



**CITY OF CLERMONT
COMMUNITY REDEVELOPMENT AGENCY (CRA)
2:00 PM, Tuesday, April 28, 2026
685 W. Montrose Street**

CALL TO ORDER

NEW BUSINESS

Meeting Minutes from January 13, 2026

Downtown Presentation

Main Street Phase 2 Proposal

ADJOURN

PUBLIC NOTICE

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

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

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

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

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 13, 2026

CALL TO ORDER

The Community Redevelopment Agency met on Tuesday, January 13, 2026, in the Clermont City Council Chambers. Chair Murry called the meeting to order at 2:00pm with the following Board Members present: Board Members Schuett, Crawford, Strange, Bain, Myers and Petersen.

Other City officials present were Deputy City Manager Matthys and Deputy City Clerk Wisniewski.

AGENDA ITEMS

Item No. 1 – Meeting Minutes

Board Member Petersen motioned to approve meeting minutes: Seconded by Board Member Myers. The motion passed 7-0 with all members present voicing aye.

Item No. 2 – Downtown Master Plan Update Funding

Deputy City Manager Matthys reminded council that in 2013, the city held a series of public meetings and worked with GAI Consultants to develop and adopt the Downtown Waterfront Master Plan. That plan was carried out over two years and was divided into three phases, representing roughly \$30 million in projects, most of which has now been completed.

More recently, in 2025, the city engaged DPZ to update the Comprehensive Plan and the form-based code for the Northwest Quadrant. During those discussions, both Council and the Community Redevelopment Agency talked about the potential need to update the Downtown and CRA Master Plan to make sure it aligns with our current planning efforts.

Staff are requesting direction from the Community Redevelopment Agency on funding options for updating the Downtown Master Plan, including whether Community Redevelopment Agency funds should be used and, if so, to what extent.

Chair Murry opened public comment. There were no comments. Chair Murry closed public comment.

Board Member Strange motioned to approve hiring DPZ to do the Downtown Master Plan update and also to reimburse the General Fund \$200,000 for the overall city Comprehensive Plan that is benefiting the CRA: Seconded by Board Member Petersen.

Board Member Crawford questioned the cost, since there is not a defined price range, and was informed that an update for the Downtown Master Plan would likely fall somewhere between \$50,000 and \$100,000. He stated that he would like either the contract to come back to the board for final approval or a clear spending cap before moving forward.

Board members discussed a not to exceed amount of \$350,000, which broke out as \$200,000 to reimburse the General Fund and \$150,000 for the Downtown Master Plan. It was noted that there were sufficient funds available, with Community Redevelopment Agency reserves of about \$1.7 million, and the consensus of the board was to move forward under those terms.

Board Member Schuett asked whether the master plan was the same as the Community Redevelopment Agency plan and served as the legal basis for Community Redevelopment Agency actions.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 13, 2026

City Attorney Waugh clarified that it was not, explaining that the redevelopment plan provides the legal framework for what the Community Redevelopment Agency is authorized to do, while the master plan is a broader guidance document for future projects that applies to the entire city and may inform, but does not replace, the redevelopment plan.

Board Member Strange amended her motion not to exceed \$350,000 to have the firm hired to do CRA Redevelopment Plan, Master Plan redo and to reimburse to the General Fund for the Comprehensive Plan.

The Board discussed the cost and need to update the Downtown Master Plan and Community Redevelopment Agency Redevelopment Plan, noting that the last Downtown Master Plan cost about \$150,000 in 2015 and that the current documents are largely outdated. There was consensus that the plans need to be redone and that Community Redevelopment Agency funds are appropriate for the Redevelopment and Downtown Master Plan work. Board Member Bain was hesitant to commit to specific dollar amounts without knowing the actual cost. Concerns were also raised about putting too much financial responsibility on the Community Redevelopment Agency, especially for reimbursing part of the City's Comprehensive Plan. The proposal discussed was up to \$350,000 total from the Community Redevelopment Agency, with up to \$200,000 toward the Comprehensive Plan reimbursement and up to \$150,000 for the Community Redevelopment Agency Redevelopment and Downtown Master Plan updates. Consensus of the Board was to give staff flexibility to manage costs within the \$350,000 cap, with the focus on updating the Community Redevelopment Agency Redevelopment and Downtown Master Plan.

Board Member Strange amended her motion to allocate \$350,000 from the CRA reserves to be used for the purpose of the Downtown Redevelopment and Downtown Master Plan with the balance of anything not spent on those two items getting sent to the General Fund for reimbursement of the city's Comprehensive Plan. Seconded by Board Member Petersen. The motion passed 7-0 with all members present voicing aye.

Item No. 3 – Downtown Grants

Deputy City Manager Matthys presented the three reimbursable grant programs the Community Redevelopment Agency has for downtown businesses: a building code assistance grant up to \$10,000, a façade improvement grant up to \$10,000, and a food-related service grant up to \$15,000, with \$100,000 budgeted annually for the program. He explained that, following discussion at a prior Community Redevelopment Agency workshop, there had been interest in potentially amending the program to adjust grant amounts and/or expand eligibility to include residential properties. He stated that staff was seeking direction from the board on potential changes to the program and that any approved amendments would be brought back as a resolution for formal adoption.

Chair Murry opened public comment.

Patrick Bianchi, Clermont Main Street - 810 W. Montrose Street – noted that that residential projects under the Community Redevelopment Act require careful legal review and a clear public purpose, and suggested workshopping the idea further, with interest in involving Main Street to support residential revitalization.

Chair Murry closed public comment.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 13, 2026

Board Members discussed holding a workshop to review and potentially update the grant program, with a focus on both commercial and residential impacts, historic preservation, safety and code needs, and improving grant execution. They suggested aligning the workshop with the Downtown Master Plan and Community Redevelopment Agency Redevelopment process so grant opportunities could be incorporated and adopted alongside the code, using the program to support the overall vision. The workshop was proposed for either Quarter 2, when the Downtown Plan is expected to return, or Quarter 4 Fiscal Year 2026, involving partners Main Street and DPZ and providing staff guidance on resolutions and budget considerations.

Board Member Bain motioned to schedule a CRA workshop in Quarter 4 and invite Main Street, DPZ and others in conjunction with the Master Downtown Plan or CRA Redevelopment Plan to talk about protecting and preserving historic integrity. Seconded by Board Member Schuett.

Board Member Strange requested the workshop be held in Quarter 3, and the board agreed to schedule it for April 21.

Board Member Bain amended his motion to schedule a CRA workshop for April 21, 2026, and invite Main Street, DPZ and others in conjunction with the Master Downtown Plan or CRA Redevelopment Plan to talk about protecting and preserving historic integrity. Seconded by Board Member Schuett. The motion passed 7-0 with all members present voicing aye.

Item No. 4 – Quarterly Reports

Deputy City Manager Matthys requested the board’s guidance on scheduling quarterly meetings, during which organizations operating within the district, such as the Chamber of Commerce and Main Street, would provide updates on their activities and financials, giving the board a regular overview of operations.

Chair Murry opened public comment.

Patrick Bianchi, Clermont Main Street - 810 W. Montrose – stated they would be happy to provide whatever the Board would like.

Chair Murry closed public comment.

Board Member Strange stated that the idea of quarterly updates from organizations operating within the district, emphasizing that the goal was not only financial oversight but substantive updates on activities, events, and strategic direction. She highlighted the value of hearing about new initiatives, community events like Saturday food trucks, grant successes, and new business openings, noting that these updates help the board make informed decisions and communicate effectively with the public. Mr. Bianchi agreed they could provide these updates quarterly, including both financial and narrative reports, and the board emphasized the importance of receiving both numbers and stories to stay informed about the district’s day-to-day operations.

Board Member Bain suggested expanding updates to include Community Redevelopment Agency grant recipients, highlighting the impact and return on investment in the grants.

City of Clermont
MINUTES
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MEETING MINUTES
January 13, 2026

While supporting quarterly updates, he suggested scheduling Community Redevelopment Agency meetings separately from Council meetings to allow more time for discussion and avoid rushing through important topics.

Board Member Myers noted that additional times or workshops could be scheduled if needed but preferred keeping meetings as planned to stay efficient and manage time effectively.

Board Member Strange motioned to have quarterly meetings in calendar year 2026 which would include written reports from organizations or individuals who own, operate or maintain city-owned properties as well as any grant recipients from the CRA and they are generally scheduled at 2pm unless there are items on the agenda requiring additional time. Seconded by Board Member Myers.

Deputy City Manager Matthys asked for clarification on whether the motion was intended to require only written reports or also include in-person presentations from organizations on events, activities, and successes.

The Board agreed they wanted quick, useful updates without making it a burden, with grant recipients sharing simple written or recorded updates on progress and impact, and key partner organizations giving short quarterly presentations.

A consensus was given that the meetings would be on the second Tuesday of each month.

The motion passed 7-0 with all members present voicing aye.

Board Member Schuett asked for an update from Clermont Main Street on the mature trees downtown.

Mr. Bianchi, Clermont Main Street, reported that pricing and a planting plan had been secured and submitted to the city, with Public Works reviewing it due to infrastructure considerations in the bulb-outs. He explained that soil would be improved to support large trees, with Cherry Lake Tree Farm providing discounted and donated trees, and noted the project would use a 100 percent Florida native planting plan, the largest of its kind in the state. Once approved by Public Works, the project would move forward to planting.

ADJOURN: With no further comments, this meeting adjourned at 2:41 pm.

APPROVED:

Tim Murry, Chair

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk