



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
2:00 PM, Tuesday, October 14, 2025
685 W. Montrose Street**

CALL TO ORDER

NEW BUSINESS

- | | |
|--|--|
| Item No. 1 - Meeting Minutes | Consider approval of the October 22, 2024, and January 14, 2025, CRA meeting minutes. |
| Item No. 2 - Resolution No. 34 | Consider approval of the Fiscal Year End Budget Amendment for the FY2024-2025 Budget. |
| Item No. 3 - Resolution No. 35 | Consider approval of the Fiscal Year 2025-2026 Budget. |
| Item No. 4 - Main Street Agreement for Services | Consider approval of the annual contract with Clermont Main Street in the budgeted amount of \$70,000. |
| Item No. 5 - Sharing Expenses of Downtown Code from DPZ | Discussion |
| Item No. 6 - Parking Garage Plans | Discussion |
| Item No. 7 - Art Walk (De Hoya property) | Discussion |
| Item No. 8 - Meet Us in the Middle | Discussion |
| Item No. 9 - Comprehensive Plan Funding for Community Redevelopment Agency (CRA) | Discussion |
| Item No. 10 - New Comprehensive Plan Team | Discussion |
| Item No. 11 - Issue of Reimbursement | Discussion |
| Item No. 12 - Clarify Expenses Funded by the Community Redevelopment Agency (CRA) Compared to the General and Enterprise Funds | Discussion |
| Item No. 13 - Projected Income from the Community Redevelopment Agency (CRA) | Discussion |

ADJOURN

PUBLIC NOTICE

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

**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
2:00 PM, Tuesday, October 14, 2025
685 W. Montrose Street**

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

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

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

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
October 22, 2024

CALL TO ORDER

The Community Redevelopment Agency met on Tuesday, October 22, 2024 in the Clermont City Council Chambers. Chair Murry called the meeting to order at 6:00pm with the following Board Members present: Board Members Merrick, Crawford, Gonzalez, Pines, Howard, and Myers.

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

AGENDA ITEMS

Item No. 1 – Meeting Minutes

Board Member Pines moved to approve the meeting minutes from July 23, 2024 and workshop minutes from July 25, 2024. Seconded by Board Member Gonzalez. Passed unanimously 7-0 with all members present voicing aye.

Item No. 2 – Resolution No. 32

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE BUDGET
AMENDMENT FOR THE 2023-2024 FISCAL YEAR.

City Clerk Howe read the title aloud.

City Manager Bulthuis informed the Board that the Community Redevelopment Agency could not adopt a budget until Council adopted a millage rate for the next fiscal year as revenue is based off the millage rate. There is a budget amendment for the previous fiscal year; he reviewed the total funds, revenues, and expenses. Staff is proposing to amend last years budget to what is projected for the end of the year.

City Manager Bulthuis reviewed fiscal year 2024-2025 budget with the projected revenues and expenses. There will be \$70,000.00 budgeted to transfer to Main Street along with funds for Police and Public Works overtime pay for all Main Street events. There are funds in the budget that are not yet allocated, once Main Street provides information on how they are moving forward staff would come back to the Board to discuss those funds.

City Clerk Howe read the title for Resolution No. 33 aloud.

Item No. 3 – Resolution No. 33

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE BUDGET FOR
THE 2024-2025 FISCAL YEAR.

Chair Murry opened the public hearing for Resolution No. 32. There were no comments. Chair Murry closed the public hearing.

Board Member Crawford moved to approve Resolution No. 32. Seconded by Board Member Gonzalez. Passed unanimously 7-0 with all members present voicing aye.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
October 22, 2024

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

Board Member Crawford inquired about the Pro SEC General line of the budget and the decrease from last year.

Deputy City Manager Davidoff explained that the line item included contractual services that Public Services has now taken to do the work themselves.

Board Member Pines moved to approve Resolution No. 33. Seconded by Board Member Myers. Passed unanimously 7-0 with all members present voicing aye.

Item No. 4 – Parking Agreement Renewal

City Manager Bulthuis stated that the Community Redevelopment Agency has an agreement with the DeHoyas family to lease their property to use it for public parking. They have agreed to extend the lease; they have no interest in selling the property to the Community Redevelopment Agency.

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

Chair Murry spoke about the lease amount of \$1,000.00 a month, which is what the payment has always been.

Discussion ensued on utilizing the full property for parking while being mindful to the requests of the owners on not removing trees.

Board Member Gonzalez moved to approve Parking Agreement Renewal. Seconded by Board Member Pines. Passed unanimously 7-0 with all members present voicing aye.

Item No. 5 – Contract Approval

City Manager Bulthuis spoke about the renewal to the annual contract the Community Redevelopment Agency has with Main Street for the \$70,000.00.

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

Board Member Gonzalez moved to approve Contract Approval. Seconded by Board Member Myers. Passed unanimously 7-0 with all members present voicing aye.

City Manager Bulthuis announced that FEMA would be at the Clermont City Center on Sunday from 2 PM to 5 PM to assist anyone that needs assistance. There is a location at Lake Sumter College that is open Monday through Saturday.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
October 22, 2024

ADJOURN: With no further comments, this meeting adjourned at 6:17 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 14, 2025

CALL TO ORDER

The Community Redevelopment Agency met on Tuesday, January 14, 2025 in the Clermont City Council Chambers. Chair Murry called the meeting to order at 6:00pm with the following Board Members present: Board Members Schuett, Crawford, Strange, Petersen, Howard, and Myers.

Other City officials present were Interim City Manager Van Wagner and City Clerk Howe.

AGENDA ITEMS

Item No. 1 – Review of Main Street Agreement

Interim City Manager Van Wagner reviewed the agreement between Clermont Main Street and the Community Redevelopment Agency.

Mr. Bianchi, Board President of Clermont Main Street stated that this is an agreement for services that the City has historically entered into with Clermont Main Street. Number two on the agreement states the conditions for the funds to be disbursed. Main Street requested a six-month period after the fiscal year ends to provide the audit. In July 2024 he spoke with former Deputy City Manager Davidoff regarding the agreement for the next fiscal year and believed there would be an alteration to the language. The current agreement that was presented to the Board states the funds will be provided upon receipt of an audit review of the 2024 Main Street Program among other things. The timeframe in providing the audit is not feasible, they cannot provide an audit for a calendar year because their fiscal year runs October through September.

The revised agreement has updated language to state that funds shall be provided to Main Street upon receipt of year-end financial reports, detailed budget, and annual work plans. In addition, Clermont Main Street will provide a Third-Party Independent Review of 2023-2024 Fiscal Year within nine months from the end of 2023-2024 Fiscal Year. Main Street has provided the City with their work plans as well as their financial statements and budget for Fiscal Year 2024-2025. The audit would be the final document and they requested a duration of time to produce that. The revised agreement provided is for the current year and would be updated each year in the future.

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

Board Member Howard stated that the timeframe would match how the City provides its audits and is in favor.

Chair Murry does not agree with dispersing funds prior to receiving an Independent Review.

Board Member Crawford said the way the language is written makes it impossible to provide an independent review in the timeframe which leaves Main Street without funds.

Discussion ensued on what course of action the board could take if the funds are disbursed and the audit is not provided along with when the funds have been provided in the past.

Board Member Petersen arrived at 6:08pm.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 14, 2025

Mr. Bianchi stated in the past audits were asked of them but not a requirement. Main Street is not required to provide an audit to any State agency other than the City. Providing an audit for the 2024-2025 Fiscal Year is not available, to require that to receive the funds in this fiscal year is not feasible. The updated language would allow the City to provide the funds October 1.

Chair Murry explained that when the funds were given to Clermont Main Street it was for one year and then they would become responsible for themselves. The agreement has now been approved for the last four years.

Mr. Bianchi said Main Street is up to date with their audits and they have been provided to the City. Main Street is asking for a duration of nine months to provide the audit and that the disbursement of funds is not tied to providing the audit.

Board Member Howard moved to approve the changes to the Main Street Agreement.
Seconded by Board Member Myers.

Board Member Crawford stated that the agreement needs to remove Brian Bulthuis from the CRA notice on the second page.

Board Member Howard amended the motion to reflect removal of Brian Bulthuis.
Seconded by Board Member Myers.

Passed 6-1 with Chair Murry opposing.

Item No. 2 – Digital Sign on State Road 50 and 8th Street

Interim City Manager Van Wagner turned the item to Clermont Main Street.

Mr. Bianchi, Board President of Clermont Main Street explained that the Main Street Board discussed advertising events and the assets the City has to do so. City Council approved an ordinance to allow for digital signs. The discussion was to change the current signs to digital to display, City, Main Street and Chamber events. Upgrading the signs to digital will make it easier to change the information regularly as well as it being low maintenance.

Board Member Howard stated that the current signs are difficult to read and being able to remotely change the information is more effective.

Discussion ensued on the cost and if the Community Development Agency Board is in favor of Main Street looking into the cost of switching to digital.

Board Members Myers and Schuett are in favor of exploring the options along with the cost.

Chair Murry opened the public hearing.

Charlene Forth, 939 W. Desoto Street – in favor of updating the signs.

Larry Oskin, 3500 Windansea Court. – in favor of the digital signs.

Chair Murry closed the public hearing.

Development Services Director Henschel stated that staff is working on updating the sign code ordinance.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 14, 2025

The Boards consensus was for Main Street to look into digital signage on State Road 50 and 8th Street.

Item No. 3 – Downtown Kiosks

Mr. Bianchi, Board President of Clermont Main Street stated that this item is another example of kiosks the City has to display events that would benefit from being digital.

Discussion ensued on wayfinding standards in the downtown area and having user friendly signage.

Chair Murry opened the public hearing.

Keith Mullins, 640 Drew Avenue – in favor of the digital signage.

Otis Taylor, 3686 Caladesi Road – in favor of the digital signage.

Chair Murry closed the public hearing.

The Boards consensus was for Main Street to look into digital signage in downtown.

ADJOURN: With no further comments, this meeting adjourned at 6:34 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk



AGENDA ITEM

Meeting Date		
Tuesday, October 14, 2025		
Agenda Item Name		
Resolution No. 34		
Requested Action		
Consider approval of the amended CRA Budget for Fiscal Year End 2025.		
Staff Report		
The amended budget reflects changes to individual accounts due to amended revenues and reconciliation of budgeted expense transfers. The net impact on the fund balance was a positive \$77,719.		
Additional Analysis		
Fiscal Impact Summary		
The net impact on the fund balance is a positive \$77,719.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	Resolution 34 - CRA FY25 EOY Amendment (10.01.2025)_	Resolution 34 - CRA FY25 EOY Amendment (10.01.2025)_.pdf



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 34

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY
 OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING
 THE BUDGET AMENDMENT FOR THE 2024-2025 FISCAL YEAR.**

WHEREAS, it is hereby found and determined by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida that the following budget amendments are necessary for the Fiscal Year of October 1, 2024, to September 30, 2025.

COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND

Revenue Account Description	2025 Original Budget	Proposed Budget Amendment	Total 2025 Amended Budget
Ad Valorem Taxes	\$ 437,000	\$ 441,000	\$ 878,000
Miscellaneous Revenue	\$ 8,000	\$ 37,000	\$ 45,000
Interfund Transfers	\$ 400,281	\$ (400,281)	\$ 0
TOTAL	\$ 845,281	\$ 77,719	\$ 923,000

Expenditure Account Description	2025 Original Budget	Proposed Budget Amendment	Total 2025 Amended Budget
Personnel Services	\$ 48,500	\$ (8,200)	\$ 40,300
Operating Expenditures	\$ 247,740	\$ 25,800	\$ 273,540
Capital Outlay	\$ 379,041	\$ (17,600)	\$ 361,441
Grants	\$ 170,000	\$ -	\$ 170,000
TOTAL	\$ 845,281	\$ -	\$ 845,281

Net Impact to CRA Fund Balance **\$ 77,719**

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



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 34

DONE AND RESOLVED by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida, this 14th day of October 2025.

Tim Murry, CRA Chairman

Attest:

Tracy Ackroyd Howe, MMC
City Clerk



AGENDA ITEM

Meeting Date		
Tuesday, October 14, 2025		
Agenda Item Name		
Resolution No. 35		
Requested Action		
Request approval of Resolution No.35 for the adoption of the Fiscal Year 2025-2026 Community Redevelopment Agency (CRA) budget.		
Staff Report		
Staff recommends approval for the adoption of the Fiscal Year 2025-2026 Community Redevelopment Agency (CRA) budget.		
Additional Analysis		
Fiscal Impact Summary		
The total Fiscal Year 2025-2026 CRA budget is \$977,732. Please see attached for budget details.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	Resolution 35 - CRA FY26 Budget (10.01.2025)_	Resolution 35 - CRA FY26 Budget (10.01.2025)_.pdf
2.	Community Redevelopment Agency Fund	Community Redevelopment Agency Fund.pdf



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 35

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE BUDGET FOR THE 2025-2026 FISCAL YEAR.

WHEREAS, it is hereby found and determined by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida that the following sums of money or as much thereof as may be authorized by law are required for the purpose of carrying out the Community Redevelopment Programs and Plans for the Fiscal Year of October 1, 2025 to September 30, 2026.

Projected Revenues:

Ad Valorem Taxes	\$ 957,732
Miscellaneous Revenue	\$ 20,000

Total Projected Revenues	\$ 977,732
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Projected Expenses:

Personnel Services	\$ 50,284
Operating Expenditures	\$ 253,740
Capital Outlay	\$ 103,708
Grants	\$ 170,000
Debt Service	\$ 400,000

Total Projected Expenses	\$ 977,732
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NOW, THEREFORE, BE IT RESOLVED, that the above said budget for the City of Clermont Community Redevelopment Agency for the 2025-2026 Fiscal Year and appropriations therefore are hereby adopted.



CITY OF CLERMONT
Community Redevelopment Agency
RESOLUTION NO. 35

DONE AND RESOLVED by the Community Redevelopment Agency Board of the City of Clermont, Lake County, Florida, this 14th day of October 2025.

Tim Murry, CRA Chairman

Attest:

Tracy Ackroyd Howe, MMC
City Clerk

Community Redevelopment Agency Fund

Fund Description

The City of Clermont, Florida Community Redevelopment Agency (Agency), a public body was established in May, 1997. Pursuant to the requirements of Chapter 163, Part III of Florida Statutes, the City of Clermont, Florida (the City) with the consent of Lake County, created the Agency and designated the Redevelopment Area to foster improvement activities in Clermont. The Agency uses future tax increment revenues to fund a variety of improvement projects.

The Agency is a component unit of the City of Clermont, Florida (City) for financial reporting purposes; the Agency has no component units that meet the criteria for inclusion in the Agency's basic financial statements. The governing board of the Agency consists of five members of the Clermont City Council and two individuals appointed by the City Council.

Fund Summary

	FY24 ACTUAL	FY25 REVISED			
	FY2024	FY2025	FY26 TOTAL	% CHANGE	\$ CHANGE
Revenues					
AD VALOREM TAXES	\$754,960	\$837,281	\$957,732	14%	\$120,451
MISCELLANEOUS	\$43,438	\$8,000	\$20,000	150%	\$12,000
REVENUES TOTAL	\$798,398	\$845,281	\$977,732	16%	\$132,451
Expenses					
PERSONNEL SERVICES	\$2,765	\$40,300	\$50,284	25%	\$9,984
OPERATING EXPENDITURE/EXPENSES	\$205,843	\$273,540	\$253,740	-7%	-\$19,800
CAPITAL OUTLAY	\$13,741	\$361,441	\$103,708	-71%	-\$257,733
GRANTS & CONTRIBUTIONS	\$105,000	\$170,000	\$170,000	0%	\$0
OTHER EXPENDITURES	-	-	\$400,000	-	\$400,000
EXPENSES TOTAL	\$327,348	\$845,281	\$977,732	16%	\$132,451

Fund Details

	FY24 ACTUAL		FY25 REVISED		FY26 TOTAL	% CHANGE	\$ CHANGE
	FY2024		FY2025				
Revenues							
AD VALOREM TAXES							
31101 - AD VALOREM TAXES	\$754,960		\$837,281		\$957,732	14%	\$120,451
AD VALOREM TAXES TOTAL	\$754,960		\$837,281		\$957,732	14%	\$120,451
MISCELLANEOUS							
36100 - INTEREST EARNINGS	\$39,178		\$8,000		\$20,000	150%	\$12,000
36130 - NET INCR/DECR IN FV OF INVEST	\$4,260		-		\$0	-	\$0
MISCELLANEOUS TOTAL	\$43,438		\$8,000		\$20,000	150%	\$12,000
REVENUES TOTAL	\$798,398		\$845,281		\$977,732	16%	\$132,451
Expenses							
PERSONNEL SERVICES							
12100 - REGULAR SALARIES	\$0		\$14,000		\$34,848	149%	\$20,848
12120 - OVERTIME SALARIES	\$2,569		\$19,690		\$0	-100%	-\$19,690
12220 - FICA	\$186		\$4,500		\$2,666	-41%	-\$1,834
12240 - DEFINED CONTRIBUTION PENSION	\$0		-		\$3,400	-	\$3,400
12300 - GROUP INSURANCE	\$0		\$2,000		\$9,146	357%	\$7,146
12305 - LIFE INSURANCE	\$8		\$100		\$81	-19%	-\$19
12307 - L/T DISABILITY - EMPLOYER PAID	-		-		\$108	-	\$108
12315 - EMPLOYEE ASSISTANCE PLAN	\$1		\$10		\$12	20%	\$2
12400 - WORKERS COMPENSATION	\$0		-		\$23	-	\$23
PERSONNEL SERVICES TOTAL	\$2,765		\$40,300		\$50,284	25%	\$9,984
OPERATING EXPENDITURE/EXPENSES							
53100 - PRO SVC-GENERAL	\$49,522		\$12,000		\$7,500	-37%	-\$4,500
53128 - BACKGROUND INVESTIGATIONS	\$0		\$18		\$100	456%	\$82
53154 - PRO SVC-INVESTMENT ADVISOR	\$104		\$160		\$160	0%	\$0
53195 - PRO SVCS- SECURITY PERSONNEL	\$7,839		\$54,000		\$54,000	0%	\$0
53200 - AUDIT FEE	\$4,000		\$11,500		\$7,500	-35%	-\$4,000
53402 - CONTRACT SVCS-CLEANING	\$16,458		\$33,000		\$35,000	6%	\$2,000
53404 - CONTRACT SVCS-PEST CONT	\$261		\$300		\$300	0%	\$0
53412 - CONTRACT SVCS-ELEVATOR MAINT	\$2,736		\$3,000		\$3,000	0%	\$0
54001 - TRAVEL & PER DIEM	-		\$462		\$480	4%	\$18
54200 - POSTAGE & FREIGHT	-		\$50		\$50	0%	\$0
54300 - ELECTRIC & GAS SERVICE	\$14,248		\$18,500		\$18,600	1%	\$100
54301 - WATER & SEWER SERVICE	\$1,100		\$1,400		\$1,400	0%	\$0
54400 - RENTALS-EQUIPMENT	\$24,295		\$25,000		\$25,000	0%	\$0
54404 - RENTALS-LAND	\$29,880		\$36,000		\$30,000	-17%	-\$6,000
54500 - COMMERCIAL INSURANCE	\$11,407		\$12,000		\$7,200	-40%	-\$4,800
54501 - SELF-INSURANCE LIAB CLAIMS	-		\$5,000		\$0	-100%	-\$5,000
54600 - REPAIR & MAINT-BUILDINGS	\$568		\$2,500		\$2,500	0%	\$0
54606 - REPAIR & MAINT-GROUNDS	\$335		\$600		\$500	-17%	-\$100
54607 - REPAIR & MAINT-SOD	-		\$500		\$500	0%	\$0
54617 - REPAIR & MAINT-FISHING PIERS	-		\$500		\$500	0%	\$0
54630 - REPAIR & MAINT-OTHER	\$1,846		\$5,000		\$7,500	50%	\$2,500
54700 - PRINTING	\$201		\$450		\$350	-22%	-\$100
54801 - PROMOTION	-		\$2,000		\$2,000	0%	\$0
54810 - SPECIAL EVENTS	\$22,074		\$30,000		\$30,000	0%	\$0
54904 - AQUATIC WEED CONTROL	-		\$2,000		\$2,000	0%	\$0
54909 - BANK SERVICE CHARGES	\$107		\$100		\$100	0%	\$0
55200 - OPERATING SUPPLIES	\$2,126		\$6,500		\$2,000	-69%	-\$4,500

	FY24 ACTUAL	FY25 REVISED	FY26 TOTAL	% CHANGE	\$ CHANGE
	FY2024	FY2025			
55204 - MINOR EQUIPMENT	\$16,559	\$10,000	\$15,000	50%	\$5,000
55400 - SUBSCRIPTIONS & DUES	\$175	\$1,000	\$500	-50%	-\$500
OPERATING EXPENDITURE/EXPENSES TOTAL	\$205,843	\$273,540	\$253,740	-7%	-\$19,800
CAPITAL OUTLAY					
66300 - OTHER IMPROVEMENT	\$4,231	\$342,446	\$103,708	-70%	-\$238,738
66303 - SIDEWALKS	-	\$7,500	\$0	-100%	-\$7,500
66401 - EQUIPMENT	\$9,300	\$10,000	\$0	-100%	-\$10,000
66900 - PROFESSIONAL SERVICES	\$210	\$1,495	\$0	-100%	-\$1,495
CAPITAL OUTLAY TOTAL	\$13,741	\$361,441	\$103,708	-71%	-\$257,733
GRANTS & CONTRIBUTIONS					
88202 - CONTRIBUTION-MAIN STREET PROG	\$70,000	\$70,000	\$70,000	0%	\$0
88215 - CRA GRANTS	\$35,000	\$100,000	\$100,000	0%	\$0
GRANTS & CONTRIBUTIONS TOTAL	\$105,000	\$170,000	\$170,000	0%	\$0
OTHER EXPENDITURES					
99113 - TRANSFER TO DEBT SERVICE FUND	-	-	\$400,000	-	\$400,000
OTHER EXPENDITURES TOTAL	-	-	\$400,000	-	\$400,000
EXPENSES TOTAL	\$327,348	\$845,281	\$977,732	16%	\$132,451

Explanation of Changes

The proposed budget for the CRA includes a potential debt service payment to the City of Clermont in related to the Proposed **Downtown Parking Garage** project. An inter-local agreement between the CRA Board and the City Council would be required for any dedication of future CRA revenues towards the debt service.



AGENDA ITEM

Meeting Date		
Tuesday, October 14, 2025		
Agenda Item Name		
Main Street Agreement for Services		
Requested Action		
Recommend approval of contract		
Staff Report		
<p>In the FY25 CRA Budget, the board budgeted \$70,000 for the Clermont Main Street program. In order for staff to release the money, the CRA Board must approve a contract with the Main Street Board. This contract provides annual budgeted funding to Main Street to provide projects, initiatives, marketing and special events that promote downtown Clermont within the CRA District. Funds will be disbursed to Main Street upon the receipt of their required audit report.</p>		
Additional Analysis		
Fiscal Impact Summary		
The funding of \$70,000 is included in the current year's CRA budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$70,000	60552-88202	\$70,000
Exhibits Attached (copies of original agreements)		
1.	Main Street Agreement 10-25	Main Street Agreement 10-25.docx

AGREEMENT FOR SERVICES

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

WITNESSETH:

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

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

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

WHEREAS, this Agreement shall supersede and replace any and all prior agreements and

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

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

1. At the discretion of Main Street, with guidance from the State Main Street Office, their work may include, but not be limited to the following activities, as recommended in the National Main Street Four Point Approach:

- a) to promote the historic preservation, protection, and use of CITY's traditional downtown area, including that area's commercial and civic enterprises and residences;
- b) to participate in, aid and support, CRA and City of Clermont downtown programs, policies, projects, initiatives and marketing activities as may be established by the CRA or the City of Clermont as deemed appropriate by the Main Street board of directors in accordance with the CRA Redevelopment Plan; and
- c) to aid, work with and participate in the activities of other organizations, individual and public and private entities located within the Main Street footprint and overlapping the CRA District and engaged in similar purposes.

In consideration of the services rendered by Main Street in Fiscal Year 2025-2026, the CRA shall pay SEVENTY THOUSAND DOLLARS (\$70,000) to Main Street by September 30, 2026.

2. The funds shall be provided to Main Street upon receipt of year-end financial reports, detailed budget, and annual work plans. In addition to the abovementioned documents required in this section, Clermont Main Street will provide a Third-Party Independent Review of 2024-2025 Fiscal Year within nine (9) months from the end of 2024-2025 Fiscal Year. A Third-Party Independent Review for this purpose shall be defined as a review of Clermont Main Street Financial Statements performed by an Independent CPA firm. Funds to Clermont Main Street may be disbursed prior to providing the Third-Party Independent Review. All funds provided by the CRA shall be obligated to be expended by Main Street by the end of the fiscal year.

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

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

CRA: Rick VanWagner
Clermont City Manager
City Hall
685 W. Montrose Street
Clermont, FL

4. PUBLIC RECORDS:

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

City Clerk, City of Clermont
685 West Montrose Street
Clermont, FL
Tel: 352-241-7330
E-mail: Cityclerk@clermontfl.org

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

1. Keep and maintain public records required by the CRA to perform the service.
2. Upon request from the CRA's custodian of public records, provide the CRA with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Florida law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if Main Street does not transfer the records to the CRA.
4. Upon completion of the contract, transfer, at no cost, to the CRA all public records in possession of Main Street or keep and maintain public records required by the CRA to perform the service. If Main Street transfers all public records to the CRA upon completion of the contract, Main Street shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Main Street keeps and maintains public records upon completion of the contract, Main Street shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CRA, upon request from the CRA's custodian of public records, in a format that is compatible with the information technology systems of the CRA.
5. If Main Street does not comply with a public records request, the CRA shall enforce the contract provisions in accordance with the Agreement.

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

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

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

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

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

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

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

Attest:

CITY OF CLERMONT COMMUNITY
REDEVELOPMENT AGENCY

Tracy Ackroyd Howe, MMC
City Clerk

Tim Murry, Chairman

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

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

By: Patrick Bianchi

Printed Name/Title
Date: _____