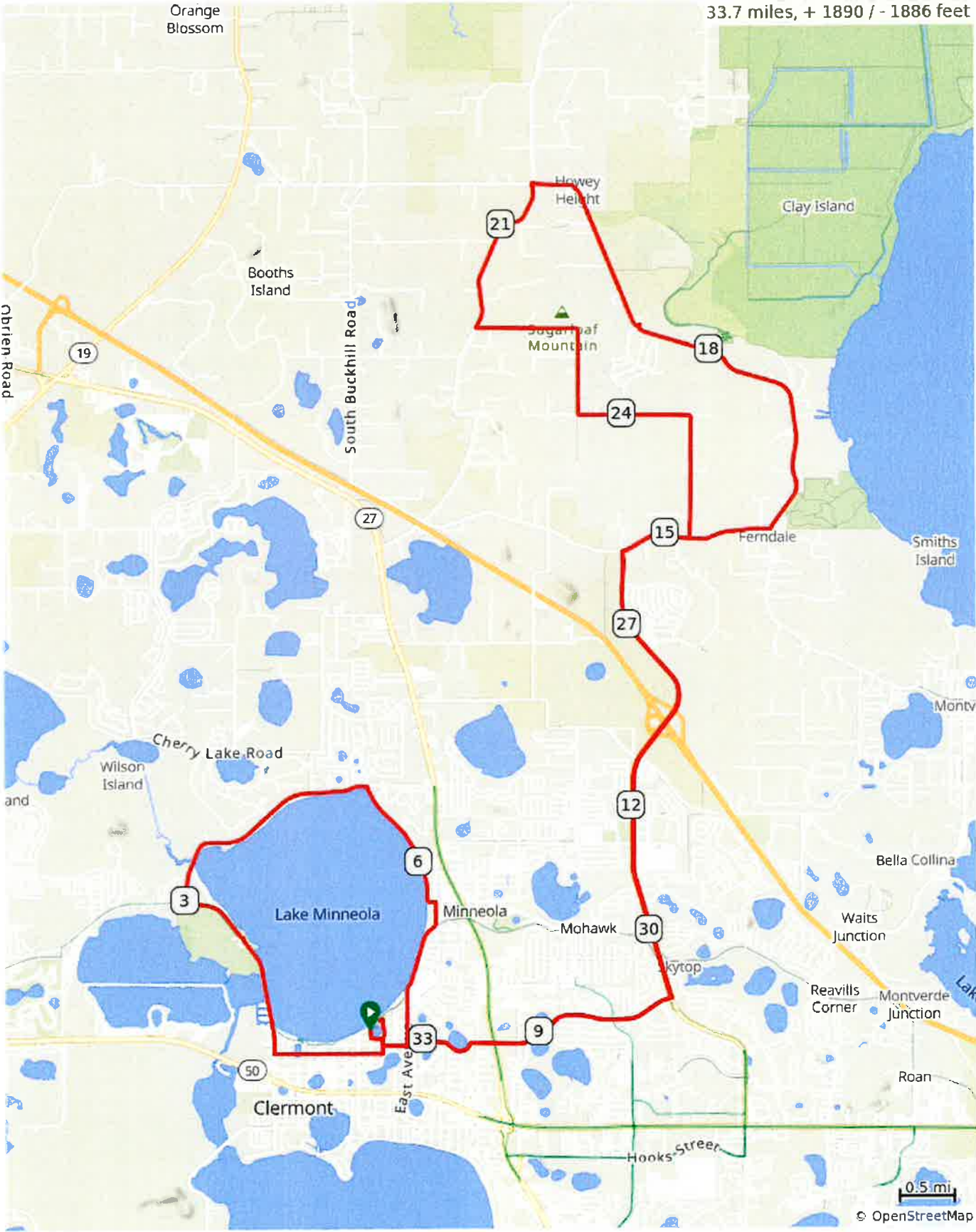
Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

GREAT FLORIDIAN TRIATHLON 1.2 MILE SWIM*

* 2.4 MILE SWIMMERS WILL SWIM TWO LAPS OF THIS COURSE



GFT 34 Mile Bike



GFT 34 Mile Bike

Num	Dist	Prev	Type	Note	Next
1.	0.0	0.0	↘	Slight L onto 4th Street	0.1
2.	0.1	0.1	←	L onto Carroll Street	0.1
3.	0.2	0.1	↗	Sharp R onto 3rd Street	0.1
4.	0.3	0.1	→	R onto W Minneola Ave	1.0
5.	1.3	1.0	→	R onto 12th Street, CR 561	1.1

1.3 miles. +72/-61 feet

Num	Dist	Prev	Type	Note	Next
10.	6.4	1.1	→	R onto South Main Avenue	1.3
11.	7.7	1.3	←	L onto Pitt Street	1.1
12.	8.8	1.1	↑	Continue onto North Jacks Lake Road	1.5
13.	10.3	1.5	←	L onto North Hancock Road	4.3
14.	14.6	4.3	→	R onto CR 561A	1.4
15.	15.9	1.4	←	L onto CR 455	2.8

10.6 miles. +575/-578 feet

Num	Dist	Prev	Type	Note	Next
6.	2.4	1.1	↑	At roundabout, take exit 1 onto Lake Minneola Shores, CR 561	0.6
7.	3.0	0.6	→	R onto CR 561	2.2
8.	5.2	2.2	→	R onto Lake Drive	0.1
9.	5.3	0.1	↑	Continue onto Lakeshore Drive	1.1

4.0 miles. +47/-47 feet

Num	Dist	Prev	Type	Note	Next
16.	18.7	2.8	↑	At roundabout, take exit 1	0.0
17.	18.7	0.0	↙	Sharp L	0.0
18.	18.7	0.0	↑	At roundabout, take exit 1	0.1
19.	18.8	0.1	↗	Slight R onto CR 455	1.6
20.	20.4	1.6	↑	At roundabout, take exit 3	1.5

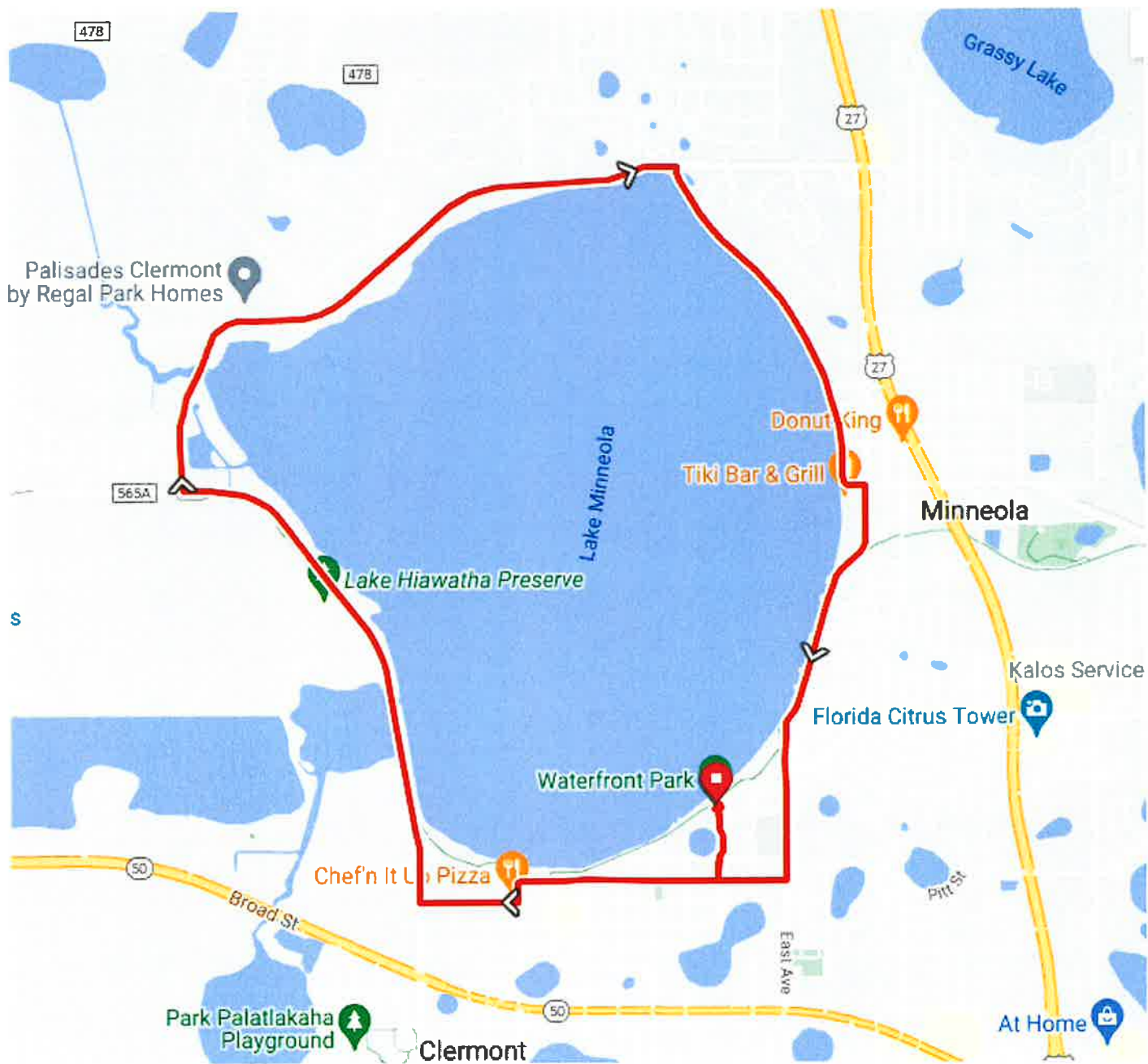
4.5 miles. +149/-124 feet

Num	Dist	Prev	Type	Note	Next
21.	22.0	1.5	↙	Sharp L onto Sugarlo af Mountai n Road	3.7
22.	25.7	3.7	→	R onto CR 561A	0.7
23.	26.3	0.7	←	L onto North Hancoc k Road	4.3
24.	30.6	4.3	→	R onto North Ridge Boulev ard	1.5
25.	32.1	1.5	↑	Continu e onto Pitt Street	1.1

11.6 miles. +735/-744 feet

Num	Dist	Prev	Type	Note	Next
26.	33.2	1.1	←	L onto East Avenue	0.0
27.	33.2	0.0	→	R onto West Osceol a Street	0.2
28.	33.4	0.2	→	R onto 3rd Street	0.2
29.	33.7	0.2	↙	Sharp L	0.0
30.	33.7	0.0	📍	End of route	0.0

1.6 miles. +1/-43 feet



get Sprint Bike
Map

2021Great Floridian Sprint Triathlon 8 mile Bike Course

8.2 miles

Leg	Dir	Type	Notes	Total
	→	Right	Turn right onto Palm St	0.0
0.0	→	Right	Turn right onto 3rd St	0.0
0.2	→	Right	Turn right onto W Osceola St	0.2
0.6	←	Left	Slight left onto West Ave	0.9
0.1	→	Right	Turn right onto W Minneola Ave	1.0
0.3	→	Right	Turn right onto 12th St	1.3
0.6	↑	Straight	Continue onto Lake Minneola Shores	1.9
1.0	→	Right	Turn right to stay on Lake Minneola Shores	3.0
2.2	→	Right	Turn right onto Lake Dr	5.1
0.1	↑	Straight	Continue straight onto N Lakeshore Dr	5.3
1.0	←	Left	N Lakeshore Dr turns slightly left and becomes W Washington St	6.3
0.1	→	Right	Turn right onto S Main Ave	6.4
0.2	→	Right	Slight right onto Lake Minneola Dr	6.6
0.6	↑	Straight	Continue onto East Ave	7.2
0.5	→	Right	Turn right onto W Osceola St	7.7
0.2	→	Right	Turn right at the 2nd cross street onto 3rd St	7.9
0.2	→	Right	Turn right onto Palm St	8.2
0.0	←	Left	Turn left to stay on Palm St	8.2
0.0	←	Left	Turn left to stay on Palm St	8.2

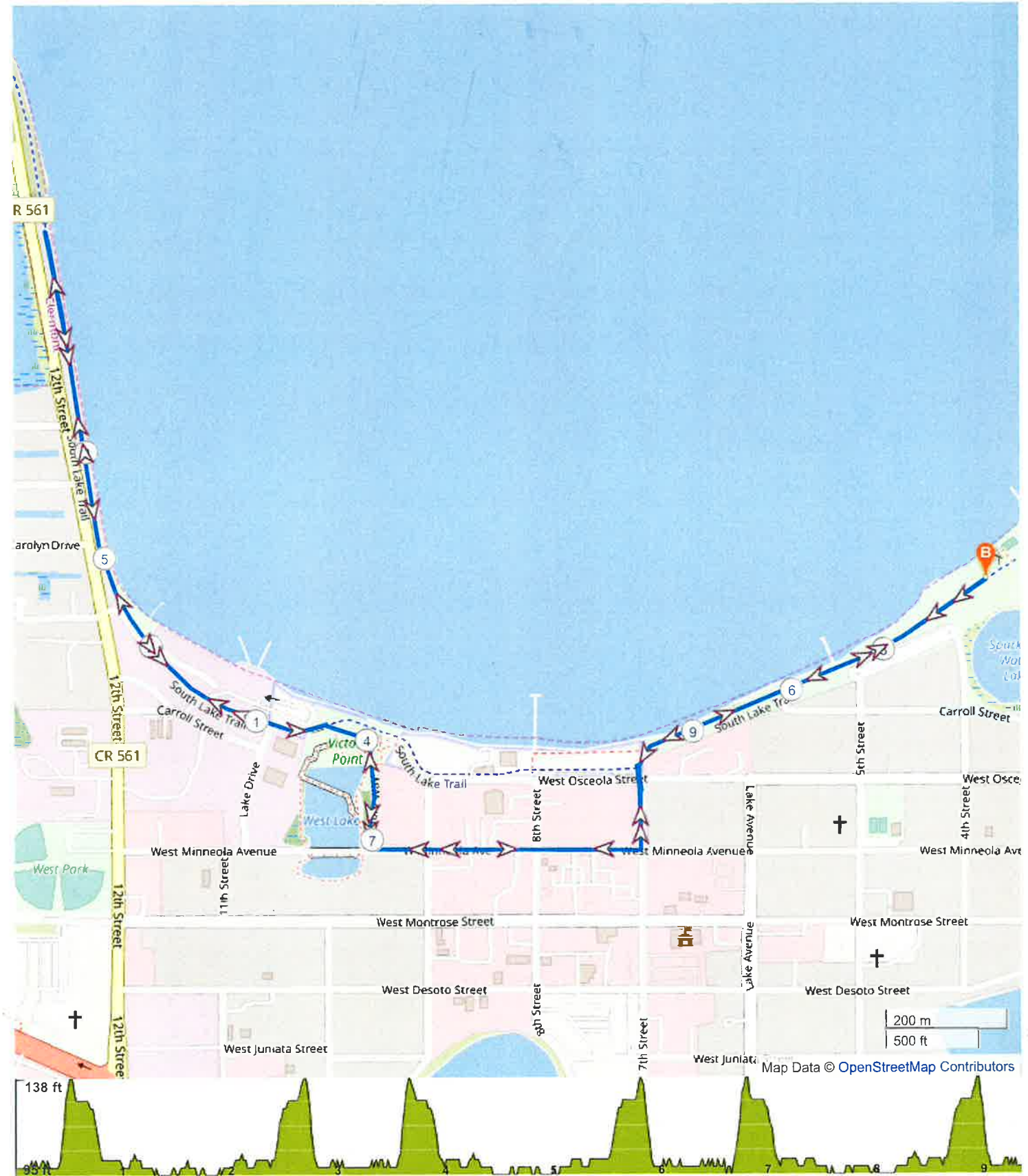
Ride With GPS · <https://ridewithgps.com>

GFT Sprint 3.1 Mile Run Course



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.544	↖	Keep right
3	3.106	↗	Keep right
4	3.106	➔	Keep right
5	3.137		FINISH



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.000		Start on South Lake Trail
2	0.381	↖	Keep left onto South Lake Trail
3	0.491	→	Turn right onto W Minneola Ave
4	0.764	→	Turn right onto Victory Way
5	0.875	←	Turn left
6	0.922	↘	Turn sharp right onto South Lake Trail
7	2.206	↗	Keep right
8	2.253	→	Turn right
9	2.364	←	Turn left onto W Minneola Ave
10	2.637	←	Turn left onto 7th Street
11	2.746	↗	Turn slight right onto South Lake Trail
12	3.504	↖	Keep left onto South Lake Trail
13	3.612	→	Turn right onto W Minneola Ave
14	3.885	→	Turn right onto Victory Way
15	3.996	←	Turn left
16	4.043	↖	Turn slight left onto South Lake Trail
17	5.307	↗	Keep right
18	5.354	→	Turn right
19	5.465	←	Turn left onto W Minneola Ave
20	5.738	←	Turn left onto 7th Street
21	5.847	↗	Turn slight right onto South Lake Trail
22	6.606	↖	Keep left onto South Lake Trail
23	6.715	→	Turn right onto W Minneola Ave
24	6.988	→	Turn right onto Victory Way
25	7.099	←	Turn left
26	7.146	↖	Turn slight left onto South Lake Trail
27	8.416	↗	Keep right
28	8.463	→	Turn right
29	8.574	←	Turn left onto W Minneola Ave
30	8.847	←	Turn left onto 7th Street
31	8.956	↗	Turn slight right onto South Lake Trail
32	9.336		FINISH



HIGHLANDER BUILDING RENTAL APPLICATION

Today's Date 7/29/2024
Name of Event AdventHealth Great Floridian Triathlon
Date(s) of Rental 10/17/2025 - 10/19/2025 Estimated Attendance: 800-1200
Rental Start Time: Friday, 10/17/2025 9am Rental End Time: Sunday, 10/19/2025 4pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Not for Profit ☐ Resident ☐ Non Resident ☒ Business

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # 87-1801360 Website www.sommersportsevents.com
Event Contact MICHELLE CRASKE Email michelle@sommersports.com
Day Phone 352-394-1320 Cell Phone 352-988-9485
Address 1271 Commons Court City Clermont State FL Zip 34711
Secondary Contact Fred Sommer Phone # 352-394-1320

Briefly Describe Event: Athletic event at Waterfront Park, Highlander Building is used for packet pickup and the stage is used for the awards ceremony

Will there be any outside vendors, businesses, groups, etc. participating/involved? ☐ Yes ☒ No

If yes, please list each company: _____

All vendors must provide a valid Certificate of Insurance and License prior to rental.

Will there be food at the event? ☐ Yes ☒ No Admission Fee: ☒ Yes ☐ No

Will there be alcohol at the event? ☐ Yes* ☒ No **If yes, an alcohol request form must be submitted and approved prior to your event. Violation of this policy will result in forfeiture of your deposit and immediate cancellation of your rental.*

Clermont Police Officer time requirement: N/A to N/A

Per Special Event Permit

ITEM	RESIDENT / NON PROFIT	NON RESIDENT	COMMENTS	TOTAL
Application Fee	\$10	\$10	Non-refundable	\$10
Security Deposit	\$150	\$150	Refundable	\$150
Highlander Rental-Per Hour	\$60	\$125	2 hour minimum	
Extra Detail Clermont Police *When Required.	Rate of \$52.00 per hour.		4 hour minimum	
			Subtotal	
			Tax Sales	
			GRAND TOTAL	

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (501c3)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured.

CERTIFICATE OF INSURANCE

A Certificate of Insurance is required from the Applicant as follows:

- For any event or facility rental by a business or organization, both for-profit and non-profit
- For any event or facility rental that is open to the general public
- To serve alcohol in any city facility or property

A Certificate of Insurance may be requested:

- From a vendor that provides equipment (or similar items such as a tent, platform or stage, scissor lift, bounce house, etc.) to an event or facility
- Utilizing a generator or other potentially dangerous item
- Under any other condition the City determines reasonable and necessary

The COI must be submitted a minimum of 72 hours prior to the event date, listing the City of Clermont as additionally insured. If the COI is not submitted as required, the city reserves the right to cancel the rental.

HOLD HARMLESS/INSURANCE AGREEMENT

The user will indemnify and hold harmless the City of Clermont from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of, or resulting from the occupancy of the Park/Facility by the User, its agents, servants, invitees, and guests under this license.

The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury or loss.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage \$1,000,000 Comprehensive General Liability Insurance, without deductibles, per occurrence. The City of Clermont shall be named as an additional insured, which shall be noted on the Certificate of Insurance. The Certificate shall indicate that the applicant's insurance policy shall not be cancelled without thirty days prior written notice to the City of Clermont.

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the City of Clermont no later than fourteen (14) calendar days prior to the Program/Event Date. Also, the undersigned agrees to be responsible for damage to facilities and conduct of persons in the program and/or event. Parking is permitted only in designated areas of the park/facility.

There is no parking allowed at any place of business or residence near the park/facility unless written permission is granted by each individual owner in advance.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees are required at time of reservation.

I have read the rules and regulations and fully understand them. I accept responsibility and insure that all members and guests will honor and abide by the above conditions.

Name of User (printed): MICHELLE CRASKE

Group Representing: SOMMER SPORTS EVENTS

User Signature M. Craske Date 7/30/2024

City of Clermont Employee Signature _____ Date _____

City of Clermont
Parks & Recreation Department
Clermont City Center
620 W Montrose St, Clermont, FL 34711
(352) 708-5915 Office
WWW.CLERMONTFL.GOV

City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event AdventHealth Great Florida Triathlon

Date(s) of Event 10/19/2025

Rental Location Waterfront Park

Anticipated attendance 800-1000

Event Start Time 7AM

Event End Time 4pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284

Primary email address Sales@premierbartending.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancellation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED
Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to:
Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Great Floridian Triathlon			Date: 10-18/19-25
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Grassy Area Near Transition			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 10/17-19/2025		Hours of operation: 7AM-4PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske
Applicant Name (print)

Michelle Craske
Applicant Name (signature)

Fred Sommer
Owner Name (print)

Fred Sommer
Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.
5373 State Route 29
Celina, Ohio 45822-9210
www.CelinaTent.com

**MANUFACTURER OF FINISHED TENT
PRODUCTS DESCRIBED HEREIN**

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.
The fabric will burn if left in continuous contact with any flame source.
Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division – Celina Tent, Inc.

Signed: _____

Rev. 20150709



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event NIGHTMARE ON THE CLERMONT TRAILS 5K
Date(s) of Event 10/25/2025 Estimated Attendance: 900-1200
Event Start Time: SATURDAY - 6:30PM Event End Time: SATURDAY 10PM
Before Event Setup Time: Sat 10/25/2025 9am After Event Cleanup Time: 10/25/2025 10pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: A Spooktacular Nighttime 5K run/walk featuring several interactive spook zones along the beautiful shores of Lake Minneola and into Lake Hiawatha Preserve

Location of Event on City Property: Map 1 ☐ A ☐ B ☐ C ☐ D ☐ Map 2 ☒ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: Lake Hiawatha Preserve

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☐ Yes ☒ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* Star Tents and several 10'x10'

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT:	NIGHTMARE ON THE CLERMONT TRAILS 5K		
DATE OF EVENT:	October 25 2025		
EVENT CONTACT:	MICHELLE CRASKE		
REFUND MAILING ADDRESS:	1271 Commons Court		
	Street Address		
	Clermont	FL	34711
	City	ST	Zip
CELL PHONE:	352-988-9485		

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.

MM. Craske
Applicant's Signature

Vice President
Title

MICHELLE CRASKE
Printed Name

7/30/2024
Date

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

- | | | |
|-----------------------|-------------------------------|--------------------|
| a) Parks & Rec. Dept. | b) Police Department | c) Fire Department |
| d) Public Works Dept. | e) Development Services Dept. | |

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

Nightmare On The Clermont Trails 2023



ROUTE DIRECTIONS

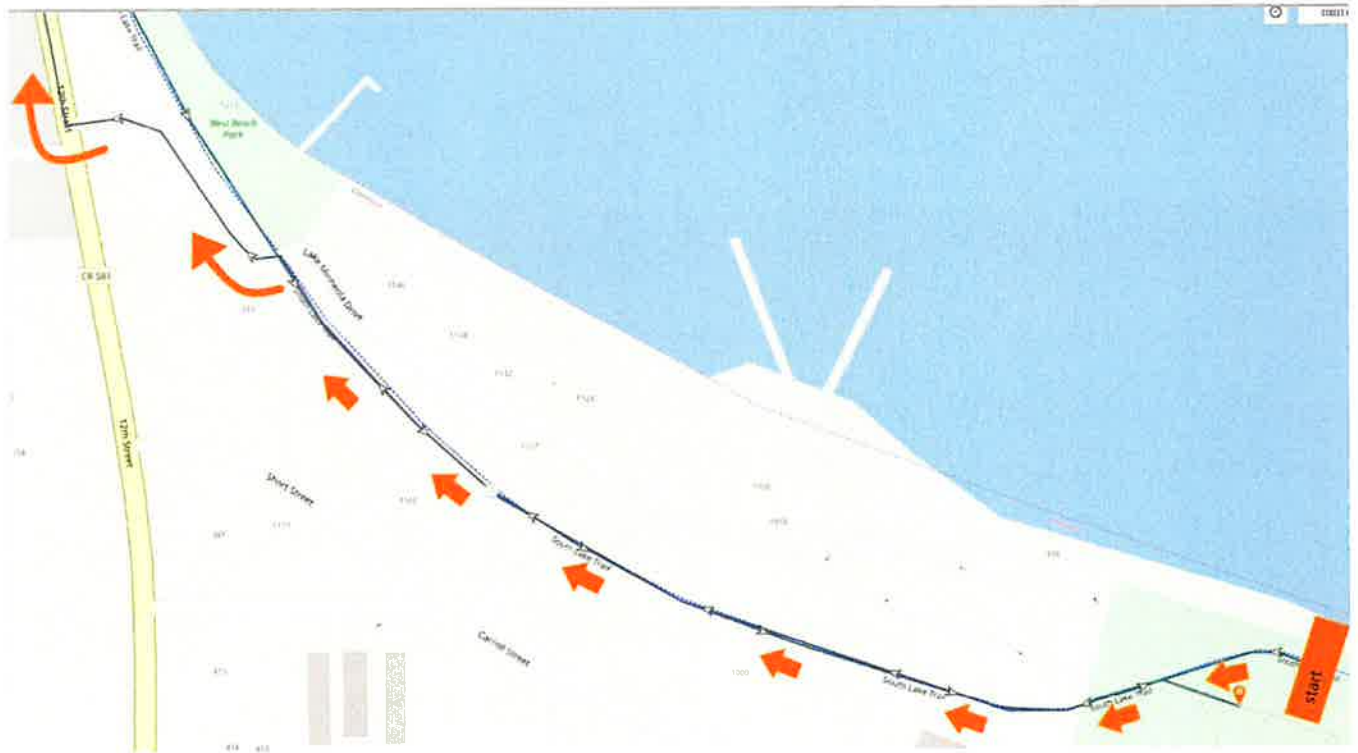
No	Miles	Turn	Directions
1	3.166		FINISH

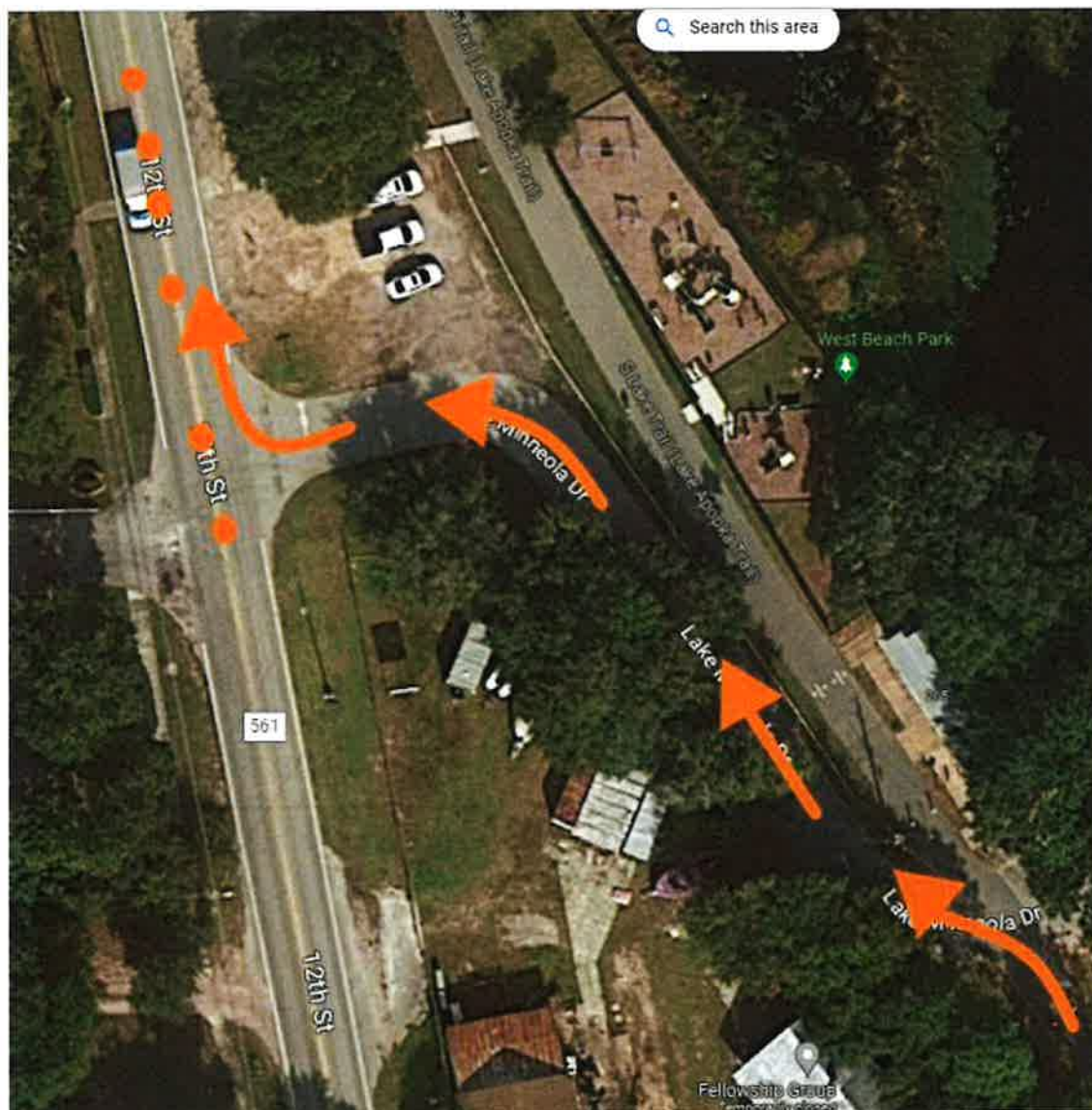
NIGHTMARE ON THE CLERMONT TRAILS 5K

PROPOSED NEW COURSE

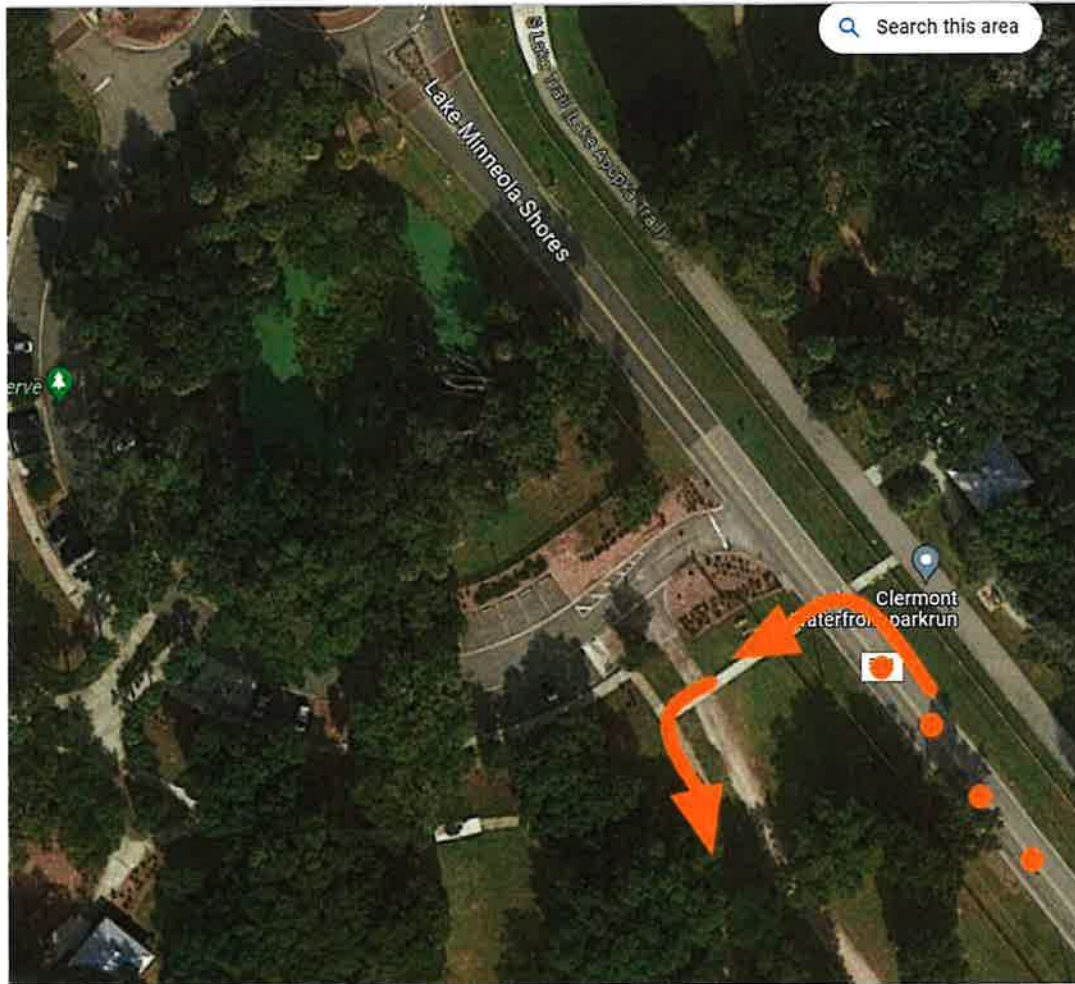
This involves a one lane road closure of 12th street from Minneola Ave to CR 561, northbound traffic lane. This would allow residents on Carolyn, Fran Mar Court, and Dianne Place to turn right onto 12th street and still have access to their homes. This road closure would only take place until the last athlete is safely off the road onto the course at Hiawatha Preserve. Estimated road closure time of 25 minutes. Two officers will remain at the traffic circle next to Hiawatha preserve, allowing cars to pass only when no athlete is present in the crosswalk. The route is detailed below.

The picture below is the beginning of the race. Athletes start at Victory Pointe on the South Lake Trail. They will head west on the trail until they hit West Beach Park. There they will turn left onto Lake Minneola Drive to enter the Northbound lane of 12th Street. This is represented on the second picture by the orange arrows. The orange circles represent the cones for the one lane closure.





They will continue north on 12th street until they come near Hiawatha Preserve. They will then cross over the southbound traffic lane to enter the park through the current crosswalk entrance. Once every athlete turns into the preserve, the roads can be reopened with the exception of the officers discretion at the traffic circle where athletes will later cross on the trail.



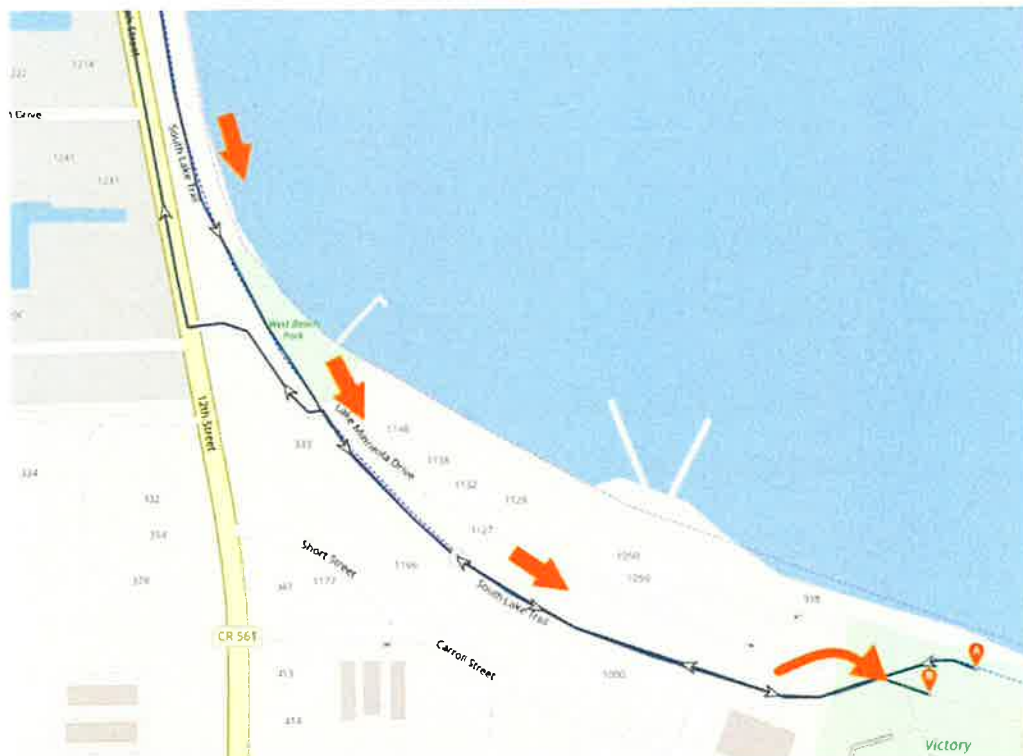
Once in the park, the next mile will utilize the disc golf paths. We will have scare zones set up and glowsticks lighting the path for the athletes. All décor and course markings, including the glowsticks, get removed immediately after the race ends.



Athletes will use the sidewalks within the park to join back onto the South Lake Trail. They will then use the crosswalk to cross over Lake Minneola Shores and continue southbound on the trail. We will have two officers here, as well as volunteers, to ensure athletes safety.



The athletes remain on the trail for the rest of the race. They finish by running into the middle of victory points.



City of Clermont

Alcohol Permit Request Form



Today's Date 7/30/2024

Name of Organization/Applicant Sommer Sports Events

Name of Event Nightmare on the Clermont Trails Date(s) of Event 10/25/2025

Rental Location Victory Point Anticipated attendance 800-1200

Event Start Time 5pm Event End Time 11pm

Briefly describe the event Athletes receive a drink coupon with their race entry to enjoy a beverage after the Triathlon/5K event.

Name of Licensed beverage caterer: Premier Bartending Services

Phone 407-285-0284

Primary email address Sales@premierbartendingservices.com

Alcohol to be served (check all that apply) ☐ Liquor ☒ Beer ☒ Wine/Champagne ☐ Other
A copy of the caterer's license and a Certificate of Insurance must be submitted with the request form.

Effective August 10, 2022, the Applicant is required to staff Extra-Detail Clermont Police Officers for rentals/events serving alcohol on City property. Failure to comply with the terms of this policy will result in cancellation of the alcohol approval. The Clermont Police Department's regular detail rate is \$52.00 per hour, per officer. Additional hourly surcharges may apply. The number of officers and hours required will be determined by the City. Refer to the rental application for more information.

Applicant's Initials MC

Exceptions to this policy will be considered on a case-by-case basis, and depend on the size and nature of the event. If requesting an exception, provide a brief explanation:

I understand that City staff must be notified of all changes to the approved alcohol request, and only the approved licensed caterer is permitted to serve alcohol. The event is subject to immediate cancellation, without refund, for violations of this policy.

Applicant Signature Ym Craske Date 7/30/2024

Please allow 30 days for the alcohol request to be processed

FOR CITY STAFF USE ONLY

Approval for the service of alcoholic beverages is ☐ GRANTED ☐ DENIED
Extra-Detail Exception ☐ GRANTED ☐ DENIED

Notes:

CITY STAFF SIGNATURE _____ TITLE _____ DATE _____

Please return the completed request to:
Clermont City Center
Parks & Recreation Dept.
620 W. Montrose Street
Clermont, FL 34711



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY

Today's Date 7/25/2024
Name of Event ADVENTHEALTH SANTA'S TWILIGHT 5K
Date(s) of Event 12/20/2025 Estimated Attendance: 1000-1200
Event Start Time: SATURDAY - 6:30PM Event End Time: SATURDAY 10PM
Before Event Setup Time: Sat 12/20/2025 9am After Event Cleanup Time: Sat 12/20/2025 10pm
Name of Organization/Applicant SOMMER SPORTS EVENTS

The refundable deposit will be made payable and mailed to the name and address of the applicant listed

Check Type of Organization ☐ Resident ☐ Non Resident ☐ Non-Profit ☒ Business

Non-Profit documentation must be provided with application.

Tax Exempt ☐ Yes ☒ No If yes, provide Tax Exempt # _____

If Yes, you must provide your Tax Exempt Certificate with application.

Federal ID # or Driver's License # _____

Event Contact MICHELLE CRASKE Email michelle@sommersports.com

Day Phone 352-394-1320 Cell Phone 352-988-9485

Address 1271 Commons Court City Clermont State FL Zip 34711

Secondary Contact _____ Phone # _____

If this event is a fundraiser, who is the beneficiary? (provide contact information and address)

Briefly Describe Event: Join the fun at this Holiday themed 5K night run in Historic Downtown Clermont.

All participants receive a holiday themed shirt, medal, glow sticks for the run and holiday cookies!

Location of Event on City Property: Map 1 ☐ A ☐ B ☐ C ☐ D ☒ Map 2 ☐ Map 3

Please choose A, B, C, or D on MAP 1, MAP 2 (Downtown Clermont), or Map 3 (Victory Pointe)

Other Location: City Hall - Downtown Clermont - Montrose Street

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE AND RETURN WITH YOUR APPLICATION

Alcohol Served: ☐ Yes ☒ No

If Yes, State Alcoholic Beverage License REQUIRED for sale of alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☒ Yes ☐ No Size of Tent* 10'x10' Tents

**Tents larger than 900 sq. ft. will require an additional permit*

Electrical Use: ☒ Yes ☐ No Describe the need: _____

Additional permits may be required based on use

Electrical Power Provided: ☒ Generator ☐ Temporary Power Drop ☐ Property Power

Gas Fueled Equipment: ☐ Yes ☐ No Describe Use: _____

If Yes, subject to permits as required by the Building/Fire Safety Division.

Fuel Source ☐ Propane ☐ Natural Gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approval as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395

Cooking Types: ☐ Fryers ☐ Propane Grill ☐ Charcoal Grill ☐ Concession Trailer ☐ Food Trucks

Insurance may be required by provider

Rides: ☐ Yes ☒ No Ride Types: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Insurance may be required by provider

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

*If Yes, requires separate approval process completed by Company with the Fire Prevention Division.
The release of Sky Lanterns is not permitted under state law.*

Streets to be Closed or Traffic Control: ☒ Yes ☐ No

Written submission for road closure is required and will require city council approval

Fire or Law Enforcement Stand-by Requested: ☒ Yes ☐ No

*If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department.
Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

Live Television or Radio Broadcast: ☐ Yes ☒ No

DJ, Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

Describe: _____

If loud sounds are created that require a permit under the City Noise Ordinance, a letter requesting a permit for such activity must accompany this permit application.

Banners or Attention Getting Devices: ☐ Yes ☒ No

If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

Is this event: ☒ Public ☐ Private Is another promoter/producer assisting with your event? ☐ Yes ☒ No

Will this event use other venues and/or municipalities such as Lake County? ☐ Yes ☐ No

Will this event be utilizing Lake Minneola or Lake Minnehaha for any portion of the event? ☒ Yes ☐ No

Are you requesting the boat ramp be closed in order to be used for overflow parking? ☐ Yes ☒ No

Boat ramp closure request will only be considered by the City Council for events that have over 1000 expected in attendance.

SPECIAL EVENTS COST ESTIMATOR

NAME OF EVENT:	ADVENTHEALTH SANTA'S TWILIGHT 5K		
DATE OF EVENT:	December 20, 2025		
EVENT CONTACT:	MICHELLE CRASKE		
REFUND MAILING ADDRESS:	1271 Commons Court		
	Street Address		
	Clermont	FL	34711
	City	ST	Zip
CELL PHONE:	352-988-9485		

Payment Deadline:

Application Fee and deposit are due upon submission

Final payment is due 30 days prior to event date.

Final payment not received by the due date will be assessed a 10% late payment fee per week on balance due.

	NON-PROFIT/ RESIDENT RATE	BUSINESS/ NON-RESIDENT RATE	SPECIAL INSTRUCTION	FEE
Application Fee	\$10	\$10	Non-Refundable	\$10
CITY PROPERTY:				
HIGHLANDER BUILDING AND PAVILION ~ AREA A (BLUE)				
Deposit	\$250	\$250	Refundable	
Hourly Fee	\$100	\$200	Per Hour (2 Hour Minimum)	
Daily Fee	\$700	\$1100		
PARK AREA ~ AREA B (RED)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
WATERFRONT ~ AREA C (YELLOW)				
Deposit	\$350	\$350	Refundable	
Hourly Fee	\$200	\$300	Per Hour (2 Hour Minimum)	
Daily Fee	\$1500	\$2500		
Each Consecutive Day	\$1200	\$2000		
CITY HALL PARK - DOWNTOWN ~ AREA D (GREEN)				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
VICTORY POINTE				
Deposit	\$150	\$150	Refundable	
Hourly Fee	\$25	\$50	Per Hour (2 Hour Minimum)	
Daily Fee	\$200	\$300		
~ ADDITIONAL FEES ~ TO BE DETERMINED BY CITY STAFF				
Additional City Staff	\$35	\$35	Per Person, Per Hour	
Public Works Event Staff	\$35	\$35	4 hr. min, per staff	
Police Officer	\$42	\$42	4 hr. min, Per Officer	
Fire/ EMS	\$60	\$60	4 hr. min, 2 staff min	
Fire Boat in the Water	\$100	\$100	Per Hour	
Sales Tax				
GRAND TOTAL				

Resident/Non-Profit rate is defined as

- A resident or land owner located in the Clermont city limits
- A business located in the Clermont city limits
- Be an organization/business that is active and currently registered with the Florida Division of Corporations. Applicant must be a registered agent, representative, or board member of the organization/business.

**Non-Profits must provide business license, proof of non-profit status (5013C)*

Non-Resident/Business rate is defined as

- Applicant resides outside the Clermont city limits
- Business is located outside the Clermont city limits

**Clermont Residents are not permitted to use 'Resident' status if the business is located outside of the city limits*

All businesses, vendors, etc., must provide a Certificate of Liability with a minimum coverage of \$1,000,000 Comprehensive General Liability Insurance naming the City of Clermont as additionally insured

PLEASE NOTE: The issuance of a Special Events Permit from the City shall NOT relieve any person from the duty to secure other City, State or County permits or approvals as may be required to include, but not be limited to, Department of Business and Professional Regulation, Health Department, tent permits, fireworks permit, attention getting device permits, business tax receipt, etc. The applicant agrees that no advertising for the event shall occur until this Special Event Permit has been approved. If any information is found to be false, incomplete or misrepresented, such fact is just cause for the immediate revocation of any permit issued. In addition, failure to correct any on-site condition or code violation as identified by the City staff will result in revocation of the permit and/or code enforcement fines.

Indemnification, Insurance and Additional Costs

The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made agree that they will jointly and severally indemnify and hold the City harmless against liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or death to persons, arising out of or resulting from the issuance of the permit or the conduct of the Special Event. The applicant may be required to provide insurance, as determined by the Risk Manager. In that case, the City shall be named as an Additional Insured. The applicant also agrees to reimburse the City for all costs due to damage, or use of City resources that are unanticipated but required to support this event.



Applicant's Signature

Vice President

Title

MICHELLE CRASKE

Printed Name

Date

7/30/2024

*****FOR CITY DEPARTMENT REVIEW ONLY*****

Department / Division Routing:

a) Parks & Rec. Dept.

b) Police Department

c) Fire Department

d) Public Works Dept.

e) Development Services Dept.

Provide email comments back to City within 7 calendar days of application receipt by the City. Comments need to include a specific denial or approval of the permit and any specific conditions required to be met or listed on the permit.

Santa's Twilight 5K Clermont



ROUTE DIRECTIONS

No	Miles	Turn	Directions
1	0.138	←	Turn left onto 8th St
2	2.561	↗	Keep right
3	2.608	↙	Turn sharp left
4	2.622	↘	Turn sharp right onto South Lake Trail
5	2.854	←	Turn left onto West Montrose Street
6	3.101		FINISH



CITY OF CLERMONT

TEMPORARY STRUCTURE, SPECIAL EVENT, OR OPEN AIR SALES PERMIT
APPLICATION

PROJECT OR BUSINESS NAME (if applicable) Santa's Twilight 5K			Date: 12/20/2025
APPLICANT/CONTACT INFORMATION			
Name Michelle Craske - SOMMER SPORTS EVENTS			
Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax CELL: 352-988-9485		
Email michelle@sommersports.com			
OWNER INFORMATION			
Owner's Name Fred Sommer - SOMMER SPORTS EVENTS			
Owner Address 1271 Commons Court	City Clermont	State FL	Zip 34711
Telephone 352-394-1320	Fax		
PERMIT INFORMATION			
Type of Structure & Size (tent, etc): 10 - 10x10 Tents; 2 Star Tents			
Proposed location of structure, event, or open air sale (attach site plan, map, aerial, etc. as needed to demonstrate proposal): Montrose Street at City Hall			
Description of operation or event (attach additional information as necessary): Tents used for Finish line, Athlete food and Merchandise			
Date(s) for which permit is requested: 12/20/2025		Hours of operation: 10AM-10 PM	

I/We, the undersigned property owner/applicant, do hereby state the I/we have read the City of Clermont's regulations for Open Air Sales and will abide by these regulations. By signing below, applicant and/or property owner understands that should the Open Air Sales not occur on the date specified above, subsequent requests may be denied.

Michelle Craske

Applicant Name (print)

M. Craske

Applicant Name (signature)

Fred Sommer

Owner Name (print)

F. Sommer

Owner Name (signature)

NOTE: The desired dates requested for the Temporary Structure or Event Permit must extend from the date the structure is proposed to be erected through the date the structure is proposed to be removed. Temporary Structure Permits more than 10 days or for more than one (1) time/year, must be scheduled on the agenda and requested of the Clermont City Council, and shall be considered at a public meeting.

Approved by the City of Clermont

Date

Certificate of Flame Resistance

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable)

Issued By:

Celina Tent, Inc.
5373 State Route 29
Celina, Ohio 45822-9210
www.CelinaTent.com

MANUFACTURER OF FINISHED TENT PRODUCTS DESCRIBED HEREIN

Celina Tent, Inc. certifies that the fabrics used in its tent products are flame resistant. All tent, canopy, structure, and shelter products manufactured and distributed by Celina Tent, Inc. will display a "Tent Identification and Warning label" certifying that it has been made of a flame resistant material.

Tent fabrics have been independently tested to meet or exceed one or more of the following flammability specifications:

NFPA-701	CPAI-84	ASTM D 6413
BS 5438	BS 7837 (1996)	DIN 4102-B1

Certification is hereby made that: The articles described on this Certificate have been treated with flame-retardant approved chemicals and that the application of said chemical was done in conformance with California Fire Marshal Code, and is equal to or exceeds Specification: **NFPA-701**

Method of Application: **IMPREGNATED**

Description of Item Certified: **PRESTO SERIES POLE CANOPY**

The Application Of Any Foreign Substantance To The Tent Fabric May Render The Flame Resistant Properties Inneffective.

This item is certified flame resistant or nonflammable, NOT FIRE PROOF.

The fabric will burn if left in continuous contact with any flame source.

Open flames should never be used under any tent, canopy, structure, or shelter.



Tent Products Division - Celina Tent, Inc.

Signed:

Rev. 20150709



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Ordinance No. 2024-044 <i>Final Public Camping</i>		
Requested Action		
Consider approval of Ordinance 2024-044		
Staff Report		
Effective October 1, 2024, the City is subject to the state mandate contained in F.S. Section 125.0231 that requires the City to prohibit public camping and sleeping. The law also creates a cause of action in favor of an affected property owner, if the City fails to prohibit public camping and sleeping. That part of the law takes effect 1/1/2025. The staff has proposed the included ordinance to address these issues: New Section 24-15 as proposed provides as follows: Any person found to have engaged in public camping or sleeping on public property within the City shall be in violation of the City Code. • A City code enforcement officer or law enforcement officer, based on personal knowledge, is authorized to initiate the code enforcement citation process, direct that the individual leave the public property and provide the individual with a time not to exceed 60 minutes to leave. • If the individual does not timely leave the public property, the code enforcement or law enforcement officer may issue a code enforcement citation under Section 1-129 of the City Code, which includes a fine of \$250 per violation. • If, after having been cited, the individual returns to the same location, a law enforcement officer may initiate the process to criminally trespass the individual from public property pursuant to Section 810.09 <i>Florida Statutes</i>.		
Additional Analysis		
Fiscal Impact Summary		
None.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Business Impact Estimate - Ord. 2024-044 Public Camping	Business Impact Estimate - Ord. 2024-044 Public Camping.pdf	
2. 2024-044 Public Camping (12.02.2024)	2024-044 Public Camping (12.02.2024).pdf	
3. Legal Ad	Legal Ad.pdf	



CITY OF CLERMONT
ORDINANCE NO. 2024-044

BUSINESS IMPACT ESTIMATE

TO: Mayor Murry and Council Members

FROM: Planning and Development Services/ Curt Henschel

DATE: November 5, 2024

SUBJECT: Ordinance No. 2024-044 – Public Camping Prohibited

Section 166.041, *Florida Statutes*, effective July 1, 2023, requires the City prepare a business impact estimate prior to final consideration of an ordinance. The following Business Impact Estimate complies with the law and has been posted on the City’s website at the time of the published notice of the City Council’s final consideration of the ordinance, or ten (10) days prior to the adoption public hearing, whichever is longer.

1. Summary of proposed Ordinance 2024-044

The proposed ordinance amends Chapter 24, “Offenses and Miscellaneous Provisions” to create Section 24-15 “Public Camping Prohibited”. The Ordinance is required to comply with recently enacted Section 125.0231 *Florida Statutes* which prohibits the City from authorizing or otherwise allowing any person to regularly engage in public camping or sleeping on any public property. Section 125.0231 creates a cause of action in favor of an affected property owner to sue the City for damages if the City fails to reasonably act to prohibit public camping or sleeping.

New Section 24-15 as proposed provides as follows:

- Any person found to have engaged in public camping or sleeping on public property within the City shall be in violation of the City Code.
- A City code enforcement officer or law enforcement officer, based on personal knowledge, is authorized to initiate the code enforcement citation process, direct that the individual leave the public property and provide the individual with a time not to exceed 60 minutes to leave.
- If the individual does not timely leave the public property the code enforcement or law enforcement officer may issue a code enforcement citation under section 1-129 of the City Code, which includes a fine of \$250 per violation.
- If after having been cited, the individual returns to the same location, a law enforcement officer may initiate the process to criminally trespass the individual from public property pursuant to Section 810.09 *Florida Statutes*.

2. Estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the city

a. Estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted.

City staff has not identified any direct cost to businesses associated with the proposed ordinance.

b. Identification of any new charge or fee on businesses subject to the proposed ordinance or for which businesses will be financially responsible.

There are no new charges or fees on businesses.

c. An estimate of the City's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs.

The proposed ordinance does not add enforcement requirements for City staff beyond that which are in the existing code and as necessary to enforce criminal laws.

3. A good faith estimate of the number of businesses likely to be impacted by the ordinance.

The proposed ordinance is not expected to impact any businesses.

4. Any additional information the board determines may be useful.

The ordinance is primarily intended to comply with the Florida Legislative's mandate set forth in Section 125.0231 *Florida Statutes* and to reduce the City's exposure to damage claims from property owners.



CITY OF CLERMONT
ORDINANCE NO. 2024-044

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, CREATING AND ENACTING CHAPTER 24, “OFFENSES AND MISCELLANEOUS PROVISIONS” ARTICLE I, “IN GENERAL” SECTION 24-15 “PUBLIC CAMPING OR SLEEPING OF THE CLERMONT CITY CODE, PROVIDING FOR FINDINGS, PURPOSE, INTENT AND DEFINITIONS; MAKING THE ACT OF PUBLIC CAMPING AN OFFENSE PUNISHABLE BY LAW, PROVIDING FOR PROGRAM IMPLEMENTATION REQUIREMENTS AND PROVIDING FOR ENFORCEMENT AND ADMINISTRATIVE PROCEDURES; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION, CODIFICATION, PUBLICATION AND EFFECTIVE DATE.

WHEREAS, Chapter 166 of the Florida Statutes and Article VIII of the Florida Constitution authorizes the legislative body of each municipality to enact ordinances to protect the health, safety, and welfare of its residents; and

WHEREAS, the Florida Legislature has enacted HB 1365 codified under 125.0231 Florida Statutes forbidding municipalities from authorizing or otherwise allowing any person to regularly engage in public camping or sleeping on any public property.

WHEREAS, the Florida Statute creates a cause of action whereby an affected member of the public can bring legal action against the municipality seeking damages for failing to act to prohibit public camping or sleeping on or after January 1, 2025.

WHEREAS, the City Council has determined and finds that the code provisions and regulations contained herein are necessary and in the best interests of the health, safety, and welfare of the general public and the citizens of, and visitors to, Clermont.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Clermont, Lake County, Florida as follows:

SECTION 1:

The foregoing recitals are incorporated herein and are true and correct and accepted as Findings in support of this Ordinance.

SECTION 2:

Chapter 24, “OFFENSES AND MISCELLANEOUS PROVISIONS”, Article I. “In General” of the Clermont City Code, is amended to enact and create Section 24-15 “Public Camping or Public Sleeping” to read as follows: (underlined indicates added language and strike through indicates deleted language



CITY OF CLERMONT
ORDINANCE NO. 2024-044

Sec. 24-15. Public Camping or Public Sleeping.

(a) Definitions.

(1) “Enforcement officer” means a sworn Law Enforcement Officer of the City of Clermont or any other employee duly authorized to enforce City of Clermont codes and ordinances.

(2) "Public camping or sleeping" means:

a. Lodging or residing overnight in a temporary outdoor habitation used as a dwelling or living space and evidenced by the erection of a tent or other temporary shelter, the presence of bedding or pillows, or the storage of personal belongings; or

b. Lodging or residing overnight in an outdoor space without a tent or other temporary shelter.

(3) “Public Camping” does not include:

a. Lodging or residing overnight in a motor vehicle that is registered, insured, and located in a place where it may lawfully be.

b. Camping for recreational purposes on property designated for such purposes

(b) Public Camping Prohibited. It is prohibited, unlawful and a violation of this Section for any person to regularly engage in public camping or sleeping on any public property, including, but not limited to, any public building or its grounds or public right-of-way under City jurisdiction.

(c) Procedures; investigation of violations; issuance of citations; other enforcement.

(1) An Enforcement Officer is hereby authorized to issue a written warning to any person for violation of this Section when, based upon personal investigation, the Enforcement Officer has reasonable cause to believe that the person has committed a violation of this Section.

(2) The warning shall be provided to the person that has committed a violation of this Section and shall establish a reasonable time within which the person must leave the public property, including removing any and all tents, temporary structures and personal belongings. Such time period to comply will not exceed sixty (60) minutes.

(3) If upon personal investigation by the Enforcement Officer the written warning has not been complied with within the time period, the Enforcement Officer shall issue a citation pursuant to Sec. 1-129 et seq of the City Code as amended or renumbered. The citation shall as much with as much particularity as possible, identify the subject public property.



CITY OF CLERMONT
ORDINANCE NO. 2024-044

(4) In the event that a person has been issued a citation within the preceding six (6) months and based upon personal investigation, the Enforcement Officer has reasonable cause to believe that the person has committed a violation of this Section on the same property for which the prior citation was issued, the person shall be in violation of F.S. § 810.09 as amended or renumbered.

(5) The city may pursue any enforcement action or legal remedy available under controlling state law and any legal remedy available to the city to include, but not be limited to a written warning to be followed by a fine not exceeding \$500.00 unless otherwise authorized by state law, followed by imprisonment for a term not exceeding 60 days unless otherwise authorized by state law.

(d) This section does not apply during any time period in which:

(1) The Governor has declared a state of emergency in Lake County or another county immediately adjacent to Lake County and has suspended the provisions of this section pursuant to s. 252.36.

(2) A state of emergency has been declared in Lake County under F.S. Chapter 870.

SECTION 3: CONFLICT

All ordinances or parts of ordinances, all City Code sections or parts of City Code sections, and all resolutions or parts of resolutions in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 4: SEVERABILITY

If any portion of this ordinance is declared invalid or unenforceable, then, to the extent it is possible to do so without destroying the overall intent and effect of this ordinance, the portion deemed invalid or unenforceable shall be severed herefrom, and the remainder of this ordinance shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.

SECTION 5: ADMINISTRATIVE CORRECTION

Regardless of whether such inclusion in the Code as described in Section 4 is accomplished, Section 2 of the Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.



CITY OF CLERMONT
ORDINANCE NO. 2024-044

SECTION 6: CODIFICATION

The text of Section 2 of this ordinance shall be codified as a part of the Clermont City Code. The codifier is authorized to make editorial changes not effecting the substance of this ordinance by the substitution of "article" for "ordinance", "section" for "paragraph", or otherwise to take such editorial license.

SECTION 7: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.



CITY OF CLERMONT
ORDINANCE NO. 2024-044

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this 10th day of December 2024.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

APPROVED AS TO FORM AND LEGALITY:

Daniel F. Mantzaris, City Attorney

Order Confirmation

Not an Invoice

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont-Legals Po Box 120219 Clermont FL 34712-0219
Contact Name:	Nicole Wisniewski
Contact Phone:	352.241.7334
Contact Email:	nwisniewski@clermontfl.org
PO Number:	Ordinance 2024-044

Date:	11/15/2024
Order Number:	10777652
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	68.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	11/25/2024 - 11/25/2024	Govt Public Notices
LEE dailycommercial.com	1	11/25/2024 - 11/25/2024	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$109.44
Tax Amount	\$0.00
Service Fee 3.99%	\$4.37
Cash/Check/ACH Discount	-\$4.37
Payment Amount by Cash/Check/ACH	\$109.44
Payment Amount by Credit Card	\$113.81

Order Confirmation Amount	\$109.44
----------------------------------	-----------------

Ad Preview

LEGAL NOTICE

Notice is hereby given that the City of Clermont will consider the enactment of the following proposed ordinance at a public hearing on Tuesday, December 10, 2024 at 6:30 PM for the final reading and ordinance adoption

ORDINANCE NO. 2024-044

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, CREATING AND ENACTING CHAPTER 24, "OFFENSES AND MISCELLANEOUS PROVISIONS" ARTICLE I, "IN GENERAL" SECTION 24-15 "PUBLIC CAMPING OR SLEEPING OF THE CLERMONT CITY CODE, PROVIDING FOR FINDINGS, PURPOSE, INTENT AND DEFINITIONS; MAKING THE ACT OF PUBLIC CAMPING AN OFFENSE PUNISHABLE BY LAW, PROVIDING FOR PROGRAM IMPLEMENTATION REQUIREMENTS AND PROVIDING FOR ENFORCEMENT AND ADMINISTRATIVE PROCEDURES; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION, CODIFICATION, PUBLICATION AND EFFECTIVE DATE.

All public meetings will be held in the Clermont City Hall, Council Chambers, located at 685 W. Montrose Street, Clermont, FL 34711.

This Ordinance is available for public inspection in the City Clerk's Office, Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that under State law, if you should decide to appeal a decision made with respect to this matter, you may need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352)241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC
City Clerk

Daily Commercial
November 25, 2024
10777652



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Ordinance No. 2024-043 <i>Final</i> <i>Natural Gas</i>		
Requested Action		
Recommend approval of Ordinance 2024-043		
Staff Report		
During the October 15, 2024, City Council Workshop, a discussion was held regarding a proposed ordinance which would require natural gas to be brought to new subdivisions. This would allow for freedom of choice for residents between new appliances and energy sources. Additionally, this would lower the cost of installation of natural gas infrastructure due to lower upfront costs. The ordinance is similar to that of surrounding municipalities which have chosen to provide residents with natural gas as a potential energy option. The ordinance requires the developer of all new platted subdivisions and re-plats of existing subdivisions over ten lots where natural gas mains are located within 1,000 feet of the exterior boundary of the proposed subdivision to install natural gas distribution lines and natural gas main line extensions.		
Additional Analysis		
Fiscal Impact Summary		
None.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Business Impact Estimate - Ord. 2024-043 Natural Gas	Business Impact Estimate - Ord. 2024-043 Natural Gas.pdf	
2. 2024-043 - Natural Gas (11.26.2024)	2024-043 - Natural Gas (11.26.2024).pdf	
3. Legal Ad	Legal Ad.pdf	



CITY OF CLERMONT
ORDINANCE NO. 2024-043

BUSINESS IMPACT ESTIMATE

TO: Mayor Murry and Council Members

FROM: Planning and Development Services/ Curt Henschel

DATE: November 5, 2024

SUBJECT: Ordinance No. 2024-043 – Lake Apopka Natural Gas Energy Choice Ordinance

Section 166.041, *Florida Statutes*, effective July 1, 2023, requires the City prepare (or cause to be prepared) a business impact estimate prior to final consideration of an ordinance, subject to exemptions noted in the Law. The new law requires that the business impact estimate be posted on the City’s website at the time of the published notice of the City Council’s final consideration of the ordinance, or ten (10) days prior to the adoption public hearing, whichever is longer. Ordinance No. 2024-043 is proposed to be adopted by the City on December 10, 2024, and is subject to this new requirement. Following are the categories required to be addressed for the proposed ordinance based on the new legislation:

1. Summary of proposed Ordinance 2024-043

The proposed ordinance is to provide more options for City residents to meet their energy needs. Natural gas provides a reliable source of energy after hurricane and storm events that may affect the safety and well-being of the residents. The costs of installing natural gas infrastructure in already developed subdivision and retrofitting existing homes to allow homeowners to use natural gas appliances may prove prohibitively expensive for residents. However, the costs of installing natural gas infrastructure in subdivision up-front, as they are being constructed, are significantly lower than the costs of retrofitting developments after-the-fact.

2. Estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the city:

a. Estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted.

The only businesses that would be affected by the proposed ordinance are land development companies and housing development businesses who would be required to pay any costs associated with natural gas installation, including construction and materials, of all natural gas distribution lines and appurtenances within the proposed subdivision property.

b. Identification of any new charge or fee on businesses subject to the proposed ordinance or for which businesses will be financially responsible.

The developer or applicant shall dedicate public utility easements as necessary within the subdivision to accommodate the constructing, operating and maintaining the natural gas pipeline distribution system within the property. Public utility easements are already required in the subdivision process to accommodate other utilities required to service the subdivision so this is not necessarily a new burden.

- c. An estimate of the City's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs.**

The proposed ordinance does not add enforcement requirements for City staff beyond that which are in the existing code, therefore there are no additional regulatory costs.

- 3. A good faith estimate of the number of businesses likely to be impacted by the ordinance.**

Land development businesses will likely be the only businesses impacted by the ordinance. Many of these businesses are large national homebuilders whose corporate offices reside outside the City of Clermont. The exact number of businesses that will be impacted in the future is unknown.

- 4. Any additional information the board determines may be useful.**

Construction of natural gas distribution line installation and main extension will be performed by the Lake Apopka Natural Gas District and/or its designee pursuant to an agreement between the applicant or developer and the Lake Apopka Natural Gas District. Before the Lake Apopka Natural Gas District and/or its designee commences any natural gas installation and/or main extension construction, the cost for labor and materials, as estimated by the Lake Apopka Natural Gas District's engineer, must be paid by the developer or applicant to the Lake Apopka Natural Gas District in cash or a bond sufficient to cover the cost of construction. The cost will be determined from the point of the nearest available natural gas supply to the subdivision. Any excess payment or underpayment will be refunded or invoiced upon completion of installation.



CITY OF CLERMONT
ORDINANCE NO. 2024-043

1 **AN ORDINANCE OF THE CITY OF CLERMONT, FLORIDA,**
2 **AMENDING THE CODE OF ORDINANCES OF THE CITY OF**
3 **CLERMONT AMENDING CHAPTER 121 “UTILITIES” TO CREATE A**
4 **NEW SECTION 121.10, “NATURAL GAS INSTALLATION”; PROVIDING**
5 **FOR INSTALLATION OF NATURAL GAS LINES WITHIN**
6 **SUBDIVISIONS OR RE-SUBDIVIDED AREAS; PROVIDING FOR**
7 **DEVELOPER PAYMENT OF COSTS OF INSTALLATION AND**
8 **MATERIALS; PROVIDING FOR COST SHARING FOR GAS MAIN**
9 **EXTENSIONS UNDER CERTAIN CONDITIONS; PROVIDING FOR**
10 **CONSTRUCTION OF INSTALLATION AND MAIN EXTENSION;**
11 **PROVIDING FOR EASEMENTS AND PERMITS; PROVIDING FOR**
12 **OWNERSHIP AND MAINTENANCE; PROVIDING FOR**
13 **APPLICABILITY, CONFLICT, CODIFICATION, ADMINISTRATIVE**
14 **CORRECTION, SEVERABILITY AND PUBLICATION AND EFFECTIVE**
15 **DATE.**

16 **WHEREAS,** pursuant to Article VIII, Section 2 of the Florida Constitution and Chapter
17 166 of the Florida Statutes, the City of Clermont is authorized and required to protect the public
18 health, safety and welfare of its citizens and has the power and authority to enact regulations for
19 valid governmental purposes that are not inconsistent with general or special law;

20 **WHEREAS,** natural gas provides an affordable, reliable, environmentally friendly and
21 efficient alternative means of addressing the energy needs of citizens and residents of the City of
22 Clermont, Florida;

23 **WHEREAS,** natural gas provides a reliable source of meeting energy needs after hurricane
24 and storm events that may affect the safety and well-being of the residents of the City of Clermont,
25 Florida;

26 **WHEREAS,** many individuals moving to the City of Clermont, Florida, have previously
27 enjoyed natural gas appliances in their homes and businesses, and desire to continue to utilize
28 natural gas appliances as citizens and residents of the City of Clermont, Florida;

29 **WHEREAS,** the costs of installing natural gas infrastructure in already developed
30 subdivisions, and retrofitting existing homes to allow homeowners to use natural gas appliances
31 may be too expensive to allow the citizens and residents of the City of Clermont to do so;

32 **WHEREAS,** the costs of installing natural gas infrastructure in subdivisions up-front, as
33 they are being constructed, are significantly lower than the costs of retrofitting developments after-
34 the-fact;

35 **WHEREAS,** the citizens and residents of the City of Clermont benefit from the freedom
36 of choice among appliances and energy sources, as well as the lower energy costs for natural gas;



CITY OF CLERMONT
ORDINANCE NO. 2024-043

WHEREAS, the Lake Apopka Natural Gas District is the natural gas provider for the geographical area of the City;

WHEREAS, the City is a member municipality of the Lake Apopka Natural Gas District, with representation on the Board of Commissioners of the Lake Apopka Natural Gas District;

WHEREAS, the territorial limits and area of service of the Lake Apopka Natural Gas District embrace and include the geographical boundaries of the City;

WHEREAS, the Board of Commissioners of the Lake Apopka Natural Gas District have considered, and unanimously support the adoption of this model ordinance by each of the member municipalities;

WHEREAS, the City Council of the City of Clermont finds and declares that it is in the best interest of the citizens of Clermont and the community to create and authorize an administrative board as authorized by Florida Law and to be known as the Public Nuisance Abatement Board.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the city of Clermont, Florida:

SECTION 1:

The foregoing Whereas clauses are hereby ratified and incorporated as the legislative intent and findings supporting this Ordinance.

SECTION 2:

Chapter 121, "Utilities" is hereby amended to create Section 121.10 "Natural Gas Installation" of the Code of the City of Clermont, Florida as follows: (note strikethrough indicates removed words and underlined indicates added)

Sec. 78-3. - Natural Gas Installation.

(a) Generally. Pursuant to the requirements of this section, natural gas distribution line installation and natural gas main extension shall be required in all new platted subdivisions and re-plats of existing subdivisions over ten lots where natural gas mains are currently located within 1,000 feet of the exterior boundary of the proposed subdivision.

(b) Cost of Installation.

(1) Natural Gas Distribution Lines and Facilities. The cost of installation, including construction and materials, of all natural gas distribution lines and appurtenances within the property must be borne by the developer or applicant.



CITY OF CLERMONT
ORDINANCE NO. 2024-043

(2) Natural Gas Mains. The cost of extension of an existing natural gas main along the entire public road frontage of property and up to one hundred feet beyond the property boundaries shall be borne by the developer or applicant. The cost to extend the existing natural gas main more than one hundred feet to the boundaries of the property will be borne by the Lake Apopka Natural Gas District. New platted subdivisions or re-plats of existing subdivisions shall not be required to install natural gas lines where the Lake Apopka Natural Gas District has determined that service is not within 1,000 feet of exterior boundaries of the property.

(3) Construction. Construction of natural gas distribution line installation and main extension shall be performed by the Lake Apopka Natural Gas District and/or its designee pursuant to an agreement between the applicant or developer and the Lake Apopka Natural Gas District. Before the Lake Apopka Natural Gas District and/or its designee commences any natural gas installation and/or main extension construction, the cost for labor and materials, as estimated by the Lake Apopka Natural Gas District's engineer, must be paid by the developer or applicant to the Lake Apopka Natural Gas District in cash or a bond sufficient to cover the cost of construction. The cost will be determined from the point of the nearest available natural gas supply to the subdivision. Any excess payment or underpayment will be refunded or invoiced upon completion of installation.

(c) Easements and Permits. The developer or applicant shall dedicate public utility easements as necessary within the subdivision to accommodate the constructing, operating and maintaining the natural gas pipeline distribution system within the property. The Lake Apopka Natural Gas District shall obtain all required permits and authorizations from the City for installation of the natural gas pipeline system.

Ownership and Maintenance. All distribution mains, lines, services and other installations on the inlet/upstream/street side of the meter, as well as the meter, shall be the property of the Lake Apopka Natural Gas District, who shall be responsible for their safe operation and proper maintenance. All facilities on the outlet/downstream/house side of the meter, including the house piping system and all natural gas appliances, shall be the property of the builder and/or their assigns, who shall be responsible for safe operation and proper maintenance of all such facilities.

SECTION 3: APPLICABILITY

This ordinance shall not apply to any subdivision or re-subdivision which is subject to a plat approved in accordance with all current, applicable requirements of the City's land development regulations as of the effective date of this ordinance.



CITY OF CLERMONT
ORDINANCE NO. 2024-043

SECTION 4: CONFLICT

All ordinances or parts of ordinances, all City Code sections or parts of City Code sections, and all resolutions or parts of resolutions in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5: CODIFICATION

The text of Section 2 of this ordinance shall be codified as a part of the Clermont City Code. The codifier is authorized to make editorial changes not effecting the substance of this ordinance by the substitution of "article" for "ordinance", "section" for "paragraph", or otherwise to take such editorial license.

SECTION 6: ADMINISTRATIVE CORRECTION

Regardless of whether such inclusion in the Code as described in Section 4 is accomplished, Section 2 of the Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 7: SEVERABILITY

If any portion of this ordinance is declared invalid or unenforceable, then, to the extent it is possible to do so without destroying the overall intent and effect of this ordinance, the portion deemed invalid or unenforceable shall be severed herefrom, and the remainder of this ordinance shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.

SECTION 8: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.

First Reading this 12th day of November 2024.

Second Reading this 10th day of December 2024.



CITY OF CLERMONT
ORDINANCE NO. 2024-043

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County,
Florida on this 10th day of December, 2024.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

APPROVED AS TO FORM AND LEGALITY:

Daniel F. Mantzaris, City Attorney

Order Confirmation

Not an Invoice

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont-Legals Po Box 120219 Clermont FL 34712-0219
Contact Name:	Nicole Wisniewski
Contact Phone:	352.241.7334
Contact Email:	nwisniewski@clermontfl.org
PO Number:	Ordinance 2024-043

Date:	11/15/2024
Order Number:	10777584
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	72.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	11/25/2024 - 11/25/2024	Govt Public Notices
LEE dailycommercial.com	1	11/25/2024 - 11/25/2024	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$115.76
Tax Amount	\$0.00
Service Fee 3.99%	\$4.62
Cash/Check/ACH Discount	-\$4.62
Payment Amount by Cash/Check/ACH	\$115.76
Payment Amount by Credit Card	\$120.38

Order Confirmation Amount	\$115.76
----------------------------------	-----------------

Ad Preview

LEGAL NOTICE

Notice is hereby given that the City of Clermont will consider the enactment of the following proposed ordinance at a public hearing on Tuesday, December 10, 2024 at 6:30 PM for the final reading and ordinance adoption

ORDINANCE NO. 2024-043

AN ORDINANCE OF THE CITY OF CLERMONT, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF CLERMONT AMENDING CHAPTER 121 "UTILITIES" TO CREATE A NEW SECTION 121.10, "NATURAL GAS INSTALLATION"; PROVIDING FOR INSTALLATION OF NATURAL GAS LINES WITHIN SUBDIVISIONS OR RE-SUBDIVIDED AREAS; PROVIDING FOR DEVELOPER PAYMENT OF COSTS OF INSTALLATION AND MATERIALS; PROVIDING FOR COST SHARING FOR GAS MAIN EXTENSIONS UNDER CERTAIN CONDITIONS; PROVIDING FOR CONSTRUCTION OF INSTALLATION AND MAIN EXTENSION; PROVIDING FOR EASEMENTS AND PERMITS; PROVIDING FOR OWNERSHIP AND MAINTENANCE; PROVIDING FOR APPLICABILITY, CONFLICT, CODIFICATION, ADMINISTRATIVE CORRECTION, SEVERABILITY AND PUBLICATION AND EFFECTIVE DATE.

All public meetings will be held in the Clermont City Hall, Council Chambers, located at 685 W. Monroe Street, Clermont, FL 34711.

This Ordinance is available for public inspection in the City Clerk's Office, Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M.

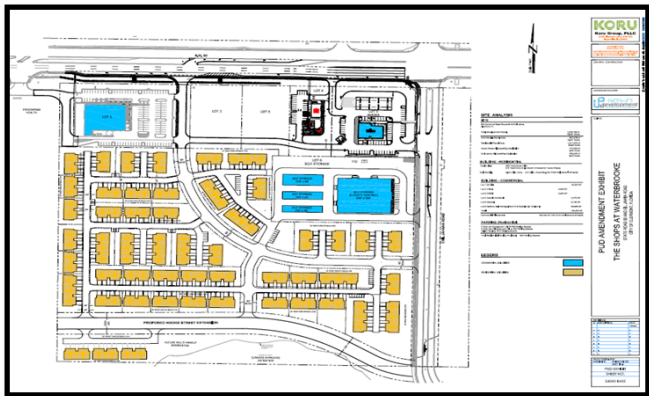
All interested parties will be given an opportunity to express their views on this matter.

Please be advised that under State law, if you should decide to appeal a decision made with respect to this matter, you may need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352)241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC
City Clerk

Daily Commercial
November 25, 2024
10777584

AGENDA ITEM

Meeting Date	
Tuesday, December 10, 2024	
Agenda Item Name	
Ordinance No. 2024-039 <i>Final</i> <i>The Shops at Waterbrooke PUD Amendment</i>	
Requested Action	
Recommend approval of Ordinance No. 2024-039.	
Staff Report	
The applicant is requesting to amend the Planned Unit Development (Ordinance No. 2017-49), which was approved by the City Council on November 28, 2017. The proposed request is to increase the residential development and decrease the commercial component of the master development plan. The PUD Ordinance No. 2017-49, permits Lots 6 and 7 to construct up to 85 dwelling units consisting of residential townhomes, not to exceed two levels. The PUD also allows the developer to decrease the commercial acreage and increase the residential acreage, not to exceed the maximum of 12 units per acre as permitted by the Commercial Land Use. The current approved PUD allows one (1) single commercial building up to the maximum building size of 45,000 square feet. The PUD amendment is requesting to allow for a three-story climate-controlled self-storage building not to exceed 100,000 square feet, plus three (3) additional smaller storage buildings. The applicant has updated the Conceptual Plan layout to reflect the proposed changes to the Master Development Plan. The property consists of 45 +/- acres and is located south of SR 50 at the intersection of Emil Jahna Road. The proposed commercial development shall be limited to permitted uses under the C-2 General Commercial zoning with no automotive uses permitted. The current PUD also allows for a gas station/convenience store.	
	
The only request to the PUD amendment is to decrease the commercial acreage and to increase the residential acreage, along with the request to allow a three-story self-storage building not to exceed 100,000 square feet, which requires an updated conceptual site plan with the proposed changes.	
The applicant will also be required to comply with all Land Development Regulations and Comprehensive Plan. The project will be required to add a minimum 15-foot landscape buffer with an additional 30 percent plant materials between the residential and commercial development to ensure an opaque buffer screen. All buildings must comply with the Architectural Design Standards. The multifamily development will be required to provide a recreational facility to comply with the Comprehensive Plan Policy 1.6.4 Performance Standards.	
Staff has reviewed the applicant's request for an amendment to the Planned Unit Development (PUD) master development plan. Staff finds the proposal meets the provisions with regard to Section 122-315, Review Criteria for	

a PUD. Therefore, staff recommends approval of Ordinance 2024-36 to amend the PUD with the conditions contained in the ordinance. *The Planning and Zoning Commission recommended approval 5-0.*

Additional Analysis

Fiscal Impact Summary

None.

Fiscal Impact

Fund Number and Description

Available Budget Amount

Exhibits Attached (copies of original agreements)

1.	2024-039 The Shops at Waterbrooke PUD Amendment (11.22.2024)	2024-039 The Shops at Waterbrooke PUD Amendment (11.22.2024).pdf
2.	LOCATION MAP	LOCATION MAP.pdf
3.	9-30-24 UP Fieldgate PUD Exhibit	9-30-24 UP Fieldgate PUD Exhibit.pdf
4.	Statement in Support	Statement in Support.pdf
5.	Building Elevations	Elevations.pdf
6.	Landscape Plan	Landscape Plan.pdf
7.	Application	Application.pdf
8.	2024-039 Waterbrooke PUD - Legal Ad CC (11.25.24)	2024-039 Waterbrooke PUD - Legal Ad CC (11.25.24).pdf



CITY OF CLERMONT
ORDINANCE NO. 2024-039

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING A PLANNED UNIT DEVELOPMENT (PUD) OF THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

The City Council of the City of Clermont, Lake County, Florida hereby ordains that:

SECTION 1:

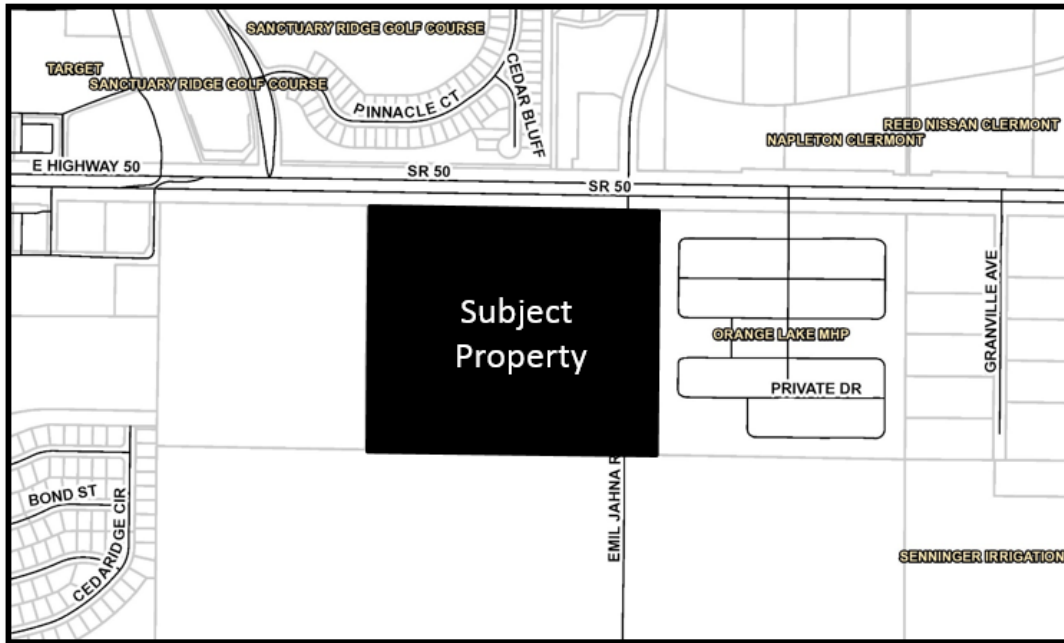
The Official Zoning Map of the City of Clermont, Lake County, Florida referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances, is hereby amended by rezoning the following described property:

LEGAL DESCRIPTION

OVERALL DESCRIPTION

THAT PORTION OF THE EAST 222.00 FEET OF THE SE $\frac{1}{4}$ OF NW $\frac{1}{4}$ TOGETHER WITH A PORTION OF THE SW $\frac{1}{4}$ OF NE $\frac{1}{4}$, ALL LYING IN SECTION 27, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH $\frac{1}{4}$ CORNER OF SECTION 27, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, RUN S $00^{\circ}30'12''$ W. ALONG THE WEST LINE OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 27, A DISTANCE OF 1363.52 FEET TO A POINT ON THE RIGHT OF WAY LINE OF STATE ROAD 50, PER F.D.O.T. RIGHT OF WAY MAP SECTION 11070-2505, THIS BEING THE POINT OF BEGINNING: THENCE RUN S $89^{\circ}06'29''$ E, ALONG SAID SOUTH RIGHT OF WAY LINE. A DISTANCE OF 1308.00 FEET TO A POINT ON THE EAST LINE OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$ OF SECTION 27; THENCE RUN S $00^{\circ}25'59''$ W. ALONG SAID EAST LINE, A DISTANCE OF 1293.07 FEET, TO THE SOUTHEAST CORNER OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 27, THENCE RUN N $88^{\circ}58'56''$ W. ALONG THE SOUTH LINE OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 27, A DISTANCE OF 1309.61 FEET TO THE SOUTHWEST CORNER OF SAID SOUTHWEST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$; THENCE RUN N $88^{\circ}58'56''$ W. ALONG THE SOUTH LINE OF THE SOUTHEAST $\frac{1}{4}$ OF THE NORTHWEST $\frac{1}{4}$ OF SAID SECTION 27, A DISTANCE OF 222.01 FEET TO A POINT, 222.00 FEET, WESTERLY OF , WHEN MEASURED PERPENDICULAR TO THE WEST LINE OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 27; THENCE RUN N $00^{\circ}30'12''$ E. ALONG A LINE PARALLEL WITH THE WEST LINE OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 27, A DISTANCE OF 1289.70 FEET TO A POINT ON THE AFORESAID SOUTH RIGHT OF WAY LINE; THENCE RUN S $89^{\circ}06'29''$ E, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 222.00 FEET TO THE POINT OF BEGINNING. CONTAINING 45.38 ACRES, MORE OR LESS. (Alt Key# 3868854 & 3868851)



**FROM: PLANNED UNIT DEVELOPMENT (ORDINANCE NO. 2017-49)
TO: AMENDED PLANNED UNIT DEVELOPMENT (PUD)**

SECTION 2: GENERAL CONDITIONS

This application for a Planned Unit Development to allow for a multi-tenant commercial development with C-2 General Commercial uses along with residential dwelling units, not to exceed 12 units per acre, be granted subject to the following conditions:

1. The conditions as set forth in this amended Planned Unit Development shall be legally binding upon any heirs, assigns and successors in title or interest.
2. The property shall be developed in substantial accordance with the Concept Plan prepared by Koru Group, PLLC, and attached hereto and incorporated herein, Exhibit A. The City Manager or authorized designee, will have the right to administratively approve revisions to the Concept Plan, including the configuration of buildings, provided no building will exceed 45,000 square feet, with the exception of a (3) three-story self-storage building not to exceed 100,000 square feet, as shown on the Conceptual Plan, and the overall square footage of the commercial site does not exceed 162,000 square feet. Formal construction plans incorporating all conditions stated in this permit shall be submitted for review and approved by the Site Review Committee prior to the issuance of a zoning clearance or other development permits.
3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.



CITY OF CLERMONT
ORDINANCE NO. 2024-039

4. An environmental assessment addressing habitat and species shall be submitted to the City during the construction plans approval stage of each phase of the project. Applicable permits for any gopher tortoises and associated burrow commensal species or other threatened or endangered species found on the property must be received from the appropriate regulatory agencies prior to the initiation of development activity.
5. Fiber optic conduit and pull boxes may be required to be installed by the developer in the utility easements to extend the City's fiber optic network. The City will reimburse the developer at 100 percent for all costs including design, permitting, materials, and construction of the fiber optic conduit and pull boxes. At the time of site plan review, the City's Information Technology Director or authorized designee will make this determination.
6. Easements shall be provided on any existing and proposed utilities that the City will own and maintain at no expense to the City.

SECTION 3: LAND USES AND SPECIFIC CONDITIONS

1. A total of up to 162,000 square feet of C-2 General Commercial Uses shall be allowed on Lots 1 through 5, as shown on the site plan. Lot 5 may also allow a gas station/convenience store and a self-storage facility. No automotive dealerships or other automotive uses shall be permitted.
2. A minimum of one dumpster pad on each of the Lots 2 through 5 and one pad or compactor for each retail building on Lot 1. The City's Code Enforcement will monitor and enforce through Section 114-8 - Solid Waste Collection Services. The City Manager or authorized designee, will have the right to administratively approve the number of dumpsters at the time of site review.
3. A minimum of one loading berth on each of the Lots 2 through 5 and one for buildings 30,000 and under, and two for buildings greater than 30,000 square feet. The City Manager or authorized designee, will have the right to administratively approve the number of loading zones at the time of site review.
4. The project may have elevation changes of up to 30 feet with regards to filling an existing depressional area south of the existing Florida Department of Transportation (FDOT) stormwater system and with the filling and relocation of existing FDOT stormwater system. These changes will be submitted to the City Engineer at the time of final engineering showing the extent of the cut and fill.
5. Interior landscape buffers between abutting property boundaries may have a shared 10 foot wide landscape buffer with a 5 foot wide buffer on each lot to achieve a minimum 10 foot wide buffer. If the shared landscape buffer is not maintained to City standards, both lot owners will be held liable for the deficiencies. The project must also provide a minimum 15 foot landscape buffer with an additional 30 percent plant material to create an opaque screen between the residential and commercial development.



CITY OF CLERMONT
ORDINANCE NO. 2024-039

6. All required landscape buffers shall provide an additional 30 percent more plant material, which includes trees and shrubs, to enhance the site.
7. Three buildings; A, C, and E, may be greater than 20,000 square feet but no more than 45,000 square feet, as shown on the site plan; provided however, one three-story self-storage building shall be allowed, as shown on the Conceptual Plan. The applicant has the ability to reduce these buildings so long as the overall square footage of the entire site does not exceed 162,000 square feet.
8. By virtue of the transportation system needs for the project, the developer shall dedicate on the final plat and/or commercial site plan a 100-foot right-of-way for Hooks Street within the project boundary, from the western property line through the property towards the east, terminating in the southeast corner of the property boundary. In addition to this 100-foot right-of-way, additional land necessary to accommodate temporary construction easements not to exceed 100 feet in width shall be provided. The slope easement shall be identified at preliminary plat and/or preliminary commercial site plan review and shown on the final plat/commercial site plan. The developer shall coordinate with the County and City on alignment and grading of Hooks Street. The slope easement width will be adjusted with design plans approved by the County and the City. This will be required prior to the first Certificate of Occupancy for the site.
9. The developer will agree to construct that segment of Hooks Street lying within the property boundaries in exchange for impact fee credits or other consideration as outlined in an agreement with the City and Lake County. This section of Hooks Street will be completed prior to Lot 1 receiving a Certificate of Occupancy.
10. The developer shall design and construct a replacement sewer lift station and associated force main to replace the existing lift station/force main on the property. Such design and construction shall be completed to City standards and requirements and accepted by the City prior to any Certificate of Occupancy being issued for the property, and shall be funded by the developer.
11. Lots 6 and 7 may construct residential dwelling units consisting of fee simple townhomes, not to exceed two levels. Should the developer seek to increase the amount of fee simple townhomes, this may be accomplished by decreasing the commercial acreage and increasing the residential acreage, not to exceed a maximum of 12 units to one-acre ratio for density.



CITY OF CLERMONT
ORDINANCE NO. 2024-039

12. The table below would be the minimum requirements for the residential townhome portion of the development:

Minimum Lot Area	1,800 Square Feet
Minimum Living Area	1,000 Square Feet
Minimum Lot Width	20 FT
Minimum Lot Depth	90 FT
Minimum Front Building Setback	15 FT
Minimum Front Porch Setback	10 FT
Minimum Front Garage Setback	20 FT
Minimum Side Yard Setback*	5 FT
Setback from Side Street	15 FT
Minimum Rear Yard Setback	20 FT
All other applicable requirements of the City of Clermont R-3 Zoning Code apply	
* Does not apply to interior side yards of attached townhomes	

13. School concurrency shall be met before final plat approval in accordance with the Comprehensive Plan and Land Development Code.
14. The multifamily development shall be required to provide sufficient recreation facilities as required by the Comprehensive Plan Policy 1.6.4 Performance Standards.
15. Sidewalks/Streets:
- Sidewalks to be constructed on both sides of residential and commercial streets.
 - Streets shall have F-type curb and street pavement must be a minimum 24 feet wide.
 - Right-of-way width for residential streets must be a minimum 60 feet.
 - A minimum of three (3) pedestrian-oriented ingress and egress walkways shall be installed within the project. The design features that enhance pedestrian safety, efficiency and connectivity with a clear delineation between vehicular areas and pedestrian walkways shall be used. At a minimum, walkways shall connect focal points of pedestrian activity such as street crossings, building and store entry points, and shall feature adjoining landscaped areas that include trees, shrubs, benches, flower beds, ground covers or other such materials for no less than 50 percent of the length of the walkway.
16. Roadway Lighting: The developer shall arrange with the power utility provider for installation of streetlights along Hooks Street. The cost of installation shall be paid by the developer and shall be installed at the time of construction of Hooks Street. The developer shall also coordinate with the WaterBrooke development in the installation of streetlights along Emil Jahna Road.



CITY OF CLERMONT
ORDINANCE NO. 2024-039

17. The existing billboard onsite will be removed prior to issuance of first building permit.
18. The development shall comply with all applicable County and Florida Department of Transportation access management requirements.
19. A Tier 3 Traffic Impact Study shall be completed and reviewed by the Lake-Sumter Metropolitan Planning Organization. If the study identifies a deficiency in the Level of Service of transportation facilities due to the proposed project, the developer shall be required to participate in mitigation strategies.
20. The developer shall be responsible for contributing towards funding of a traffic signal at the intersection of Hooks Street and Emil Jahna Road, if and when the signal becomes warranted and permitted by the applicable governmental agency. The developer shall only be required to pay their proportional share based upon their impacts, as determined by the latest traffic methodology and guidelines.
21. The project shall be developed according to the C-2 General Commercial zoning designation in the Land Development Code, unless expressly stated above.

SECTION 4: CONFLICT

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 6: SEVERABILITY

Should any Section or part of this Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be inseparable in meaning and effect from the Section to which such holding shall apply.

SECTION 7: ADMINISTRATIVE CORRECTION

This Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 8: RECORDING

This Ordinance shall be recorded in the Public Records of Lake County, Florida. Recording fees will be at the expense of the applicant.

SECTION 9: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.



CITY OF CLERMONT
ORDINANCE NO. 2024-039

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this 10th day of December, 2024.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

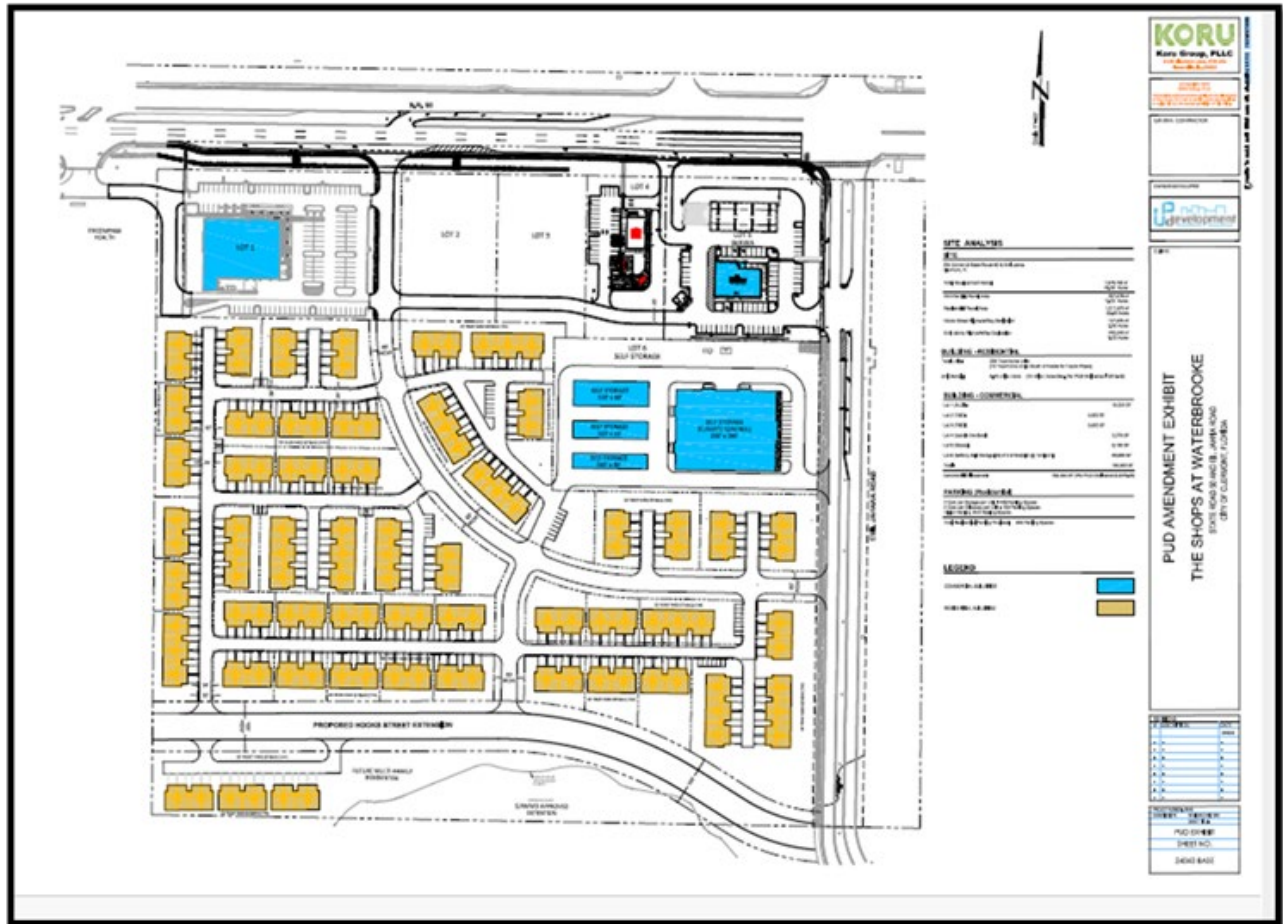
Tracy Ackroyd Howe, MMC
City Clerk

Approved as to form and legality:

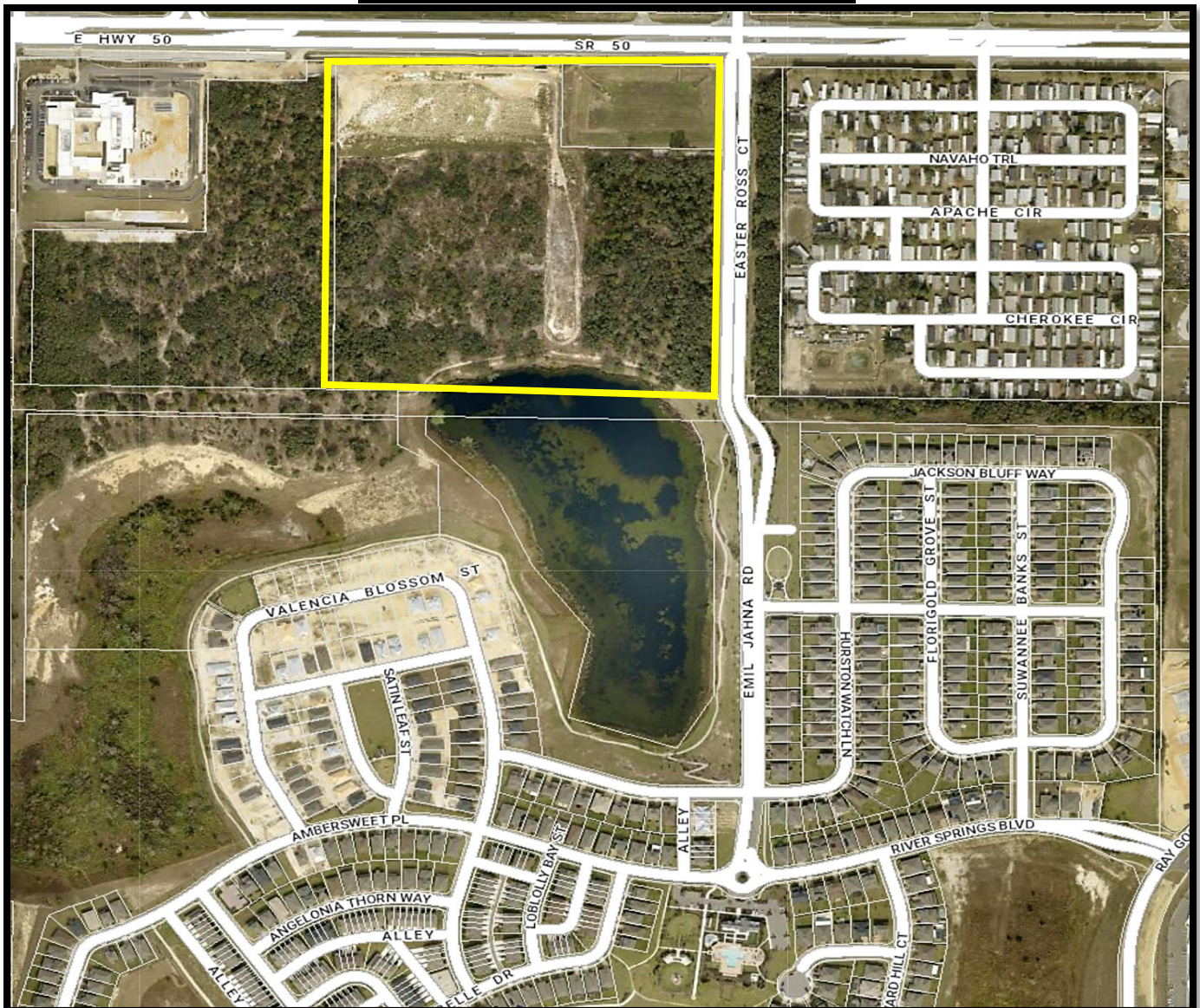
Daniel F. Mantzaris, City Attorney

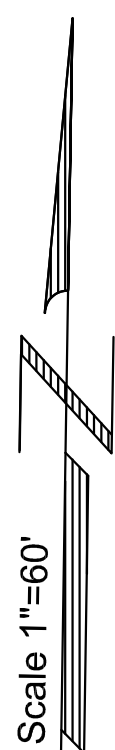
CITY OF CLERMONT
ORDINANCE NO. 2024-039

Exhibit A: Concept Plan



LOCATION MAP





SITE ANALYSIS

SITE

SW Corner of State Route 50 & Emil Jahna
Clermont, FL

Total Development Parcel	1,976,792 sf 45.38 Acres
Commercial Parcel Area	567,678 sf 13.03 Acres
Residential Parcel Area	1,011,610 sf 23.22 Acres
Hooks Street Right-of-Way Dedication	127,454 sf 2.92 Acres
Emil Jahna Right-of-Way Dedication	270,040 sf 6.20 Acres

BUILDING - RESIDENTIAL

Total Units:	226 Townhome Units (12 Townhome Units South of Hooks for Future Phase)
Unit Density:	9.73 Units / Acre (12 Units / Acre Max. Per PUD Ordinance # 2019-49)

BUILDING - COMMERCIAL

Lot 1 (ALDI):	19,224 SF
Lot 2 (TBD):	3,500 SF
Lot 3 (TBD):	3,500 SF
Lot 4 (Jack in the Box):	2,275 SF
Lot 5 (Wawa):	6,120 SF
Lot 6 (3-Story Self Storage: 32,412 sf footprint @ 1st floor):	95,683 SF
Total:	130,302 SF
Commercial Allowance:	162,000 SF (Per PUD Ordinance # 2019-49)

PARKING (Residential)

2 Cars per Garage per Unit = 428 Parking Spaces
 2 Cars per Driveway per Unit = 428 Parking Spaces
 Visitor Parking = 44 Parking Spaces

Total Residential Parking Provided: 900 Parking Spaces

LEGEND

COMMERCIAL BUILDINGS	
RESIDENTIAL BUILDINGS	

Koru Group, PLLC
 2135 CityGate Lane, STE 330
 Naperville, IL 60563

© Copyright 2024
 KORU Group, PLLC

The drawings and the contents herein are the sole property of Koru Group, PLLC and no portion of any may be printed or copied without the express permission of this office.

GENERAL CONTRACTOR:

OWNER/DEVELOPER:

CLIENT:

PUD AMENDMENT EXHIBIT

THE SHOPS AT WATERBROOKE

STATE ROAD 50 AND EIL JAHNA ROAD
 CITY OF CLERMONT, FLORIDA

REVISIONS:

#	DESCRIPTION	DATE
1		06/30/24
2		
3		
4		
5		
6		
7		
8		
9		
10		

PROJECT NUMBER: 24043
 DRAWN BY: TR REVIEWED BY: SRK
 SHEET TITLE:

PUD EXHIBIT

SHEET NO.

24043 BASE

**STATEMENT IN SUPPORT
PUD ZONING APPLICATION
SHOPS AT WATERBROOKE PUD AMENDMENT**

- 1. Applicant/ Agent:** Jimmy D. Crawford, Esq.
Crawford, Modica & Holt, Esq.
702 West Montrose St.
Clermont, Florida 34711
Phone: 352/432-8644
Email: jcrawford@cmnlawyer.com
- 2. Owners:** UP Fieldgate US Investment-Clermont Hills, LLC ("Owner")
3122 E AMELIA ST # A
ORLANDO, FL 32803-5851
- 3. Location:** See attached legal description; generally, South side of US 50 at Emil Jahna Road intersection (hereafter called the "Property")
- 4. Description of Change/Zoning Request.**

The Property is currently entitled under City of Clermont Ordinance 2017-49, which allows per the attached 2017 Concept Plan 162,000 sf of commercial C-2 uses, including gas station/convenience store, and 85 townhomes units. However, Section 10 of the Ordinance states:

10. Lots 6 and 7 may have up to 85 dwelling units consisting of fee simple townhomes, not to exceed two levels. Should the developer seek to increase the amount of fee simple townhomes, this may be accomplished by decreasing the commercial acreage and increasing the residential acreage, not to exceed a 12 unit to one-acre ratio for density.

This PUD Amendment application adjusts the previous approval in ONLY the following areas:

- a. Allows a single commercial building to be no larger than 45,00 square feet. This raised limitation will only apply to the climate-controlled self-storage building shown on the plan, not to exceed 96,000 square feet (three stories, 160' x 200').
- b. "...decreasing the commercial acreage and increasing the residential acreage, not to exceed a 12 unit to one-acre ration for density" pursuant to Section 10 of the existing ordinance. The applicant does not believe an amendment to the existing PUD is required for this change, as Ordinance 2017-49 clearly states that such change is allowed under Ordinance 2017-49 as a matter of right. However, the Owner and applicant wish to comply with City requests where possible, and therefore are including this change reducing the commercial acreage and

increasing the residential acreage, resulting in a total of 226 residential units, in the PUD Amendment application.

5. Waivers Requested in PUD.

None.

6. Statement of Justification/Need/Changed Conditions.

See Section 4 above. Also, the growth of South Lake County and Clermont has increased, and is expected to further increase, the need for attainable housing, including townhomes for purchase, is great.

Fee-simple townhomes can be offered at a purchase price which can be affordable to first time home buyers, and offer an alternative for young (and downsizing older) families who strive to reach the American Dream of home ownership, and have a yard and space for their families.

There is already a shortage of “Missing Middle” housing in Central Florida and in Clermont. Clermont’s annual growth rate is currently 3.3%, which will mean an additional 16,394 residents by 2034. (49,679 in 2024, 66,073 in 2034). (<https://worldpopulationreview.com/us-cities/clermont-fl-population>) According to Rentcafe.com, Clermont’s average monthly residential rental, without utilities, is \$1724. (<https://www.rentcafe.com/average-rent-market-trends/us/fl/clermont/>) A mortgage of \$270,000 (a \$300,000 home with 10% down) at 6.5% is \$1,707 per month. A search on July 1, 2024 of homes for sale in the 34711 zip code for \$300,000 or less yielded nine (9) homes (excluding mobile homes). The need for this housing is indisputable.

7. Land Use Plan and Code Consistency and Support.

The project is consistent with and furthers Clermont Comprehensive Plan Goal 1 as it provides that the character, magnitude and location of all land uses within the project provide a system for orderly growth and development that achieves a balanced natural, physical and economic environment and enhances the quality of life of all residents.

The project is consistent with and furthers Clermont Comprehensive Plan Policy 1-7.2 by providing for orderly growth through Planned Developments.

The project is consistent with and further Clermont Comprehensive Plan Housing Element as follows:

GOAL 1: To encourage and promote the provision of affordable, safe and sanitary housing to meet the needs of the present and future population of the City.

Objective 1.1: Housing Supply. The City shall assist the private sector in providing adequate housing to meet current and future needs.

Policy 1.1.7: The City shall promote mixed-use developments that include provisions for a wide variety of housing types and prices in close proximity to support facilities.

Policy 1.2.6: The City shall, through the land development regulations, continue to encourage the development/redevelopment of housing in a way that will integrate divergent choices of housing across all neighborhoods such as by allowing and incentivizing mixed-use developments that include provisions for a wide variety of housing types and prices.

GOAL 2: Encourage the preservation of decent, safe and sanitary housing for the present and future residents of the City of Clermont.

The project is not inconsistent with any provision of the Clermont Comprehensive Plan.

The project will result in an orderly and logical development pattern and is an infill non-residential project along SR 50.

Estimated demand on public facilities will be provided with Site and Construction Plan applications. The City will provide water, sewer, trash, emergency services.



2 PRELIMINARY RENDERING IMAGE FROM NE CORNER
SCALE:



1 PRELIMINARY RENDERING IMAGE FROM NW CORNER
SCALE:

KORU
Koru Group, PLLC
2135 CityGate Lane, STE 330
Naperville, IL 60563

© Copyright 2023
KORU Group, PLLC
The drawings and the contents herein are the sole property
of Koru Group, PLLC and no portion of any may be printed
or copied without the express permission of the office.

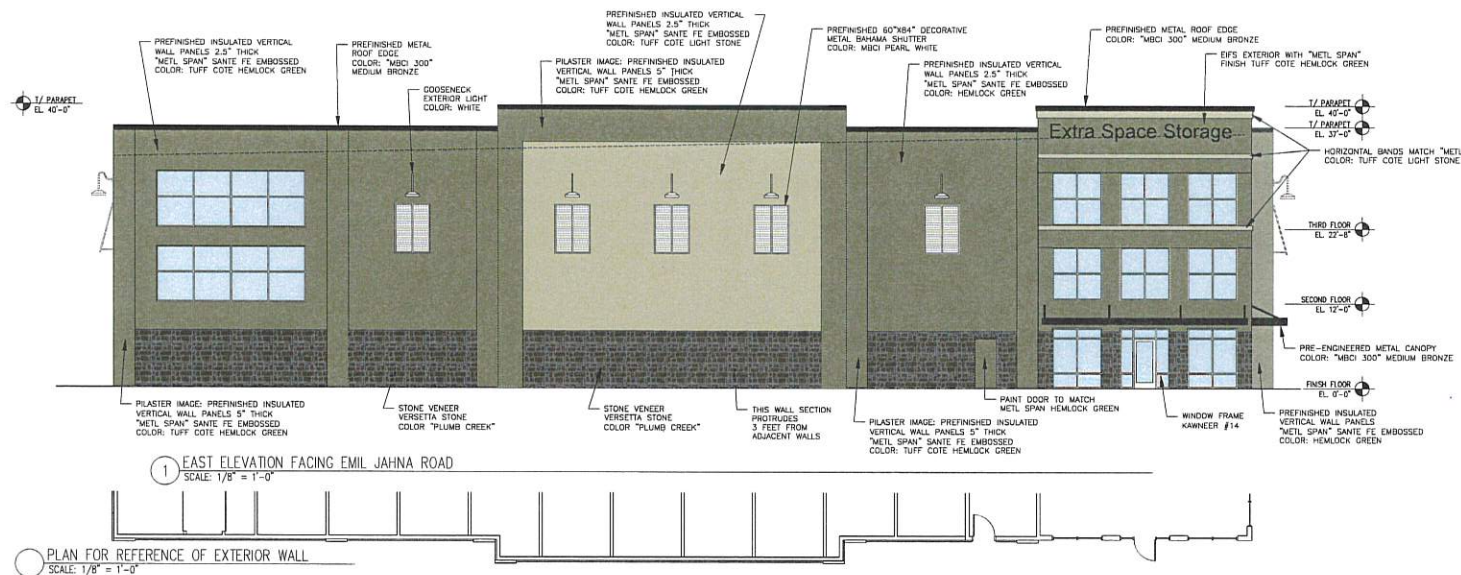
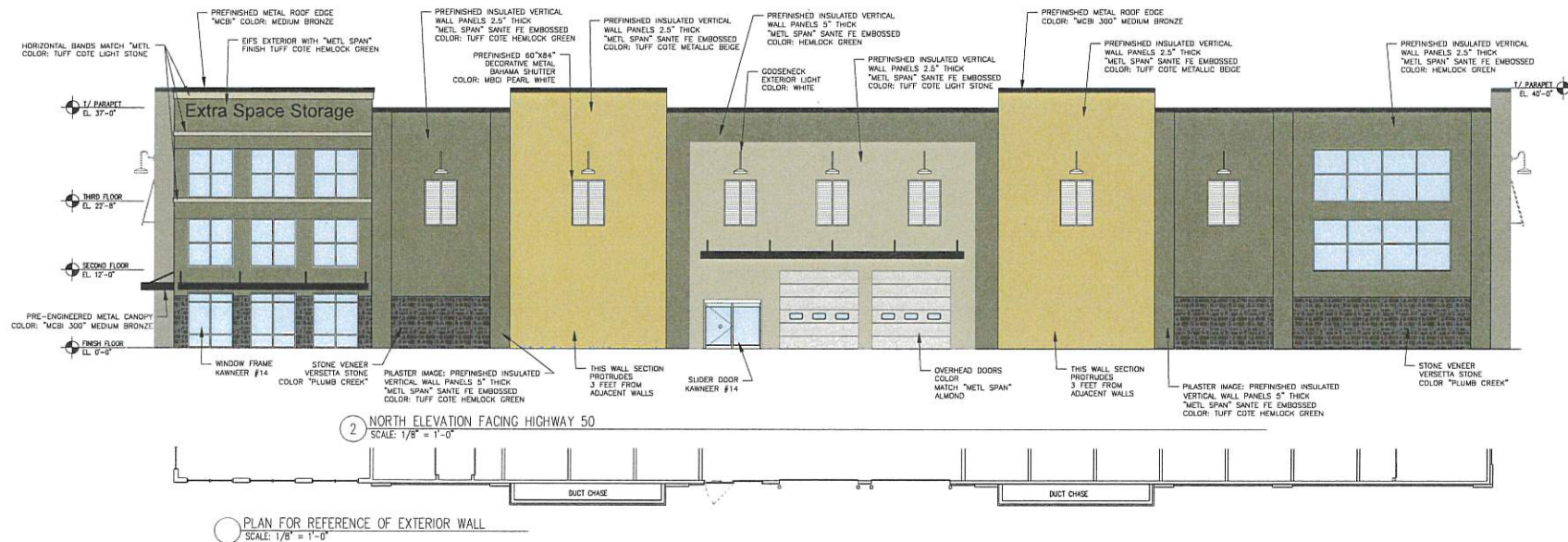
CLIENT:

**ExtraSpace
Storage**

Extra Space Storage, Clermont FL

DATE:
11/21/2023

PROJECT NUMBER: 23023 Clermont Self Storage	REVIEWED BY:
DRAWN BY: Day	SHEET TITLE:
	INTRO SHEET
	SHEET NO.
	A000



KORU
Koru Group, PLLC
2135 CityGate Lane, STE 330
Naperville, IL 60563

© Copyright 2023
KORU Group, PLLC
The drawings and the contents herein are the sole property
of Koru Group, PLLC, and no portion of any may be printed
or copied without the express permission of the office.

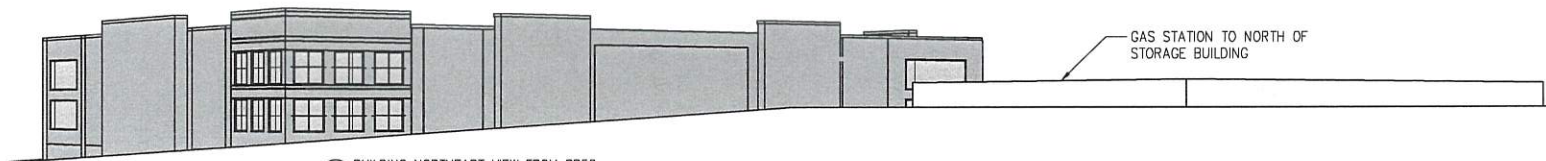
CLIENT:
**ExtraSpace
Storage**

Extra Space Storage, Clermont FL

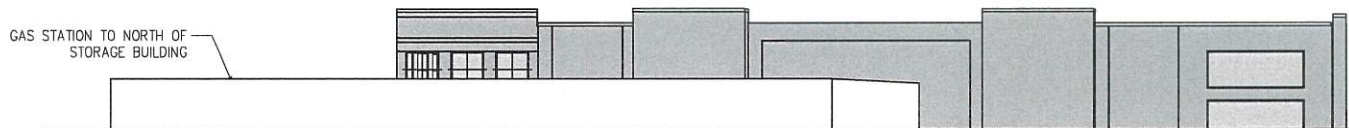
DATE	11/21/2023
PROJECT NUMBER: 2303 Clermont Self Storage	
DRAWN BY: Gary	REVIEWED BY:
SHEET TITLE:	
EXTERIOR ELEVATION FROM PLAN OPTION A	
SHEET NO.	
A200	



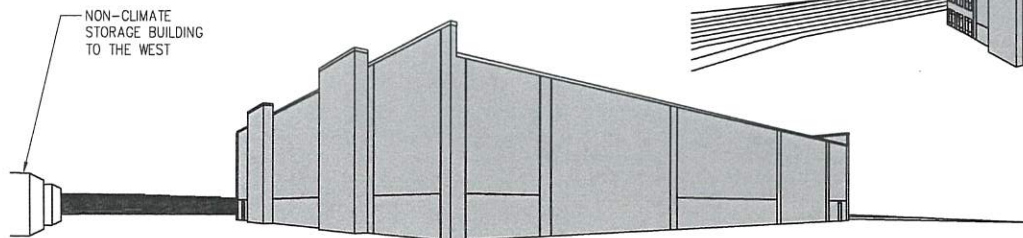
BUILDING NORTHWEST VIEW FROM SR50
SCALE:



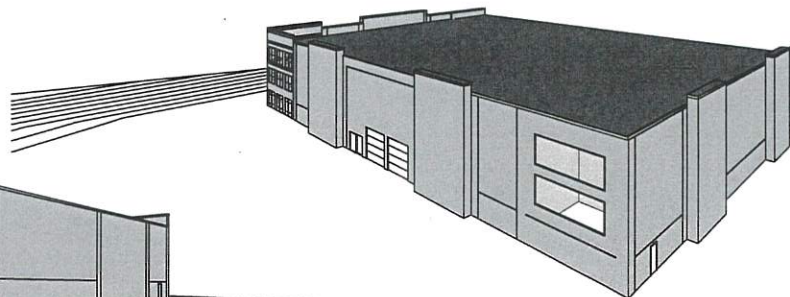
BUILDING NORTHEAST VIEW FROM SR50
SCALE:



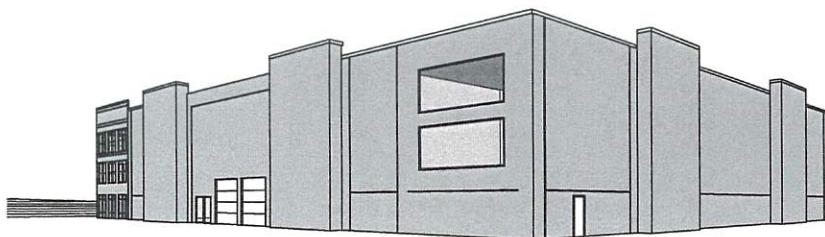
BUILDING NORTH VIEW FROM SR50
SCALE:



BUILDING SOUTHWEST CORNER VIEW
SCALE:



BUILDING OVERHEAD VIEW
SCALE:



BUILDING NORTHWEST CORNER VIEW
SCALE:

NON-CLIMATE
STORAGE BUILDING
TO THE WEST



BUILDING NORTHEAST CORNER VIEW
SCALE:

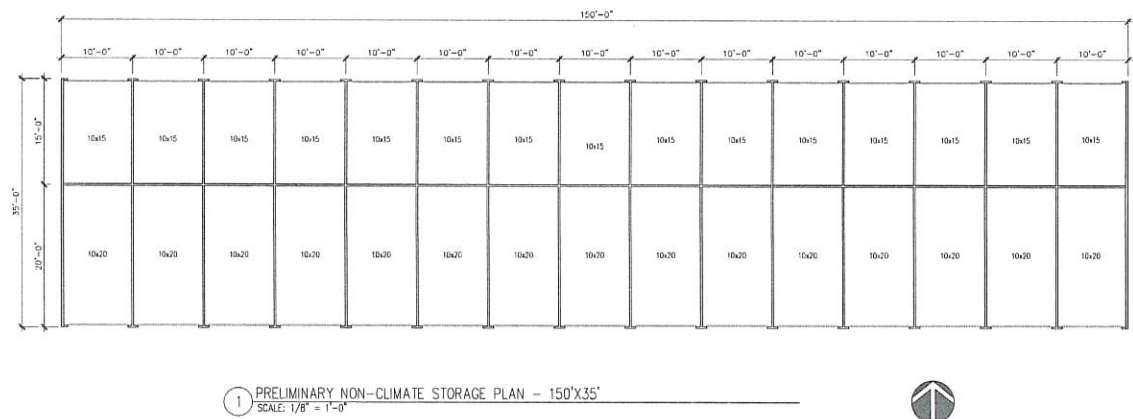
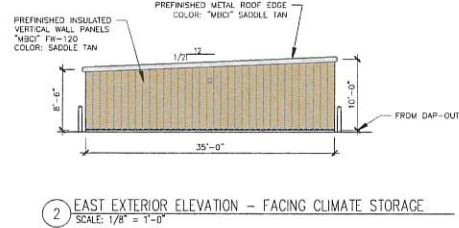
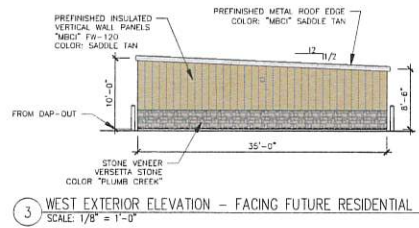
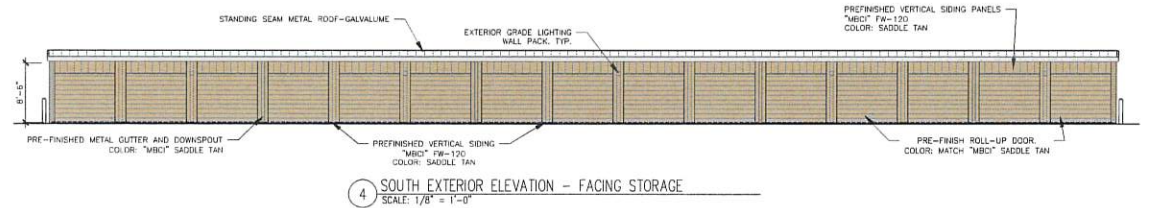
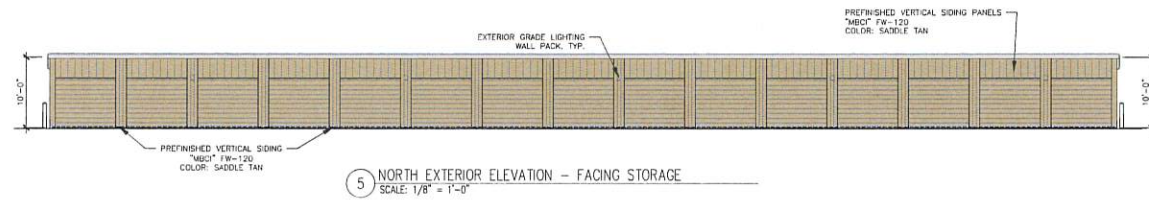


© Copyright 2023
KORU Group, PLLC
The drawings and the contents herein are the sole property
of Koru Group, PLLC, and no portion of any may be printed,
reproduced, or copied without the express permission of the Office.



Extra Space Storage, Clermont FL

DATE:
11/21/2023
PROJECT NUMBER: 23023 Clermont Self Storage
DRAWN BY: Gert
CHECKED BY:
SHEET TITLE:
EXTERIOR ELEVATION FROM PLAN OPTION A
SHEET NO.
A202



© Copyright 2023
KORU GROUP, PLLC
The drawings and the contents hereon are the sole property of Koru Group, PLLC, and no portion of any may be printed or copied without the written permission of the office.



CLIENT:

Extra Space Storage, Clermont FL

DATE	11/21/2023
PROJECT NUMBER: 23022 Clermont Self Storage	
DRAWN BY: Gray	REVIEWED BY:
SHEET TITLE:	NON-CLIMATE STORAGE 150'X35'
SHEET NO.	A301



CITY OF CLERMONT
REZONING
APPLICATION

Received by City:
10/3/2024
PUD2407-0001

DATE Sep 30, 2024		FEE: \$542.00 + cost of advertisement + cost of traffic review, if necessary	
Project Name (if applicable) The Shops at Waterbrooke PUD			
Applicant Jimmy D. Crawford			
Contact Person Jimmy D. Crawford / Erin Wysocki			
Address 702 W. Montrose St.		City Clermont	State FL Zip 34711
Telephone 352-432-8644		Fax N/A	
Email jcrawford@cmhlawyers.com ; ewysocki@cmhlawyers.com			
OWNER INFORMATION			
Owner's Name UP Fieldgate US Investments - Clermont Hills			
Owner Address 3122 E. Amelia St. #A		City Orlando	State FL Zip 32803
Telephone 352-432-8644		Email scottfish@updevelopment.com	
PROPERTY INFORMATION			
Address of Subject Property Emil Jahna Road / SR 50		City Clermont	State FL Zip 34711
Legal Description (include copy of survey) See Attached			
Acreage 45.38		Land Use (City verification required) Commercial	
Present Zoning (City verification required) PUD		Proposed Zoning PUD	



CITY OF CLERMONT REZONING APPLICATION

Answers to the following questions are required to complete this application.

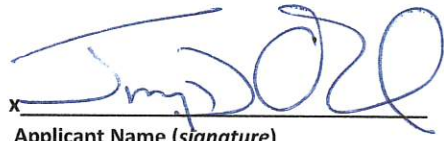
What are you proposing to do that would require a rezoning?

Amend existing commercial and residential entitlements. See attached Statement in Support

Check box to indicate additional materials are provided via attachment. ☒

Jimmy D. Crawford

Applicant Name (print)

x 

Applicant Name (signature)

Scott Fish, Manager

Owner Name (print)

x 

Owner Name (signature)

City of Clermont
Development Services Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL 34712-0219
(352) 394-4083 Fax: (352) 394 3542

5/22/2020

Prepared by and Return to:

Paul "J.J." Johnson, Jr., Esquire
Sloane and Johnson, PLLC
3660 Maguire Boulevard, Suite 102
Orlando, Florida 32803

Parcel ID# 2722260001-000-03000



SPECIAL WARRANTY DEED

This Special Warranty Deed is made February 22, 2016, between **HILLS AT CLERMONT**, a Delaware limited liability company (the "**Grantor**"), whose street address is 7 Giralda Farms, 2nd Floor, Madison, NJ 07940, and **UP FIELDGATE US INVESTMENTS – CLERMONT HILLS, LLC**, a Florida limited liability company (the "**Grantee**"), whose street address is 3201 E. Colonial Drive, Orlando, Florida 32803.

The Grantor, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell, convey and confirm, unto the Grantee, all of the land situated, lying and being in the County of Lake, State of Florida, and described in Exhibit "A" attached to and by reference made a part of this Special Warranty Deed (the "Property").

Together with all and singular the hereditaments and appurtenances thereto belonging, or in anywise appertaining.

TO HAVE AND TO HOLD THE SAME in fee simple forever.

This conveyance is made by Grantor and accepted by Grantee subject to all covenants, conditions, restrictions, and other matters of record in the office of the County Recorder of Lake County, Florida, and all unpaid taxes and assessments, known or unknown (collectively, the "**Permitted Exceptions**").

Grantor, as its sole warranty herein, specially warrants to Grantee, its successors and assigns, that it will forever defend title to the Real Property (subject to the Permitted Exceptions) against only those claims of persons claiming to title or to or asserting claims affecting title to the Real Property, or any part thereof, by, through or under Grantor, but not otherwise.

[Remainder of page intentionally blank]

IN WITNESS WHEREOF, this Deed has been executed by Grantor as of February 22, 2016.

GRANTOR:

HILLS AT CLERMONT LLC, a Delaware limited liability company

By: PRISA III Investments, LLC, a Delaware limited liability company, its sole member

By: PRISA III REIT Operating LP, a Delaware limited partnership, its sole member

By: PRISA III OP GP, LLC, a Delaware limited liability company, its general partner

By: PRISA III Fund LP, a Delaware limited partnership, its manager

By: PRISA III Fund GP, LLC, a Delaware limited liability company, its general partner

By: PRISA III Fund PIM, LLC, a Delaware limited liability company, its sole member

By: PGIM, Inc., a New Jersey corporation, its sole member

By: Collete English Dixon
Name: Collete English Dixon
Title: V.P.

Signed, sealed and delivered in the presence of:

R. Bloom
Print Name: Ryan Bloom

Michael McBain
Print Name: Michael McBain

STATE OF Illinois §
§
COUNTY OF Cook §

On February 8, 2016, before me, the undersigned, a notary public in and for said State, personally appeared Collete English Dixon, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that, by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



Gloria D. Hawthorne
Notary Public
Gloria D. Hawthorne
Notary Printed Name
My Commission Expires: 574513

Exhibit "A"
(Legal Description)

THAT PORTION OF THE EAST 222.00 FEET OF THE SOUTHEAST 1/4 OF NORTHWEST 1/4 TOGETHER WITH A PORTION OF THE SOUTHWEST 1/4 OF NORTHEAST 1/4, ALL LYING IN SECTION 27, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 27, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 00°30'12" WEST, ALONG THE WEST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 27, A DISTANCE OF 1363.52 FEET TO A POINT ON THE SOUTH RIGHT WAY LINE OF STATE ROAD 50, PER F.D.O.T. RIGHT OF WAY MAP SECTION 11070-2505, THIS BEING THE POINT OF BEGINNING; THENCE RUN SOUTH 89°06'29" EAST, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 554.31 FEET TO THE WESTERLY LINE OF THAT PARCEL AS DESCRIBED IN OFFICIAL RECORD BOOK 3153, PAGE 2149 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN SOUTH 00°53'31" WEST, ALONG SAID WESTERLY LINE, A DISTANCE OF 325.00 FEET; THENCE RUN SOUTH 89°06'29" EAST, ALONG THE SOUTHERLY LINE OF SAID PARCEL AND THE PARCEL DESCRIBED IN OFFICIAL RECORD BOOK 591, PAGE 1222 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, A DISTANCE OF 549.99 FEET TO THE EASTERLY LINE OF SAID PARCEL DESCRIBED IN OFFICIAL RECORD BOOK 591, PAGE 1222; THENCE RUN NORTH 00°53'31" EAST, ALONG SAID EASTERLY LINE, A DISTANCE OF 325.00 FEET; THENCE RUN SOUTH 89°06'29" EAST, ALONG SAID SOUTH RIGHT OF WAY LINE A DISTANCE OF 203.70 FEET TO A POINT ON THE EAST LINE OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 27; THENCE RUN SOUTH 00°25'59" WEST, ALONG SAID EAST LINE, A DISTANCE OF 1293.07 FEET TO THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 27; THENCE RUN NORTH 88°58'56" WEST, ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 27, A DISTANCE OF 1309.61 FEET TO THE SOUTHWEST CORNER OF SAID SOUTHWEST 1/4 OF THE NORTHEAST 1/4; THENCE RUN NORTH 88°58'56" WEST, ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 27, A DISTANCE OF 222.01 FEET TO A POINT, 222.00 FEET, WESTERLY OF, WHEN MEASURED PERPENDICULAR TO THE WEST LINE OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 27; THENCE RUN NORTH 00°30'12" EAST, ALONG A LINE PARALLEL WITH THE WEST LINE OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 27; A DISTANCE OF 1289.70 FEET TO A POINT ON THE AFORESAID SOUTH RIGHT OF WAY LINE; THENCE RUN SOUTH 89°06'29" EAST, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 222.00 FEET TO THE POINT OF BEGINNING.

PROPERTY RECORD CARD

General Information

Name:	UP FIELDGATE US INVESTMENTS - CLERMONT HILLS LLC	Alternate Key:	3868854
Mailing Address:	3660 MAGUIRE BLVD STE 102 ORLANDO, FL 32803 Update Mailing Address	Parcel Number: ①	27-22-26-0001-000-03200
		Millage Group and City:	000C Clermont
		2022 Total Certified Millage Rate:	17.3628
		Trash/Recycling/Water/Info:	My Public Services Map ①
Property Location:	EMIL JAHNA RD CLERMONT FL, 34711	Property Name:	- Submit Property Name ①
		School Information:	School Locator & Bus Stop Map ① School Boundary Maps ①
Property Description:	FROM NW COR OF NE 1/4 RUN S 0-37-50 W ALONG SAID W LINE OF NE 1/4 A DIST OF 1288.52 FT TO CENTERLINE OF SR 50, S 89-06-32 E ALONG SAID CENTERLINE 557.74 FT, S 0-53-28 W 75 FT TO A POINT ON THE S R/W LINE OF SR 50 FOR POB, S 0-53-31 W 325 FT, S 89-06-29 E 549.99 FT, N 0-53-31 E 325 FT, W ALONG S R/W LINE OF SR 50 TO POB ORB 6134 PG 73		
NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.			

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class	Value	Land Value
1	GOVT WETLAND (8096)	0	0		4.090	Acre	\$0.00		\$184.00

[Click here for Zoning Info](#) ①
 [FEMA Flood Map](#)

Miscellaneous Improvements

There is no improvement information to display.

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description above and/or recorded and indexed with the Clerk of Court. [Follow this link to search all documents by owner's name.](#)

Book/Page	Sale Date	Instrument	Qualified/Unqualified	Vacant/Improved	Sale Price
6134 / 73	03/2023	Quit Claim Deed	Unqualified	Vacant	\$0.00
3153 / 2149	04/2006	Misc Deed/Document	Unqualified	Vacant	\$0.00

[Click here to search for mortgages, liens, and other legal documents.](#) ①

Values and Estimated Ad Valorem Taxes

Values shown below are 2023 CERTIFIED VALUES (July 1 Preliminary Tax Roll Certification)

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
LAKE COUNTY BCC GENERAL FUND	\$184	\$184	\$0	5.0364	\$0.00
SCHOOL BOARD STATE	\$184	\$184	\$0	3.2500	\$0.00
SCHOOL BOARD LOCAL	\$184	\$184	\$0	2.9980	\$0.00
LAKE COUNTY WATER AUTHORITY	\$184	\$184	\$0	0.3083	\$0.00
ST JOHNS RIVER FL WATER MGMT DIST	\$184	\$184	\$0	0.1974	\$0.00
CITY OF CLERMONT	\$184	\$184	\$0	5.0600	\$0.00
LAKE COUNTY MSTU AMBULANCE	\$184	\$184	\$0	0.4629	\$0.00
LAKE COUNTY VOTED DEBT SERVICE	\$184	\$184	\$0	0.0918	\$0.00
				Total: 17.4048	Total: \$0.00

Exemptions Information

This property is benefitting from the following exemptions with a checkmark ✓

Homestead Exemption (first exemption up to \$25,000)	Learn More View the Law
Additional Homestead Exemption (up to an additional \$25,000)	Learn More View the Law
Limited Income Senior Exemption (applied to county millage - up to \$50,000)	Learn More View the Law
Limited Income Senior Exemption (applied to city millage - up to \$25,000)	Learn More View the Law
Limited Income Senior 25 Year Residency (county millage only-exemption amount varies)	Learn More View the Law
Widow / Widower Exemption (up to \$5,000)	Learn More View the Law
Blind Exemption (up to \$500)	Learn More View the Law
Disability Exemption (up to \$5,000)	Learn More View the Law
Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Disability Exemption (\$5,000)	Learn More View the Law
Veteran's Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Combat Related Disability Exemption (amount varies)	Learn More View the Law
Deployed Servicemember Exemption (amount varies)	Learn More View the Law
First Responder Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Surviving Spouse of First Responder Exemption (amount varies)	Learn More View the Law
Conservation Exemption (amount varies)	Learn More View the Law
Tangible Personal Property Exemption (up to \$25,000)	Learn More View the Law
Religious, Charitable, Institutional, and Organizational Exemptions (amount varies)	Learn More View the Law
Economic Development Exemption	Learn More View the Law
✓ Government Exemption (amount varies)	Learn More View the Law

NOTE: Information on this Property Record Card is compiled and used by the Lake County Property Appraiser for the sole purpose of ad valorem property tax assessment administration in accordance with the Florida Constitution, Statutes, and Administrative Code. The Lake County Property Appraiser makes no representations or warranties regarding the completeness and accuracy of the data herein. Its use or interpretation, the fee or beneficial/equitable title ownership or encumbrances of the property, and assumes no liability associated with its use or misuse. See the posted [Site Notice](#).

PROPERTY RECORD CARD

General Information

Name:	UP FIELDGATE US INVESTMENTS - CLERMONT HILLS LLC	Alternate Key:	3868851
Mailing Address:	3122 E AMELIA ST # A ORLANDO, FL 32803-5851 Update Mailing Address	Parcel Number: ①	27-22-26-0001-000-03100
		Millage Group and City:	000C Clermont
		2023 Total Certified Millage Rate:	17.3304
		Trash/Recycling/Water/Info:	My Public Services Map ①
Property Location:	EMIL JAHNA RD CLERMONT FL, 34711	Property Name:	-- Submit Property Name ①
		School Information:	School Locator & Bus Stop Map ① School Boundary Maps ①
Property Description:	FROM N 1/4 COR OF SEC RUN S 0-30-12 W ALONG W LINE OF NE 1/4 A DIST OF 1363.52 FT TO A POINT ON S R/W LINE OF SR 50 FOR POB, RUN S 89-06-29 E ALONG SAID S R/W LINE 554.31 FT, S 0-53-31 W 325 FT, S 89-06-29 E 549.99 FT, N 0-53-31 E 325 FT, S 89-06-29 E ALONG S R/W LINE 203.70 FT TO A POINT ON E LINE OF SW 1/4 OF NE 1/4, S 0-25-59 W ALONG SAID E LINE 1293.07 FT TO SE COR OF SW 1/4 OF NE 1/4, N 88-58-56 W 1309.61 FT TO SW COR OF SW 1/4 OF NE 1/4, CONT N 88-58-56 W ALONG S LINE OF SE 1/4 OF NW 1/4 A DIST OF 222.01 FT TO A POINT 222 FT W'LY OF, WHEN MEASURED PERPENDICULAR TO THE W LINE OF SW 1/4 OF NE 1/4, N 0-30-12 E 1289.70 FT TO S R/W LINE OF SR 50, S 89-06-29 E ALONG SAID S R/W LINE 222 FT TO POB ORB 4745 PG 680		
NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.			

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class	Value	Land Value
1	VACANT COMMERCIAL (1000)	0	0		41.280	Acre		\$7,991,808.00	\$7,991,808.00
2	BILLBOARD SITE (1020)	0	0		1.000	Lot		\$20,000.00	\$20,000.00

[Click here for Zoning Info](#) ① [FEMA Flood Map](#)

Miscellaneous Improvements

There is no improvement information to display.

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description above and/or recorded and indexed with the Clerk of Court. [Follow this link to search all documents by owner's name.](#)

Book/Page	Sale Date	Instrument	Qualified/Unqualified	Vacant/Improved	Sale Price
4745 / 680	02/2016	Warranty Deed	Qualified	Vacant	\$5,000,000.00
3543 / 83	11/2007	Warranty Deed	Unqualified	Vacant	\$16,300,000.00

[Click here to search for mortgages, liens, and other legal documents.](#)

Values and Estimated Ad Valorem Taxes

Values shown below are 2024 WORKING VALUES that are subject to change until certified.

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
LAKE COUNTY BCC GENERAL FUND	\$8,011,808	\$7,886,210	\$7,886,210	5.0364	\$39,718.11
SCHOOL BOARD STATE	\$8,011,808	\$8,011,808	\$8,011,808	3.2080	\$25,701.88
SCHOOL BOARD LOCAL	\$8,011,808	\$8,011,808	\$8,011,808	2.9980	\$24,019.40
LAKE COUNTY WATER AUTHORITY	\$8,011,808	\$7,886,210	\$7,886,210	0.2940	\$2,318.55
ST JOHNS RIVER FL WATER MGMT DIST	\$8,011,808	\$7,886,210	\$7,886,210	0.1793	\$1,414.00
CITY OF CLERMONT	\$8,011,808	\$7,886,210	\$7,886,210	5.0600	\$39,904.22
LAKE COUNTY MSTU AMBULANCE	\$8,011,808	\$7,886,210	\$7,886,210	0.4629	\$3,650.53
LAKE COUNTY VOTED DEBT SERVICE	\$8,011,808	\$7,886,210	\$7,886,210	0.0918	\$723.95
				Total:	Total:
				17.3304	\$137,450.64

Exemptions Information

This property is benefitting from the following exemptions with a checkmark ✓

Homestead Exemption (first exemption up to \$25,000)	Learn More View the Law
Additional Homestead Exemption (up to an additional \$25,000)	Learn More View the Law
Limited Income Senior Exemption (applied to county millage - up to \$50,000)	Learn More View the Law
Limited Income Senior Exemption (applied to city millage - up to \$25,000)	Learn More View the Law
Limited Income Senior 25 Year Residency (county millage only-exemption amount varies)	Learn More View the Law
Widow / Widower Exemption (up to \$5,000)	Learn More View the Law
Blind Exemption (up to \$500)	Learn More View the Law
Disability Exemption (up to \$5,000)	Learn More View the Law
Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Disability Exemption (\$5,000)	Learn More View the Law
Veteran's Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Combat Related Disability Exemption (amount varies)	Learn More View the Law
Deployed Servicemember Exemption (amount varies)	Learn More View the Law
First Responder Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Surviving Spouse of First Responder Exemption (amount varies)	Learn More View the Law
Conservation Exemption (amount varies)	Learn More View the Law
Tangible Personal Property Exemption (up to \$25,000)	Learn More View the Law
Religious, Charitable, Institutional, and Organizational Exemptions (amount varies)	Learn More View the Law

LEGAL NOTICE

On Tuesday, December 10, 2024 at 6:30 PM the Clermont City Council will consider the enactment of the following proposed ordinance.

ORDINANCE NO. 2024-039

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT, REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW, PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

LOCATION

The Shops at Waterbrooke
Vacant parcel located south of State Road 50
and west of Emil Jahna Road
Alternate Key – 3868851 & 3868854



PROPERTY REZONING AMENDMENT

City of Clermont Planned Unit Development (PUD) Amendment:

To allow for a Self-Storage Facility and to allow for the decrease of the commercial acreage with an increase to the residential acreage as amended with the updated Conceptual Site Plan.

LEGAL DESCRIPTION

FROM N 1/4 COR OF SEC RUN S 0-30-12 W ALONG W LINE OF NE 1/4 A DIST OF 1363.52 FT TO A POINT ON S R/W LINE OF SR 50 FOR POB, RUN S 89-06-29 E ALONG SAID S R/W LINE 554.31 FT, S 0-53-31 W 325 FT, S 89-06-29 E 549.99 FT, N 0-53-31 E 325 FT, S 89-06-29 E ALONG S R/W LINE 203.70 FT TO A POINT ON E LINE OF SW 1/4 OF NE 1/4, S 0-25-59 W ALONG SAID E LINE 1293.07 FT TO SE COR OF SW 1/4 OF NE 1/4, N 88-58-56 W 1309.61 FT TO SW COR OF SW 1/4 OF NE 1/4, CONT N 88-58-56 W ALONG S LINE OF SE 1/4 OF NW 1/4 A DIST OF 222.01 FT TO A POINT 222 FT W'LY OF, WHEN MEASURED PERPENDICULAR TO THE W LINE OF SW 1/4 OF NE 1/4, N 0-30-12 E 1289.70 FT TO S R/W LINE OF SR 50, S 89-06-29 E ALONG SAID S R/W LINE 222 FT TO POB ORB 4745 PG 680.

TOGETHER WITH THE FOLLOWING DESCRIBED PROPERTY:
FROM NW COR OF NE 1/4 RUN S 0-37-50 W ALONG SAID W LINE OF NE 1/4 A DIST OF 1288.52 FT TO CENTERLINE OF SR 50, S 89-06-32 E ALONG SAID CENTERLINE 557.74 FT, S 0-53-28 W 75 FT TO A POINT ON THE S R/W LINE OF SR 50 FOR POB, S 0-53-31 W 325 FT, S 89-06-29 E 549.99 FT, N 0-53-31 E 325 FT, W ALONG S R/W LINE OF SR 50 TO POB ORB 6134 PG 73.

ALL IN SECTION 27, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.

CONTAINING 45.38 ACRES, MORE OR LESS.

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

This application is available for public inspection in the Development Services Department, Monday through Friday between the hours of 8:00 AM and 5:00 PM.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352) 241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC
City Clerk

AGENDA ITEM

Meeting Date	
Tuesday, December 10, 2024	
Agenda Item Name	
Ordinance No. 2024-038 <i>Final</i> <i>Family Christian Center of Clermont</i>	
Requested Action	
Recommend approval of Ordinance 2024-038.	
Staff Report	
<i>This item was tabled to certain date by the applicant at the November 12, 2024, City Council meeting.</i> The applicant, Family Christian Center (FCC), is in the process of seeking a loan in order to facilitate the construction of improvements and buildings on their 36 acre property located west of Steve's Road and US 27 intersection. In the process of securing a loan, it was noted that if the property was allowed C-2 General Commercial uses, the appraised value of the property would increase and the loan terms would be more favorable for the church. The FCC has no plans to utilize the property for any C-2 General Commercial uses, but is seeking a rezoning to allow C-2 General Commercial uses in order to secure a more favorable loan. The planned improvements consist of an additional recreational facility, repurposing the current recreational buildings, and expanding the church sanctuary. These improvements and uses have already been approved by the City Council through issuance of various Conditional Use Permits' the church has obtained in the past 26 years. The church was originally approved by City Council under CUP Resolution 1045 in December 1998. Since that time, the church facility has expanded and amended their CUP several times (Resolutions 1365, 1384, 1434, and 2010-04) to include additional uses and buildings on the property. These include, but not limited to; educational components (K-12 school and Pastor College), public park, multi-use building, recreational fields, multi-level parking garage and a 90,000 square foot sanctuary.  A Planned Unit Development (PUD) zoning is being requested since it would allow development flexibility for the project. The proposed PUD Ordinance 2024-038 has applicable conditions from the Conditional Use Permits along with the addition of specific conditions for protection of the City and neighbors. The specific conditions include a 75-foot natural buffer being maintained along the southern and western property boundary along with any C-2 General Commercial uses, which will have to be reviewed and approved by the City Council at a public hearing. In addition, the building height will be limited to the height under the current zoning at 45 feet. No additional uses or	

new buildings are being requested as part of this application. The property would also be regulated under the City's Land Development Code.

While this application request is uncommon, a review of the City's Land Development Code reveals that churches can be allowed in any zoning district, either permitted, such as C-1 Light Commercial; or through a conditional use permit. The current zoning of the property is R-1-A Single Family Low Density with a conditional use permit to allow the existing church facility. A rezoning to a Planned Unit Development with the existing applicable conditions included along with C-2 General Commercial uses, and specific conditions do not appear to change the overall characteristics or function of the church facility. The property has front and access from an arterial roadway, US 27, and it is currently signalized. C-2 General Commercial uses the US 27 roadway. The proposed rezoning is not inconsistent with any provision of the Comprehensive Plan. With the addition of the specific condition that any C-2 General Commercial use site plan be required to go through the public hearing process and be approved by City Council adds a level of protection to the City and neighbors. Staff recommends approval of Ordinance No. 2024-038. *The Planning and Zoning Commission recommended denial 2-2.*

Additional Analysis

Fiscal Impact Summary

None.

Fiscal Impact	Fund Number and Description	Available Budget Amount
---------------	-----------------------------	-------------------------

Exhibits Attached (copies of original agreements)

1.	2024-038 - FCC PUD Rezoning (11.07.2024)	2024-038 - FCC PUD Rezoning (10.17.2024).pdf
2.	FCC Location Map	FCC Location Map.pdf
3.	Updated Current Concept Plan	Updated Current Concept Plan.pdf
4.	CUP Master Site Plan	CUP Master Site Plan.pdf
5.	Surrounding Map	Surrounding Map.pdf
6.	Statement In Support	Statement In Support.pdf
7.	Letter of Support PZ	HOA Letter of Support PZ.pdf
8.	Application	Application.pdf
9.	Property Record Card AK 1453429	Property Record Card AK 1453429.pdf
10.	2024-038 FCC PUD RZ - Legal Ad CC (11.12.24)	2024-038 FCC PUD RZ - Legal Ad CC (11.12.24).pdf

CITY OF CLERMONT
ORDINANCE NO. 2024-038

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT, REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW, PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

The City Council of the City of Clermont, Lake County, Florida, hereby ordains that:

SECTION 1:

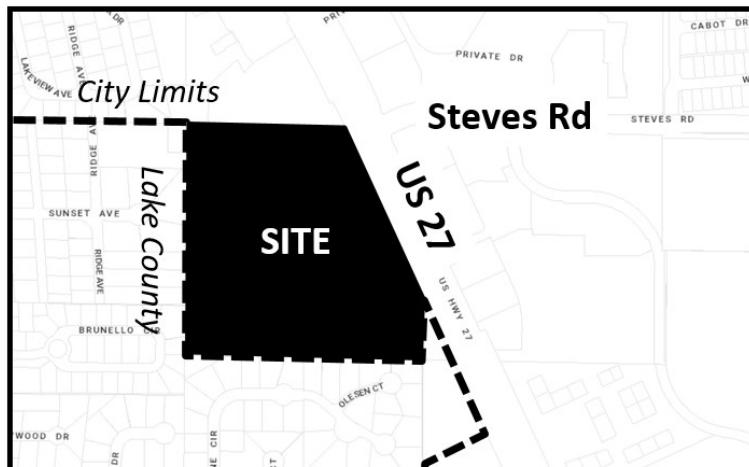
The Official Zoning Map of the City of Clermont, Lake County, Florida, referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances, is hereby amended by rezoning the following described property:

LEGAL DESCRIPTION

Tracts 8 and 9, and that part of Tracts 7 and 10 lying West of Highway No. 27, according to Lake Highlands Plat of Section 32, Township 22 South, Range 26 East, all in Lake County, Florida.

LOCATION:

2500 South US Hwy 27
Family Christian Center of Clermont
West of the Steves Road and US Hwy 27 intersection
Alternate Key 1453429
36 +/- Acres



PROPERTY REZONING

FROM: R-1-A Single Family Low Density Residential
TO: Planned Unit Development (PUD) with C-2 General Commercial Uses



CITY OF CLERMONT
ORDINANCE NO. 2024-038

SECTION 2: GENERAL CONDITIONS

1. The conditions as set forth in this Planned Unit Development shall be legally binding upon any heirs, assigns and successors in title or interest.
2. Formal construction plans incorporating all conditions stated in this ordinance shall be submitted for review and approved by the Site Review Committee prior to the issuance of a zoning clearance or other development permits.
3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.
4. Fiber optic conduit and pull boxes shall be installed by the developer in the utility easements, if required by the City, to extend the City's fiber optic network. The City's Information Technology Director will work with the developer at the time of site plan review to determine the extent of fiber optic conduit.
5. The development shall comply with all applicable City, County and Florida Department of Transportation access management requirements. A future traffic study may be required; if determined by the City, County, or State, and the Owner shall timely complete all required mitigation and other improvements, as may be applicable.
6. All Fire Department Access for the Project shall be provided in Accordance with the Florida Fire Prevention Code. The Project and all buildings shall meet all requirements for fire protection in accordance to the Florida Fire Prevention Code and City's Land Development Regulations.
7. All utilities shall be designed and installed as per the City's specifications or as amended and approved by City staff.

SECTION 3: LAND USES AND SPECIFIC CONDITIONS

This application for a Planned Unit Development is to allow for the Family Christian Center Church Facility and C-2 General Commercial Uses on the property described above (hereinafter the "Property"); be granted subject to the following conditions:

1. The property shall be developed to allow for the Family Christian Center Church facility for the following purposes, as previously approved under Resolution 2010-04:
 - A. Education Programs to include pre-school through 12th grade, after care program, Christian College, library, summer programs (to include camps & Vacation Bible School), church programs to include food outreach ministry, thrift store, vocational training center, and other special events.

CITY OF CLERMONT
ORDINANCE NO. 2024-038

- B. Recreation Amenities: Public Park which can include, but not limited to, a play ground, water recreation, volley ball courts, tennis courts, swimming pool, baseball diamond, multi-use recreational field with goals, exercise paths, maintenance/storage building not to exceed 5,000 square feet, pavilions, and picnic area. Some of these venues may require an admission fee or cost to participate. These funds will go directly into the Family Christian Center of Clermont, Inc. non-profit (501c3) corporation.
- C. Five multi-use modular buildings to be used for education and administration.
- D. Open outside area to be used for multiple fund raising events (Christmas Tree & Pumpkin sales, etc). Applicable permits will be secured for each event.
- E. Multi-use modular buildings totaling 9,000 square feet to be used for education, administration, church services, and special events.
- F. 67,000 square feet multi-use building (Phased Implementation): May be used for pre-school, school, special events, food services/restaurant, fitness/recreational facility, (rock wall, trampoline, arcade, etc.). Some of these venues will require an admission fee or cost to participate. These funds will go directly into the Family Christian Center of Clermont, Inc. non-profit (501c3) corporation.
- G. 90,000 square feet Church Sanctuary to be used for church services and special events. Support facilities to include: kitchen, cafeteria, bookstore, reception area, pre/post production, audio/video reproduction.
- H. 70,000 square foot multi-use building for Education Programs: pre-school through 12th grade, after care program, Christian College, administration. (Phased Implementation).
- I. 20,000 square foot Storage Facility (maximum): Used for Grounds/Building Maintenance/Storage (Phased Implementation). Multiple buildings allowed, but shall not exceed maximum square footage. Excludes recreation maintenance/storage listed above.
- J. 1,500 Unit Parking Garage (multiple levels).
- K. 100,000 square feet flex building: Recreational and game uses, gymnasium, special events, concerts, cafeteria, bookstore, office space.



CITY OF CLERMONT
ORDINANCE NO. 2024-038

2. A seventy-five (75) foot natural buffer shall be left along the south and west property boundaries, unless existing buildings currently intrude into such buffer, in which case such building intrusion shall be allowed but not extended or increased. Vegetation and trees within the 75-foot buffer shall not be disturbed except as allowed herein. The intent of the buffer is to provide maximum visual and sound barriers to neighboring properties. Disturbance of the 75-foot buffer shall be minimized, and limited to minimal trimming and clearing of trees and brush needed to prevent hazards to persons or property, or in the event of storm damage and/or dead trees and vegetation.
3. Recreation facilities bordering the southern and western property lines shall post the operating hours to be dawn to dusk, but not later than 9:00 P.M. during the summer.
4. A six-foot opaque fence shall be provided at/near the southern property line for the open areas adjacent to the playground activity area. A six-foot black chain link fence shall be provided along the southern property line. Gate access provided for maintenance as needed.
5. The site may be used for C-2 General Commercial uses only if the specific use(s) and the site plan ~~is-are~~ reviewed and approved by the City Council, at a public hearing noticed and advertised in the manner that rezonings are noticed within the City.
6. Any site development shall be required to comply with the Clermont Land Development Regulations and all building must be designed to meet the Clermont Architectural Design Standards.
7. Maximum building height shall be up to 45 feet, measured at the highest point.
8. The project shall be developed according to the C-2 General Commercial zoning designation in the Land Development Code, unless expressly stated above.

SECTION 4: CONFLICT

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 5: SEVERABILITY

Should any Section or part of this Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be inseparable in meaning and effect from the Section to which such holding shall apply.



CITY OF CLERMONT
ORDINANCE NO. 2024-038

SECTION 6: ADMINISTRATIVE CORRECTION

This Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 7: RECORDING

This Ordinance shall be recorded in the Public Records of Lake County, Florida. Recording fees will be at the expense of the applicant.

SECTION 8: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.



CITY OF CLERMONT
ORDINANCE NO. 2024-038

PASSED AND ADOPTED by the City Council of the City of Clermont,
Lake County, Florida on this 10th day of December, 2024.

CITY OF CLERMONT

Tim Murry, Mayor

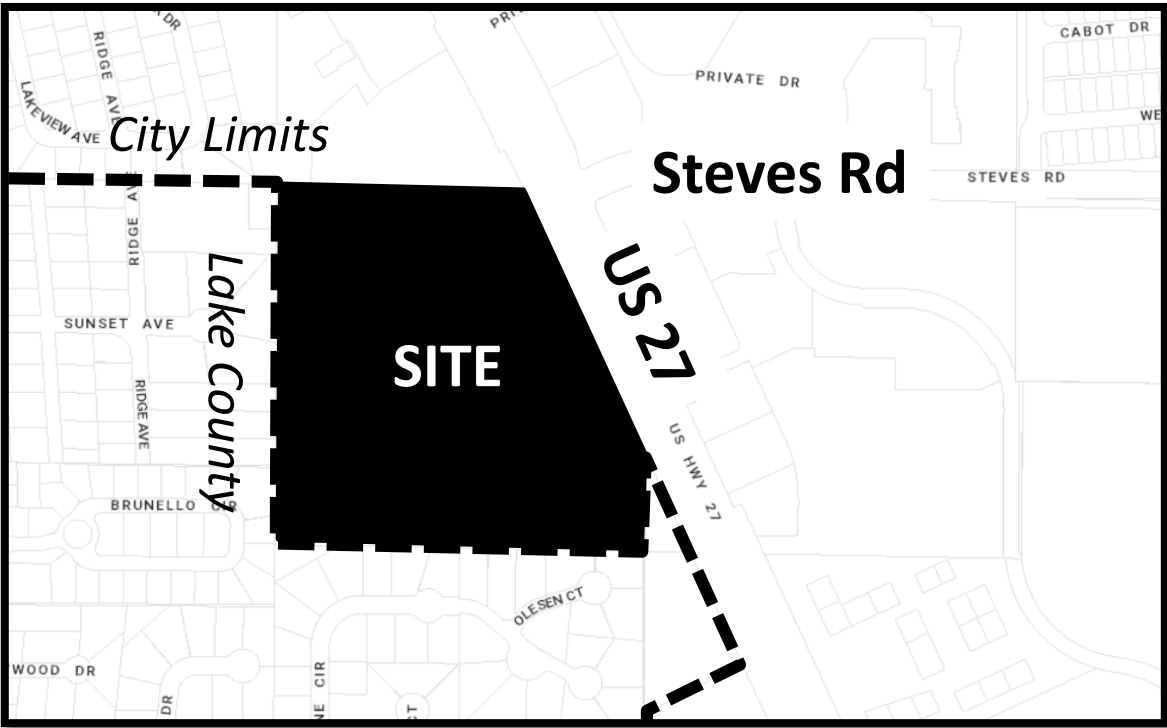
ATTEST:

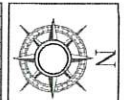
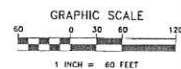
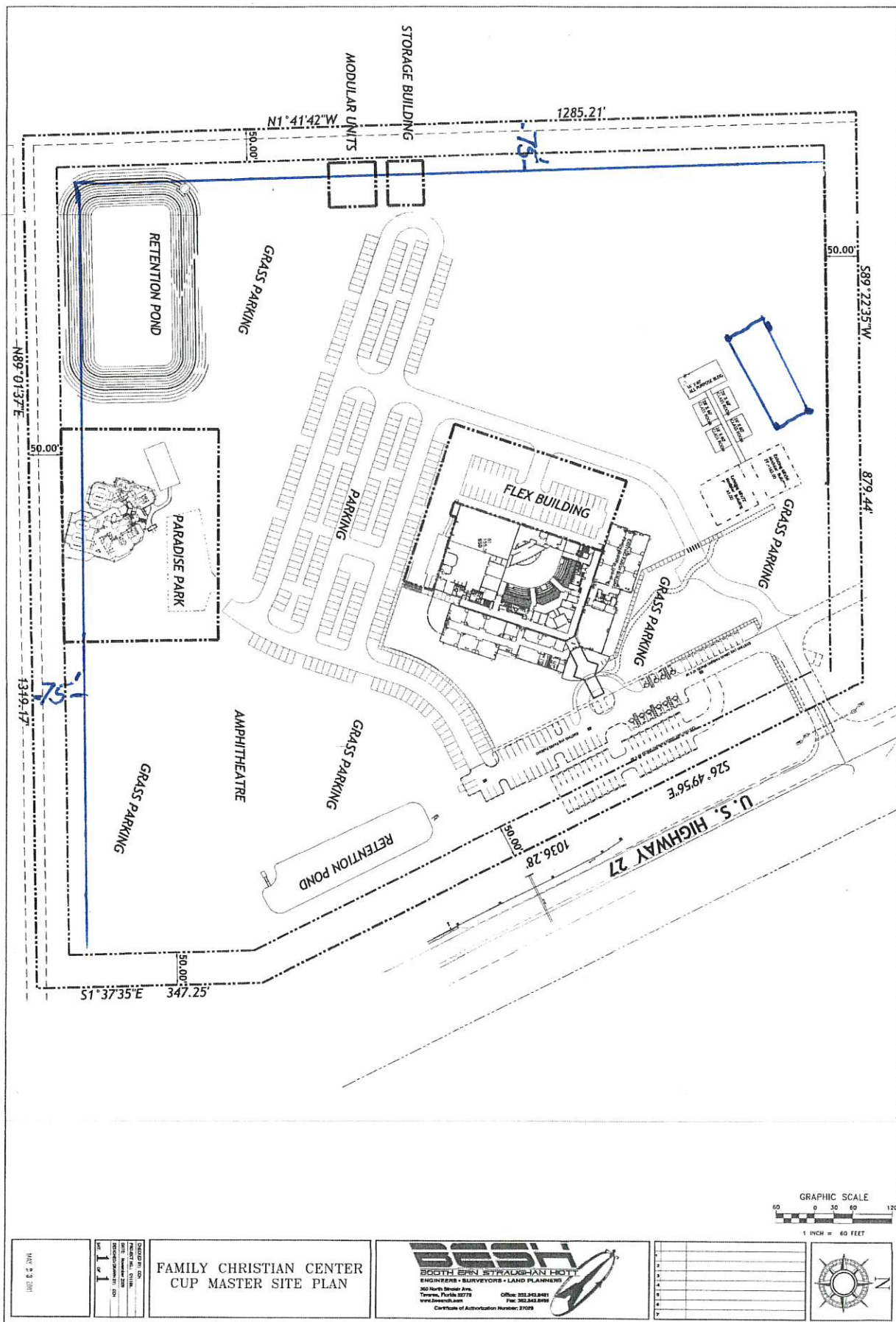
Tracy Ackroyd Howe, MMC
City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney

Exhibit - Location Map – Family Christian Center of Clermont, Inc.





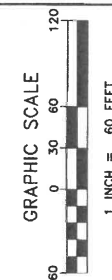
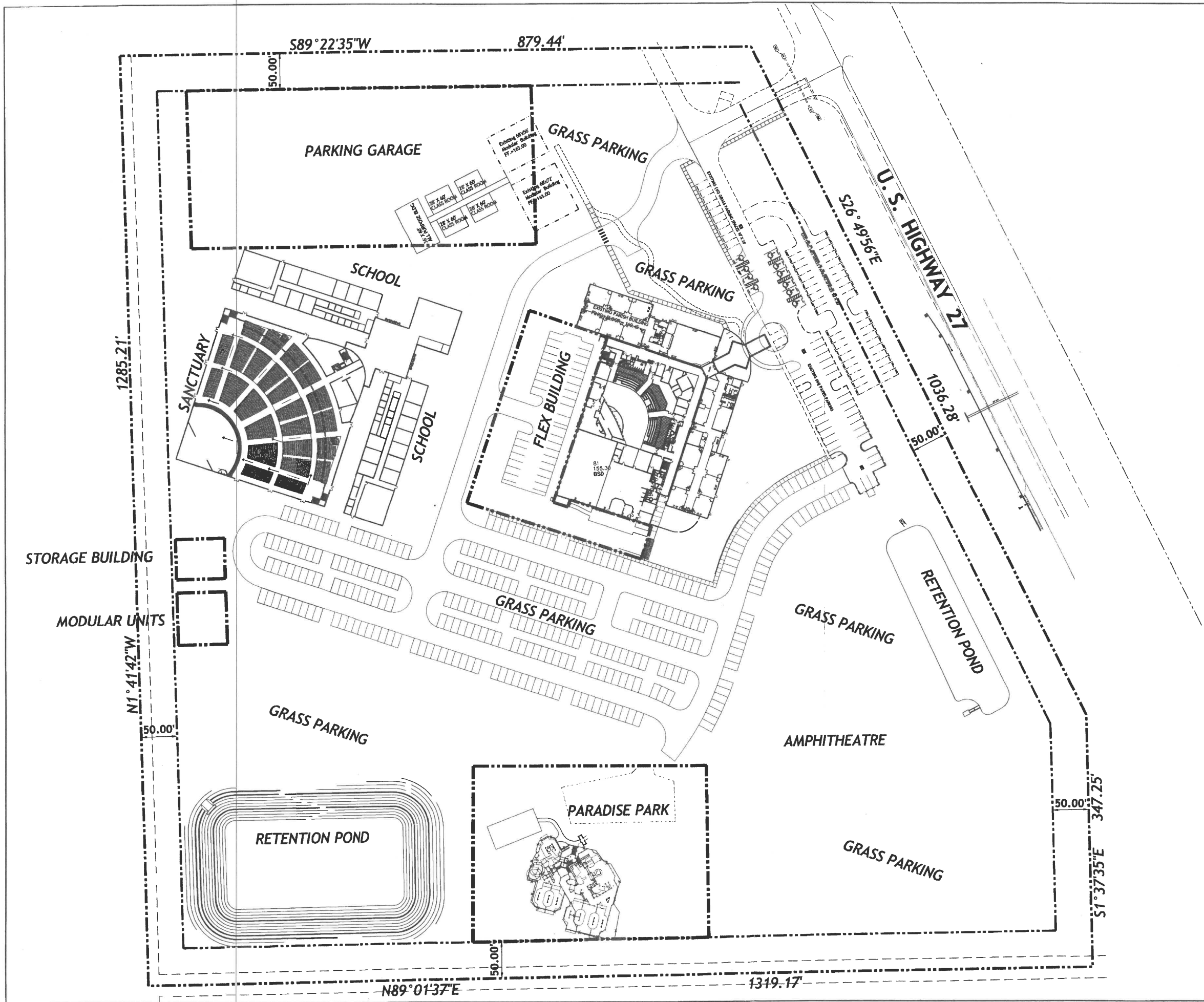
**FAMILY CHRISTIAN CENTER
CUP MASTER SITE PLAN**

PROJECT NO.
 PROJECT TITLE
 DATE
 SCALE
 SHEET NO.

BASH
 BOOTH EPP STRAUGHAN HOLT
 ENGINEERS • SURVEYORS • LAND PLANNERS
 300 North Beaver Ave.
 Troy, MI 48067
 Phone: 313.243.8461
 Fax: 313.243.8462
 www.bashmi.com
 Certificate of Authorization Number: 27028

1
2
3
4
5
6
7
8
9
10

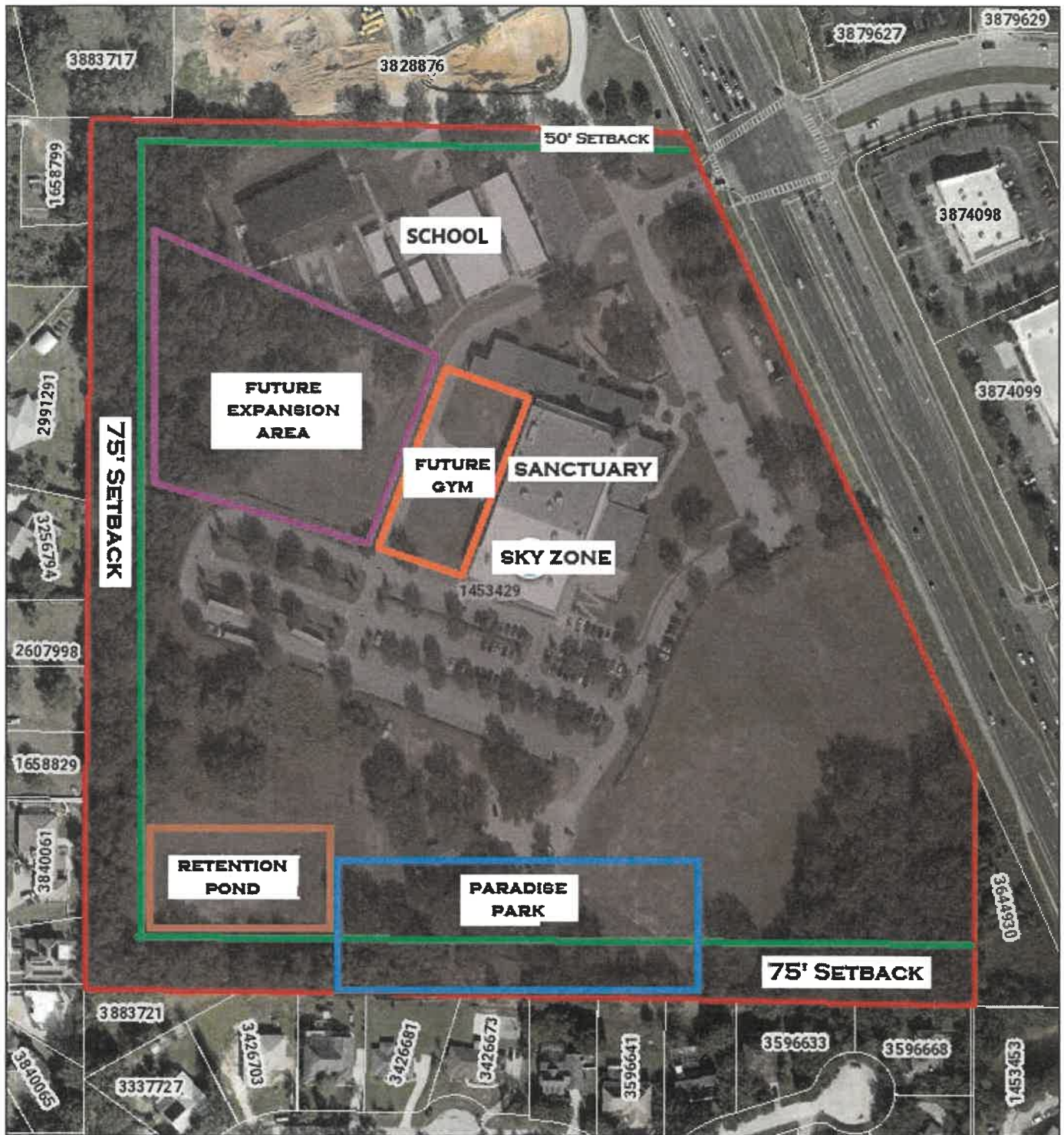
DATE: 2-3-2011



FAMILY CHRISTIAN CENTER CUP MASTER SITE PLAN

CHECKED BY: CCH
PROJECT NO.: 011186
DATE: November 2009
DESIGNED/DRAWN BY: CCH
SHEET: 1 OF 1

MAY 23 2011



July 1, 2024

pointLayer



Override 1

polygonLayer



Override 1



County Boundary

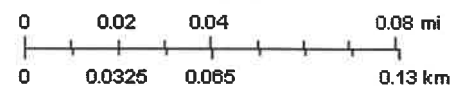


Surrounding Counties

Tax Parcels Alternate Key

Tax Parcels

1:2,500



Lake BCC

**STATEMENT IN SUPPORT
PUD LUPA/ZONING APPLICATION
FAMILY CHRISTIAN CENTER**

- 1. Applicant/ Agent:** Jimmy D. Crawford, Esq.
Crawford, Modica & Holt, Esq.
702 West Montrose St.
Clermont, Florida 34711
Phone: 352/432-8644
Email: jcrawford@cmnlawyer.com
- 2. Owners:** Family Christian Center of Clermont, Inc. ("FCC")
2500 S. HIGHWAY 27
CLERMONT, FL 34711
- 3. Location:** See attached legal description; generally, East side of US 27 at Steves Road intersection (hereafter called the "Property")
- 4. Description of Change/Zoning Request.**

The Property is currently used, and is planned to be used, as a religious, educational, and recreational facility consistent with the requirements of Clermont Conditional Use Permit Resolution 2010-04.

FCC wishes to construct an additional recreational facility, and repurpose the current recreational buildings and use areas for more direct religious purposes, including expansion of the church sanctuary. To do, a loan is required. FCC has found great reluctance among lenders, and onerous loan terms for those lenders that would consider such a loan to a religious facility.

However, if the Property were also allowed some C-2 uses, the appraised value of the Property would rise significantly, allowing FCC to obtain a loan on satisfactory terms.

While FCC has no plans to utilize the Property for ANY C-2 uses, we understand the concern that the City and our neighbors may have. Therefore we are proposing a Planned Unit Development zoning category that would allow FCC the flexibility to utilize the enhanced appraised value to obtain a loan, while providing the City and our neighbors with the protections that are needed to ensure benefit to the City and neighbors, and protection of property values.

Specific PUD Conditions we request for protection of City and neighbors:

- a. A seventy-five foot natural buffer shall be left along the south and west property boundaries, unless existing buildings currently intrude into such buffer, in which case such building intrusion shall be allowed but not extended or increased. Vegetation and trees within the 75-buffer shall not be

disturbed except as allowed herein. The intent of the buffer is to provide maximum visual and sound barriers to neighboring properties. Disturbance of the 75' buffer shall be minimized, and limited to minimal trimming and clearing of trees and brush needed to prevent hazards to persons or property, or in the event of storm damage and/or dead trees and vegetation.

- b. No site plans for C-2 uses of any nature shall be approved until such site plan is reviewed and approved by the City Council, at a public hearing noticed and advertised in the manner that rezonings are noticed within the City.

5. Waivers Requested in PUD.

None.

6. Statement of Justification/Need/Changed Conditions.

See Section 4 above. Also, the growth of South Lake County and Clermont has increased, and is expected to further increase, the need for residents' recreational, education, and spiritual and religious services and facilities.

FCC has been a proud partner with the City of Clermont for almost two decades. The FCC campus and purposes have grown to include not only a church, but also a K-12 school, Sky Zone Trampoline Park, Paradise Park Recreation Facility (open to all) and a vibrant Food Pantry ministry that serves any person in need.

FCC is in significant need of expansion to continue to serve the growing population of Clermont and the FCC ministry. As explained above, to do so, a loan must be obtained, and to achieve viable loan terms, FCC needs to legitimately increase the value of the Property. This zoning request fulfills that need.

7. Land Use Plan and Code Consistency and Support.

The project is consistent with and furthers Clermont Comprehensive Plan Goal 1 as it provides that the character, magnitude and location of all land uses within the project provide a system for orderly growth and development that achieves a balanced natural, physical and economic environment and enhances the quality of life of all residents.

The project is consistent with and furthers Clermont Comprehensive Plan Policy 1-7.2 by providing for orderly growth through Planned Developments.

The project is consistent with and furthers Policy 1.11.4 by providing a use of site and building design that emphasizes beauty, aesthetics, human comfort, creating a sense of place, special placement of civic uses and sites and human-scale architecture and amenities, especially at street level.

While not a City-owned facility, the project is consistent with and furthers the Recreation and Open Space Element by providing public recreational amenities.

The project is not inconsistent with any provision of the Clermont Comprehensive Plan.

The project will result in an orderly and logical development pattern and is an infill non-residential project along US 27.

Estimated demand on public facilities has been provided with other applications. The City will provide water, sewer, trash, emergency services.

TUSCANY ESTATES AT THE LAKES

September 2, 2024

To whom it may concern

We, members of the community of Tuscanly Estates at the Lakes, (your back fence neighbors) are writing to express our full support for the commercial rezoning request by Family Christian Center. This proposed development, which includes building a gymnasium and additional classrooms to serve the school, will undoubtedly bring significant benefits to our neighborhood.

Family Christian Center has been a cornerstone of our community for years, providing valuable educational and community services. The addition of a gymnasium and classrooms will not only enhance the educational experience of the students but also provide much-needed recreational facilities for both students and residents alike.

We believe that this development will have a profoundly positive impact on our community by fostering a stronger sense of unity and providing opportunities for growth and development among our youth. Family Christian Center has consistently demonstrated their commitment to excellence in education and community service, and we are confident that their expansion plans will continue to uphold these values.

Thank you for considering our input.

Cheryl & Jim Hernan
Rohney Munson
Jennifer Brundage
Laurie Lucas

T. Perry
Bret E. Goetz
Carmen Dory

12809 BRUNELLO CIRCLE CLERMONT, FL 34711
858-472-1905 or 858-229-3377
623CJH@GMAIL.COM



CITY OF CLERMONT
REZONING
APPLICATION

DATE Jul 1, 2024		FEE: \$542.00 + cost of advertisement + cost of traffic review, if necessary	
Project Name (if applicable) Family Christian Center of Clermont			
Applicant Crawford, Modica & Holt			
Contact Person Jimmy D. Crawford			
Address 702 W. Montrose Street	City Clermont	State Florida	Zip 34711
Telephone 352-432-8644	Fax		
Email jcrawford@cmhlawyers.com / ewysocki@cmhlawyers.com			
OWNER INFORMATION			
Owner's Name Family Christian Center of Clermont, Inc.			
Owner Address 2500 S. Highway 27	City Clermont	State Florida	Zip 34711
Telephone 352-516-3497	Email pastorrick@fcclive.com		
PROPERTY INFORMATION			
Address of Subject Property 2500 S. Highway 27	City Clermont	State Florida	Zip 34711
Legal Description (include copy of survey) CLERMONT, LAKE HIGHLANDS 32-22-26 TRACTS 7 & 10 W OF HWY, TRACTS 8, 9 PG 24 ORB1702 PG 414			
Acreage 36	Land Use (City verification required) Single Family Low Density		
Present Zoning (City verification required) R-1- A	Proposed Zoning C-2		



CITY OF CLERMONT REZONING APPLICATION

Answers to the following questions are required to complete this application.

What are you proposing to do that would require a rezoning?
See Statement of Support

Check box to indicate additional materials are provided via attachment. ☒

Jimmy D. Crawford

Applicant Name (print)

x _____
Applicant Name (signature)

Family Christian Center of Clermont, Inc.

Owner Name (print)

x _____
Owner Name (signature)

City of Clermont

Development Services Department

685 W. Montrose St.

P.O. Box 120219

Clermont, FL 34712-0219

(352) 394-4083 Fax: (352) 394 3542

5/22/2020



CITY OF CLERMONT REZONING APPLICATION

Answers to the following questions are required to complete this application.

What are you proposing to do that would require a rezoning?

Check box to indicate additional materials are provided via attachment. ☐

Jimmy Crawford

Applicant Name (print)

[Signature]

Applicant Name (signature)

Family Christian Center of
Clermont, Inc.

Owner Name (print)

x Rick Van Wagoner

Owner Name (signature) President

City of Clermont

Development Services Department

685 W. Montrose St.

P.O. Box 120219

Clermont, FL 34712-0219

(352) 394-4083 Fax: (352) 394 3542

5/22/2020

PROPERTY RECORD CARD

General Information

Name:	FAMILY CHRISTIAN CENTER OF CLERMONT INC	Alternate Key:	1453429
Mailing Address:	PO BOX 120037 CLERMONT, FL 34712-0037 Update Mailing Address	Parcel Number:	09-22-26-1405-007-00000
		Millage Group and City:	000C Clermont
		2023 Total Certified Millage Rate:	17.3304
		Trash/Recycling/Water/Info:	My Public Services Map
Property Location:	2500 S US HIGHWAY 27 CLERMONT FL, 34714	Property Name:	FAMILY CHRISTIAN CENTER SKYZONE Submit Property Name
		School Information:	School Locator & Bus Stop Map School Boundary Maps
Property Description:	CLERMONT, LAKE HIGHLANDS 32-22-26 TRACTS 7 & 10 W OF HWY, TRACTS 8, 9 PB 3 PG 24 ORB 1702 PG 414		

NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class Value	Land Value
1	CHURCH (7100)	0	0		36.000	Acre	\$740,520.00	\$740,520.00

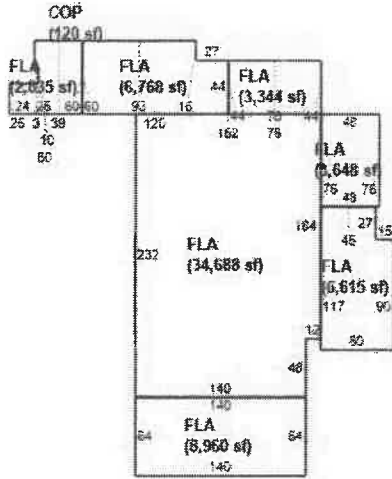
[Click here for Zoning Info](#) [FEMA Flood Map](#)

Commercial Building(s)

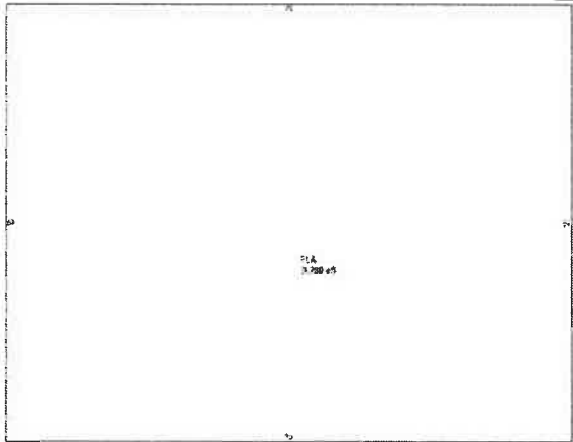
Building 1

Commercial	Building Value: \$4,969,887.00 Building Use: AUDITORIUM ENCLOSED (32D) Structure Type:		
Summary		Section(s)	
Year Built:	2002	Section Type	No. Stories Ground Floor Area
Total Effective Area:	66978	COMMERCIAL CANOPY (COP)	1.00 120
Full Bathrooms:	0	FINISHED LIVING AREA (FLA)	1.00 66858
Half Bathrooms:	4	View Larger	
Elevators:	0		
Elevator Landings:	0		
Residential Units:	0		
Kitchens:	0		

Fireplaces: 0

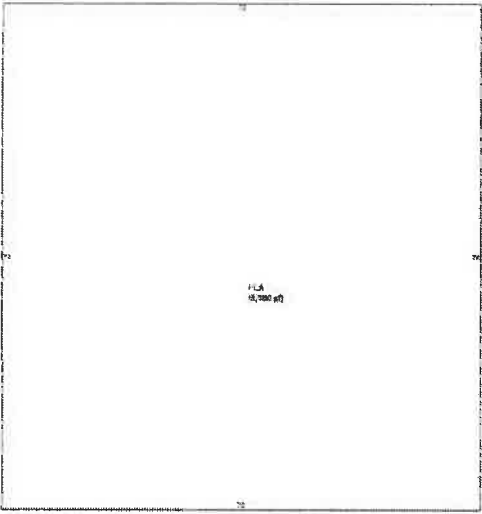


Building 2

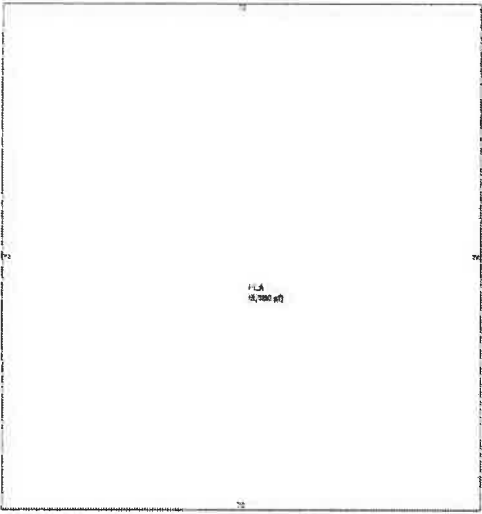
Commercial	Building Value: \$241,072.00		
	Building Use: CHURCH (71C)		
	Structure Type:		
Summary		Section(s)	
Year Built:	2004	Section Type	No. Stories Ground Floor Area
Total Effective Area:	3780	FINISHED LIVING AREA (FLA)	1.00 3780
Full Bathrooms:	2		
Half Bathrooms:	0		
Elevators:	0		
Elevator Landings:	0		
Residential Units:	0		
Kitchens:	0		
Fireplaces:	0		
		View Larger	

Building 3

Commercial	Building Value: \$314,602.00 Building Use: CHURCH (71C) Structure Type:
------------	---

Summary		Section(s)		
Year Built:	2004	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	5180	FINISHED LIVING AREA (FLA)	1.00	5180
Full Bathrooms:	2			
Half Bathrooms:	0			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			
		View Larger		

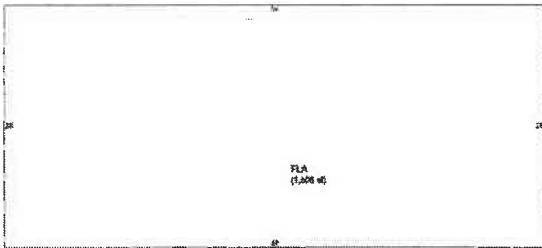
Building 4

Commercial		Building Value: \$504,344.00 Building Use: CHURCH (71C) Structure Type:		
Summary		Section(s)		
Year Built:	2015	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	6472	COMMERCIAL CANOPY (COP)	1.00	194
		FINISHED LIVING AREA (FLA)	1.00	6278
Full Bathrooms:	0			
Half Bathrooms:	4			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			
		View Larger		

706P
1994-03

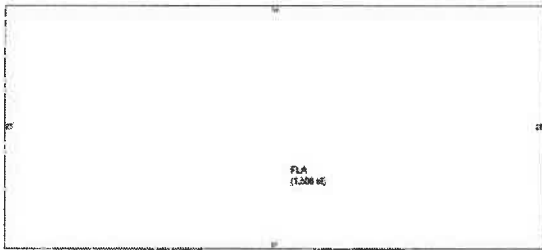


Building 5

Commercial		Building Value: \$136,520.00 Building Use: CHURCH (71C) Structure Type:		
Summary		Section(s)		
Year Built:	2015	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	1508	FINISHED LIVING AREA (FLA)	1.00	1508
Full Bathrooms:	0	 View Larger		
Half Bathrooms:	2			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			

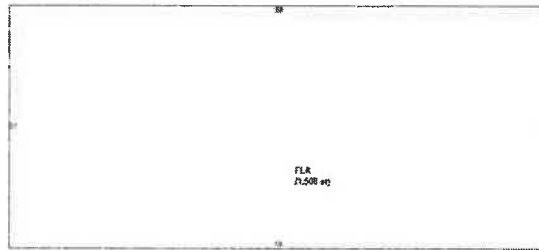
Building 6

Commercial		Building Value: \$136,520.00 Building Use: CHURCH (71C) Structure Type:		
------------	--	---	--	--

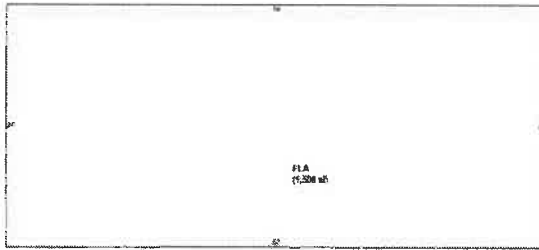
Summary		Section(s)		
Year Built:	2015	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	1508	FINISHED LIVING AREA (FLA)	1.00	1508
Full Bathrooms:	0			
Half Bathrooms:	2			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			

Building 7

Commercial		Building Value: \$136,520.00 Building Use: CHURCH (71C) Structure Type:		
Summary		Section(s)		
Year Built:	2015	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	1508	FINISHED LIVING AREA (FLA)	1.00	1508
Full Bathrooms:	0			
Half Bathrooms:	2			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			

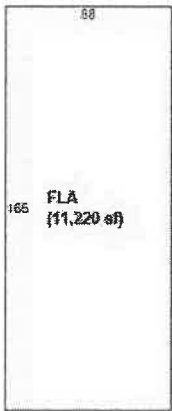


Building 8

Commercial		Building Value: \$136,520.00 Building Use: CHURCH (71C) Structure Type:		
Summary		Section(s)		
Year Built:	2015	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	1508	FINISHED LIVING AREA (FLA)	1.00	1508
Full Bathrooms:	0	 View Larger		
Half Bathrooms:	2			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			

Building 9

Commercial		Building Value: \$1,243,525.00 Building Use: CHURCH (71C) Structure Type:		
------------	--	---	--	--

Summary		Section(s)		
Year Built:	2022	Section Type	No. Stories	Ground Floor Area
Total Effective Area:	11220	FINISHED LIVING AREA (FLA)	1.00	11220
Full Bathrooms:	4			
Half Bathrooms:	0			
Elevators:	0			
Elevator Landings:	0			
Residential Units:	0			
Kitchens:	0			
Fireplaces:	0			
		View Larger		

Miscellaneous Improvements

No.	Type	No. Units	Unit Type	Year	Depreciated Value
1	PAVING (CPAV2)	1080	SF	2002	\$1,512.00
2	PAVING (CPAV1)	10350	SF	2002	\$8,384.00
3	PAVING (CPAV2)	1455	SF	2015	\$2,770.00
4	DECK - WOOD (CDEC2)	252	SF	2015	\$794.00
5	DECK - WOOD (CDEC1)	2820	SF	2015	\$5,926.00
6	FENCE (CFEN1)	2616	SF	2017	\$2,863.00
7	UTILITY BLDG FINISHED (CUBF4)	459	SF	2008	\$4,160.00
8	OPEN PORCH FINISHED (CFOP4)	1107	SF	2008	\$13,664.00
9	PLUMBING FIXTURE (CPLB3)	2	UT	2008	\$963.00
10	UTILITY BLDG FINISHED (CUBF3)	533	SF	2018	\$4,897.00
11	FENCE (CFEN1)	3576	SF	2022	\$4,943.00
12	DECK - WOOD (CDEC3)	1800	SF	2022	\$9,780.00
13	UTILITY BLDG FINISHED (CUBF3)	400	SF	2023	\$2,520.00

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description above and/or recorded and indexed with the Clerk of Court. [Follow this link to search all documents by owner's name.](#)

Book/Page	Sale Date	Instrument	Qualified/Unqualified	Vacant/Improved	Sale Price
1702 / 414	03/1999	Trustees Deed	Unqualified	Vacant	\$660,000.00
1175 / 504	07/1992	Quit Claim Deed	Unqualified	Vacant	\$1.00
1175 / 501	07/1992	Quit Claim Deed	Unqualified	Vacant	\$1.00
1175 / 498	07/1992	Quit Claim Deed	Unqualified	Vacant	\$1.00
1175 / 495	07/1992	Quit Claim Deed	Unqualified	Vacant	\$1.00

796 / 1159 12/1983 Warranty Deed Unqualified Vacant \$1.00

[Click here to search for mortgages, liens, and other legal documents.](#)

Values and Estimated Ad Valorem Taxes

Values shown below are 2024 WORKING VALUES that are subject to change until certified.

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
LAKE COUNTY BCC GENERAL FUND	\$8,623,206	\$8,623,206	\$0	5.0364	\$0.00
SCHOOL BOARD STATE	\$8,623,206	\$8,623,206	\$0	3.2080	\$0.00
SCHOOL BOARD LOCAL	\$8,623,206	\$8,623,206	\$0	2.9980	\$0.00
LAKE COUNTY WATER AUTHORITY	\$8,623,206	\$8,623,206	\$0	0.2940	\$0.00
ST JOHNS RIVER FL WATER MGMT DIST	\$8,623,206	\$8,623,206	\$0	0.1793	\$0.00
CITY OF CLERMONT	\$8,623,206	\$8,623,206	\$0	5.0600	\$0.00
LAKE COUNTY MSTU AMBULANCE	\$8,623,206	\$8,623,206	\$0	0.4629	\$0.00
LAKE COUNTY VOTED DEBT SERVICE	\$8,623,206	\$8,623,206	\$0	0.0918	\$0.00
				Total: 17.3304	Total: \$0.00

Exemptions Information

This property is benefitting from the following exemptions with a checkmark ✓

Homestead Exemption (first exemption up to \$25,000)	Learn More View the Law
Additional Homestead Exemption (up to an additional \$25,000)	Learn More View the Law
Limited Income Senior Exemption (applied to county millage - up to \$50,000)	Learn More View the Law
Limited Income Senior Exemption (applied to city millage - up to \$25,000)	Learn More View the Law
Limited Income Senior 25 Year Residency (county millage only-exemption amount varies)	Learn More View the Law
Widow / Widower Exemption (up to \$5,000)	Learn More View the Law
Blind Exemption (up to \$500)	Learn More View the Law
Disability Exemption (up to \$5,000)	Learn More View the Law
Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Disability Exemption (\$5,000)	Learn More View the Law
Veteran's Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Combat Related Disability Exemption (amount varies)	Learn More View the Law
Deployed Servicemember Exemption (amount varies)	Learn More View the Law
First Responder Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Surviving Spouse of First Responder Exemption (amount varies)	Learn More View the Law
Conservation Exemption (amount varies)	Learn More View the Law
Tangible Personal Property Exemption (up to \$25,000)	Learn More View the Law
✓ Religious, Charitable, Institutional, and Organizational Exemptions (amount varies)	Learn More View the Law
Economic Development Exemption	Learn More View the Law
Government Exemption (amount varies)	Learn More View the Law

LEGAL NOTICE

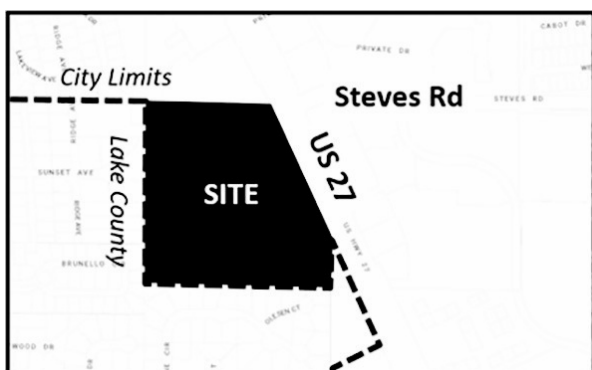
On Tuesday, November 12, 2024 at 6:30 PM the Clermont City Council will consider the enactment of the following proposed ordinance.

ORDINANCE NO. 2024-038

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT, REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW, PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

LOCATION

2500 South US Hwy 27
Family Christian Center of Clermont
West of the Steves Road and US Hwy 27 intersection
Alternate Key 1453429
36 +/- Acres



PROPERTY REZONING

**From: R-1-A Single Family Low Density Residential
To: Planned Unit Development (PUD) with C-2 General
Commercial uses**

LEGAL DESCRIPTION

Tracts 8 and 9, and that part of Tracts 7 and 10 lying West of Highway No. 27, according to Lake Highlands Plat of Section 32, Township 22 South, Range 26 East, all in Lake County, Florida.

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

This application is available for public inspection in the Development Services Department, Monday through Friday between the hours of 8:00 AM and 5:00 PM.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352) 241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC
City Clerk

Daily Commercial

Publish Date: October 28, 2024

AGENDA ITEM

Meeting Date

Tuesday, December 10, 2024

Agenda Item Name

Resolution No. 2024-038R
US 27 Car Wash & Self-Storage

Requested Action

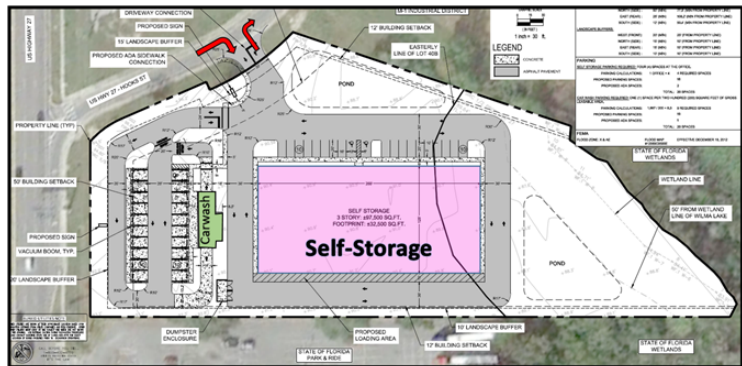
Recommend approval of Resolution 2024-038R.

Staff Report

The applicant, Bret Jones, P.A., is interested in developing a 4+/- acre parcel located adjacent to the FDOT Park-n-Ride lot on US 27, southeast of Wawa. The site has limited access, with a right in-right out connection on a one-way access road connecting US 27 to Hooks Street. All the traffic will flow north to Hooks Street.



The proposal is for a car wash facility along the front of the property and a three-story residential storage warehouse in the rear portion of the site. The car wash is a typical self-serve operation with vacuum stations and a single, automated car wash tunnel within a building. The building is approximately 1,670 square feet. The storage warehouse will be climate controlled and for residential storage use only. The total square footage of this building is up to 100,000 square feet. The building will be designed to comply with the Clermont Architectural Design Standards. No outside storage will be allowed, and the applicant is not requesting any variances to the Land Development Code.



The property has a C-2 General Commercial zoning designation and a Commercial Future Land Use. The property is surrounded with a majority of C-2 General Commercial zoning with the northern parcel zoned M-1 Industrial. Section 125-337 requires a Conditional Use Permit for any building that occupies more than 20,000 square feet and car wash operations. The entire project is dependent on the approval of the CUP.

The applicant has performed a traffic evaluation based upon the proposed project. Traffic Planning and Design (TDS) indicated that the proposed project will generate 59 A.M. peak hour trips and 93 P.M. peak hour trips. Based upon the project's trip generation, the proposed project is considered de minimis and meets the requirement for a Tier 1 Exemption Letter. The City's traffic consultant agrees with the exemption.

Staff has reviewed the CUP application and has no evidence that the proposed use will be detrimental to the health, safety or general welfare of persons residing or working in the vicinity. The proposed use will comply with the regulations and conditions specified in the CUP and the City's Land Development Regulations. With the limited access point, the site would be best suited for lower traffic generation end users. The self-storage facility is a very low traffic generator with the majority of the peak hour trips occurring for the car wash. The property is located between the Park-n-Ride lot and Industrial zoning to the north, and fronts on an arterial roadway. The uses are compatible with the existing area. Therefore, staff recommends approval of the Conditional Use Permit for a self-storage facility over 20,000 square feet and a car wash facility in the C-2 zoning district with the conditions contained in Resolution No. 2024-038R. *The Planning and Zoning Commission recommended approval, 5-0.*

Additional Analysis

Fiscal Impact Summary

None.

Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. 2024-038R CUP US Hwy 27 SS CW (10.24.2024)	2024-038R CUP US Hwy 27 SS CW (10.24.2024).pdf	
2. Maps	Maps.pdf	
3. 2_Site Plan	2_Site Plan.pdf	
4. 10-24-24 updated LS Plan	10-24-24 updated LS Plan.pdf	
5. 4_Self-Storage Elevations	4_Self-Storage Elevations.pdf	
6. 5_Car Wash Elevations	5_Car Wash Elevations.pdf	
7. Tier 1 review exemption	Tier 1 review exemption.pdf	
8. Clermont CUP Tier 1 Traffic	Clermont CUP Tier 1 Traffic.pdf	
9. 1_Application	1_Application.pdf	
10. 2024-038R - US Hwy 27 SS CW LA	2024-038R - US Hwy 27 SS CW LA.pdf	



CITY OF CLERMONT
RESOLUTION NO. 2024-038R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A RESIDENTIAL STORAGE WAREHOUSE GREATER THAN 20,000 SQUARE FEET OF FLOOR SPACE AND A CAR WASH IN THE C-2 GENERAL COMMERCIAL ZONING DISTRICT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Clermont, Lake County, Florida, at a meeting held on November 5, 2024 recommended approval of this Conditional Use Permit to allow for a residential storage warehouse occupying more than 20,000 square feet and a car wash, at the following location:

LOCATION:

Vacant property north of the Park-n-Ride Lot on US 27 adjacent to
US Highway 27 & Hooks Street off Ramp, southeast of Wawa
(Alternate Keys 2665866 & 3901206)

WHEREAS, from the evidence presented at the public hearing and after consideration of the factors set forth in Sec. 101-212 (c) of the Land Development Code, the City Council finds, that: (1) granting the conditional use permit will not adversely affect the officially adopted comprehensive plan of the city; (2) Such use will not be detrimental to the health, safety or general welfare of persons residing or working in the vicinity; (3) The proposed use will comply with the regulations and conditions specified in the codes for such use; and (4) The proposed use may be considered desirable at the particular location.

WHEREAS, the City Council determines that the application for a conditional use permit meets the criteria set forth in the Land Development Code and otherwise it is in the interest of the general welfare of the City of Clermont, Lake County, Florida, to grant this Conditional Use Permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clermont, Lake County, Florida that:

This application for a Conditional Use Permit to allow for a residential storage warehouse with up to 100,000 square feet and a car wash in the C-2 General Commercial zoning district, be granted subject to the following conditions:

SECTION 1: GENERAL CONDITIONS

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.
2. Upon approval of the resolution the aforementioned property shall only be used for the purposes described herein. No further expansion of the use or additions to this project shall be permitted except as approved by another Conditional Use Permit. Any other proposed use shall be specifically authorized by amendment and approval of the City of Clermont City Council.



CITY OF CLERMONT
RESOLUTION NO. 2024-038R

3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.
4. Prior to the issuance of any permits, the applicant shall be required to submit formal site plans for review and approval by the City of Clermont Site Review Committee. The site plans shall meet all submittal requirements and comply with the conditions of this Resolution, applicable City Codes, Regulations, Ordinances, and provide compliance with the adopted City Comprehensive Plan, as amended.
5. No business can occupy any portion of the building unless the proposed business has applied for and obtained a Local Business Tax Receipt from the Development Services Department.
6. The Conditional Use Permit must be executed and processed through the office of the City Clerk within 90 days of its date of grant by the City Council or the permit shall become null and void.
7. The Applicant shall record in the Public Records of Lake County within 90 days of its date of approval by the City Council, a short-form version of this Conditional Use Permit as provided by the City or a form acceptable to the City, to provide notice to all interested parties, the assigns, successors and heirs of the developer/applicant and all future owners of the above-referenced property that the real property described above is subject to the terms and conditions of the Conditional Use Permit.
8. The structure shall be inspected by the Fire Marshal for life safety requirements. All requirements must be met prior to any Certificate of Occupancy being issued.
9. The structure shall be inspected by the City Building Inspector and all building code violations must be corrected prior to a Certificate of Occupancy being issued.
10. If any of the stated conditions are violated, the applicant understands and agrees that the City Council may revoke this Conditional Use Permit by resolution.
11. This permit shall become null and void if substantial construction work has not begun within two (2) years of the date of issuance of this Conditional Use Permit. "Substantial construction work" means the commencement and continuous prosecution of construction of required improvements ultimately finalized at completion.



CITY OF CLERMONT
RESOLUTION NO. 2024-038R

SECTION 2: LAND USES AND SPECIFIC CONDITIONS

RESIDENTIAL STORAGE WAREHOUSE:

1. This Conditional Use Permit is for a residential storage warehouse occupying up to 100,000 square feet to be allowed in the C-2 General Commercial zoning district.
2. The building shall be limited to three-stories and shall not exceed 45 feet.
3. The facility shall have a minimum of two elevators for customer use.
4. No outside storage will be allowed.
5. The residential storage warehouse may be gated and secured from the General Public. Any fencing shall be ornamental metal or decorative PVC/vinyl. All retaining walls constructed must comply with Clermont Codes.
6. The building shall be constructed in substantial accordance with the conceptual elevations and style as shown in **Exhibit B**.

CAR WASH:

7. This Conditional Use Permit is for an automotive self-service car wash facility to be allowed in the C-2 General Commercial zoning district.
8. The car wash building shall be a single tunnel design not to exceed 2,000 square feet.
9. The hours of operation will be Monday through Sunday, 7:00 AM to 7:00 PM.
10. The car washing services for any vehicles shall be conducted in an orderly manner and state of maintenance so the property appearance will not be considered a nuisance.
11. No outside speaker systems will be permitted at this site.
12. The car wash shall be constructed in substantial accordance with the conceptual elevations and style as shown in **Exhibit C**.
13. The car wash shall use a water recycling system for washing cars.



CITY OF CLERMONT
RESOLUTION NO. 2024-038R

ENTIRE SITE:

14. The property shall be developed in substantial accordance with the Preliminary Site Plan prepared by Common Oak Engineering, with an issue date of 03/06/2024 and identified as **Exhibit A**. The preliminary site plan submitted with the Conditional Use Permit application is not an approved site plan. Formal construction plans incorporating all conditions stated in this Permit shall be submitted for review and approved by the Site Review Committee prior to the issuance of a Zoning Clearance or other development permits. The site will be developed to meet the City's Architectural Standards and Land Development Regulations.
15. Any signage must comply with Clermont Sign Code. A separate permit is required for any signs.
16. Site lighting shall be installed and operated to reflect downward onto the site and shall not spill over onto the adjacent properties.
17. Sidewalks are required adjacent to any streets-right-of way for the entire length of the subject property; any required sidewalk installation shall be coordinated with the appropriate City, County or State Agency prior to construction.
18. Due to all the traffic exiting the site heading north to Hooks Street, additional offsite improvements maybe required to manage traffic impacts on Hooks Street. This will be determined by Lake County Public Works at the time of site plan review and assessed on a regular basis in the future.
19. In the event that parking or vehicle stacking at this site proves inadequate, the City reserves the right to open the CUP for further review and additional conditions which may include additional parking requirements, site alterations to improve stacking of vehicles or revocation of the Conditional Use Permit.
20. The project shall be required to provide enhanced landscape buffers that will include 30 percent of addition plant materials to create an opaque screen at the time of planting. The landscape buffers shall be designed to create an aesthetically pleasing and enhanced screening for the site.
21. Should the residential storage warehouse use or car wash use cease operation for a period of greater than 180 days, a new Conditional Use Permit shall be required.
22. The site may also be used for any permitted use in the C-2 General Commercial zoning district. All uses must adhere to the requirements of the Land Development Code.

SECTION 3: CONFLICT

All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.



CITY OF CLERMONT
RESOLUTION NO. 2024-038R

SECTION 4: SEVERABILITY

If any portion of this Resolution is declared invalid, the invalidated portion shall be severed from the remainder of the Resolution, and the remainder of the Resolution shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Resolution as a whole.

SECTION 5: ADMINISTRATIVE CORRECTION

This Resolution may be re-numbered or re-lettered, and/or corrected for typographical and/or scrivener's errors which do not affect the intent of said resolution, as authorized by the City Manager or designee, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 6: PUBLICATION AND EFFECTIVE DATE

This Resolution shall take effect immediately upon its adoption.



CITY OF CLERMONT
RESOLUTION NO. 2024-038R

DONE AND RESOLVED by the City Council of the City of Clermont, Lake County, Florida, this 10th day of December, 2024.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC,
City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney

Exhibit B – Elevations and Building Style – Storage Building



AD200.2.1.1 - 01 Front Right



Exhibit C – Elevations and Building Style – Car Wash

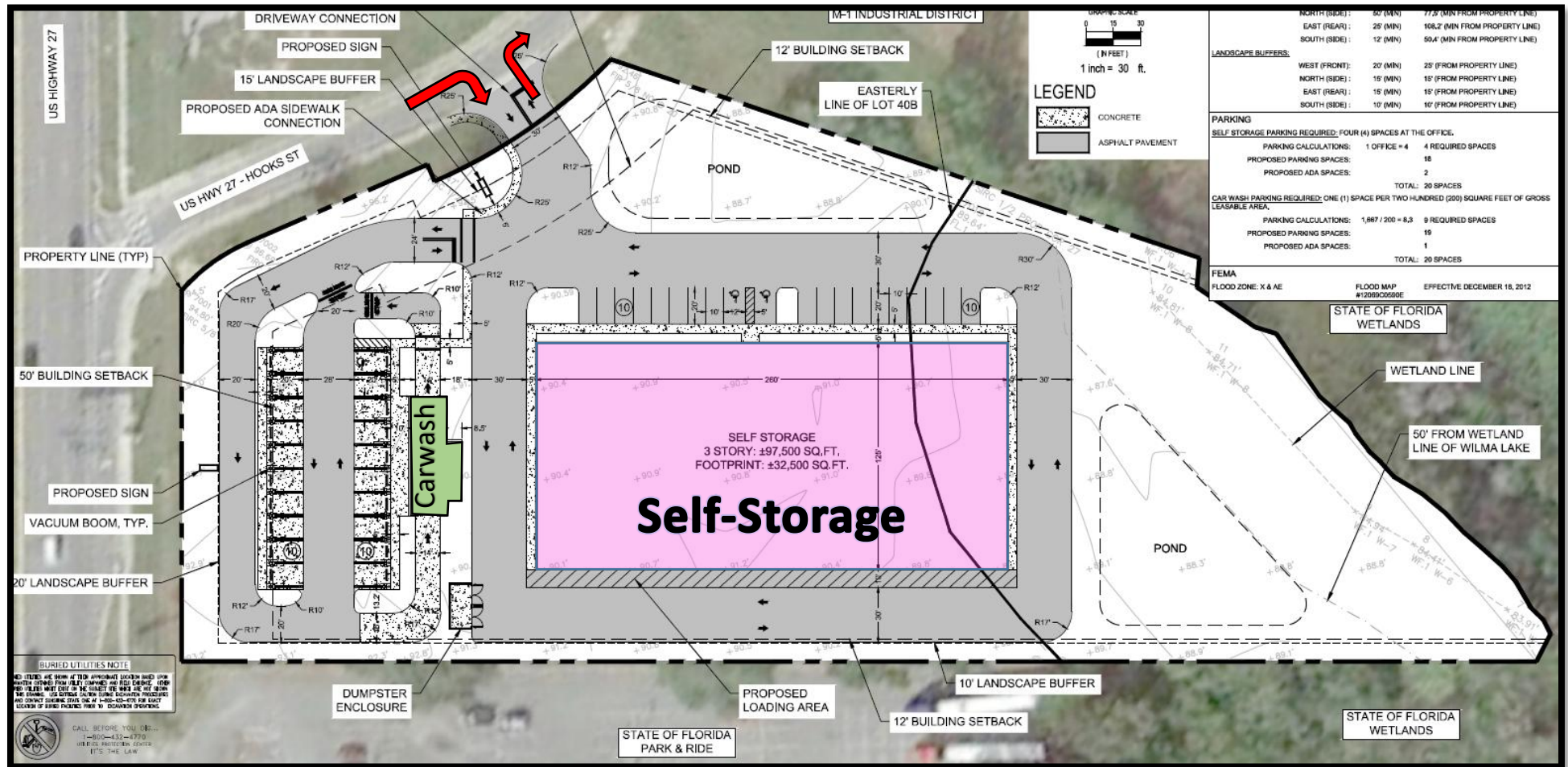


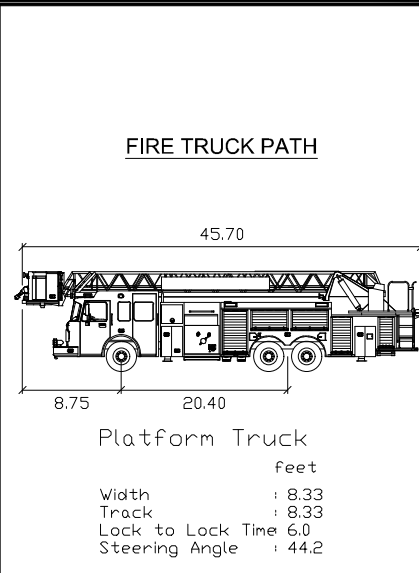
AK 2665866 & 3901206 – Aerial Map



AK 2665866 & 3901206 – Conceptual Site Plan

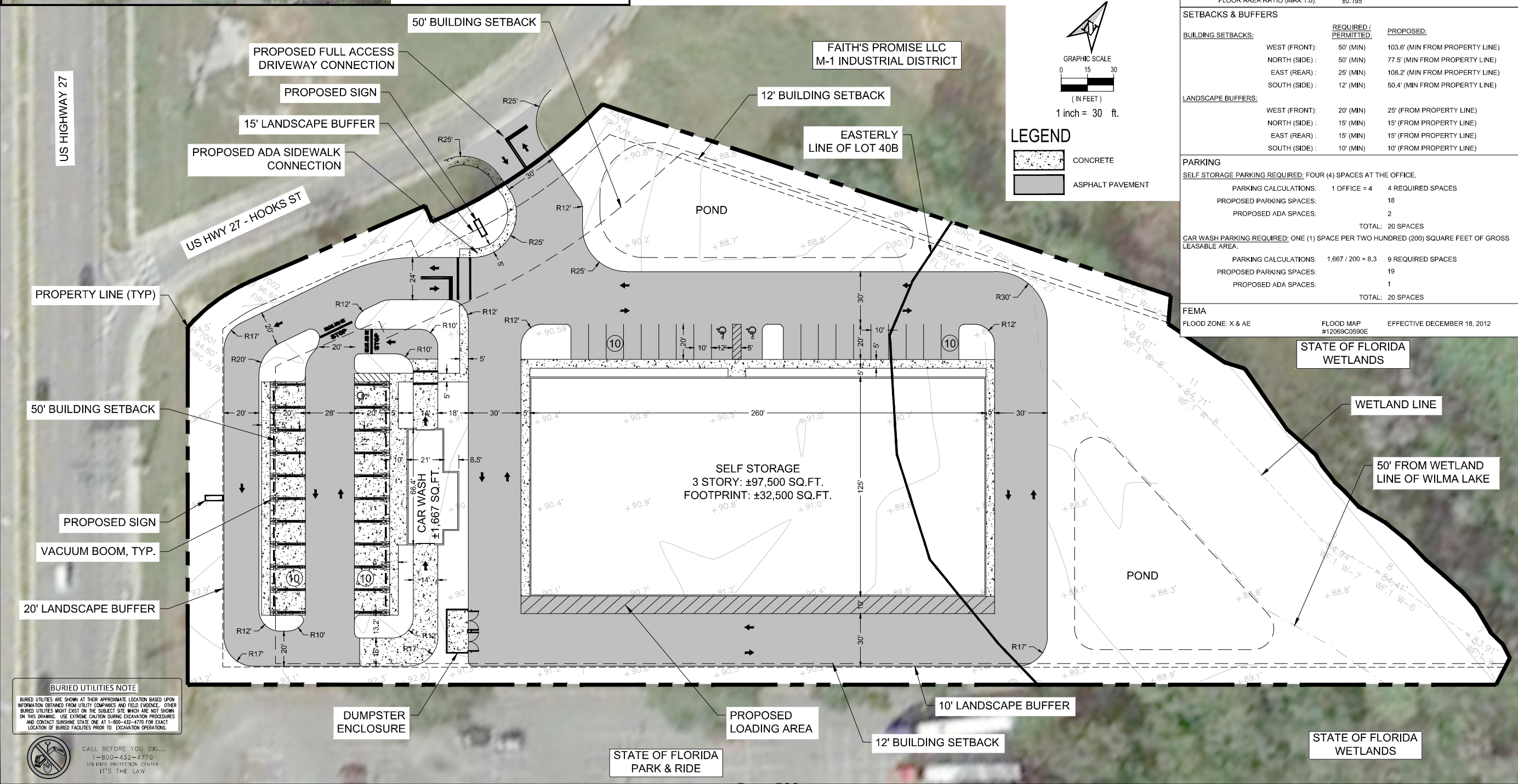
US 27 Car Wash and Self-Storage





- NOTES:**
- ALL ASPHALT DIMENSIONS ARE TO FACE OF CURB, UNLESS NOTED OTHERWISE
 - ALL RADII ARE 3' UNLESS OTHERWISE SPECIFIED
 - BUILDING SETBACKS ARE TO CONCRETE CORNER OF BUILDING
 - ALL AFFECTED SIDEWALKS, RAMPS AND CROSSWALKS, WILL BE BUILT AND INSPECTED TO MEET CURRENT ADA REQUIREMENTS
 - CONTRACTOR SHALL FIELD VERIFY UTILITY POINT OF CONNECTIONS LOCATION, ELEVATION AND TYPE PRIOR TO CONSTRUCTION AND
 - NOTIFY ENGINEER OF RECORD OF ANY DISCREPANCIES BETWEEN THE PLANS AND EXISTING FACILITIES
 - ALL DISTURBED AREAS TO BE SODDED AND RESTORED TO A CONDITION EQUAL TO OR BETTER THAN PRE-CONSTRUCTION CONDITION
 - ALL CONSTRUCTION IN THE FDOT ROW SHALL CONFORM TO THE LATEST EDITIONS OF THE FDOT DESIGN STANDARDS (INDEXES), THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, AND THE FDOT UTILITY ACCOMMODATION MANUAL

<u>SITE DATA TABLE</u>			
PROJECT DESCRIPTION			
SELF STORAGE FACILITY & FREE STANDING AUTOMATIC CAR WASH WITH DETAILING AND VACUUMING STATIONS, PARKING STALLS, INTERNAL DRIVEWAY CONNECTIONS TO US HWY 27, STORMWATER MANAGEMENT TO PROPOSED SHARED POND, UTILITY CONNECTIONS, SOLID WASTE ENCLOSURE, LANDSCAPING, AND OTHER SITE INFRASTRUCTURE.			
LOCATION & LAND USE			
TAX PARCEL #S:	2665866 & 3901206		
ZONING DISTRICT:	C-2 GENERAL COMMERCIAL DISTRICT		
FUTURE LAND USE:	C - COMMERCIAL		
PROPOSED USE:	SELF STORAGE & CAR WASH		
ADJACENT ZONING / FLU:			
WEST (FRONT):	PUD / INTENSIVE COMMERCIAL		
NORTH (SIDE):	M-1 / INDUSTRIAL DISTRICT		
EAST (REAR):	WETLAND / STATE OF FLORIDA		
SOUTH (SIDE):	C-2 / GENERAL COMMERCIAL DISTRICT		
AREAS			
<u>AREAS</u>	<u>PROPOSED (SF)</u>	<u>ACRES</u>	<u>PERCENT OF TOTAL PROPERTY AREA</u>
LOT:	±174,540	±4.00	100%
TOTAL IMPERVIOUS (60% MAX):	±99,599	±2.29	57.06%
BUILDING FOOTPRINTS:	±34,167	±0.78	19.57%
PAVEMENT, LOADING & SIDEWALKS:	±65,432	±1.50	37.49%
TOTAL PERVIOUS AREA:	±74,941	±1.72	42.94%
BUILDING HEIGHT (MAX 55'):	TBD		
FLOOR AREA RATIO (MAX 1.0):	±0.195		
SETBACKS & BUFFERS			
<u>BUILDING SETBACKS:</u>	<u>REQUIRED / PERMITTED:</u>	<u>PROPOSED:</u>	
WEST (FRONT):	50' (MIN)	103.6' (MIN FROM PROPERTY LINE)	
NORTH (SIDE):	50' (MIN)	77.5' (MIN FROM PROPERTY LINE)	
EAST (REAR):	25' (MIN)	108.2' (MIN FROM PROPERTY LINE)	
SOUTH (SIDE):	12' (MIN)	50.4' (MIN FROM PROPERTY LINE)	
LANDSCAPE BUFFERS:			
WEST (FRONT):	20' (MIN)	25' (FROM PROPERTY LINE)	
NORTH (SIDE):	15' (MIN)	15' (FROM PROPERTY LINE)	
EAST (REAR):	15' (MIN)	15' (FROM PROPERTY LINE)	
SOUTH (SIDE):	10' (MIN)	10' (FROM PROPERTY LINE)	
PARKING			
<u>SELF STORAGE PARKING REQUIRED:</u> FOUR (4) SPACES AT THE OFFICE.			
PARKING CALCULATIONS:	1 OFFICE = 4 4 REQUIRED SPACES		
PROPOSED PARKING SPACES:	18		
PROPOSED ADA SPACES:	2		
	TOTAL: 20 SPACES		
<u>CAR WASH PARKING REQUIRED:</u> ONE (1) SPACE PER TWO HUNDRED (200) SQUARE FEET OF GROSS LEASABLE AREA.			
PARKING CALCULATIONS:	1,667 / 200 = 8.3 9 REQUIRED SPACES		
PROPOSED PARKING SPACES:	19		
PROPOSED ADA SPACES:	1		
	TOTAL: 20 SPACES		
FEMA			
FLOOD ZONE: X & AE	FLOOD MAP #120690C0590E	EFFECTIVE DECEMBER 18, 2012	



COMMON OAK ENGINEERING
4016 EDGEWATER DRIVE
ORLANDO, FL 32804
(407) 951-5915
CERTIFICATE OF
AUTHORIZATION: 32644

**SELF STORAGE
&
CAR WASH**
AT
US HWY 27
CLERMONT, FL 34711
LAKE COUNTY

[illegible]

ENGINEER'S NAME & PE#

JEREMY R. ANDERSON, P.E.
P.E. LICENSE NO. 71636

PROJECT # 223.094

DATE	SHEET
------	-------

03/06/2024 DOD

SCALE 1" = 20' PSP

PRELIMINARY

SITE PLAN

LANDSCAPED GREEN AREAS, NOT INCLUDING BUFFERS, SHALL COMPRISE AN AREA EQUAL TO 10% OF THE PAVED PARKING AREA, INCLUDING DRIVEWAYS AND DRIVE AISLES (V.U.A.). THE TOTAL NUMBER OF TREES SHALL NOT BE LESS THAN (1) TREE PER 200 SF. OF REQUIRED LANDSCAPE AREA.

ANY COMMERCIAL OR INDUSTRIAL PROPERTY SHALL PROVIDE NOT LESS THAN (4) TREES PER ACRE WITH A MINIMUM OF (4) TREES. TREES REQUIRED UNDER ARTICLE II OF THIS CHAPTER, OTHER THAN BUFFER OR PERIMETER TREES, MAY BE COUNTED TO MEET THIS REQUIREMENT.

1. ALL PLANTS TO BE FLORIDA NO. 1 OR BETTER AS OUTLINED UNDER GRADES AND ITINERARIES.
2. ALL PLANTS TO BE SPECIALLY GROWN AND PROPAGATED IN THE STATE OF FLORIDA. PLANTMENTS OF AGRICULTURE, TALLAHASSEE, FLORIDA, AND ANY AMENDMENTS THEREIN SHALL BE THE STANDARD.
3. ALL TREES, PLANT MATERIAL, SHALL BE PLANTED IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE FLORIDA LANDSCAPE ARCHITECTS ASSOCIATION, FLORIDA, SERVICES, DIVISION OF FORESTRY, "TREE PROTECTION MANUAL FOR BUILDERS AND DEVELOPERS", OCTOBER, 1980.
4. THE LANDSCAPE CONTRACT, CONTRACTED BY OWNER, N.C.I. SHALL BE RESPONSIBLE FOR ALL MATERIALS AND ALL WORK AS CALLED FOR ON THE LANDSCAPE PLAN. THE LIST OF PLANT QUANTITIES ACCOMPANYING THE PLANS SHALL BE USED AS A GUIDE ONLY. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE PLANT LIST. THE PLANS SHALL CONTROL.
5. ALL TREES AND PLANTS TO BE PLANTED SHALL BE PLANTED USING A SOIL MIXTURE PREPARED ACCORDINGLY TO EXISTING SOIL, 10:90:10.
6. THE LANDSCAPE CONTRACTOR SHALL INSURE Adequate PLANTING, DRAINAGE IN ALL PLANT BEDS, PLANTING, VARIATION, AND PLANTING, THROUGH ANY COMPACTED FILL TO NATIVE SOIL SHALL BE ACCOMPLISHED TO AID DRAINAGE.
7. ALL PLANT BEDS AND TREE WATERING BASINS SHALL BE SPRAYED WITH THREE INCHES OF MULCH.

NO TREES SHALL BE PLANTED CLOSER THAN 3 FEET (3') FROM THE EDGE OF PAVEMENT OR DRIVEWAY.

LANDSCAPE CONTRACTOR SHALL BE WHOLLY RESPONSIBLE FOR STABILITY AND PLANT CONDITION OF ALL TREES AND SHALL BE LEGALLY LIABLE FOR ANY DAMAGE CAUSED TO ADJACENT AREAS.

ALL LAWN AREAS TO RECEIVE SOIL SHALL BE DISKED (FOUR(4) TO SIX(6) INCHES DEEP) TO ESTABLISH A LEVEL, FINISH GRADE. ALL DEBRIS TO BE REMOVED FROM THE SITE.

SOIL SHALL BE FREE OF WEEDS AND PESTS. IT SHALL BE LAID EVENLY AND ROLLED TO COMPACT. ALL AREAS NOT COVERED BY SOIL SHALL BE PROTECTED FROM TRAFFIC, WIND, AND WEAR UNTIL REPAIRED. ALL AREAS NOT COVERED OTHERWISE LANDSCAPED SHALL BE PROTECTED FROM TRAFFIC, WIND, AND WEAR UNTIL REPAIRED.

ALL LANDSCAPE AREAS TO BE IRRIGATED WITH AN AUTOMATIC UNDERGROUND SYSTEM WITH 100% COVERING, BACKFLOW PREVENTOR, RAIN SENSOR DEVICE.

TREES AND CANOPIES SHALL BE PROTECTED FROM TRAFFIC, WIND, AND WEAR UNTIL REPAIRED.

THE TREE DIAMETER OF ALL CANOPIES TREE SPECIFIED ON THE PLANT LIST SHALL BE PROTECTED FROM TRAFFIC, WIND, AND WEAR UNTIL REPAIRED.

LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE OCCURRING ON OR ADJACENT AREAS, INCLUDING BUT NOT LIMITED TO BUILDINGS, PAVING, UTILITY LINES, AND FENCES.

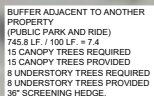
NTS

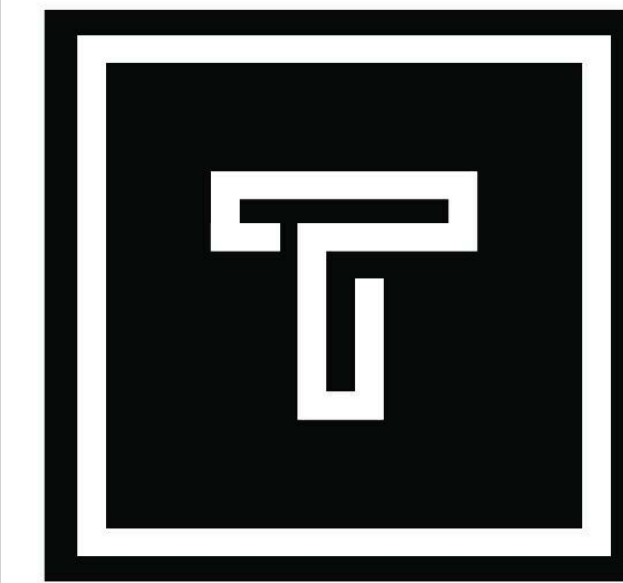
NTS

④ PALM PLANTING DETAIL

NTS

NOTE:
WHERE GALLON REFERENCES MAY CONFLICT WITH HEIGHT/SPREAD AND CALIPER MEASUREMENTS, THE HEIGHT/SPREAD AND CALIPER MEASUREMENTS SHALL GOVERN





tate architecture pllc
kernersville, nc 27285
336.413.0601
www.tatearchitecture.com

Owner Review Submission
Not for Permit or Construction

Copyright:
These documents, as instruments of service, and the design represented are the property of MSSI | T Group LLC | Tate Architecture PLLC. Use of these documents or the design without the written authorization of MSSI | T Group LLC | Tate Architecture PLLC is prohibited. The files attached hereto are and shall remain the exclusive property of MSSI | T Group LLC | Tate Architecture PLLC. Any reuse, change, amendment, derivation or other re-transmission of these files, without the express written consent of MSSI | T Group LLC | Tate Architecture PLLC, is prohibited. All information is the sole property of MSSI | T Group LLC | Tate Architecture PLLC and is protected as follows: The attached documents, as instruments of service, and the designs and concepts represented are protected by copyright and title (T, a, under section 102) and are the intellectual property of MSSI | T Group LLC | Tate Architecture PLLC. © 2022

Commission:
RBS

CLERMONT FL

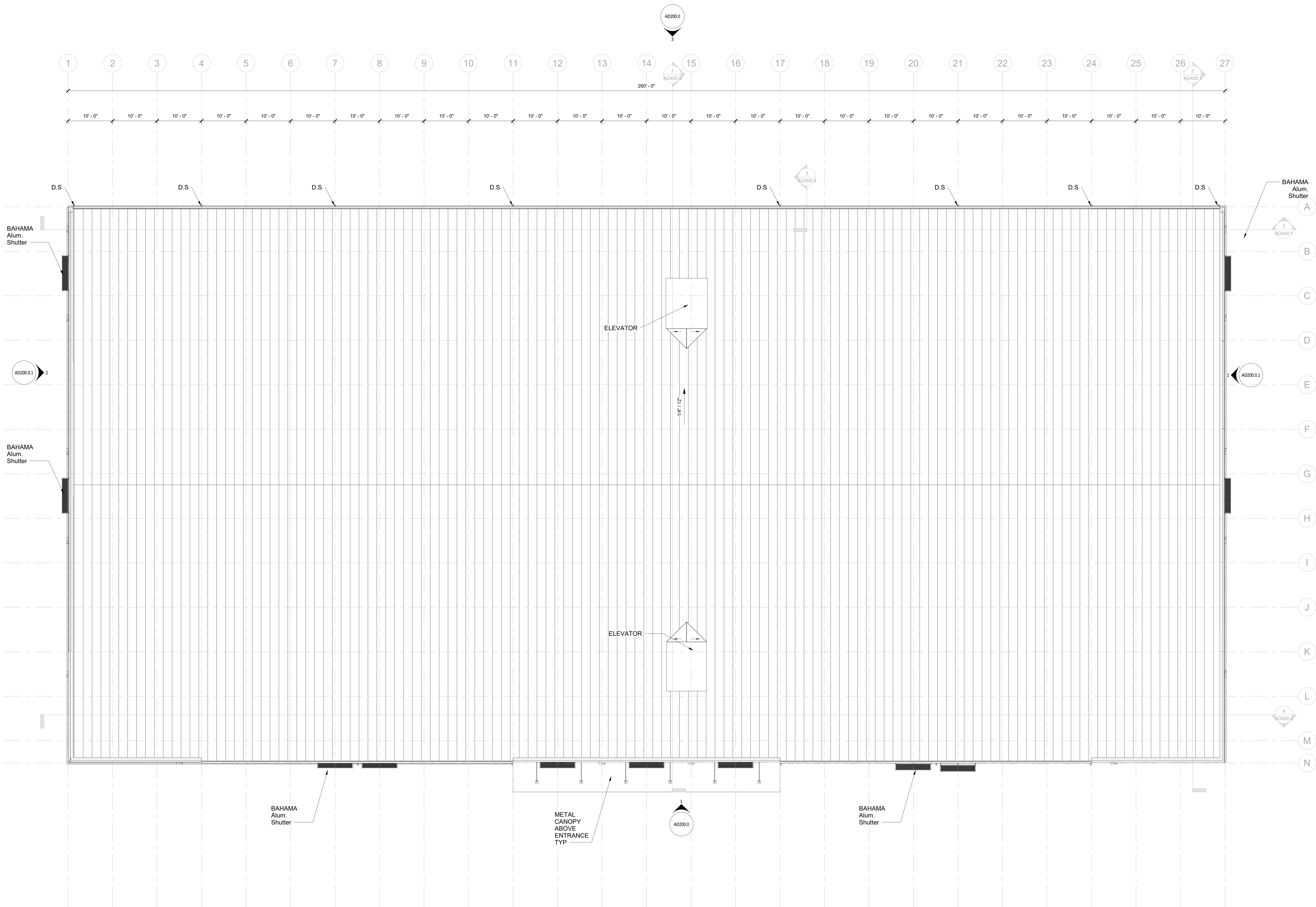
Commission Number:
XXXXXX

Issue Date:
11/28/23

Revisions:

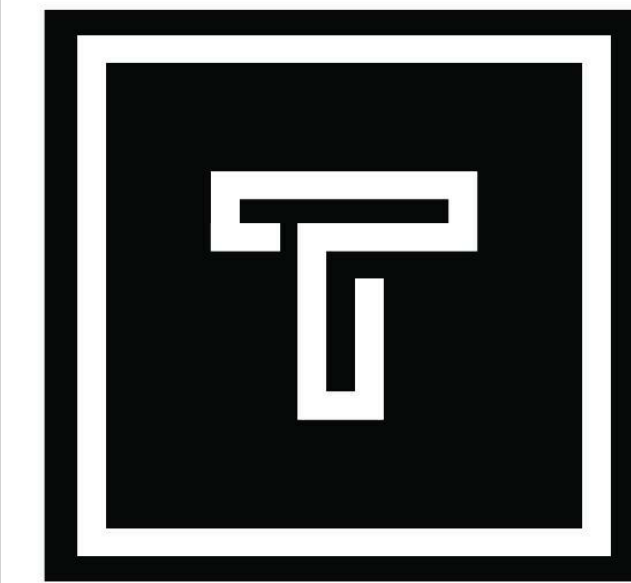
Architectural-
Roof Plan

AD100.3
Sheet No.



AD100.3.1 - Roof Plan

1/8" = 1'-0"



tate architecture pllc
kernersville, nc 27285
336.413.0601
www.tatearchitecture.co
m

Owner Review Submission
Not for Permit or Construction

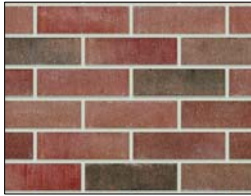
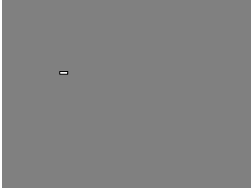
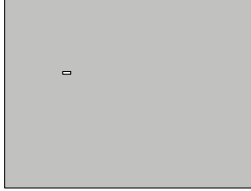
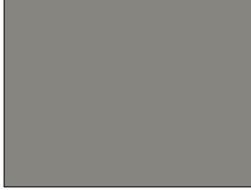
Copyright:
These documents, as instruments of service, and the design represented are the property of MSSI | 7 Group LLC | Tate Architecture PLLC. Use of these documents or the design without the written authorization of MSSI | 7 Group LLC | Tate Architecture PLLC is prohibited. The fee attached hereto is and shall remain the exclusive property of MSSI | 7 Group LLC | Tate Architecture PLLC. Any reuse, change, amendment, derivative or other re-transmission of these files, without the express written consent of MSSI | 7 Group LLC | Tate Architecture PLLC, is prohibited. All information is the sole property of MSSI | 7 Group LLC | Tate Architecture PLLC and is protected as follows. The attached documents, as instruments of service, and the designs and concepts represented are protected by copyright and title (T, a, o, o, r, e, c, t, o, r, s, I, D) and are the intellectual property of MSSI | 7 Group LLC | Tate Architecture PLLC. © 2022.

Commission:
RBS
CLERMONT FL

Commission Number:
XXXXXXX |
Issue Date:
11/28/23
Revisions:

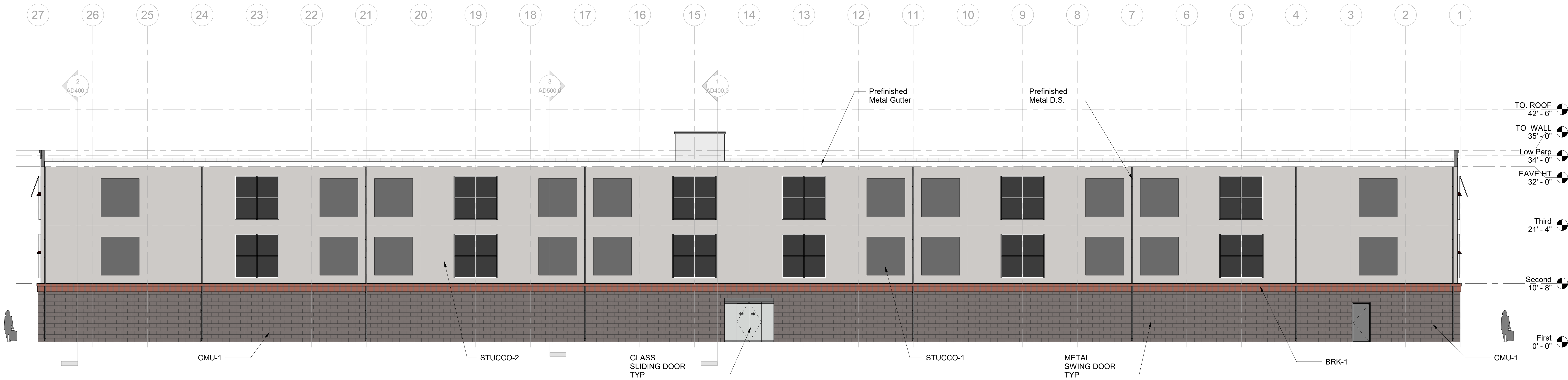
Architectural-
Exterior Elevations

AD200.0
Sheet No.

MATERIALS LEGEND			
	CMU-1 ARCHITECTURAL SPLIT FACE BLOCK MFR: MIDWEST BLOCK AN BRICK COLOR: EARL GREY		BRK-1 ARCHITECTURAL BRICK VENEER MFR: COUNTY MATERIALS COLOR: HERITAGE_SAVANNAH BLEND
	STUCCO-1 ARCHITECTURAL STUCCO MFR: EXTERIOR PAINT COLOR: SW-WEB GRAY		STUCCO-2 ARCHITECTURAL STUCCO MFR: EXTERIOR PAINT COLOR: SW-REPOSE GRAY
	MTL-2 MISCELLANEOUS METALS (PARAPET COPING, GUTTER / D.S, HM EXT. DOORS, ETC) COLOR: SLATE GRAY		MTL-3 WINDOW/DOOR FRAMES, GLASS MFR: YKK COLOR: CLEAR
	SF-1 STORE-FRONT MFR: YKK GLASS: CLEAR		

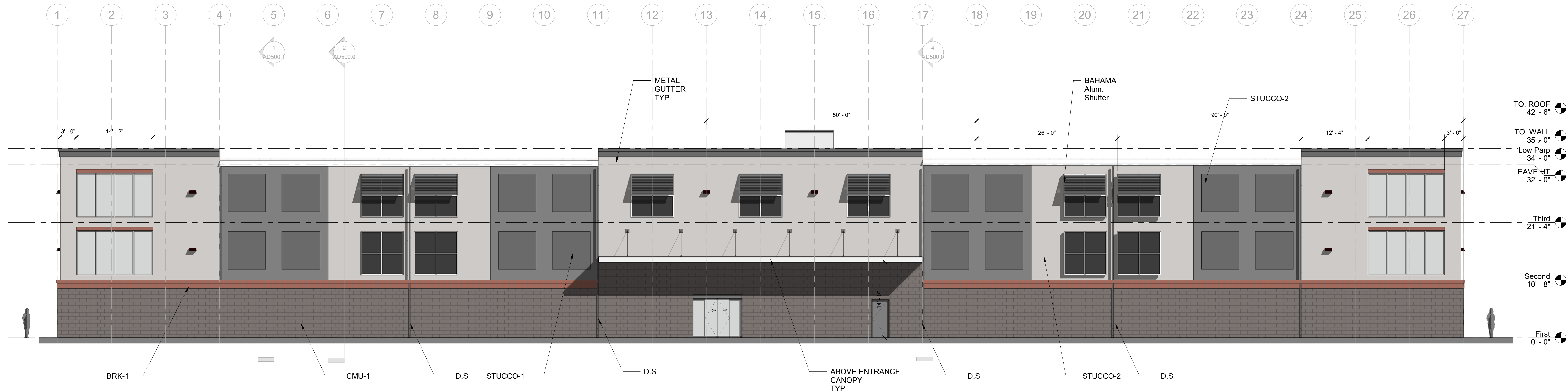
AD200.0.2 - MATERIALS LEGEND.

1/8" = 1'-0"



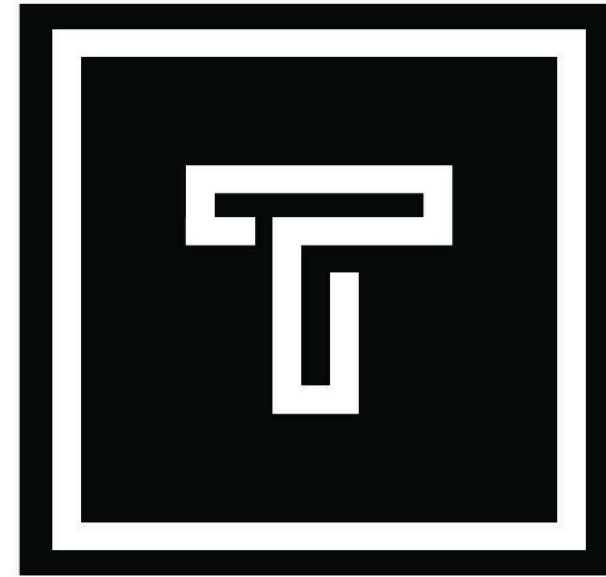
AD200.0.3 - SOUTH ELEVATION

1/8" = 1'-0"



AD200.0.1 - NORTH ELEVATION

1/8" = 1'-0"



tate architecture pllc
kernersville, nc 27285
336.413.0601
www.tatearchitecture.co
m

Owner Review Submission
Not for Permit or Construction

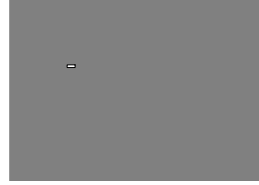
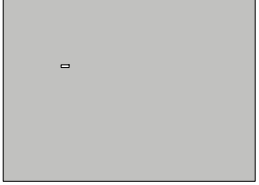
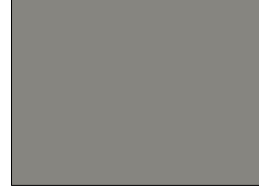
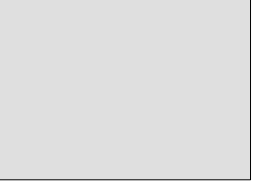
Copyright:
These documents, as instruments of service, and the design
represented are the property of MSSI | 7 Group LLC | Tate
Architecture PLLC.
Use of these documents or the design without the written
authorization of MSSI | 7 Group LLC | Tate Architecture PLLC
is prohibited.
The files attached hereto are and shall remain the exclusive
property of MSSI | 7 Group LLC | Tate Architecture PLLC. Any
reproduction, distribution, or other
re-transmission of these files, without the express written
consent of MSSI | 7 Group LLC | Tate Architecture PLLC, is
prohibited.
All information is the sole property of MSSI | 7 Group LLC | Tate
Architecture PLLC and is protected as follows:
The attached documents, as instruments of service, and the
designs and concepts represented are protected by copyright
and title (T, U.S. Code, Section 102) and are the intellectual
property of MSSI | 7 Group LLC | Tate Architecture PLLC.
© 2022

Commission:
RBS
CLERMONT FL

Commission Number:
XXXXXXXX |
Issue Date:
11/28/23
Revisions:

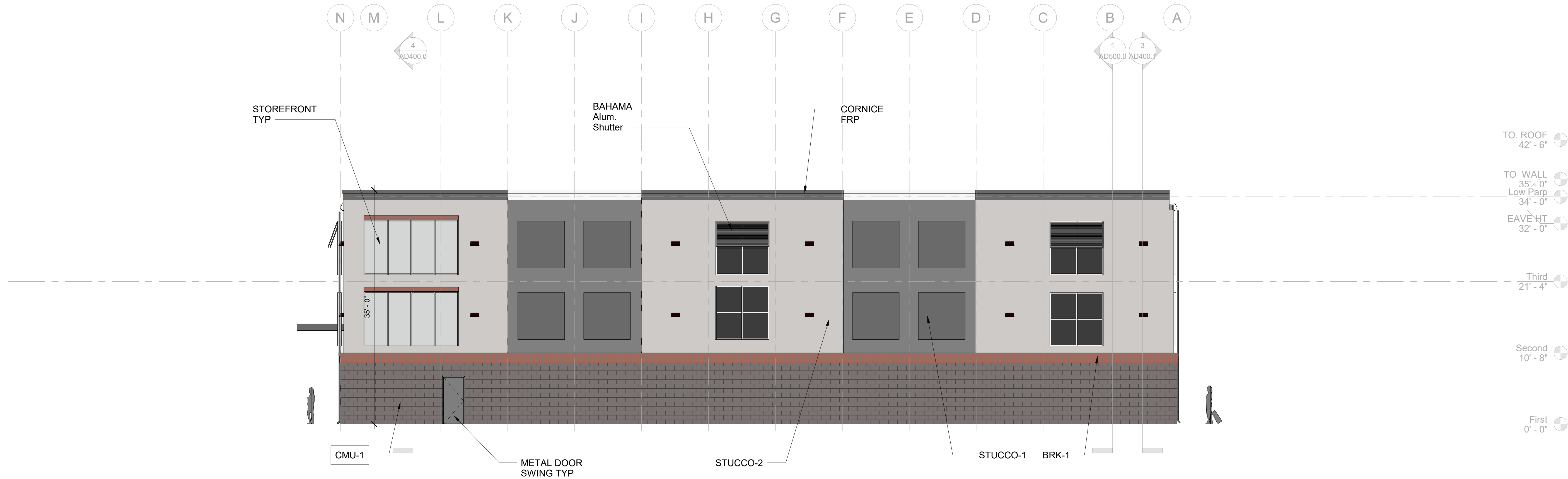
Architectural-
Exterior Elevations

AD200.0.1
Sheet No.

MATERIALS LEGEND			
	CMU-1 ARCHITECTURAL SPLIT FACE BLOCK MFR: MIDWEST BLOCK AN BRICK COLOR: EARL GREY		BRK-1 ARCHITECTURAL BRICK VENEER MFR: COUNTY MATERIALS COLOR: HERITAGE_SAVANNAH BLEND
	STUCCO-1 ARCHITECTURAL STUCCO MFR: EXTERIOR PAINT COLOR: SW-WEB GRAY		STUCCO-2 ARCHITECTURAL STUCCO MFR: EXTERIOR PAINT COLOR: SW-REPOSE GRAY
	MTL-2 MISCELLANEOUS METALS (PARAPET COPING, GUTTER / D.S. HM EXT. DOORS, ETC) COLOR: SLATE GRAY		MTL-3 WINDOW/DOOR FRAMES, GLASS MFR: YKK COLOR: CLEAR
	SF-1 STORE-FRONT MFR: YKK GLASS: CLEAR		

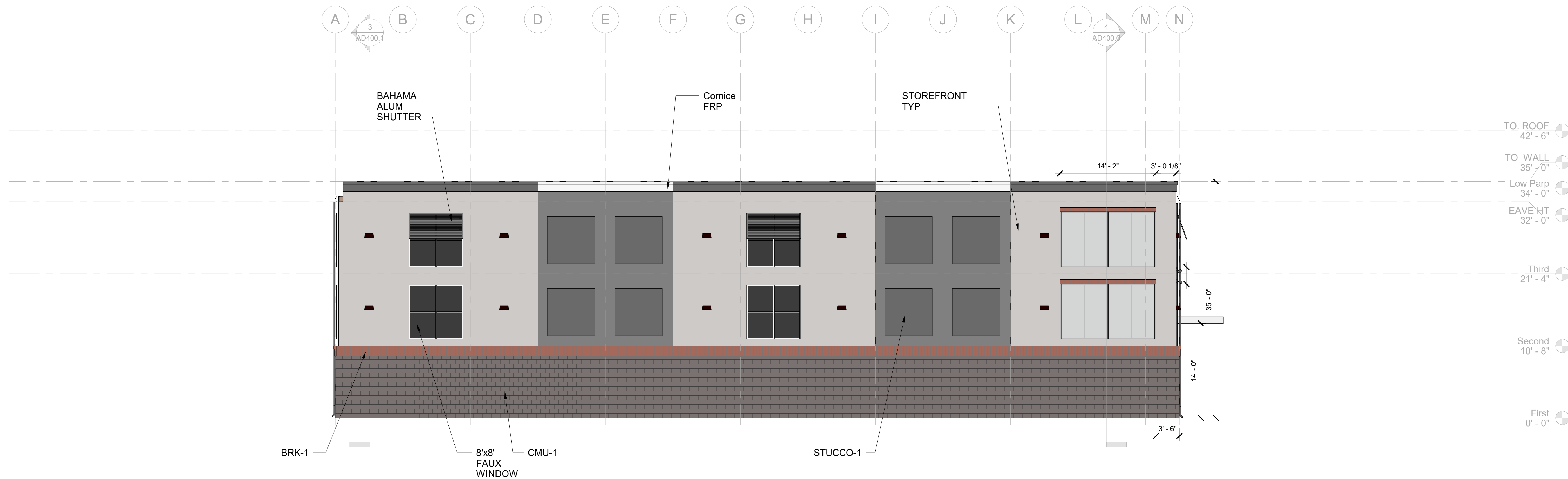
AD200.0.1.3 - MATERIALS LEGEND

1/8" = 1'-0"



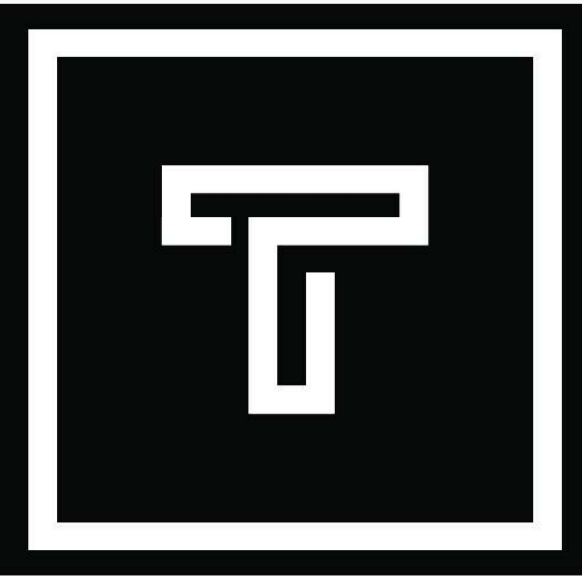
AD200.0.1.1 - WEST ELEVATION

1/8" = 1'-0"



AD200.0.1.2 - EAST ELEVATION

1/8" = 1'-0"



tate architecture pllc
kernersville, nc 27285
336.413.0601
www.tatearchitecture.co
m

Owner Review Submission
Not for Permit or Construction

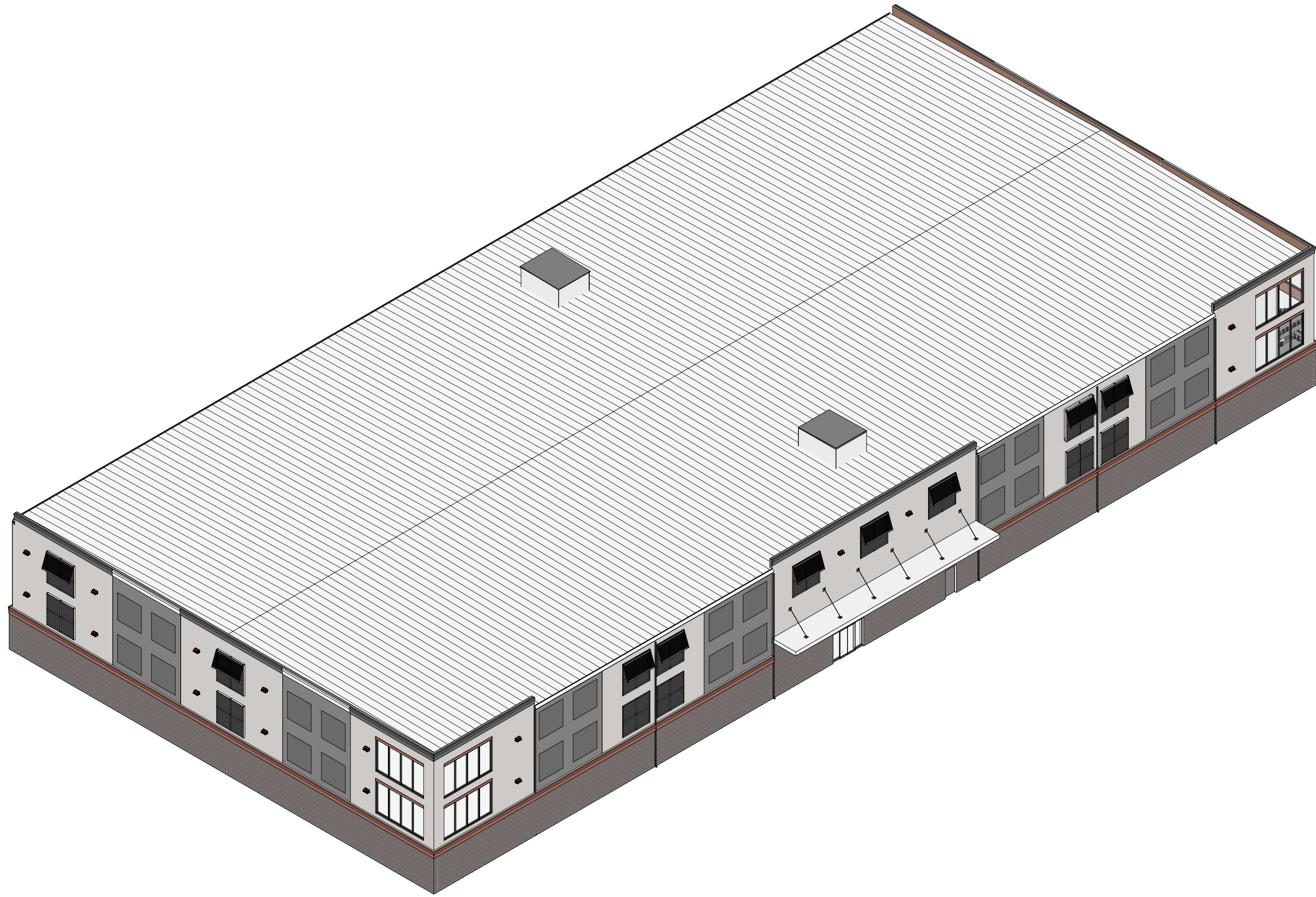
Copyright:
These documents, as instruments of service, and the design
represented are the property of MSSI | T Group LLC | Tate
Architecture PLLC.
Use of these documents or the design without the written
authorization of MSSI | T Group LLC | Tate Architecture PLLC
is prohibited.
The files attached herein are and shall remain the exclusive
property of MSSI | T Group LLC | Tate Architecture PLLC. Any
re-use, change, amendment, derivation or other
re-transmission of these files, without the express written
consent of MSSI | T Group LLC | Tate Architecture PLLC, is
prohibited.
All information is the sole property of MSSI | T Group LLC | Tate
Architecture PLLC and is protected as follows:
The attached documents, as instruments of service, and the
designs and concepts represented are protected by copyright
and title (T, a, c, o, n, t, a, i, n, s, i, n, g, 1, 0, 2) and are the intellectual
property of MSSI | T Group LLC | Tate Architecture PLLC.
© 2022

Commission:
RBS
CLERMONT FL

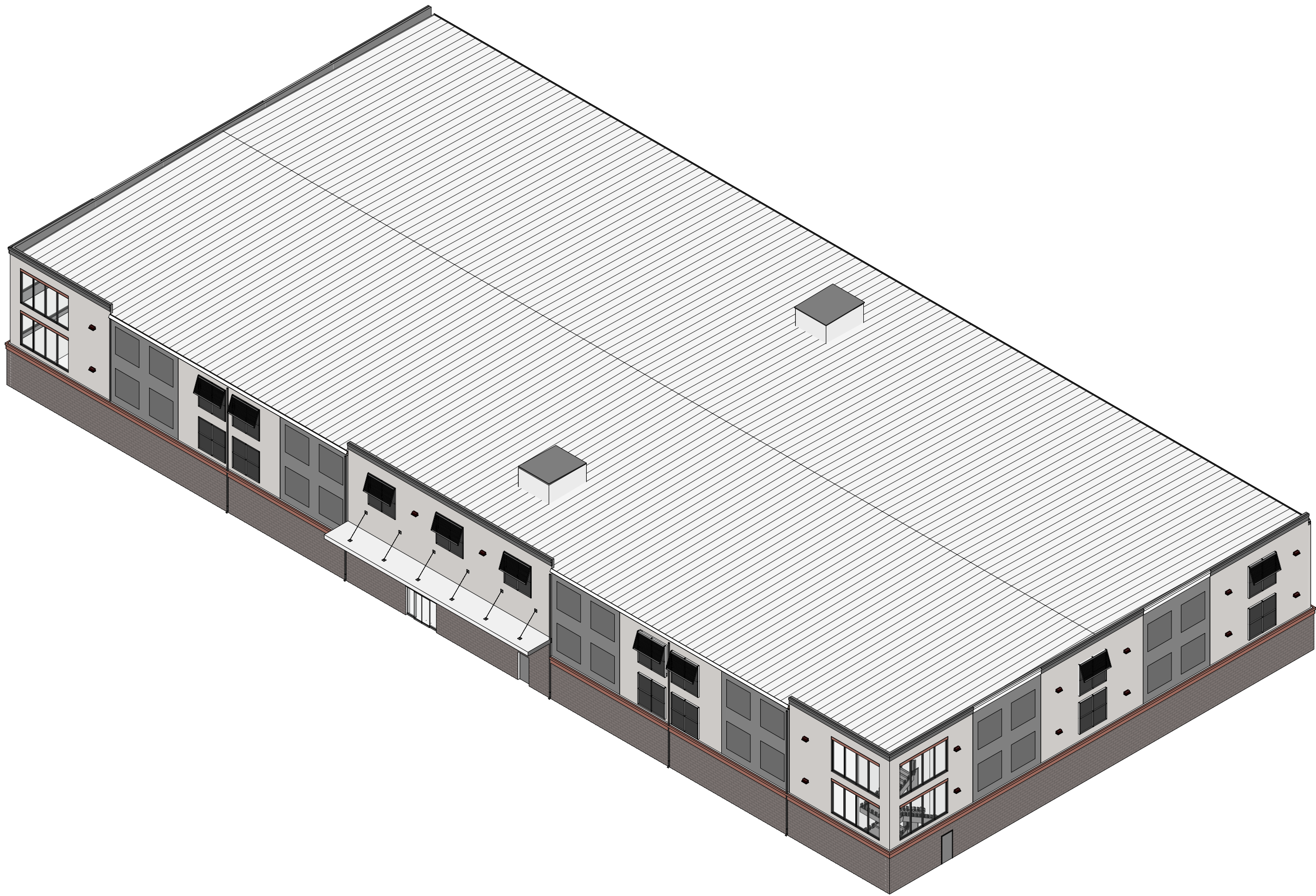
Commission Number:
XXXXXX
Issue Date:
11/28/23
Revisions:

Architectural-
Axon Views

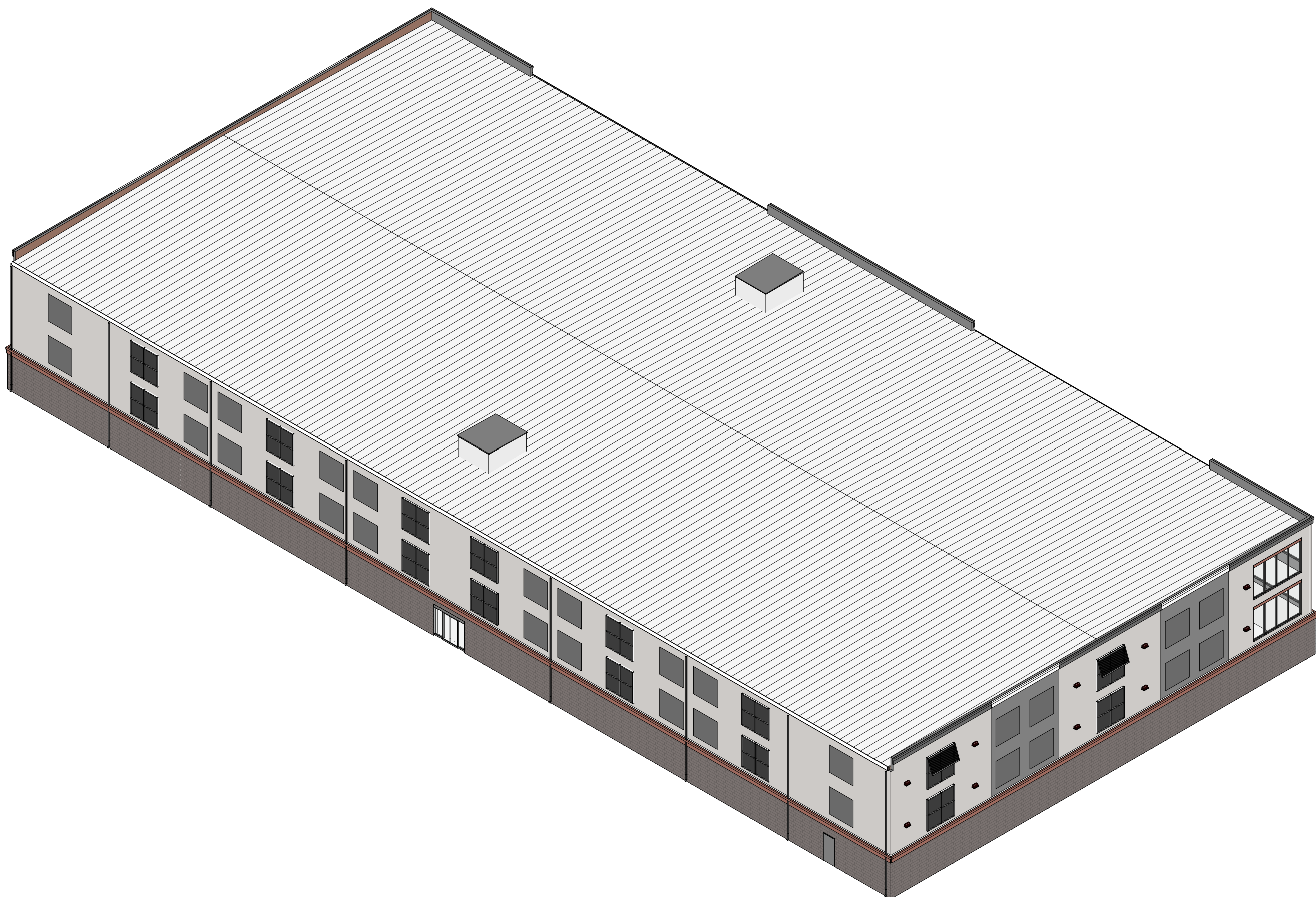
AD200.1
Sheet No.



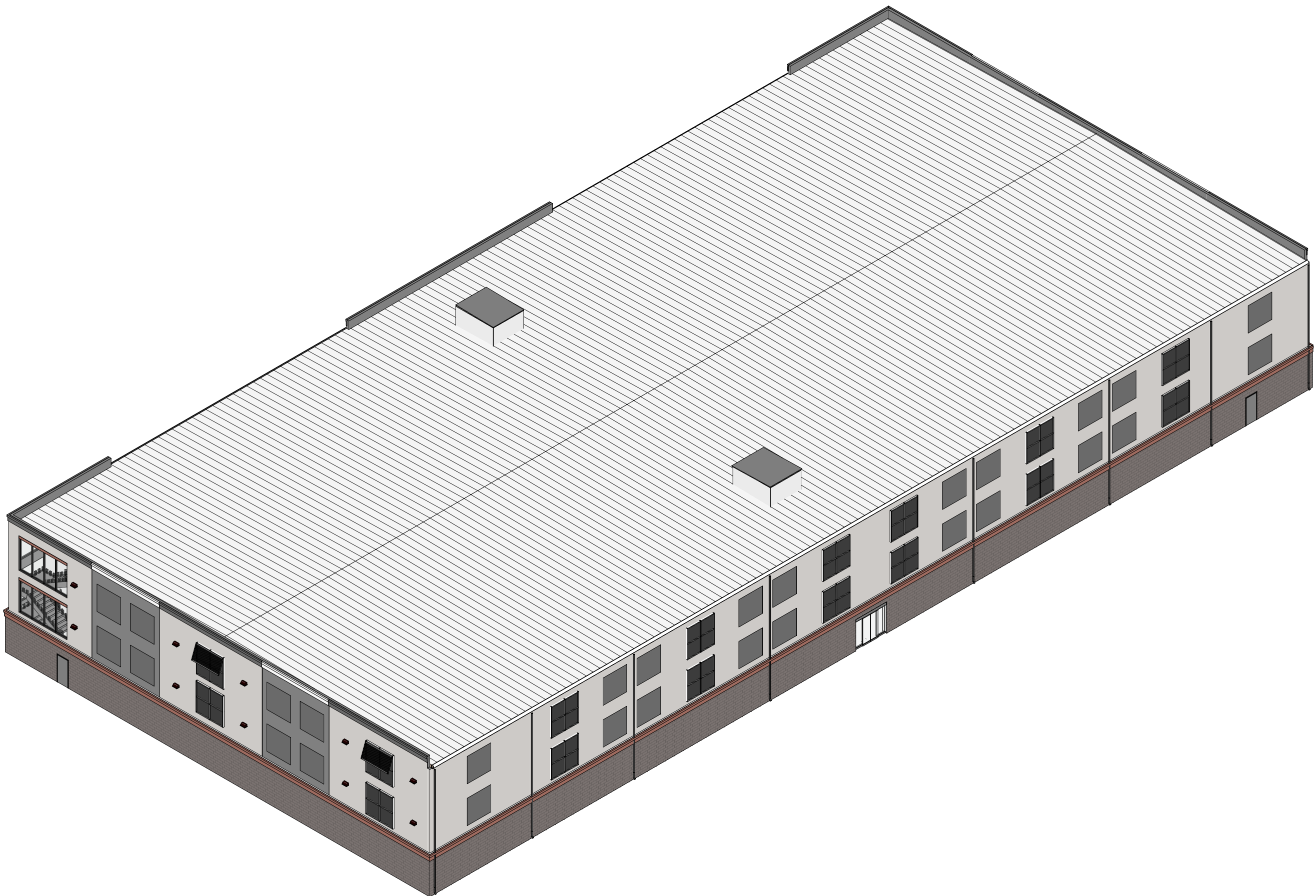
AD200.1.3 - Axon View



AD200.1.2 - Axon View



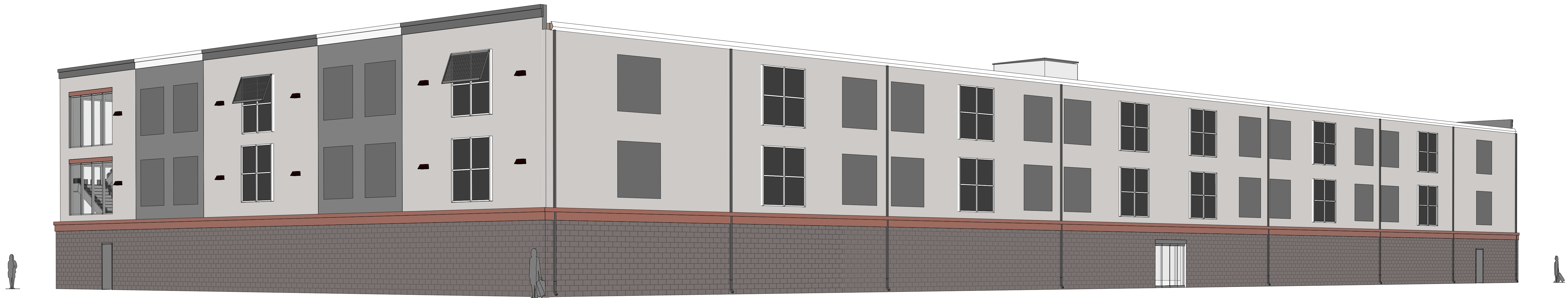
AD200.1.1 - Axon View



AD200.1.0 - Axon View

tate architecture pllc
kernersville, nc 27285
336.413.0601
www.tatearchitecture.com

Owner Review Submission
Not for Permit or Construction



AD200.2.1 - 04 Rear Left



AD200.2.0 - 03 Rear Right

Copyright:

These documents, as instruments of service, and the design and concepts represented are the property of MSSJ | 7 Group LLC | Tate Architecture PLLC and are to remain the property of MSSJ | 7 Group LLC | Tate Architecture PLLC.

Use of these documents or the design without the written authorization of MSSJ | 7 Group LLC | Tate Architecture PLLC is prohibited.

The files attached hereto are and shall remain the exclusive property of MSSJ | 7 Group LLC | Tate Architecture PLLC. Any reuse, change, amendments, deletions or other modifications to these files, without the express written consent of MSSJ | 7 Group LLC | Tate Architecture PLLC, is prohibited.

These documents are the sole property of MSSJ | 7 Group LLC | Tate Architecture PLLC and is protected as follows:

The attached documents, as instruments of service, and the design and concepts represented are protected by copyright law (section 103) and are the intellectual property of MSSJ | 7 Group LLC | Tate Architecture PLLC.

© 2022.

Commision:
RBS

CLERMONT FL.

Commission Number:
XXXXXXX

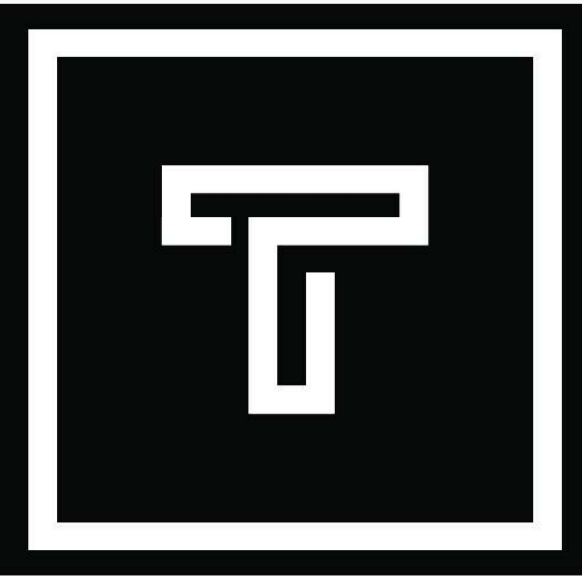
Issue Date:
11/28/23

Revisions:

Architectural- 3D Perspective Views

AD200.2

Sheet No.



tate architecture pllc
kernersville, nc 27285
336.413.0601
www.tatearchitecture.co
m

Owner Review Submission
Not for Permit or Construction



AD200.2.1.1 - 01 Front Right



AD200.2.1.2 - 02 Front Left

Copyright:
These documents, as instruments of service, and the design
represented are the property of MSSI | T Group LLC | Tate
Architecture PLLC.
Use of these documents or the design without the written
authorization of MSSI | T Group LLC | Tate Architecture PLLC
is prohibited.
The files attached hereto are and shall remain the exclusive
property of MSSI | T Group LLC | Tate Architecture PLLC. Any
re-use, change, amendment, derivative or other
re-transmission of these files, without the express written
consent of MSSI | T Group LLC | Tate Architecture PLLC, is
prohibited.
All information is the sole property of MSSI | T Group LLC | Tate
Architecture PLLC and is protected as follows:
The attached documents, as instruments of service, and the
designs and concepts represented are protected by copyright
and title (T, a, c, o, n, t, a, i, n, s, i, n, g, 1, 0, 0) and are the intellectual
property of MSSI | T Group LLC | Tate Architecture PLLC.
© 2022

Commission:

RBS

CLERMONT FL

Commission Number:

XXXXXXXX

Issue Date:

11/28/23

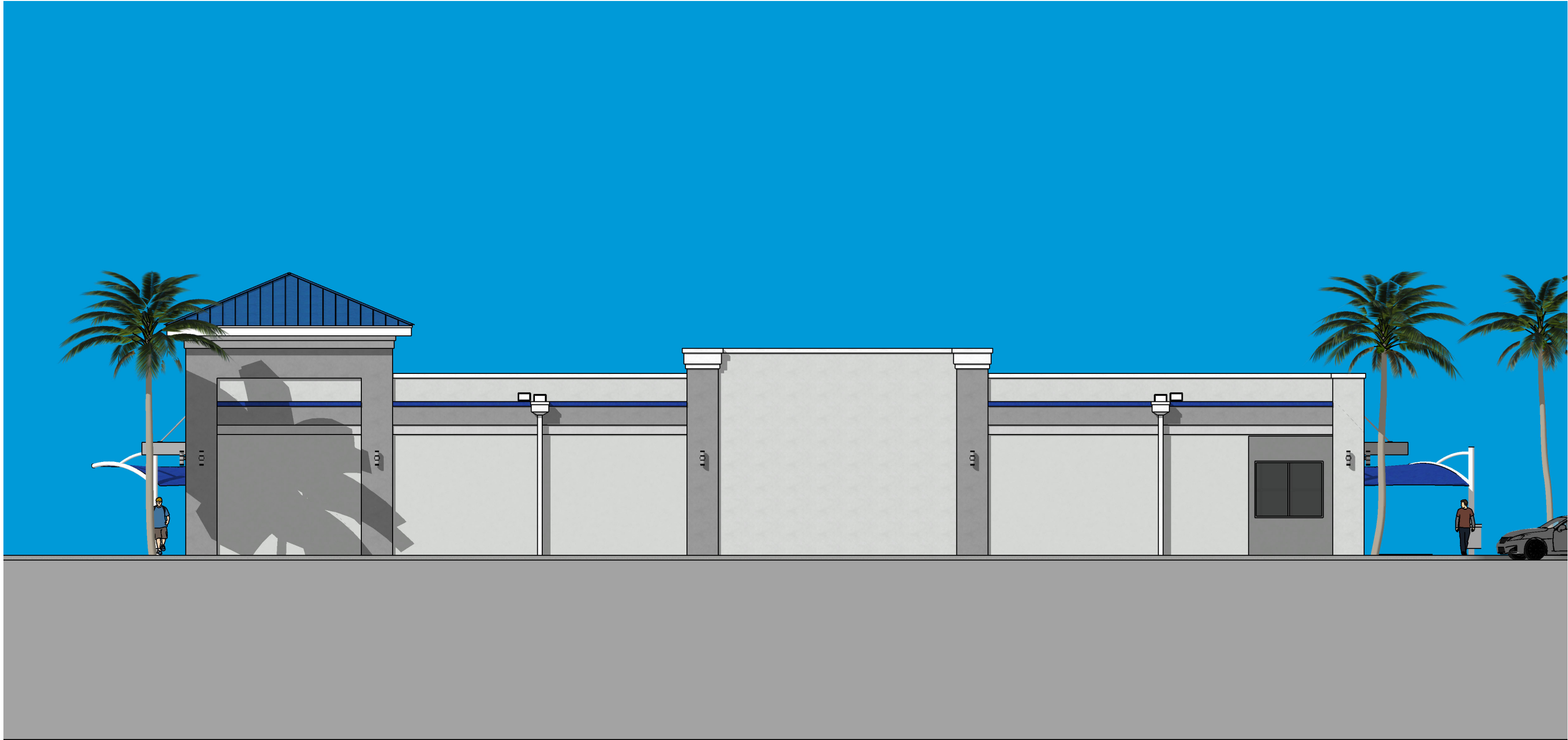
Revisions:

Architectural-
3D Perspective Views

AD200.2.1
Sheet No.









John E. Kruse

From: Stephanie Shealey <sshealey@kittelson.com>
Sent: Friday, October 25, 2024 12:01 PM
To: John E. Kruse
Cc: Kathy Heard
Subject: Re: Hwy 27 Self-Storage and Car Wash CUP - Tier 1 Exemption Letter

John-

I am ok with granting this exemption based on the low trip generation anticipated.

Thank you,
Stephanie

Stephanie Shealey

Associate Engineer
(she/her)

Kittelson & Associates, Inc.
Transportation Engineering / Planning
407.373.1144 (direct)

From: John E. Kruse <jekruse@clermontfl.org>
Sent: Monday, August 26, 2024 11:28 AM
To: Stephanie Shealey <sshealey@kittelson.com>
Cc: Kathy Heard <kheard@clermontfl.org>
Subject: FW: Hwy 27 Self-Storage and Car Wash CUP - Tier 1 Exemption Letter

[External Sender]

Good morning Stephanie,

Can you look at the tier 1 and let me know if additional information is needed and if so, provide a TWO. I believe we discussed this and you indicated you were concerned about stacking offsite.

Thanks,
John

From: Madelyn Damon <mdamon@bretjonespa.com>
Sent: Monday, August 26, 2024 11:06 AM
To: John E. Kruse <jekruse@clermontfl.org>; ea94dde79+matter1609998529@maildrop.clio.com
Subject: Hwy 27 Self-Storage and Car Wash CUP - Tier 1 Exemption Letter

Good morning Mr. Kruse,

I am reaching out to provide you with the Tier 1 Exemption Letter for the Hwy 27 Self-Storage and Car Wash CUP application. Can you confirm when our application will be put on the Planning & Zoning agenda?

Please let me know if you require any additional information from us.

Thank you,
Madelyn

--

Madelyn Damon, J.D., M.B.A.

Law Clerk

Law Offices of Bret Jones, P.A.

Phone: (352) 394-4025

Fax: (352) 394-1604

This message contains confidential information and is intended only for the individual or entity named. If you are not the named addressee in this e-mail, you are hereby notified that any review, dissemination, distribution, copying, forwarding of this e-mail is prohibited. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If verification is required, please request a hard-copy version.

Please note: This law firm may be deemed a "debt collector" under the Fair Debt Collection Practices Act. Any and all information obtained during and from communication may be used for the purpose of collecting debt.

IRS Circular 230 disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that any U.S. Federal tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (1) avoiding penalties under the Internal Revenue Code, or (2) promoting, marketing, or recommending to any other party any transaction or matter addressed herein.

Warning: Although the company has taken reasonable precautions to ensure no viruses are present in this e-mail, the company cannot accept responsibility for any loss or damage from the use of this e-mail or attachments.

Website: <https://www.clermontfl.gov/>

PLEASE NOTE: Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.



Self-Storage and Car Wash Traffic Evaluation Request for Exemption Letter

The purpose of this evaluation is to provide a traffic analysis for a proposed self-storage facility and automated car wash facility in the City of Clermont, Lake County and request an exemption from doing a Traffic Impact Study (TIS). The site of the project is located just off US 27, south of the intersection of US 27 and Hooks Road. **Figure 1** depicts the site location and its one-mile impact area. The development will consist of a 97,500 square foot self-storage building and a one (1) tunnel automated car wash. The anticipated completion year of the project is 2025. Access to the site will be provided via a right in-right out connection on the one-way access roadway connecting US 27 to Hooks Road. **Figure 2** depicts the site plan and its access configuration.

Trip Generation

The trip generation of the proposed development was calculated with the use of data from the 11th Edition of the ITE Trip Generation Manual. **Table 1** summarizes the trip generation, and the ITE trip generation sheets are included in **Appendix A**.

Table 1
Trip Generation Calculation Summary

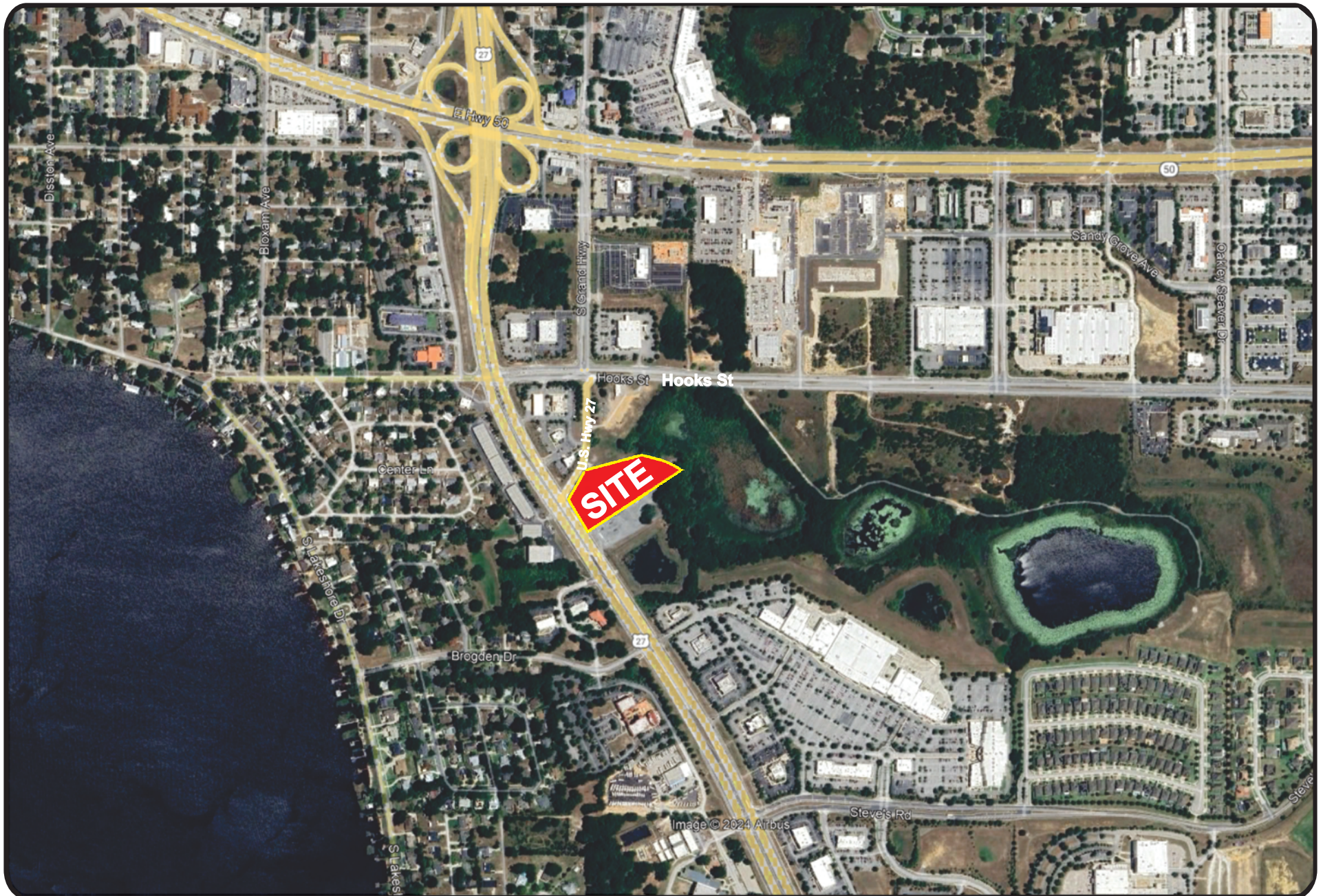
ITE Code	Land Use	Size * KSF	Daily		AM Peak Hour				PM Peak Hour			
			Rate	Trips	Rate	Enter	Exit	Total	Rate	Enter	Exit	Total
151	Mini-Warehouse	97.5	1.45	141	0.09	5	4	9	0.15	7	8	15
948	Automated Car Wash	1	778	778	50.00	25	25	50	77.50	39	39	78
Total				919	--	30	29	59	--	46	47	93

* KSF = 1,000 Square Feet

** Rates used

Based upon ITE data the proposed development will generate 919 daily trips of which 59 will occur during the A.M. peak hour trips and 93 during the P.M. peak hour trips.

TPD No. 5973
08/20/2024

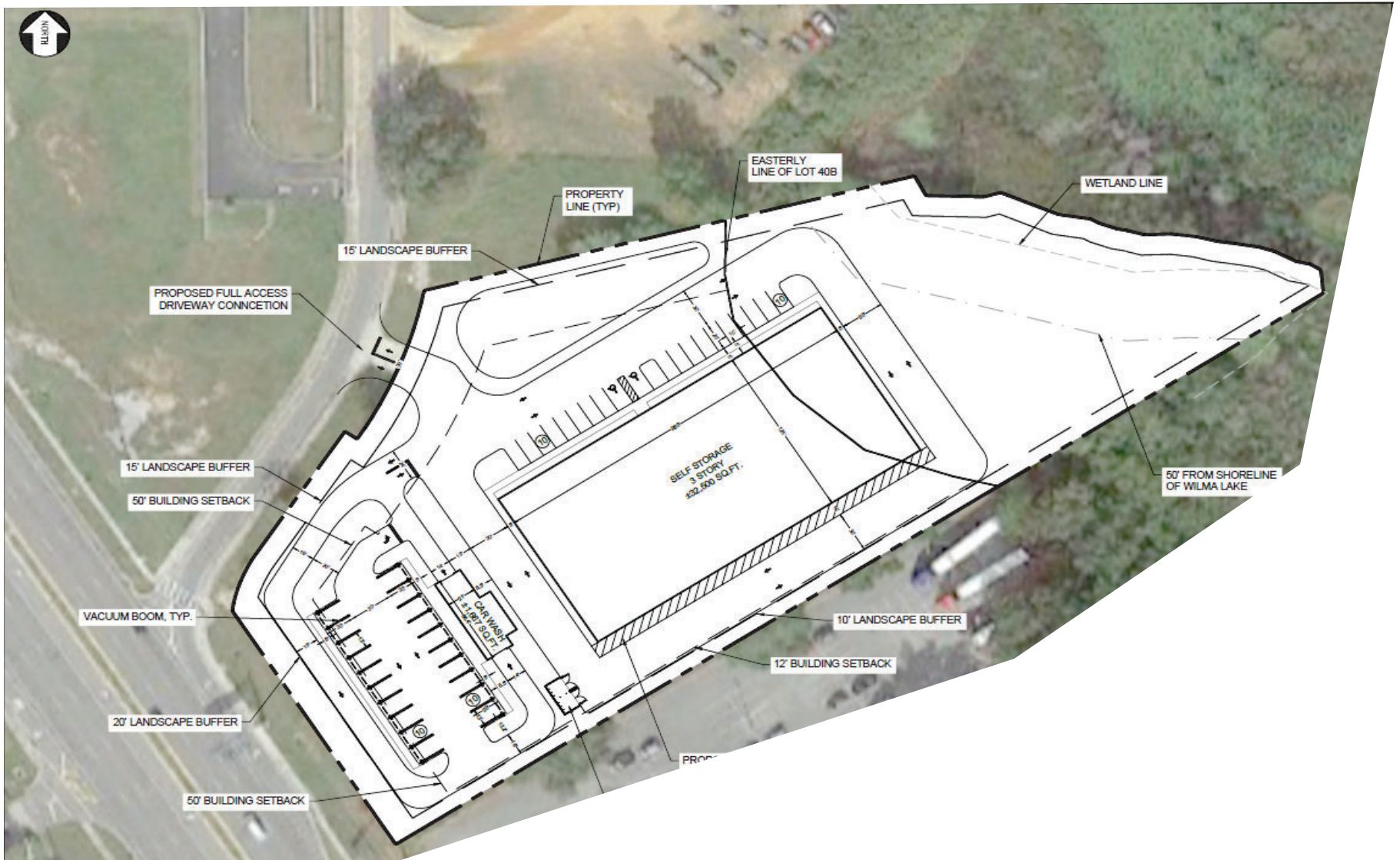


Self Storage- Clermont
Project № 5973

Figure 1

Site Location





Self Storage- Clermont
Project № 5973

Figure 2

Site Plan



Trip Distribution

The distribution of the project trips in the area will be from US 27 northbound to the one-way access roadway as follows:

- To/From the south on US 27.....100%

Table 2 is a significance analysis of the highest impact the project will have on the adjacent segment of US 27. It shows that the projects P.M. peak hour, peak direction trips are insignificant, only having 1.63% impact on US 27.

Table 2 Project's Significance*

Roadway Segment	Lanes	Adopted		Area Type	Peak Hour		Significance	Sig at 5% Level?	Within 1 mile radius?
		LOS	Pk Hr Capacity		% Trips	Project Trips			
US 27									
SR 50 to Johns Lake Rd	6D	D	2,814	Urban	100	46	1.63%	No	Yes

*From Lake County CMP Database, October 2023

Impact Assessment

Based upon the project's trip generation, the proposed project is a de minimis development and considered to create non-substantial impacts. The Applicant believes that this project meets the requirements for a Request for Exemption Letter.

Existing Conditions Analysis

The capacity analysis for the roadway segment to be impacted by the proposed development is summarized in **Table 3**. The table shows that the impacted roadway has ample excess capacity to accommodate the project trips.

Table 3 Existing Roadway Capacity

Roadway Segment	Lns	Adopted		P.M. Peak Hour			
		LOS	Capacity	Direction	Volume*	V/C	LOS
US 27							
SR 50 to Johns Lake Rd	6D	D	2,814	NB	1,549	0.55	C

*From Lake County CMP Database, October 2023

Projected Conditions Analysis

Based upon the Lake County CMP Database, US 27 is experiencing an annual growth ranging of 1.00%. However, a conservative 2.00% minimum annual growth rate will be utilized. The existing segment was subjected to a projected capacity analysis as shown in **Table 4**. Existing traffic was grown to the year 2025 and project trips added to obtain total traffic volumes. The analysis shows no degradation in the existing LOS with the addition of project trips.

Table 4 Projected P.M. peak hour Roadway Capacity Analysis

Roadway Segment	Lns	LOS		P.M. Peak Hour Volume				V/C Ratio	LOS
		Std	Capacity	Background*	Direction	Project	Total		
US 27									
SR 50 to Johns Lake Rd	6D	D	2,814	1,580	NB	46	1,626	0.58	C

*Existing x 1.02

Request for Exemption for Tier 1 Traffic Impact Analysis

The proposed project will generate an estimated 919 daily trips of which 59 will occur during the A.M. peak hour and 93 during the P.M. peak hour trip to be added to the area roadway network. As documented herein, the local road network has ample adequate capacity to accommodate the new trips without reducing the Level of Service (LOS). Therefore, an exemption from doing a Tier 1 Traffic Impact Analysis is requested.



Appendices

Appendix A

Trip Generation Worksheets

Mini-Warehouse (151)

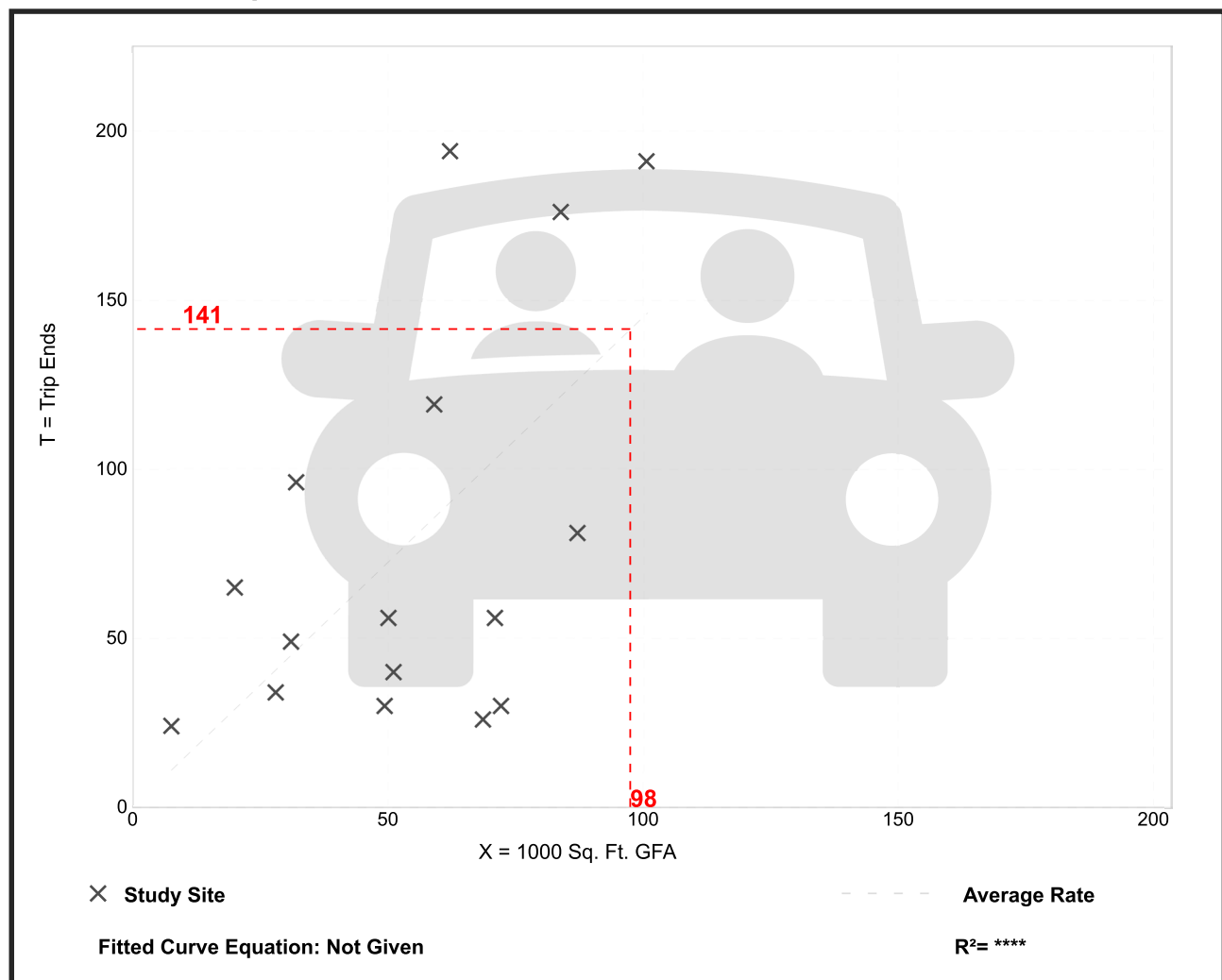
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 16
Avg. 1000 Sq. Ft. GFA: 55
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.45	0.38 - 3.25	0.92

Data Plot and Equation



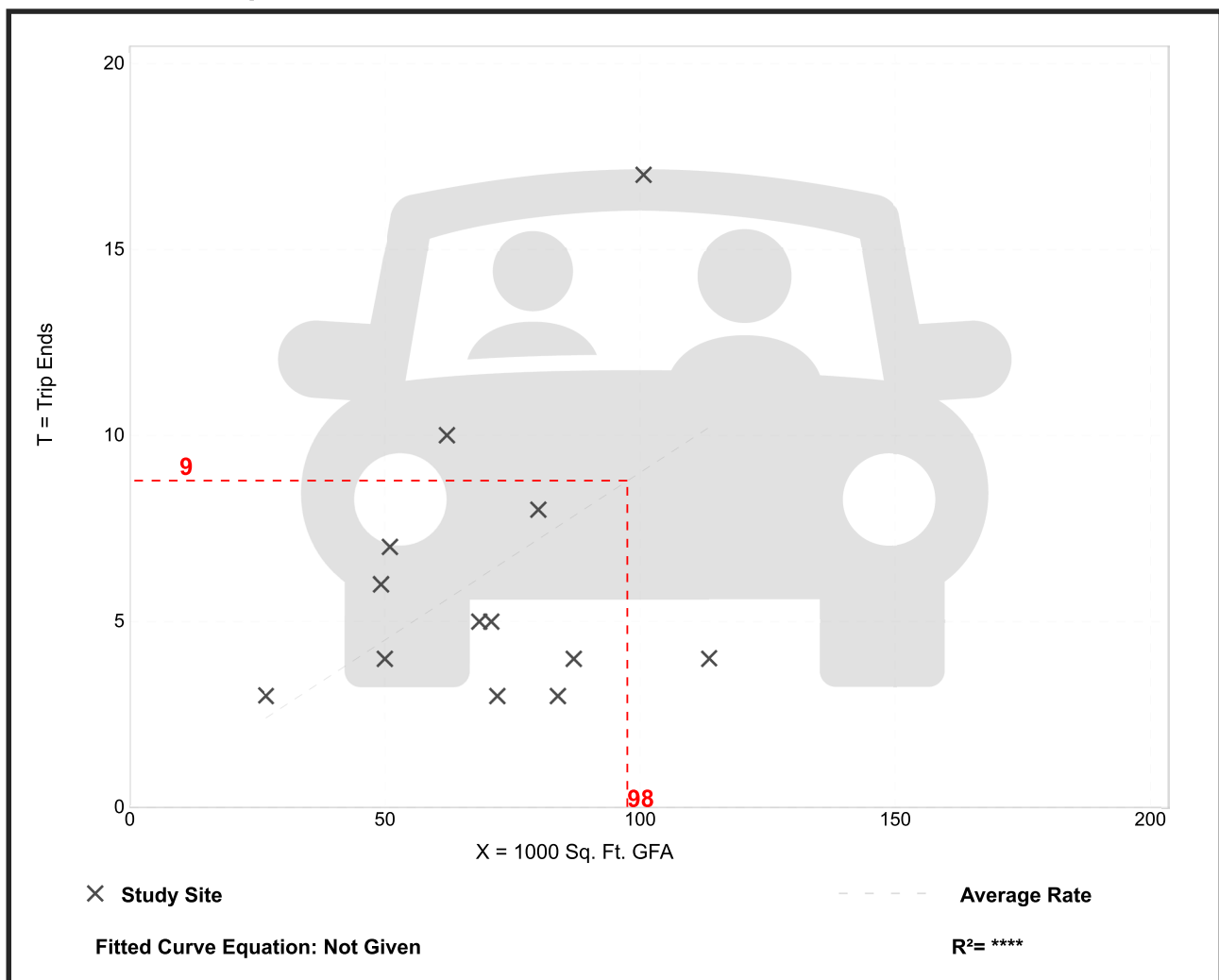
Mini-Warehouse (151)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 7 and 9 a.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 13
 Avg. 1000 Sq. Ft. GFA: 70
 Directional Distribution: 59% entering, 41% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.09	0.04 - 0.17	0.05

Data Plot and Equation



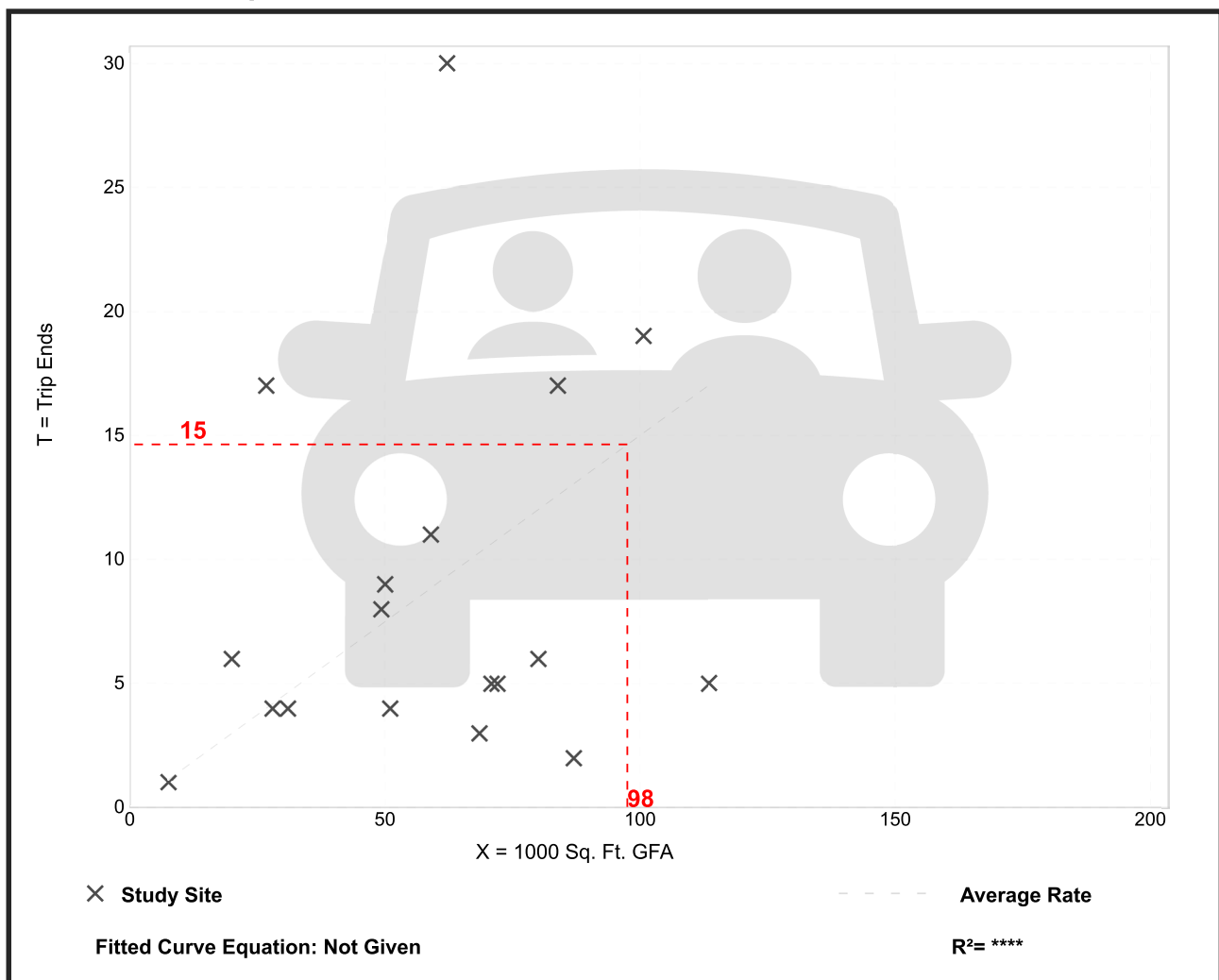
Mini-Warehouse (151)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 4 and 6 p.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 18
 Avg. 1000 Sq. Ft. GFA: 59
 Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.15	0.02 - 0.64	0.14

Data Plot and Equation



Self-Service Car Wash (947)

Vehicle Trip Ends vs: Wash Stalls
On a: Weekday

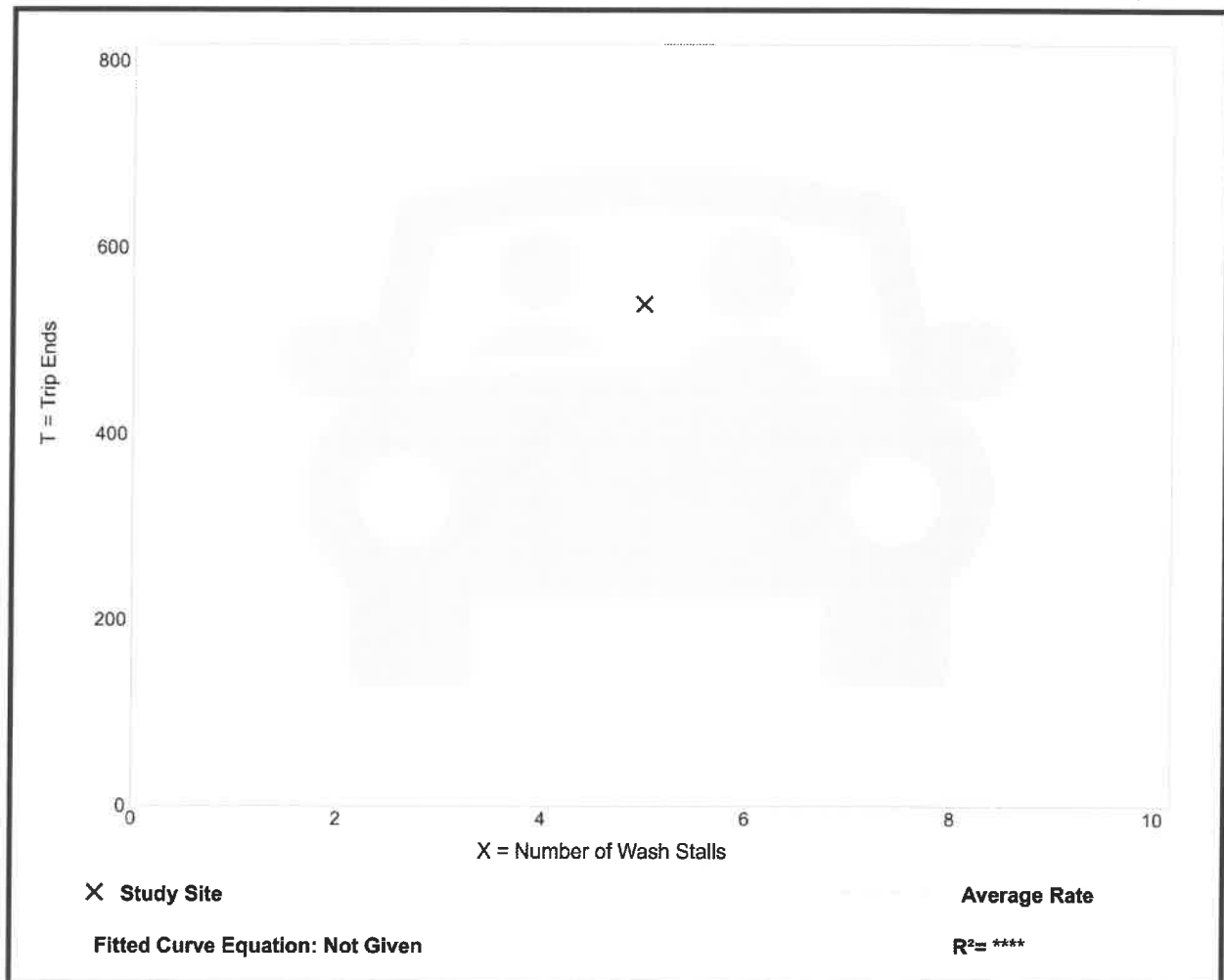
Setting/Location: General Urban/Suburban
Number of Studies: 1
Avg. Num. of Wash Stalls: 5
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Wash Stall

Average Rate	Range of Rates	Standard Deviation
108.00	108.00 - 108.00	*

Data Plot and Equation

Caution – Small Sample Size



Self-Service Car Wash (947)

Vehicle Trip Ends vs: Wash Stalls

**On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.**

Setting/Location: General Urban/Suburban

Number of Studies: 6

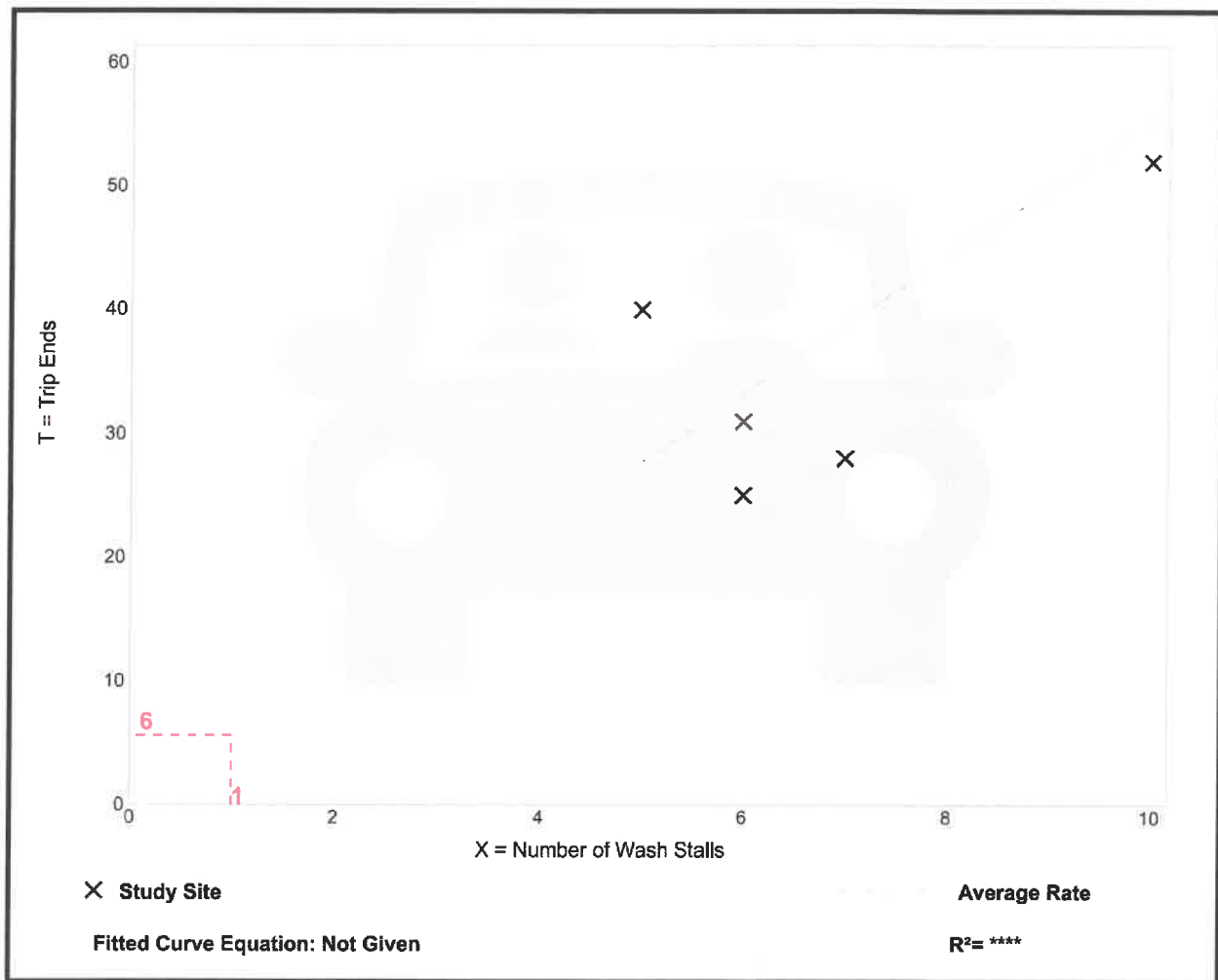
Avg. Num. of Wash Stalls: 7

Directional Distribution: 51% entering, 49% exiting

Vehicle Trip Generation per Wash Stall

Average Rate	Range of Rates	Standard Deviation
5.54	4.00 - 8.00	1.67

Data Plot and Equation



Automated Car Wash (948)

Vehicle Trip Ends vs: Car Wash Tunnels

On a: Weekday,

Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Number of Studies: 3

Avg. Num. of Car Wash Tunnels: 1

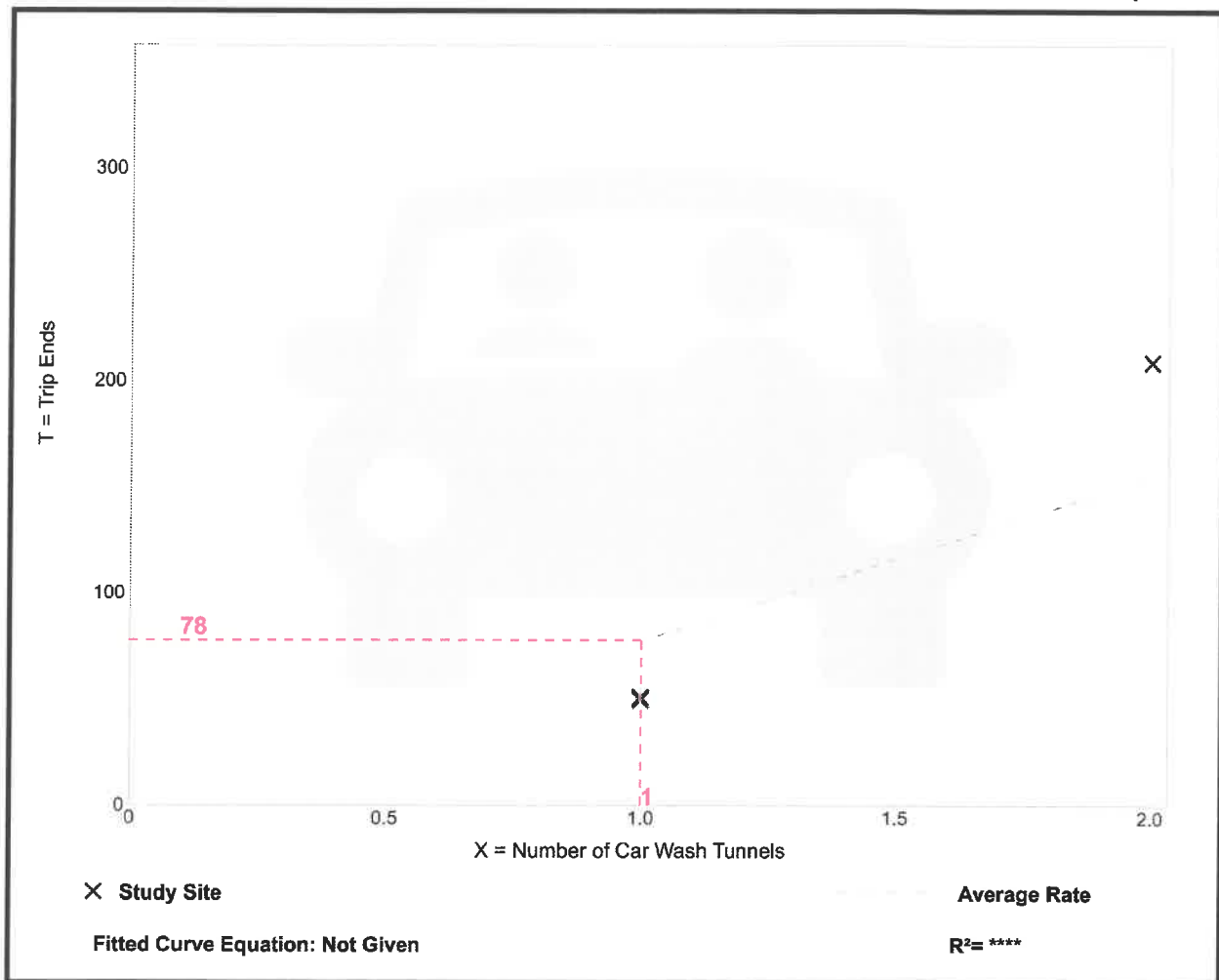
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Car Wash Tunnel

Average Rate	Range of Rates	Standard Deviation
77.50	50.00 - 104.50	33.07

Data Plot and Equation

Caution – Small Sample Size





CITY OF CLERMONT CONDITIONAL USE PERMIT APPLICATION

Date February 7, 2024		FEE: \$845 + cost of advertisement + cost of traffic review (if necessary)	
Project Name (if applicable)			
Applicant Bret Jones, P.A.			
Contact Person Bret Jones, Esq.			
Address 700 Almond St	City Clermont	State FL	Zip 34711
Telephone 352-394-4025	Fax 352-394-1604		
Email mdamon@bretjonespa.com			
OWNER INFORMATION ☐ (Check box if owner information is same as applicant)			
Owner's Name Eagles Group International LLC			
Owner Address 6816 Piazza St	City Orlando	State FL	Zip 32819
Telephone N/A	Fax N/A		
PROPERTY INFORMATION			
Address of Subject Property US Hwy 27	City Clermont	State FL	Zip 34711
General Location Behind Wawa of Clermont			
Legal Description & Alternate Key (include copy of survey) Alternate Keys: 2665866 and 3901206			
Land Use (City verification required) Vacant Commercial			
Zoning (City verification required) General Commercial			



CITY OF CLERMONT
**CONDITIONAL USE PERMIT
APPLICATION**

Detailed Description of request (What are you proposing to do and why is it appropriate for this location?) Attach additional page if necessary.

The proposed project is a three-story self storage facility and an automated car wash with a single tunnel design, which is appropriate for this location because of their future land use designations of vacant commercial.

Bret Jones, Esq.

Applicant Name (print)

x Bret Jones
Applicant Name (signature)

Eagles Group International LLC

Owner Name (print)

x (MAHESH MOHAN
GOBINDRAM)
Owner Name (signature)

*****NOTICE*****

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY ON PROCESSING AND WILL NOT BE SCHEDULED UNTIL CORRECTIONS ARE MADE.

City of Clermont
Development Services Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL 34712-0219
(352) 394-4083 Fax: (352) 394 3542

5/26/2020

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont-Legals Po Box 120219 Clermont FL 34712-0219
Contact Name:	City Clerk
Contact Phone:	(352) 708-5997
Contact Email:	
PO Number:	

Date:	11/15/2024
Order Number:	10777377
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	45.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	11/25/2024 - 11/25/2024	Public Notices
LEE dailycommercial.com	1	11/25/2024 - 11/25/2024	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$73.10
Tax Amount	\$0.00
Service Fee 3.99%	\$2.92
Cash/Check/ACH Discount	-\$2.92
Payment Amount by Cash/Check/ACH	\$73.10
Payment Amount by Credit Card	\$76.02

Order Confirmation Amount	\$73.10
----------------------------------	----------------

Ad Preview

LEGAL NOTICE

On Tuesday, December 10, 2024 at 6:30 PM, the Clermont City Council will consider a request for a Conditional Use Permit (2024-038R), to allow for a residential storage warehouse greater than 20,000 square feet of floor space and a carwash in the C-2 General Commercial zoning district.

LOCATION

Vacant property north of the Park-n-Ride Lot on US 27 adjacent to US Highway 27 & Hooks Street off Ramp, southeast of Wawa
(Alternate Keys 2665866 & 3901206)

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

This application is available for public inspection in the Development Services Department, Monday through Friday between the hours of 8:00 AM and 5:00 PM.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352) 241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC
City Clerk
Daily Commercial
November 25, 2024

10777377

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Resolution No. 2024-040R		
Requested Action		
Staff Report		
Council Member Howard submitted an agenda item request recommending the resolution be amended as shown in the strike-through and underlined version.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	Agenda Item Request	Agenda Item Request.pdf
2.	2024-040R - Rules of Conduct Council (12.04.2024)	2024-040R - Rules of Conduct Council (12.04.2024).pdf



CITY OF CLERMONT
685 W. Montrose St.
Clermont, FL 34711
(352) 241-7331

AGENDA ITEM REQUEST FORM

Complete Submissions Required:

This form shall be used to request that an item be placed on a City Council agenda for review and possible action following approval of the City Council. The request shall be placed on an agenda by the City Manager at the next available Council meeting.

This form must be filed and complete to have an item placed on the City Council Agenda for consideration. Request forms and documentation must be complete and received by the City Clerk's Office no later than 12:00 p.m. (noon) on the Friday seven (7) business days prior to the Regular Council meeting in order to be placed on that meeting's agenda. Per Resolution 2024-007R, citizen requests shall be limited to 15 minutes. Only completed request forms, including all supporting documents, will be accepted for placement on the agenda.

Regular Council meetings are held on the second and fourth Tuesday of the month at 6:30 p.m. in the Council Chambers at City Hall unless otherwise noticed.

I am at: ☐ Citizen ☒ Council Member

Requestor: Tod Howard

PRINTED NAME

Date Submitted: 11/21/24

Address: 1986 Brantley Circle
Clermont, FL 34711

Preferred contact: ☒ Cell 352 988 4493

☐ Work phone

☒ E-mail THoward@clermontfl.org

☐ Fax

1) Describe item to be considered and area of City involved, if any: Change TO 2024-007R

2) Executive Summary of item and action sought by Council:

3) Will your item have supporting documents? ☒ Yes ☐ No If so, how many pages?

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM AT TIME OF SUBMITTAL



**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

A RESOLUTION OF THE CITY OF CLERMONT, FLORIDA, ADOPTING THE CITY OF CLERMONT RULES OF CONDUCT RELATED TO THE CONDUCT OF MEETINGS; THE PUBLIC'S RIGHT TO PARTICIPATE; AND THE ACTIVITIES AND PARTICIPATION OF COUNCIL MEMBERS, APPOINTED BOARD MEMBERS, STAFF AND THE PUBLIC; REPEALING RESOLUTION 2021-003R; PROVIDING FOR CONFLICT, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, Chapter 166, Florida Statutes, authorized municipalities to adopt ordinances and resolutions in the exercise of its municipal powers; and

WHEREAS, the City Council repeal the above-stated Resolution and replace it in its entirety with this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clermont does hereby amend the rules of conduct as follows:

SECTION 1: RECITALS

The above recitals are true and correct, are adopted and incorporated herein, and constitute the legislative findings and legislative intent of the City Council of the City of Clermont.

SECTION 2:

The Rules of Conduct are to read as follows:

Section 1. In general.

In addition to all requirements imposed in the City Charter, the City Code, and applicable Federal and State law, the provisions herein shall govern the Conduct of the City Council. It is declared to be the intent of the City Council that, if any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by a court of competent jurisdiction or is in conflict with any portion of the City Charter, the City Code, Federal or State Law, such portion shall be of no effect and shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 2.

There are hereby adopted the following Rules of Conduct for the City Council and; where applicable, appointed board members, staff, and members of the public. The rules adopted herein shall be known as the City of Clermont Rules of Conduct and shall be followed and adhered to as applicable to all members of the City Council, City appointed boards and committees, city staff, and the general public.



**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

CITY OF CLERMONT RULES OF CONDUCT

A. General

All members of the City Council, including the Mayor and Mayor Pro Tem, have equal votes. No Council Member has more power than any other Council Member, and all should be treated with equal respect.

All Council Members and members of appointed boards and commissions should:

- a.* Fully participate in applicable meetings and other duly advertised public meetings while demonstrating dignity, respect, kindness, consideration, and courtesy to all.
- b.* Prepare in advance of meetings and be familiar with issues on the agenda. Address clarifications prior to meeting with applicable staff.
- c.* Be respectful of other people's time. Stay focused and act efficiently during meetings.
- d.* Serve as a model of leadership and civility to the community.
- e.* Council Members should inspire public confidence in Clermont's city government and its employees.
- f.* Council Members shall provide contact information with the City Clerk in case of an emergency or an urgent situation arises while the Council Member is otherwise not available.
- g.* Demonstrate honesty and integrity in every action and statement.
- h.* Follow Federal, State and Municipal Laws guiding public officials; including, but not limited to, the State of Florida Code of Ethics for Public Officers and Employees, the Honest Services Act, Florida's Sunshine and Public Records Law, this Resolution, and any other policies that may be adopted by a majority vote of the City Council.

B. Policies and Protocol Related to Conduct

1. Ceremonial events.

The City Charter designates the Mayor to represent the City at all official functions and events. If the Mayor is unavailable, then the Mayor Pro Tem shall attend, in the event neither is available, City staff will determine if the event organizers would like another representative from the Council.



**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

2. Correspondence signatures.

Council Members do not need to acknowledge the receipt of correspondence, or copies of correspondence, during Council meetings; with the exception of zoning ex parte contact. City staff will prepare official letters, as may be appropriate, in response to public inquiries and concerns. These letters will carry the signature of the Mayor or the appropriate City staff.

3. Endorsements of candidates.

Council, board, and commission members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention endorsements during official City meetings or functions.

4. Intergovernmental relations.

Generally, City Charter Section 6 designates the Mayor to represent the City in intergovernmental relationships; with the exception of designated liaisons. The Council values intergovernmental relations with neighboring communities and other entities. As a result, Council Members should make a concerted effort to attend scheduled meetings with other entities to further promote intergovernmental relations.

5. Legislative process.

The City generally follows Roberts Rule of Order for meeting management, provided; however, that Roberts Rule of Order shall not be used to prevent the full and complete discussion or consideration of any final action item by the City Council.

6. Travel expenses.

Council Members may receive reimbursement of actual expenses while performing their official duties. All travel shall be approved by the City Council and may include attendance at conferences, seminars, and training sessions on behalf of the City. The City shall pay reasonable expenses for registration fees, lodging, meals, transportation, and allowable miscellaneous expenses for the Council Member only. Each Council Member shall be responsible for the expenses of their spouse or others travelling with the Council Member. All travel expenses will be handled in the same manner and consistent with the provisions of state law and the City's adopted travel policies.

C. Public Meeting and Hearing Protocol and Conduct

1. Council Meeting and Agenda.

The Council shall meet regularly at least once in every month and at other times as the Council may prescribe. Except as may otherwise be directed by the Council, all regular and special meetings shall be held in the Council Chambers at 6:30 o'clock P.M. unless otherwise decided by vote of the Council. As of the close of business on the Thursday before any regular meeting the City Clerk, under the direction of the City Manager, shall publish an Agenda for each regular



**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

meeting in substantially the same format as set forth in Exhibit A attached hereto and incorporated herein.

A. Agenda Items Submitted by the Council

Individual Councilmembers ^{Will Have an item placed} may place an item on the agenda by submitting a written request to the City Manager on the prescribed agenda-item form, doing so prior to the agenda deadline.

B. Agenda Items Submitted by the Public

A member of the public may raise an issue in a regularly-scheduled City Council meeting during the time provided for "public comment", and seek Council support to bring forward their item at a future regular meeting. A majority vote of the Council is required to add an item to a future agenda or the council may vote to place the item on a future council workshop for discussion. Authorization or inclusion on an agenda does not indicate support. If the council votes to place an item on a future agenda or workshop, the person requesting the item must then:

- a. Complete an agenda request form and submit it to the City Manager's office. At a minimum the agenda request shall include the specific requested action from the City Council. The City Manager will determine what date the item will be placed on a future agenda/workshop.
- b. The item would be referenced on the agenda as "Citizen Request", and the requester would speak during that part of the agenda.
- c. Requesters are required to provide any documentation they wish to present to the City Council with the agenda request form.
- d. The citizen request shall be limited to 15 minutes; after which the Council may by majority vote agree to extend the time limit by an additional ten (10) minutes.

C. Agenda Review and Approval

Prior to the public release of the agenda, the City Manager shall review and authorize approval. Items placed on an agenda by a Councilmember or member of the public may not be modified or removed from the agenda except for the following reasons:

- a. The submitting requester wants the item postponed or withdrawn;
- b. The City Manager may delay an agenda item ^{By no more than 1 Council meeting} to provide for appropriate staff review;
- c. The City Attorney may reject agenda items if the matter is judged to be prejudicial to the best legal interest of the City;



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

Upon approval by the City Manager, the City Clerk, or their designee, shall notify the Council that the agenda has been published and is available for review. If any member is in need of a paper packet it shall be distributed by the City Manager's Office prior to the publication of the agenda, unless otherwise authorized.

D. Workshop Meetings

Workshop meetings of the City Council shall be held as needed on the ^{off} ~~third~~ Tuesday of each month at such time and place as set by Council or the City Manager. Every effort will be made to avoid the scheduling of workshops in the months of November and December and during budget review months. Workshops may also be scheduled at other times as determined necessary by the City Council.

2. Conduct of Council and Appointed Board and Commission Members.

The Mayor or presiding officer of any appointed board or committee has the responsibility to open and run an efficient public meeting and has the discretion to modify the public hearing or meeting process in order to make the meeting run smoothly. With the exception of asking relevant questions, Council or board members should withhold comment during the public hearing portion of the meeting until the conclusion of the public's portion of the hearing. Council or board members should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.

3. Public's Right to be Heard.

Members of the public shall be given a reasonable opportunity to be heard on a proposition before the City Council or any appointed City board or commission. The opportunity to be heard need not occur at the same meeting at which the Council, board, or commission takes official action on the proposition if the opportunity occurs at a meeting that is during the decision making process and is within reasonable proximity in time before the meeting at which the Council, board, or commission takes the official action. This section does not prohibit the presiding officer of the Council, board, or commission from maintaining orderly conduct or proper decorum in a public meeting.

4. Rules Related to the Public's Right to be Heard.

In addition to any other reasonable restrictions that may be imposed by the Mayor or presiding member of the Council, board, or commission to ensure decorum, good conduct and efficiency, the following shall apply to all public meetings:

- a. Prior to the consideration of any action items contained on the Consent Agenda portion of the agenda, if applicable, the Mayor or presiding member shall publicly read a notice substantially advising the public of the following:



**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

- b. Each speaker will be permitted ^{Five (5)} ~~three (3)~~ minutes to address the Council, board, or commission. These time limits may be extended by the Mayor, presiding officer or by an affirmative majority vote of the Council.
- c. The official time shall be kept by the City Clerk, their designee, or the committee recording secretary.

5. Exemptions.

The requirements in Section C 4 above do not apply to:

- a. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Council, board, or commission to act;
- b. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
- c. A meeting that is exempt from Florida Statute Section 286.011; or
- d. A meeting during which the Council, board, or commission is acting in a quasi-judicial capacity. This paragraph does not affect the right of a person to be heard as otherwise provided by law.
- e. Workshops held by the City Council where no official action will be taken. It shall be at the discretion of the Council if they wish to open the floor for comments from the public. A majority vote of the Council is required to open the floor for an item at a workshop.

D. Council Conduct with One Another

The City Council and appointed boards and commissions are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve, protect and enhance the present and the future of the City of Clermont community. In all cases, this common goal should be acknowledged even as members may “agree to disagree” on contentious issues.

1. In public meetings:



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

- a. Practice civility, professionalism and decorum in discussions and debate. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow; however, Council, or appointed board, or commission members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated. Members should conduct themselves in a professional manner at all times, including physical appearance.
- b. Honor the role of the Mayor or presiding officer in maintaining order. It is the responsibility of the Mayor or the presiding officer to keep the comments of all persons; including but not limited to, the Council or appointed board or commission members on track during public meetings. Members should honor efforts by the Mayor or presiding officer to focus discussions on current agenda items. If there is disagreement about the agenda or the Mayor or presiding officer's actions in refraining staff, public or members from speaking, those objections should be voiced politely and with reason.
- c. Avoid personal comments that could offend other members. If a Council Member or appointed board or commission member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other member to justify or apologize for the language used. The Mayor or presiding officer will maintain order of this discussion.
- d. Demonstrate effective problem-solving approaches. Council Members and appointed board and commission members have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.
- e. Be punctual and keep comments relative to topics discussed. Council Members and appointed board or commission members have made a commitment to attend meetings and partake in discussions. Therefore, it is important that members be punctual and that meetings start on time. It is equally important that discussions on issues be relative to the topic at hand to allow adequate time to fully discussed scheduled issues. If a member has an item requested to be on the agenda, it is important they set the example by providing timely written materials.

2. In private encounters

- a. In discussing matters, whether in person or by correspondence related to the City, Council Members should be clear as to whether his or her statement reflects personal opinion or is the official stance of the City.

**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

- a. Continue respectful behavior in private. The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.
- b. Be aware of the insecurity of written notes, voice and text messages, and e-mail. Technology allows words written or said without much forethought to be distributed wide and far. The Public Records Law mandates that any material made or received by an agency in connection with official business be used to perpetuate, communicate or formalize knowledge is a public record, and unless exempt, must be turned over to someone requesting to see that material. Before you create a document, ask yourself: Would you feel comfortable to have this note faxed or PDF'd to others? How would you feel if this voicemail message was played on a speaker phone in a full office? What would happen if this email message was forwarded to others? Written notes, voicemail messages and email related to City business are public communication subject to disclosure.
- c. Even private conversations can have a public presence. Elected officials are always on display – their actions, mannerisms, and language are monitored by people around them that they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after public meetings noted.

E. Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials, who create laws and set policy; and City staff members, who implement and administer the law and Council policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

1. Treat all staff as professionals.

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

2. Limit contact to specific City staff.

Revert To Previous. Council may Contact staff but Not direct.
Questions of, or directions to, City staff and/or requests for information should be directed to the City Manager or City Attorney. When in doubt about what staff contact is appropriate, Council Members should ask the City Manager for direction. Materials supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information.

3. Do not disrupt City staff from their jobs.



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

Staff wants to be accessible for City Council, but Council Members should avoid disrupting City staff while they are in meetings, on the phone, or engrossed in performing their job functions.

4. Avoid publicly criticizing an individual employee.

Council Members should avoid expressing concerns about the performance of a City employee in public. Council Members should never criticize an employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Manager.

5. Do not get involved in administrative functions.

Council Members must not attempt to influence City Staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits. The City Charter, Section 10 also contains information about the prohibition of Council interference in administrative functions.

6. Check with City staff on correspondence before taking action.

Before sending correspondence, Council Members should check with City staff to see if an official City response has already been sent or is in progress.

7. Do not attend staff meetings; with or without the public, unless requested by staff or City Council.

Even if the Council Member does not say anything, the Council Member's presence implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively.

8. Limit requests for staff support.

Even in high priority or emergency situations, requests for additional staff support should be made to the City Manager who is responsible for allocating City resources in order to maintain a professional, well-run City government and following City Council direction.

9. Do not solicit political support from staff.

Council Members should not solicit any type of political support; financial contributions, display of poster or lawn signs, name on support list, etc., from City staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

F. Conduct with the Public



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

1. In public meetings.

Making the public feel welcome is an important part of the local governing process. No signs of partiality prejudice or disrespect should be evident on the part of individual Council, board or commission members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public comment.

- a. Be welcoming to speakers. Speaking in front of the Council, board, or commission can be a difficult experience for some people. Some issues undertaken may affect people's daily lives and homes. Some decisions are emotional. The way that members treat people during public hearings can do a lot to make them relax or to push their emotions to a higher level of intensity.
- b. Be fair and equitable in allocating public hearing time to individual speakers. If many speakers are anticipated, the Mayor or presiding officer may ask speakers to limit themselves to new information and points of view not already covered by previous speakers. No speaker will be turned away unless he or she exhibits inappropriate behavior. Each speaker may only speak once during the public comment unless the Council requests additional clarification. After the close of any public comment portion, no more public testimony will be accepted unless the Mayor or presiding officer reopens the public hearing for a limited and specific purpose.
- c. Avoid appearing as if you are not listening. It is disconcerting to speakers to have Council, board, or commission members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time, gazing around the room or getting up from your seat gives the appearance of disinterest. Be aware of facial expressions and body language; such as head and arm movements, especially those that could be interpreted as "smirking", disbelief, anger or boredom.
- d. Ask for clarification, but avoid debate and argument with the public. Only the Mayor or presiding officer, not individual members, can interrupt a speaker during a presentation. However, a member can ask the Mayor or presiding officer for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing. If speakers become flustered or defensive, it is the responsibility of the Mayor or presiding officer to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by Council, board, or commission members to members of the public testifying should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker.
- e. No personal attacks of any kind, under any circumstance.
- f. Follow parliamentary procedure in conducting public meetings. The City Attorney serves as advisory parliamentarian for the City and is available to answer questions



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

or interpret situations according to parliamentary procedures. Final rulings on parliamentary procedure are made by the Mayor or presiding officer, subject to the immediate appeal to the full Council, board, or commission.

2. In unofficial settings.

- a. Make no promise on behalf of the Council. Council Members will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to overtly or implicitly promise Council action, or to promise City staff will do something specific; for example, fix a pothole, remove a library book, plant new flowers in the median, etc.
- b. Make no personal comments about other Council Members. It is acceptable to disagree publicly about an issue, but it is unacceptable to make derogatory comments about other Council Members, their opinions and actions.
- c. Remember Clermont is a small community at heart. Council Members are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the City of Clermont. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by Council Members, 24 hours a day, seven days a week. It is an important and continuous responsibility.

G. Council Conduct with Other Public Agencies

1. Be clear about representing the City or personal interests.

If a Council Member appears before another governmental agency or organization to give a statement on an issue, the Council Member must clearly state:

- a. If his or her statement reflects personal opinion or is the official stance of the City. Even if the Council Member is representing his or her own personal opinions, remember that this still may reflect upon the City as an organization.
- b. Whether this is the majority or minority opinion of the Council. If the Council Member is representing the City, the Council Member must support and advocate the official City position on an issue, not a personal viewpoint.
- c. Correspondence also should be equally clear about representation. City letterhead may be used when the Council Member is representing the City and the City's official position. A copy of official correspondence should be given to the City Clerk to be filed as part of the permanent public record. To avoid confusion regarding City Council's position, City letterhead should not be used for



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

correspondence of Council Members representing a personal point of view, or a dissenting point of view from an official Council position.

H. Council Conduct with Appointed Boards or Commissions

The City has established several boards and commissions as a means of gathering more community input. Citizens who serve on advisory boards and commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- 1. If attending an appointed board or commission meeting, and you are not an appointed the liaison, be careful to only express personal opinions.**

Council Members may attend any appointed board meeting, which are always open to any member of the public. However, if the appointed board or commission is conducting a quasi-judicial public hearing, the Council Member should refrain from attending. Council Members should be sensitive to the way their participation could be viewed as unfairly affecting the process. Any public comments by a Council Member at an appointed board meeting should be clearly made as individual opinion and not a representation of the feelings of the entire City Council. Also be cognizant of the Sunshine Law, precluding discussion (outside of a meeting advertised for City Council) by two or more members of City Council on any item that may take action upon. A Council Member's presence may affect the conduct of the appointed boards and limit their role and function.

- 2. Limit contact with appointed board and commission members.**

It is inappropriate for a Council Member to contact an appointed board member to lobby on behalf of an individual, business, or developer. Council Members should contact staff in order to clarify a position taken by the advisory boards.

- 3. Appointed board and commissions serve the City Council, not individual Council members.**

City Council appoints individuals to serve on these boards, and it is the responsibility of board and commission members to follow applicable law and policy established by the Council. But board and commission members do not report to individual Council Members, nor should Council Members feel they have the power or right to threaten board members with removal if they disagree about an issue. Appointment and re-appointment to an appointed board or commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A board appointment should not be used as a political "reward".

- 4. Be respectful of diverse opinions.**

A primary role of appointed boards is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council Members must be fair and respectful of any citizens serving on appointed boards.



**CITY OF CLERMONT
RESOLUTION NO. 2024-007R**

5. Keep election issues away from public forums and appointed board meetings.

While Council Members are free to participate in politics when not conducting official business, they should refrain from campaigning for office or providing political support or non-support for those who are running for any elected office; national, state or local, while conducting official duties or when attending appointed board meetings.

I. Council Conduct with the Media

Council Members may be contacted by the media for background and quotes.

1. The best advice for dealing with the media is to avoid going “off the record”.

Most members of the media represent the highest levels of journalistic integrity and ethics, and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.

2. Choose words carefully and cautiously.

Comments taken out of context can cause problems. Be especially cautious about humor, sardonic asides, sarcasm, or word play. It is never appropriate to use personal slurs or swear words when talking with the media.

J. Sanctions

The City Council is the judge of its own qualifications; City Charter Section 13, and Council Members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of this Code of Conduct could lead to other sanctions as deemed appropriate by Council, including forfeiture of office. It is the responsibility of City Council to initiate action if a Council Member’s behavior may warrant sanction due to a breach of these written standards of conduct. Any action taken on the alleged violation(s) must be brought up with the City Council in a public meeting.

SECTION 3: CONFLICT

Resolutions 2021-003R is hereby repealed. All other policies and/or resolutions or parts of policies and/or resolutions in conflict with any of the provisions of this Resolution are hereby repealed.



CITY OF CLERMONT
RESOLUTION NO. 2024-007R

SECTION 4: SEVERABILITY

If any portion of this Resolution is declared invalid, the invalidated portion shall be severed from the remainder of the Resolution, and the remainder of the Resolution shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Resolution as a whole.

SECTION 5: ADMINISTRATIVE CORRECTION

This Resolution may be re-numbered or re-lettered, and/or corrected for typographical and/or scrivener's errors which do not affect the intent of said resolution, as authorized by the City Manager or designee, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 6: EFFECTIVE DATE

This Resolution shall take effect immediately upon its Passage.

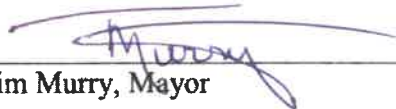


CITY OF CLERMONT
RESOLUTION NO. 2024-007R

DONE AND RESOLVED by the Mayor of the City Council of the City of Clermont, Lake County, Florida, this 23rd day of January, 2024.



CITY OF CLERMONT


Tim Murry, Mayor

ATTEST:


Tracy Ackroyd Howe, MMC
City Clerk

Approved as to Form and Legality:


Daniel F. Mantzaris, City Attorney



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

A RESOLUTION OF THE CITY OF CLERMONT, FLORIDA, ADOPTING THE CITY OF CLERMONT RULES OF CONDUCT RELATED TO THE CONDUCT OF MEETINGS; THE PUBLIC’S RIGHT TO PARTICIPATE; AND THE ACTIVITIES AND PARTICIPATION OF COUNCIL MEMBERS, APPOINTED BOARD MEMBERS, STAFF AND THE PUBLIC; REPEALING RESOLUTION 2024-007R; PROVIDING FOR CONFLICT, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, Chapter 166, Florida Statutes, authorized municipalities to adopt ordinances and resolutions in the exercise of its municipal powers; and

WHEREAS, the City Council repeal the above-stated Resolution and replace it in its entirety with this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clermont does hereby amend the rules of conduct as follows:

SECTION 1: RECITALS

The above recitals are true and correct, are adopted and incorporated herein, and constitute the legislative findings and legislative intent of the City Council of the City of Clermont.

SECTION 2:

The Rules of Conduct are to read as follows:

Section 1. In general.

In addition to all requirements imposed in the City Charter, the City Code, and applicable Federal and State law, the provisions herein shall govern the Conduct of the City Council. It is declared to be the intent of the City Council that, if any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by a court of competent jurisdiction or is in conflict with any portion of the City Charter, the City Code, Federal or State Law, such portion shall be of no effect and shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 2.

There are hereby adopted the following Rules of Conduct for the City Council and; where applicable, appointed board members, staff, and members of the public. The rules adopted herein shall be known as the City of Clermont Rules of Conduct and shall be followed and adhered to as applicable to all members of the City Council, City appointed boards and committees, city staff, and the general public.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

CITY OF CLERMONT RULES OF CONDUCT

A. General

All members of the City Council, including the Mayor and Mayor Pro Tem, have equal votes. No Council Member has more power than any other Council Member, and all should be treated with equal respect.

All Council Members and members of appointed boards and commissions should:

- a.* Fully participate in applicable meetings and other duly advertised public meetings while demonstrating dignity, respect, kindness, consideration, and courtesy to all.
- b.* Prepare in advance of meetings and be familiar with issues on the agenda. Address clarifications prior to meeting with applicable staff.
- c.* Be respectful of other people's time. Stay focused and act efficiently during meetings.
- d.* Serve as a model of leadership and civility to the community.
- e.* Council Members should inspire public confidence in Clermont's city government and its employees.
- f.* Council Members shall provide contact information with the City Clerk in case of an emergency or an urgent situation arises while the Council Member is otherwise not available.
- g.* Demonstrate honesty and integrity in every action and statement.
- h.* Follow Federal, State and Municipal Laws guiding public officials; including, but not limited to, the State of Florida Code of Ethics for Public Officers and Employees, the Honest Services Act, Florida's Sunshine and Public Records Law, this Resolution, and any other policies that may be adopted by a majority vote of the City Council.

B. Policies and Protocol Related to Conduct

1. Ceremonial events.

The City Charter designates the Mayor to represent the City at all official functions and events. If the Mayor is unavailable, then the Mayor Pro Tem shall attend, in the event neither is available, City staff will determine if the event organizers would like another representative from the Council.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

2. Correspondence signatures.

Council Members do not need to acknowledge the receipt of correspondence, or copies of correspondence, during Council meetings; with the exception of zoning ex parte contact. City staff will prepare official letters, as may be appropriate, in response to public inquiries and concerns. These letters will carry the signature of the Mayor or the appropriate City staff.

3. Endorsements of candidates.

Council, board, and commission members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention endorsements during official City meetings or functions.

4. Intergovernmental relations.

Generally, City Charter Section 6 designates the Mayor to represent the City in intergovernmental relationships; with the exception of designated liaisons. The Council values intergovernmental relations with neighboring communities and other entities. As a result, Council Members should make a concerted effort to attend scheduled meetings with other entities to further promote intergovernmental relations.

5. Legislative process.

The City generally follows Roberts Rule of Order for meeting management, provided; however, that Roberts Rule of Order shall not be used to prevent the full and complete discussion or consideration of any final action item by the City Council.

6. Travel expenses.

Council Members may receive reimbursement of actual expenses while performing their official duties. All travel shall be approved by the City Council and may include attendance at conferences, seminars, and training sessions on behalf of the City. The City shall pay reasonable expenses for registration fees, lodging, meals, transportation, and allowable miscellaneous expenses for the Council Member only. Each Council Member shall be responsible for the expenses of their spouse or others travelling with the Council Member. All travel expenses will be handled in the same manner and consistent with the provisions of state law and the City's adopted travel policies.

C. Public Meeting and Hearing Protocol and Conduct

1. Council Meeting and Agenda.

The Council shall meet regularly at least once in every month and at other times as the Council may prescribe. Except as may otherwise be directed by the Council, all regular and special meetings shall be held in the Council Chambers at ~~6:30~~ **5:30** o'clock P.M unless otherwise decided by vote of the Council. As of the close of business on the **Thursday** before any regular



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

meeting the City Clerk, under the direction of the City Manager, shall publish an Agenda for each regular meeting in substantially the same format as set forth in Exhibit A attached hereto and incorporated herein.

A. Agenda Items Submitted by the Council

Individual Councilmembers ~~may place an item~~ **will have an item placed** on the agenda by submitting a written request to the City Manager on the prescribed agenda-item form, doing so prior to the agenda deadline.

B. Agenda Items Submitted by the Public

A member of the public may raise an issue in a regularly-scheduled City Council meeting during the time provided for "public comment", and seek Council support to bring forward their item at a future regular meeting. A majority vote of the Council is required to add an item to a future agenda or the council may vote to place the item on a future council workshop for discussion. Authorization or inclusion on an agenda does not indicate support. If the council votes to place an item on a future agenda or workshop, the person requesting the item must then:

- a. Complete an agenda request form and submit it to the City Manager's office. At a minimum the agenda request shall include the specific requested action from the City Council. The City Manager will determine what date the item will be placed on a future agenda/workshop.
- b. The item would be referenced on the agenda as "Citizen Request", and the requester would speak during that part of the agenda.
- c. Requesters are required to provide any documentation they wish to present to the City Council with the agenda request form.
- d. The citizen request shall be limited to 15 minutes; after which the Council may by majority vote agree to extend the time limit by an additional ten (10) minutes.

C. Agenda Review and Approval

Prior to the public release of the agenda, the City Manager shall review and authorize approval. Items placed on an agenda by a Councilmember or member of the public may not be modified or removed from the agenda except for the following reasons:

- a. The submitting requester wants the item postponed or withdrawn;
- b. The City Manager may delay an agenda item **by no more than one council meeting** to provide for appropriate staff review;
- c. The City Attorney may reject agenda items if the matter is judged to be prejudicial to the best legal interest of the City;



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

Upon approval by the City Manager, the City Clerk, or their designee, shall notify the Council that the agenda has been published and is available for review. If any member is in need of a paper packet it shall be distributed by the City Manager's Office prior to the publication of the agenda, unless otherwise authorized.

D. Workshop Meetings

Workshop meetings of the City Council shall be held as needed on the ***first and*** third Tuesday of each month at such time and place as set by Council or the City Manager. Every effort will be made to avoid the scheduling of workshops in the months of November and December and during budget review months. Workshops may also be scheduled at other times as determined necessary by the City Council.

2. Conduct of Council and Appointed Board and Commission Members.

The Mayor or presiding officer of any appointed board or committee has the responsibility to open and run an efficient public meeting and has the discretion to modify the public hearing or meeting process in order to make the meeting run smoothly. With the exception of asking relevant questions, Council or board members should withhold comment during the public hearing portion of the meeting until the conclusion of the public's portion of the hearing. Council or board members should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.

3. Public's Right to be Heard.

Members of the public shall be given a reasonable opportunity to be heard on a proposition before the City Council or any appointed City board or commission. The opportunity to be heard need not occur at the same meeting at which the Council, board, or commission takes official action on the proposition if the opportunity occurs at a meeting that is during the decision making process and is within reasonable proximity in time before the meeting at which the Council, board, or commission takes the official action. This section does not prohibit the presiding officer of the Council, board, or commission from maintaining orderly conduct or proper decorum in a public meeting.

4. Rules Related to the Public's Right to be Heard.

In addition to any other reasonable restrictions that may be imposed by the Mayor or presiding member of the Council, board, or commission to ensure decorum, good conduct and efficiency, the following shall apply to all public meetings:

- a. Prior to the consideration of any action items contained on the Consent Agenda portion of the agenda, if applicable, the Mayor or presiding member shall publicly read a notice substantially advising the public of the following:



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

- b. Each speaker will be permitted ~~three (3)~~ **five (5)** minutes to address the Council, board, or commission. These time limits may be extended by the Mayor, presiding officer or by an affirmative majority vote of the Council.
- c. The official time shall be kept by the City Clerk, their designee, or the committee recording secretary.

5. Exemptions.

The requirements in Section C 4 above do not apply to:

- a. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Council, board, or commission to act;
- b. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
- c. A meeting that is exempt from Florida Statute Section 286.011; or
- d. A meeting during which the Council, board, or commission is acting in a quasi-judicial capacity. This paragraph does not affect the right of a person to be heard as otherwise provided by law.
- e. Workshops held by the City Council where no official action will be taken. It shall be at the discretion of the Council if they wish to open the floor for comments from the public. A majority vote of the Council is required to open the floor for an item at a workshop.

D. Council Conduct with One Another

The City Council and appointed boards and commissions are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve, protect and enhance the present and the future of the City of Clermont community. In all cases, this common goal should be acknowledged even as members may “agree to disagree” on contentious issues.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

1. In public meetings:

- a. Practice civility, professionalism and decorum in discussions and debate. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow; however, Council, or appointed board, or commission members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated. Members should conduct themselves in a professional manner at all times, including physical appearance.
- b. Honor the role of the Mayor or presiding officer in maintaining order. It is the responsibility of the Mayor or the presiding officer to keep the comments of all persons; including but not limited to, the Council or appointed board or commission members on track during public meetings. Members should honor efforts by the Mayor or presiding officer to focus discussions on current agenda items. If there is disagreement about the agenda or the Mayor or presiding officer's actions in refraining staff, public or members from speaking, those objections should be voiced politely and with reason.
- c. Avoid personal comments that could offend other members. If a Council Member or appointed board or commission member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other member to justify or apologize for the language used. The Mayor or presiding officer will maintain order of this discussion.
- d. Demonstrate effective problem-solving approaches. Council Members and appointed board and commission members have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.
- e. Be punctual and keep comments relative to topics discussed. Council Members and appointed board or commission members have made a commitment to attend meetings and partake in discussions. Therefore, it is important that members be punctual and that meetings start on time. It is equally important that discussions on issues be relative to the topic at hand to allow adequate time to fully discussed scheduled issues. If a member has an item requested to be on the agenda, it is important they set the example by providing timely written materials.

2. In private encounters

- a. In discussing matters, whether in person or by correspondence related to the City, Council Members should be clear as to whether his or her statement reflects personal opinion or is the official stance of the City.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

- a. Continue respectful behavior in private. The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.
- b. Be aware of the insecurity of written notes, voice and text messages, and e-mail. Technology allows words written or said without much forethought to be distributed wide and far. The Public Records Law mandates that any material made or received by an agency in connection with official business be used to perpetuate, communicate or formalize knowledge is a public record, and unless exempt, must be turned over to someone requesting to see that material. Before you create a document, ask yourself: Would you feel comfortable to have this note faxed or PDF'd to others? How would you feel if this voicemail message was played on a speaker phone in a full office? What would happen if this email message was forwarded to others? Written notes, voicemail messages and email related to City business are public communication subject to disclosure.
- c. Even private conversations can have a public presence. Elected officials are always on display – their actions, mannerisms, and language are monitored by people around them that they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after public meetings noted.

E. Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials, who create laws and set policy; and City staff members, who implement and administer the law and Council policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

1. Treat all staff as professionals.

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

2. Limit contact to specific City staff.

~~Questions of, or directions to, City staff and/or requests for information should be directed to the City Manager or City Attorney. When in doubt about what staff contact is appropriate, Council Members should ask the City Manager for direction. Materials supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information.~~

Except for purposes of inquiry, the Council or its members shall deal with city officers and employees who are subject to the direction and supervision of the City Manager solely through the City Manager, and neither the Council nor its



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

members shall give orders to any such officer or employee, either publicly or privately.

3. Do not disrupt City staff from their jobs.

Staff wants to be accessible for City Council, but Council Members should avoid disrupting City staff while they are in meetings, on the phone, or engrossed in performing their job functions.

4. Avoid publicly criticizing an individual employee.

Council Members should avoid expressing concerns about the performance of a City employee in public. Council Members should never criticize an employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Manager.

5. Do not get involved in administrative functions.

Council Members must not attempt to influence City Staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits. The City Charter, Section 10 also contains information about the prohibition of Council interference in administrative functions.

6. Check with City staff on correspondence before taking action.

Before sending correspondence, Council Members should check with City staff to see if an official City response has already been sent or is in progress.

7. Do not attend staff meetings; with or without the public, unless requested by staff or City Council.

Even if the Council Member does not say anything, the Council Member's presence implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively.

8. Limit requests for staff support.

Even in high priority or emergency situations, requests for additional staff support should be made to the City Manager who is responsible for allocating City resources in order to maintain a professional, well-run City government and following City Council direction.

9. Do not solicit political support from staff.

Council Members should not solicit any type of political support; financial contributions, display of poster or lawn signs, name on support list, etc., from City staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

F. Conduct with the Public

1. In public meetings.

Making the public feel welcome is an important part of the local governing process. No signs of partiality prejudice or disrespect should be evident on the part of individual Council, board or commission members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public comment.

- a. Be welcoming to speakers. Speaking in front of the Council, board, or commission can be a difficult experience for some people. Some issues undertaken may affect people's daily lives and homes. Some decisions are emotional. The way that members treat people during public hearings can do a lot to make them relax or to push their emotions to a higher level of intensity.
- b. Be fair and equitable in allocating public hearing time to individual speakers. If many speakers are anticipated, the Mayor or presiding officer may ask speakers to limit themselves to new information and points of view not already covered by previous speakers. No speaker will be turned away unless he or she exhibits inappropriate behavior. Each speaker may only speak once during the public comment unless the Council requests additional clarification. After the close of any public comment portion, no more public testimony will be accepted unless the Mayor or presiding officer reopens the public hearing for a limited and specific purpose.
- c. Avoid appearing as if you are not listening. It is disconcerting to speakers to have Council, board, or commission members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time, gazing around the room or getting up from your seat gives the appearance of disinterest. Be aware of facial expressions and body language; such as head and arm movements, especially those that could be interpreted as "smirking", disbelief, anger or boredom.
- d. Ask for clarification, but avoid debate and argument with the public. Only the Mayor or presiding officer, not individual members, can interrupt a speaker during a presentation. However, a member can ask the Mayor or presiding officer for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing. If speakers become flustered or defensive, it is the responsibility of the Mayor or presiding officer to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by Council, board, or commission members to members of the public testifying should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

- e. No personal attacks of any kind, under any circumstance.
- f. Follow parliamentary procedure in conducting public meetings. The City Attorney serves as advisory parliamentarian for the City and is available to answer questions or interpret situations according to parliamentary procedures. Final rulings on parliamentary procedure are made by the Mayor or presiding officer, subject to the immediate appeal to the full Council, board, or commission.

2. In unofficial settings.

- a. Make no promise on behalf of the Council. Council Members will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to overtly or implicitly promise Council action, or to promise City staff will do something specific; for example, fix a pothole, remove a library book, plant new flowers in the median, etc.
- b. Make no personal comments about other Council Members. It is acceptable to disagree publicly about an issue, but it is unacceptable to make derogatory comments about other Council Members, their opinions and actions.
- c. Remember Clermont is a small community at heart. Council Members are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the City of Clermont. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by Council Members, 24 hours a day, seven days a week. It is an important and continuous responsibility.

G. Council Conduct with Other Public Agencies

1. Be clear about representing the City or personal interests.

If a Council Member appears before another governmental agency or organization to give a statement on an issue, the Council Member must clearly state:

- a. If his or her statement reflects personal opinion or is the official stance of the City. Even if the Council Member is representing his or her own personal opinions, remember that this still may reflect upon the City as an organization.
- b. Whether this is the majority or minority opinion of the Council. If the Council Member is representing the City, the Council Member must support and advocate the official City position on an issue, not a personal viewpoint.
- c. Correspondence also should be equally clear about representation. City letterhead may be used when the Council Member is representing the City and the City's



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

official position. A copy of official correspondence should be given to the City Clerk to be filed as part of the permanent public record. To avoid confusion regarding City Council's position, City letterhead should not be used for correspondence of Council Members representing a personal point of view, or a dissenting point of view from an official Council position.

H. Council Conduct with Appointed Boards or Commissions

The City has established several boards and commissions as a means of gathering more community input. Citizens who serve on advisory boards and commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

1. If attending an appointed board or commission meeting, and you are not an appointed the liaison, be careful to only express personal opinions.

Council Members may attend any appointed board meeting, which are always open to any member of the public. However, if the appointed board or commission is conducting a quasi-judicial public hearing, the Council Member should refrain from attending. Council Members should be sensitive to the way their participation could be viewed as unfairly affecting the process. Any public comments by a Council Member at an appointed board meeting should be clearly made as individual opinion and not a representation of the feelings of the entire City Council. Also be cognizant of the Sunshine Law, precluding discussion (outside of a meeting advertised for City Council) by two or more members of City Council on any item that may take action upon. A Council Member's presence may affect the conduct of the appointed boards and limit their role and function.

2. Limit contact with appointed board and commission members.

It is inappropriate for a Council Member to contact an appointed board member to lobby on behalf of an individual, business, or developer. Council Members should contact staff in order to clarify a position taken by the advisory boards.

3. Appointed board and commissions serve the City Council, not individual Council members.

City Council appoints individuals to serve on these boards, and it is the responsibility of board and commission members to follow applicable law and policy established by the Council. But board and commission members do not report to individual Council Members, nor should Council Members feel they have the power or right to threaten board members with removal if they disagree about an issue. Appointment and re-appointment to an appointed board or commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A board appointment should not be used as a political "reward".



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

4. Be respectful of diverse opinions.

A primary role of appointed boards is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council Members must be fair and respectful of any citizens serving on appointed boards.

5. Keep election issues away from public forums and appointed board meetings.

While Council Members are free to participate in politics when not conducting official business, they should refrain from campaigning for office or providing political support or non-support for those who are running for any elected office; national, state or local, while conducting official duties or when attending appointed board meetings.

I. Council Conduct with the Media

Council Members may be contacted by the media for background and quotes.

1. The best advice for dealing with the media is to avoid going “off the record”.

Most members of the media represent the highest levels of journalistic integrity and ethics, and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.

2. Choose words carefully and cautiously.

Comments taken out of context can cause problems. Be especially cautious about humor, sardonic asides, sarcasm, or word play. It is never appropriate to use personal slurs or swear words when talking with the media.

J. Sanctions

The City Council is the judge of its own qualifications; City Charter Section 13, and Council Members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of this Code of Conduct could lead to other sanctions as deemed appropriate by Council, including forfeiture of office. It is the responsibility of City Council to initiate action if a Council Member’s behavior may warrant sanction due to a breach of these written standards of conduct. Any action taken on the alleged violation(s) must be brought up with the City Council in a public meeting.

SECTION 3: CONFLICT

Resolutions 2021-003R is hereby repealed. All other policies and/or resolutions or parts of policies and/or resolutions in conflict with any of the provisions of this Resolution are hereby repealed.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

SECTION 4: SEVERABILITY

If any portion of this Resolution is declared invalid, the invalidated portion shall be severed from the remainder of the Resolution, and the remainder of the Resolution shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Resolution as a whole.

SECTION 5: ADMINISTRATIVE CORRECTION

This Resolution may be re-numbered or re-lettered, and/or corrected for typographical and/or scrivener's errors which do not affect the intent of said resolution, as authorized by the City Manager or designee, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 6: EFFECTIVE DATE

This Resolution shall take effect immediately upon its Passage.



CITY OF CLERMONT
RESOLUTION NO. 2024-040R

DONE AND RESOLVED by the Mayor of the City Council of the City of Clermont, Lake County, Florida, this 10th day of December, 2024.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

Approved as to Form and Legality:

Daniel F. Mantzaris, City Attorney



**CITY OF CLERMONT
CITY COUNCIL MEETING
CLERMONT CITY HALL
AGENDA
6:30 PM, DATE**

Welcome to our Council meeting. In the interest of time efficiency and ensuring that everyone who wishes to address the Council is given the opportunity to do so, the following will apply to all comments made by the public. Each speaker will be permitted 3 minutes to address the Council. These time limits may be extended by the Mayor or by majority vote of the Council. To avoid disruption of the meeting, speakers should avoid inappropriate language, personal attacks and derogatory statements and direct comments to the Council. Everyone is requested to be respectful of each other even when we disagree. All public comments should be directed to the Council, and the issue at hand. Everyone should avoid personal attacks and derogatory statements. Thank you for participating in your City Government.

CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

PROCLAMATION

PRESENTATIONS

PUBLIC COMMENT

REPORTS

CONSENT AGENDA

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURN

Public Notice

Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

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 of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (352) 241-7331 (Voice) no later than two (2) business days prior to the

**CITY OF CLERMONT
CITY COUNCIL MEETING
CLERMONT CITY HALL
AGENDA
6:30 PM, DATE**

proceeding or by contacting the City Clerk's Office at cityclerk@clermontfl.org. TTY users may call via 711 (Florida Relay Service) no later than two (2) business days prior to the proceeding.

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

AGENDA ITEM

Page 1 of 2

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Board Appointments		
Requested Action		
Staff Report		
Notice was advertised requesting an application be submitted to the Clerk's office for individuals interested in serving on the available boards. Attached are the applications submitted to the City. The city code requires applicants from the <u>Planning and Zoning Commission</u> to live in the City Limits and be a registered elector of the City. The appointment is for a 2-year term. Only 3 people have applied for the 4 seats. Jenny May, Michael Cramer, Paula Hoisington. If Jenny May is appointed to Planning Commission then she must resign from the Code Enforcement Board. The city code requires applicants from the <u>Code Enforcement Board</u> to live in the city limits and be a registered elector of the city. The appointment is to fill a term that expires 3/31/2027. Three individuals have applied for the 1 vacancy. Maria Gulati, Sylvester Makowski, Melissa Devitt. If Jenny May is appointed to the Planning Commission then her seat on the Code Enforcement Board becomes vacant. That term expires March 31, 2026. The <u>Community Redevelopment Agency Board</u> requires applicants to be engaged in business within the CRA boundary area or a resident whose home is in the CRA boundary area. The appointment is for a 2-year term. The two business owners that are currently on the CRA Board have requested to be reappointed. They are Beth Merrick and Jimmy Crawford. Two residents who live in the CRA district but are not business owners have also applied, Valerie Schuett and Charlene Forth. The <u>Police Officers Pension Board of Trustees</u> requires individuals to be a legal resident of the City of Clermont. There is one opening on the board, two individuals have applied. John Baker who is currently on the board has asked to be reappointed. The other individual that has applied is Melissa Devitt. (note, Ms. Devitt has also applied to the Code Enforcement Board)		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Board Appointment Requests	Board Appointment Requests.pdf	
2. Baker, John	Baker, John.pdf	
3. Cramer, Michael	Cramer, Michael.pdf	
4. Crawford, Jimmy	Crawford, Jimmy.pdf	
5. Devitt, Melissa	Devitt, Melissa.pdf	
6. Forth, Charlene	Forth, Charlene.pdf	
7. Gulati, Maria	Gulati, Maria.pdf	
8. Hoisington, Paula	Hoisington, Paula.pdf	
9. Makowski, Sylvester	Makowski, Sylvester.pdf	

10.	May, Jenny	May, Jenny.pdf
11.	Merrick, Beth	Merrick, Beth.pdf
12.	Schuett, Valerie	Schuett, Valerie.pdf
13.	Outside Agency Appointments	Outside Agency Appointments.docx
14.	Legal Ad	Legal Ad.pdf

BOARD APPOINTMENT REQUESTS						
PLANNING AND ZONING COMMISSION (4 Seats Available) (2 Year Term)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES IN CITY	REGISTERED CITY VOTER	REQUESTING
	Jenny May	4062 Greystone Drive	CEB (2024-Present)	YES	YES	Appointment
	Michael Cramer	208 Nautica Mile Drive	NO	YES	YES	Appointment
	Paula Hoisington	564 E. Desoto Street	NO	YES	YES	Appointment
POLICE PENSION BOARD (1 Seat Available) (2 Year Term)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES IN CITY	REGISTERED CITY VOTER	REQUESTING
	John Baker	EXEMPT FROM PUBLIC DISCLOSURE	Police Pension (2010 - Pres)	YES	N/A	Reappointment
	Melissa Devitt	434 Balboa Blvd.	NO	YES	N/A	Appointment
CODE ENFORCEMENT BOARD (1 Seat Available) (Finish 3 Year Term ending 3/31/2027)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES IN CITY	REGISTERED CITY VOTER	REQUESTING
	Maria Gulati	1245 7th Street	NO	YES	YES	Appointment
	Sylvester Makowski	3813 Scarborough Court	NO	YES	YES	Appointment
	Melissa Devitt	434 Balboa Blvd.	NO	YES	YES	Appointment
CRA BOARD (2 Seats Available) (2 Year Term)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES/WORKS IN CRA BOUNDARIES	REGISTERED CITY VOTER	REQUESTING
	Jimmy Crawford	750 Garden Oaks Rd. Winter Garden, FL	CRA (2022 - Pres)	Business Owner	N/A	Reappointment
	Charlene Forth	939 W. Desoto St.	CRA (2004 - 2007)	Lives	N/A	Appointment
	Valerie Schuett	931 W. Montrose	NO	Lives	N/A	Appointment
	Beth Merrick	10334 Calle de Flores	CRA (2022 - Pres)	Business Owner	N/A	Reappointment



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: John H. Baker

Home Address: 3847 Sanibel St

Phone: 352-432-3622 Alternate: 321-947-1657

Email: jbakerinbay@yahoo.com Occupation: Retired Firefighter

Provide a statement about yourself indicating background experience:

1. I have served 12 plus years on this board
Also 15 years previously served AS A trustee
information listed #3

Describe your understanding of what the Board of Interest does:

2. Review Request for Retirement.
Review All reports from Legal, Finance, Actuarial
New pertinent Legislation.

Boards previously served on:

3. City of St Clair Shores Police & Fire Pension Board
Trustee 1981 to 1996
St Clair Shores, Michigan, 48082

Describe the importance of the Board of Interest to the City of Clermont:

4. City of Clermont has done A excellent job in
maintaining A pension fund that well support
the Retirement of Police Officers.

Describe what you feel you could bring to the Board of Interest:

5. As A current of this board, I have over
20 years of trustee experience with my
Past board, And Clermont Police Retirement
Board



Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☒ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Michael Cramer

Home Address: 208 Nautica Mile Drive, Clermont Florida 34711

Phone: +1 (407) 766-1756 Alternate: _____

Email: mcramer722@yahoo.com Occupation: Retired

Provide a statement about yourself indicating background experience:

Retired Senior Operations Manager at the Walt Disney Company. Responsible for \$120M in annual sales, leading a team of over 1,000 hourly Cast Members and typically 40-50 salaried leaders. I have BS in Business with a minor in Economics. I am currently serving as the President of the Clermont Yacht Club.

Describe your understanding of what the Board of Interest does:

Planning and Zoning typically oversees the development and use of land within the community.
They review proposals for new developments, hold Public Hearings, work to develop comprehensive planning and grant Special use permits.

Boards previously served on:

Clermont Yacht Club Board of Directors for four years.
I have also participated in the Clermont Citizens Academy in the Fall of 2023.

Describe the importance of the Board of Interest to the City of Clermont:

P&Z is crucial because it provides structure and guidance for Clermont's growth and development. They manage land use and ensure that the community grows in an orderly and sustainable way.

Describe what you feel you could bring to the Board of Interest:

I am a seasoned leader with the skills and abilities to oversee and manage large projects. With 40 years of leading teams in numerous divisions, I bring a practical and organized approach to working with a Board. I take a "long view" on projects and I think strategically about how decisions now will impact the future.



Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Jimmy D. Crawford
Home Address: 750 Garden Oaks Rd. Winter Garden, FL 34787
Phone: (352) 432-8644 Alternate: _____
Email: jcrawford@emblawyers.com Occupation: Attorney

Provide a statement about yourself indicating background experience:

Land Use Attorney since 1994 in Central Florida -
Property/Business owner in Clermonts since 2004

Describe your understanding of what the Board of Interest does:

Manages Policy For the Clermont Community
~~Community~~ Redevelopment Agency

Boards previously served on:

Clermont CRA
Lake Sumter State College Foundation Board.

Describe the importance of the Board of Interest to the City of Clermont:

Vital to the continued improvement and
redevelopment of the Clermont
downtown area.

Describe what you feel you could bring to the Board of Interest:

Attorney skills - Contract review, land/property
issues - Personal interest as a CRA
property owner.



CITY OF CLERMONT – CITY CLERK’S OFFICE
685 W. MONTROSE ST. – CLERMONT, FL 34711
WWW.CLERMONTFL.GOV

Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☒ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Melissa Devitt

Home Address: 434 Balboa Blvd., Clermont, FL 34715

Phone: 321-299-4002 Alternate: _____

Email: meldev73@gmail.com Occupation: Licensed Real Estate Title Agent - FL & VA

Provide a statement about yourself indicating background experience:

I have a vast and varied background, but the one commonality is that I am dedicated to the cause and highly capable of learning and adapting to whatever the need. I am familiar with residential property (with regard to code violations) and have a familiarity with law enforcement (with regard to pension, etc.). Since I am applying to 2 different roles, I feel it best to include both skill-sets herein.

Describe your understanding of what the Board of Interest does:

It is my understanding that the Code Enforcement Board & Police Pension Board both have a need for someone to facilitate specific needs as outlined in the vacancy postings. I would be well-qualified for either or both.

Boards previously served on:

NONE

Describe the importance of the Board of Interest to the City of Clermont:

Both of these boards fulfill a need for the City and exist to protect the financial interest of the City as well.

Describe what you feel you could bring to the Board of Interest:

I would bring an outside vision and talent that should be welcome and appreciated. Given that these are volunteer positions, I believe my skill-set and professionalism would be welcome and valued.



Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☒ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☒ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394

11/22/2024

Attn: City of Clermont Florida/City Clerk
City Council Members

I, Charlene Harrison Forth, wish to submit my request for one of the open vacancies on the CRA Board. I wish to serve for the following reasons:

- (1) I have lived in the Downtown Historic District for 33 years and my family home is in the CRA district.
- (2) For the past 25 years I have been an active attendee at the Clermont City Council.
- (3) My husband and his family are fourth generation Clermontians and as a part of his family I have a vested interest in this community.
- (4) I have volunteered with numerous community groups that have been for the vested interest of the community at large.

I feel I would be an asset to this board to help guide and direct the best interests not only local residents but the businesses that I support.

Sincerely,



Charlene Harrison Forth
939 West Desoto Street
Clermont, FL 34711



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: MAHA GULATI

Home Address: 1245 7TH ST, CLERMONT

Phone: 858 722 5159 Alternate: _____

Email: MYGITANA@GMAIL.COM Occupation: REAL ESTATE MGR

Provide a statement about yourself indicating background experience:

REAL ESTATE, LAW, FINANCIAL APPRAISAL, TITLE ESCROW
VACATION RENTAL, MANAGEMENT, MARKETING
I JUST MOVED FROM CA 2 YRS AGO, AND
I LOVE CLERMONT AND WANT TO KEEP IT GROWING

Describe your understanding of what the Board of Interest does:

AS THE CITY IS GROWING THERE IS MORE NEED THAN
EVER FOR HOME OWNERS AND BUSINESSES TO MAKE SURE
THEY KEEP THEIR PLACE CLEAN AND PERMIT ANY AND
ALL ADDITION, OUTDOOR STRUCTURES AND SIGNAGE

Boards previously served on:

Describe the importance of the Board of Interest to the City of Clermont:

CITY OF CLERMONT IS A MIXTURE OF OLD AND NEW
AND THE BOARD CAN HELP WITH KEEPING A P
WITH THE DEMAND OF A GROWING CITY

Describe what you feel you could bring to the Board of Interest:

I AM HIGHLY EDUCATED IN ALL REAL ESTATE
MATTERS AND I HAVE LIVED IN MULTIPLE WELL
KEPT CITIES IN CALIFORNIA.
I AM NOT LICENSED IN RE IN FLORIDA.
I AM A VACATION HOME OWNER AND RETIRED
I OWN SEVERAL HOMES AND WANT TO KEEP
CITY GROWING.



CITY OF CLERMONT – CITY CLERK’S OFFICE
685 W. MONTROSE ST. – CLERMONT, FL 34711
WWW.CLERMONTFL.GOV

Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
- ☒ Code Enforcement Board*
- ☒ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees*
- ☐ Police Officers Pension Board of Trustees*

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Paula J Hoisington

Home Address: 564 E. DeSoto Street

Phone: 407-489-0418 Alternate: _____

Email: pjjhoisington@aol.com Occupation: Deputy District Administrator

Provide a statement about yourself indicating background experience:

I currently serves as the Deputy District Administrator for Central Florida Tourism Oversight District where I have direct oversight over Financial Services, Contracting and Procurement, Human Resources, Informational Technology, Public records, Communications and External Affairs. Before serving as the Deputy District Administrator, I served as the District's Chief of Staff with responsibility and oversight of guiding the organization's day-to-day operations. I am very engaged with the Clermont community and have a keen interest current and future development of the city.

Describe your understanding of what the Board of Interest does:

Planning and Zoning Commission is charged with recommending to the City Council the boundaries of various zoning districts and appropriate regulations that require enforcement. The Commission must also stay informed on best practices that effect city planning and zoning and make appropriate recommendations to the City Council.

Boards previously served on:

Chairwoman, Central FL Urban League, Board Vice President, The Community Foundation of South Lake County, Chairwoman, Southlake Black Achievers, Board member, Lincoln Park South Lake Alliance, Former Chairwoman, National Black Caucus of State Legislators Business Council, Former Chair, National Black Mayors Association Business Council

Describe the importance of the Board of Interest to the City of Clermont:

The Planning and Zoning Commission is important to the City of Clermont because it provides citizens with an opportunity to get involved and make a difference, make their community better. The recommendations made can have a direct impact on the look and feel of a community, directly affect the value of homes, what we see around our neighborhoods.

Describe what you feel you could bring to the Board of Interest:

I have the ability to work with the public and articulate planning issues regarding community issues at workshop, forums and Council meetings. When needed, I am comfortable speaking publically on the Commissions decisions/recommendations. I am, open-minded and prepared to learn what I don't know and share my (3T's) Time, Talent and Treasure with the Commission to ensure we serve as a resource to the Council. I am extremely interested in the growth of Clermont and would be honored to serve on a Commission that has the ability to work with shaping how our city will look and feel.



Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: SYLVESTER MAKOWSKI

Home Address: 3813 SCARBOROUGH COURT

Phone: 352-243-3783 Alternate: 352-223-6587

Email: SYLMAK42@GMAIL.COM Occupation: RETIRED

Provide a statement about yourself indicating background experience:

30 YRS POLICE OFFICER CITY OF MILWAUKEE
22 YRS U.S. AIR FORCE (4 YRS REG, 18 YRS W/ANG)
ASSO. DEGREE POLICE SCIENCE
5 YRS FLORIDA STATE TROOPER AUXILIARY

Describe your understanding of what the Board of Interest does:

OVERSEES BUILDING CODES, ZONING LAWS AND
ORDINANCES

Boards previously served on:

KINGS RIDGE COMMUNITY ASSOCIATION BOARD OF
DIRECTORS CURRENTLY SERVING

Describe the importance of the Board of Interest to the City of Clermont:

MAINTAIN THE QUALITY OF LIFE WITHIN THE COMMUNITY

Describe what you feel you could bring to the Board of Interest:

EXPERIENCE AS A POLICE SERGEANT WITH THE LAWS
AND ORDINANCES OF A LARGE CITY WITH A DIVERSE
POPULATION



Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☒ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Jenny Arias May

Home Address: 4062 Greystone Drive, Clermont, Florida 34711

Phone: 305-801-7511 Alternate: _____

Email: jamcommercialRE@gmail.com Occupation: Commercial Broker (Florida License)

Provide a statement about yourself indicating background experience:

Over the past 23 years, I have been deeply involved in the commercial real estate industry, specializing in the development and sales of land and multifamily assets. I have a strong track record in tracking market studies and competitor trends. In the early beginnings of my career I began in the trenches of residential sales, where I honed my skills in understanding residents needs within a specific community.

Describe your understanding of what the Board of Interest does:

P&Z Board is responsible for making recommendations to the City of Clermont City Council on items that deal with development within City limits, reviews ordinances, variances and rezoning application and applies appropriate rules and opinions based on the regulations. Board ensures that any new construction aligns with the city's comprehensive plan and overall community vision.

Boards previously served on:

I currently serve as the Chair of the Code Enforcement Board for the City of Clermont and Chair of the Legends Master Architectural Control Committee. Before that, I served as a Co-Chair, Board of Directors for the Girl Scouts (Miami/Keys) where I chaired the Properties Committee, Land Trust of Miami Dade County, Florida Association of Realtors (Sustainable and Land Use SubCommittee) and Chair of the Sustainability Committee for the City of Coral Gables.

Describe the importance of the Board of Interest to the City of Clermont:

The importance of the Board is to ensure that the recommendations made align with the city's comprehensive plan and overall community vision that will shape the future of the City. Also important is to ensure that the City grows sustainably (SMART) by ensuring infrastructure and amenities are adequate and correctly tied into the development without sacrificing services or the quality of life for all Residents.

Describe what you feel you could bring to the Board of Interest:

I bring massive knowledge from years working with various type of builders/developers. I understand and have seen what works and what doesn't work with a City. My experience is about understanding the fabric of our community and how each development impacts it. I am excited to bring my extensive real estate expertise, ensuring that decisions made reflect a balanced approach to sustainable development and community needs.



Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Beth Merrick _____

Home Address: 10334 Calle de Flores Drive _____

Phone: 352-223-5810 _____ Alternate: 352-404-6077 _____

Email: beth.merrick@icloud.com _____ Occupation: Business Owner/Sunshine Book Co _____

Provide a statement about yourself indicating background experience:

I have served on the CRA Board for the past two years as a member at large. I own a business in Downtown Clermont.

Describe your understanding of what the Board of Interest does:

The CRA Board provides support for the Clermont Downtown MainStreet community. This can include improvements, grants, budgets, and other support for businesses and organizations, while partnering with the City Council.

Boards previously served on:

Community Redevelopment Agency

Serve as an Ambassador with the South Lake Chamber of Commerce

School Advisory Committee for East Ridge Middle School

Describe the importance of the Board of Interest to the City of Clermont:

The board enables communication, partnering and support between government and business. It encourages growth and development of our downtown community. The work the CRA does can support businesses and organizations as they strive to improve and thrive in our city.

Describe what you feel you could bring to the Board of Interest:

I can bring a perspective from the business owners in the community. I can bring my experience from a previous term. I also approach the CRA as an opportunity to serve my community.



Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- xx ☒ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Valerie Schuett

Home Address: 931 W Montrose St Clermont, F FL 34711

Phone: 9033638506 Alternate: _____

Email: valerie.schuett@gmail.com Occupation: Communications Strategist/ Consultant

Provide a statement about yourself indicating background experience:

My professional background is in marketing, fundraising, communications strategy, executive coaching, and organizational strategy. I started as a Mobilization Director for a nonprofit, where I handled responsibilities similar to those of a CMO, for seven years. I then became the Communications Director at Real Life Church for three years. Currently, I am a consultant with Kern & Co. Communications Strategists, serving a broad range of industries and sectors, as well as a small business owner in the Central Business District. Here in the CBD, I own a short-term/mid-term rental and Midpoint Rec—a new outdoor rental and recreation business offering bikes, kayaks, SUPs, and more.

Describe your understanding of what the Board of Interest does:

It's my understanding that this board helps with redevelopment work in the downtown district by helping dictate key decisions and the allocation of allotted funds towards things that fit that purpose. I imagine it's both about preserving the Clermont historic charm and embracing select new innovation opportunities that the board feels align with the Clermont vision and way.

Boards previously served on:

No boards. I did briefly serve on the promotions committee for Clermont Main Street before they shut down all the committees.

Describe the importance of the Board of Interest to the City of Clermont:

More and more citizens, especially young families, are looking for central spaces in their cities that are full of character and offer options to hang out, eat, drink, and play. The disconnected nature of suburban sprawl is no match for the appeal of a thoughtfully developed downtown area, which is why we see the resurgence of historic downtown spaces across the country. The CRA board is focused directly on the revitalization of our unique, historic downtown. Strategic decisions made by this board to amplify what makes Clermont distinctive and to give our residents a space they love to be in will boost local economic development and increase satisfaction for both residents and visitors.

Describe what you feel you could bring to the Board of Interest:

I feel I would naturally represent both the entrepreneurial millennial and young family demographics in our town. What do they love? Where do they hang out? What do they expect or hope for? This demographic represents a large segment of the consumers who visit the CBD area, making it an important perspective to consider. The strategist in me loves the challenge of navigating various dynamics and regulations to find creative ways to solve problems or create opportunities.

Additionally, I both live and have a business in the downtown district, providing me with a unique vantage point. I am constantly walking through downtown, observing developments or challenges, talking with business owners, and interacting with visitors. This “boots on the ground” insight, combined with my out-of-the-box thinking, would be a valuable asset for this board.



Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☒ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330

Email: Cityclerk1@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk1@clermontfl.org
- Fax: 352-394-2394

OUTSIDE AGENCY BOARD MEMBERS

SOUTH LAKE CHAMBER OF COMMERCE	MEMBER	POSITION	OFFICE TYPE	TERM	START DATE	TERM EXP
	Open	Voting Member	Appointed	no limit		
	--	City Manager	Ex-Officio	--	--	--
LAKE COUNTY LEAGUE OF CITIES BOARD OF DIRECTORS	MEMBER	POSITION	OFFICE TYPE	TERM	START DATE	TERM EXP
	Tim Murry	Voting Member	Appointed	1 Year	01.23.2024	12.31.2024
	Open	Alternate	Appointed	1Year		12.31.2024
TOURISM DEVELOPMENT COUNCIL	MEMBER	POSITION	OFFICE TYPE	TERM	START DATE	TERM EXP
	Open	Voting Member	Appointed	no limit		
LAKE APOPKA NATURAL GAS BOARD OF DIRECTORS	MEMBER	POSITION	OFFICE TYPE	TERM	START DATE	TERM EXP
	Mayor Murry	Voting Member	Appointed	2 Years	01.01.2024	12.31.2025
	--	City Manager	Ex-Officio	--	--	--
METROPOLITAN PLANNING ORGANIZATION GOVERNING BOARD	MEMBER	POSITON	OFFICE TYPE	TERM	START DATE	TERM EXP
	Open	Voting Member	Appointed	no limit		
	Chandra Myers	Alternate	Appointed	no limit	11.28.2023	
METROPOLITAN PLANNING ORGANIZATION COMMUNITY ADVISORY COMMITTEE	MEMBER	POSITON	OFFICE TYPE	TERM	START DATE	TERM EXP
	Vincent Niemiec	Voting Member	Appointed	4 Year	01.01.2024	12.31.2028
METROPOLITAN PLANNING ORGANIZATION TECHNICAL ADVISORY COMMITTEE	MEMBER	POSITION	OFFICE TYPE	TERM	START DATE	TERM EXP
	Jim Maiworm	Member	Appointed	no limit	01.01.2024	
	John Kruse	Alternate	Appointed	no limit	01.01.2024	
CLERMONT MAIN STREET	MEMBER	POSITION	OFFICE TYPE	TERM	START DATE	TERM EXP
	Open		Appointed	no limit		

Order Confirmation

Not an Invoice

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont-Legals Po Box 120219 Clermont FL 34712-0219
Contact Name:	City Clerk
Contact Phone:	(352) 708-5997
Contact Email:	
PO Number:	

Date:	10/29/2024
Order Number:	10719963
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	29.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	11/08/2024 - 11/08/2024	Govt Public Notices
LEE dailycommercial.com	1	11/08/2024 - 11/08/2024	Govt Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$47.82
Tax Amount	\$0.00
Service Fee 3.99%	\$1.91
Cash/Check/ACH Discount	-\$1.91
Payment Amount by Cash/Check/ACH	\$47.82
Payment Amount by Credit Card	\$49.73

Order Confirmation Amount	\$47.82
----------------------------------	----------------

NOTICE OF BOARD VACANCY

The City Council of Clermont is seeking volunteers to serve on the Planning and Zoning Commission and Code Enforcement Board; volunteers must live in the city limits and be a registered elector of the City of Clermont. The Police Officers Pension Board of Trustees; volunteers must be a legal resident of the City of Clermont and the Community Redevelopment Agency; volunteers must reside or be engaged in business within the area of operation of the agency . If you are interested in serving, please complete the Citizen Board Application, available on the city website at <https://www.clermontfl.gov/158/Advisory-Boards> or at the City Clerk's office (352) 241-7330. Return to the attention of City Clerk by email at cityclerk@clermontfl.org or by mail or in person at 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711 by 5:00 PM by November 22, 2024.

#10719963 11/8/2024



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
City Council Workshop dates		
Requested Action		
Council Member Strange submitted a request to schedule additional City Council workshop dates in December 2024 and January 2025.		
December 12, 2024 from 1:00 PM to 4:00 PM Topic: Department Head Workshop		
December 17, 2024 from 3:00 PM - 6:00 PM Topic: Comprehensive Plan, LDRs, and City Code - status and vision for the future.		
December 19, 2024 from 3:00 PM to 6:00 PM Topic - To Be Determined		
January 7, 2025 from 3:00 PM to 6:00 PM Topic - To Be Determined		
January 9, 2025 from 3:00 PM to 6:00 PM Topic - To Be Determined		
January 16, 2025 from 3:00 PM to 6:00 PM Topic - To Be Determined		
Staff Report		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Central Business District Discussion		
Requested Action		
Staff Report		
Council Member Howard submitted an agenda item request to discuss Division 12. CBD Central Business District of the Land Development Code. This proposed ordinance change necessitates public advertising and Planning and Zoning Commission review, prior to two (2) City Council readings. Staff Analysis: Staff would recommend this ordinance be discussed at a workshop for clarity and further direction. The proposed ordinance change would allow for restaurants within the Central Business District to go from 3,000 sf to 6,000 sf without a Conditional Use Requirement. The ordinance also removes the Conditional Use Permit requirement for theaters and lounges. If council wishes to move forward with the proposed ordinance, there is a legal process that will need to be followed. Staff would need to advertise this ordinance along with producing a business impact statement. Then the ordinance would proceed to the Planning and Zoning Commission first for a recommendation. The ordinance would then have a first reading before the City Council, then a final hearing and adoption can take place. Staff will go over the proposed changes at Tuesday's City Council meeting (Dec 10th).		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Agenda Item Request	Agenda Item Request.pdf	
2. Chapter 125 Div III CBD LDC Draft	Chapter 125 Div III CBD LDC Draft.docx	



CITY OF CLERMONT
685 W. Montrose St.
Clermont, FL 34711
(352) 241-7331

AGENDA ITEM REQUEST FORM

Complete Submissions Required:

This form shall be used to request that an item be placed on a City Council agenda for review and possible action following approval of the City Council. The request shall be placed on an agenda by the City Manager at the next available Council meeting.

This form must be filed and complete to have an item placed on the City Council Agenda for consideration. Request forms and documentation must be complete and received by the City Clerk's Office no later than 12:00 p.m. (noon) on the Friday seven (7) business days prior to the Regular Council meeting in order to be placed on that meeting's agenda. Per Resolution 2024-007R, citizen requests shall be limited to 15 minutes. Only completed request forms, including all supporting documents, will be accepted for placement on the agenda.

Regular Council meetings are held on the second and fourth Tuesday of the month at 6:30 p.m. in the Council Chambers at City Hall unless otherwise noticed.

I am a: ☐ Citizen ☒ Council Member

Requestor: Tod Howard
PRINTED NAME

Date Submitted: 11/21/24

Address: _____

Preferred contact: ☐ Cell _____ ☐ Work phone _____
☐ E-mail _____ ☐ Fax _____

1) Describe Item to be considered and area of City involved, if any: Division 12 CBD
Dan M. Has changes

2) Executive Summary of Item and Action sought by Council: _____

3) Will your item have supporting documents? Yes No If so, how many pages? _____

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM AT TIME OF SUBMITTAL

Subpart B - LAND DEVELOPMENT CODE
Chapter 125 - ZONING
ARTICLE III. - DISTRICTS
DIVISION 12. CBD CENTRAL BUSINESS DISTRICT

DIVISION 12. CBD CENTRAL BUSINESS DISTRICT

Sec. 125-367. Intent.

The intent of the CBD district is to enhance the harmonious mixture of residential, commercial, professional, institutional and governmental enterprises in the central business district while providing a unique and enjoyable shopping and activity center for the city. Lot and building regulations are intended to allow intensive development and encourage uses requiring a central location.

(Code 1998, § 122-241; Code 2008, § 122-241; Ord. No. 281-C, § 1(ch. 7), 11-8-1994)

Sec. 125-368. Site plan review.

A site plan is required for uses in the CBD district and must be approved by the administrative official. (Code 1998, § 122-242; Code 2008, § 122-242; Ord. No. 281-C, § 1(ch. 7), 11-8-1994)

Sec. 125-369. Permitted uses.

(a) *Generally.* Permitted uses in the CBD district are as follows:

- (1) Retail businesses which supply commodities on the premises, such as, but not limited to, groceries, baked goods or other foods, drugs, dry goods, clothing, decorations, hardware, furniture, appliances, sporting goods, flowers, etc.
- (2) Personal service establishments, such as, but not limited to, beauty shops or barbershops, tailor or dressmaking shops, shoe repair, music, dancing and photographic studios and dry cleaners. Permanent makeup service may be allowed as an accessory use (with a business tax receipt, and with medical supervision) within an existing salon, beauty shop, barbershop, medical office, or similar use. Such service shall be limited to the face area and would consist of cosmetic permanent makeup for eyeliner, eyebrow and mouth/lip liner definition.
- (3) Professional offices, doctors' offices, banks and loan companies (excluding drive-through facilities except with a conditional use permit), insurance and real estate offices and similar businesses.
- (4) Dwelling units, single-family and two-family, permitted in the R-2 district, and other residential uses as permitted in the R-3 district, provided that lot size and coverage regulations of the respective district can be accommodated and the lot width of this district is met.
- (5) Buildings, structures and uses maintained or operated by the city.
- (6) Lodges and clubs.
- (7) Restaurants less than ~~3,000~~ 6,000 square feet.
- (8) Medical marijuana dispensaries.

Created: 2024-11-06 16:05:28 [EST]

(Supp. No. 2, Rev.)

-
- (b) *Floor space.* Any business establishment or structure proposing to occupy ~~3,000~~ 6,000 square feet of total floor space or more shall require application for a conditional use permit.

Clermont, Florida, Code of Ordinances

- (c) *Uses to be enclosed, outdoor storage.* All uses must be within a completely enclosed building, except for outdoor storage, which must receive site plan approval and be screened from public streets and adjacent property.
- (d) *Sidewalk use.* Business establishments may utilize outside private or public sidewalk area for patron use to include non-fastened small tables and chairs, or benches during business hours only. Compact outside display areas may also be utilized provided the display has a maximum width of 25 percent of a retail store width or ten feet in width, whichever is less, four feet in depth, and six feet in height. Businesses which utilize this type of sidewalk use shall maintain at least a four-foot-wide open area for passage from one property to the next, from the inside of any curb toward the business front, and in accordance with the Americans with Disabilities Act. Where such four-foot open space is not available, table and chairs or displays shall not be allowed. All such uses shall be approved by the city manager or designee.

(Code 1998, § 122-243; Code 2008, § 122-243; Ord. No. 281-C, § 1(ch. 7), 11-8-1994; Ord. No. 299-C, § 2, 6-27-2000; Ord. No. 355-C, § 122-243, 10-23-2007; Ord. No. 2010-05-C, § 2, 3-23-2010; Ord. No. 2014-24, § 2, 9-23-2014; Ord. No. 2020-25, § 4, 7-14-2020)

Sec. 125-370. Conditional uses.

- (a) Conditional uses in the CBD district are as follows:
- (1) Retail businesses, personal service establishments and professional offices occupying ~~3,000~~ 6,000 square feet of total floor area or more, provided, however, that no retail establishment may occupy more than 100,000 square feet.
 - (2) Public or semipublic facilities or structures not maintained or operated by the city and not listed under permitted uses (i.e., operated by any other governmental unit).
 - (3) Utility facilities (i.e., electrical transformers, gas regulator stations, etc.).
 - (4) Hospitals, clinics, adult congregate living facilities and nursing homes that provide treatment of human ailments or personal care operations.
 - (5) Nursery schools, kindergartens or childcare centers, provided the outdoor play area is enclosed by a fence at least four feet high and all state requirements are met.
 - (6) Private schools.
 - (7) Funeral homes.
 - (8) Convenience stores and gas stations, provided on-site parking requirements are met.
 - (9) Laundries.
 - (10) Automotive service stations, provided on-site parking requirements are met.
 - (11) Restaurants over 3,000 6,000 square feet.
 - (12) ~~Lounges.~~
 - (13) Bed and breakfast inns as provided in article V of this chapter.
 - (14) ~~Theaters~~, cinemas and auditoriums.

Created: 2024-11-06 16:05:28 [EST]

(15) Churches.

(16) Planned unit developments.

- (b) In case of uncertainty of the classification of any use, uses may be permitted which, after consideration by the planning and zoning commission and approval by the city council, are not more obnoxious to the district than uses provided in this section. All conditional uses must be provided per chapter 101, article III, division 3.

(Code 1998, § 122-244; Code 2008, § 122-244; Ord. No. 281-C, § 1(ch. 7), 11-8-1994; Ord. No. 292-C, § IV, 4-13-1999; Ord. No. 299-C, § 2, 6-27-2000; Ord. No. 333-C, § 4, 3-23-2004; Ord. No. 2014-24, § 2, 9-23-2014)

Sec. 125-371. Lot and height requirements.

Lot and height requirements for the CBD district are as follows:

- (1) *Impervious surface coverage and floor area ratio.* The maximum is 100 percent, provided requirements for stormwater retention can be satisfied.
- (2) *Stormwater abatement requirements.*
 - a. Except as otherwise provided in this section, each structure and land use located within the designated central business district shall provide or be provided with a stormwater abatement system in conformance with level of service standards as provided in the adopted city comprehensive plan. In lieu of providing all of the required stormwater abatement system, development within the central business district may substitute for provision of such a system by payment of a one-time stormwater abatement fee as set forth by resolution of the city council and on file in the city clerk's office. Such fee shall be payable in full to the city prior to the issuance of any development permit for the site. An approved site plan, data and calculations shall be provided which shall indicate the entire volume of stormwater that is required to be retained and shall indicate the volume of stormwater that will be exchanged for the central business district stormwater abatement fee.
 - b. Reservation of stormwater retention area capacity shall be considered effective for a period of one year from the date of receipt of the stormwater abatement fee. One extension, not to exceed 180 days, may be granted upon written approval of the administrative official. Such approval shall be based upon a finding of fact that substantial construction of the project has commenced, and that a certificate of occupancy can be reasonably expected to occur within the 180-day extension period.
 - c. Required stormwater abatement systems shall be located on the same parcel as the use they are intended to serve, except those exchanged for the central business district stormwater abatement fee. A stormwater abatement plan, including data and calculations signed and sealed by a professional engineer licensed in the state, shall be provided with all applications for individual development approval. All stormwater abatement systems shall be designed and constructed in accordance with the city's adopted engineering standards and criteria.
- (3) *Height.* Maximum height of 55 feet shall be allowable for the finished height of all buildings or structures, including architectural features. The height limitations of this chapter shall also apply to church spires, belfries, cupolas and domes not intended for human occupancy and may be a maximum of 55 feet in height. Facilities owned by the city are exempt from the height regulations.
- (4) *Lot width.* The minimum lot width for a single-family dwelling unit and other residential uses shall be 100 feet located on a publicly maintained street.

Sec. 125-372. Yards.

Minimum yard requirements for the CBD district are as follows:

- (1) *Front yard.* The minimum front yard setback for single-family and two-family dwelling units on all streets shall be 25 feet. The minimum front yard setback for other residential uses and nonresidential uses shall be zero feet.
- (2) *Side yard.* The minimum side yard setback for single-family and two-family dwelling units shall be 7½ feet, except on corner lots, where 25 feet shall be required on all sides adjacent to any road rights-of-way. The minimum side yard for other residential uses and nonresidential uses shall be zero feet.
- (3) *Rear yard.* The minimum rear yard setback for single-family and two-family dwelling units shall be 25 feet. The minimum rear yard setback for other residential uses and nonresidential uses shall be zero feet.
- (4) *Other setbacks.* The building line for any lakefront property shall be measured from the established 100-year floodplain elevation as determined from national flood insurance rate maps (FIRM) of the Federal Emergency Management Agency (FEMA).
- (5) *Roof projections.* Properties located within the central business district may have roof projections (eaves) extending over public rights-of-way. However, such roof projections shall not be less than eight feet above ground level or the finished first floor elevation, whichever is greater, and shall not extend more than eight feet over the public right-of-way, or two feet from the back of the curb, whichever is less. Nothing in this subsection shall be construed to allow roof projections over public streets, alleys or parking areas which would inhibit or impair the free flow of traffic. (Code 1998, § 122-246; Code 2008, § 122-246; Ord. No. 281-C, § 1(ch. 7), 11-8-1994)

Sec. 125-373. Off-street parking.

- (a) *Principal use location; number of parking spaces.* Except as otherwise provided in this section, each principal use located within the designated central business district shall provide or be provided with the indicated number of off-street parking spaces according to the following schedule. Those uses which base required parking allocation on seating capacity, numbers of beds, numbers of employees and numbers of staff members shall submit specific data and calculations at the time of application for conditional use permit approval.
- (b) *Parking space credits.* In an effort to foster revitalization and enhancement of the central business district, parking space credits shall be granted to existing structures and vacant land in the following manner:
 - (1) Existing structures located in the central business district shall be given a parking space credit equal to the parking space requirements for the current use of the structure. For structures with more than one use, calculation of the credit is based on the amount of square footage devoted to each particular use.
 - (2) For existing nonresidential structures, no additional parking spaces shall be required for a change in use to another nonresidential use, provided the square footage remains the same.
 - (3) Residential uses changing to nonresidential must provide parking equivalent to those nonresidential uses as required by this section.
 - (4) All vacant parcels changing to either residential or nonresidential must provide parking equivalent to those residential or nonresidential uses as required by this section.

-
- (5) Parking spaces and/or parking space credits shall remain the sole possession of the property for which they were initially provided. Parking space credits shall not be transferable from one business location to another business location.
- (6) Single-family residential structures and vacant parcels shall be given credit for two spaces and multifamily structures shall be given credit for 1.5 spaces per unit.
- (c) *Parking spaces developed for residential and nonresidential uses.* Vacant property being developed for new residential or nonresidential uses shall be required to provide off-street parking spaces located on the same parcel as the use they are intended to serve. A parking plan shall be provided with all applications for individual development approval which shall clearly and accurately designate the required parking spaces, required landscaped areas and planter islands, access aisles and driveways and the relationship of the parking to the uses and structures the spaces are intended to serve. All off-street parking facilities shall be designed and constructed in accordance with the city's adopted engineering standards. ~~All parking requirements are outlined in Section 115-14 Table of minimum parking space requirements. Required parking spaces are as follows:~~
- ~~(1) Retail business, personal service and office establishments. One parking space for each 400 square feet of floor space.~~
 - ~~(2) Hospitals, clinics, adult congregate living facilities and nursing homes. One parking space for each four beds, plus one space for each four employees, including staff members and nurses.~~
 - ~~(3) Nursery schools, kindergartens or childcare centers, public, vocational and professional schools. One parking space for each 300 square feet of classroom space, plus one space for each staff member, plus one space for each four employees.~~
 - ~~(4) Churches and funeral homes. One parking space for each four seats in the sanctuary or assembly room.~~
 - ~~(5) Restaurants and lounges. One parking space for each 200 square feet of floor area devoted to patron use, plus one space for each four employees.~~
 - ~~(6) Lodges and clubs. One parking space for each 50 square feet of floor area.~~
 - ~~(7) Theaters, cinemas and auditoriums. One parking space for each eight seats in the assembly room.~~
 - ~~(8) Bed and breakfast. One parking space for each accommodation.~~
 - ~~(9) Automotive services. Four parking spaces for each bay, grease rack or similar facility, plus one space for each employee.~~
 - ~~(10) All dwelling units. Two parking spaces per dwelling unit.~~
 - ~~(11) Planned unit developments. Parking space requirements for planned unit developments shall be based upon the aggregate sum of all proposed uses.~~
 - ~~(12) Hotels and motels. One parking space for each accommodation, plus one space for every three employees.~~
- (d) *Determination for unlisted uses or alternative parking.* If the proposed use is not listed or compatible with a use listed in the table of minimum parking space requirements, the planning director, who after consultation with the site review committee, shall make a determination of the appropriate parking for the proposed use. In reaching the determination, the director shall consider and be guided by the requirements for similar uses, the number and kind of vehicles likely to be attracted to the proposed use, parking requirements of such uses in other jurisdictions, special conditions or situations of the proposed use, or a combination of sources.

(Code 1998, § 122-247; Code 2008, § 122-247; Ord. No. 281-C, § 1(ch. 7), 11-8-1994; Ord. No. 287-C, § 1, 5-26-1998; Ord. No. 373-C, § 2, 11-24-2009; Ord. No. 2010-05-C, § 2, 3-23-2010)

Sec. 125-374. Landscaping, buffers and tree protection.

(a) *Generally.*

- (1) Except as otherwise provided in this section, landscaping criteria required for all development in the CBD district shall be as stated in chapter 123. The overall intent is to provide for required landscaping, buffers and tree protection in certain developments, redevelopments and areas to be developed within the city. The general purpose is to enhance aesthetic appearance, preserve the environmental and ecological benefits of trees and other endemic (native) vegetation, and provide standards for required landscaping, including buffers between adjacent uses and off-street parking areas, and provide for general maintenance requirements that apply to all landscaped areas.
- (2) Landscaping, landscaped areas, buffers and tree protection shall be provided and accomplished for all real properties in the manner set forth in chapter 123. The minimum provisions required may be exceeded.
- (3) When a conditional or commercial use is developed and abuts a residential area or use, the conditional or commercial use shall provide a landscaped buffer strip along all abutting property lines in conformance with chapter 123.
- (4) Notwithstanding criteria specified by chapter 123, development within the central business district shall provide landscaping consistent with any formally adopted comprehensive tree plan or streetscape plan pursuant to the prescribed study of the city tree board or studies of the city beautification committee.
- (5) Prior to the issuance of any permit for development or redevelopment which is included under the provisions of this division, a site plan shall be submitted to and approved by the city. No permit shall be issued for such development or redevelopment unless such site plan complies with the provisions of this division, and no certificate of occupancy shall be issued until the landscaping is complete. It shall be unlawful to occupy the premises unless the landscaping is installed in accordance with the approved site plans and the requirements of this division.

(b) *Landscape plan and irrigation plan required.*

- (1) A landscape plan showing proposed landscaped areas shall be submitted for review and approval by the city. Such plan shall be required for all new development, and, if required, with the application for a building permit for rehabilitation or renovation projects.
- (2) An irrigation plan shall be submitted for review and approval by the city in all instances where a landscape plan is required. Such plan shall indicate use of a low-volume irrigation system designed specifically for the proposed landscape installation, delineate zones if proposed, and clearly illustrate compliance with the required building plan and site approval process. A city-approved backflow prevention device and rain sensor gauge shall be required in conformance with mandated state regulations.

(c) *Installation and specifications.*

- (1) Installation of landscape material shall strictly be in accordance with the approved landscape plan. Any request for substitution or relocation of materials shall be submitted in writing, along with a revised plan, to the city for subsequent review and approval. All plant material shall be planted in a manner which is not intrusive to utilities or pavement.
- (2) All specifications for the quality and installation of landscaping shall be in accordance with American Standards for Nursery Stock published by the American Association of Nurserymen and conform to the standards for Florida No. 1 or better as given in Grades and Standards for Nursery Plants, Part I, current edition, and Part II, published by the state department of agriculture.

-
- (3) All specifications for measurement, quantity and location of required landscaping shall be in accordance with chapter 115 unless otherwise prescribed in this section.

(d) *Exemptions.*

- (1) Properties which have optioned to participate entirely in the stormwater abatement fee program and the off-street parking requirement fee program and have maximized impervious surface coverage to 100 percent of the site, are not required to provide on-site landscaping in conformance with this section and chapter 115. This exemption does not, however, abrogate compliance with any sanctioned comprehensive tree plan or streetscape plan pursuant to prescribed studies of the city tree board or the city beautification committee.
- (2) Properties which have partially optioned site development pursuant to the programs referenced in subsection (d)(1) of this section shall be required to submit a landscape plan for review and approval of the city site review committee. Installation, quality and quantity of landscape material for stormwater retention areas shall be accomplished in the same manner as that for required off-street parking areas. (Code 1998, § 122-248; Code 2008, § 122-248; Ord. No. 281-C, § 1(ch. 7), 11-8-1994)

Sec. 125-375. Reserved.

Ord. No. 2024-014, § 4, adopted April 23, 2024, repealed § 125-375, which pertained to density and derived from Code 2008, § 122-249; Ord. No. 2017-22, § 2, adopted Feb. 28, 2017; and Ord. No. 2020-22, § 2, adopted June 23, 2020.

Secs. 125-376—125-393. Reserved.



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE CHAPTER 125, "ZONING", ARTICLE III "DISTRICTS", DIVISION 12 "CBD CENTRAL BUSINESS DISTRICT" SECTION 125-369 "PERMITTED USES", SECTION 125-370 "CONDITIONAL USES" AND 125-373 "OFF-STREET PARKING"; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, pursuant to the provisions of Chapter 163, Florida Statutes, the City of Clermont Planning and Zoning Commission, acting as the Local Planning Agency of the City, held a public hearing on _____ and following such hearing found this Ordinance to be in the best interest of the City of Clermont, and recommended that the City Council adopt this Ordinance; and

WHEREAS, the City Council of the City of Clermont held a public hearing on the proposed amendment to Land Development Code, Chapter 125, "Zoning", Article III "Districts", Division 12 "CBD Central Business District", Section 125-369 "Permitted Uses", Section 125-370 "Conditional Uses" and Section 125-373 "Off-Street Parking" for purposes of receiving written comments, proposals and objections from the general public; and

NOW, THEREFORE, BE IT ORDAINED and enacted by the City Council of the City of Clermont, Florida that:

SECTION 1: AUTHORITY

The City Council of the City of Clermont has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida and Chapter 163 and 166, Florida Statutes.

SECTION 2.

Chapter 125, "Zoning", Article III "Districts", Division 12 "CBD Central Business District". Section 125-369 "Permitted Uses" of the Land Development Code of the City of Clermont is hereby amended to read as follows (note strikethrough indicates removed words and underlined indicates added):

Sec. 125-369. Permitted uses.

(a) *Generally.* Permitted uses in the CBD district are as follows:

- (1) Retail businesses which supply commodities on the premises, such as, but not limited to, groceries, baked goods or other foods, drugs, dry goods, clothing, decorations, hardware, furniture, appliances, sporting goods, flowers, etc.
- (2) Personal service establishments, such as, but not limited to, beauty shops or barbershops, tailor or dressmaking shops, shoe repair, music, dancing and photographic studios and dry cleaners. Permanent makeup service may be allowed as an accessory use (with a business tax receipt, and with medical supervision) within an existing salon, beauty shop, barbershop, medical office, or similar use. Such service shall be limited to the face area and would consist of cosmetic permanent makeup for eyeliner, eyebrow and mouth/lip liner definition.
- (3) Professional offices, doctors' offices, banks and loan companies (excluding drive-through facilities except with a conditional use permit), insurance and real estate offices and similar businesses.
- (4) Dwelling units, single-family and two-family, permitted in the R-2 district, and other residential uses as permitted in the R-3 district, provided that lot size and coverage regulations of the respective district can be accommodated and the lot width of this district is met.
- (5) Buildings, structures and uses maintained or operated by the city.
- (6) Lodges and clubs.
- (7) Restaurants less than ~~3,000~~ 6,000 square feet.
- (8) Medical marijuana dispensaries.
- (b) *Floor space.* Any business establishment or structure proposing to occupy 3,000 square feet of total floor space or more shall require application for a conditional use permit.
- (c) *Uses to be enclosed, outdoor storage.* All uses must be within a completely enclosed building, except for outdoor storage, which must receive site plan approval and be screened from public streets and adjacent property.
- (d) *Sidewalk use.* Business establishments may utilize outside private or public sidewalk area for patron use to include non-fastened small tables and chairs, or benches during business hours only. Compact outside display areas may also be utilized provided the display has a maximum width of 25 percent of a retail store width or ten feet in width, whichever is less, four feet in depth, and six feet in height. Businesses which utilize this type of sidewalk use shall maintain at least a four-foot-wide open area for passage from one property to the next, from the inside of any curb toward the business front, and in accordance with the Americans with Disabilities Act. Where such four-foot open space is not available, table and chairs or displays shall not be allowed. All such uses shall be approved by the city manager or designee.

SECTION 3.

Chapter 125, "Zoning", Article III "Districts", Division 12 "CBD Central Business District", Section 125-370 "Conditional Uses" of the Land Development Code of the City of Clermont is hereby amended to read as follows (note strikethrough indicates removed words and underlined indicates added):



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

Sec. 125-370. Conditional uses.

(a) Conditional uses in the CBD district are as follows:

- (1) Retail businesses, personal service establishments and professional offices occupying 3,000 square feet of total floor area or more, provided, however, that no retail establishment may occupy more than 100,000 square feet.
- (2) Public or semipublic facilities or structures not maintained or operated by the city and not listed under permitted uses (i.e., operated by any other governmental unit).
- (3) Utility facilities (i.e., electrical transformers, gas regulator stations, etc.).
- (4) Hospitals, clinics, adult congregate living facilities and nursing homes that provide treatment of human ailments or personal care operations.
- (5) Nursery schools, kindergartens or childcare centers, provided the outdoor play area is enclosed by a fence at least four feet high and all state requirements are met.
- (6) Private schools.
- (7) Funeral homes.
- (8) Convenience stores and gas stations, provided on-site parking requirements are met.
- (9) Laundries.
- (10) Automotive service stations, provided on-site parking requirements are met.
- (11) Restaurants over ~~3,000~~ 6,000 square feet.
- ~~(12) Lounges.~~
- ~~(13) (12) Bed and breakfast inns as provided in article V of this chapter.~~
- ~~(14) (13) Theaters, cinemas and auditoriums.~~
- ~~(15) (14) Churches.~~
- ~~(16) (15) Planned unit developments.~~

(b) In case of uncertainty of the classification of any use, uses may be permitted which, after consideration by the planning and zoning commission and approval by the city council, are not more obnoxious to the district than uses provided in this section. All conditional uses must be provided per chapter 101, article III, division 3.

SECTION 4.

Chapter 125, “Zoning”, Article III “Districts”, Division 12 “CBD Central Business District”, Section 125-373 “Off-Street Parking” of the Land Development Code of the City of Clermont is hereby amended to read as follows (note strikethrough indicates removed words and underlined indicates added):

Sec. 125-373. Off-street parking.

(a) *Principal use location; number of parking spaces.* Except as otherwise provided in this section, each principal use located within the designated central business district shall provide or be provided with the indicated number of off-street parking spaces according to the following schedule. Those uses which base required parking allocation on seating capacity, numbers of beds, numbers of employees and numbers of staff members shall submit specific data and calculations at the time of application for conditional use permit approval.

(b) *Parking space credits.* In an effort to foster revitalization and enhancement of the central business district, parking space credits shall be granted to existing structures and vacant land in the following manner:

(1) Existing structures located in the central business district shall be given a parking space credit equal to the parking space requirements for the current use of the structure. For structures with more than one use, calculation of the credit is based on the amount of square footage devoted to each particular use.

(2) For existing nonresidential structures, no additional parking spaces shall be required for a change in use to another nonresidential use, provided the square footage remains the same.

(3) Residential uses changing to nonresidential must provide parking equivalent to those nonresidential uses as required by this section.

(4) All vacant parcels changing to either residential or nonresidential must provide parking equivalent to those residential or nonresidential uses as required by this section.

(5) Parking spaces and/or parking space credits shall remain the sole possession of the property for which they were initially provided. Parking space credits shall not be transferable from one business location to another business location.

(6) Single-family residential structures and vacant parcels shall be given credit for two spaces and multifamily structures shall be given credit for 1.5 spaces per unit.

(c) *Parking spaces developed for residential and nonresidential uses.* Vacant property being developed for new residential or nonresidential uses shall be required to provide off-street parking spaces located on the same parcel as the use they are intended to serve. A parking plan shall be provided with all applications for individual development approval which shall clearly and accurately designate the required parking spaces, required landscaped areas and planter islands, access aisles and driveways and the relationship of the parking to the uses and structures the spaces are intended to serve. All off-street parking facilities shall be designed and constructed in accordance with the city's adopted engineering standards and shall provide parking as set forth in Section 115-14 Table of minimum parking space requirements

~~Required parking spaces are as follows:~~

~~(1) *Retail business, personal service and office establishments.* One parking space for each 400 square feet of floor space.~~

- 1 ~~(2) Hospitals, clinics, adult congregate living facilities and nursing homes. One parking~~
2 ~~space for each four beds, plus one space for each four employees, including staff~~
3 ~~members and nurses.~~
- 4 ~~(3) Nursery schools, kindergartens or childcare centers, public, vocational and professional~~
5 ~~schools. One parking space for each 300 square feet of classroom space, plus one space~~
6 ~~for each staff member, plus one space for each four employees.~~
- 7 ~~(4) Churches and funeral homes. One parking space for each four seats in the sanctuary or~~
8 ~~assembly room.~~
- 9 ~~(5) Restaurants and lounges. One parking space for each 200 square feet of floor area~~
10 ~~devoted to patron use, plus one space for each four employees.~~
- 11 ~~(6) Lodges and clubs. One parking space for each 50 square feet of floor area.~~
- 12 ~~(7) Theaters, cinemas and auditoriums. One parking space for each eight seats in the~~
13 ~~assembly room.~~
- 14 ~~(8) Bed and breakfast. One parking space for each accommodation.~~
- 15 ~~(9) Automotive services. Four parking spaces for each bay, grease rack or similar facility,~~
16 ~~plus one space for each employee.~~
- 17 ~~(10) All dwelling units. Two parking spaces per dwelling unit.~~
- 18 ~~(11) Planned unit developments. Parking space requirements for planned unit developments~~
19 ~~shall be based upon the aggregate sum of all proposed uses.~~
- 20 ~~(12) Hotels and motels. One parking space for each accommodation, plus one space for every~~
21 ~~three employees.~~
- 22 (d) *Determination for unlisted uses or alternative parking.* If the proposed use is not listed or
23 compatible with a use listed in the table of minimum parking space requirements, the planning
24 director, who after consultation with the site review committee, shall make a determination
25 of the appropriate parking for the proposed use. In reaching the determination, the director
26 shall consider and be guided by the requirements for similar uses, the number and kind of
27 vehicles likely to be attracted to the proposed use, parking requirements of such uses in other
28 jurisdictions, special conditions or situations of the proposed use, or a combination of sources.

29 **SECTION 5: CONFLICT**

30

31 All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are
32 hereby repealed.

34 **SECTION 6: SEVERABILITY**

35

36 If any portion of this Ordinance is declared invalid, the invalidated portion shall be severed from
37 the remainder of the Ordinance, and the remainder of the Ordinance shall continue in full force
38 and effect as if enacted without the invalidated portion, except in cases where such continued



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Ordinance as a whole.

SECTION 7: CODIFICATION

The text of Section 2, 3 and 4 of this Ordinance shall be codified as a part of the Clermont City Land Development Code. The codifier is authorized to make editorial changes not effecting the substance of this Ordinance by the substitution of "Article" for "Ordinance", "Section" for "Paragraph", or otherwise to take such editorial license.

SECTION 8: ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR

Regardless of whether such inclusion in the Code as described in Section 5 is accomplished, sections of the Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 9: PUBLICATION AND EFFECTIVE DATE. This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.

First Reading this ___ day of ___, 2025.
Second Reading this ___ day of ___, 2025.

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this ___ day of _____ 2025.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

1

DRAFT



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 10, 2024	
Agenda Item Name	
Parking and Vehicular Use Areas Discussion	
Requested Action	
Staff Report	
Council Member Howard submitted an agenda item request to discuss Chapter 15, Parking and Vehicular Use Areas of the Land Development Code. This proposed ordinance change necessitates public advertising and Planning and Zoning Commission review, prior to two (2) City Council readings. Staff Analysis: With several logistical issues that remain undefined, staff would recommend this ordinance be discussed at a workshop for clarity and further direction. The proposed ordinance change would be a substantial change to the parking requirements for several uses throughout the city, and also provide an option for developments to pay into a parking fund that may not be able to locate all required parking on-site. It also creates a district within the Central Business District that provides special allowances for required parking. If council wishes to move forward with the proposed ordinance, there is a legal process that will need to be followed. Staff would need to advertise this ordinance along with producing a business impact statement. Then the ordinance would proceed to the Planning and Zoning Commission first for a recommendation. The ordinance would then have a first reading before City Council, then a final hearing and adoption can take place. The proposed changes to parking include: Multifamily: this use is proposed to increase its required parking requirement between 20 and 33 percent. Hospitals and ALF's: this use is proposed to increase its parking requirement by 100 percent. Rooming Houses and Boarding houses: this use is proposed to increase its parking requirement by 300 percent outside the CBD, and 100 percent inside the CBD. Office and retail: uses within the newly proposed boundary would be exempt from parking requirements on the first floor rather than 2.5 spaces per 1,000 square feet. Along with the parking count changes, a parking fund option would be made available for retail and office uses within a specific area of the Central Business District. This fund option will allow new retail and office uses that are not able to locate their required parking on site to pay into a parking fund (per space). The parking fund fee would be \$3,000 per space. Staff will go over the proposed changes and offer additional options at Tuesday's City Council meeting (Dec 10th).	
Additional Analysis	

Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Agenda Item Request	Agenda Item Request.pdf	
2. Section 115-14 Table of Min Parking Space LDC Draft	Section 115-14 Table of Min Parking Space LDC Draft.docx	
3. Boundary Downtown	Boundary Downtown.pdf	



CITY OF CLERMONT

685 W. Montrose St.
Clermont, FL 34711
(352) 241-7331

AGENDA ITEM REQUEST FORM

Complete Submissions Required:

This form shall be used to request that an item be placed on a City Council agenda for review and possible action following approval of the City Council. The request shall be placed on an agenda by the City Manager at the next available Council meeting.

This form must be filed and complete to have an item placed on the City Council Agenda for consideration. Request forms and documentation must be complete and received by the City Clerk's Office no later than 12:00 p.m. (noon) on the Friday seven (7) business days prior to the Regular Council meeting in order to be placed on that meeting's agenda. Per Resolution 2024-007R, citizen requests shall be limited to 15 minutes. Only completed request forms, including all supporting documents, will be accepted for placement on the agenda.

Regular Council meetings are held on the second and fourth Tuesday of the month at 6:30 p.m. in the Council Chambers at City Hall unless otherwise noticed.

I am a: ☐ Citizen ☒ Council Member

Requestor: Tod Howard

PRINTED NAME

Date Submitted: 11/21/24

Address: _____

Preferred contact: ☐ Cell _____ ☐ Work phone _____
☐ E-mail _____ ☐ Fax _____

1) Describe Item to be considered and area of City involved, if any: Chapter 115 parking
Don M. Has Changes

2) Executive Summary of Item and Action sought by Council: _____

3) Will your item have supporting documents? ☒ Yes ☐ No If so, how many pages? _____

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM AT TIME OF SUBMITTAL

Chapter 115 PARKING AND VEHICULAR USE AREAS

Sec. 115-1. Purpose and intent of chapter.

The purpose of this chapter is to delineate regulations which apply to the transportation system, including parking, loading, unloading, service area space and vehicular access requirements. The intent of this chapter shall be to support the economic development goals of the city through the development of real property by creating and implementing an efficient, safe and balanced system of traffic management and circulation that accommodates motorized and nonmotorized vehicles and provides for adequate and appropriate parking and loading facilities.

(Code 1998, § 98-1; Code 2008, § 98-1; Ord. No. 281-C, § 1(ch. 12, § 1), 11-8-1994; Ord. No. 2018-28, § 2, 8-282018)

Sec. 115-2. Off-street parking facilities.

- (a) *Required.* Off-street parking areas, including required parking spaces, accessways, buffers and related offstreet parking appurtenances, shall be provided for all buildings and uses on the premises. The requirements of this chapter shall apply to all development, whether new structures or alterations to existing structures.
- (b) *Compliance with regulations.* The requirements for off-street parking applicable to any use shall be a continuing obligation of the owner and occupant of the property on which any such use is located, so long as the use is in existence. It shall be unlawful for an owner or occupant of any use affected by this section to discontinue, change, dispense with, or in any way cause a change in the size, design or number of parking spaces required by this section, apart from the discontinuance of such use, without establishing alternative parking spaces which meet the requirements of this section, or for any person to use such building without acquiring such land for parking which meets the requirements of this section. In addition, parking spaces required by this section shall not be made unusable or inaccessible in any way during the life of the use served by such parking spaces, except as required for maintenance and repair. This section shall not prohibit the replacement or reconfiguration of parking spaces at grade, below grade or above grade to comply with the requirements of this section.

(Code 1998, § 98-2; Code 2008, § 98-2; Ord. No. 281-C, § 1(ch. 12, § 2(A)), 11-8-1994; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-3. Parking spaces.

- (a) *Size.*
 - (1) *Standard parking spaces.* Standard parking spaces shall consist of a minimum net area of 200 square feet, with a minimum width often feet and a minimum length of 20 feet. All standard spaces shall be striped. Parking space depth may be reduced to 18 feet when spaces are perpendicular to perimeter landscaped buffers, do not include wheel stops, and the required minimum perimeter buffer width is expanded by a minimum of two feet.

-
- (2) *Compact parking spaces.* Compact parking spaces shall be nine feet wide and 17 feet long. All compact spaces shall be double striped.

Clermont, Florida, Code of Ordinances

- (3) *Oversized spaces.* Oversized spaces shall be ten feet wide and 35 feet long. All oversized spaces shall be striped.
- (b) *Number of spaces.* The minimum off-street space requirements for all uses shall be in accordance with the table of minimum off-street parking space requirements in section 115-14.
- (c) *Mixed-use development.* Where a mixed-use development is proposed, the parking standards for each individual proposed use shall be required. A parking study may be submitted to the administrative official to justify modifications to this requirement, such that shared parking can be justified based on the complimentary nature of the proposed uses and offsetting peak parking demands. The administrative official shall ensure that the minimum number of spaces necessary to accommodate the mix of uses is provided on site to accommodate peak parking demand while reducing the overall amount of land devoted to parking to the greatest extent possible.
- (d) *Large-scale development.* Certain large-scale uses, such as planned development projects, normally have a diversity and variability in parking demand. In such cases, a parking study is required to be submitted with the development proposal to identify the necessary parking requirement. The final decision on the amount of parking shall be determined by the development review committee in consideration of the parking study along with traffic engineering and planning data that is appropriate to the proposed development and intended use. The outcome should reduce the overall amount of land dedicated to parking while ensuring that typical daily peak parking demand is accommodated.

(Code 1998, § 98-3; Code 2008, § 98-3; Ord. No. 281-C, § 1(ch. 12, § 2(A)(1)—(4)), 11-8-1994; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-4. Alternative surfacing materials for parking areas.

- (a) Certain land uses, due to their unique character or due to the low volume of traffic produced, may provide parking surfaces of wood mulch or other materials after obtaining approval from the development review committee. In granting such a request, the development review committee shall consider the following matters:
 - (1) The type of partially pervious material or type of wood mulch to be used for surfacing.
 - (2) The site characteristics of the parking lot, including, but not limited to, the elevation, slope, drainage, soil type and adjacent surface conditions.
 - (3) The type and amount of anticipated traffic flow in the parking lot.
- (b) The following criteria shall be used in development and construction of an approved wood mulch parking area:
 - (1) Use shall be essentially for passive parking (i.e., not more than two ingress/egress movements per day per vehicle space).
 - (2) Natural soil on the site must be sandy, with only enough clay to bind particles and preclude rutting or flowing.

Created: 2024-11-06 16:05:22 [EST]

(Supp. No. 2, Rev.)

- (3) Soil percolation must absorb a minimum of 3½ inches of rainfall per hour over the entire area to be mulched.
- (4) Parking areas shall be graded as level as possible, with maximum slope in any direction not to exceed three percent, to preclude surface runoff from washing away mulch materials.
- (5) Subsurface areas shall be cleared and grubbed to remove all living plant growth, and then be graded and treated with an approved herbicide to prevent further growth in areas to be mulched.
- (6) Surfacing shall not be less than three inches of clean bark mulch, free from chips and sticks, after wetting and rolling.
- (7) Mulched areas shall be contained by concrete ribbon curbing, pressure-treated timbers, or precast concrete bumper blocks laid end to end. For this purpose, concrete sidewalks at or between ends of rows of vehicle spaces, not less than five feet wide, may be used, as well as concrete entrance drives and curb cuts, where applicable.
- (8) Green areas (planters, with grass and shrubs or trees) shall comprise not less than ~~20~~ 30 percent of the total parking area, including driveways and walkways, and shall be provided with automatic or manual irrigation facilities, equipped with rain sensors and backflow preventers, and with adequate pressure and coverage to enable periodic wetting of the mulched areas to keep the mulch sufficiently moist to prevent its being blown or strewn by winds or vehicle exhausts, or ignited by the latter.
- (9) Requirements for size of lot or parcel coverage, number of vehicle spaces and driving lanes shall be the same as that for conventionally paved parking areas. Unless otherwise approved by the development review committee, circulation areas shall be paved.
- (10) The development review committee shall have sole discretion in determining whether or not the use of wood mulch, or other materials such as paver block or turf block, shall be suitable and acceptable for any specific location.

(Code 1998, § 98-4; Code 2008, § 98-4; Ord. No. 281-C, § 1(ch. 12, § 2(A)(5)), 11-8-1994; Ord. No. 2018-28, § 2, 828-2018)

Sec. 115-5. Design of parking lots.

- (a) The parking lot design, including, but not limited to, arrangement of spaces, width of aisles and access drives, angle of spaces, installation of curbing, etc., shall be as specified in the figures in this section. The specific design of each facility shall take into consideration the necessity of required landscaping in accordance with chapter 118, pertaining to vegetation. All parking lot improvements shall be paved in accordance with accepted city engineering standards.
- (b) Downtown parking. In order to accommodate slower traffic movements and the historic nature of downtown, parallel on-street parking provided by the city may be reduced to eight feet by 22 feet as shown in figure 98-15D. The downtown parking area shall include the community redevelopment area (CRA) as shown in the downtown CRA redevelopment plan, adopted on December 8, 2015, by Ordinance No. 2015-77.

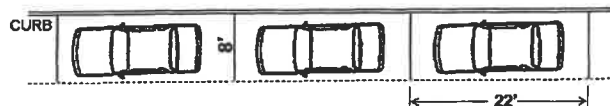


Figure 115-5. Downtown Parallel Parking

(Not to Scale)

(Code 1998, § 98-5; Code 2008, § 98-5; Ord. No. 281-C, § 1(ch. 12, § 2(B)), 11-8-1994; Ord. No. 2016-31, § 2, 8-232016; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-6. Ratio of full-size parking spaces to compact and oversized spaces.

- (a) The ratio of full-size parking spaces to compact spaces shall be ~~90~~ 100 to ten. This ratio shall be maintained for the total number of parking spaces provided and shall apply only to buildings and uses where the required number of parking spaces is 25 or greater and 300 or less. Developers may increase this ratio, thus increasing the number of full-size spaces, however, in no case shall the ratio of compact spaces be permitted to exceed this ratio. Compact spaces shall not be permitted for buildings and uses requiring less than 25 parking spaces or for residential uses. Projects requiring more than 300 parking spaces shall be considered threshold developments where final decision on the ratio of parking shall be determined by the development review committee in consideration of traffic engineering and planning data that is appropriate to the proposed development and intended use.
- (b) The provision of oversized parking spaces to accommodate recreational vehicles and the like shall be applied to retail business facilities where required parking is 100 spaces or more. The ratio of three oversized parking spaces per each 100 required spaces or portion thereof shall be maintained for the total number of parking spaces provided.

(Code 1998, § 98-6; Code 2008, § 98-6; Ord. No. 281-C, § 1(ch. 12, § 2(C)), 11-8-1994; Ord. No. 2018-28, § 2, 8-282018)

Sec. 115-7. Level, reserved parking spaces for disabled persons.

Level parking spaces shall be reserved for physically disabled persons according to the following requirements:

<i>Total Spaces Provided</i>	<i>Spaces Required to Be Reserved</i>
Up to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of total
Over 1,000	20 spaces, plus 1 for each 100 over 1,000

(Code 1998, § 98-7; Code 2008, § 98-7; Ord. No. 281-C, § 1(ch. 12, § 2(D)), 11-8-1994; Ord. No. 2018-28, § 2, 8-282018)

Created: 2024-11-06 16:05:22 [EST]

(Supp. No. 2, Rev.)

Sec. 115-8. Loading, unloading and service area space.

- (a) *Required areas.* The off-street loading, unloading and service area requirements of this chapter are intended to provide minimum standards necessary such that no loading, unloading or servicing of buildings or structures by refuse collection, fuel, or other public or private service type vehicular activity shall adversely impact the public safety, generate excess capacity on the city street system, or cause undue congestion or conflict resulting from such activities. The requirements of this section shall apply to all public, semipublic, commercial and industrial development, whether new structures or alterations to existing structures. Offstreet facilities shall be available for use prior to the issuance of any certificate of occupancy or a local business tax receipt, and the continued maintenance of such facilities shall be the obligation of the property owner and occupant as long as the use requiring such facility continues. No off-street facility shall be altered or discontinued except in accordance with this section.
- (b) *Arrangement.*
- (1) The off-street loading, unloading and service area space shall be designed and arranged such that it may be used without blockage or interference with the function and safety of adjacent uses, streets, accessways or off-street vehicular and pedestrian traffic circulation.
 - (2) The required spaces shall not be used for the storage of vehicles or materials and shall not be used to meet off-street parking requirements.
 - (3) All loading facilities shall be located on the same premises as the use they serve and shall not encroach on any rights-of-way or dedicated easements. All such facilities shall be well separated and buffered from adjacent uses in accordance with the provisions contained within this land development code.
- (c) *Dimensions.* Each required off-street loading, unloading and service area space shall be a minimum of 60 feet in depth and 12 feet in width, with an overhead clearance of not less than 14 feet for each space required; however, upon review and approval of the specific use intended and site plan by the development review committee, a total area of not less than 720 square feet devoted to such use, with an overhead clearance of 14 feet, may be permitted for each space required.
- (d) *Number of spaces.* The development review committee shall interpret and approve the amount of loading, unloading and service area space required for all uses based upon the following total aggregate floor area of each structure located on the premises:

Loading, Unloading and Service Area Space
Requirements

<i>Land Use Classification</i>	<i>Space Requirement</i>
Retail, wholesale and industrial uses	1 loading berth for every 20,000 square feet of floor area, or portion thereof
Bus and truck terminals	Sufficient space to accommodate the maximum number of buses or trucks that will be stored and loading or unloading at the terminal at one given time

(Code 1998, § 98-8; Code 2008, § 98-8; Ord. No. 281-C, § 1(ch. 12, § 2(E)), 11-8-1994; Ord. No. 2018-28, § 2, 8-282018)

Sec. 115-9. Access.

All off-street parking, loading, unloading and service area space shall have vehicular access to a street, frontage road, or reverse frontage road and shall be subject to the following provisions:

Created: 2024-11-06 16:05:22 [EST]

(Supp. No. 2, Rev.)

(1) *Nonresidential uses.*

- a. There shall be only one vehicular access point, not to exceed 40 feet in width, or two vehicular access points, not to exceed 20 feet in width each, located on any one street, frontage road, or reverse frontage road to serve the premises in question. One additional vehicular access point; not to exceed 40 feet in width, or two additional vehicular access points; not to exceed 20 feet in width each, shall be permitted for every 400 feet of parcel frontage on a single street, frontage road, or reverse frontage road. All access facilities shall require the approval of the development review committee for design or redesign and location.
- b. All vehicular access points shall be located at least 100 feet, or two-thirds the distance of the parcel frontage on a street, whichever is greater, from the intersection of any right-of-way lines of streets.
- c. All vehicular access points serving corner lots or tracts with less than 200 feet of frontage on only one street that is classified as an arterial, collector, or local collector in the traffic circulation element of the comprehensive plan shall be located on the street that intersects the arterial, collector or local collector roadway in question.
- d. A minimum distance of at least 50 feet shall be required between any two vehicular access points located on any one street adjacent to and serving the premises in question.
- e. All vehicular access points shall have a minimum width of at least 12 feet per lane of traffic.

(2) *Residential uses.*

- a. The maximum width of a residential driveway access to an off-street parking or other vehicular use area shall be 20 feet for two-way vehicular movement and ten feet for one-way vehicular movement. Single-family residential structures with three vehicular garage openings may allow driveway adjustments for front loaded garages as indicated in the table below. No more than one two-way access way shall be permitted for any street frontage up to 100 linear feet, such standards to be applicable to any property under one ownership. Where such ownership involves over 151 feet of street frontage, one additional two-way or two additional one-way drives may be permitted.

Table 115-9
Single-Family Residential
Driveway Width Standards

<i>Lot Width</i>	<i>Maximum Driveway (ft.)</i>	<i>Driveway Apron With Flares (ft.)</i>
Less than 60 ft.	20	26
Greater than 60 ft.	30	36

- b. Where such ownership involves over 251 feet of street frontage, one additional two-way or two additional one-way drives may be permitted for each additional 100 feet of frontage.
- c. The city has the right to require owners who rebuild or rehabilitate substandard driveways to reconstruct them to meet the requirements of this chapter and other requirements of this land development code.

(Code 1998, § 98-9; Code 2008, § 98-9; Ord. No. 281-C, § 1(ch. 12, § 2(F)), 11-8-1994; Ord. No. 2015-78, § 2, 12-8-2015; Ord. No. 2018-28, § 2, 8-28-2018)

Created: 2024-11-06 16:05:22 [EST]

(Supp. No. 2, Rev.)

Sec. 115-10. Driveway construction standards.

Driveways constructed below street grade must rise to an elevation at least to the top of the curb height on city right-of-way before reaching the owner's property line. Driveways constructed above the street grade should not exceed a grade of one inch per foot from the top of the curb to provide for vehicular clearance, unless otherwise approved by the city engineer. Sidewalks located within driveways shall be constructed in conformance with standards established by chapter 119, pertaining to subdivisions. All driveways and sidewalks shall be constructed in accordance with adopted city standards.

(Code 1998, § 98-10; Code 2008, § 98-10; Ord. No. 281-C, § 1(ch. 12, § 2(G)), 11-8-1994; Ord. No. 2015-78, § 2, 12-8-2015; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-11. Buffers.

Off-street parking and loading, unloading and service area space shall have a buffer of at least five feet in width provided along all streets on which the off-street parking and loading, unloading and service area space is located. All required landscaping shall be provided in conformance with chapter 123, pertaining to vegetation. The required buffer may be provided for and included within any other buffer required by the provisions of this land development code to be located along streets.

(Code 1998, § 98-11; Code 2008, § 98-11; Ord. No. 281-C, § 1(ch. 12, § 2(H)), 11-8-1994; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-12. Lighting facilities.

All lighting facilities provided for off-street parking, loading, unloading and service area space shall be subdued, shaded and focused on the site so as not to create traffic hazards or subject adjoining premises to undue glare or adverse interference.

(Code 1998, § 98-12; Code 2008, § 98-12; Ord. No. 281-C, § 1(ch. 12, § 2(I)), 11-8-1994; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-13. Change of use of premises.

Existing off-street parking, loading, unloading and service area space for any premises shall not be reduced unless it exceeds the requirements of this land development code. Where the use of existing premises is changed, the new use and premises shall conform with the off-street parking, loading, unloading and service area space and vehicular access requirements of this land development code. Any existing use not provided with conforming offstreet parking, loading, unloading and service area space and vehicular access shall conform with the requirements of this land development code at the time of any alteration or expansion of the use.

(Code 1998, § 98-13; Code 2008, § 98-13; Ord. No. 281-C, § 1(ch. 12, § 3), 11-8-1994; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-14. Table of minimum parking space requirements.

- (a) *Determination for unlisted uses or alternative parking.* If the proposed use is not listed or compatible with a use listed in the table of minimum parking space requirements, the administrative official shall make a determination of the appropriate parking for the proposed use based on the standards and guidelines of the Institute of Transportation Engineers (ITE) or the latest Smart Code published by the Form Based Codes

Institute. In reaching the determination, the director may consider and be guided by the requirements for similar uses, the number and kind of vehicles likely to be attracted to the proposed use, parking requirements of such uses in other jurisdictions, special conditions or situations of the proposed use, or a combination of sources.

- (b) *Minimum off-street parking space requirements.* Minimum off-street parking space requirements are as follows:

<i>Land Use</i>	<i>Minimum Number of Spaces per Indicated Unit</i>	<i>Minimum Number of Spaces per Indicated Unit in the Central Business District</i>	<i>Per Unit of Measure</i>
Single-family	2	1	Per dwelling unit
Multifamily	1.5 2	1.25	Per one-bedroom unit
Multifamily	2 2.5	1.5	Per two-bedroom unit
Multifamily	2.5 3	2.0	Per three-bedroom unit
Mobile home parks	2	N/A	Per dwelling unit
Churches and funeral homes	1	0.5	Per four permanent seats in the sanctuary or assembly room
Offices and veterinary clinics	1	0.5 *	Per 200 square feet of floor space
Hospitals, clinics, ACLFs and nursing homes	1 2	1	For each four beds
Plus	1	N/A	For each doctor
Plus	1 2	0.5	For each 4 employees
Roominghouses and boardinghouses	1 3	0.5 1	For each bedroom
Nursery schools, childcare centers, kindergartens, or public, vocational and professional schools	1	1	Per 300 square feet of classroom space
Plus	1	0.5	For each staff member
Plus	1	0.5	For each four employees
Wholesale business and personal services	1	0.5	Per 200 square feet of floor space
Retail	1	0.83 *	Per 333 square feet of floor space
Theaters, auditoriums and cinemas	1	0.5	For each four seats in the assembly rooms
Hotels, motels and Bed and Breakfast	1	1	For each accommodation
Plus	1	N/A	For each three employees
Restaurants, takeout only	1	0.5	Per 100 square feet of gross floor area
Restaurants and lounges	1	0.5	Per 4 seats (including outdoor seating)

Created: 2024-11-06 16:05:22 [EST]

Plus	1	1	For each four employees
Automotive services and gas stations	4	4	For each service bay or similar facility
Plus	1	0	For each employee
Recreation facilities	1	0.5	Per 200 square feet of floor area devoted to patron use
Golf course	6/1	N/A	Per green/per practice tee
Lodges and clubs	1	0.5	Per 50 square feet of floor space
Light manufacturing	1	1	Per 500 square feet of floor area
or	1	1	For each two employees based on the greatest number of employees at work on the largest shift, whichever is greater
Unmanned utility facilities	1	0	Per 1,000 square feet of floor area, with a minimum of two spaces required
Warehouse/Bulk Storage	1	0.5	Per 1,000 square feet of floor space, with a minimum of two spaces required
Warehouse/Showroom	1	1	Per 1,000 square feet of floor space, with a minimum of two spaces required

* Central Business District Parking Exemption:

a) For uses Retail, and Office as described in Sec. 115-14 (b) shall be exempt from any and all parking requirements; the boundary of the downtown exemption shall be as follows: Bounded by BLOCK 77 lot 20 and 18, BLOCK 80, BLOCK 81, BLOCK 91, BLOCK 92, BLOCK 93, BLOCK 94 Lots 1-6, BLOCK 95 Lots 1-3 and 10-12, of the official map of the City of Clermont, according to the map or plat thereof as recorded in plat book 8, page 17, public records of lake county. This exemption applies to single story, or a first floor of any structure within the abovementioned boundaries.

b) As stipulated in Section 115, all new developments are required to provide adequate parking. Property or business owners may opt to pay a downtown parking fee of \$3,000.00 per required space, which will contribute to the CRA fund designated for parking. This fee will be calculated based on the total parking requirement for a specific use or uses. The downtown parking fee may be increased at any time through a Resolution passed by the Clermont City Council. Payment of these fees does not grant any property or business owner ownership, usage rights, occupancy, or claims to any city-owned parking spaces. All parking spaces will remain available for public use in accordance with the rules and ordinances of the City of Clermont, with the city council retaining the right to reserve any or all spaces for emergency services, law enforcement, municipal functions, and special events.

Created: 2024-11-06 16:05:22 [EST]

Note: Planned unit developments shall provide off-street parking based upon the aggregate sum of all proposed uses, discounted for any reduced parking benefit attributable to the unique mix of uses and offsetting peak hour parking demands.

(Code 1998, § 98-14; Code 2008, § 98-14; Ord. No. 281-C, § 1(table 12-1), 11-8-1994; Ord. No. 294-C, § 2, 9-28-1999; Ord. No. 373-C, § 2, 11-24-2009; Ord. No. 2018-28, § 2, 8-28-2018; Ord. No. 2023-027, § 2, 9-26-2023)

Sec. 115-15. Parking illustrations.

The figures referenced in this chapter are set out in this section.

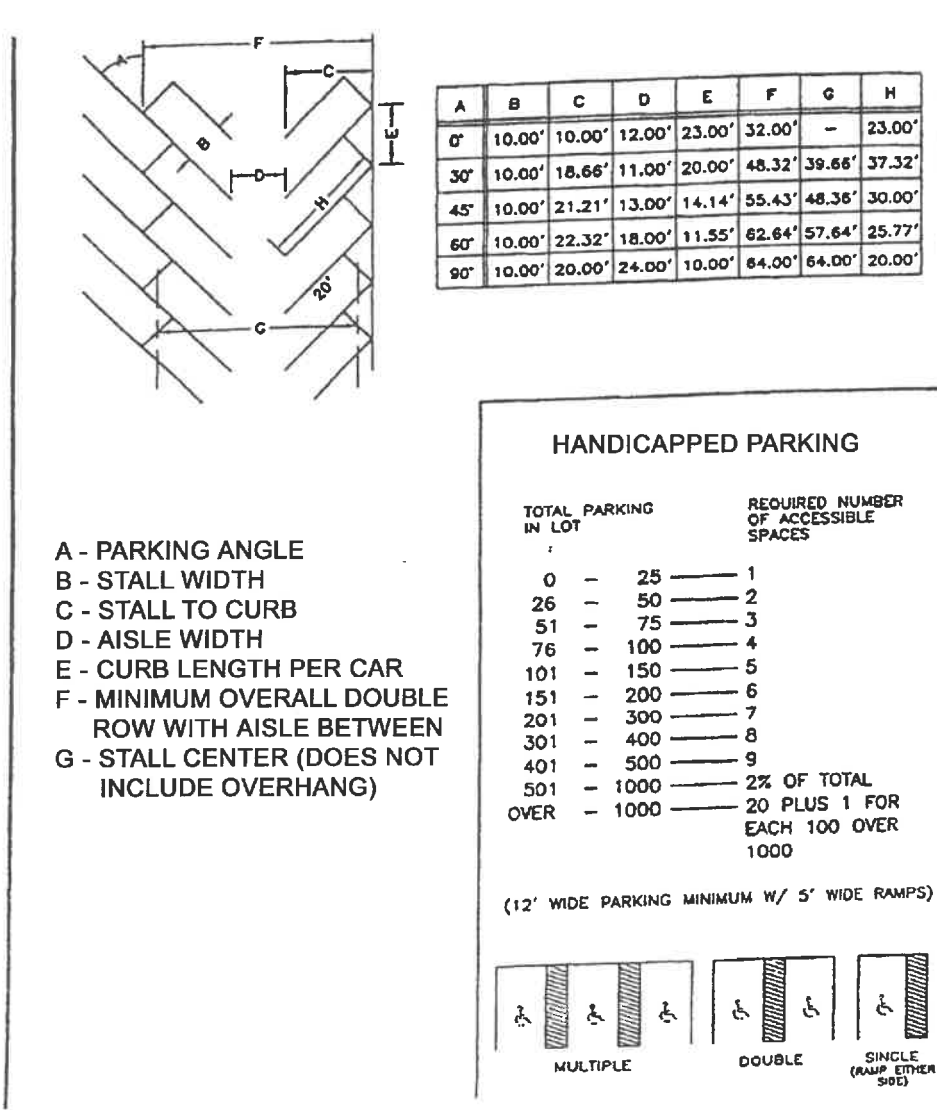


Figure 115-15A. Parking Standards
(Not to Scale)

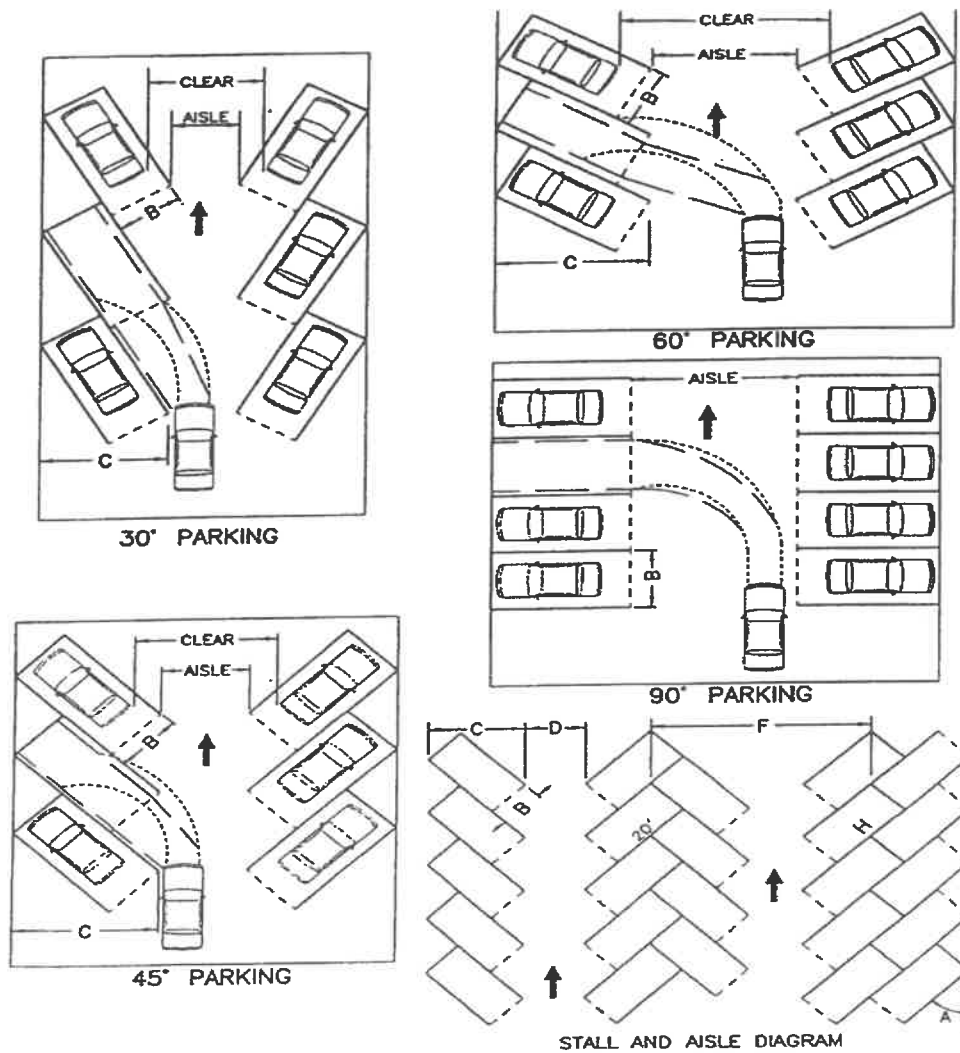


Figure 115-15B. One-Way Street Curb Parking
(Not to Scale)

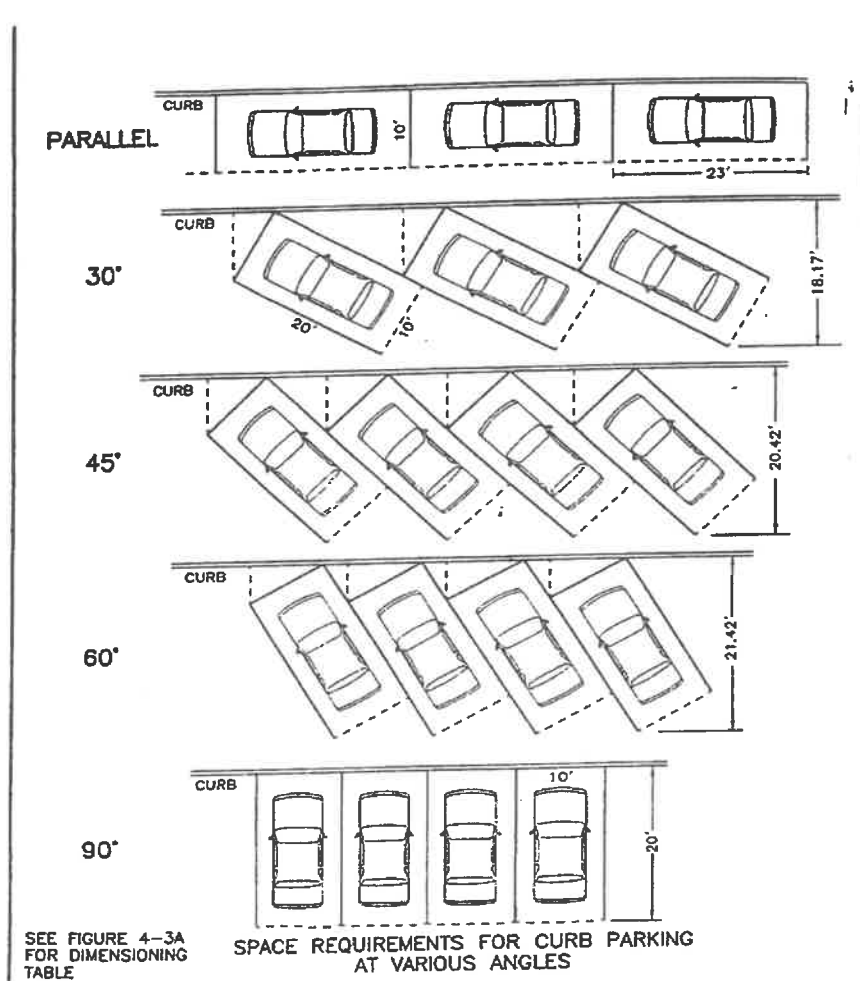


Figure 115-15C. Curb Parking
(Not to Scale)

(Code 1998, § 98-15; Code 2008, § 98-15; Ord. No. 281-C, § 1(figs. 12-1A—12-1C), 11-8-1994)

Sec. 115-16. Bicycle parking space requirement.

(a) *Generally.* Bicycle parking shall be provided as follows:

- (1) *New development.* All new development shall provide parking for bicycles. The number of bicycle parking spaces provided shall be at least equal to five percent, rounded up, of the first 100 automobile parking spaces, and two percent; rounded up, for additional bicycle parking spaces for all other automobile parking spaces over 100.

-
- (2) *Nonresidential uses.* One automobile parking space per 50 spaces may be exchanged, providing parking for bicycles on site or at the exchanged parking space. A maximum of four automobile spaces may be exchanged.
- (3) *Multifamily residential uses.* One automobile parking space per 50 spaces may be exchanged, providing parking for bicycles on site or at the exchanged parking space. A maximum of two automobile spaces may be exchanged.
- (b) *Bicycle parking devices; design, and parking lot and location criteria.*
- (1) Bicycle parking devices shall meet the following:
- Be designed to allow each bicycle to be supported by its frame.
 - Be designed to allow the frame and wheels of each bicycle to be secured against theft, with owner lock.
 - Be designed to avoid damage to the bicycles.
 - Be anchored to resist removal and solidly constructed to resist damage by rust, corrosion, and vandalism.
 - Accommodate a range of bicycle shapes and sizes and to facilitate easy locking without interfering with adjacent bicycles.
 - Be located to prevent damage to bicycles by cars.
 - Be consistent with the surroundings in color and design and be incorporated whenever possible into building or street furniture design.
 - Be located in convenient, highly visible, active, well-lit areas, and spread in groupings around the site.
 - Be located so as not to interfere with pedestrian movements.
 - Be located as near the principal entrance of the building as practicable.
 - Provide safe access from the spaces to the right-of-way or bicycle lane.
- (2) All bicycle parking spaces required under this section shall be a minimum of two feet in width and six feet in length.
- (3) Parking lot bicycle parking locations must provide bollards or similar device must be installed to help prevent bicycle damage.
- (c) *Bicycle parking review and approval.* Bicycle parking shall be reviewed and approved by the site review committee.
- (Code 2008, § 98-16; Ord. No. 2013-04, § 2, 2-26-2013; Ord. No. 2018-28, § 2, 8-28-2018)

Sec. 115-17. Parking in the Central Business District (CBD) Zoning District.

- (a) The Central Business District represents the historic core of the city built upon a gridded street system with a mix of land uses with a strong pedestrian orientation. The streets are designed to accommodate on-street parking, adding to the overall inventory of publicly accessible parking. In order to achieve the desired development objectives of the downtown, the city recognizes that parking for existing uses and new uses can be accommodated through on-site spaces or on an off-site (remote parking) location.
- (b) Location of required parking spaces.

-
- (1) Parking spaces required by this section in the Central Business District zoning district shall be located on the same building site as the use they serve, or on a properly zoned lot within a specified distance of the building site (remote parking). The acceptable distance for remote parking varies by user as follows:

Off-Site (Remote) Parking

Customer	Employee
1,320 ft.	2,640 ft.

- (2) Remote parking encumbrance. Whenever parking required by this section is not located on the same building site as the use it serves, the applicant for such use shall submit with the application an instrument duly executed, approved by the city attorney, and recorded in the public records of the county, which subjects the parcels or tracts of land to parking uses in connection with the principal use for which it is available. Such instrument shall be irrevocable to ensure that the proposed use retains the number of parking spaces required by this section. Should the use of the remote parking site become unavailable for continued use for remote parking, the owner and/or tenant must replace the lost parking with an acceptable alternative such that the land use is continually served by parking in compliance with this section.
- (c) In an effort to foster revitalization and enhancement of the Central Business District, parking space credits shall be granted to existing structures and vacant land in the following manner:
- (1) Existing structures located in the Central Business District shall be given a parking space credit equal to the parking space requirements for the current use of the structure. For structures with more than one use, calculation of the credit is based on the amount of square footage devoted to each particular use.
- (2) For existing nonresidential structures, no additional parking spaces shall be required for a change in use to another nonresidential use, provided the square footage remains the same.
- (3) Residential uses changing to nonresidential must provide parking equivalent to those nonresidential uses as required by this section.
- (4) All vacant parcels changing to either residential or nonresidential must provide parking equivalent to those residential or nonresidential uses as required by this section.
- (5) Parking spaces and/or parking space credits shall remain the sole possession of the property for which they were initially provided. Parking space credits shall not be transferable from one business location to another business location.
- (6) Single-family residential structures and vacant parcels shall be given credit for two spaces and multifamily structures shall be given credit for 1.5 spaces per unit.
- (d) Vacant property being developed for new residential or nonresidential uses, shall be required to provide offstreet parking spaces consistent with this section. A parking plan shall be provided with all applications for individual development approval which shall clearly and accurately designate the required parking spaces, required landscaped areas and planter islands, access aisles and driveways and the relationship of the parking to the uses and structures the spaces are intended to serve. All off-street parking facilities shall be designed and constructed in accordance with the city's adopted engineering standards.

(Code 2008, § 98-17; Ord. No. 2013-04, § 2, 2-26-2013; Ord. No. 2018-28, § 2, 8-28-2018)



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE CHAPTER 115, "PARKING AND VEHICULAR USE AREAS", SECTION 115-14 "TABLE OF MINIMUM PARKING SPACE REQUIREMENTS"; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, pursuant to the provisions of Chapter 163, Florida Statutes, the City of Clermont Planning and Zoning Commission, acting as the Local Planning Agency of the City, held a public hearing on _____ and following such hearing found this Ordinance to be in the best interest of the City of Clermont, and recommended that the City Council adopt this Ordinance; and

WHEREAS, the City Council of the City of Clermont held a public hearing on the proposed amendment to Land Development Code, Chapter 115, "Parking and Vehicular Use Areas", Section 115-14 "Table of Minimum Parking Space Requirements", for purposes of receiving written comments, proposals and objections from the general public; and

NOW, THEREFORE, BE IT ORDAINED and enacted by the City Council of the City of Clermont, Florida that:

SECTION 1: AUTHORITY

The City Council of the City of Clermont has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida and Chapter 163 and 166, Florida Statutes.

SECTION 2.

Chapter 125, "Zoning", Article III "Districts", Division 12 "CBD Central Business District". Section 125-369 "Permitted Uses" of the Land Development Code of the City of Clermont is hereby amended to read as follows (note strikethrough indicates removed words and underlined indicates added):

Sec. 115-14. Table of minimum parking space requirements.

- (a) *Determination for unlisted uses or alternative parking.* If the proposed use is not listed or compatible with a use listed in the table of minimum parking space requirements, the administrative official shall make a determination of the appropriate parking for the proposed use based on the standards and guidelines of the Institute of Transportation Engineers (ITE) or the latest Smart Code published by the Form Based Codes Institute. In reaching the determination, the director may consider and be guided by the requirements for similar uses, the number and kind of vehicles likely to be attracted to the proposed use, parking

CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

1 requirements of such uses in other jurisdictions, special conditions or situations of the
2 proposed use, or a combination of sources.

3 (b) *Minimum off-street parking space requirements.* Minimum off-street parking space
4 requirements are as follows:

<i>Land Use</i>	<i>Minimum Number of Spaces per Indicated Unit</i>	<i>Minimum Number of Spaces per Indicated Unit in the Central Business District</i>	<i>Per Unit of Measure</i>
Single-family	2	1	Per dwelling unit
Multifamily	1.5 2	1.25	Per one-bedroom unit
Multifamily	2 2.5	1.5	Per two-bedroom unit
Multifamily	2.5 3	2.0	Per three-bedroom unit
Mobile home parks	2	N/A	Per dwelling unit
Churches and funeral homes	1	0.5	Per four permanent seats in the sanctuary or assembly room
Offices and veterinary clinics	1	0.5 *	Per 200 square feet of floor space
Hospitals, clinics, ACLFs and nursing homes	1 2	1	For each four beds
Plus	1	N/A	For each doctor
Plus	1 2	0.5	For each 4 employees
Rooming houses and boardinghouses	1 3	0.5 1	For each bedroom
Nursery schools, childcare centers, kindergartens, or public, vocational and professional schools	1	1	Per 300 square feet of classroom space
Plus	1	0.5	For each staff member
Plus	1	0.5	For each four employees

CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

Wholesale business and personal services	1	0.5	Per 200 square feet of floor space
Retail	1	0.83 *	Per 333 square feet of floor space
Theaters, auditoriums and cinemas	1	0.5	For each four seats in the assembly rooms
Hotels, motels and Bed and Breakfast	1	1	For each accommodation
Plus	1	N/A	For each three employees
Restaurants, takeout only	1	0.5	Per 100 square feet of gross floor area
Restaurants and lounges	1	0.5	Per 4 seats (including outdoor seating)
Plus	1	1	For each four employees
Automotive services and gas stations	4	4	For each service bay or similar facility
Plus	1	0	For each employee
Recreation facilities	1	0.5	Per 200 square feet of floor area devoted to patron use
Golf course	6/1	N/A	Per green/per practice tee
Lodges and clubs	1	0.5	Per 50 square feet of floor space
Light manufacturing	1	1	Per 500 square feet of floor area
or	1	1	For each two employees based on the greatest number of employees at work on the largest shift,

CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

			whichever is greater
Unmanned utility facilities	1	0	Per 1,000 square feet of floor area, with a minimum of two spaces required
Warehouse/Bulk Storage	1	0.5	Per 1,000 square feet of floor space, with a minimum of two spaces required
Warehouse/Showroom	1	1	Per 1,000 square feet of floor space, with a minimum of two spaces required

(c) Central Business District Parking: The following shall apply to uses within the Central Business District:

(1) For uses Retail, and Office as described in Sec. 115-14 (b) shall be exempt from any and all parking requirements; the boundary of the downtown exemption shall be as follows: Bounded by BLOCK 77 lot 20 and 18, BLOCK 80, BLOCK 81, BLOCK 91, BLOCK 92, BLOCK 93, BLOCK 94 Lots 1-6, BLOCK 95 Lots 1-3 and 10-12, of the official map of the City of Clermont, according to the map or plat thereof as recorded in plat book 8, page 17, public records of lake county. This exemption applies to single story, or a first floor of any structure within the abovementioned boundaries.

(2) As stipulated in Section 115, all new developments are required to provide adequate parking. Property or business owners may opt to pay a downtown parking fee of \$3,000.00 per required space, which will contribute to the CRA fund designated for parking. This fee will be calculated based on the total parking requirement for a specific use or uses. The downtown parking fee may be increased at any time through a Resolution passed by the Clermont City Council. Payment of these fees does not grant any property or business owner ownership, usage rights, occupancy, or claims to any city-owned parking spaces. All parking spaces will remain available for public use in accordance with the rules and ordinances of the City of Clermont, with the city council retaining the right to reserve any



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

or all spaces for emergency services, law enforcement, municipal functions, and special events.

(d) Note: Planned Unit Developments. Planned unit developments shall provide off-street parking based upon the aggregate sum of all proposed uses, discounted for any reduced parking benefit attributable to the unique mix of uses and offsetting peak hour parking demands.

SECTION 3: CONFLICT

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 4: SEVERABILITY

If any portion of this Ordinance is declared invalid, the invalidated portion shall be severed from the remainder of the Ordinance, and the remainder of the Ordinance shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Ordinance as a whole.

SECTION 5: CODIFICATION

The text of Section 2, 3 and 4 of this Ordinance shall be codified as a part of the Clermont City Land Development Code. The codifier is authorized to make editorial changes not effecting the substance of this Ordinance by the substitution of "Article" for "Ordinance", "Section" for "Paragraph", or otherwise to take such editorial license.

SECTION 6: ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR

Regardless of whether such inclusion in the Code as described in Section 5 is accomplished, sections of the Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 7: PUBLICATION AND EFFECTIVE DATE. This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.

First Reading this __ day of ____, 2025.
Second Reading this __ day of ____, 2025.



CITY OF CLERMONT
ORDINANCE NO. 2025-xxx

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County,
Florida on this ____ day of _____ 2025.

CITY OF CLERMONT

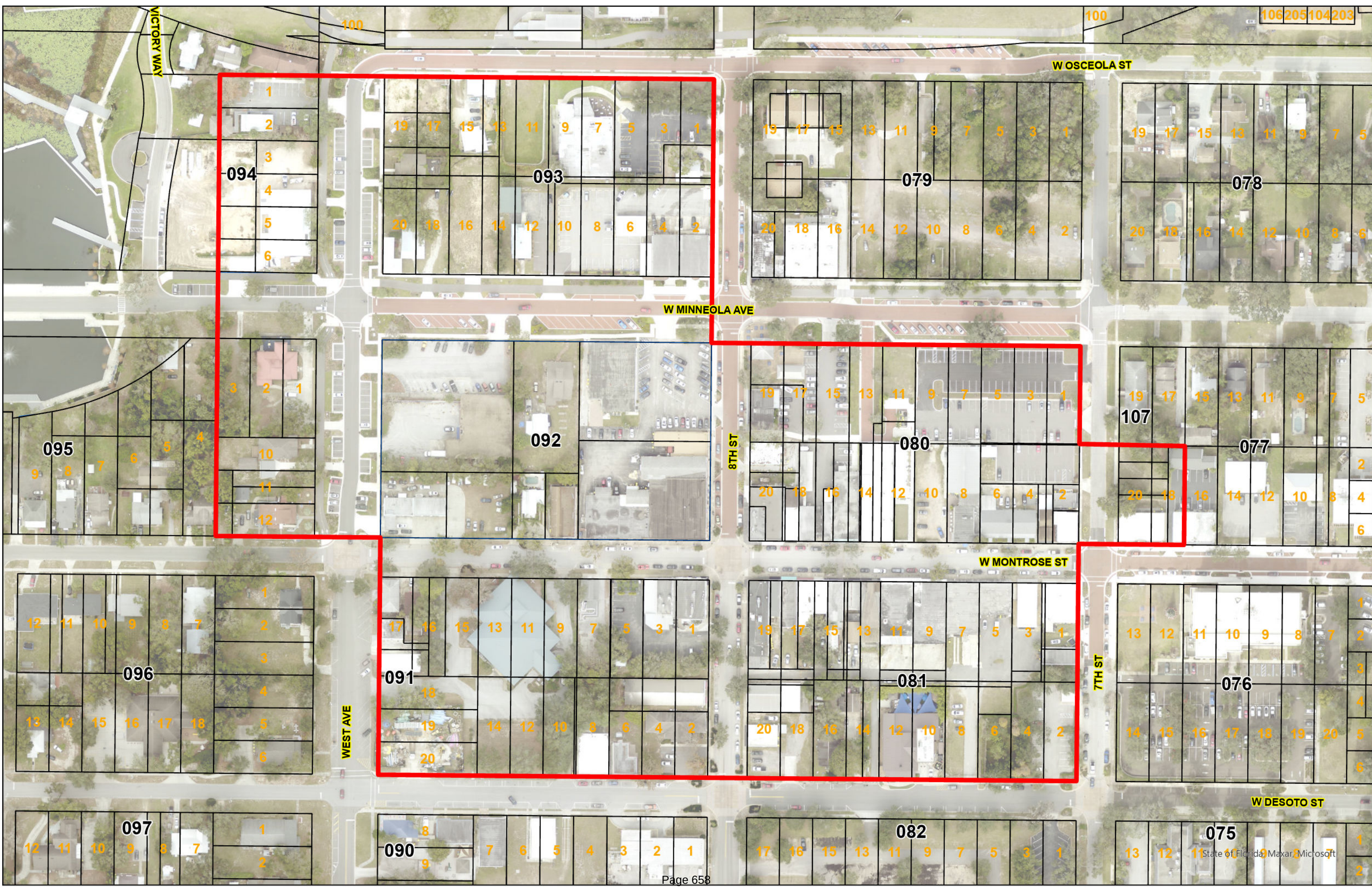
Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney





CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
City Attorney Contract		
Requested Action		
Staff Report		
Council Member Petersen submitted an agenda item request to discuss the City Attorney Contract. In 2013, the contract was amended from the original in 2004. The contract calls for a 5% increase every other year. The contract was approved at \$6,500.00 per a month at 5% every other year. The city currently pays \$8,295.33 a month for general matters to DSK Law. The addendum approved in 2016 provided for legal counsel on matters related to collective bargaining negotiations and agreements.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Agenda Item Request	Agenda Item Request.pdf	
2. Addendum	Addendum.pdf	



CITY OF CLERMONT

685 W. Montrose St.
Clermont, FL 34711
(352) 241-7331

AGENDA ITEM REQUEST FORM

Complete Submissions Required:

This form shall be used to request that an item be placed on a City Council agenda for review and possible action following approval of the City Council. The request shall be placed on an agenda by the City Manager at the next available Council meeting.

This form must be filed and complete to have an item placed on the City Council Agenda for consideration. Request forms and documentation must be complete and received by the City Clerk's Office no later than 12:00 p.m. (noon) on the Friday seven (7) business days prior to the Regular Council meeting in order to be placed on that meeting's agenda. Per Resolution 2024-007R, citizen requests shall be limited to 15 minutes. Only completed request forms, including all supporting documents, will be accepted for placement on the agenda.

Regular Council meetings are held on the second and fourth Tuesday of the month at 6:30 p.m. in the Council Chambers at City Hall unless otherwise noticed.

I am a: ☐ Citizen ☒ Council Member

Requestor: William Petersen

PRINTED NAME

Date Submitted: 12/03/24

Address: 685 W Montrose

Preferred contact: ☐ Cell ☐ Work phone
☐ E-mail City email ☐ Fax

1) Describe Item to be considered and area of City involved, if any: Review and discussion of the city attorneys contract for services

2) Executive Summary of Item and Action sought by Council: Review and discussion of the city attorneys contract for services
Discuss in open public city's legal department positions

3) Will your item have supporting documents? ☒ Yes ☐ No If so, how many pages? 5

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM AT TIME OF SUBMITTAL



DE BEAUBIEN KNIGHT SIMMONS MANTZARIS & NEAL LLP
ATTORNEYS AND COUNSELLORS AT LAW
ORLANDO | TALLAHASSEE | TAMPA
WWW.DBKSMN.COM

**Reply to
Orlando**

January 30, 2013

Darren Gray
City Manager
City of Clermont
685 West Montrose Street
Clermont, FL 34712-0219

Re: New engagement letter to serve
as Legal Counsel to City of Clermont
(Replaces May 5, 2004 engagement letter)

Dear Darren:

As you are aware, our Firm has provided City Attorney services for the City of Clermont since May 2004. During this period we have sincerely enjoyed working with the City and appreciate our relationship with the City Council, the City Manager and the City Staff as City Attorney. As you are also aware, since our initial engagement in 2004, we have not requested an increase in our fees. Finally, as we have discussed and agreed, you have requested that we expand our set City Hall in-office hours from ½ day to one full day on Tuesdays of each week. As a result, this engagement letter is provided to you for presentation to the City Council with the intent of replacing in its entirety the May 5, 2004 engagement letter and confirms the new monthly base fee as well as the expanded hours and services we will provide.

I. SCOPE OF SERVICES.

As legal counsel to the City, the Firm primarily through Partner, Daniel F. Mantzaris, with assistance from Partners, D. John "Jack" Morgeson, Jr., and Lindsay Oyewale and other attorneys as may be assigned, shall represent and advise the Council, City Manager, Department and Division Directors and other staff, including, but not limited to, attendance at all regular and special City Council meetings; attendance at regular and special meetings of the City's Planning and Zoning Board and Code Enforcement Board; attendance at all other meetings, conferences, work

sessions and the like, as requested by City; review of agenda and agenda support or back-up materials for any such meeting(s); review and preparation of contracts as requested by the City; review of ordinances and resolutions scheduled or proposed for City Council consideration or action; telephone and office conferences with city officials and staff; and maintenance by Daniel F. Mantzaris of regular office hours at City Hall one full day per week for provision of the services contemplated herein. Assignment of any Partner or associate of the Firm to any of the services contemplated herein shall be subject to approval by the City. If it is determined and mutually agreed by the parties that if specialized outside counsel, i.e. bond counsel, claims defense counsel and labor counsel for arbitration and collective bargaining negotiations is required to represent the City, then such services shall be outside the scope of the services of this agreement, other than the requirement of the Firm to serve as co-counsel with outside counsel in the specialized representation of the City. Provided, however, the Firm shall provide pursuant to the fee set forth in II A, below, general labor and employment counsel with regard to all non-litigation employment matters, including but not limited to, periodic training in labor issues such as harassment and disciplinary matters.

II. PAYMENT.

A. Non Litigation General Matters: The City shall pay to DeBeaubien, Knight, Simmons, Mantzaris & Neal, LLP (the "Firm") \$6,500.00 per month without regard or reference to the hours actually worked for all services, including costs, such as copy, facsimile, ordinary travel, postage and telephone charges rendered on behalf of the City. Effective March 1, 2015 and every other year thereafter, the above-referenced monthly base fee amount shall automatically increase by five (5) percent.

B. Litigation: (Fees not covered or reimbursed by City's Insurance Carrier) The City shall pay to DeBeaubien, Knight, Simmons, Mantzaris & Neal, LLP the sum of \$135 per hour plus costs for each actual hour worked in a litigation matter not covered by the City's insurance carrier.

C. Litigation: (Fees covered or reimbursed by City's Insurance Carrier). In the event the Firm represents the City in these matters, the City shall pay the Firm such sum as provided or established by the City's carrier.

Darren Gray, City Manager
City of Clermont
Page 3

Litigation Defined: A litigation matter is defined as any action to be instituted or pending before any Court, Judicial Officer, Arbitration Panel, Judge, Administrative Hearing Officer, Special Master or Magistrate, in which the City is a party.

In all matters hereunder, the Firm will submit each month to the City Manager, or his designee, a Billing Statement of hours expended for services rendered and costs incurred. The portion of the statement setting forth the hours for services rendered shall specify for each entry the amount of time expended, the lawyer by whom the time was expended, and a description of the tasks or services performed. The portion of the statement setting forth the costs incurred shall specify the amount for each category of costs.

The City Manager, or his designee, upon review and approval of the invoice, will authorize payment for the costs expended, and payment shall be processed and made in the same manner as for all other City invoices and statements. All invoices shall be due and payable within thirty (30) days of the date of the invoice.

III. CONFLICT REPRESENTATION.

For all services that the Firm would otherwise provide pursuant to Sections I and II A. above, and which, in its sole judgment, the Firm cannot provide due to a conflict or other similar reason, the Firm shall incur the expense of insuring that the City is represented in the particular matter. In the event such a conflict exists, the City shall have the right to select counsel to represent it in the particular matter. Nothing contained herein shall affect this agreement or the representation of the City by the Firm.

IV. TERMINATION.

The term of this engagement may be renewed annually. However, the agreement may be terminated by either party immediately with cause or upon thirty (30) days written notice without cause. If such termination occurs, the Firm will be paid for all services rendered and costs incurred, if applicable, to the date of notice of termination.

V. REPRESENTATION, COVENANTS AND WARRANTIES.

By executing this engagement letter, Daniel F. Mantzaris and DeBeaubien, Knight, Simmons, Mantzaris & Neal, LLP represent, covenant, and warrant to City as follows:

A. Daniel F. Mantzaris as primary attorney, D. John Morgeson, Jr. and Lindsay Oyewale as secondary will be assigned to perform the scope of services contemplated herein. Further that any other Firm attorneys that may be assigned shall have sufficient experience to perform the contemplated services;

B. the Firm is not currently representing any clients before the City or in litigation related to any order or decision of the Council.

C. the Firm has sufficient time to execute and fulfill the duties of legal counsel to the City and is not burdened by possibilities or workload or by personal or other constraints that would interfere in any material respect with the Firm's obligations hereunder.

VI. MISCELLANEOUS.

A. Assignment. The services to be rendered under this engagement letter are personal to Daniel F. Mantzaris and the Firm and may not be assigned other than as provided herein, either directly or indirectly, to any other person or firm.

B. Amendments. This engagement letter may be amended only by written instrument signed by the Firm and the City of Clermont.

C. Independent Contractor Status. In the performance of legal services hereunder, the Firm's employees are independent contractors and shall not hold themselves out as employees, agents or servants of the City of Clermont.

D. It is expressly agreed that upon the expiration of six months from the effective date of this engagement agreement, the parties shall review the terms and conditions contained herein and make any and all mutually beneficial revisions.

Darren Gray, City Manager
City of Clermont
Page 5

E. This engagement letter shall take effect March 1, 2013.

This letter of engagement shall not be binding and of no effect until it has been executed by the authorized representative of the City and by Daniel F. Mantzaris, individually and on behalf of the Firm.

Once again, thank you for this consideration. It continues to be our absolute pleasure to work with the City Council, the City Manager and the City staff.

de BEAUBIEN, KNIGHT,
SIMMONS, MANTZARIS & NEAL, LLP

By: 

Daniel F. Mantzaris, Partner

Date: 1/30/13

CITY OF CLERMONT, FLORIDA, as
authorized by its City Council,

By: 

Harold S. Turville, Mayor

Date: 02/26/13



DE BEAUBIEN KNIGHT SIMMONS MANTZARIS & NEAL LLP
ATTORNEYS AND COUNSELLORS AT LAW
ORLANDO | TALLAHASSEE | TAMPA
WWW.DBKSMN.COM

February 10, 2016

Darren Gray
City Manager
City of Clermont
685 West Montrose Street
Clermont, FL 34712-0219

Re: Amendment to January 30, 2013 Engagement letter to serve
as Legal Counsel to City of Clermont

Dear Mr. Gray:

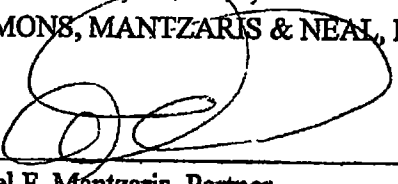
On behalf of our Firm and me, we sincerely appreciate our relationship with the City Council, the City Manager and the City Staff as City Attorney. The following is provided to confirm the addition of services to be provided by Attorney Lindsay Oyewale of our Firm for legal services for labor matters related to the City's collective bargaining unit agreements and the negotiation and drafting of new agreements.

In addition to the fee agreement set forth in the January 30, 2013 Engagement, effective August 1, 2015, the City shall pay \$165 per hour on an as needed and as billed basis for the service rendered by Lindsay Oyewale to provide legal counsel with regard to labor matters related to collective bargaining negotiations and agreements.

All other terms of the January 30, 2013 Engagement letter with our Firm shall remain unchanged. This amendment to the letter of engagement shall not be binding and of no effect until it has been executed by the authorized representative of the City and by Daniel F. Mantzaris, individually and on behalf of the Firm.

Once again, thank you for this consideration. It continues to be our absolute pleasure to work with the City Council, the City Manager and the City staff.

de BEAUBIEN, KNIGHT,
SIMMONS, MANTZARIS & NEAL, LLP

By: 

Daniel F. Mantzaris, Partner

Date: 2/10/16

Darren Gray, City Manager
City of Clermont
Page 2

CITY OF CLERMONT, FLORIDA, as
authorized by its City Council,

By: 
Darren Gray, City Manager
Date: 2/15/16



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
City Manager Contract		
Requested Action		
Staff Report		
Council Member Howard submitted an agenda item request to discuss the City Manager Contract.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Agenda Item Request	Submitted 11.21.2024 - Tod Howard (1).pdf	
2. City Manager Contract 2023	City Manager Contract 2023.pdf	
3. Bulthuis voluntary sep agreement	Bulthuis voluntary sep agreement.doc	



CITY OF CLERMONT
685 W. Montrose St.
Clermont, FL 34711
(352) 241-7331

AGENDA ITEM REQUEST FORM

Complete Submissions Required:

This form shall be used to request that an item be placed on a City Council agenda for review and possible action following approval of the City Council. The request shall be placed on an agenda by the City Manager at the next available Council meeting.

This form must be filed and complete to have an item placed on the City Council Agenda for consideration. Request forms and documentation must be complete and received by the City Clerk's Office no later than 12:00 p.m. (noon) on the Friday seven (7) business days prior to the Regular Council meeting in order to be placed on that meeting's agenda. Per Resolution 2024-007R, citizen requests shall be limited to 15 minutes. Only completed request forms, including all supporting documents, will be accepted for placement on the agenda.

Regular Council meetings are held on the second and fourth Tuesday of the month at 6:30 p.m. in the Council Chambers at City Hall unless otherwise noticed.

I am a: ☐ Citizen ☒ Council Member

Requestor: Tod Howard
PRINTED NAME

Date Submitted: 11/21/24

Address: _____

Preferred contact: ☐ Cell _____ ☐ Work phone _____
☐ E-mail _____ ☐ Fax _____

1) Describe Item to be considered and area of City involved, if any: City Manager Contract
Dan Has Docs

2) Executive Summary of Item and Action sought by Council: _____

3) Will your item have supporting documents? Yes No If so, how many pages? _____

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM AT TIME OF SUBMITTAL

CITY MANAGER EMPLOYMENT AGREEMENT

This agreement made and entered into this 14 day of March, 2023, by and between the City of Clermont, a municipal corporation of the State of Florida, hereinafter referred to as "CITY", and Brian M. Bulthuis, hereinafter as "Bulthuis, who agree as follows:

WITNESSETH:

WHEREAS, CITY desires to employ Bulthuis as City Manager of the City of Clermont, as provided by Article V of the Charter of the City of Clermont and all other applicable ordinances and policies of the City of Clermont.

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

SECTION 1. RESPONSIBILITIES

A. CITY hereby agrees to employ Bulthuis as City Manager to perform the functions specified as set forth by the laws of the State of Florida; the Charter, ordinances, and resolutions of the City of Clermont; and to perform other legally permissible and proper duties and functions as the Council shall from time-to-time assign.

B. Bulthuis, shall work full-time during each pay period of Bulthuis' tenure as City Manager.

C. Bulthuis shall remain in the exclusive employ of CITY and shall not accept other employment nor become employed by any other employer.

D. Bulthuis shall not engage in any conduct which could reflect unfavorably upon the City. Bulthuis will at all times uphold the ethics rules, regulations, and laws of the State of Florida. Bulthuis must comply with all lawful City Council directives; state, local, and federal laws; and the City's policies, rules, ordinances, and City Charter. Failure to comply with ethical commitments shall constitute cause for termination.

SECTION 2. TERM

A. CITY appoints Bulthuis to serve as City Manager with an effective starting day by December 1, 2021, for an indefinite period to be reviewed annually. It shall be the responsibility of the CITY to evaluate Bulthuis in accordance with the evaluation procedure set forth herein.

B. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the CITY to terminate the services of Bulthuis at any time, subject only to the provisions set forth in

Section 31 of the City Charter.

C. Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of the Bulthuis to resign at any time from his position with CITY, subject only to the provision set forth in this Agreement.

SECTION 3. EMPLOYEE AT WILL

It is specifically acknowledged and agreed by the parties that this agreement does not create any relationship between the parties other than that of an employee at will. Nothing herein shall be construed or operate to provide to Bulthuis upon termination or separation from the CITY, any benefits other than those set forth in this Agreement.

SECTION 4. SALARY

CITY shall pay to Bulthuis for his services an annual base salary of ONE HUNDRED AND EIGHTY THOUSAND DOLLARS (\$180,000), to be paid in the same manner as other employees of CITY are compensated. Effective April 1, 2023 and on the first day of April each year thereafter that this Agreement is in effect, Bulthuis shall receive a merit and/or cost of living increase as approved and budgeted by the City Council for all City non-collective bargaining unit employees. Notwithstanding the foregoing, as part of the annual evaluation process provided hereunder, the City Council may adjust Bulthuis' salary as it deems appropriate.

SECTION 5. PERFORMANCE EVALUATION PROCESS

An evaluation of Bulthuis' performance will occur on an annual basis or at such other time as the City Council directs with any base compensation adjustment to be dependent upon the results of the evaluation and consistent with approved Annual City Budget appropriations. The City Council shall evaluate/review the performance of Bulthuis in a public meeting, subject to a process, form, criteria, and format which shall be mutually agreed upon by Bulthuis and the City Council.

SECTION 6. VACATION AND SICK LEAVE

A. Bulthuis shall be provided with vacation leave in accordance with the policies applicable to all City employees, provided, however, Bulthuis shall accrue such leave at the rate of 6.15 hours per pay period effective on his first date of employment. Upon beginning employment Bulthuis shall be credited with 40 hours of vacation leave.

B. It is recognized by the parties that Bulthuis must devote a great deal of time to his employment outside normal office hours conducting business of the City. As such, Bulthuis shall be allowed to take personal leave days up to a maximum of five (5) days annually starting January 1, 2022. Such leave time shall be used within one year of being credited and Bulthuis shall not be

entitled to carry over such leave from year to year.

C. Bulthuis shall be provided with sick leave as provided for other City Employees, accrued at 3.69 hours per pay period. Upon beginning employment Bulthuis shall be credited with 40 hours of sick leave.

D. Upon termination, whether voluntary or involuntary, the City shall compensate the Bulthuis for all accrued vacation leave and accrued sick leave. Said compensation shall be based upon the Bulthuis' salary as of the date of employment termination.

E. Holidays are established in the City's Employee Policies Manual.

SECTION 7. DISABILITY, DENTAL, HEALTH AND LIFE INSURANCE

A. CITY shall provide full major-medical insurance and other benefits and coverage for Bulthuis, and dependents as provided for other City Employees. Coverage will commence on the 1st of the month following Bulthuis' initial sixty (60) days of employment.

B. CITY shall provide Bulthuis with life insurance as provided other City Employees. (100% paid by CITY with insured amount equal to one- and one-half times (1½X) Bulthuis' base salary, up to a maximum of \$200,000 of Bulthuis' base salary.)

C. CITY shall furnish and provide Bulthuis with insurance protection including comprehensive general liability and errors and omissions coverage applicable to all acts or omission of Bulthuis arising out of his employment, and to the extent provided by law and without waiving its sovereign immunity, will defend, save harmless and indemnify Bulthuis against any tort, professional liability claim or demand or other legal action arising out of an alleged act or omission occurring in the performance of Bulthuis' duties, excluding intentional torts or illegal or criminal acts.

D. CITY shall provide Bulthuis with all other benefits as provided other City employees, except for and not including any and all rights contained in CITY's Employment Policies Manual .

SECTION 8. AUTOMOBILE AND CELL PHONE

A. Bulthuis, at his option, shall receive a cell phone issued and paid for by CITY for his use while employed with CITY or CITY shall pay Bulthuis \$125 per month phone allowance.

B. CITY shall pay Bulthuis FIVE HUNDRED (\$500.00) dollars per month for all expenses, including maintenance, repairs, gasoline, and insurance associated with his use of his own vehicle within the City of Clermont and in lieu of mileage expenses within the State of Florida. Bulthuis shall maintain his own insurance in an amount not less than \$100,000.00 dollars per claim, and \$300,000.00 dollars per incident. Said insurance shall be with a company acceptable to CITY

and shall not be construed or constitute a waiver to the CITY's sovereign immunity protection.

SECTION 9. RETIREMENT

CITY shall execute the necessary agreement allowing Bulthuis, at his option, to enroll in a defined contribution or deferred compensation plan as established by CITY. CITY agrees to contribute the greater of an amount equal to 10% of the Employees current salary or that percentage contributed to the General Employees retirement plan into the deferred compensation plan on Bulthuis' behalf in equal proportionate amounts each pay period. The City agrees to transfer ownership upon Bulthuis' resignation or discharge. The Bulthuis shall be 100% vested in the deferred compensation retirement Plan at the time of his enrollment. It is noted that the CITY also participates in the Federal Social Security System with associated Employee and Employer required contributions.

SECTION 10. TERMINATION AND SEVERANCE PAY

The CITY may by majority vote of the City Council with or without cause remove Bulthuis from office in accordance with Section 31 of the City Charter. If Bulthuis is terminated without cause, he shall receive Twenty (20) weeks of salary earned and unused paid time off leave, sick, and retirement benefits. If Bulthuis resigns or is terminated with cause of for misconduct, as defined in Section 443 036(30). Florida Statutes. CITY shall not be obligated to pay severance and related benefits.

SECTION 11. RESIGNATION

In the event Bulthuis voluntarily resigns his position with CITY, Bulthuis shall give CITY thirty (30) calendar days prior written notice unless the parties agree otherwise. Upon his voluntary resignation, Bulthuis shall not be entitled to any severance pay as set forth in above but shall be entitled to receive payment for and unused paid time off leave, sick, and retirement benefits as of the date of termination.

SECTION 12. DUES AND SUBSCRIPTIONS

CITY agrees to pay for, as the operating budget allows, professional dues and subscriptions of Bulthuis for his continued and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional growth, and advancement, and for the good of CITY.

SECTION 13. PROFESSIONAL DEVELOPMENT

A. To the extend the operating budget allows, CITY agrees to budget for and to pay the

travel and subsistence expenses of Bulthuis for professional and official travel, meetings and occasions adequate to continue the professional development of Bulthuis and to adequately pursue necessary official and other functions for the City, including but not limited to the annual conference of the Florida City and County Management Association (FCCMA), the International City/County Management Association (ICMA), and Florida League of Cities (FLC) and such other national, regional, state and local government groups and committee of which Bulthuis is a member.

B. CITY also agrees to pay for as the operating budget allows travel and subsistence expenses of Bulthuis for short courses, institutes and seminars that will benefit CITY.

C. Bulthuis will not be required to utilize paid time off in order to attend activities covered by this section.

SECTION 14. BONDING

As a condition of his employment, Bulthuis shall be bonded as provided by law or ordinance and as deemed appropriate by CITY. CITY shall bear the full cost of any fidelity or other bonds as required.

SECTION 15. MISCELLANEOUS TERMS

A. Bulthuis shall submit to an annual physical examination, including but not limited to, drug testing, by a qualified physician selected by CITY. The CITY shall pay for the cost of the physical in an amount not to exceed \$500.00. Any additional costs shall be borne by Bulthuis or pursuant to his available health insurance. The results of the required physical shall be made available to the City as soon as possible thereafter.

B. The text herein shall constitute the entire agreement between the parties.

C. This agreement shall become effective, upon its execution by both parties.

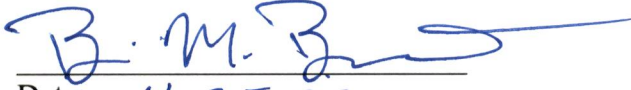
D. If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

{Remainder of Page Intentionally Left Blank}

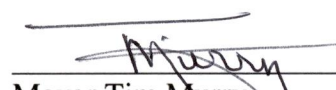
E. This Agreement, including any attachments hereto, constitutes the entire Agreement between the parties and shall supersede, replace, and nullify any and all prior agreements or understandings, written or oral, relating to the matters set forth herein, and any such prior agreements or understandings shall have no force or effect, whatsoever, on this Agreement.

IN WITNESS WHEREOF, the parties have executed this agreement on the dates set forth below for the purposes set forth herein.

BRIAN M. BULTHUIS


Date: 4-25-23

CITY OF CLERMONT


Mayor Tim Murry
As approved by action of the City Council at its
meeting of March 14, 2023
Date April 25, 2023

**VOLUNTARY SEPARATION AGREEMENT AND
GENERAL RELEASE**

Brian Bulthuis (Bulthuis) and the City of Clermont, in exchange for the mutual covenants and consideration contained herein agrees as follows:

1. Bulthuis agrees and acknowledges that effective December 11, 2024, he shall transition and delegate all authority, duties and responsibilities as City Manager to an Interim City Manager as designated by the City Council and, effective January 3, 2025, he shall separate from employment with the City of Clermont. From December 11, 2024 to January 3, 2025, Bulthuis will be on administrative leave using any available leave that he has accrued as of the date of his signature below.
2. Bulthuis further agrees, on behalf of himself, his heirs, executors, administrators, agents and assigns, hereby releases and forever discharges The City of Clermont, its Council, employees, heirs, executors, administrators, agents and assigns, from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature whatsoever, known and unknown, which have resulted as of result of any actions taken by the City of Clermont, its Council, employees, heirs, executors, administrators, agents and assigns prior to the date of this release.
3. The parties in accordance with Bulthuis' separation agree as follows:
 - a. The City shall pay to Bulthuis on or before January 15, 2025, severance pay in the amount of sixteen (16) weeks based on Bulthuis salary as of December 11, 2024 and all accrued and unused sick and vacation leave benefits as of December 11, 2024, less any and all applicable withholding, FICA and other payroll deductions. Bulthuis shall retain any and all retirement benefits accrued as of January 3, 2025.
 - b. As of close of business on December 11, 2024, Bulthuis shall vacate his assigned office and shall return to City any and all City issued or owned equipment or property, including but not limited to any documents, including digital or electronic versions thereof.
 - c. The parties agree that neither will engage in any conduct or communications designed or intended to disparage the other.
4. In the event of breach of this agreement, the parties agree that either party may exercise whatever remedy is available to them at law, including, but not limited to injunctive relief.

The parties state and acknowledge that they have carefully read this Agreement, and fully understand its meaning and intent, including, but not limited to, its final, legal and binding effect.

Further that they have had the opportunity to review this matter with legal counsel of their choosing and prior to signing this Agreement.

Brian Bulhuis

STATE OF FLORIDA:
COUNTY OF LAKE

City of Clermont

Mayor Timothy Murry
Date_____



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 10, 2024		
Agenda Item Name		
Interim City Manager		
Requested Action		
Staff Report		
Council Member Howard submitted an agenda item request to discuss an Interim City Manager		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Agenda Item Request	Agenda Item Request.pdf	
2. Indep CM Contract	Indep CM Contract.docx	



CITY OF CLERMONT
685 W. Montrose St.
Clermont, FL 34711
(352) 241-7331

AGENDA ITEM REQUEST FORM

Complete Submissions Required:

This form shall be used to request that an item be placed on a City Council agenda for review and possible action following approval of the City Council. The request shall be placed on an agenda by the City Manager at the next available Council meeting.

This form must be filed and complete to have an item placed on the City Council Agenda for consideration. Request forms and documentation must be complete and received by the City Clerk's Office no later than 12:00 p.m. (noon) on the Friday seven (7) business days prior to the Regular Council meeting in order to be placed on that meeting's agenda. Per Resolution 2024-007R, citizen requests shall be limited to 15 minutes. Only completed request forms, including all supporting documents, will be accepted for placement on the agenda.

Regular Council meetings are held on the second and fourth Tuesday of the month at 6:30 p.m. in the Council Chambers at City Hall unless otherwise noticed.

I am a: ☐ Citizen ☐ Council Member

Requestor: Tod Howard
PRINTED NAME

Date Submitted: 11/21/24

Address: _____

Preferred contact: ☐ Cell _____ ☐ Work phone _____
☐ E-mail _____ ☐ Fax _____

1) Describe Item to be considered and area of City involved, if any: Interim City Manager
Don Has Docs

2) Executive Summary of Item and Action sought by Council: _____

3) Will your item have supporting documents? Yes No If so, how many pages? ____

ALL SUPPORTING DOCUMENTS MUST BE SUBMITTED WITH THIS FORM AT TIME OF SUBMITTAL

INTERIM CITY MANAGER
PROFESSIONAL
SERVICES AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2024, between the City of Clermont, a Municipal Corporation of the State of Florida, (hereinafter referred to as the "CITY") and _____ whose address is _____ (hereinafter referred to as "_____").

NOW THEREFORE, in consideration of the covenants, representations and agreements herein contained, the parties agree as follows:

SECTION 1. RESPONSIBILITIES

A. _____ shall serve as Interim City Manager and perform the functions as set forth by the laws of the State of Florida, the Charter, ordinances and resolutions of the City of Clermont and to perform other legally permissible and proper duties and functions as the City Council shall from time-to-time assign.

B. Effective December 11, 2024, _____ will work full-time as the Interim City Manager and in the exclusive service of CITY and, without prior approval of the City, shall not accept any other contract for services or employment.

SECTION 2. TERM AND TERMINATION

A. CITY appoints _____ to serve as Interim City Manager until such time as CITY appoints a successor Interim City Manager or a permanent City Manager or until this agreement is terminated as provided below, whichever is earlier.

B. This agreement may be terminated at any time by action of the City Council and without prior notice to _____. Provided, however, except for such termination for cause as defined below, _____ shall be compensated for the full month of service as provided in Section ___ below regardless of the effective date of the termination without cause. For purposes herein, termination for cause shall be defined as _____ knowing or willful violation of any express prohibition of the City Charter or _____'s conviction or plea of guilty or nolo contendere of any crime involving moral turpitudes.

SECTION 3. COMPENSATION.

A. CITY shall compensate _____ for all services provided hereunder by _____ in the flat fee amount of _____ DOLLARS for each month during the term of this Agreement.

B. CITY shall pay _____ twice per month at such times as determined by CITY.

SECTION 4. BENEFITS AND COST REIMBURSEMENT.

_____ may receive additional benefits and expense reimbursement only upon express prior written authorization of CITY.

SECTION 5. INSURANCE.

A. Comprehensive Automobile Liability. _____ agrees to pay for and maintain in full force and effect at all times during the term of this Agreement, bodily injury and property damage liability insurance. The limits of said policies shall be in an amount approved by the CITY.

B. Proof of Insurance. The originals of the aforementioned policies of insurance, or certificates of the issuance thereof, shall be delivered to the CITY, upon request of CITY, as evidence of the compliance by the _____ with the terms and provisions contained herein. Each of the said insurance policies shall be issued by a company or companies authorized to do business in the State of Florida and which have an A.M. Best Company Rating of "A" or better and a Financial Size Category of "VII" or as otherwise approved by CITY, in its sole discretion.

C. Loss of Insurance. If during the period which an insurance company is providing the coverage required by this Agreement, an insurance company shall: 1) lose its Certificate of Authority, 2) no longer comply with any applicable Florida Law, or 3) fail to maintain the Best Rating and Financial Size Category, _____ shall, as soon as it has knowledge of any such circumstance, immediately notify CITY and immediately replace the insurance coverage provided by the insurance company with a different insurance company meeting the requirements of this Agreement. Until _____ has replaced the unacceptable insurer with an insurer acceptable to CITY, _____ shall be deemed in default of this Agreement.

D. Insurance Coverage Not Limitation of Liability. The maintenance of insurance coverage as provided herein shall not be construed to limit or have the effect of limiting _____ liability to CITY under the provision of any clause or paragraph contained in this Agreement.

SECTION 6. INDEMNIFICATION.

_____ agrees to hold harmless and indemnify, including attorney fees, CITY, its officers, employees and agents against any and all claims, losses, damages or lawsuits for damages, arising from or related to negligent acts, errors or omissions of the _____.

SECTION 7. INDEPENDENT CONTRACTOR.

The parties agree that at all times and for all purposes within the scope of this Agreement, the relationship of _____ and CITY is that of an independent contractor. _____ shall not be entitled to any benefits, rights or privileges as are provided by CITY to its employees. Additionally, _____ shall have no authority to bind or obligate CITY in any manner to any contract, agreement or obligation and shall in no manner hold himself out as possessing such authority.

SECTION 8. NOTICES.

All notices shall be in writing and sent by United States mail, certified or registered, with return receipt requested and postage prepaid, or by nationally

recognized overnight courier service to the address of the party set forth below. Any such notice shall be deemed given when received by the party to whom it is intended.

_____: _____

CITY: Mayor Tim Murry
City of Clermont
685 West Montrose Street
Clermont, Florida 34711

SECTION 9. GENERAL PROVISIONS.

A. Waiver. The waiver by CITY of breach of any provision of this Agreement shall not be construed or operate as a waiver of any subsequent breach of such provision or of such provision itself and shall in no way affect the enforcement of any other provisions of this Agreement.

B. Severability. If any provision of this Agreement or the application thereof to any person or circumstance is to any extent invalid or unenforceable, such provision, or part thereof, shall be deleted or modified in such a manner as to make the Agreement valid and enforceable under applicable law, the remainder of this Agreement and the application of such a provision to other persons or circumstances shall be unaffected, and this Agreement shall be valid and enforceable to the fullest extent permitted by applicable law.

C. Amendment. Except for as otherwise provided herein, this Agreement may not be modified or amended except by an Agreement in writing signed by both parties.

D. Entire Agreement. 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 _____.

E. Assignment. This Agreement is personal to the parties hereto and may not be assigned by _____, in whole or in part, without the prior written consent of CITY.

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

H. Applicable Law. 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.

I. Public Records. _____ expressly understands records associated with this project are public records and agrees to comply with Florida's Public Records law, to include, to:

(a) Keep and maintain public records that ordinarily and necessarily would be required by the CITY in order to perform the services contemplated herein.

(b) Provide the public with access to public records on the same terms and conditions that the CITY would provide the records and at a cost that does not exceed the cost provided in this Florida's Public Records law or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

(d) Meet all requirements for retaining public records and transfer, at no cost, to the CITY all public records in possession of the _____ upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the CITY in a format that is compatible with the information technology systems of the CITY.

City of Clermont

BY:

Tim Murry, Mayor

Date

BY:

Printed Name

Date