



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

**3:00 PM, Tuesday, June 9, 2026**

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**

**PRESENTATIONS**

Deputy City Clerk CMC Recognition

Quarterly Budget Report - Fiscal Year 2026 Quarter 2

**PUBLIC COMMENT**

**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 May 19, 2026 Council Workshop minutes.

Item No. 2 - Surplus Request

Consider declaring end-of-life inventory as surplus from the departments of Public Services, Information Technology, Police, Parks and Recreation, and provide disposal per the Procurement Policy.

Item No. 3 - Resolution No. 2026-017R  
*Comprehensive Budget Policy*

Consider adoption to establish a Comprehensive Budget Policy.

Item No. 4 - Task Order Approval  
*City Hall Park Stage*

Consider Task Authorization with Powell Studio Architecture LLC for professional architectural and engineering design services for the proposed project in the budgeted amount of \$104,500.

Item No. 5 - Sole Source Purchase  
*Fire Equipment*

Consider approval from Channel Innovations for the acquisition of a Self-Contained Breathing Apparatus compressor and cascade refill system in the total budgeted amount of \$73,097.56.

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Item No. 6 - Request For Qualification Award  
*GIS Surveying and Mapping Services*

Consider awarding Term Contracts to the top ten firms for on-call consulting services.

Item No. 7 - Request For Qualification Award  
*Electrical Engineer*

Consider awarding Term Contracts to the top six firms for On-call Professional Engineering Services.

Item No. 8 - Request For Qualification Award  
*Construction Administration and Inspection*

Consider awarding Term Contracts to the top five firms for on-call consulting services.

Item No. 9 - Request For Proposal Award  
*Lake Felter Park*

Consider contract approval with Legacy Sports Surfacing LLC for Natural Grass to Artificial Turf Athletic Field Conversion including Add Alternate #4 Organic Infill in the total budgeted amount of \$608,500.

Item No. 10 - Special Event Road Closure Request  
*Orange Crush (70th Anniversary)*

Consider request approval for Sunday, June 14, 2026, at the Florida Citrus Tower for a fireworks display scheduled for 9:00 PM.

Item No. 11 - Special Event Road Closure Request  
*SevenMade - Worship Night*

Consider request approval for Friday, June 19, 2026, from 6:30PM to 9PM, portion of 7th Street to W. Montrose St.

**UNFINISHED BUSINESS**

Item No. 12 - Purchase Approval and Budget Amendment  
*AXON Enterprise*

Consider purchase approval of Axon AI Assistant at a cost of \$151,322.58.

Item No. 13 - Surplus City Property

Consider declaring surplus property (1,335 sq. ft.) along the waterfront trail.

Item No. 14 - Ordinance No. 2026-023  
*Final Hearing*

Consider adoption to increase code enforcement fines.

**NEW BUSINESS**

Item No. 15 - Variance Request  
*2099 Aibonito Cir.*

Consider two variance requests to allow for a side yard setback and a rear yard setback to be less than the minimum required.

Item No. 16 - Resolution No. 2026-011R  
*Mayamero Conditional Use Permit*

Consider CUP request to allow for a mobile food dispensing vehicle to operate on an improved parcel located in the C-2 General Commercial zoning district, located at 477 E. Hwy 50.

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Item No. 17 - Ordinance No. 2026-014 *Intro  
Amend LDC*

Consider allowing for the amendment of the Land Development Code, Chapter 125 to establish procedures for the review and approval of Mobile Food Dispensing Vehicles (MFDV).

Item No. 18 - Ordinance No. 2026-021 *Intro  
Transmittal*

Consider a request for a Large-Scale Comprehensive Plan Amendment for the Hammock Pointe/ Reserve subdivision.

Item No. 19 - Ordinance No. 2026-022 *Intro  
Rezoning*

Consider a request to rezone for the Hammock Pointe/ Reserve subdivision.

Item No. 20 - Fire Department EMS Transport

Presentation of EMS Transport Service Options, Financial Impacts, and Operational Considerations.

**REPORTS**

**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](mailto: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.



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Quarterly Budget Report - Fiscal Year 2026 Quarter 2		
<b>Requested Action</b>		
Informational - No Action Required		
<b>Staff Report</b>		
<p>Please find below the web link to the 2nd Quarter Budget Report, which represents activity from October 1st 2025 through March 30th 2026. A static copy of the report is attached to the packet, while the full report with interactive navigation is available through the web link provided to the full report on the Finance Department page of the city's website.</p> <p><a href="#">2nd Quarter Budget Report Link</a></p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	FY 2025-2026 2nd Quarter Budget Report	FY 2025-2026 2nd Quarter Budget Report.pdf

# FY 2025-2026 2nd Quarter Budget Report

10/01/2025 - 03/31/2026

## Executive Summary

The Quarterly Budget Report presents the results of financial activity at the 50% point of the fiscal year, and includes activity from October 1, 2025 – March 31, 2026. The report is presented in three sections:

1. Citywide presentations, by Fund Type
2. General Fund Presentation, with Revenues by Type and Expenses by Department
3. Fund Balances table (unaudited)

The web version of the report begins at the highest level, with "drill down" capability that will be displayed during the City Council presentation. Graphs are displayed with three years of historical comparisons, along with budgeted data for the current year. Historical years display data "as of" the end of the quarter in the applicable year, thereby providing a year-over-year comparison. Tables and graphs with "Year-to-Date" (YTD) percentage calculations are displayed in relation to the "Revised Budget" data.

### Analysis of Revenues

Per the "Revenues by Fund Type" report (page 3), through March the city has received 54% of all budgeted revenue at the midpoint of the year. The fund groups that represent the bulk of daily operations - the General Fund and Enterprise Funds - are both above 50%. The anomaly of this report (1% collections) resides in the Capital Projects & Expenditures Fund, which anticipated a \$12.6 million debt issuance for a capital project. If adjusting for this issuance, the overall collection percentage for all fund groups increases to 59%.

In the case of the General Fund, the 70% receipt total is largely due to the majority of Ad Valorem revenue (91%) having already been received. As seen further within the report, other significant revenues groups such as intergovernmental revenues, charges for services, and permits/fees/special assessments all exceed 50% at the midway point of the year.

In terms of Enterprise Funds (Water, Sewer, Stormwater, & Sanitation) an overall collection percentage of 51% has been realized. User fees collected for Water and Sewer services are both slightly below 50%, yet this is typical due to a traditional increase in consumption during the second half of the fiscal year. Impact Fees for both water and sewer are near 80% of the budgeted figure, and higher than the same point of last year. The overall year-to-date decrease (\$26.9M vs \$23.9M) is due to the presence last year of bond reimbursements from the WWTP project.

### Analysis of Expenditures

As seen on the "Expenses by Fund Type" section (page 4), citywide expenses year to date are 34% of budget at the end of the second quarter. One significant reason for being well below 50% is capital spending in relation to the budgeted plans. Overall across all fund types, \$6.9 million of \$51.0 million (13.6%) of budgeted capital has been spent. Major projects budgeted but not yet under construction include the Downtown Parking Garage, Meet Us in the Middle, and Hartwood Marsh Relocation.

General Fund expenses at the conclusion of the second quarter are 41% of budget. All department groups (with the exception of economic development) are below budget at this point, including Public Safety which has spent \$17.6 million (42%) of the \$41.6 million budget. All operations expense categories are below 25%, including Personnel Services at 43%. Capital spending in the General Fund is on pace for the year, having spent 45% of the budget.

Spending within the Enterprise Funds at the conclusion of the second quarter are 36% of budget. Of the six enterprise funds, only the Stormwater Fund at 51% is ahead of budget. However, related to the note above, of the \$15.0 million in capital projects budgeted in enterprise funds only \$2.6 million has been spent to date.

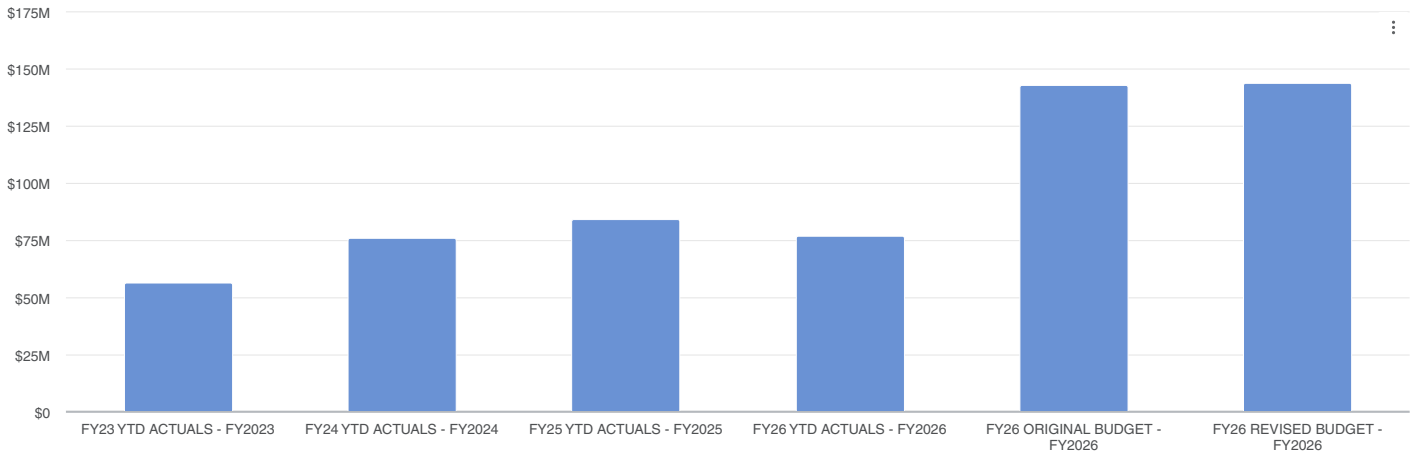
### Summary

At the midpoint of the fiscal year, the city's budget plan is largely operating as planned. Revenue collections are inline with projections across all funds and personnel expenditures are below budget. As noted, capital spending is lagging compared to the adopted plan. Any unused resources will return to the applicable fund balance.

## Citywide - Revenues and Expenditures

	FY23 YTD ACTUALS	FY24 YTD ACTUALS	FY25 YTD ACTUALS	FY26 YTD ACTUALS	FY26 ORIGINAL BUDGET	FY26 REVISED BUDGET
	FY2023	FY2024	FY2025	FY2026	FY2026	FY2026
<b>Revenues</b>						
GENERAL FUND	\$29,602,483	\$35,998,830	\$39,463,069	\$41,085,190	\$58,474,830	\$58,671,830
SPECIAL REVENUE FUNDS	\$5,344,869	\$7,526,743	\$6,874,109	\$5,873,646	\$12,378,350	\$12,378,350
DEBT SERVICE FUNDS	\$1,420,180	\$1,410,377	\$1,416,676	\$1,411,792	\$3,615,778	\$3,615,778
CAPITAL PROJECTS & EXPENDITURES FUND	\$76,782	\$115,344	\$92,329	\$74,476	\$12,785,000	\$12,785,000
ENTERPRISE FUNDS	\$15,245,678	\$21,346,104	\$26,931,816	\$23,921,903	\$46,109,576	\$46,864,576
INTERNAL SERVICE FUNDS	\$3,769,129	\$4,140,180	\$4,149,043	\$3,999,483	\$8,201,900	\$8,201,900
CUSTODIAL FUNDS	\$661,224	\$773,357	\$897,800	\$537,678	\$977,732	\$977,732
<b>REVENUES TOTAL</b>	<b>\$56,120,345</b>	<b>\$71,310,934</b>	<b>\$79,824,843</b>	<b>\$76,904,168</b>	<b>\$142,543,166</b>	<b>\$143,495,166</b>
<b>Expenses</b>						
GENERAL FUND	\$17,511,600	\$21,782,155	\$23,390,944	\$26,258,474	\$64,427,184	\$64,624,184
SPECIAL REVENUE FUNDS	\$3,457,681	\$6,042,825	\$4,091,514	\$4,451,729	\$16,308,593	\$16,308,593
DEBT SERVICE FUNDS	\$2,526,012	\$2,552,716	\$2,580,700	\$2,608,331	\$3,603,777	\$3,603,777
CAPITAL PROJECTS & EXPENDITURES FUND	\$3,944,643	\$838,497	-\$75,130	\$379,779	\$20,436,122	\$20,436,122
ENTERPRISE FUNDS	\$12,220,630	\$27,083,157	\$21,353,314	\$18,043,093	\$49,850,124	\$50,605,124
INTERNAL SERVICE FUNDS	\$2,432,112	\$2,838,920	\$3,118,285	\$3,465,019	\$8,072,391	\$8,072,391
CUSTODIAL FUNDS	\$223,865	\$68,665	\$170,449	\$138,202	\$977,732	\$977,732
<b>EXPENSES TOTAL</b>	<b>\$42,316,545</b>	<b>\$61,206,935</b>	<b>\$54,630,076</b>	<b>\$55,344,627</b>	<b>\$163,675,923</b>	<b>\$164,627,923</b>

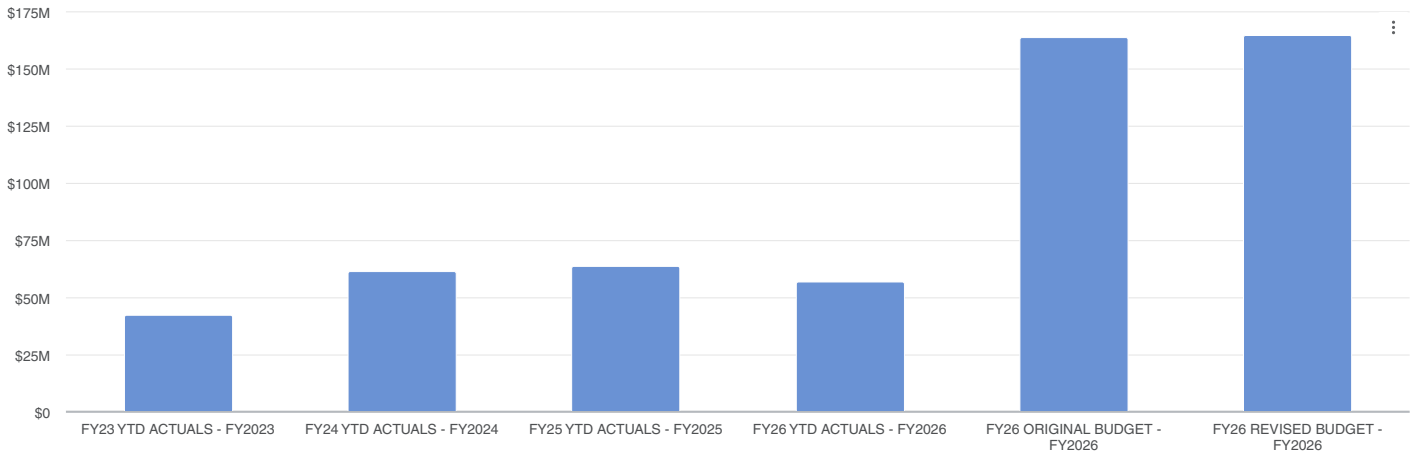
## Revenues by Fund Type



Data Updated: Jun 02, 2026, 6:05 AM

	FY23 YTD ACTUALS	FY24 YTD ACTUALS	FY25 YTD ACTUALS	FY26 YTD ACTUALS	FY26 ORIGINAL BUDGET	FY26 REVISED BUDGET	
	FY2023	FY2024	FY2025	FY2026	FY2026	FY2026	FY2026 %
<b>REVENUES BY FUND</b>							
GENERAL FUND	\$29,602,483	\$35,998,830	\$39,463,069	\$41,085,190	\$58,474,830	\$58,671,830	70%
SPECIAL REVENUE FUNDS	\$5,344,869	\$11,990,943	\$9,966,438	\$5,873,646	\$12,378,350	\$12,378,350	47%
DEBT SERVICE FUNDS	\$1,420,180	\$1,410,377	\$2,384,351	\$1,427,247	\$3,615,778	\$3,615,778	39%
CAPITAL PROJECTS & EXPENDITURES FUND	\$76,782	\$115,344	\$92,329	\$74,476	\$12,785,000	\$12,785,000	1%
ENTERPRISE FUNDS	\$15,245,678	\$21,346,104	\$26,931,816	\$23,921,903	\$46,109,576	\$46,864,576	51%
INTERNAL SERVICE FUNDS	\$3,769,129	\$4,140,180	\$4,149,043	\$3,999,483	\$8,201,900	\$8,201,900	49%
CUSTODIAL FUNDS	\$661,224	\$773,357	\$897,800	\$537,678	\$977,732	\$977,732	55%
<b>REVENUES BY FUND TOTAL</b>	<b>\$56,120,345</b>	<b>\$75,775,134</b>	<b>\$83,884,846</b>	<b>\$76,919,623</b>	<b>\$142,543,166</b>	<b>\$143,495,166</b>	<b>54%</b>

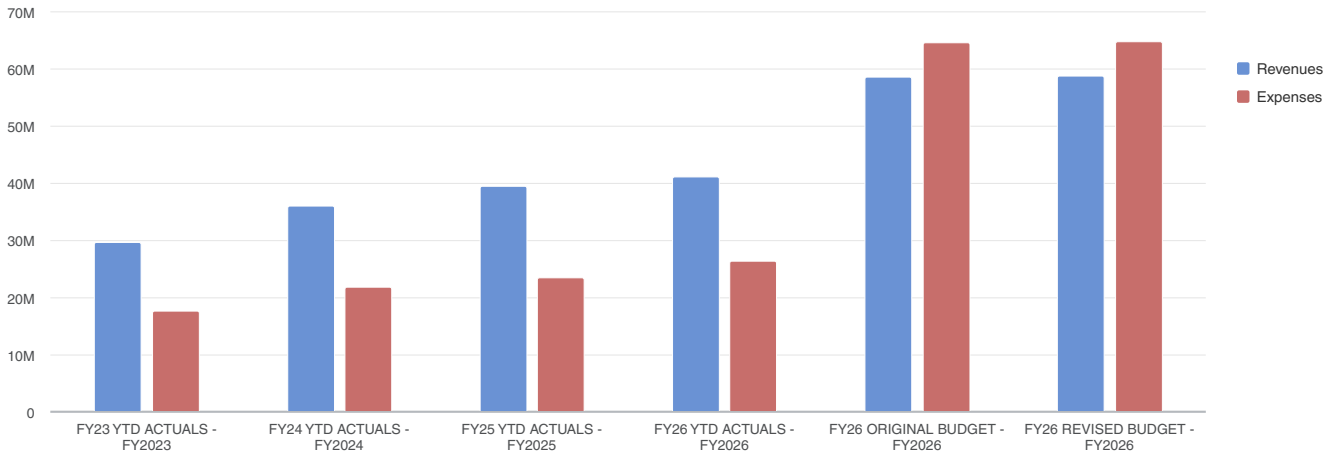
## Expenditures by Fund Type



Data Updated: Jun 02, 2026, 6:05 AM

	FY23 YTD ACTUALS	FY24 YTD ACTUALS	FY25 YTD ACTUALS	FY26 YTD ACTUALS	FY26 ORIGINAL BUDGET	FY26 REVISED BUDGET	
	FY2023	FY2024	FY2025	FY2026	FY2026	FY2026	FY2026 %
<b>EXPENDITURES BY FUND</b>							
GENERAL FUND	\$17,511,600	\$21,782,155	\$23,390,944	\$26,258,474	\$64,427,184	\$64,624,184	41%
SPECIAL REVENUE FUNDS	\$3,458,425	\$6,042,825	\$4,091,514	\$4,451,729	\$16,308,593	\$16,308,593	27%
DEBT SERVICE FUNDS	\$2,526,012	\$2,552,716	\$11,306,041	\$3,869,089	\$3,603,777	\$3,603,777	107%
CAPITAL PROJECTS & EXPENDITURES FUND	\$3,944,643	\$838,497	-\$75,130	\$379,779	\$20,436,122	\$20,436,122	2%
ENTERPRISE FUNDS	\$12,220,630	\$27,083,157	\$21,353,314	\$18,043,093	\$49,850,124	\$50,605,124	36%
INTERNAL SERVICE FUNDS	\$2,432,112	\$2,838,920	\$3,118,285	\$3,465,019	\$8,072,391	\$8,072,391	43%
CUSTODIAL FUNDS	\$223,865	\$68,665	\$170,449	\$138,202	\$977,732	\$977,732	14%
<b>EXPENDITURES BY FUND TOTAL</b>	<b>\$42,317,288</b>	<b>\$61,206,935</b>	<b>\$63,355,418</b>	<b>\$56,605,384</b>	<b>\$163,675,923</b>	<b>\$164,627,923</b>	<b>34%</b>

## General Fund

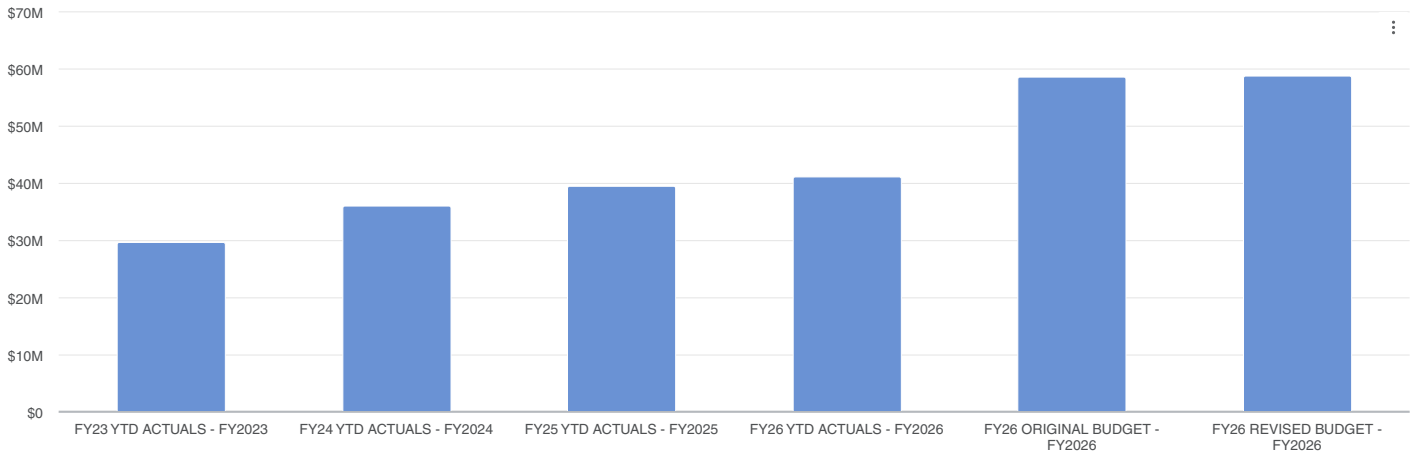


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## General Fund - Revenues and Expenditures

	FY23 YTD ACTUALS	FY24 YTD ACTUALS	FY25 YTD ACTUALS	FY26 YTD ACTUALS	FY26 ORIGINAL BUDGET	FY26 REVISED BUDGET
	FY2023	FY2024	FY2025	FY2026	FY2026	FY2026
<b>Revenues</b>						
GENERAL GOVERNMENT TAXES	\$21,977,523	\$25,549,887	\$28,237,152	\$29,490,446	\$36,242,540	\$36,242,540
PERMITS, FEES & SPECIAL ASSMTS	\$1,915,460	\$1,864,816	\$2,024,860	\$2,570,259	\$4,768,500	\$4,768,500
INTERGOVERNMENTAL REVENUES	\$2,533,482	\$3,735,931	\$2,949,528	\$3,448,126	\$6,822,200	\$6,872,200
CHARGES FOR SERVICES	\$784,691	\$1,854,874	\$2,058,757	\$2,057,035	\$3,705,804	\$3,705,804
JUDGMENTS, FINES, AND FORFEITS	\$72,926	\$74,781	\$59,428	\$39,059	\$105,000	\$105,000
MISCELLANEOUS REVENUES	\$1,177,696	\$1,781,042	\$2,215,199	\$1,593,595	\$3,437,336	\$3,584,336
OTHER FINANCING SOURCES	\$1,140,705	\$1,137,500	\$1,918,146	\$1,886,671	\$3,393,450	\$3,393,450
<b>REVENUES TOTAL</b>	<b>\$29,602,483</b>	<b>\$35,998,830</b>	<b>\$39,463,069</b>	<b>\$41,085,190</b>	<b>\$58,474,830</b>	<b>\$58,671,830</b>
<b>Expenses</b>						
GENERAL GOVERNMENT SERVICES	\$2,253,356	\$2,619,456	\$2,845,602	\$3,295,553	\$8,834,940	\$9,022,940
PUBLIC SAFETY	\$11,048,179	\$14,200,045	\$14,818,022	\$17,634,779	\$41,444,823	\$41,662,323
PUBLIC WORKS	\$1,845,760	\$2,073,381	\$3,069,531	\$2,723,645	\$6,502,747	\$7,124,151
ECONOMIC DEVELOPMENT	\$50,315	\$55,187	\$64,291	\$93,497	\$154,100	\$154,100
HUMAN SERVICES	\$413,561	\$536,314	\$562,666	\$529,168	\$1,270,801	\$1,267,801
CULTURE & RECREATION	\$1,791,194	\$1,838,055	\$1,849,985	\$1,873,622	\$5,603,351	\$5,603,351
OTHER FINANCING USES	\$109,236	\$459,718	\$180,848	\$108,211	\$616,422	\$616,422
<b>EXPENSES TOTAL</b>	<b>\$17,511,600</b>	<b>\$21,782,155</b>	<b>\$23,390,944</b>	<b>\$26,258,474</b>	<b>\$64,427,184</b>	<b>\$65,451,088</b>

## General Fund - Revenues by Category

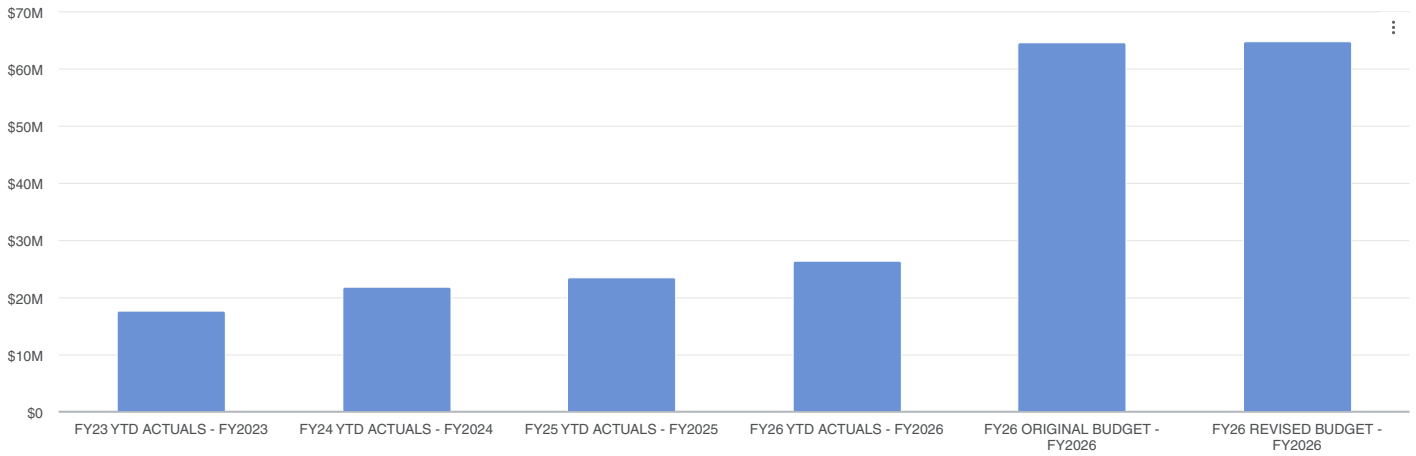


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### 100 General Fund

	FY23 YTD ACTUALS	FY24 YTD ACTUALS	FY25 YTD ACTUALS	FY26 YTD ACTUALS	FY26 ORIGINAL BUDGET	FY26 REVISED BUDGET	
	FY2023	FY2024	FY2025	FY2026	FY2026	FY2026	FY2026 %
<b>Revenues</b>							
GENERAL GOVERNMENT TAXES	\$21,977,523	\$25,549,887	\$28,237,152	\$29,490,446	\$36,242,540	\$36,242,540	81%
PERMITS, FEES & SPECIAL ASSMTS	\$1,915,460	\$1,864,816	\$2,024,860	\$2,570,259	\$4,768,500	\$4,768,500	54%
INTERGOVERNMENTAL REVENUES	\$2,533,482	\$3,735,931	\$2,949,528	\$3,448,126	\$6,822,200	\$6,872,200	50%
CHARGES FOR SERVICES	\$784,691	\$1,854,874	\$2,058,757	\$2,057,035	\$3,705,804	\$3,705,804	56%
JUDGMENTS, FINES, AND FORFEITS	\$72,926	\$74,781	\$59,428	\$39,059	\$105,000	\$105,000	37%
MISCELLANEOUS REVENUES	\$1,177,696	\$1,781,042	\$2,215,199	\$1,593,595	\$3,437,336	\$3,584,336	44%
OTHER FINANCING SOURCES	\$1,140,705	\$1,137,500	\$1,918,146	\$1,886,671	\$3,393,450	\$3,393,450	56%
<b>REVENUES TOTAL</b>	<b>\$29,602,483</b>	<b>\$35,998,830</b>	<b>\$39,463,069</b>	<b>\$41,085,190</b>	<b>\$58,474,830</b>	<b>\$58,671,830</b>	<b>70%</b>

## General Fund - Expenditures by Department



Data Updated: Jun 02, 2026, 6:05 AM

### 100 General Fund

	FY23 YTD ACTUALS	FY24 YTD ACTUALS	FY25 YTD ACTUALS	FY26 YTD ACTUALS	FY26 ORIGINAL BUDGET	FY26 REVISED BUDGET	
	FY2023	FY2024	FY2025	FY2026	FY2026	FY2026	FY2026 %
<b>EXPENDITURES</b>							
GENERAL GOVERNMENT SERVICES	\$2,253,356	\$2,619,456	\$2,845,602	\$3,295,553	\$8,834,940	\$9,022,940	37%
PUBLIC SAFETY	\$11,048,179	\$14,200,045	\$14,818,022	\$17,634,779	\$41,444,823	\$41,662,323	42%
PUBLIC WORKS	\$1,845,760	\$2,073,381	\$3,069,531	\$2,723,645	\$6,502,747	\$7,124,151	38%
ECONOMIC DEVELOPMENT	\$50,315	\$55,187	\$64,291	\$93,497	\$154,100	\$154,100	61%
HUMAN SERVICES	\$413,561	\$536,314	\$562,666	\$529,168	\$1,270,801	\$1,267,801	42%
CULTURE & RECREATION	\$1,791,194	\$1,838,055	\$1,849,985	\$1,873,622	\$5,603,351	\$5,603,351	33%
OTHER FINANCING USES	\$109,236	\$459,718	\$180,848	\$108,211	\$616,422	\$616,422	18%
OTHER NONOPERATING	-	-	-	-	-	-\$826,904	0%
<b>EXPENDITURES TOTAL</b>	<b>\$17,511,600</b>	<b>\$21,782,155</b>	<b>\$23,390,944</b>	<b>\$26,258,474</b>	<b>\$64,427,184</b>	<b>\$64,624,184</b>	<b>41%</b>

## Citywide - Quarter-To-Date Fund Balance (Unaudited)

This informational data table reflects the unrestricted portion of fund balances/net position of all funds. Unrestricted Fund Balance represents the discretionary amount available to City Council, meaning that they are not assigned or committed to a specific project or purpose. In regards to the General Fund, please note the city's "Fund Balance Policy" is not accounted for within the data.

The beginning fund balance number is based on the Fiscal Year End 2025 audit. Users should note the differences between the "Current Fund Balance" column and the "Projected Ending Fund Balance" column. This variance reflects the difference between the year-to-date activity and the projected outcome for the fiscal year.

FUND	BEG. FUND BALANCE	REVENUE YTD ACTUAL	EXPENSE YTD ACTUAL	CURRENT NET CHANGE	CURRENT FUND BALANCE	PROJECTED ENDING FUND BALANCE
	FY2026	FY2026	FY2026			FY2026
100 - GENERAL FUND	\$23,844,121	\$41,085,190	\$26,258,474	\$14,826,716	\$38,670,837	\$24,138,955
10A - POLICE ASSET FORFEITURE FUND	\$313,309	\$77,320	-	\$77,320	\$390,629	\$400,282
10T - TREE FUND	\$1,048,252	\$12,300	-	\$12,300	\$1,060,552	\$823,817
110 - BUILDING SERVICES FUND	\$4,077,555	\$920,227	\$1,021,574	-\$101,347	\$3,976,208	\$3,976,262
120 - INFRASTRUCTURE FUND	\$6,549,869	\$2,216,060	\$1,090,839	\$1,125,221	\$7,675,090	\$7,124,903
130 - CEMETERY FUND	\$989,286	\$98,957	\$142,026	-\$43,069	\$946,217	\$875,531
140 - REC IMPACT FEE FUND	\$9,603,566	\$1,527,620	\$503,573	\$1,024,047	\$10,627,613	\$10,600,738
150 - POLICE IMPACT FEE FUND	\$2,145,398	\$315,643	\$39,428	\$276,215	\$2,421,613	\$2,669,744
160 - FIRE IMPACT FEE FUND	\$5,379,345	\$705,517	\$1,654,289	-\$948,771	\$4,430,574	\$3,297,175
220 - DEBT SERVICE FUND	\$3,552,010	\$1,411,792	\$2,608,331	-\$1,196,539	\$2,355,471	\$3,641,918
320 - CAPITAL PROJECTS & EXPENDITURES FUND	\$4,836,070	\$74,476	\$379,779	-\$305,303	\$4,530,767	\$1,019,122
410 - WATER FUND	\$19,183,127	\$7,250,459	\$5,033,582	\$2,216,877	\$21,400,004	\$20,010,141
420 - SEWER FUND	\$14,315,331	\$7,510,795	\$6,838,968	\$671,828	\$14,987,159	\$17,549,850
430 - WATER IMPACT FEE FUND	\$4,795,475	\$1,108,638	\$164,236	\$944,402	\$5,739,877	\$5,631,152
440 - SEWER IMPACT FEE FUND	\$17,308,372	\$3,841,154	\$1,091,021	\$2,750,133	\$20,058,505	\$20,617,667
450 - STORMWATER FUND	\$1,180,393	\$1,122,986	\$1,162,584	-\$39,598	\$1,140,795	\$1,581,646
490 - SANITATION FUND	\$4,560,883	\$3,087,871	\$3,752,702	-\$664,831	\$3,896,052	\$3,799,247
520 - GROUP SELF-INSURANCE FUND	\$6,150,840	\$3,999,483	\$3,465,019	\$534,464	\$6,685,304	\$8,187,780
600 - COMMUNITY REDEVELOPMENT AGENCY FUND	\$1,710,720	\$537,678	\$138,202	\$399,476	\$2,110,196	\$2,326,188
<b>FUND TOTAL</b>	<b>\$131,543,922</b>	<b>\$76,904,168</b>	<b>\$55,344,627</b>	<b>\$21,559,541</b>	<b>\$153,103,463</b>	<b>\$138,272,119</b>

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*City of Clermont*  
MINUTES  
CITY COUNCIL WORKSHOP  
May 19, 2026

**CALL TO ORDER**

The City Council met in a workshop session on Tuesday, May 19, 2026, in the Clermont City Center. Mayor Pro Tem Myers called the workshop to order at 3:01 pm with the following Council Members present: Council Members Strange, Bain, Myers and Petersen.

Other City officials present were City Manager Van Wagner, Deputy City Manager Matthys, City Attorney Waugh and City Clerk Howe.

Mayor Murry was not present.

**AGENDA ITEMS**

**Budget Discussion**

Deputy City Manager Matthys explained that staff had compiled and organized the priorities previously identified and ranked by Council during their strategic planning exercise. He presented the priorities for Council's review and noted that this would be an opportunity to determine whether any priorities should be added, removed, reordered, or otherwise revised. He then opened the discussion for Council's consideration.

Council Member Strange stated that many of the listed priorities are encompassed within the Comprehensive Plan and should be considered within that broader framework. She identified completing the Comprehensive Plan and reducing the millage rate as her top priorities, noting that initiatives such as walkability, golf cart connectivity, and affordable housing support the City's long-term vision of maintaining a safe, family-oriented community. She also emphasized the importance of providing staff with clear policy direction and budget priorities before the budget process begins to help guide future planning and decision-making. In response to an inquiry from Council Member Petersen, Economic Development Director Norris stated that the Comprehensive Plan is expected to be completed by November.

Council discussed and refined its budget priorities, identifying transportation, public safety, health-related services, water and sewer infrastructure, and parks and recreation as key focus areas. Members emphasized the importance of protecting the City's water resources, considering reclaimed water initiatives, and providing staff with clear policy direction before budget development. Council also noted the need to balance infrastructure investments with fiscal goals while recognizing that these core services already represent a significant portion of the City's budget.

Council discussed its expectations for the upcoming budget process and expressed interest in reviewing budget scenarios at different millage rates, including the current rate and rollback rate, to better understand the impact on city services and priorities.

Council Member Bain emphasized the importance of reviewing budget proposals at a higher level, focusing on staffing, major expenditures, departmental goals, and alignment with Council

*City of Clermont*  
MINUTES  
CITY COUNCIL WORKSHOP  
May 19, 2026

priorities rather than line-item details. Council also discussed balancing service levels, growth, and fiscal responsibility while providing staff with guidance for developing budget recommendations.

Council discussed opportunities to leverage technology and artificial intelligence to improve efficiency and customer service while managing future staffing needs. Members also identified employee healthcare costs as a significant budget consideration, reviewed recent health plan changes that generated savings, and expressed support for exploring innovative solutions that could improve care and control long-term costs while maintaining employee involvement in the process.

Council discussed transportation priorities with a focus on enhancing walkability, sidewalks, Complete Streets principles, and multimodal connectivity, including bicycle and golf cart infrastructure. There was support on integrating these elements into future roadway and capital improvement planning, while acknowledging that implementation will require phased, area-specific planning guided by the Comprehensive Plan. Public Services Director Brunson emphasized the need for clear policy direction on connectivity, priority corridors, and desired destinations to effectively design and implement improvements. Council generally agreed on the importance of developing a long-term, coordinated strategy to improve safe and accessible transportation options throughout the city.

Mayor Murry arrived at 3:59pm.

Council inquired about major long-term utility and infrastructure projects. Public Services Director Brunson reported that the city recently acquired property north of town near former Highway 50/Verde Ridge using a \$1 million legislative appropriation to support expanded reclaimed water storage. He also noted ongoing coordination with the City of Orlando to evaluate additional land in the Wellness Way corridor for future utility needs.

Public Services Director Brunson advised that the water system expansion is complete, the consumptive use permit is being updated, and a utility rate study and master planning process is underway, with results expected in November. He added that potential changes to utility rates are still under review and will be further evaluated with City leadership once additional analysis is complete.

Council discussed the potential implementation of a city-operated Emergency Medical Services (EMS) transport program and emphasized the importance of reviewing complete operational, financial, and legal information before making any decisions. Assistant Fire Chief Casler and Division Chief Luginbuhl reported that the data requested during the April workshop had been compiled into a comprehensive presentation addressing service delivery, staffing, facilities, costs, revenues, and long-term projections. Council requested that City Attorney Waugh review the materials and expressed interest in evaluating the program within a five-year planning horizon, including future growth areas.

*City of Clermont*  
MINUTES  
CITY COUNCIL WORKSHOP  
May 19, 2026

Consensus was reached to receive the EMS presentation at the end of the June 9 meeting, allow time for Council and public review, and consider any formal action, including authorization to send a request letter to Lake County, at the following meeting.

Assistant Fire Chief Casler confirmed that the proposed budget will include an EMS transport program component. Fire staff also requested consensus to apply for FEMA SAFER and Assistance to Firefighters (AFG) grants to support staffing for Fire Station 6 and the potential purchase of a fire engine. Council supported pursuing both grant opportunities, noting that acceptance of any awarded funding would require future Council approval. Council further encouraged coordination among departments to ensure EMS planning aligns with future growth, public safety, and infrastructure needs.

Council discussed Police Department staffing needs and budget priorities for the upcoming fiscal year. Police Chief Graczyk reported that the department currently has four sworn officer vacancies and has received 13 applications for the Community Service Officer (CSO) program. The proposed staffing request includes two additional police officers, one additional CSO, a communications coordinator, and a records specialist to support the City's continued growth. The Chief indicated that recruitment efforts are progressing well and expressed confidence that current sworn vacancies could be filled before the start of the fiscal year. Council emphasized the importance of coordinating future police facilities and staffing plans with fire, public works, and development initiatives to ensure citywide planning efforts remain aligned.

Police Chief Graczyk noted that the department has successfully secured grant funding, reducing the need for major capital requests in the upcoming budget, and highlighted future technology considerations, including a potential Drone First Responder program that could provide real-time situational awareness for emergency calls and criminal investigations. Council discussed the importance of focusing not only on responding to crime but also on identifying trends and implementing strategies to prevent crime. Additional discussion included the planned expansion of existing programs, such as bike patrols, detectives, and traffic enforcement units, once staffing levels are restored, while more advanced initiatives such as real-time intelligence capabilities remain longer-term considerations.

Council discussed ways the city could support educational opportunities and access, including alternative education models, while recognizing that education is primarily the responsibility of the Lake County School Board. Members expressed interest in inviting the School Board representative and Superintendent to a future workshop to discuss educational needs, school planning, and opportunities for partnership.

Council also emphasized the need for a community library, noting that existing library services have been significantly reduced. They discussed options ranging from a centralized library to smaller neighborhood-based facilities and acknowledged that the primary challenge remains identifying a suitable location and funding source. City Manager Van Wagner reported that discussions with Lake County have been ongoing and that efforts to identify potential library sites and partnership opportunities are already underway.

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MINUTES  
CITY COUNCIL WORKSHOP  
May 19, 2026

Council discussed the potential development of a community center, including considerations related to cost, funding, staffing, location, accessibility, and long-term sustainability, while also evaluating the future needs of the Boys & Girls Club and potential facility sites. The conversation included differing perspectives on centralized versus neighborhood-based recreation facilities, concerns about preserving recreational space at McKinney Park, and opportunities for partnerships, with staff continuing to evaluate options for future Council consideration. Council also reviewed major capital projects, identifying Bishop Field and the Meet in the Middle project as budget priorities. Discussion included a suggestion to explore an alternative Meet in the Middle design that would preserve more green space and restore the historic pier; however, Council noted the project has already undergone multiple revisions and is actively progressing through engineering and permitting. Staff confirmed updated plans will return to Council for review before any bidding decisions are made. Additionally, Council received an update on efforts to implement an e-bike safety and education initiative in coordination with community partners, Parks and Recreation, and the Police Department in advance of upcoming state law changes.

Council discussed several strategic priorities, including communication and citizen engagement, housing opportunities, environmental improvements, and council compensation. Deputy City Manager Matthys advised that the communications consultant, True North, is expected to return in June with recommendations that may have future budget implications. Council members discussed potential initiatives to support residents through financial literacy, homeownership assistance, scholarships, and broader community development efforts, while also considering the appropriate role of local government compared to private and nonprofit organizations in providing such services. Additional discussion focused on affordable housing strategies, accessory dwelling units, and development programs utilized by neighboring communities. Council also reviewed a request for an aeration fountain at East Lake, discussing its environmental benefits, historical significance, maintenance responsibilities, and potential funding options. Finally, Council discussed member compensation, including comparisons with other municipalities, reimbursement practices, and differing perspectives on whether compensation should be increased to attract future candidates or remain limited in recognition of council service as a public service role. Staff was directed to provide additional information on Council compensation for future consideration.

Deputy City Manager Matthys spoke about a request from Lake County regarding the potential transfer of Excalibur Road maintenance responsibilities to the city. City Attorney Waugh advised that staff's review of existing agreements indicates the city is not obligated to assume ownership or maintenance at this time. Council discussed the financial and operational impacts of taking over county roads, emphasizing that any future consideration would require roads to be brought up to city standards and accompanied by an evaluation of long-term costs and benefits.

*City of Clermont*  
MINUTES  
CITY COUNCIL WORKSHOP  
May 19, 2026

**ADJOURN:** With no further comments, this workshop adjourned at 6:11 pm.

**APPROVED:**

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Tim Murry, Mayor

**ATTEST:**

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Tracy Ackroyd Howe, MMC  
City Clerk



# AGENDA ITEM

<b>Meeting Date</b>																																																					
Tuesday, June 9, 2026																																																					
<b>Agenda Item Name</b>																																																					
Surplus Request																																																					
<b>Requested Action</b>																																																					
Approve to declare end-of-life inventory as surplus from the Public Services Department, the Information Technology Department, the Parks and Recreation Department and the Police Department and provide disposal per the Procurement Policy.																																																					
<b>Staff Report</b>																																																					
<p>The Procurement Services Department, on behalf of the Public Services Department, the Information Technology Department, Parks and Recreation Department, and the Police Department, recommends approval of the surplus request.</p> <p>The following inventory has reached its end-of-life service, and approval to surplus these items is requested:</p>																																																					
<table border="1"> <thead> <tr> <th>Department</th> <th>Qty.</th> <th>Property Description</th> </tr> </thead> <tbody> <tr> <td>Public Services - Sewer</td> <td>1</td> <td>Gear motor, Spare Part for Belt Press</td> </tr> <tr> <td>Public Services - Sewer</td> <td>1</td> <td>Server Cabinet</td> </tr> <tr> <td>Public Services - Sanitation</td> <td>1</td> <td>2008 Ford F750 Clam Truck</td> </tr> <tr> <td>Public Services - Streets</td> <td>1</td> <td>1980 Ford Aerial Truck</td> </tr> <tr> <td>Public Services - Streets</td> <td>1</td> <td>2005 Sterling Clam Truck</td> </tr> <tr> <td>Public Services - Grounds</td> <td>1</td> <td>2015 Bad Boy Zero Turn Mower</td> </tr> <tr> <td>Public Services - Grounds</td> <td>1</td> <td>2015 Bad Boy Zero Turn Mower</td> </tr> <tr> <td>Public Services - Grounds</td> <td>1</td> <td>John Deere Diesel Zero Turn Mower</td> </tr> <tr> <td>Public Services - Facilities</td> <td>2</td> <td>Aluminum Gangways - 8 ft x 40 ft</td> </tr> <tr> <td>Information Technology</td> <td>157</td> <td>IP Phones</td> </tr> <tr> <td>Parks and Recreation</td> <td>1</td> <td>JBL ProSound Miscellaneous Parts</td> </tr> <tr> <td>Parks and Recreation</td> <td>5</td> <td>4Wall Entertainment Rolling Cases</td> </tr> <tr> <td>Parks and Recreation</td> <td>7</td> <td>Sceptre E20 Computer Monitors</td> </tr> <tr> <td>Police</td> <td>1</td> <td>Rolling File Storage Shelving</td> </tr> <tr> <td>Police</td> <td>1</td> <td>Firearm Safe</td> </tr> <tr> <td>Police</td> <td>6</td> <td>X26P Taser Handle and Accessories</td> </tr> </tbody> </table>			Department	Qty.	Property Description	Public Services - Sewer	1	Gear motor, Spare Part for Belt Press	Public Services - Sewer	1	Server Cabinet	Public Services - Sanitation	1	2008 Ford F750 Clam Truck	Public Services - Streets	1	1980 Ford Aerial Truck	Public Services - Streets	1	2005 Sterling Clam Truck	Public Services - Grounds	1	2015 Bad Boy Zero Turn Mower	Public Services - Grounds	1	2015 Bad Boy Zero Turn Mower	Public Services - Grounds	1	John Deere Diesel Zero Turn Mower	Public Services - Facilities	2	Aluminum Gangways - 8 ft x 40 ft	Information Technology	157	IP Phones	Parks and Recreation	1	JBL ProSound Miscellaneous Parts	Parks and Recreation	5	4Wall Entertainment Rolling Cases	Parks and Recreation	7	Sceptre E20 Computer Monitors	Police	1	Rolling File Storage Shelving	Police	1	Firearm Safe	Police	6	X26P Taser Handle and Accessories
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Police	1	Pro-Lite Laser
Police	6	X26P Taser Handle
Police	1	Old Yamaha SHO 250 Boat Motor
Police	45	Blackhawk 820 Pump Shotgun Stocks
Police	18	Blackhawk 820 Pump Shotgun Forearms
Police	5	Blackhawk 820 Pump Shotgun Pic Rail/Sling Mount
Police	4	Blackhawk 820 Pump Shotgun Slings
Police	7	Blackhawk 820 Pump Shotgun buffer spring/tube
Police	16	Blackhawk 820 Pump Shotgun Forearm
Police	5	CAA Glock Pistol Braces
Police	26	Blackhawk Mossberg 820 Pump Shotgun

The salvageable surplus property will be listed on [www.GovDeals.com](http://www.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 has an anticipated value of \$60,000

Fiscal Impact	Fund Number and Description	Available Budget Amount
---------------	-----------------------------	-------------------------

**Exhibits Attached**(copies of original agreements)

1.	Information Technology Department	Information Technology.pdf
2.	Parks and Recreation Department	JBL Scrap Disposal.pdf
3.	Police Department	Police Department.pdf
4.	Public Services Department	Public Services Department.pdf



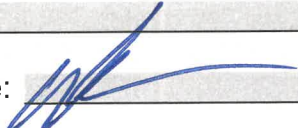
**PROPERTY DISPOSAL FORM**

Dept. / Division: INFO. TECH. Property Tag #: \_\_\_\_\_  
Contact Person: Phoenix Brogden Phone: 7375  
Year / Make / Model: Mitel/Shoretel Vehicle No. \_\_\_\_\_  
Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
Description of Property IP Phones

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: 5/11/20

\*\*\*\*\*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: \_\_\_\_\_

IP PHONES	
Make/Model	Quantity
Shoretel IP480	148
Shoretel 230	4
Shoretel 655	1
Mitel 6930w	4
	<b>Total: 157</b>





### PROPERTY DISPOSAL FORM

Dept. / Division: POLICE Property Tag #: \_\_\_\_\_  
 Contact Person: Shane Strickland Phone: 352-536-8408  
 Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_  
 Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_  
 Description of Property Rolling File Storage Shelving

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).
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- 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: 3/10/26

\*\*\*\*\*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: \_\_\_\_\_



PROPERTY DISPOSAL FORM

Dept. / Division: POLICE Property Tag #: 10381
Contact Person: Sgt. Ethan Bell Phone: 352-536-8463
Year / Make / Model: 01-04-2003/Liberty Safe Vehicle No.
Miles / Hours: Serial / VIN: 267801
Description of Property Firearm Safe

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.
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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: Safe was used to store firearms at old Police Department and is no longer needed.

Director Signature: [Signature] Date: 4-20-2026

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:



### PROPERTY DISPOSAL FORM

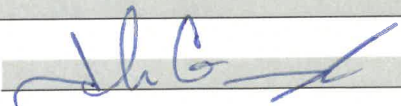
Dept. / Division: POLICE Property Tag #: N/A  
 Contact Person: DEBBIE ARROYO-RUIZ Phone: 352-536-8424  
 Year / Make / Model: X26P TASER Vehicle No. \_\_\_\_\_  
 Miles / Hours: \_\_\_\_\_ Serial / VIN: SEE ATTACHED  
 Description of Property S26P TASER HANDLE AND ACCESSORIES

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.
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- 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:** ONLY FOR LAW ENFORCEMENT - SELL

Director Signature:  Date: 3/12/26

\*\*\*\*\*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

## DISPOSITION SUMMARY

1. The Department Director makes the determination that the equipment, item or material requires disposal. If the property being disposed of is capital (value of \$1,000 or greater), remove the asset tag sticker and submit it with completed Property Disposal Form to the Purchasing Department.
2. The Purchasing Department will process an agenda item for City Council approval.
3. When conducting a trade-in, the full cost of the new purchase must be budgeted by the Department (do not include the trade in value).
4. When disposal or trade-in is complete, the Purchasing Director will forward the completed form to the Finance Department.

## DEFINITIONS

**Surplus Property** - All City property that is obsolete, excess, or no longer needed by the owning Department. All vehicles, equipment, desks, chairs, tables, office equipment, etc. shall be reported to the Purchasing Department for disposition coordination.

X26P	TASER	B
	X1200HDCK	
	X1200K753	
	X1200HF33	
	X1200HDH1	
	X1200H801	
	X1200F39T	
	TOTAL	6
EXPIRES	CARTRIDGES	
2026		2
2027		8
2029		2
	2 HOLSTER/MOLLE	



### PROPERTY DISPOSAL FORM

Dept. / Division: POLICE Property Tag #: 10384  
 Contact Person: DEBBIE ARROYO-RUIZ Phone: 352-536-8424  
 Year / Make / Model: PRO-LITE LASER Vehicle No. NO  
 Miles / Hours: \_\_\_\_\_ Serial / VIN: LP01963  
 Description of Property PRO-LITE LASER

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:** DAMAGED

Director Signature:  Date: 3/18/26

\*\*\*\*\*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: \_\_\_\_\_

## DISPOSITION SUMMARY

1. The Department Director makes the determination that the equipment, item or material requires disposal. If the property being disposed of is capital (value of \$1,000 or greater), remove the asset tag sticker and submit it with completed Property Disposal Form to the Purchasing Department.
2. The Purchasing Department will process an agenda item for City Council approval.
3. When conducting a trade-in, the full cost of the new purchase must budgeted by the Department (do not include the trade in value).
4. When disposal or trade-in is complete, the Purchasing Director will forward the completed form to the Finance Department.

## DEFINITIONS

**Surplus Property** - All City property that is obsolete, excess, or no longer needed by the owning Department. All vehicles, equipment, desk, chairs, tables, office equipment, etc. shall be reported to the Purchasing Department for disposition coordination.



**PROPERTY DISPOSAL FORM**

Dept. / Division: POLICE Property Tag #: N/A  
Contact Person: DEBBIE ARROYO-RUIZ Phone: 352-536-8424  
Year / Make / Model: X26P TASER HANDLE Vehicle No. NO  
Miles / Hours: \_\_\_\_\_ Serial / VIN: SEE ATTACHED PAPERWORK  
Description of Property X26P TASER HANDLE - 6

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:** DAMAGED

Director Signature:  Date: 3/18/26

\*\*\*\*\*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: \_\_\_\_\_

## DISPOSITION SUMMARY

1. The Department Director makes the determination that the equipment, item or material requires disposal. If the property being disposed of is capital (value of \$1,000 or greater), remove the asset tag sticker and submit it with completed Property Disposal Form to the Purchasing Department.
2. The Purchasing Department will process an agenda item for City Council approval.
3. When conducting a trade-in, the full cost of the new purchase must budgeted by the Department (do not include the trade in value).
4. When disposal or trade-in is complete, the Purchasing Director will forward the completed form to the Finance Department.

## DEFINITIONS

**Surplus Property** - All City property that is obsolete, excess, or no longer needed by the owning Department. All vehicles, equipment, desk, chairs, tables, office equipment, etc. shall be reported to the Purchasing Department for disposition coordination.





**PROPERTY DISPOSAL FORM**

Dept. / Division: POLICE Property Tag #: 
Contact Person: DEBBIE ARROYO-RUIZ Phone: 352-536-8424
Year / Make / Model: 2021 YAMAHA SHO 250 MOTOR Vehicle No. N/A
Miles / Hours: APPROX 1200 Serial / VIN: N/A
Description of Property YAMAHA SHO 250 - MOTOR

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: TO SELL -- SEE ATTACHED PHOTOS

Director Signature: [Signature] Date: 4/29/26

\*\*\*\*\*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:

## DISPOSITION SUMMARY

1. The Department Director makes the determination that the equipment, item or material requires disposal. If the property being disposed of is capital (value of \$1,000 or greater), remove the asset tag sticker and submit it with completed Property Disposal Form to the Purchasing Department.
2. The Purchasing Department will process an agenda item for City Council approval.
3. When conducting a trade-in, the full cost of the new purchase must be budgeted by the Department (do not include the trade-in value).
4. When disposal or trade-in is complete, the Purchasing Director will forward the completed form to the Finance Department.

## DEFINITIONS

**Surplus Property** - All City property that is obsolete, excess, or no longer needed by the owning Department. All vehicles, equipment, desks, chairs, tables, office equipment, etc. shall be reported to the Purchasing Department for disposition coordination.



PROPERTY DISPOSAL FORM

Dept. / Division: POLICE Property Tag #: N/A
Contact Person: SERGEANT ETHAN BELL Phone: 352-394-5588
Year / Make / Model: Vehicle No.
Miles / Hours: Serial / VIN:
Description of Property Please see attached document

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: [Signature] Date: 5/20/26

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:

**Tote #1:**

Blackhawk Mossberg 820 12 gauge pump shotgun

Stocks	Forearms	pic rail/sling mount	slings
19	18	5	4

CAA Glock pistol braces

5

**Tote #2:**

Blackhawk Mossberg 820 12 gauge pump shotgun

Stocks	Buffer spring/tube	Forearm
26	7/7	16



PROPERTY DISPOSAL FORM

Dept. / Division: ENV. SVCS. / SEWER Property Tag #: \_\_\_\_\_

Contact Person: DAN CUMMINS Phone: 513 660 9 \_\_\_\_\_

Year / Make / Model: \_\_\_\_\_ Vehicle No. \_\_\_\_\_

Miles / Hours: \_\_\_\_\_ Serial / VIN: \_\_\_\_\_

Description of Property GEARMOTOR, NORD SK52ALE SPARE PART FOR 1.5 METER BELT PRESS

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: Gear motor was a spare part for 1.5 meter belt press that was replaced by the 2.0 meter belt press.. Gear motor does not fit the new press. Has been in storage but new in box. May have value to sell

Director Signature: [Signature]

Date: 4-30-26

\*\*\*\*\*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: ENV. SVCS. / SANITATION Property Tag #: 10283
Contact Person: BRIAN CAMP Phone: 352-241-0178 6616
Year / Make / Model: 2008/F750/FORD CLAM TRUCK Vehicle No. 4334
Miles / Hours: 148960 Serial / VIN: 3FRXF75D08V651748
Description of Property CLAM TRUCK

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).
[X] OTHER: TRUCK IS BEING REPLACED WITH VEHICLE PURCHASED WITH STATE DEP GARBAGE TRUCK GRANT FUNDING.

Director Signature: [Signature] Date: 5-18-26

\*\*\*\*\*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:



PROPERTY DISPOSAL FORM

Dept. / Division: PW /STREETS Property Tag #: 10530
Contact Person: BRIAN CAMP Phone: 352-241-0178 6616
Year / Make / Model: 1980/FORD/AERIAL TRUCK Vehicle No. 4230
Miles / Hours: 99075 Serial / VIN: 3FTRXF75X55V215363
Description of Property AERIAL TRUCK

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).
[X] OTHER: TRUCK IS BEING REPLACED WITH VEHICLE PURCHASED WITH STATE DEP GARBAGE TRUCK GRANT FUNDING.

Director Signature: [Signature] Date: 5-18-26

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:



PROPERTY DISPOSAL FORM

Dept. / Division: PW /STREETS Property Tag #: 10282
Contact Person: BRIAN CAMP Phone: 352-241-0178 6616
Year / Make / Model: 2005/STERLING/CLAM TRUCK Vehicle No. 4227
Miles / Hours: 166961 Serial / VIN: 2FZACGDC95AN79996
Description of Property CLAM TRUCK

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).
[X] OTHER: TRUCK IS BEING REPLACED WITH VEHICLE PURCHASED WITH STATE DEP GARBAGE TRUCK GRANT FUNDING.

Director Signature: [Signature]

Date: 5-18-26

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:



### PROPERTY DISPOSAL FORM

Dept. / Division: PW / GROUND Property Tag #: 11989  
 Contact Person: DUSTY PACHECO Phone: 352-394-7177  
 Year / Make / Model: 2015 BAD BOY OUTLAW Vehicle No. 4418  
 Miles / Hours: 2,100 Serial / VIN: BBX6131KA02141076  
 Description of Property 2015 BAD BOY OUTLAW MOWER XP 61" ZERO TURN MOWER

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: 5-18-26

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
 Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
 Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_  
 Munis Asset Number: \_\_\_\_\_



### PROPERTY DISPOSAL FORM

Dept. / Division: PW / GROUND Property Tag #: 10543  
 Contact Person: DUSTY PACHECO Phone: 352-394-7177  
 Year / Make / Model: 2015 BAD BOY OUTLAW Vehicle No. 4419  
 Miles / Hours: 1,534 Serial / VIN: BBX6131KA02141079  
 Description of Property 2015 BAD BOY OUTLAW MOWER XP 61" ZERO TURN MOWER

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: 5-18-26

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
 Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
 Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_  
 Munis Asset Number: \_\_\_\_\_



### PROPERTY DISPOSAL FORM

Dept. / Division: PW / GROUND Property Tag #: 11990  
 Contact Person: DUSTY PACHECO Phone: 352-394-7177  
 Year / Make / Model: 2011 JOHN DEERE 997 Z TRAC Vehicle No. 4375  
 Miles / Hours: N/A Serial / VIN: DM997RBOZ313  
 Description of Property JOHN DEERE 997 Z TRAC DIESEL ZERO TURN MOWER

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.
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- 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: *Stojan* Date: 5-18-26

\*\*\*\*\*This form must be sent to the Purchasing Department to dispose of property\*\*\*\*\*

Date Approved by City Council: \_\_\_\_\_ Agenda Item: \_\_\_\_\_  
 Method of Disposal: \_\_\_\_\_ Date Disposed: \_\_\_\_\_  
 Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_  
 Munis Asset Number: \_\_\_\_\_



PROPERTY DISPOSAL FORM

Dept. / Division: PW / FACILITIES Property Tag #: NA
Contact Person: Joe McMahon Phone: 352-394-7177
Year / Make / Model: NA Vehicle No. NA
Miles / Hours: NA Serial / VIN: NA
Description of Property 2- 8foot by 40 foot aluminum gangways

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).
[X] OTHER: Gangways damaged and submerged from Hurricane Milton recover and damaged from the storm

Director Signature: [Signature] Date: 4-23-26

\*\*\*\*\*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:



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Resolution No. 2026-017R <i>Comprehensive Budget Policy</i>		
<b>Requested Action</b>		
Approve and adopt Resolution 2026-017R to establish a Comprehensive Budget Policy.		
<b>Staff Report</b>		
<p>As part of the Finance Department's ongoing initiative to review, update, and establish financial policies, please find attached a resolution to establish the city's first version of a Comprehensive Budget Policy.</p> <p>Financial policies provide guidelines for financial decision-making and are central to a strategic, long-term approach to financial management. The Government Finance Officers Association (GFOA) recommends that governments formally adopt financial policies to improve government management in areas such as accounting and financial reporting, budgeting, procurement, and debt management. Best practices are also adopted by the GFOA Board in order to support policy establishment.</p> <p>There are five individual policies within the document:</p> <ol style="list-style-type: none"> <li>1. Budget Administration Policy</li> <li>2. Capital Improvement Planning (CIP) Policy</li> <li>3. User Fee &amp; Charges Policy</li> <li>4. Debt Management Policy</li> <li>5. Fund Balance Policy</li> </ol> <p>Policies 1–4 formalize many of the City's past practices, clarify budget-related procedures at the staff level, and incorporate elements of the aforementioned best practices recommended by the GFOA.</p> <p>Item 5 — Fund Balance Policy — was last updated by the City via Resolution 2020-53R (aka "Reserves Policy" - attached). Among the updates drafted within this section are definition expansions and updated terms and language reflective of current Governmental Accounting Standards Board definitions and GFOA best practices. The 25% operating reserve requirement that is currently in place for the General Fund still remains.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
No impact on the current operating or capital budget.		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	2026-017R Budget Policy (06.01.2026)	2026-017R Budget Policy (06.01.2026).pdf
2.	Resolution 2020-053R	Resolution 2020-053R.pdf



*CITY OF CLERMONT*  
**RESOLUTION NO. 2026-017R**

**A RESOLUTION OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE MAY 2026 FINANCE DEPARTMENT COMPREHENSIVE BUDGET POLICY; PROVIDING FOR FINDINGS, FUTURE AMENDMENT BY RESOLUTION, ADMINISTRATIVE CORRECTION OF SCRIVENER’S ERRORS, PUBLICATION AND EFFECTIVE DATE.**

**WHEREAS**, Chapter 166, Florida Statutes, authorizes municipalities to adopt ordinances and resolutions in the exercise of its municipal powers; and

**WHEREAS**, in May 2026, a Finance Department Comprehensive Budget Policy (the “Budget Policy”) was provided to, among other things, serve as a framework for the short-term and long-term financial planning of the City’s resources and facilitate the maintenance and funding of the City’s capital needs; and

**WHEREAS**, the Budget Policy complies with federal, state, and local laws and is essential to ensure that current programs, services, and capital assets are sustainable; and

**WHEREAS**, the Budget Policy is a tool used to inform decision-makers of financial implications associated with current and proposed policies, projects, and programs as well as to guide decisions in alignment with the City’s strategic goals.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLERMONT, FLORIDA, as follows:**

**SECTION 1: FINDINGS**

The above-stated WHEREAS clauses are hereby adopted by the City Council as findings in support of the provisions herein.

**SECTION 2: ADOPTION OF THE FINANCE DEPARTMENT COMPREHENSIVE BUDGET POLICY**

The City of Clermont hereby adopts the Budget Policy attached to this Resolution, and it is the intention of the City Council that this Policy will be utilized by the City Manager to manage the budgets as described therein.

**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. 2026-017R**

**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 adoption.



*CITY OF CLERMONT*  
**RESOLUTION NO. 2026-017R**

**NOW, THEREFORE BE IT RESOLVED**, that the above said resolution of the City Council of the City of Clermont, Lake County, Florida be adopted on this 9th day of June 2026.

CITY OF CLERMONT

\_\_\_\_\_  
Tim Murry, Mayor

ATTEST:

\_\_\_\_\_  
Tracy Ackroyd Howe, MMC  
City Clerk

Approved as to form and legality

\_\_\_\_\_  
Chrisitan W. Waugh, City Attorney



Finance Department  
Comprehensive Budget Policy  
May 2026

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# **Overview of Budget Policies**

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## **Budget Administration Policy**

This Policy is intended to require that systematic procedures be used in the development, review, adoption, monitoring, and revision of the City's annual budget, and to set forth the general nature of those procedures. The City Manager shall establish, maintain and revise such detailed procedures as appropriate. It is intended to provide flexibility, establish adequate controls through budget monitoring and periodic reporting, and ensure that the overall distribution of resources achieves the results contemplated by the City Council.

## **Capital Improvement Planning Policy**

The purpose of General Government's Capital Improvement Planning Policy is to:

- Facilitate the timely construction, replacement and maintenance of City-owned capital assets and provide a framework for developing, maintaining and funding the capital needs of General Government.
- Inform the public regarding future needs and the timing of City projects.
- Enhance the City's credit rating by anticipating needs, thus avoiding the adverse fiscal impact of unforeseen emergencies and maximizing the potential use of intergovernmental funding.
- Ensure General Government's future service delivery by developing a pay-as-you-go funding basis for asset replacement and maintenance; after the initial funding phase of 30 years or less, the funding for all asset replacements and maintenance is on hand and available as needed.

## **User Fee Policy**

The purpose of a User Fees and Charges policy is to provide guidance and incorporate best practices in establishing fees and charges that adequately recover costs incurred for services rendered to individuals directly benefiting from the services.

## **Debt Management Policy**

The Debt Management Policy establishes parameters for issuing debt and managing a debt portfolio that encompass existing legal, economic, financial and capital market conditions, the City's capital improvement needs, and its ability to repay financial obligations as they become due. The policy:

- Guides the City in policy and debt issuance decisions.
- Assists the City in maintenance, acquisition and replacement of appropriate capital assets for present and future needs.
- Promotes sound financial management.
- Enhances the City's credit rating.

## **Fund Balance Policy**

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. While the primary focus is on the General Fund, financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance in the general fund.

# **Budget Administration Policy**

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## **Scope & Principles**

The budget is the primary financial planning tool for the City. It is used to set forth the City’s estimates of resources available to fund services and to specify the way in which those resources will be applied. Unless otherwise noted, the Budget Policy shall apply to all funds of the City which are accounted for in the City’s Annual Comprehensive Financial Report (ACFR).

The City’s annual budget is prepared for the fiscal year beginning October 1<sup>st</sup> and ending September 30<sup>th</sup> of the following year. The operating budget represents the financial plan for the City and serves as a policy document for the distribution of City resources in alignment with the long-term vision, mission, and goals of the City.

The four uses of a budget document are: Policy Document, Financial Plan, Operations Guide, and Communications Device. More specifically:

- As a Policy Document, the budget document must, at minimum, provide a coherent statement of the organization-wide strategic goals and strategies to address short and long-term concerns.
- As a Financial Plan, the budget document must, at minimum, include a summary of major revenues and expenditures; financing sources and uses; and explain the long-range financial plans and their impact upon the budget.
- As an Operations Guide, the budget document must, at minimum, include an organization-wide chart; schedule or table summary of personnel or position counts (prior, current, and budgeted year); describe activities, services, or functions carried out by organizational units; and include goals and objectives of the organizational units.
- As a Communications Device, the budget document must, at minimum, include a comprehensive table of contents and provide an overview of significant budgetary issues.

Like any plan, the budget must be carefully monitored as the year progresses so that material variances are identified and corrective action taken. Further, since no plan will prove to be an absolutely accurate prediction of future events, management must have sufficient flexibility to make adjustments during the year that do not materially alter the general intent of the City Council when adopting the budget.

This Policy is intended to provide flexibility, to establish adequate controls through budget monitoring and periodic reporting, and to ensure that the overall distribution of resources achieves the results contemplated by the City Council.

## **Roles and Responsibilities**

Citizens of Clermont	Participate in public budget workshops and formal public hearings to voice support or concerns regarding budget proposals including spending on capital projects, operational programs, and revenue proposals
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City Council	The City Council establishes policies regarding service levels and priorities that provide guidance to management in preparing the recommended budget. Through its legislative authority to approve and adopt the budget, the City Council ensures that the budget reflects those policies. It also reviews budget compliance and approves budget amendments throughout the fiscal year.
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City Manager	The City Manager is responsible for proposing to the City Council a balanced budget that is consistent with established service level priorities and sound business practices, and for establishing a system for the preparation, execution, and control of the budget that provides reasonable assurance that the intent of this policy is met.
City Attorney	The City Attorney is responsible for preparing the budget resolution or ordinance in a form consistent with all legal requirements.
City Clerk	The City Clerk is responsible for maintaining records of all City Council proceedings relating to the budget, including all documents filed as part of those proceedings.
Finance Department	Responsible for the development, monitoring, and administration of the city’s annual operating budget and Capital Improvement Program.
Directors & City Staff	Department Directors and staff are responsible for adhering to the policies and procedures outlined in the Budget Administration Policy. See “Exhibit A – Department Matrix” for the responsibility hierarchy of departments and organizational units (divisions).

**Preparation & Adoption:**

This Policy is intended to require that systematic procedures be used in the development, review, adoption, monitoring, and revision of the budget, and to set forth the general nature of those procedures. The City Manager shall establish, maintain and revise such detailed procedures as appropriate.

*Budget Calendar*

A budget calendar shall be provided to the City Council each year at the beginning of the budget process. The calendar shall set forth, at a minimum, dates for the following:

- Review, discussion, and adoption of service level priorities by the City Council
- Presentation of the City Manager’s proposed budget to the City Council
- Actions of the City Council as required by law

*Basis of Budgeting*

Budgets are adopted for the general fund, special revenue funds, debt service funds on a basis consistent with generally accepted accounting principles except is it relates to the use of prior year’s fund balances. This is 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.

*Form and Content of the City Manger’s Recommended Budget*

The budget is a communication document intended to describe activities, services, and functions carried out through departmental goals and objectives and continuation of performance indicators. The document includes departmental business plans and organizational layouts for the City in support of the policy and goals established by the City Council.

The City Manager’s proposed budget shall be presented in a form which is sufficient to allow the City Council to review:

- Projected revenues by major category within and across all funds
- Operating expenditures and disbursements by fund, department and program/project
- Staffing levels, with a summary of all personnel changes (new positions, reclassifications, etc.) with assigned job titles
- Capital improvement expenditures by project

Comparisons of the preceding year’s actual experience and current year’s projected experience shall be provided for each category of revenue and expenditure shown in the budget. The Proposed and Adopted Financial and Operating Plan shall include a description of the service levels to be provided, a statement of changes to the service levels as compared to the current year, and accompanying departmental performance measures under the proposed budget.

#### *Adoption of the Budget*

The budget shall be prepared on an annual basis and adopted by the City Council at the fund and department level. The budget will be adopted to meet form and schedule as required by Florida Statutes. In accordance with Florida Statutes 166.241(2), the City must adopt a balanced budget each year.

#### *Balanced Budget Definition*

The City shall adhere to the Government Finance Officers Association (GFOA) Best Practice definition of a structurally balanced budget. A true structurally balanced budget is one that supports financial sustainability for multiple years into the future. GFOA recommends that governments maintain structural balance where recurring revenues are greater than or equal to recurring expenditures in the adopted budget.

More specifically:

- It is appropriate to use excess unassigned fund balance for one-time expenditures. However, as part of the City’s pursuit for a structurally balanced budget, fund balance shall not be used as a long-term approach to balancing the budget. Any use of fund balance which would result in a remaining fund balance less than the City’s established minimum reserve must comply with the requirements of the City’s Fund Balance Policy.
- New programs shall not be budgeted or implemented until the full annual cost and the financial impact can be reasonably projected. New or expanded service appropriations should be implemented simultaneously with an associated off-setting new revenue source, an existing revenue source increase and/or other expenditure reduction.
- The tax rate shall be adequate to produce sufficient revenues to cover City services approved by the City Council.

This definition excludes non-operating funds like capital, debt funds, and in certain circumstances special revenue funds.

#### **Budgetary Control**

Budgetary control is maintained at the fund and department level. The department level of control is the highest level in which management may reassign resources without City Council approval. Additionally, expenditures shall not exceed budget appropriations at the department level. Budget accountability rests primarily with the operating departments of the City, with oversight by the Finance Department.

*Account Structure Definition*

The following table defines the structure of the city’s chart of accounts as it relates to general financial management, including budget amendments and transfers.

Expenditure Example: 10521-12120-99012			
Fund	Department or Organizational Unit	Object Code	Project Code
10	521	12120	99012
General Fund	Police Department	Overtime	Hurricane Milton
Revenue Example: 10314-31410			
Fund	Organizational Code	Object Code	-
10	314	31410	-
General Fund	Utility Service Tax	Electricity	-

*Project Code Requirements*

Project codes are created by the Finance Department in order to organize budgets, expenses, and revenues connected to a specific location, operation, construction project, or grant. In addition to helping to organize the city account structure, project codes also serve to distinctly identify federal grant funds so that they are not intermingled with regular funds, as required by Federal Uniform Guidance (2 CFR 200). Project codes are required for all grants and can be created for other purposes as requested by other departments.

*Operating Budget Carry-Forward*

Operating budgets do not typically carry forward from one fiscal year to the next unless it meets the following criteria:

- The expenditure is non-recurring (one-time) and not budgeted in the subsequent fiscal year;
- A Purchase Order (P.O.) has been created to encumber the funds in the prior fiscal year.
- Under no circumstances can the operating budget carry forward for more than one-year.

Departments and Offices wishing to carry forward operating budgets (based on the criteria above) must submit a memo to the Budget Manager explaining the reason for the carry-forward, the account number(s), and relevant Purchase Order number(s). Departments and Offices may not carry-forward non-discretionary accounts (such as personnel services accounts, liabilities, internal service fund accounts).

*Automatic Adjustments and Reappropriations*

All appropriations that have not been expended, encumbered, or appropriated to ongoing capital improvement projects shall lapse at the end of the fiscal year.

- The Fiscal Year Budget shall include the re-appropriation and re-authorization of encumbrances, contracts and capital allocations and other commitments of balances identified and outstanding, reserved or accrued in the previous fiscal year. The City Manager is authorized to carry out the re-appropriation of encumbrances contracts, capital allocations and other commitments of balances identified and outstanding, reserved or accrued as of September 30 into the subsequent fiscal year.
- Unfinished multiple year capital projects – the new fiscal year budget will include multiple year capital project budgets.
- Re-appropriations will be identified and reported to the City Council during the first quarter of the subsequent year in the form of a budget amendment.

### *Grant Budget Carry-Forward*

Grant appropriations, unlike operating budget appropriations, may take multiple fiscal years to spend down. To avoid negatively affecting the progress of grant activities, the City Manager shall have the authority (per the annual budget adoption resolution) to administratively rollover up to 100% of the available balances of grant funds from one fiscal year to the next fiscal year. Exceptions may apply to grants expected to be completed or closed by the prior fiscal year-end and grants that have no known pending payments to be made in the prior fiscal year.

At the end of the fiscal year, prior to the execution of the rollover, City Departments/Offices shall review a list of their respective grants. The departments shall provide the Finance Department with the status of the grant and amounts requested to rollover (which cannot exceed the available funds of the grant). Re-appropriations will be identified and reported to the City Council during the first quarter of the subsequent year in the form of a budget amendment.

### *Administrative Budget Transfers*

Administrative budget transfers include transfers from one line item to another within a department's operating budget, within a capital project, or changes between divisions (organizations) within a department. More specifically:

- Budget transfer requests of \$50,000 or less require approval by the department head and authorization by the Budget Manager; and
- Budget transfers between \$50,000 and \$100,000 require the previously stated approvers as well as the Finance Director and City Manager (or designee) approval. The transfers, must be made within the same organizational unit (department) within a distinct fund.
- Budget transfers that result from the assignment of a capital project code due to a City-Council approved capital project/purchase.
- Where the budget transfer is the result of the creation of accounts and transfer of funds necessitated by the creation or amendment of a division within a department, or the creation or amendment of a special office within the Office of the City Manager, the City Manager (or City Manager's Designee) may approve the budget transfer without City Council action. All administrative budget transfers shall be documented and tracked in the City's financial management system.

### *Budget Amendments by the City Council*

The annual budget is the primary short-term financial planning tool for the City. It is used to set forth the City's estimates of resources available to fund services and to specify the way in which to use those resources. Like any plan, the budget requires careful monitoring as the year progresses, so that material variances are identified and action taken to correct them. Further, since no plan will prove to be an absolutely accurate reflection of future events, management must have sufficient flexibility to make adjustments during the year which does not materially alter the general intent of the City Council when adopting the budget.

Budget amendments requiring City Council approval are those amendments which result in a change to the total appropriations of a department or fund and/or exceed the City Manager's approval threshold. The following amendments require City Council approval

- The acceptance and appropriation of a grant award;
- Un-budgeted transfers over \$100,000;
- The appropriation of additional funding if expenditures are projected to exceed budgeted amounts;

- Any budget transfers and adjustments within a sixty (60) day period following the close of the fiscal year, per Florida Statute 166.241;
- Adjustments to reflect unanticipated revenues or receipts; and
- Transfers of appropriation from one department or fund to another.

### **Monitoring & Reporting**

The City Manager or designee shall provide a quarterly monitoring report to the City Council. With the report, the City Manager shall provide recommendations to the City Council regarding any action that should be taken by the City Council to amend the budget or address issues identified in the monitoring report.

## **Capital Improvement Planning (CIP) Policy**

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The City shall develop a 5-year capital improvement plan during each budget cycle.

### **Purpose of the CIP**

The purpose of the Capital Improvement Planning Policy is to:

- Facilitate the timely construction, replacement and maintenance of City-owned capital assets and provide a framework for developing, maintaining and funding the capital needs of General Government.
- Inform the public regarding future needs and the timing of City projects.
- Enhance the City's credit rating by anticipating needs, thus avoiding the adverse fiscal impact of unforeseen emergencies and maximizing the potential use of intergovernmental funding.
- Ensure General Government's future service delivery by developing a pay-as-you-go funding basis for asset replacement and maintenance; after the initial funding phase of 30 years or less, the funding for all asset replacements and maintenance is on hand and available as needed.

Each year, as part of the annual budget development process, the City shall adopt a Five-Year Capital Improvement Plan (CIP). Only the projects and purchases included in the first year of the CIP shall be appropriated in the budget as adopted by the City Council. Projects and purchases presented in subsequent years are shown for planning purposes as a statement of intent, and do not have approved appropriations. The CIP is necessary to provide adequate consideration of the City's short-term and long-term needs and strategic goals, as well as to evaluate the options and timing availability of funds to address those needs. The CIP includes major construction, expansion, purchase, or major repair of buildings, utility systems, City roadways, and other physical structures of equal to or higher than the City's Capitalization Policy. The CIP also includes funding consideration for major fleet and equipment replacement needs.

### **Capital Plan Development**

Annually the Department Directors shall review a list of existing capital projects to re-estimate the costs of active projects and capital purchases, determine if reallocation or additional funds are necessary, and identify new projects and capital purchases needed to achieve the City's strategic goals. Directors shall provide the City Manager recommendations based on the following criteria:

- The Project/purchase is mandated to meet federal or state laws, consent decree, regulatory requirements, and/or court ruling;
- The impact on health, security, and safety of the public and/or employees;
- The risk of infrastructure failure and/or degradation of service;
- The extent to which the project aligns with the City's strategic goals;
- The cost of the project, asset life cycle, ongoing operating costs associated with the project, and potential revenue impact (such as increases to charges, fees, and taxes);
- The resources available to fund the project;
- The sustainability of project including the impact of long-term environmental threats; and
- The extent to which the project will improve the quality of life for residents.

Once approved by the City Manager, the Five-Year Capital Improvement Plan will be presented to the City Council for approval and adoption as part of the annual budget adoption process.

## **Capital Improvement Funding**

Funding the Capital Improvement plan shall be accomplished with a wide range of resources. These may include current revenues, fund balance reserves, and debt financing. Examples of current revenues include grants or special revenues such as impact fees. As a general rule, funding for capital projects shall be in the order of most restrictive to least restrictive. For each individual project, the Finance Director shall consider all available sources and utilize the most-restricted source first.

The City will maintain a “Capital Projects & Expenditures Fund” for governmental capital activities. The primary funding source shall be an interfund transfer from the General Fund, based upon the results of the previous fiscal year annual audit. Upon the conclusion of the audit, the Finance Director shall prepare a status report of all Fund Balances in comparison to the requirements of the Fund Balance Policy. In the event the Unassigned Fund Balance in the General Fund exceeds the amount required by the policy, the Budget Manager shall – in accordance with the Fund Balance Reserve Policy - prepare an interfund transfer via budget amendment to support capital plan funding.

## **Multi-Year Capital Projects**

Capital project appropriations, unlike operating budget appropriations, are typically one-time in nature and the projects may take multiple fiscal years to complete and use the appropriations. The timing of the carry-forward (also known as rollovers) is critical as it may impede the departments’ ability to complete the project and/or pay vendors in a timely manner. To avoid negatively affecting the progress of capital projects, the City Manager shall have the authority (per the annual budget adoption resolution) to administratively rollover the available balances of City Council approved capital project funds from one fiscal year to the next fiscal year. Re-appropriations will be identified and reported to the City Council during the first quarter of the subsequent year in the form of a budget amendment, in accordance with the Budget Administration Policy.

## **Capital Improvement Plan Amendments**

Budgetary control of capital projects shall be in accordance with the budgetary control section of the Budget Administration Policy.

# **User Fee & Charges Policy**

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## **Purpose**

The purpose of a User Fees and Charges policy is to provide guidance and incorporate best practices in establishing fees and charges that adequately recover costs incurred for services rendered to individuals directly benefiting from the services. As a general policy, the City may collect up to 100% of the full cost of providing the services or subsidize the cost using the City's funds. User fees and charges shall not exceed the full cost of providing the service. Unless otherwise stated in a City ordinance or resolution, user fees and charges shall be assessed periodically as part of the budget development process. Revisions to user fees and charges shall be captured in the City's Comprehensive Schedule of Fees.

## **Consideration Factors**

The following factors shall be taken into consideration when establishing user fees and charges:

- Does the service benefit the community, individuals, or groups receiving the service?
- What is the full cost of providing the service? This shall include: direct labor, fringe, equipment, materials, contractual services, utilities, cost allocation costs, internal service charges, and other City-wide indirect cost rates.
- Will the fee or charge pose a hardship on specific users?
- Do any other municipalities in the region charge the same or similar fees or charges? If so, how do the proposed fees or charges compare in rates?
- Will the establishment of the fee or charge for service create undue demands on City resources?
- What was the last increase or decrease to the fee or charge?
- Is this fee or charge currently charged by another City Department or Office?
- Are there laws that regulate the proposed fee or charge?

## **Process of Establishing New Fees and Charges**

Departments wishing to create a new fee or charge for service shall assess the feasibility of the fee or charge based on the Consideration Factors listed above. Creation on a new fee or adjustment to an existing fee requires the approval of the City Council.

All fees shall be reviewed during the annual budget process, and recommended changes shall be included in the proposed budget. If approved by the City Manager, the Finance Department shall work in coordination with City Departments to update the Comprehensive Schedule of Fees resolution to include the new fees and/or charges. The Finance Department shall create new accounts for the approved fees and/or charges in consideration of the Uniformed Accounting System Manual as published by the Florida Department of Financial Services.

There may be occasions when the Finance Department may decide not to include a budgeted revenue estimate for the new fees and charges until a full year of revenue has been collected. A full year of revenue collections will provide staff with a baseline of actuals that may be used to determine the subsequent fiscal year's budget.

# **Debt Management Policy**

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## **Overview**

This debt management policy is adopted to assist the government in meeting its goals and objectives by contributing to the ongoing financial health and stability of the City of Clermont. It facilitates access to the debt markets to meet both scheduled and unscheduled needs, assists the organization in controlling the types and levels of outstanding obligations, and provides a framework within which each potential issuance can be evaluated.

The Debt Management Policy establishes parameters for issuing debt and managing a debt portfolio that encompass existing legal, economic, financial and capital market conditions, the City's capital improvement needs, and its ability to repay financial obligations as they become due.

The policy:

- Guides the City in policy and debt issuance decisions.
- Assists the City in maintenance, acquisition and replacement of appropriate capital assets for present and future needs.
- Promotes sound financial management.
- Enhances the City's credit rating.

## **Purposes for Debt Issuance**

The City may issue debt for the purposes of:

- Constructing or acquiring capital improvements
- Making major renovations to existing capital improvements as defined in the City's Capital Improvement Plan
- Acquiring Land
- Refunding outstanding debt when feasible and desirable
- Generating a net economic benefit for the City.

Projects included in the Capital Improvements Plan during the annual budget process incorporate the priorities and needs identified in the City's Comprehensive Plan. To the extent practicable, debt will not be authorized by the City Council for the purpose of funding capital projects unless those projects are included in the Capital Improvement Plan.

## **Debt Service Structure**

Debt will be structured to achieve the lowest possible net cost to the City given market conditions and the urgency of the capital project. Generally, debt repayments shall be structured to achieve relatively level debt service. To the extent possible, the repayment schedule should permit rapid recapture of the City's credit capacity for future use. Absent a compelling economic or policy reason to the contrary, the City will structure its payment streams to repay 50 percent of its outstanding principal within 10 years.

## **Debt Limitations**

Absent a compelling economic or policy reason to the contrary, the City's total outstanding debt service (principal and interest) will not exceed the lesser of the following:

- 10% of the City's taxable property value, or
- \$3,000 in per capita total outstanding debt service, or
- Per capita debt (principal only) will not exceed 6% of per capita income.

These restrictions will be tested prior to any new debt issuance and will be based on the most recent annual audit. Any deviation from the criteria for compelling reasons will be fully documented.

## **Professional Services**

The City shall retain external professional services as necessary for debt issuances, including but not limited to the following areas:

### *Financial Advisor*

The City shall retain an external financial advisor to assist in the process of debt issuance, administration and analysis. The advisor will be selected through a competitive process and serves under a multi-year contractual agreement. Evaluation factors for selection of the financial advisor include knowledge and experience in structuring and analyzing complex debt issues, experience in providing services to municipal issuers, and experience and qualifications of assigned personnel.

Services provided to the City by the financial advisor shall include but are not limited to the following:

- Evaluation of proposals submitted to the City by investment banking firms
- Monitoring of marketing opportunities
- Structuring, pricing, and timing of issues
- Preparation of requests for proposals for other financial services (e.g., paying agent and registrar, printing, credit facilities)
- Advice, assistance and preparation for presentations with rating agencies

### *Bond Counsel*

The City shall retain external bond counsel through a multi-year contractual agreement for all City-issued debt. Bond counsel provides necessary legal services to the City in negotiation and preparation of required documents connected with the issuance of debt. All debt issued by the City includes a written opinion by the City's bond counsel concerning the validity and binding nature of the agreements as well as the determination of the debt's federal income tax status. Selection criteria will include extensive experience in public finance issues.

## **Investment of Debt Proceeds**

Debt proceeds are invested in permitted investments, as defined in financing agreements, escrow agreements, resolutions, and the City's written investment policy. The City will not invest any proceeds in a manner that would cause the City's bonds to be deemed private activity bonds or arbitrage bonds. The City will comply with all federal tax arbitrage regulations and remit any required payments on a timely basis.

## **Disclosure Requirements**

The City complies with all requirements of related federal and state securities laws, rules and regulations, including Securities and Exchange Commission Rule 15c 2-12. To this end, the City will provide full and fair disclosure in connection with the initial sale and distribution of its publicly marketed debt instruments as well as ongoing secondary market information.

## **Policy Implementation and Amendments**

This debt management policy has been adopted by the Clermont City Council. Any amendments to this policy must be similarly approved by the City Council. The Finance Director, as designated by the City Manager, is responsible for implementing the policies set forth in this document and for maintaining proper oversight to ensure compliance with this debt management policy.

# **Fund Balance Reserve Policy**

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## **Background**

Governmental Accounting Standards Board (GASB) Statement #54 (Fund Balance Reporting and Governmental Fund type Definitions) governs how funds are presented and classified within financial statements. The Government Finance Officers Association (GFOA) recommends that governments establish a formal policy on the level of unrestricted fund balance in the General Fund that should be maintained.

## **Purpose**

This policy provides for a stable financial environment that allows the City to provide quality services in a fiscally responsible manner. This policy is adopted to ensure the City maintains adequate fund balance and reserves to provide the capacity to:

1. The purpose of the Reserves Policy is to provide sufficient cash flow for daily financial needs
2. Secure and maintain investment grade bond ratings.
3. Offset significant economic downturns and revenue shortfalls.
4. Provide funds for unforeseen expenditures related to emergencies.

Furthermore, the policy articulates a framework and process for how the city shall increase or decrease the level of unrestricted fund balance over a specific time period, as well as provide guidance in the policy for how resources will be directed to replenish fund balance should the balance fall below the level determined.

## **Fund Balance Definitions**

In general, fund balance is the difference between revenues and expenditures. The difference between assets and liabilities can also be considered in the reported governmental funds. GASB #54 establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds.

The City shall maintain reservations of Fund Balance specified as the following classifications:

Non-Spendable Fund Balance – amounts that cannot be spent because they are either (a) not in spendable form (inventory or long-term receivables) or (b) amounts legally or contractually required to be maintained intact.

Restricted Fund Balance – amounts restricted when constraints are placed on the use of reserves due to: (a) amounts that can be spent only for specific purposes as stipulated by external resource providers such as creditors, granters, contributors, or (b) by law through constitutional provisions or enabling legislature.

Committed Fund Balance – amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution or ordinance) of the City Council, the City's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of formal action (resolution or ordinance) it employed to commit those amounts.

Assigned Fund Balance – amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as committed. The Council is the only body that may 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 budget. Unlike commitments, assignments generally only

exist temporarily. In other words, additional action does not normally have to be taken for the removal of an assignment.

Unassigned Fund Balance – the residual classification for the General Fund, available for any legal purpose.

### **Reserve Requirements**

#### *General Fund*

The City shall maintain an Unrestricted Fund Balance of 25% of the General Fund's annual total expenditures (less capital outlay). The most recently completed annual audit (Statement of Revenues, Expenditures, and Changes in Fund Balances) shall be the source of calculation for the next budget cycle.

Unassigned Fund Balance that exceeds the 25% requirement may be transferred to the Capital Projects & Expenditures Fund as recommended by the City Manager and approved by the City Council during the annual budget process.

#### *Enterprise Funds*

The City shall maintain unrestricted net assets equal to 90 days of actual operating expenses of the prior fiscal year. This reserve is needed to cover short-term cash flow variations, economic downturns, and emergencies.

The City shall establish committed or assigned reserve amounts identified as Capital Replacement Reserves in order to set aside funds for future major capital projects. The amounts shall be set by the City Council through the annual budget adoption process.

#### *Other Funds*

All other funds, including Special Revenue Funds and Capital Project Funds, do not have a fund balance requirement. Fund balances in these funds are dictated by revenue sources and a schedule of capital projects. The amount of any reservation of Fund Balance shall be governed by the legal authority underlying the creation of the individual funds.

### **Spending Order of Fund Balances**

The City uses restricted amounts to be spent first when both restricted (Non-Spendable Fund Balance and Restricted Fund Balance) and unrestricted fund balances (Committed Fund Balance, Assigned Fund Balance and Unassigned Fund Balance) are available unless there are legal documents/contracts that prohibit doing this, such as grant agreements requiring dollar for dollar spending.

### **Replenishment of Reserve Deficits**

If, at the end of any fiscal year, the actual amount of Unassigned Fund Balance falls below the targeted levels set forth herein, a plan shall be established to achieve the target by adding designated amounts to the budget to cover the deficiency over a period not to exceed three (3) fiscal years.

### **Annual Review**

Compliance with the provisions of this Policy shall be reviewed as part of the annual budget adoption process. Minimum reserve targets may also be reviewed during the budget process. In any year, the City Council may deviate from the targeted amounts established herein based on unusual or unforeseen circumstances.

## **Glossary of Key Terms**

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**Accrual:** An accrual is an accounting entry recognizing revenues or expenses that have been incurred but not yet received or spent. Please see Modified Accrual Basis of Accounting.

**Annual Budget:** A budget applicable to a single fiscal year.

**Appropriation:** A legal authorization granted by a legislative body (e.g., the City Council) to incur obligations and make expenditures for specific purposes.

**Balanced Budget:** A balanced budget (particularly that of a government) is a budget with revenues equal to expenditures, and neither a budget deficit nor a budget surplus.

**Bond Issue:** A borrowing based upon certificates of debt containing a promise to pay a specified sum of money (face value or principal) at a specified date or dates in the future (maturity date) together with periodic interest at a specific rate.

**Budget:** A fiscal plan of operation. The budget is comprised of proposed expenditures and proposed revenues together with specific authorizations and restrictions as appropriate. It also includes the current and prior fiscal period history. The budget quantifies executive and legislative objectives and provides a means to measure performance. As a guide for operations, the budget changes over time in response to changes in conditions. The budget embodies public policy and provides insight into how that policy will be implemented. It serves as a policy document, a financial plan, an operations guide, and a communications device to the City's various stakeholders.

**Budget Amendment:** Changes to the Adopted Budget.

**Capital Budget:** The first year of the capital improvement plan which includes capital project appropriations and the revenues required to support the projects.

**Capital Improvement Plan:** All capital expenditures are planned for the next five years. The program specifies both proposed projects and the resources estimated to be available to fund projected expenditures.

**Charges:** These refer to a revenue source for a program that is attributable to a particular service provided. An example would be revenue for the water and sewer fund based upon the usage of water by a customer.

**Cost Allocation:** A study and analysis designed to recover indirect costs from activities for the administration of specific services provided to those activities.

**Cost Recovery:** Recouping a portion of or all costs associated with a particular service provided by a government agency to the public. The user fees determine the percentage of a service that is recovered.

**Debt:** An obligation resulting from the borrowing of money or the purchase of goods and services. Debt instruments used by the City of Clermont may include general obligation bonds (G.O.), special obligation bonds, bond anticipation notes, tax anticipation notes and bank loans. All debt instruments must be approved by the City Council. All G. O. bonds must be approved by the voters.

**Debt Service:** Payment of principal and interest related to long-term borrowing.

**Department:** An organizational unit responsible for carrying out a major governmental function, such as Police or Finance.

**Direct Costs:** The costs incurred directly by providing a specified service. These costs are associated with staff time spent performing service-related duties and include employee salary and benefits. In general, direct costs are any costs that can be traced directly to the production of a given service or product.

**Enterprise Fund:** A fund used to account for continuing operations which provide services to the public that are similar to private business enterprises in nature, and where the intent is that the costs recovered will primarily be used to account for activities where the periodic determination of revenues and expenses is appropriate for capital maintenance, management control, or other public policy. An example would be the Water Fund.

**Expenditure/Expense:** A decrease in net total assets. Expenses encompass all costs associated with the delivery of goods and rendering of services, including costs related to borrowing, renting, leasing, or purchasing assets (such as vehicles or machinery) and costs representing the use or time-related declining value (depreciation) of assets. Categories of expenses included in the operating budget are personnel services, operating expenditures, and capital outlay.

**Fee:** Typically, a flat rate charged for the use of certain municipal services.

**Financial Sustainability:** Ability to maintain financial capabilities over time.

**Fiscal Year:** The annual period applicable to the annual operating budget. The City's standard fiscal year runs from October 1 through September 30. Certain activities of the City, primarily state and federal grant programs which are separate from the annual budget, are required to be accounted for in different fiscal years.

**Fund:** A fiscal and accounting entity that is comprised of a self-balancing set of accounts which reflect all assets, liabilities, equity, revenue, and expenses necessary to disclose financial position and the results of operations. Generally, the number of individual funds should be kept at the lowest number that allows effective and efficient management, with activities that are similar in nature and purpose accounted for in the same fund.

**General Fund:** The fund used to account for both general government activities and those activities not required to be accounted for in another fund.

**General Obligation Bond:** A method of financing used by municipalities for capital improvement projects that are specifically authorized and repaid using the City's taxing power. Voters must approve the projects and purchases in a general obligation bond and by voting for it, also agree to tax to pay for the projects and purchases.

**Goal:** The result or achievement toward which effort is directed.

**Governmental Fund:** Those individual funds through which most governmental functions are typically financed. This category includes the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds.

**Indirect Costs:** The costs not directly accountable or associated with the production of a service, such as a fixed cost. Indirect costs include departmental overhead (operating expenses and internal administrative costs), as well as citywide overhead, including all those costs that support City programs and services.

**Long-Range Financial Planning:** The process of aligning financial capacity with long-term strategic objectives.

**Modified Accrual Basis of Accounting:** Revenues are recognized when they are both measurable and available. Revenues are considered measurable if the amount of the transaction can be reasonably determined. Expenditures are normally recognized when the related liability is incurred. All governmental funds and expendable trust funds are accounted for using the modified accrual basis of accounting.

**Performance Measures:** Specific quantitative and qualitative measures of work performed.

**Program:** A set of activities, operations, or organizational units designed and directed to accomplish specific service outcomes or objectives for a defined customer.

**Proprietary Fund:** A proprietary fund is a fund in which certain transactions by the government and many nonprofit organizations are handled. These funds call for the services rendered under these accounts to be paid for by the patrons who use them. There are two main types of proprietary funds: an enterprise fund, which sells goods or services to the public (like the City's Water Fund or Sanitation Fund), and an internal service fund, which provides services to other parts of the government (the City has an Internal Service Fund which tracks the accounting activity of the City's Group Health Insurance plan).

**Revenue:** Funds that the government receives as income. This includes tax payments, service or user fees, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

**Service:** A system supplying a public need such as public safety, parks and programs, or utilities.

**Objective:** A clear statement of what a program is intended to achieve in the short-term, given set resources

**Structurally Sound Budget:** A budget that not only achieves and maintains structural balance where recurring revenues are equal to recurring expenditures in the adopted budget but also supports financial stability for multiple years into the future.

## Exhibit A – Department Matrix

Department	Management Responsibility	Organizational Unit # / Division	Organizational Unit Name
<b>City Council</b>	City Manager	510	City Council
<b>City Clerk</b>	City Clerk	511	City Clerk Office
<b>City Manager</b>	City Manager	512	City Manager Office
		517	Other General Government
<b>Finance</b>	Finance Director	513	Finance Department
		533-30000	Water – Utility Billing & Collections
		581	Interfund Transfers
<b>Legal</b>	City Manager	514	Legal
<b>Planning &amp; Development</b>	Planning Director	515	Planning & Development
		522	Community Redevelopment
<b>Information Technology</b>	I.T. Director	516	Information Technology (I.T.)
<b>Police Department</b>	Chief of Police	521	Police
<b>Fire Department</b>	Fire Chief	522	Fire Suppression
		525	EMS Transport
		529	Fire Inspections
<b>Public Works</b>	PW Director	533	Water
		534	Sanitation
		535	Sewer
		538	Stormwater
		541	Street Maintenance
		542	Grounds Maintenance
		544	Fleet Maintenance
		549	Facilities Maintenance
<b>Economic Development</b>	Economic Development Director	559	Economic Development
<b>Human Resources</b>	HR Director	560	Human Resources
<b>Procurement</b>	Procurement Director	565	Procurement
<b>Parks &amp; Recreation</b>	Parks Director	572	Parks & Recreation
		573	Historic Village
		574	Special Events
		575	Arts & Recreation
		579	Performing Arts Center



*CITY OF CLERMONT*  
**RESOLUTION NO. 2020-53R**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA ADOPTING A RESERVES POLICY FOR THE CITY OF CLERMONT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Clermont deems it advisable and in the best interest of the City to establish a Reserves Policy.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Clermont as follows:

**SECTION 1.**

The City Council does hereby adopt the City of Clermont Reserves Policy as set forth in Exhibit A, attached hereto and incorporated herein. The City Council of the City of Clermont may amend the Reserves Policy by Resolution when deemed necessary and in the best interest of the City of Clermont.

**SECTION 2.**

Any resolution previously adopted by the City Council and in conflict herewith is hereby repealed to the extent of the conflict.

**SECTION 3.**

This Resolution shall take effect immediately upon its adoption.

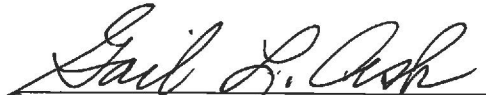


CITY OF CLERMONT  
RESOLUTION NO. 2020-53R

**DONE AND RESOLVED** by the Mayor of the City Council of the City of Clermont, Lake County, Florida, this 3<sup>rd</sup> day of September 2020.

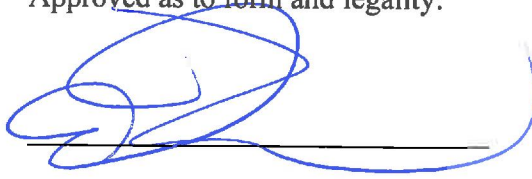


CITY OF CLERMONT

  
Gail L. Ash, Mayor

  
Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

  
Daniel F. Mantzaris, City Attorney



*CITY OF CLERMONT*  
**RESOLUTION NO. 2020-53R**

**EXHIBIT A**



**Reserves Policy**

**A. Purpose**

The purpose of the Reserves Policy is to provide sufficient cash flow for daily financial needs, to secure and maintain investment-grade bond ratings, to offset significant economic downturns resulting in revenue shortfalls and to provide funds for unforeseen expenditures. Reserves information is used to identify the available resources to repay long-term debt, reduce property taxes, add, expand or enhance existing programs, or enhance the financial position of the City, in accordance with the policies established by the City Council.

**B. Definitions**

1. Reserves – Total of cash, investments and receivables less current liabilities.
2. Restricted Reserves – The portion of reserves that is restricted by external sources such as debt covenants, grantors, and contributors, regulations of other governments or laws through constitutional provisions of enabling legislature or by the City Council.
3. Unrestricted Reserves – The portion of total reserves that is not restricted.
4. Operating Expenditures – Total expenditures less capital outlay and any other non-reoccurring expenditures.

**C. Restricted Reserves Established by the City Council**

The City establishes a restricted reserve amount in the General Fund, Water Fund, Sewer Fund, Stormwater Fund and Sanitation Fund identified as an **Emergency Reserve**. The reserve is established to ensure funding of public services during disaster situations such as, but not limited to hurricanes. The amount shall be **twenty-five (25%) percent** of the funds' operating expenditures included in the budget approved at the beginning of each fiscal year.

In addition, the City Council may establish additional restricted reserve amounts identified as **Capital Replacement Reserves** in order to set aside funds for future major capital projects. The amounts shall be set by the City Council through the annual budget adoption process.



*CITY OF CLERMONT*  
**RESOLUTION NO. 2020-53R**

The City shall strive to maintain the twenty-five (25%) reserve threshold in the Building Services Fund and Employee Group Medical Self Insurance Fund as well.

All reserve restrictions amounts and descriptions shall be clearly identified in the annual budget.

**D. Reserves Spending Order**

The City considers restricted reserves to be spent first when both restricted and unrestricted reserves are available unless there are external and/or internal restrictions that prohibit doing this, such as grant agreements requiring dollar for dollar spending.

**E. Annual Review**

Compliance with the provisions of this Policy shall be reviewed as part of the annual budget adoption process. Minimum reserve targets may also be reviewed during the budget process. In any year, the City Council may deviate from the targeted amounts established herein based on unusual or unforeseen circumstances.

**F. Effective Date**

This Policy shall take effect immediately upon adoption.



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Task Order Approval <i>City Hall Park Stage</i>		
<b>Requested Action</b>		
Approve the Task Authorization with Powell Studio Architecture LLC for professional architectural and engineering design services for the proposed City Hall Park Stage project in the amount of \$104,500.		
<b>Staff Report</b>		
<p>This project was directed by the City Council to move forward with the development of a new outdoor stage and entertainment venue along the western façade of City Hall. The project is intended to create a flexible, high-quality public gathering space that will support community events, performances, and civic functions in a central downtown location.</p> <p>The proposed stage will be integrated into the existing raised entrance condition on the west side of City Hall while maintaining accessible routes and preserving existing stair access. The design will be developed to complement the existing architectural character of City Hall and may include supporting elements such as direct access from Council Chambers, potential integrated storage beneath the stage platform, and project identification signage or branding.</p> <p>Powell Studio Architecture’s proposal includes architectural design, structural engineering, mechanical/electrical/plumbing coordination, performance infrastructure provisions, bidding/procurement assistance, permitting support, and construction phase services. See Task Order for additional information.</p> <p>The On-Call Professional Architectural Services contract was approved on August 13, 2025, Contract No. 2025-059.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
The fiscal impact of \$104,500 is accounted for in the current year's approved budget.		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
\$104,500	32572-66301-72911	\$500,000
<b>Exhibits Attached</b> (copies of original agreements)		
1.	Clermont City Hall Stage REVPRO 052126	Clermont City Hall Stage REVPRO 052126.pdf

May 21, 2026

Mr. Brian Forman, Parks & Recreation Director  
**THE CITY OF CLERMONT**  
3700 S. Highway 27  
Clermont, Florida 34711

## **PROPOSAL FOR PROFESSIONAL SERVICES**

FOR THE

# **CITY OF CLERMONT**

# **CITY HALL PARK STAGE**

CLERMONT, FLORIDA

Powell Studio Architecture is pleased to submit the following proposal to provide professional architectural and engineering design services. We appreciate your consideration and look forward to serving you on this project.

### **PROJECT DESCRIPTION**

**The City of Clermont** is proposing the development of a new outdoor stage and entertainment venue located along the western façade of City Hall. The intent of the project is to create a flexible, high-quality public gathering space that enhances the City's ability to host community events, performances, and civic functions in a central and highly visible downtown location.

The proposed stage will be integrated into the existing raised entrance condition on the west side of the building, which currently includes storefront glazing, an exterior door, an ADA-accessible ramp, and flanking stairways. The design will leverage this existing elevation to create a permanent stage platform while maintaining accessible routes and preserving the existing stairs at both ends for convenient stage access.

Architecturally, the stage and supporting elements will be designed to complement and remain consistent with the character of City Hall, incorporating materials, proportions, and detailing that align with the existing building. The goal is to create a cohesive extension of the facility that feels intentional and civic in nature.

Additional program elements include direct access from the Council Chambers to the stage area, opportunities for integrated storage beneath the stage platform (if feasible), and incorporation of signage or branding elements such as "City Hall Park" or the City of Clermont logo to reinforce identity and placemaking.

Overall, the project is envisioned as a signature civic amenity that activates the City Hall campus, supports community engagement, and provides a permanent, well-designed venue for public events.

Engineering services will be provided in coordination with the architectural design to support the proposed City Hall Park stage and entertainment venue. Services include structural, mechanical, electrical, and limited technology infrastructure systems necessary to support the functionality of the stage and future event operations.

Structural engineering will include the design of the stage platform and associated support systems required for the proposed canopy, lighting provisions, and general event infrastructure. The structure is anticipated to be a freestanding system integrated with the existing raised entry condition while minimizing impacts to the existing City Hall building.

Mechanical, electrical, and plumbing engineering will support both building infrastructure and event-related functionality. Electrical design will include power distribution, convenience power, lighting coordination, and infrastructure provisions such as conduit pathways and connection points to support future temporary audio/visual and event equipment as needed. Mechanical and plumbing systems will be limited to minor infrastructure associated with the stage, if required. MEP systems will be designed to accommodate durability, flexibility, and long-term outdoor use.

The project is intended to provide the foundational infrastructure necessary to support future event-related audio/visual and lighting systems while allowing flexibility for vendor-supplied equipment during concerts, performances, and community events. Permanent concert-grade audio/visual systems, theatrical lighting systems, advanced rigging infrastructure, and acoustics consulting are not included within the base scope of this proposal.

Civil engineering, fire protection engineering, and other specialty systems not specifically identified above are excluded and may be provided as additional services if required. The Architect hereby proposes to provide professional architectural and engineering services for the design and construction of the new project as follows:

## ARCHITECTURAL AND ENGINEERING SERVICES

Architectural and engineering services will be provided pursuant to the Continuing Services Agreement between the City of Clermont, Florida and Powell Studio Architecture, LLC for On-Call Architectural Services (Contract ID 2019-56).

The primary design team will consist of the following selected professionals:

### ARCHITECTURE / PRIME CONSULTANT

#### **Powell Studio Architecture, LLC**

713 W. Montrose Street

Clermont, Florida 34711

Contact: Jeff Powell, AIA, NCARB, Architect (FL Registration AR#94675)

Telephone: 352.874.2340

Email: [jeff@powellstudioarch.com](mailto:jeff@powellstudioarch.com)

### STRUCTURAL, MECHANICAL, PLUMBING, & ELECTRICAL ENGINEERING

#### **TLC Engineering Solutions, Inc.**

7370 Cabot Court, Suite 103

Melbourne, Florida 32940

## I. PROJECT ADMINISTRATION SERVICES

- A. The Architect will manage all professional services listed herein and administer the Project, including research of applicable design criteria, administration of Owner's requirements, and coordination of project schedule.
- B. The Architect has included two (2) presentations to the City Council at regular scheduled meetings and / or workshops, to keep the Council Members generally abreast of the project, and answer questions or concerns that may arise during the course of design.

## II. DESIGN SERVICES

### A. Schematic Design Documentation

- 1. The schematic design phase will build upon the conceptual direction established by the City, including precedent imagery and initial visioning for the City Hall Park Stage and entertainment venue.
- 2. The Architect will perform field verification of existing conditions at the west side of City Hall, including the raised entry, stairs, and ADA ramp, to confirm dimensions and inform the design. Existing drawings will be utilized and supplemented as needed to establish a reliable base for design.
- 3. The Architect will develop schematic design documents to establish the overall design intent of the stage and associated elements. This will include coordination of architectural character, integration with the

existing building, and preliminary incorporation of structural and performance system requirements.

4. Schematic design deliverables will include:
  - Site plan and stage layout
  - Preliminary floor plan and platform configuration
  - Exterior elevations depicting architectural character and integration with City Hall.
  - Preliminary sections and diagrams illustrating stage relationships, access, and key elements

These documents will establish the overall design direction and form the basis for design development, engineering coordination, and preliminary cost alignment.

## **B. Design Development Documentation**

1. The Design Development phase will further define the size, character, and technical aspects of the project following approval of the schematic design.
2. The Architect, in coordination with the engineering consultants, will refine the design to incorporate structural systems, lighting, electrical infrastructure, and other event-related components.
3. Drawings will be developed in greater detail to illustrate materials, architectural features, stage configuration, and integration of building systems.
4. The design team will coordinate all major building and performance systems to ensure alignment with the project goals, constructability, and budget. An updated opinion of probable construction cost may be developed based on the refined design.

## **C. Construction Documents**

Based on written approval of the Design Documents, the Architect shall proceed with the preparation of the Construction Documents.

1. The Architect will prepare detailed drawings and specifications for the construction of the stage and associated systems, including coordination with all engineering disciplines. These documents will be suitable for permitting, bidding, and construction.
2. Construction document deliverables are anticipated at the following design stages:
  - a. 50% Construction Documents
  - b. 100% Construction Documents

3. At the completion of this phase, you will have complete working drawings and specifications ready for bidding or negotiating with general contractors, ready for submission for a building permit, ready for the construction of your project.

### III. BIDDING / PROCUREMENT & PERMITTING PHASE SERVICES

#### A. Bidding / Procurement Phase Services

1. During the bidding / procurement phase, the Architect will assist the Owner in facilitating the solicitation of competitive bids and evaluating contractor proposals. Services include preparation of bidding materials, responding to bidder inquiries, issuance of addenda as required, and coordination with the design team. The Architect will assist in the review and comparison of bids and provide a recommendation for award to support a smooth transition into the construction phase.

#### B. Permitting Phase Services

1. During the permitting phase, the Architect will coordinate with the City's Building Department and other applicable agencies to support permit submittal and approval. This includes responding to plan review comments, making minor revisions as needed, and providing supplemental documentation or coordination with consultants to ensure timely approvals.

### IV. CONSTRUCTION PHASE SERVICES

#### A. Construction Phase Services:

During the construction phase, the design team will remain actively involved to help ensure that the project is executed in accordance with the design intent and contract documents. Services will include:

1. **General Administration:** Assist the Client with processing change orders, field orders, and general problem solving.
2. **Evaluations of the Work:** The Architect and the Architect's consultants will visit the site at intervals appropriate to the stage of Contractor's operations, to become generally familiar with the progress of the Work to keep the Owner informed about progress and quality of the Work, and to monitor compliance with the Construction Documents.

A total of Eight (8) site visits to become generally familiar with the progress and quality of the construction work in order to determine if the work is being performed in general accordance with the construction documents.

3. **Certification of Payments to Contractor:** If required, the Architect will review the Contractor's applications for payment and shall issue Certificates of Payment in such amounts, based on the Architect's site observations and administration activities.
4. **Submittals:** The Architect and the Architect's consultants shall review and approve or take appropriate action upon Contractor's submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with the design concept expressed by the Drawings and Specifications.
5. **Changes in the Work:** The Architect shall prepare change orders and issue clarifications to the documents for the Clients approval and execution in accordance with the Contract Documents.
6. **Project Completion:** The Architect shall visit the project site to determine both Substantial Completion, and two (2) final punch list reviews for Final Completion, to aid the Owner in occupying and using the facility.

## BASIS OF COMPENSATION

Professional fees for this project are proposed as a stipulated sum of **One Hundred Four Thousand Five Hundred Dollars and Zero Cents (\$104,500.00)** based on the scope of the project defined in this proposal.

<b>COMPENSATION BREAKDOWN</b>	
<b>I. PROJECT ADMINISTRATION</b>	<b>\$ 9,000.00</b>
<b>II. ARCHITECTURAL DESIGN SERVICES</b>	<b>\$ 31,500.00</b>
1. SCHEMATIC DESIGN	\$ 7,500.00
2. DESIGN DEVELOPMENT	\$ 9,000.00
3. CONSTRUCTION DOCUMENTATION	\$ 15,000.00
<b>III. ENGINEERING &amp; PERFORMANCE SYSTEMS CONSULTANTS</b>	<b>\$ 27,000.00</b>
1. STRUCTURAL ENGINEERING	\$ 15,000.00
2. MECHANICAL, ELECTRICAL & PLUMBING (MEP) ENGINEERING	\$ 9,000.00
3. PERFORMANCE INFRASTRUCTURE & TECHNOLOGY SYSTEMS	\$ 3,000.00
<b>IV. BIDDING / PROCUREMENT &amp; PERMITTING PHASE SERVICES</b>	<b>\$ 12,000.00</b>
1. BIDDING / PROCUREMENT PHASE SERVICES	7,000.00
2. PERMITTING PHASE SERVICES	5,000.00
<b>V. CONSTRUCTION PHASE SERVICES</b>	<b>\$ 25,000.00</b>
<b>TOTAL ARCHITECTURAL &amp; ENGINEERING SERVICES</b>	<b>\$ 104,500.00</b>

## ADDITIONAL SERVICES & REIMBURSABLE EXPENSES

### Additional Services:

if required, shall be performed only upon written authorization from the City's designated representative. Compensation for such services will be based on Powell Studio Architecture's hourly rates, as outlined in the Hourly Rate Schedule included in the Continuing Services Contract (Contract ID 2019-56).

### Reimbursable Expenses:

Expenses incurred by the architect, his staff and consulting engineers in the interest of the project are in addition to the fees for services and are to be reimbursed to the architect. Expenses which are considered reimbursable on this project include shipping and plotting of documents, and out of county travel (if required).

**Plotting of documents will be billed at \$.45 / SF of page for Black & White Prints**

**Color printing will be billed as follows:**

8 1/2" x 11" Color Prints	\$2.00
11" x 17" Color Prints	\$5.00
24" x 36" Color Plots	\$25.00
36" x 48" Color Plots	\$35.00
Other Reimbursables (Binders, Tabs, 8 x 11 copies, Fed Ex charges, etc.)	At Cost

Preparations of documents for bidding in **PDF format are included** in the basic services of this proposal.

## QUALIFICATIONS & CLARIFICATIONS

Fees quoted herein are presented with the following qualifications and exclusions. These services are not included in this proposal unless otherwise noted.

### Surveying & Geotechnical Services

- Boundary or topographic surveys
- Subsurface investigations or geotechnical engineering
- As-built or post-construction surveys
- Construction staking or layout services

### Civil Engineering & Site Work

- Civil engineering design, including stormwater, grading, or drainage
- Modifications to existing site utilities or infrastructure
- Off-site improvements, roadway design, or access permitting

- Subsurface utility engineering or utility locates beyond available record drawings

#### Environmental & Regulatory Permitting

- Environmental studies, assessments, or reporting
- Wetland delineation or environmental permitting
- Flood studies or FEMA-related documentation

#### Specialty Design & Systems

- Signage design and permitting (beyond basic project identification signage, if required)
- Landscape and irrigation design
- Decorative or themed site elements beyond the base architectural scope
- Specialty lighting design beyond stage and architectural lighting systems
- Permanent concert-grade audio/visual systems
- Permanent theatrical lighting systems
- Advanced rigging systems or acoustics consulting
- Green building or LEED certification services

#### Structural & Specialty Elements

- Design of retaining walls, site walls, or other site structures outside the stage footprint
- Design of specialty foundations beyond typical shallow systems (if required due to unforeseen conditions)

#### Construction & Coordination

- Construction material testing and inspection services
- Third-party special inspections or threshold inspection services
- Value engineering redesign or redesign due to budget constraints
- Revisions resulting from scope changes or Owner/Contractor-directed changes after approval phases
- Permit, impact, or agency fees (to be paid by Owner)
- Permit application fee advances (if paid by Architect or consultants, will be reimbursed)

#### Technology & Performance Systems Clarifications

- This proposal includes infrastructure provisions intended to support future temporary or vendor-supplied event systems, including conduit pathways, power distribution, and connection points.
- Procurement, purchasing, or installation of temporary or permanent audio/visual, lighting, or event equipment is excluded from this proposal.
- Ongoing system commissioning, tuning, programming, or operational training is not included

#### Permitting

This proposal includes up to two (2) responses to agency Requests for Additional Information (RAIs). Additional responses will be provided as additional services.

If our proposal is acceptable, your signature below will confirm our authorization to proceed pending the separate written contract that will be mutually executed between both parties. Retain one copy of this document and return one copy to Powell Studio Architecture at the address on page 1 of this proposal. This authorization constitutes your commitment to pay the fee and reimbursable expenses and represents your approval.

We look forward to your favorable selection of Powell Studio Architecture and thank you for the opportunity to be of service. Please feel free to contact us with any questions you may have. We look forward to working with you!

Sincerely,

**POWELL STUDIO ARCHITECTURE, LLC**



Jeff Powell, A.I.A., NCARB, Architect  
President

**CLIENT SIGNATURE / AUTHORIZATION TO PROCEED:**

Upon approval, please fill out the following:  
*Used for billing purposes*

Print Name & Title \_\_\_\_\_

Company / Department \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

Billing Contact: (Invoices shall be emailed to the following contact:)

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_



# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Sole Source Purchase <i>Fire Equipment</i>	
<b>Requested Action</b>	
Approve the single/sole source purchase from Channel Innovations for the acquisition of a Self-Contained Breathing Apparatus (SCBA) compressor and cascade refill system.	
<b>Staff Report</b>	
<p>The Procurement Services Department, in coordination with the Fire Department, recommends approval of the proposed action.</p> <p>An SCBA compressor and cascade system is used to fill firefighter air bottles worn during fires, hazardous conditions, rescue operations, and training activities. The system compresses breathable air into large storage cylinders, allowing firefighters to quickly refill SCBA bottles and maintain operational readiness during emergencies and training evolutions.</p> <p>The Clermont Fire Department currently relies on a single fixed SCBA cascade system located at Fire Station 1, with no backup fixed air supply system within city limits. Mechanical failure, maintenance issues, or prolonged operational use of the current system could significantly impact the Department's ability to refill firefighter air cylinders during emergency incidents or training.</p> <p>The 12th Street Training Facility supports recruit training, annual firefighter competency requirements, and multi-company drills. Installing a permanent SCBA compressor and cascade system at the facility will provide a secondary refill location, improve training efficiency, reduce downtime associated with transporting bottles for refill, and strengthen operational readiness during prolonged incidents or concurrent events. The system will also reduce dependency on mobile refill units or neighboring agencies.</p> <p>To determine whether the specified commodity is available from multiple sources, the Procurement Services Department issued Request for Information (RFI) No. 26-084. This process ensures that the specifications are non-restrictive and can be met by more than one company. According to the City of Clermont Procurement Policy, a purchase may be made without competition if there is only one available source for the required product or service. A single/sole source purchase is justified when only one product or service can reasonably meet the City's needs, and only one company can provide it.</p> <p>The RFI was posted on the City's website for fifteen (15) business days. No responses were received, confirming that no other vendors expressed interest. Based on these findings, staff recommends that the City Council approve the single/sole source purchase.</p>	
<b>Additional Analysis</b>	
<b>Fiscal Impact Summary</b>	

The fiscal impact of \$73,097.56 is included in the current year's approved budget for the Capital Projects & Expenditures Fund (320).

Fiscal Impact	Fund Number and Description	Available Budget Amount
\$73,097.56	32522-66401	\$166,432.48
<b>Exhibits Attached</b> (copies of original agreements)		
1.	RFI 26-084	RFI 26-084.pdf
2.	Channel Innovations Quote	Channel Innovations Quote.pdf
3.	Channel Innovations Letter	Channel Innovations Letter.pdf



## REQUEST FOR INFORMATION

RFI 26-084

## JUSTIFICATION OF SOLE SOURCE ACQUISITION FROM CHANNEL INNOVATIONS

City of Clermont  
685 W. Montrose Street  
Clermont, FL 34711

RELEASE DATE: April 20, 2026

DEADLINE FOR QUESTIONS: May 11, 2026

RESPONSE DEADLINE: May 11, 2026, 3:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/clermontfl>

City of Clermont  
REQUEST FOR INFORMATION

Justification of Sole Source Acquisition from Channel Innovations

- I. Introduction .....
- II. Response Procedures.....
- III. Sole/Single Source.....

Attachments:

- B - Vendor Information
- E - OpenGov Vendor Registration
- F - Sole Source Letter

## 1. Introduction

Thank you for your interest in doing business with the City of Clermont. Vendors interested in responding to this Request for Information (RFI) are encouraged to carefully review the entire solicitation package prior to preparing and submitting a response.

Hardcopy responses may be delivered to:  
City of Clermont Procurement Services Department  
685 West Montrose Street, 2nd Floor  
Clermont, FL 34711

All respondents must be registered with the Florida Department of State and licensed to conduct business in the State of Florida at the time of submittal.

### 1.1. Summary

Justification of Sole Source Acquisition from Channel Innovations

### 1.2. Contact Information

**Anabel Gates**  
Procurement Agent  
685 W Montrose Street  
Clermont, FL 34711  
Email: [agates@clermontfl.org](mailto:agates@clermontfl.org)  
Phone: [\(352\) 241-7351](tel:(352)241-7351)

**Department:**  
Fire

### 1.3. Timeline

<b>Solicitation Release Date</b>	April 20, 2026
<b>Question Deadline</b>	May 11, 2026, 12:00pm
<b>Response Deadline</b>	May 11, 2026, 3:00pm

## 2. Response Procedures

### 2.1. Electronic Bidding System

The City of Clermont utilizes OpenGov (“Software Administrator”), an e-Procurement System (“Portal”) that provides bid notification and solicitation management services to interested vendors and contractors. Through the Portal, vendors can register online to receive notifications of new solicitations, addenda, and award announcements. Registration and participation in solicitations are free of charge, and no fees will be assessed to awarded vendors.

Vendors with internet access are encouraged to review registration options and create an account at:

 <https://procurement.opengov.com/portal/clermontfl>

The City of Clermont utilizes NIGP Commodity Codes within the Portal to notify registered vendors when new projects are posted that correspond to the commodity codes selected in their vendor profile. Vendors are encouraged to keep their profiles and NIGP codes up to date to ensure they receive relevant notifications.

### 2.2. Justification of Single/Sole Source Acquisition

This Request for Information (RFI) is issued to verify whether the specifications for the commodity or service described herein are non-restrictive and can be met by more than one company. This RFI is **not** an invitation to submit a bid or quote and will remain open for **fifteen (15) business days**.

The City of Clermont Purchasing Policy allows a purchase to be made without competition when there is only one available source for the required product or service. A single/sole source purchase is justified when (1) the product or service is the only one that can reasonably meet the City’s needs, and (2) only one company can provide that product or service.

#### **Single/Sole Source Information**

- A. Company Name: Channel Innovations Corporation of Ocala
- B. Product or Service Provided: Mako breathing air compressor and SCBA cascade system, including associated parts, service, and warranty support for Fire Department operations.
- C. Estimated Annual Expenditure: \$95,000.00
- D. Single/Sole Source Justification: Channel Innovations Corporation is the sole authorized distributor and service provider for Mako breathing air products in the region. No other vendors are approved for sales, parts, warranty, or certified service, and maintenance must be performed by the authorized distributor to meet manufacturer requirements.

#### **Action to be Taken**

No action is required if you agree that the proposed purchase or service qualifies as a valid single/sole source.

If you disagree with the justification for a single/sole source purchase, you are invited to submit information demonstrating your company's ability to provide the same or equivalent product or service. Do not provide pricing information.

All responses will be reviewed and evaluated by the Procurement Services Department and the requesting department.

If a legitimate response is received demonstrating that the product or service is available from another qualified source, City staff will evaluate the information. If appropriate, the single/sole source process will be discontinued, and a competitive solicitation will be issued to ensure fair and open competition.

### **3. Sole/Single Source**

#### **3.1. 1. Upload information regarding your company's ability to provide the product or service described.\***

\*Response required

## Quote

Page 3 of 4

 Channel Innovations  
 2685 SE 58th Avenue  
 Ocala FL 34480  
 United States

**Date** 02/11/2026  
**Quote #** QUO-CIC528  
**Customer ID** 85395880

Item	Quantity	Description	Rate	Amount	Tax Rate
		warranty does not cover normal wear items. In order for this warranty to remain in effect, Channel Innovations must perform semi-annual service (priced separately) for the term of the warranty. Should these parameters not be followed then the warranty will revert back to the standard two years parts and labor.			
6-4CAS-ISO	1	Cascade System, 6000 psi, 4 ISO Cylinders -Four ISO Bottle, 2036 CF (509 cf each @ 6000 psi) -4 cylinders with CGA-702 nuts and nipples -Wall mounted rack with clamps -All interconnecting hoses for cascade operation -Ten year hydro test date	7,200.00	7,200.00	
Labor - CIC	8	Labor Pricing includes freight, delivery, installation, start up and training at start up by CIC personnel. CIC will also pull an air sample at start up.  The 230 volt single phase power supply and compressor pigtail would need to be supplied by the customer.  An electrician will need to hook up the system to the house power. The customer will be responsible for arranging for the electrician to handle this after delivery.	145.00	1,160.00	
527BA-3	100	3/16" Parker 6000 PSI Hose	12.00	1,200.00	
106CG-4-3	2	Crimp fitting for 527BA-3 Hose	12.33	24.66	
HLV-3	1	Line valve with bleeder	88.24	88.24	
005QKCPL	1	COUPLING SET COMPLETE MALE, FEMALE WI	287.78	287.78	
PD1803	2	Purification Filter 27"	184.87	369.74	
8111-2	2	Oil Filter with Oring	39.00	78.00	
Synthetic Lubricant	4	Synthetic Lubricant Change	116.57	466.28	
005M310	2	Mako Purifier Oring Kit	16.82	33.64	

## Quote

 Channel Innovations  
 2685 SE 58th Avenue  
 Ocala FL 34480  
 United States

Page 4 of 4

**Date** 02/11/2026  
**Quote #** QUO-CIC528  
**Customer ID** 85395880

Item	Quantity	Description	Rate	Amount	Tax Rate
PM-2 - CIC	2	Semi Annual Preventative Maintenance	580.00	1,160.00	
SLP-HP-4X - CIC	1	Quarterly Air Test Program Annual renewal	545.00	545.00	

<b>Subtotal</b>	71,097.56
<b>Shipping Cost (CIC - COLLECT)</b>	2,000.00
<b>Total</b>	\$73,097.56

PAYMENT TERMS: INVOICES ARE SUBJECT TO LATE CHARGES AT THE RATE OF 1.5% PER MONTH (ANNUAL 18%).

ALL PARTS RETURNS OR EXCHANGES MUST BE COMPLETED WITHIN 45 DAYS FROM INVOICE DATE. ALL RETURNS REQUIRE A RETURN MERCHANDISE AUTHORIZATION. ALL RETURNS ARE SUBJECT TO A 15% RESTOCKING FEE.

SHIPPING CHARGES WILL BE ADDED WHEN ORDERS ARE FULFILLED.

NOTE: PAYMENTS BY CREDIT CARD WILL INCUR A CONVENIENCE FEE TOTALING 3.0% OF THE INVOICE TOTAL ON ALL TRANSACTIONS EXCEEDING \$1,200.00.

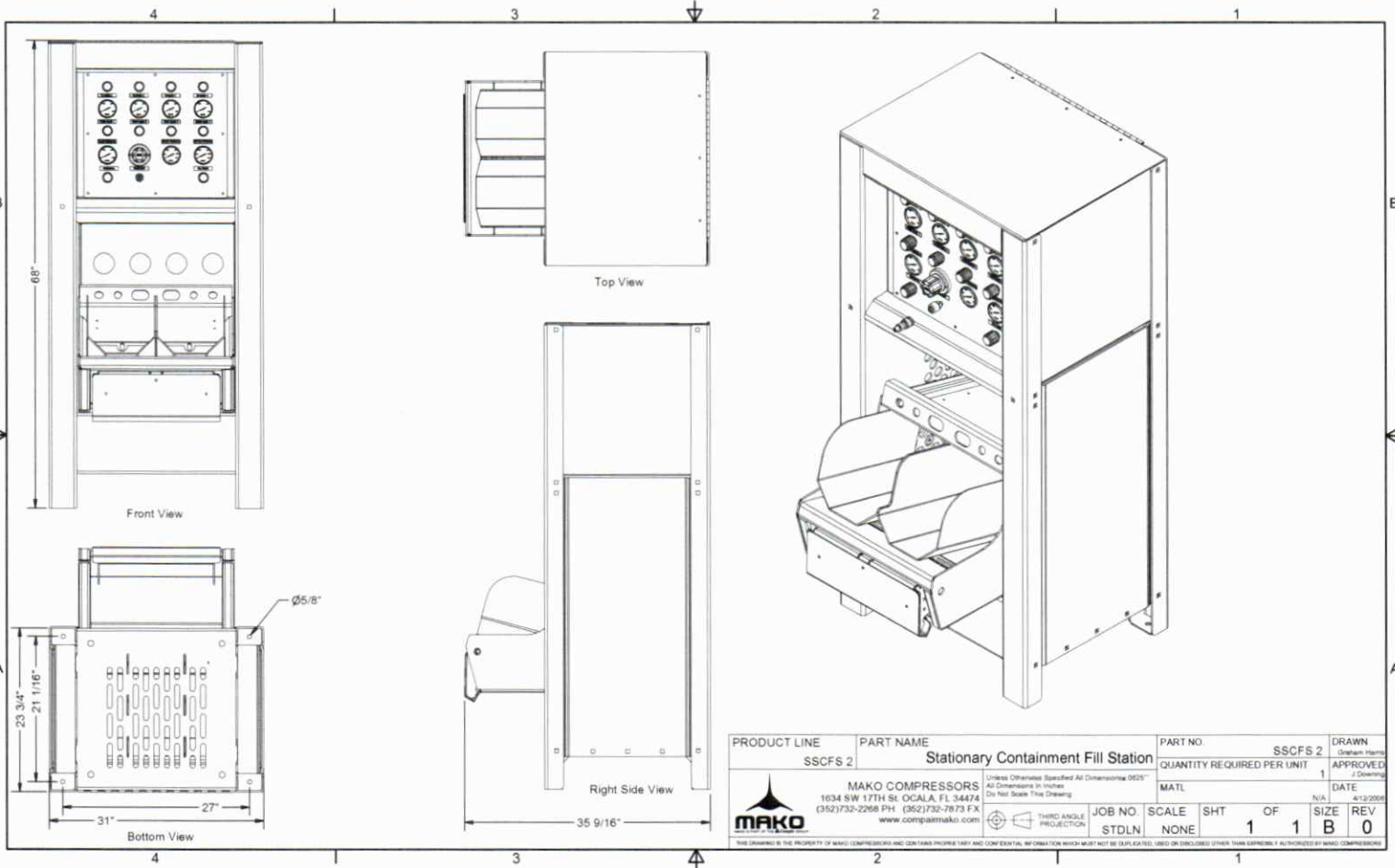
Quote Approved By: \_\_\_\_\_ (Print Name)

Approved By Signature: \_\_\_\_\_

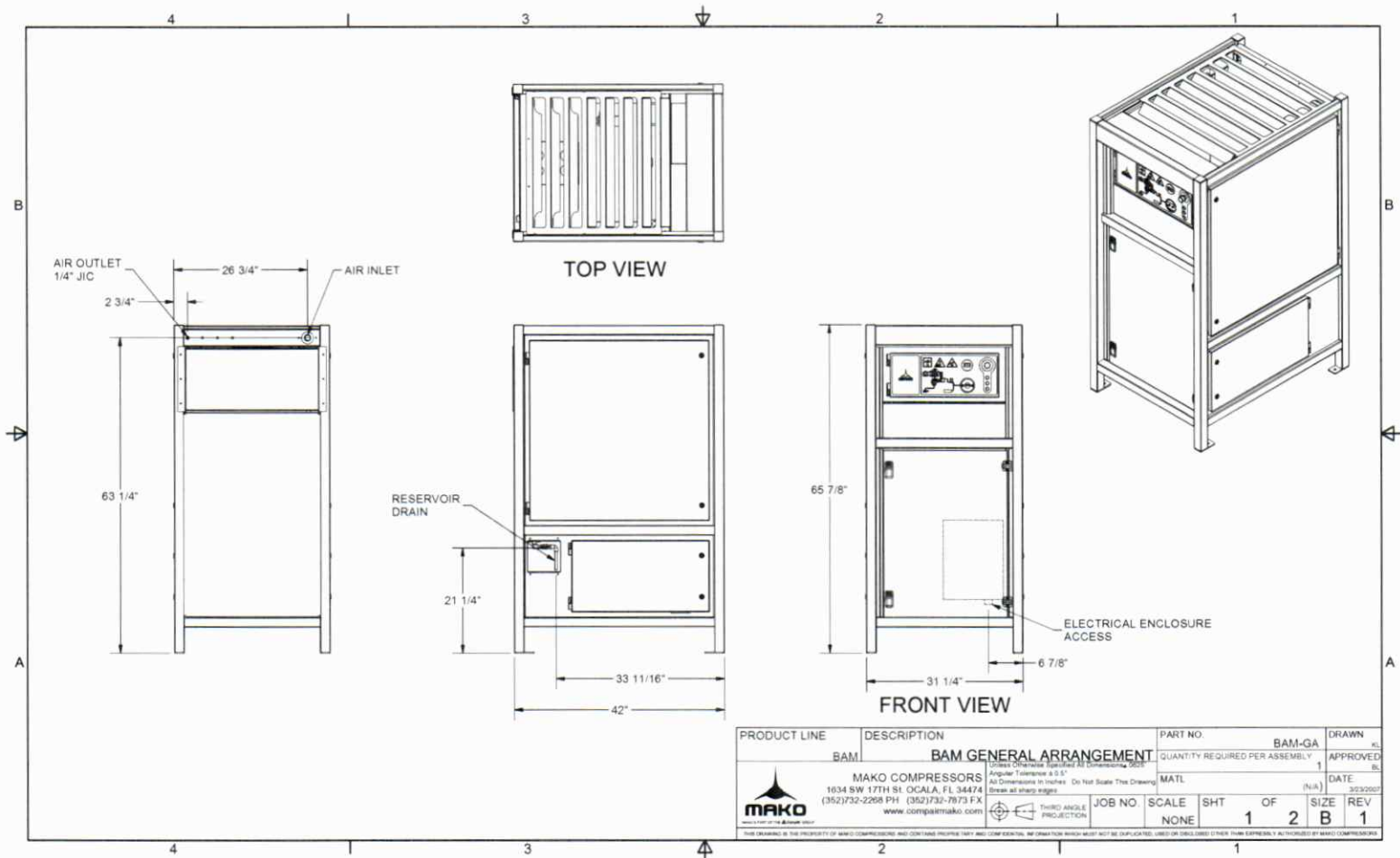
Approved Date: \_\_\_\_\_



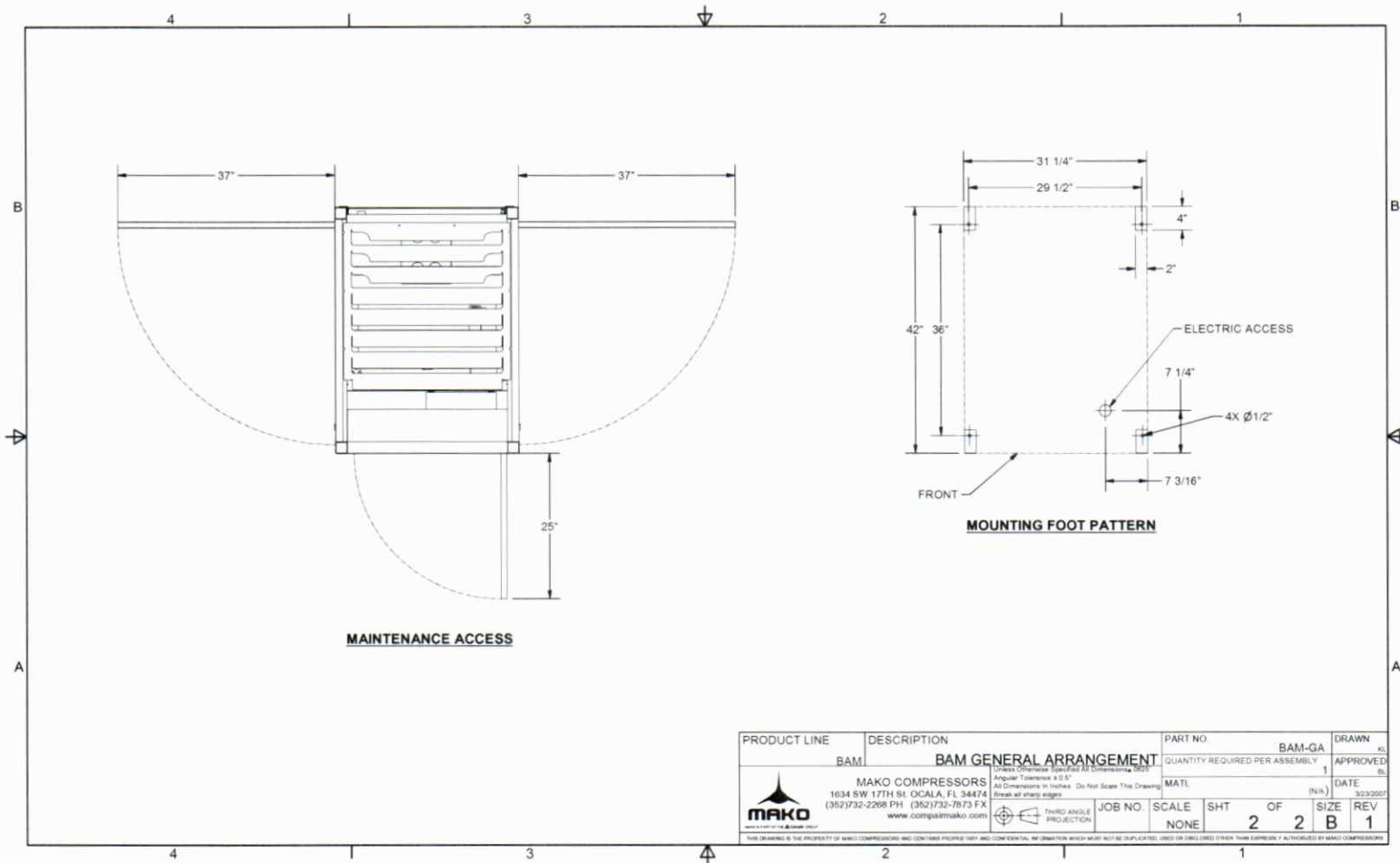
QUO-CIC528





PRODUCT LINE SSCFS 2	PART NAME Stationary Containment Fill Station	PART NO. SSCFS 2	DRAWN Debra Hays
UNLESS OTHERWISE SPECIFIED ALL DIMENSIONS ARE 0.025" ALL DIMENSIONS IN INCHES DO NOT SCALE THIS DRAWING		QUANTITY REQUIRED PER UNIT 1	APPROVED J Downing
MAKO COMPRESSORS 1634 SW 17TH ST. OCALA, FL 34474 (352)732-2268 PH. (352)732-7873 FX www.compartmako.com		MATL	DATE 4-13-2008
THIRD ANGLE PROJECTION		JOB NO STDLN	SCALE NONE
		SHT 1	OF 1
		SIZE B	REV 0



PRODUCT LINE	DESCRIPTION	PART NO.	DRAWN
BAM	BAM GENERAL ARRANGEMENT	BAM-GA	KL
<small>MAKO COMPRESSORS 1634 SW 17TH ST. OCALA, FL 34474 (352)732-2268 PH (352)732-7873 FX www.compatmako.com</small>		QUANTITY REQUIRED PER ASSEMBLY	APPROVED
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		1	BL
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		MATL	DATE
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		(N/A)	3/23/2007
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		SCALE	SIZE
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		NONE	B
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		SHT	REV
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		1	1
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		OF	
<small>MAKO COMPRESSORS AND COMPRESSOR PARTS ARE REGISTERED TRADEMARKS OF MAKO COMPRESSORS, L.L.C. ALL RIGHTS RESERVED. © 2007 MAKO COMPRESSORS, L.L.C.</small>		2	



PRODUCT LINE	DESCRIPTION	PART NO.	BAM-GA	DRAWN
BAM	BAM GENERAL ARRANGEMENT	QUANTITY REQUIRED PER ASSEMBLY	1	APPROVED
 <b>MAKO COMPRESSORS</b> 1634 SW 17TH ST OCALA, FL 34474 (352)732-2268 PH (352)732-7873 FX www.compasmako.com		MATL	(N/A)	DATE
<small>UNLESS OTHERWISE SPECIFIED ALL DIMENSIONS ARE IN INCHES. DO NOT SCALE THIS DRAWING. ANGULAR TOLERANCES ARE ±0.5°. DIMENSIONS AT SHARP EDGES.</small>		JOB NO.	SCALE	SHT
<small>THIS DRAWING IS THE PROPERTY OF MAKO COMPRESSORS AND CONTAINS PROPRIETARY AND CONFIDENTIAL INFORMATION WHICH MUST NOT BE REPRODUCED, USED OR DISCLOSED TO OTHER THIRD PARTIES WITHOUT THE EXPRESS WRITTEN AUTHORIZATION OF MAKO COMPRESSORS.</small>		 THIRD ANGLE PROJECTION	NONE	2
		OF	2	SIZE
				B
				REV
				1



Date: January 28, 2026

To: Whom it may concern

From: Eddie Lacefield  
Mako

Re: MAKO Authorized Distributor Information

Thank you for your interest in Mako Compressors. Please be advised that **Channel Innovations Corporation** of Ocala, Florida is the **only** authorized distributor sanctioned by us to represent our MAKO breathing air products in the municipal fire and safety markets in the following Florida counties:

Madison	Taylor	Hamilton	Suwannee	Lafayette	Dixie
Columbia	Gilchrist	Levy	Baker	Union	Alachua
Marion	Nassau	Duval	Clay	St. Johns	Putnam
Flagler	Citrus	Sumter	Lake	Seminole	Orange
Hernando	Pasco	Hillsborough	Pinellas	Polk	Manatee
Hardee	Highlands	Sarasota	Desoto	Charlotte	Glades
Lee	Hendry	Collier	Volusia	Osceola	Brevard
Okeechobee	Indian River	St. Lucie	Martin	Palm Beach	Broward
Bradford					

As an authorized MAKO distributor, **Channel Innovations Corp.**, is the **only** approved company for new unit sales, OEM spare parts, warranty / service for any MAKO breathing air product located within the above Florida counties. In addition, as an authorized distributor **Channel Innovations Corp.** is required to maintain MAKO certification(s) for service and warranty within their assigned area. Furthermore **Channel Innovations Corp.** service technician(s) are required to renew their service certifications every five years to keep abreast of current product and maintenance procedures. If you have any questions please do not hesitate to contact us.

Sincerely,

*Eddie Lacefield*

Eddie Lacefield  
Industrial Technologies & Services, Americas  
Territory Sales Manager, Mako Products  
Cell No.: (484)719-3255  
Website: [www.makocompressors.com](http://www.makocompressors.com)



# AGENDA ITEM

<b>Meeting Date</b>											
Tuesday, June 9, 2026											
<b>Agenda Item Name</b>											
Request For Qualification Award <i>GIS Surveying and Mapping Services</i>											
<b>Requested Action</b>											
Approve awarding Term Contracts to the top ten firms for GIS Surveying and Mapping Services.											
<b>Staff Report</b>											
<p>Request for Qualifications (RFQ) No. 25-091 was issued on July 22, 2025, to establish an on-call consulting services contract across multiple disciplines. The purpose of the RFQ was to create a pre-qualified pool of consultants who may be invited to participate in future project-specific requests as needs arise. The solicitation was competitively bid, formally advertised, and is in full compliance with the City of Clermont’s Procurement Policy and Procedures. A total of 76 responses were received across 21 disciplines. The Procurement Department categorized firms by discipline, and the GIS Surveying and Mapping discipline was evaluated. For the GIS Surveying and Mapping discipline, 27 firms submitted a response.</p> <p>An evaluation committee consisting of three staff members reviewed, scored, and ranked the submittals for the GIS Surveying and Mapping services. Based on their qualifications, knowledge, and experience in the field, the following ten (10) firms were recommended for award by the evaluation committee:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Half Associates, Inc.</td> <td>Kimley-Horn and Associates LLC.</td> </tr> <tr> <td>Geographic Technologies Group</td> <td>Wade Trim, Inc.</td> </tr> <tr> <td>Dudek Inc.</td> <td>Clymer Farner Barley, Inc.</td> </tr> <tr> <td>Dewberry Engineers Inc.</td> <td>CPH Consulting LLC.</td> </tr> <tr> <td>Florida Technical Consultants LLC.</td> <td>Alliant Engineering, Inc.</td> </tr> </table> <p>The initial contract terms will be three (3) years, with up to three (3) additional one-year renewal periods at the City’s discretion. Funding for services will be determined on a project-by-project basis and will be allocated from the respective year’s approved budget.</p>		Half Associates, Inc.	Kimley-Horn and Associates LLC.	Geographic Technologies Group	Wade Trim, Inc.	Dudek Inc.	Clymer Farner Barley, Inc.	Dewberry Engineers Inc.	CPH Consulting LLC.	Florida Technical Consultants LLC.	Alliant Engineering, Inc.
Half Associates, Inc.	Kimley-Horn and Associates LLC.										
Geographic Technologies Group	Wade Trim, Inc.										
Dudek Inc.	Clymer Farner Barley, Inc.										
Dewberry Engineers Inc.	CPH Consulting LLC.										
Florida Technical Consultants LLC.	Alliant Engineering, Inc.										
<b>Additional Analysis</b>											

<b>Fiscal Impact Summary</b>		
There is no immediate fiscal impact. Funding for services will be determined on a project-by-project basis and will be allocated from the respective year's approved budget.		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	GIS Surveying and Mapping Scorecard	GIS Surveying and Mapping Scorecard.pdf
2.	Notice of Intent to Award	RFQ 25-091 Notice of Intent to Award.pdf

SCORECARD RESULTS

Evaluator 1	Alliant Engineering, Inc.   Tampa, FL	Ayres Associates Inc   Tampa, FL	Carnahan Proctor and Cross, Inc.   Orlando, FL	CHA Consulting, Inc.   Winter Springs, FL	Clymer Farmer Barley, Inc.   Middleton, FL	CPH Consulting, LLC   Orlando, FL	Dewberry Engineers Inc.   Orlando, FL	Dudek, Inc.   Plantation, FL	Florida Technical Consultants, LLC   Boyton Beach, FL	Geographic Technologies Group   Goldsboro, NC	Half Associates, Inc.   Tavares, FL	Keystone Consultants, LLC   Orlando, FL	Kimley-Horn and Associates, Inc.   Orlando, FL	LJA Engineering Inc.   Orlando, FL	MGT Impact Solutions, LLC   Tampa, FL	Overhead Studio   Miami, FL	Pale Blue Dot Consulting   St. Petersburg, FL	RESPEC Company, LLC   Sarasota, FL	Southeastern Surveying and Mapping Corporation   Orlando, FL	Surveying And Mapping, LLC   Austin, TX	Team Fishel   Tampa, FL	Tetra Tech, Inc.   Orlando, FL	UES Professional Solutions, LLC   Orlando, FL	Wade Trim, Inc.   Tampa, FL	WGL Inc.   West Palm Beach, FL	Willdan Engineering   Anaheim, CA	WSB, LLC   Jacksonville, FL
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
Company Background 0-10 Points	7	7	7	6	6	6	7	7	7	8	7	7	8	7	6	4	5	7	8	8	7	7	6	7	6	6	6
Company Project Experience 0-10 Points	15	17.5	17.5	15	17.5	20	20	20	17.5	20	17.5	17.5	15	15	17.5	15	12.5	15	20	17.5	17.5	17.5	17.5	17.5	17.5	15	17.5
Personnel Experience 0-10 Points	12	14	14	12	14	10	12	14	12	16	14	12	14	14	14	10	10	12	14	14	12	12	14	14	12	12	12
Methodology and Approach 0-10 Points	10.5	9	10.5	10.5	9	10.5	10.5	12	10.5	12	10.5	9	10.5	9	12	7.5	7.5	7.5	10.5	12	9	9	9	10.5	10.5	10.5	10.5
Risk Assessment Plan 0-10 Points	6	7	6	6	7	7	6	7	5	7	7	6	6	6	7	5	6	6	6	7	7	7	7	6	6	6	7
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	7	6	6	6	6	7	7	7	7	8	6	7	7	6	7	5	5	6	7	8	6	6	7	7	6	6	7
<b>Total Points</b>	<b>62.50</b>	<b>65.50</b>	<b>66.00</b>	<b>60.50</b>	<b>64.50</b>	<b>65.50</b>	<b>67.50</b>	<b>72.00</b>	<b>64.00</b>	<b>76.00</b>	<b>72.00</b>	<b>63.50</b>	<b>65.50</b>	<b>62.00</b>	<b>68.50</b>	<b>51.50</b>	<b>51.00</b>	<b>58.50</b>	<b>70.50</b>	<b>71.50</b>	<b>63.50</b>	<b>63.50</b>	<b>65.50</b>	<b>67.00</b>	<b>63.00</b>	<b>60.50</b>	<b>65.00</b>

Evaluator 2	Alliant Engineering, Inc.   Tampa, FL	Ayres Associates Inc   Tampa, FL	Carnahan Proctor and Cross, Inc.   Orlando, FL	CHA Consulting, Inc.   Winter Springs, FL	Clymer Farmer Barley, Inc.   Middleton, FL	CPH Consulting, LLC   Orlando, FL	Dewberry Engineers Inc.   Orlando, FL	Dudek, Inc.   Plantation, FL	Florida Technical Consultants, LLC   Boyton Beach, FL	Geographic Technologies Group   Goldsboro, NC	Half Associates, Inc.   Tavares, FL	Keystone Consultants, LLC   Orlando, FL	Kimley-Horn and Associates, Inc.   Orlando, FL	LJA Engineering Inc.   Orlando, FL	MGT Impact Solutions, LLC   Tampa, FL	Overhead Studio   Miami, FL	Pale Blue Dot Consulting   St. Petersburg, FL	RESPEC Company, LLC   Sarasota, FL	Southeastern Surveying and Mapping Corporation   Orlando, FL	Surveying And Mapping, LLC   Austin, TX	Team Fishel   Tampa, FL	Tetra Tech, Inc.   Orlando, FL	UES Professional Solutions, LLC   Orlando, FL	Wade Trim, Inc.   Tampa, FL	WGL Inc.   West Palm Beach, FL	Willdan Engineering   Anaheim, CA	WSB, LLC   Jacksonville, FL
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
Company Background 0-10 Points	8	9	8	7	10	9	8	10	9	9	9	8	9	9	10	5	6	7	10	9	9	8	7	9	9	7	7
Company Project Experience 0-10 Points	17.5	17.5	20	15	22.5	22.5	22.5	20	22.5	25	22.5	20	20	20	22.5	12.5	12.5	17.5	25	22.5	20	20	20	25	17.5	15	20
Personnel Experience 0-10 Points	16	14	12	12	16	16	18	20	16	18	20	16	16	16	16	10	10	12	20	20	16	16	14	16	14	10	14
Methodology and Approach 0-10 Points	13.5	12	10.5	12	13.5	13.5	13.5	15	13.5	15	15	12	13.5	12	15	7.5	10.5	9	13.5	15	10.5	15	10.5	15	12	10.5	12
Risk Assessment Plan 0-10 Points	9	8	8	7	9	9	8	9	7	9	9	8	8	8	8	5	7	7	10	10	8	9	7	9	8	6	7
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	10	10	9	9	9	10	10	9	8	10	10	8	10	9	10	8	7	8	10	10	8	10	10	10	10	8	8
<b>Total Points</b>	<b>79.00</b>	<b>75.50</b>	<b>72.50</b>	<b>67.00</b>	<b>85.00</b>	<b>85.00</b>	<b>85.00</b>	<b>88.00</b>	<b>81.00</b>	<b>91.00</b>	<b>95.50</b>	<b>77.00</b>	<b>81.50</b>	<b>79.00</b>	<b>86.50</b>	<b>53.00</b>	<b>58.00</b>	<b>65.50</b>	<b>93.50</b>	<b>91.50</b>	<b>76.50</b>	<b>83.00</b>	<b>73.50</b>	<b>89.00</b>	<b>75.50</b>	<b>61.50</b>	<b>73.00</b>

Evaluator 3	Alliant Engineering, Inc.   Tampa, FL	Ayres Associates Inc   Tampa, FL	Carnahan Proctor and Cross, Inc.   Orlando, FL	CHA Consulting, Inc.   Winter Springs, FL	Clymer Farmer Barley, Inc.   Middleton, FL	CPH Consulting, LLC   Orlando, FL	Dewberry Engineers Inc.   Orlando, FL	Dudek, Inc.   Plantation, FL	Florida Technical Consultants, LLC   Boyton Beach, FL	Geographic Technologies Group   Goldsboro, NC	Half Associates, Inc.   Tavares, FL	Keystone Consultants, LLC   Orlando, FL	Kimley-Horn and Associates, Inc.   Orlando, FL	LJA Engineering Inc.   Orlando, FL	MGT Impact Solutions, LLC   Tampa, FL	Overhead Studio   Miami, FL	Pale Blue Dot Consulting   St. Petersburg, FL	RESPEC Company, LLC   Sarasota, FL	Southeastern Surveying and Mapping Corporation   Orlando, FL	Surveying And Mapping, LLC   Austin, TX	Team Fishel   Tampa, FL	Tetra Tech, Inc.   Orlando, FL	UES Professional Solutions, LLC   Orlando, FL	Wade Trim, Inc.   Tampa, FL	WGL Inc.   West Palm Beach, FL	Willdan Engineering   Anaheim, CA	WSB, LLC   Jacksonville, FL	
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
Company Background 0-10 Points	9	9	8	9	8	8	9	9	9	8	9	7	9	8	7	6	6	6	6	6	6	6	7	7	7	6	6	
Company Project Experience 0-10 Points	22.5	20	20	22.5	20	20	22.5	22.5	22.5	20	22.5	20	22.5	17.5	17.5	15	15	12.5	12.5	15	15	15	20	17.5	17.5	17.5	15	15
Personnel Experience 0-10 Points	18	16	14	18	16	16	16	16	18	16	18	14	18	14	14	12	12	12	12	10	12	16	14	14	14	12	12	
Methodology and Approach 0-10 Points	12	12	12	13.5	12	12	12	12	13.5	12	13.5	12	12	10.5	10.5	10.5	10.5	9	9	9	10.5	10.5	9	12	12	10.5	10.5	
Risk Assessment Plan 0-10 Points	8	8	7	9	8	8	8	8	9	8	9	8	8	8	7	7	6	6	7	6	7	8	6	8	8	7	7	
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Quality of Submittal 0-10 Points	9	9	9	9	8	7	8	9	9	9	9	8	8	8	7	6	7	5	6	7	7	7	6	8	8	5	7	
<b>Total Points</b>	<b>83.50</b>	<b>79.00</b>	<b>75.00</b>	<b>86.00</b>	<b>77.00</b>	<b>76.00</b>	<b>80.50</b>	<b>81.50</b>	<b>86.00</b>	<b>78.00</b>	<b>91.00</b>	<b>74.00</b>	<b>82.50</b>	<b>71.00</b>	<b>68.00</b>	<b>61.50</b>	<b>61.50</b>	<b>55.50</b>	<b>57.50</b>	<b>58.00</b>	<b>62.50</b>	<b>74.50</b>	<b>64.50</b>	<b>71.50</b>	<b>71.50</b>	<b>60.50</b>	<b>62.50</b>	

<b>Total Average Score</b>	75.00	73.33	71.17	71.17	75.50	75.50	77.67	80.50	77.00	81.67	86.17	71.50	76.50	70.67	74.33	55.33	56.83	59.83	73.83	73.67	67.50	73.67	67.83	75.83	70.00	60.83	66.83
<b>Ranking Order</b>	10	15	17	17	8	8	4	3	5	2	1	16	6	19	11	27	26	25	12	13	22	13	21	7	20	24	23



NOTICE OF INTENT TO AWARD  
RFQ No. 25-091  
Multidisciplinary Professional On-Call Consulting Services  
GIS Surveying and Mapping

RESPONSE DEADLINE: September 18, 2025, at 2:00 pm

Wednesday, May 6, 2026

After careful and thorough review of all responses received to solicitation number 25-091 for the GIS Surveying and Mapping discipline, the City hereby issues this Award Recommendation to the following companies:

Halff Associates, Inc.  
Geographic Technologies Group  
Dudek Inc.  
Dewberry Engineers Inc.  
Florida Technical Consultants LLC.  
Kimley-Horn and Associates LLC.  
Wade Trim, Inc.  
Clymer Farner Barley, Inc.  
CPH Consulting LLC.  
Alliant Engineering, Inc.

Sincerely,

A handwritten signature in blue ink that reads 'Freddy Suarez'.

Freddy L. Suarez, MPA, CPPB  
Procurement Services Director



# AGENDA ITEM

<b>Meeting Date</b>											
Tuesday, June 9, 2026											
<b>Agenda Item Name</b>											
Request For Qualification Award <i>Electrical Engineer</i>											
<b>Requested Action</b>											
Approve awarding Term Contracts to the top six firms for On-Call Professional Electrical Engineer Services.											
<b>Staff Report</b>											
<p>Request for Qualifications (RFQ) No. 25-091 was issued on July 22, 2025, to establish an on-call consulting services contract across multiple disciplines. The purpose of the RFQ was to create a pre-qualified pool of consultants who may be invited to participate in future project-specific requests as needs arise. The solicitation was competitively bid, formally advertised, and is in full compliance with the City of Clermont's Procurement Policy and Procedures. A total of 76 responses were received across 21 disciplines. The Procurement Department categorized firms by discipline, and the Electrical Engineer discipline was evaluated. For the On-call Professional Electrical Engineer Services discipline, nine (9) firms submitted a response.</p> <p>An evaluation committee consisting of three staff members reviewed, scored, and ranked the submittals for the Electrical Engineer discipline. Based on their qualifications, knowledge, and experience in the field, the following five firms were recommended for award by the evaluation committee:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%; text-align: center;">Kimley-Horn and Associates, Inc.</td> <td style="width: 33%; text-align: center;">Jacobs Engineering Group, Inc.</td> <td style="width: 33%;"></td> </tr> <tr> <td style="text-align: center;">Dewberry Engineers, Inc.</td> <td style="text-align: center;">SMG Engineering, Inc.</td> <td></td> </tr> <tr> <td style="text-align: center;">Chen Moore and Associates</td> <td style="text-align: center;">CPH Consulting LLC.</td> <td></td> </tr> </table> <p>The initial contract terms will be three (3) years, with up to three (3) additional one-year renewal periods at the City's discretion. Funding for services will be determined on a project-by-project basis and will be allocated from the respective year's approved budget.</p>			Kimley-Horn and Associates, Inc.	Jacobs Engineering Group, Inc.		Dewberry Engineers, Inc.	SMG Engineering, Inc.		Chen Moore and Associates	CPH Consulting LLC.	
Kimley-Horn and Associates, Inc.	Jacobs Engineering Group, Inc.										
Dewberry Engineers, Inc.	SMG Engineering, Inc.										
Chen Moore and Associates	CPH Consulting LLC.										
<b>Additional Analysis</b>											
<b>Fiscal Impact Summary</b>											
There is no immediate fiscal impact. Funding for services will be determined on a project-by-project basis and will be allocated from the respective year's approved budget.											
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>									
<b>Exhibits Attached</b> (copies of original agreements)											
1. Scorecard - Electrical Engineering		Scorecard - Electrical Engineering.pdf									
2. RFQ 25-091 Notice of Intent to Award - Electrical		RFQ 25-091 Notice of Intent to Award - Electrical									

Engineer

Engineer.pdf

**ELECTRICAL ENGINEERING SCORECARD RESULTS**

<b>Evaluator 1</b>	<b>Chen Moore and Associates   Maitland, FL</b>	<b>CPH Consulting, LLC   Orlando, FL</b>	<b>Dewberry Engineers Inc.   Orlando, FL</b>	<b>Diversified Technology Consultants, Inc.   Sarasota, FL</b>	<b>E-tech Energy Solutions LLC   Aventura, FL</b>	<b>Jacobs Engineering Group Inc.   Orlando, FL</b>	<b>Kimley-Horn and Associates, Inc.   Orlando, FL</b>	<b>SGM Engineering, Inc.   Orlando, FL</b>	<b>Team Fishel   Tampa, FL</b>
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5
Company Background 0-10 Points	8	6	7	7	6	7	9	8	6
Company Project Experience 0-10 Points	20	17.5	20	17.5	12.5	17.5	17.5	20	17.5
Personnel Experience 0-10 Points	16	14	16	16	14	14	14	18	16
Methodology and Approach 0-10 Points	12	12	12	9	10.5	12	13.5	12	9
Risk Assessment Plan 0-10 Points	7	7	6	6	6	8	6	8	7
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	7	8	8	6	5	7	8	6	6
<b>Total Points</b>	<b>75.00</b>	<b>69.50</b>	<b>74.00</b>	<b>66.50</b>	<b>59.00</b>	<b>70.50</b>	<b>73.00</b>	<b>77.00</b>	<b>66.50</b>

<b>Evaluator 2</b>	<b>Chen Moore and Associates   Maitland, FL</b>	<b>CPH Consulting, LLC   Orlando, FL</b>	<b>Dewberry Engineers Inc.   Orlando, FL</b>	<b>Diversified Technology Consultants, Inc.   Sarasota, FL</b>	<b>E-tech Energy Solutions LLC   Aventura, FL</b>	<b>Jacobs Engineering Group Inc.   Orlando, FL</b>	<b>Kimley-Horn and Associates, Inc.   Orlando, FL</b>	<b>SGM Engineering, Inc.   Orlando, FL</b>	<b>Team Fishel   Tampa, FL</b>
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5
Company Background 0-10 Points	10	9	9	8	5	10	10	9	8
Company Project Experience 0-10 Points	25	25	25	17.5	10	25	25	22.5	20
Personnel Experience 0-10 Points	20	20	20	14	8	20	20	18	16
Methodology and Approach 0-10 Points	15	15	15	10.5	10.5	15	15	15	12
Risk Assessment Plan 0-10 Points	9	10	8	7	7	10	10	9	9
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	10	10	9	7	6	10	10	9	8
<b>Total Points</b>	<b>94.00</b>	<b>94.00</b>	<b>91.00</b>	<b>69.00</b>	<b>51.50</b>	<b>95.00</b>	<b>95.00</b>	<b>87.50</b>	<b>78.00</b>

<b>Evaluator 3</b>	<b>Chen Moore and Associates   Maitland, FL</b>	<b>CPH Consulting, LLC   Orlando, FL</b>	<b>Dewberry Engineers Inc.   Orlando, FL</b>	<b>Diversified Technology Consultants, Inc.   Sarasota, FL</b>	<b>E-tech Energy Solutions LLC   Aventura, FL</b>	<b>Jacobs Engineering Group Inc.   Orlando, FL</b>	<b>Kimley-Horn and Associates, Inc.   Orlando, FL</b>	<b>SGM Engineering, Inc.   Orlando, FL</b>	<b>Team Fishel   Tampa, FL</b>
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5
Company Background 0-10 Points	9	10	9	8	8	9	10	8	7
Company Project Experience 0-10 Points	22.5	22.5	22.5	17.5	22.5	25	22.5	22.5	17.5
Personnel Experience 0-10 Points	18	16	20	16	14	16	20	20	10
Methodology and Approach 0-10 Points	12	12	15	12	13.5	13.5	13.5	13.5	10.5
Risk Assessment Plan 0-10 Points	8	9	9	8	8	9	10	9	8
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	9	10	10	6	7	9	10	8	9
<b>Total Points</b>	<b>83.50</b>	<b>84.50</b>	<b>90.50</b>	<b>72.50</b>	<b>78.00</b>	<b>86.50</b>	<b>91.00</b>	<b>86.00</b>	<b>67.00</b>

<b>Total Average Score</b>	84.17	82.67	85.17	69.33	62.83	84.00	86.33	83.50	70.50
<b>Ranking Order</b>	3	6	2	8	9	4	1	5	7



NOTICE OF INTENT TO AWARD  
RFQ No. 25-091  
Multidisciplinary Professional On-Call Consulting Services  
Electrical Engineer

RESPONSE DEADLINE: September 18, 2025, at 2:00 pm

Wednesday, May 6, 2026

After careful and thorough review of all responses received to solicitation number 25-091 for the Electrical Engineer discipline, the City hereby issues this Award Recommendation to the following companies:

Kimley-Horn and Associates, Inc.

Dewberry Engineers, Inc.

Chen Moore and Associates

Jacobs Engineering Group, Inc.

SMG Engineering, Inc.

CPH Consulting LLC.

Sincerely,

A handwritten signature in blue ink that reads 'Freddy Suarez'.

Freddy L. Suarez, MPA, CPPB  
Procurement Services Director



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Request For Qualification Award <i>Construction Administration and Inspection</i>		
<b>Requested Action</b>		
Approve awarding Term Contracts to the top five (5) firms for Construction Administration and Inspection services.		
<b>Staff Report</b>		
<p>Request for Qualifications (RFQ) No. 25-091 was issued on July 22, 2025, to establish an on-call consulting services contract across multiple disciplines. The purpose of the RFQ was to create a pre-qualified pool of consultants who may be invited to participate in future project-specific requests as needs arise. The solicitation was competitively bid, formally advertised, and is in full compliance with the City of Clermont's Procurement Policy and Procedures. A total of 76 responses were received across 21 disciplines. The Procurement Department categorized firms by discipline, and the Construction Administration and Inspection discipline was evaluated. For the Civil Engineering Services discipline, 17 firms submitted a response.</p> <p>An evaluation committee consisting of three staff members reviewed, scored, and ranked the submittals for the Construction Administration and Inspection discipline. Based on their qualifications, knowledge, and experience in the field, the following five firms were recommended for award by the evaluation committee:</p> <p>Tetra Tech, Inc.  Ayres Associates, Inc.  Woodard &amp; Curran, Inc.  Germana Engineering and Associates. LLC.  Carnahan Proctor and Cross, Inc.</p> <p>The initial contract terms will be three (3) years, with up to three (3) additional one-year renewal periods at the City's discretion. Funding for services will be determined on a project-by-project basis and will be allocated from the respective year's approved budget.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
There is no immediate fiscal impact. Funding for services will be determined on a project-by-project basis and will be allocated from the respective year's approved budget.		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	Construction Administration and Inspection Scorecard	Construction Administration and Inspection Scorecard.pdf
2.	RFQ 25-091 Notice of Intent to Award - Construction Administration	RFQ 25-091 Notice of Intent to Award - Construction.pdf

**CONSTRUCTION ADMINISTRATION AND INSPECTOR SERVICES SCORECARD**

Evaluator 1	Ayres Associates Inc   Tampa, FL	Baxter & Woodman, Inc.   Orlando, FL	Beryl Project Engineering   Tampa, FL	Carnahan Proctor and Cross, Inc.   Orlando, FL	CHA Consulting, Inc.   Winter Springs, FL	Chen Moore and Associates   Maitland, FL	CPH Consulting, LLC   Orlando, FL	Dewberry Engineers Inc.   Orlando, FL	Germana Engineering and Associates   Clermont, FL	Harris Civil Engineers, LLC   Orlando, FL	Jacobs Engineering Group Inc.   Orlando, FL	LJA Engineering Inc.   Orlando, FL	P.L.U.S. LLC   Davie, FL	Tetra Tech, Inc.   Orlando, FL	Willdan Engineering   Anaheim, CA	Woodard & Curran   Tampa, FL	WSB, LLC   Jacksonville, FL
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5	5	5	5	0	5	5	5	5
Company Background 0-10 Points	8	7	7	8	7	7	6	6	7	7	7	7	7	8	7	8	7
Company Project Experience 0-10 Points	20	17.5	17.5	20	17.5	17.5	17.5	17.5	17.5	17.5	20	15	17.5	20	20	17.5	17.5
Personnel Experience 0-10 Points	14	14	14	16	14	14	14	14	16	14	16	14	14	16	14	14	14
Methodology and Approach 0-10 Points	10.5	10.5	9	10.5	10.5	10.5	9	10.5	10.5	12	12	10.5	10.5	12	12	12	9
Risk Assessment Plan 0-10 Points	7	7	6	8	7	7	7	7	7	7	7	7	7	8	7	8	7
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	8	7	6	8	8	7	7	7	7	7	8	7	7	8	8	8	7
<b>Total Points</b>	<b>72.50</b>	<b>68.00</b>	<b>64.50</b>	<b>75.50</b>	<b>69.00</b>	<b>68.00</b>	<b>65.50</b>	<b>67.00</b>	<b>75.00</b>	<b>69.50</b>	<b>75.00</b>	<b>65.50</b>	<b>63.00</b>	<b>77.00</b>	<b>73.00</b>	<b>72.50</b>	<b>66.50</b>

Evaluator 2	Ayres Associates Inc   Tampa, FL	Baxter & Woodman, Inc.   Orlando, FL	Beryl Project Engineering   Tampa, FL	Carnahan Proctor and Cross, Inc.   Orlando, FL	CHA Consulting, Inc.   Winter Springs, FL	Chen Moore and Associates   Maitland, FL	CPH Consulting, LLC   Orlando, FL	Dewberry Engineers Inc.   Orlando, FL	Germana Engineering and Associates   Clermont, FL	Harris Civil Engineers, LLC   Orlando, FL	Jacobs Engineering Group Inc.   Orlando, FL	LJA Engineering Inc.   Orlando, FL	P.L.U.S. LLC   Davie, FL	Tetra Tech, Inc.   Orlando, FL	Willdan Engineering   Anaheim, CA	Woodard & Curran   Tampa, FL	WSB, LLC   Jacksonville, FL
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5	5	5	5	0	5	5	5	5
Company Background 0-10 Points	9	7	8	9	8	8	7	8	8	8	8	8	8	8	8	8	8
Company Project Experience 0-10 Points	22.5	22.5	20	22.5	20	22.5	20	22.5	22.5	20	22.5	20	17.5	22.5	20	22.5	20
Personnel Experience 0-10 Points	18	16	14	16	16	16	16	18	16	16	18	16	14	18	16	18	14
Methodology and Approach 0-10 Points	13.5	12	12	12	13.5	13.5	13.5	13.5	12	12	12	12	12	13.5	12	13.5	12
Risk Assessment Plan 0-10 Points	9	8	8	8	8	8	8	7	8	8	8	8	8	9	8	8	7
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	9	8	8	8	8	8	8	8	8	8	8	8	8	9	8	8	8
<b>Total Points</b>	<b>86.00</b>	<b>78.50</b>	<b>75.00</b>	<b>80.50</b>	<b>78.50</b>	<b>81.00</b>	<b>77.50</b>	<b>82.00</b>	<b>84.50</b>	<b>77.00</b>	<b>81.50</b>	<b>77.00</b>	<b>67.50</b>	<b>85.00</b>	<b>77.00</b>	<b>83.00</b>	<b>74.00</b>

Evaluator 3	Ayres Associates Inc   Tampa, FL	Baxter & Woodman, Inc.   Orlando, FL	Beryl Project Engineering   Tampa, FL	Carnahan Proctor and Cross, Inc.   Orlando, FL	CHA Consulting, Inc.   Winter Springs, FL	Chen Moore and Associates   Maitland, FL	CPH Consulting, LLC   Orlando, FL	Dewberry Engineers Inc.   Orlando, FL	Germana Engineering and Associates   Clermont, FL	Harris Civil Engineers, LLC   Orlando, FL	Jacobs Engineering Group Inc.   Orlando, FL	LJA Engineering Inc.   Orlando, FL	P.L.U.S. LLC   Davie, FL	Tetra Tech, Inc.   Orlando, FL	Willdan Engineering   Anaheim, CA	Woodard & Curran   Tampa, FL	WSB, LLC   Jacksonville, FL
License & Insurance Pass = 5 Points Fail = 0 Point	5	5	5	5	5	5	5	5	5	5	5	5	0	5	5	5	5
Company Background 0-10 Points	9	6	7	9	9	9	6	9	8	9	7	9	8	9	8	9	8
Company Project Experience 0-10 Points	22.5	22.5	20	22.5	22.5	22.5	17.5	22.5	17.5	22.5	20	22.5	17.5	22.5	20	22.5	22.5
Personnel Experience 0-10 Points	18	18	16	16	18	16	16	18	14	18	14	18	14	18	18	18	14
Methodology and Approach 0-10 Points	12	12	12	12	13.5	13.5	10.5	12	12	13.5	12	13.5	10.5	12	12	12	12
Risk Assessment Plan 0-10 Points	7	6	8	7	8	8	6	8	8	7	7	8	7	8	7	7	7
Business Location Lake County = 5 Points All Others = 0 Point	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0
Quality of Submittal 0-10 Points	8	8	8	8	9	9	7	9	7	9	7	9	8	9	8	8	8
<b>Total Points</b>	<b>81.50</b>	<b>77.50</b>	<b>76.00</b>	<b>79.50</b>	<b>85.00</b>	<b>83.00</b>	<b>68.00</b>	<b>83.50</b>	<b>76.50</b>	<b>84.00</b>	<b>72.00</b>	<b>85.00</b>	<b>65.00</b>	<b>83.50</b>	<b>78.00</b>	<b>81.50</b>	<b>76.50</b>

<b>Total Average Score</b>	80.00	74.67	71.83	78.50	77.50	77.33	70.33	77.50	78.67	76.83	76.17	75.83	65.17	81.83	76.00	79.00	72.33
<b>Ranking Order</b>	2	13	15	5	6	8	16	6	4	9	10	12	17	1	11	3	14



NOTICE OF INTENT TO AWARD  
RFQ No. 25-091  
Multidisciplinary Professional On-Call Consulting Services  
Construction Administration and Inspection

RESPONSE DEADLINE: September 18, 2025, at 2:00 pm

Wednesday, May 20, 2026

After careful and thorough review of all responses received to solicitation number 25-091 for the Construction Administration and Inspection discipline, the City hereby issues this Award Recommendation to the following companies:

Tetra Tech, Inc.

Ayres Associates, Inc.

Woodard & Curran, Inc.

Germana Engineering and Associates. LLC.

Carnahan Proctor and Cross, Inc.

Sincerely,

Freddy L. Suarez, MPA, CPPB  
Procurement Services Director



# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Request For Proposal Award <i>Lake Felter Park</i>	
<b>Requested Action</b>	
<p>Approve to award RFP 26-054 and authorize execution of a contract with Legacy Sports Surfacing LLC for the full-service, turn-key conversion of one existing natural grass athletic field at Lake Felter Park to a high-performance artificial turf system, including Add Alternate #4 – Organic Infill, in the total amount of \$608,500.</p>	
<b>Staff Report</b>	
<p>The Evaluation Committee recommends approval of this action.</p> <p>The Parks and Recreation Department, in coordination with the Procurement Services Department, sought proposals to convert an existing natural grass athletic field at Lake Felter Park to a high-performance artificial turf system to address ongoing maintenance challenges resulting from heavy field use and to provide consistent, year-round playability. Request for Proposal (RFP) No. 26-054 was issued on February 5, 2026, to solicit proposals from qualified firms to provide a full-service, turn-key solution for the project. The solicitation was competitively advertised and conducted in accordance with the City of Clermont’s Procurement Policy and Procedures. A total of thirteen (13) responses were received.</p> <p>An Evaluation Committee consisting of three (3) members reviewed, scored, and ranked the proposals in accordance with the published evaluation criteria. Legacy Sports Surfacing LLC was the highest-ranked respondent and was selected based on its qualifications, project approach, experience, and overall value to the City.</p> <p>Legacy Sports Surfacing LLC submitted a lump sum turn-key proposal in the amount of \$510,000. The Evaluation Committee also selected Add Alternate #4 – Organic Infill, in the amount of \$98,500, which includes a shock pad installed on top of the stone beneath the turf and an organic infill system consisting of sand and coconut or pine infill. The total recommended award amount is \$608,500.</p> <p>The award recommendation is being made to the most qualified respondent, Legacy Sports Surfacing LLC, for the full-service, turn-key conversion of the Lake Felter Park Multi-Purpose Field from natural grass to artificial turf.</p> <p>Based on price comparisons of the proposals received, Legacy Sports Surfacing LLC’s base proposal of \$510,000 was within the competitive range of responses submitted and was below the average base proposal amount. The total recommended award amount of \$608,500, which includes Add Alternate #4 – Organic Infill, is considered fair and reasonable based on the competitive solicitation results, the selected project scope, and the overall value provided to the City.</p>	
<b>Additional Analysis</b>	
<b>Fiscal Impact Summary</b>	
The fiscal impact of \$608,500 is accounted for in the current year's approved budget for the Capital Projects &	

Expenditures Fund (#320).		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$608,500	32572-66300-72905 Capital Improvements	\$700,000
Exhibits Attached(copies of original agreements)		
<ol style="list-style-type: none"> <li>1. RFP 26-054 Evaluation Summary</li> <li>2. RFP 26-054 Notice of Intent to Award</li> <li>3. Legacy Sports Construction - Clermont - Lake Felter Park Revised Alternate Proposals</li> </ol>	<p style="margin-left: 40px;">RFP 26-054 Evaluation Summary.pdf  RFP 26-054 Notice of Intent to Award.pdf  Legacy Sports Construction - Clermont - Lake Felter Park Revised Alternate Proposals.pdf</p>	



## EVALUATION SUMMARY

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

RESPONSE DEADLINE: March 26, 2026, at 2:00 pm

## PHASE 1

### EVALUATORS

Name	Title
Brian Forman	Parks and Recreation Director
Paige Neely	Parks and Recreation Coordinator
Suzanne O'Shea	Facility Manager

### MEETING SUMMARY

The Evaluation Committee met on Thursday, May 14, 2026, at 3:30 P.M. to review the results of their proposal evaluations. Each evaluator submitted their scores individually through OpenGov. During the meeting, the Procurement Services Director presented a score summary, guided the committee through the results, and facilitated discussion on the evaluations. The committee unanimously agreed with the summarized scores and confirmed the proposal rankings in the same order. Based on the final consensus, the Evaluation Committee voted to recommend an award to the highest-ranked company Legacy Sports Surfacing LLC.



**AGGREGATE SCORES SUMMARY**

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	Total Score Aveage (Max Score 100)	Total Rank
Legacy Sports Surfacing LLC	92.5 (1)	97 (1)	74.5 (3)	<b>88</b>	<b>1</b>
Mammoth Sports Construction	77 (3)	79.5 (4)	78.5 (2)	<b>78.33</b>	<b>2</b>
SPRINTURF, LLC	73.5 (5)	72.5 (6)	81.5 (1)	<b>75.83</b>	<b>3</b>
FieldTurf USA, Inc.	81.5 (2)	70.5 (8)	66 (5)	<b>72.67</b>	<b>4</b>
SCG Fields, LLC	68 (8)	86.5 (2)	61.5 (8.5)	<b>72</b>	<b>5</b>
Medley Sports Construction	69 (7)	81 (3)	62 (7)	<b>70.67</b>	<b>6</b>
LTG Sports Turf One, LLC	74 (4)	66.5 (9)	65 (6)	<b>68.5</b>	<b>7</b>
Nidy Sports Construction Company	65.5 (9)	71.5 (7)	68 (4)	<b>68.33</b>	<b>8</b>
A.T.G.-Ram Industries, LLC	62.5 (10)	73 (5)	61.5 (8.5)	<b>65.67</b>	<b>9</b>
FieldCraft Builders of Florida LLC	71 (6)	55.5 (11)	56 (11)	<b>60.83</b>	<b>10</b>
Creative Property Preservation Inc.	57 (12)	59.5 (10)	59 (10)	<b>58.5</b>	<b>11</b>
Yonkers Industries	59.5 (11)	49 (12)	51 (12)	<b>53.17</b>	<b>12</b>
Ram Construction Innovations, LLC	11 (13)	13.5 (13)	18.5 (13)	<b>14.33</b>	<b>13</b>



City of Clermont  
**Procurement Services**  
 Freddy Suarez, Procurement Services Director  
 685 W. Montrose Street, Clermont, FL 34711

**VENDOR SCORES BY EVALUATION CRITERIA**

Vendor	Introduction Letter 0-10 Points 5 Points (5%)	License and Insurance Pass / Fail 5 Points (5%)	Company Background 0-10 Points 5 Points (5%)	Company Experience 0-10 Points 15 Points (15%)	Personnel Experience 0-10 Points 15 Points (15%)	Experience of Subcontractors 0-10 Points 10 Points (10%)	Cost of Services 0-10 Points 15 Points (15%)	Methodology and Approach 0-10 Points 10 Points (10%)	Risk Assessment Plan 0-10 Points 10 Points (10%)
Legacy Sports Surfacing LLC	9.3	100%	9.7	9.7	9.3	9.3	8	8.3	8.7
Mammoth Sports Construction	8.3	100%	8.3	8.7	8.3	8	6.3	8.3	7.3
SPRINTURE, LLC	8.3	100%	8	8.3	7.7	7.3	6.7	8	7.3
FieldTurf USA, Inc.	8	100%	8.3	8	7	8	7	6.3	6.7
SCG Fields, LLC	7.3	100%	7.7	8	7.7	8.3	5	7.3	7
Medley Sports Construction	7.7	100%	7.3	7.3	7.3	8.3	6.7	6.3	6
LTG Sports Turf One, LLC	7.7	100%	8	8	8.3	8.7	2.3	6.3	7
Nidy Sports Construction Company	7	100%	7.7	7	7	8.7	4.3	7.7	6.7
A.T.G.-Ram Industries, LLC	6.7	100%	6.7	6.3	6	7	8.3	5	6
FieldCraft Builders of Florida LLC	6.7	100%	6	6	6	6	6.3	5.7	5.7

EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

Vendor	Introduction Letter 0-10 Points 5 Points (5%)	License and Insurance Pass / Fail 5 Points (5%)	Company Background 0-10 Points 5 Points (5%)	Company Experience 0-10 Points 15 Points (15%)	Personnel Experience 0-10 Points 15 Points (15%)	Experience of Subcontractors 0-10 Points 10 Points (10%)	Cost of Services 0-10 Points 15 Points (15%)	Methodology and Approach 0-10 Points 10 Points (10%)	Risk Assessment Plan 0-10 Points 10 Points (10%)
Creative Property Preservation Inc.	6.7	100%	6	5.3	6	5	6.7	5.7	5
Yonkers Industries	6.7	100%	4.7	4.7	4.3	5	5	6.3	5.7
Ram Construction Innovations, LLC	2	0%	0.3	0.7	0.3	0.3	5.3	0.3	0.3

Vendor	Business Location 0-5 Points 5 Points (5%)	Quality of Submittal 0-10 Points 5 Points (5%)	Total Score (Max Score 100)
Legacy Sports Surfacing LLC	2	9.3	88
Mammoth Sports Construction	2	8.7	78.33
SPRINTURF, LLC	2	8	75.83
FieldTurf USA, Inc.	2	7	72.67
SCG Fields, LLC	2	7.7	72
Medley Sports Construction	2	7	70.67
LTG Sports Turf One, LLC	2	7.3	68.5
Nidy Sports Construction Company	2	7	68.33
A.T.G.-Ram Industries, LLC	2	6	65.67

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Request For Proposal - Natural Grass to Artificial Turf Athletic Field Conversion

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Natural Grass to Artificial Turf Athletic Field Conversion

Vendor	Business Location 0-5 Points 5 Points (5%)	Quality of Submittal 0-10 Points 5 Points (5%)	Total Score (Max Score 100)
FieldCraft Builders of Florida LLC	2	5.3	60.83
Creative Property Preservation Inc.	2	5	58.5
Yonkers Industries	2	5	53.17
Ram Construction Innovations, LLC	2	1.3	14.33

INDIVIDUAL PROPOSAL SCORES

A.T.G.-Ram Industries, LLC	
Introduction Letter   0-10 Points   5 Points (5%)	
Evaluator 1: 6	
Evaluator 2: 7	
Evaluator 3: 7	
License and Insurance   Pass / Fail   5 Points (5%)	
Evaluator 1: Pass	
Evaluator 2: Pass	
Evaluator 3: Pass	
Company Background   0-10 Points   5 Points (5%)	
Evaluator 1: 6	
Evaluator 2: 7	
Evaluator 3: 7	

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Company Experience   0-10 Points   15 Points (15%)	
	Evaluator 1: 5
	Evaluator 2: 7
	Evaluator 3: 7
Personnel Experience   0-10 Points   15 Points (15%)	
	Evaluator 1: 5
	Evaluator 2: 7
	Evaluator 3: 6
Experience of Subcontractors   0-10 Points   10 Points (10%)	
	Evaluator 1: 6
	Evaluator 2: 10
	Evaluator 3: 5
Cost of Services   0-10 Points   15 Points (15%)	
	Evaluator 1: 9
	Evaluator 2: 8
	Evaluator 3: 8
\$495	
Methodology and Approach   0-10 Points   10 Points (10%)	
	Evaluator 1: 6

Evaluator 2: 7

Evaluator 3: 2

timeframe of work not provided

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 6

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 6

**Creative Property Preservation Inc.**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 5

Evaluator 2: 6

Evaluator 3: 9

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 8

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 6

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 5

Evaluator 2: 6

Evaluator 3: 7

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 5

EVALUATION TABULATION

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Natural Grass to Artificial Turf Athletic Field Conversion

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Evaluator 2: 5

Evaluator 3: 5

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

Evaluator 2: 6

Evaluator 3: 5

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 5

5-6 months to complete

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 5

Evaluator 2: 6

Evaluator 3: 4

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

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**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 5

Evaluator 2: 5

Evaluator 3: 5

**FieldCraft Builders of Florida LLC**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 5

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Not clear on the Automobile and Workers' Comp insurance. If selected for the award, the company will need to provide such coverage.

Evaluator 2: Pass

Not clear on the Automobile and Workers' Comp insurance. If selected for the award, the company will need to provide such coverage.

Evaluator 3: Pass

Not clear on the Automobile and Workers' Comp insurance. If selected for the award, the company will need to provide such coverage.

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

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Evaluator 2: 5

Evaluator 3: 6

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 5

Evaluator 3: 6

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 5

Evaluator 3: 6

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 5

Evaluator 3: 6

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 6

Evaluator 2: 7

Evaluator 3: 6

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

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Natural Grass to Artificial Turf Athletic Field Conversion

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Evaluator 1: 8

Evaluator 2: 5

Evaluator 3: 4

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 5

Evaluator 3: 4

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

Evaluator 2: 4

Evaluator 3: 5

**FieldTurf USA, Inc.**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 9

Evaluator 2: 7

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Natural Grass to Artificial Turf Athletic Field Conversion

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Evaluator 3: 8

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 10

Evaluator 2: 7

Evaluator 3: 8

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 8

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

Evaluator 2: 5

Evaluator 3: 7

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 9

Evaluator 2: 10

Evaluator 3: 5

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 8

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 3

7 months seems excessive

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 5

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

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**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 9

Evaluator 2: 5

Evaluator 3: 7

**Legacy Sports Surfacing LLC**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 8

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 9

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 10

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Evaluator 2: 10

Evaluator 3: 9

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 8

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 8

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 10

Evaluator 3: 7

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 5

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

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Natural Grass to Artificial Turf Athletic Field Conversion

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Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 6

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 10

Evaluator 2: 10

Evaluator 3: 8

**LTG Sports Turf One, LLC**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 7

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 8

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 8

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 9

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 10

Evaluator 3: 8

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 2

Evaluator 2: 3

Evaluator 3: 2

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 9

Evaluator 2: 7

Evaluator 3: 3

6 months seems excessive

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 7

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 6

Evaluator 3: 8

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**Mammoth Sports Construction**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 9

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 9

Evaluator 2: 8

Evaluator 3: 8

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

Evaluator 2: 8

Evaluator 3: 9

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 9

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Evaluator 2: 8

Evaluator 3: 8

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 8

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 7

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 9

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 6

**Business Location | 0-5 Points | 5 Points (5%)**

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Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 9

Evaluator 2: 9

Evaluator 3: 8

**Medley Sports Construction**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

Evaluator 2: 8

Evaluator 3: 8

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 8

---

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Evaluator 3: 6

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 8

Evaluator 3: 7

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 6

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 10

Evaluator 3: 8

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 7

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

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Evaluator 2: 8

Evaluator 3: 4

5-7 months seems excessive

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 8

Evaluator 3: 3

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

Evaluator 2: 8

Evaluator 3: 6

**Nidy Sports Construction Company**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

Evaluator 2: 7

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Evaluator 3: 7

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 8

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 7

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 7

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 10

Evaluator 3: 8

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 3

Evaluator 2: 6

didn't see a price

Evaluator 3: 4

\$685

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 9

9 weeks

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 6

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

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Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 7

**Ram Construction Innovations, LLC**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 0

Evaluator 2: 5

Evaluator 3: 1

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Fail

COI or proof of insurance was not provided. No warranty information was provided.

Evaluator 2: Fail

COI or proof of insurance was not provided. No warranty information was provided.

Evaluator 3: Fail

COI or proof of insurance was not provided. No warranty information was provided.

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 0

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Evaluator 2: 0

Evaluator 3: 1

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 0

Evaluator 2: 0

Evaluator 3: 2

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 0

Evaluator 2: 0

Evaluator 3: 1

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 0

Evaluator 2: 0

Evaluator 3: 1

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 6

Evaluator 2: 5

Evaluator 3: 5

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

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Evaluator 1: 0
Evaluator 2: 0
Evaluator 3: 1

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 0
Evaluator 2: 0
Evaluator 3: 1

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2
Evaluator 2: 2
Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 0
Evaluator 2: 3
Evaluator 3: 1

**SCG Fields, LLC**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7
Evaluator 2: 10

Evaluator 3: 5

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 9

Evaluator 3: 6

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 8

Evaluator 2: 9

Evaluator 3: 7

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 7

Evaluator 2: 9

Evaluator 3: 7

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

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Evaluator 2: 10

Evaluator 3: 7

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 3

Evaluator 2: 7

Evaluator 3: 5

\$668

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 9

Evaluator 3: 5

5 months

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 9

Evaluator 3: 5

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

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EVALUATION TABULATION

Request For Proposal - Natural Grass to Artificial Turf Athletic Field Conversion

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EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

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**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 7

Evaluator 2: 9

Evaluator 3: 7

**SPRINTURF, LLC**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 9

**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 9

**Company Experience | 0-10 Points | 15 Points (15%)**

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EVALUATION TABULATION

Request For Proposal - Natural Grass to Artificial Turf Athletic Field Conversion

Page 32

Evaluator 1: 8

Evaluator 2: 8

Evaluator 3: 9

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 8

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 6

Evaluator 3: 8

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 7

\$571

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 9

EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

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4 months

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 7

Evaluator 2: 7

Evaluator 3: 8

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 8

Evaluator 2: 7

Evaluator 3: 9

**Yonkers Industries**

**Introduction Letter | 0-10 Points | 5 Points (5%)**

Evaluator 1: 6

Evaluator 2: 7

Evaluator 3: 7

EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

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**License and Insurance | Pass / Fail | 5 Points (5%)**

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

**Company Background | 0-10 Points | 5 Points (5%)**

Evaluator 1: 6

Evaluator 2: 3

Evaluator 3: 5

**Company Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 6

Evaluator 2: 3

no examples of turf field projects provided

Evaluator 3: 5

**Personnel Experience | 0-10 Points | 15 Points (15%)**

Evaluator 1: 6

Evaluator 2: 3

airports

Evaluator 3: 4

**Experience of Subcontractors | 0-10 Points | 10 Points (10%)**

Evaluator 1: 6

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EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

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no projects provided

Evaluator 2: 4

Evaluator 3: 5

**Cost of Services | 0-10 Points | 15 Points (15%)**

Evaluator 1: 5

Evaluator 2: 5

Evaluator 3: 5

\$574

**Methodology and Approach | 0-10 Points | 10 Points (10%)**

Evaluator 1: 6

Evaluator 2: 7

Evaluator 3: 6

4-5 months

**Risk Assessment Plan | 0-10 Points | 10 Points (10%)**

Evaluator 1: 6

Evaluator 2: 7

Evaluator 3: 4

**Business Location | 0-5 Points | 5 Points (5%)**

Evaluator 1: 2

Evaluator 2: 2

EVALUATION TABULATION

RFP No. RFP 26-054

Natural Grass to Artificial Turf Athletic Field Conversion

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Evaluator 3: 2

**Quality of Submittal | 0-10 Points | 5 Points (5%)**

Evaluator 1: 6

Evaluator 2: 5

Evaluator 3: 4



NOTICE OF INTENT TO AWARD  
RFP No. RFP 26-054  
Natural Grass to Artificial Turf Athletic Field Conversion

RESPONSE DEADLINE: March 26, 2026, at 2:00 pm

Tuesday, May 19, 2026

After the careful and thorough review of all responses received to solicitation number RFP 26-054 titled Natural Grass to Artificial Turf Athletic Field Conversion, the City hereby issues this Award Recommendation to the following company:

Legacy Sports Surfacing LLC

Sincerely,

Freddy L. Suarez, MPA, CPPB  
Procurement Services Director

## TECHNICAL PROPOSAL

Legacy Sports Construction is a turn-key synthetic turf company, meaning no subcontractors will be used in the completion of this project. From the demolition, to the drainage, curbing, rock and turf, it will all be completed in-house.

**Lump Sum / Turn-Key Proposal Amount**

**\$510,000.00**

## NEARBY INSTALLATIONS

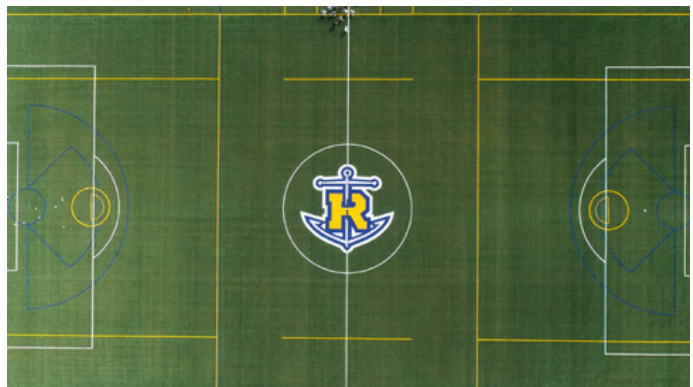
### NORTHEAST REGIONAL PARK



### CHAIN O' LAKES PARK



### ROLLINS COLLEGE



## ALTERNATE PROPOSALS

In addition to the base bid outlined in this proposal, **Legacy Sports Construction** is pleased to offer alternate options for your consideration. These alternatives proposals are designed to provide flexibility and accommodate different preferences, budgets, or project requirements. Details of these options, including scope of work and associated pricing, are provided in the following section.

### ADD ALTERNATE #1 - Cooling Infill

- Supply and install T-Cool infill in lieu of silica sand.

**ADD ALTERNATE #1 PROPOSAL**

**\$26,700.00**

### ADD ALTERNATE #2 - AstroTurf

- Supply and install AstroTurf Rhino Blend 42 in lieu ActGlobal DXF.
- Infill will be supplied and installed per AstroTurf's recommendations

**ADD ALTERNATE #2 PROPOSAL**

**\$8,500.00**

### ADD ALTERNATE #3 - AstroTurf Cooling infill

- Supply and install Z-Cap infill per AstroTurf's recommendations.
- This can only be accepted as part of Alternate #2.
- Add Alternate amount includes the \$8,500.00 in Alternate #2.

**ADD ALTERNATE #3 PROPOSAL**

**\$49,800.00**

### ADD ALTERNATE #4 - Organic Infill

- Supply and install shock pad on top of 89-stone beneath turf
- Supply and install 4 lbs of sand and 1 pound of organic (coconut or pine) infill

**ADD ALTERNATE #4 PROPOSAL**

**\$98,500.00**

### DEDUCT ALTERNATE #5 - Non-Specified Synthetic Turf

- Supply and install Legacy Prime Synthetic Turf System
  - This will meet all product data specifications however will not meet the minimum required experience listed in the bid documents. Only 9 install in the State of Florida.

**DEDUCT ALTERNATE #5 PROPOSAL**

**-\$5,000.00**



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Special Event Road Closure Request <i>Orange Crush (70th Anniversary)</i>		
<b>Requested Action</b>		
Approve the special event road closure request for the Orange Crush 70th Anniversary.		
<b>Staff Report</b>		
<p>The event organizer for Orange Crush, Simchat Torah Beit Midrash, has requested a temporary road closure in conjunction with the special event scheduled for Sunday, June 14, 2026, at the Florida Citrus Tower. The requested closure is necessary to accommodate a fireworks display scheduled for 9:00 PM and to maintain the required public safety perimeter surrounding the launch area.</p> <p>The temporary closure will occur from 8:00 PM to 10:00 PM and will impact Hunt Street from Medical Center Drive to S. Grand Highway. During this time, vehicular traffic and public access within the designated safety area will be restricted.</p> <p>The event organizer will be responsible for obtaining all required fireworks permits and coordinating the necessary public safety resources with the Clermont Police Department and Clermont Fire Department.</p> <p>The proposed road closure will occur from 8:00 PM to 10:00 PM and will impact Hunt Street from Medical Center Drive to S. Grand Highway. The closure is necessary to ensure that no vehicular traffic or public activity occurs within the required safety perimeter surrounding the fireworks launch area.</p> <p>The event organizer will be responsible for obtaining and finalizing all necessary permits related to the fireworks display, as well as coordinating and securing the required public safety resources from the Clermont Police Department and Clermont Fire Department for the event.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1. Special Event Application - Orange Crush		Special Event Application - Orange Crush.pdf
2. Map - Road Closure		Map - Road Closure.pdf
3. Clermont Special Events - Master Calendar		Clermont Special Events - Master Calendar.pdf
4. Special Events Approval Calendar		Special Events Approval Calendar.pdf

**Print**

**Application for Special Events Permit - Submission #3521**

**Date Submitted: 5/7/2026**

**Application for Special Events Permit**

**Name of Event\***

Orange Crush

**Date of Event\***

6/14/2026

**Dates of Event (If Multi-Day)**

mm/dd/yyyy —

mm/dd/yyyy

(Applications must be submitted at least 60 days prior to the requested and no more than 24 months in advance of the rental date)

**Estimated Attendance\***

5,000-10,000

**Briefly Describe the Event \***

70th anniversary of the Citrus Tower

6/14/2026

10:00 AM

**Event Start Time\***

10:00 AM

**Event End Time\***

04:00 PM

**Pre-Event Setup Time\***

07:00 AM

**Post-Event Cleanup Time:\***

06:00 PM

**Please list all alternative dates you would like in the event the chosen date is unavailable (if applicable)**

**Briefly Describe Event / Activity\***

Children's carnival, vendors, food trucks, free rides to top of Citrus Tower

**Name of Organization / Applicant\***

STBM/ Citrus Tower

**Check Type of Organization\***

- Resident
- Non Resident (Must Provide Proof of Residency)
- Non-Profit (Must Provide Tax Exemption Certificate)
- Business

**Proof of Residency**

Scan Jan 22, 2026 2.pdf

Please provide proof of Residency (i.e. valid driver's license or City of Clermont water bill) *Please note that address must be within City limits to qualify for Resident rate*

**Tax Exemption Certificate**

Tax Exempt Cert 2027 (1).pdf

**Event Contact\***

Hope Medina

**Address\***

183 N. Hwy 27

**City\***

Clermont

**State\***

FL

**Zip Code\***

34711

**Phone\***

303-819-7795

**Email\***

Hmedina@stbm.org

**Location of Event on City Property\***

Other (Please describe location) ▾

**If location selected is other, please describe here:**

Citrus Tower Campus

**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

*\*Tents larger than 900 sq. ft. will require an additional permit*

**Electrical Use:\***

- Yes
- No

*Additional permits may be required based on use*

**Electrical Power Provided:**

- Generator
- Temporary Power Drop
- Property Power

**Gas Fueled Equipment\***

- Yes
- No

*If Yes, subject to permits as required by the Building/Fire Safety Division.*

**Fuel Source:**

- Propane
- Natural Gas
- Diesel Fuel
- Gasoline
- N/A

**Cooking Equipment Use:\***

- Yes
- No

**Cooking Types**

- Fryers
- Propane Grill
- Charcoal Grill
- Concession Trailer
- Food Trucks

**Rides / Amusements\***

- Yes
- No

**Types:**

- Mechanical
- Bounce Houses
- Animals

**Pyrotechnic / Firework 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 for Traffic Control\***

- Yes
- No

*Written submission for road closure is required and will require city council approval.*

**Law Enforcement Stand-By Requested\***

- Yes
- No

*Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

*Clermont Police Department may determine officers to be necessary upon review of application/*

**Fire Department Support Requested\***

- Fire Boat
- Fire / EMS Cart
- Public Education
- None

*Fire Department Resources may be required by the City for certain events/activities at the expense of the applicant.*

**Sound / Music Devices\***

DJ  
 Band  
 Music Played on Speakers  
 None

*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

**In 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

If Yes, please describe your water safety plan for review by the Clermont Fire Department.

**Water Safety Plan (If Applicable)**

**Site Plan**  
 IMG.png  
*Please attach your site plan here - applications without a site plan will not be reviewed.*

**Map Template:**  
[Waterfront Park](#)

**Map Template:**  
[Victory Pointe](#)

\*Non-Profits must provide valid tax-exemption certificate.

**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*

**Check below if you agree abide by the following:\***

Yes, I understand and consent to the below.

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.

**Check here to agree to the Indemnification, Insurance and Additional Costs\***

Yes, I have read and agree to abide by the rules and regulations outlined below.

**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.**

**Check below if you agree abide by the following:\***

Yes, I understand and have reviewed the information below:



Red = 280' Radius Fallout Area to be secured for fireworks discharge.

Yellow = 100' Setup Area to be secured for fireworks setup starting at 12:00pm.

Orange = Event Parking until 4:00pm. No Parking below the orange line, this area is chained off from the northern parking lot.

All vehicles MUST be removed from the orange parking area prior to start of fireworks.

Vehicles inside the fallout area will not be covered by insurance and are subject to damage if left there.

 Road Closure



## Clermont Special Events - 2026



### May

Saturday, May 2, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Thursday, May 7 - Sunday, May 10, 2026	2026 Tom Selinske US Masters Tournament	Lake Hiawatha Disc Golf Course	Lake County Disc Golf Club
Saturday, May 9, 2026	Girlz on Fire Triathlon	Waterfront Park	Sommer Sports
Friday, May 15, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Wednesday, May 20, 2026	Ride of Silence	Waterfront Park	Sommer Sports
Monday, May 25, 2026	Memorial Day Ceremony	Clermont Arts and Rec Center	City of Clermont - Parks and Recreation

### June

Saturday, June 6, 2026	Caribbean Jerk Festival / "Turn up Hope for Jamaica"	Waterfront Park	Caribbean American Association
Tuesday, June 9, 2026	Thrive Clermont Summer Pop Ups	Kehlor Building / City Center	
Thursday, June 11, 2026	Youth Conference	Waterfront Park	
Sunday, June 14, 2026	Cool Sommer Mornings #1	Waterfront Park	Sommer Sports
Friday, June 19, 2026	Seven Made - Worship Night	Downtown - Misc.	SevenMade Co.
Saturday, June 20, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, June 20, 2026	Juneteenth	Waterfront Park	City of Clermont - Parks and Recreation
Monday, June 29, 2026	Full Moon Circle & Yoga Flow	Victory Pointe	One Yoga

### July

Saturday, July 4, 2026	Red, White and Boom	Waterfront Park	City of Clermont - Parks and Recreation
Saturday, July 4, 2026	Flodash Freedom 5k	Downtown Clermont	Flodash
Sunday, July 12, 2026	Cool Sommer Mornings #2	Waterfront Park	Sommer Sports
Thursday, July 16 - Saturday, July 18, 2026	Nights of Hope Crusafe	Waterfront Park	Hope FLA
Friday, July 17, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street

### August

Saturday, August 1, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Saturday, August 1, 2026	Back to School Bash	McKinney Park	New River Church
Sunday, August 9, 2026	Cool Sommer Mornings #3	Waterfront Park	Sommer Sports
Saturday, August 15, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, August 15, 2026	Special Olympics - Stand Up Paddle Competition	Waterfront Park	Special Olympics

### September

Saturday, September 5, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Friday, September 11, 2026	9/11 Memorial Ceremony (25-Years)	Arts and Recreation Center	City of Clermont - Police Department / Department
Saturday, September 12, 2026	Anime Market	Downtown (8th St.)	Clermont Main Street
Sunday, September 13, 2026	Cool Sommer Mornings #4	Waterfront Park	Sommer Sports
Friday, September 18, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, September 19, 2026	Sips and Salsa	Waterfront Park	South Lake Chamber of Commerce

<b>October</b>			
Saturday, October 3, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Tuesday, October 6, 2026	National Night Out	Waterfront Park	City of Clermont - Police Department / Parks and Rec
Saturday, October 10, 2026	Italian Fest	Waterfront Park	Italian American Club of Central FL
Saturday, October 17, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Sunday, October 18, 2026	Great Floridian Triathlon	Waterfront Park	Sommer Sports
Saturday, October 24, 2026 - Sunday, October 25, 2026	Suntoberfest	Downtown Clermont	Suncreek Brewery
Tuesday, October 27, 2026	SCAREMONT: Halloween on the Trail	Waterfront Park	City of Clermont - Police Department / Parks and Rec
Saturday, October 31, 2026	Nightmare on the Clermont Trails	Victory Pointe	Sommer Sports
Saturday, October 31, 2026	Harvest Fest	Downtown Clermont	Clermont Main Street
<b>November</b>			
Thursday, November 5, 2026	Taste of South Lake	Waterfront Park	South Lake Chamber of Commerce
Saturday, November 7, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Saturday, November 7, 2026	Jack & Allie Superhero 5K and Family Day	Waterfront Park	For Jack and Allie, Inc.
Friday, November 13, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, November 14, 2026 - Sunday, November 15, 2026	Horrible Hundred - 46th Annual	Waterfront Park	Florida Freewheelers
Friday, November 20, 2026	The Joy Ride "Pit stop"	Victory Pointe	The Joy Ride FL
Friday, November 20, 2026	Family Fun Day at the Waterfront	Waterfront Park Field	The River Church
Saturday, November 21, 2026	Hometown Holidays	Downtown Clermont	Clermont Main Street
Saturday, November 21, 2026	Enchanted Forest of Trees - Opening Day	Downtown Clermont	City of Clermont - Parks and Recreation
Sunday, November 22, 2026	Viva Clermont!	Waterfront Park	Ohana Foundation
<b>December</b>			
Friday, December 4, 2026	Light Up Clermont	Downtown Clermont	City of Clermont - Parks and Recreation
Saturday, December 5, 2026	Christmas Parade	Downtown Clermont	City of Clermont - Parks and Recreation
Sunday, December 6, 2026	Chanukah Festival	Waterfront Park	Chabad of South Lake County
Sunday, December 6, 2026	Ugly Sweater Run : Santa vs Grinch	Victory Pointe	Beastmode Running
Saturday, December 12, 2026	4th Annual Trailblazer Bike Ride and Stroll	Waterfront Park - Pavilion	Bleeding Disorders Foundation of Florida
Friday, December 18, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, December 19, 2026	Santa's Twilight 5k	Downtown Clermont	Sommer Sports
 <b>Clermont Special Events - 2027</b> 			
<b>February</b>			
Sunday, February 14, 2027	Bigfoot Challenge 5k/8k	South Lake Trail	Bigfoot 5k Races
Saturday, February 27, 2027	Grit 5k	Victory Pointe	Grit Foundation
<b>March</b>			
Friday, March 5 - Sunday, March 7, 2027	Clermont Multihull Regatta	Lake Minneola / Boathouse	Clermont Multihull Association
<b>April</b>			
Friday, April 2 - Sunday, April 4, 2027	Pig on the Pond	Waterfront Park	Project Scholars
Friday, April 16 - Saturday, April 17, 2027	Clermont Arts and Jazz Fest	Waterfront Park	Clermont - Parks and Recreation



Clermont Special Events for Council Review 6/9/2025



Date	Event	No Parking Signs Approval Status	Road Closure Approval Status (If applicable)
<b>2026</b>			
<b>January</b>			
Saturday, January 3, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
<b>February</b>			
Saturday, February 7, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, February 21, 2026	Honor the Fallen 5k	Approved 1/13/26	Approved 11/18/2025
Saturday, February 21, 2026	Turn up Hope for Jamaica	Approved 1/13/26	N/A
<b>March</b>			
Saturday, March 7, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Sunday, March 8, 2026	Great Clermont Triathlon	Approved 1/13/26	N/A
Saturday, March 14 - Sunday, March 15, 2026	Irish Fest	Approved 1/13/26	Approved 1/13/26
Sunday, March 22, 2026	Lake Minneola Half Marathon	Approved 1/13/26	N/A
Friday, March 27 - Sunday, March 29, 2026	Pig on the Pond	Approved 5/13/25	Approved 5/13/25
<b>April</b>			
Saturday, April 4, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, April 11, 2026	Madd Dragon Boat Festival	Approved 1/13/26	N/A
Saturday, April 18 - Sunday, April 19, 2026	Clermont Arts & Jazz Festival	Approved 1/13/26	Approved 1/13/26
Saturday, April 25, 2026	HER Rising Radiance Fest	N/A	Approved 3/24/26
Saturday, April 25, 2026	Anime Market Night	Approved 3/24/26	Approved 3/24/26
<b>May</b>			
Saturday, May 2, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, May 9, 2026	Girlz on Fire Triathlon	Approved 1/13/26	N/A
<b>June</b>			
Saturday, June 6, 2026	Caribbean Jerk Festival	Approved 1/13/26	Approved 7/17/2025
Sunday, June 14, 2026	Cool Sommer Mornings #1	Approved 1/13/26	N/A
Sunday, June 14, 2026	Orange Crush (70th Anniversary) *OFFSITE*	N/A	Pending Approval 6/9/26
Tuesday, June 16, 2026	SevenMade Worship Night	N/A	Pending Approval 6/9/26
Saturday, June 20, 2026	Juneteenth	Approved 1/13/26	N/A
<b>July</b>			
Saturday, July 4, 2026	Red, White and Boom	Approved 1/13/26	N/A
Saturday, July 4, 2026	Flodash Freedom 5k	Approved 1/13/26	Approved 11/18/2025
Sunday, July 12, 2026	Cool Sommer Mornings #2	Approved 1/13/26	N/A
<b>August</b>			
Saturday, August 1, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Sunday, August 9, 2026	Cool Sommer Mornings #3	Approved 1/13/26	N/A
<b>September</b>			
Saturday, September 5, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, September 12, 2026	Anime Market Night	Approved 3/24/26	Approved 3/24/26
Sunday, September 13, 2026	Cool Sommer Mornings #4	Approved 1/13/26	N/A
Saturday, September 19, 2026	Sips and Salsa	Approved 1/13/26	N/A
<b>October</b>			
Saturday, October 3, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Tuesday, October 6, 2026	National Night Out	Approved 1/13/26	N/A
Saturday, October 24 - Sunday, October 25, 2026	Suntoberfest	Approved 1/13/26	Approved 1/13/26
Tuesday, October 27, 2026	SCAREMONT: Halloween on the Trail	Approved 1/13/26	N/A
Saturday, October 31, 2026	Harvest Fest	Approved 1/13/26	Approved 11/18/2025
<b>November</b>			
Thursday, November 5, 2026	Taste of South Lake	Approved 1/13/26	N/A
Saturday, November 7, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, November 14 - Sunday, November 15, 2026	Horrible Hundred - 46th Annual	Approved 1/13/26	N/A
Saturday, November 21, 2026	Hometown Holidays	Approved 1/13/26	Approved 11/18/2025
<b>December</b>			
Friday, December 4, 2026	Light Up Clermont	Approved 1/13/26	Approved 1/13/26
Saturday, December 5, 2026	Christmas Parade	Approved 1/13/26	Approved 1/13/26
Saturday, December 19, 2026	Santa's Twilight 5k	Approved 1/13/26	Approved 11/18/2025
<b>2027</b>			
<b>April</b>			
Friday, April 2 - Sunday, April 4, 2027	Pig on the Pond	Approved 5/12/26	Approved 5/12/26



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Special Event Road Closure Request <i>SevenMade - Worship Night</i>		
<b>Requested Action</b>		
Approve the road closure request associated with the special event, SevenMade Worship Night, scheduled to take place on Friday, June 19, 2026.		
<b>Staff Report</b>		
<p>Consider the road closure request associated with the special event, SevenMade Worship Night, scheduled to take place on Friday, June 19, 2026. The temporary closure will occur from 6:30 PM to 9 PM and will impact a portion of 7th Street (in front of SevenMade Co.) to West Montrose St. The Public Parking lot on 7th Street will remain open to the public at all times.</p> <p>The event organizers for SevenMade Worship Night have requested a temporary road closure in conjunction with their special event scheduled for Friday, June 19, 2026.</p> <p>The temporary closure will occur from 6:30 PM to 9 PM and will impact a portion of 7th Street (in front of SevenMade Co.) to West Montrose St. The Public Parking lot on 7th Street will remain open to the public at all times.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>		
<b>Fund Number and Description</b>		
<b>Available Budget Amount</b>		
<b>Exhibits Attached</b> (copies of original agreements)		
1.	Special Event Application - SevenMade Worship Night	Special Event Application - SevenMade Worship Night.pdf
2.	Map - Road Closure	Map - Road Closure.jpg
3.	Clermont Special Events - Master Calendar	Clermont Special Events - Master Calendar.pdf
4.	Special Events Approval Calendar	Special Events Approval Calendar.pdf

**Print**

**Application for Special Events Permit - Submission #3557**

**Date Submitted: 5/14/2026**

**Application for Special Events Permit**

**Name of Event\***

**Date of Event\***

**Dates of Event (If Multi-Day)**

Seven Made 2nd Worship night	6/19/2026
------------------------------	-----------

mm/dd/yyyy	—
mm/dd/yyyy	

(Applications must be submitted at least 60 days prior to the requested and no more than 24 months in advance of the rental date)

**Estimated Attendance\***

**Briefly Describe the Event \***

200

This will be SevenMades second worship night. We have one on May 7th from 7pm-8:30pm with 110 attendees. It went really well. So planning second one for 6/19/26. Same timeframe but expecting more people. We had people listening from outside.

6/19/2026
06:30 PM

**Event Start Time\***  
07:00 PM

**Event End Time\***  
08:30 PM

**Pre-Event Setup Time\***  
05:30 PM

**Post-Event Cleanup Time:\***  
09:00 PM

**Please list all alternative dates you would like in the event the chosen date is unavailable (if applicable)**

**Briefly Describe Event / Activity\***

Worship night led by Lakeside Church Young Adults worship team. Acoustic and intimate inspirational night geared to young adults with a goal of building community

**Name of Organization / Applicant\***

**Check Type of Organization\***

SevenMade/ Juliana Green

- Resident
- Non Resident (Must Provide Proof of Residency)
- Non-Profit (Must Provide Tax Exemption Certificate)
- Business

**Proof of Residency**

No file chosen

Please provide proof of Residency (i.e. valid driver's license or City of Clermont water bill) *Please note that address must be within City limits to qualify for Resident rate*

**Tax Exemption Certificate**

No file chosen

**Event Contact\***

Juliana Green

**Address\***

685 7th street

**City\***

Clermont

**State\***

FL

**Zip Code\***

34711

**Phone\***

3529788016

**Email\***

Jugreen27@gmail.com

**Location of Event on City Property\***

Other (Please describe location)

**If location selected is other, please describe here:**

685 7th street at SevenMade coffee shop. Street closure requested in case overflow of attendees outside the building.

**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

*\*Tents larger than 900 sq. ft. will require an additional permit*

**Electrical Use:\***

- Yes
- No

*Additional permits may be required based on use*

**Electrical Power Provided:**

- Generator
- Temporary Power Drop
- Property Power

**Gas Fueled Equipment\***

Yes  
 No

*If Yes, subject to permits as required by the Building/Fire Safety Division.*

**Fuel Source:**

Propane  
 Natural Gas  
 Diesel Fuel  
 Gasoline  
 N/A

**Cooking Equipment Use:\***

Yes  
 No

**Cooking Types**

Fryers  
 Propane Grill  
 Charcoal Grill  
 Concession Trailer  
 Food Trucks

**Rides / Amusements\***

Yes  
 No

**Types:**

Mechanical  
 Bounce Houses  
 Animals

**Pyrotechnic / Firework 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 for Traffic Control\***

Yes  
 No

Written submission for road closure is required and will require city council approval.

**Law Enforcement Stand-By Requested\***

Yes  
 No

*Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.*

*Clermont Police Department may determine officers to be necessary upon review of application/*

**Fire Department Support Requested\***

Fire Boat  
 Fire / EMS Cart  
 Public Education  
 None

*Fire Department Resources may be required by the City for certain events/activities at the expense of the applicant.*

**Sound / Music Devices\***

DJ  
 Band  
 Music Played on Speakers  
 None

*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

**In 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

If Yes, please describe your water safety plan for review by the Clermont Fire Department.

**Water Safety Plan (If Applicable)**

**Site Plan**

Choose File No file chosen

*Please attach your site plan here - applications without a site plan will not be reviewed.*

**Map Template:**  
[Waterfront Park](#)

**Map Template:**  
[Victory Pointe](#)

\*Non-Profits must provide valid tax-exemption certificate.

**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*

**Check below if you agree abide by the following:\***

Yes, I understand and consent to the below.

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.

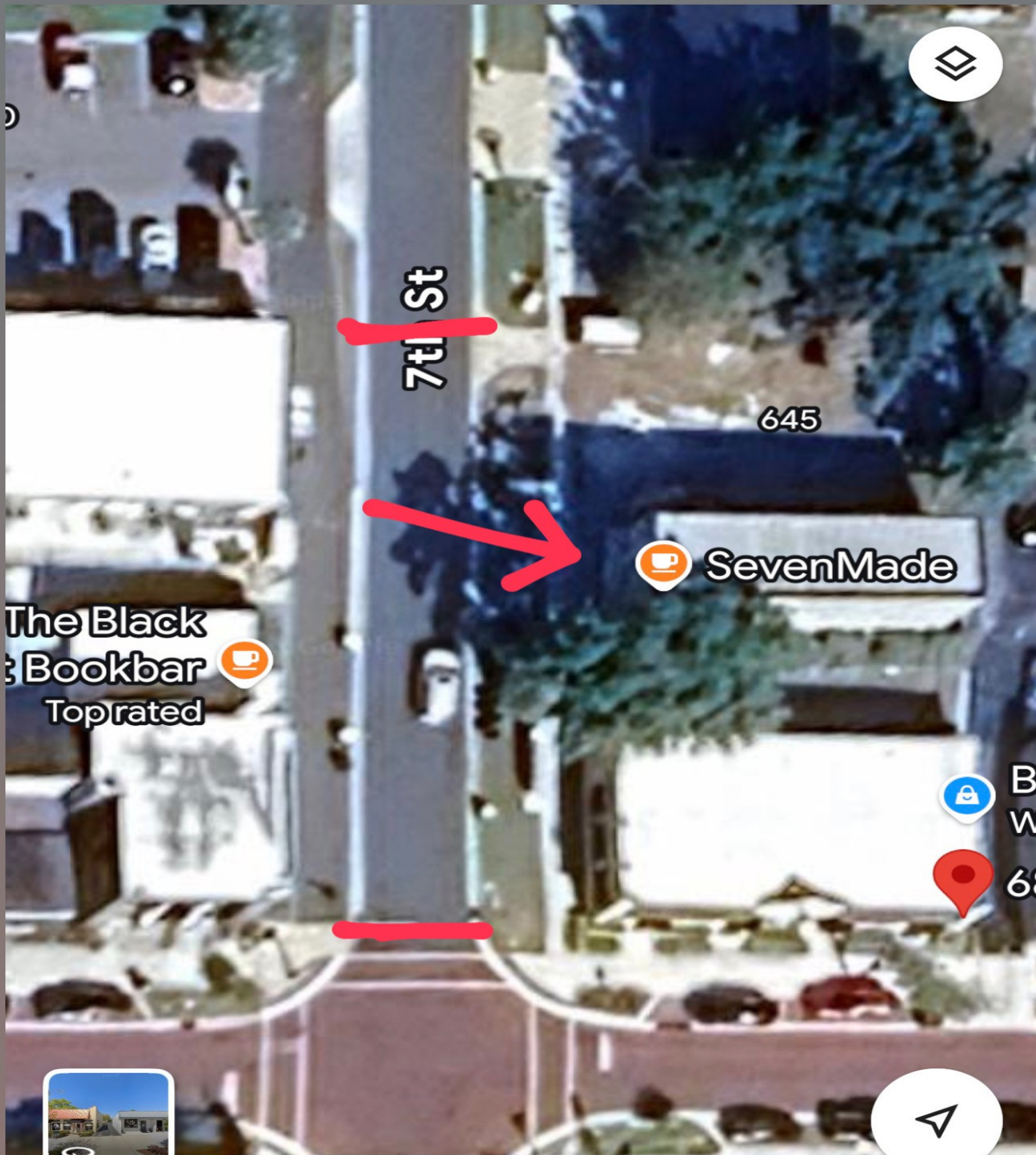
**Check here to agree to the Indemnification, Insurance and Additional Costs\***

Yes, I have read and agree to abide by the rules and regulations outlined below.

**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.**

**Check below if you agree abide by the following:\***

Yes, I understand and have reviewed the information below:





## Clermont Special Events - 2026



### May

Saturday, May 2, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Thursday, May 7 - Sunday, May 10, 2026	2026 Tom Selinske US Masters Tournament	Lake Hiawatha Disc Golf Course	Lake County Disc Golf Club
Saturday, May 9, 2026	Girlz on Fire Triathlon	Waterfront Park	Sommer Sports
Friday, May 15, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Wednesday, May 20, 2026	Ride of Silence	Waterfront Park	Sommer Sports
Monday, May 25, 2026	Memorial Day Ceremony	Clermont Arts and Rec Center	City of Clermont - Parks and Recreation

### June

Saturday, June 6, 2026	Caribbean Jerk Festival / "Turn up Hope for Jamaica"	Waterfront Park	Caribbean American Association
Tuesday, June 9, 2026	Thrive Clermont Summer Pop Ups	Kehlor Building / City Center	
Thursday, June 11, 2026	Youth Conference	Waterfront Park	
Sunday, June 14, 2026	Cool Sommer Mornings #1	Waterfront Park	Sommer Sports
Friday, June 19, 2026	Seven Made - Worship Night	Downtown - Misc.	SevenMade Co.
Saturday, June 20, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, June 20, 2026	Juneteenth	Waterfront Park	City of Clermont - Parks and Recreation
Monday, June 29, 2026	Full Moon Circle & Yoga Flow	Victory Pointe	One Yoga

### July

Saturday, July 4, 2026	Red, White and Boom	Waterfront Park	City of Clermont - Parks and Recreation
Saturday, July 4, 2026	Flodash Freedom 5k	Downtown Clermont	Flodash
Sunday, July 12, 2026	Cool Sommer Mornings #2	Waterfront Park	Sommer Sports
Thursday, July 16 - Saturday, July 18, 2026	Nights of Hope Crusafe	Waterfront Park	Hope FLA
Friday, July 17, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street

### August

Saturday, August 1, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Saturday, August 1, 2026	Back to School Bash	McKinney Park	New River Church
Sunday, August 9, 2026	Cool Sommer Mornings #3	Waterfront Park	Sommer Sports
Saturday, August 15, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, August 15, 2026	Special Olympics - Stand Up Paddle Competition	Waterfront Park	Special Olympics

### September

Saturday, September 5, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Friday, September 11, 2026	9/11 Memorial Ceremony (25-Years)	Arts and Recreation Center	City of Clermont - Police Department / Department
Saturday, September 12, 2026	Anime Market	Downtown (8th St.)	Clermont Main Street
Sunday, September 13, 2026	Cool Sommer Mornings #4	Waterfront Park	Sommer Sports
Friday, September 18, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, September 19, 2026	Sips and Salsa	Waterfront Park	South Lake Chamber of Commerce

<b>October</b>			
Saturday, October 3, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Tuesday, October 6, 2026	National Night Out	Waterfront Park	City of Clermont - Police Department / Parks and Rec
Saturday, October 10, 2026	Italian Fest	Waterfront Park	Italian American Club of Central FL
Saturday, October 17, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Sunday, October 18, 2026	Great Floridian Triathlon	Waterfront Park	Sommer Sports
Saturday, October 24, 2026 - Sunday, October 25, 2026	Suntoberfest	Downtown Clermont	Suncreek Brewery
Tuesday, October 27, 2026	SCAREMONT: Halloween on the Trail	Waterfront Park	City of Clermont - Police Department / Parks and Rec
Saturday, October 31, 2026	Nightmare on the Clermont Trails	Victory Pointe	Sommer Sports
Saturday, October 31, 2026	Harvest Fest	Downtown Clermont	Clermont Main Street
<b>November</b>			
Thursday, November 5, 2026	Taste of South Lake	Waterfront Park	South Lake Chamber of Commerce
Saturday, November 7, 2026	Family Food Fest	Downtown Clermont	Clermont Main Street
Saturday, November 7, 2026	Jack & Allie Superhero 5K and Family Day	Waterfront Park	For Jack and Allie, Inc.
Friday, November 13, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, November 14, 2026 - Sunday, November 15, 2026	Horrible Hundred - 46th Annual	Waterfront Park	Florida Freewheelers
Friday, November 20, 2026	The Joy Ride "Pit stop"	Victory Pointe	The Joy Ride FL
Friday, November 20, 2026	Family Fun Day at the Waterfront	Waterfront Park Field	The River Church
Saturday, November 21, 2026	Hometown Holidays	Downtown Clermont	Clermont Main Street
Saturday, November 21, 2026	Enchanted Forest of Trees - Opening Day	Downtown Clermont	City of Clermont - Parks and Recreation
Sunday, November 22, 2026	Viva Clermont!	Waterfront Park	Ohana Foundation
<b>December</b>			
Friday, December 4, 2026	Light Up Clermont	Downtown Clermont	City of Clermont - Parks and Recreation
Saturday, December 5, 2026	Christmas Parade	Downtown Clermont	City of Clermont - Parks and Recreation
Sunday, December 6, 2026	Chanukah Festival	Waterfront Park	Chabad of South Lake County
Sunday, December 6, 2026	Ugly Sweater Run : Santa vs Grinch	Victory Pointe	Beastmode Running
Saturday, December 12, 2026	4th Annual Trailblazer Bike Ride and Stroll	Waterfront Park - Pavilion	Bleeding Disorders Foundation of Florida
Friday, December 18, 2026	Clermont Main Street Wine Stroll	Downtown Clermont	Clermont Main Street
Saturday, December 19, 2026	Santa's Twilight 5k	Downtown Clermont	Sommer Sports
 <b>Clermont Special Events - 2027</b> 			
<b>February</b>			
Sunday, February 14, 2027	Bigfoot Challenge 5k/8k	South Lake Trail	Bigfoot 5k Races
Saturday, February 27, 2027	Grit 5k	Victory Pointe	Grit Foundation
<b>March</b>			
Friday, March 5 - Sunday, March 7, 2027	Clermont Multihull Regatta	Lake Minneola / Boathouse	Clermont Multihull Association
<b>April</b>			
Friday, April 2 - Sunday, April 4, 2027	Pig on the Pond	Waterfront Park	Project Scholars
Friday, April 16 - Saturday, April 17, 2027	Clermont Arts and Jazz Fest	Waterfront Park	Clermont - Parks and Recreation



Clermont Special Events for Council Review 6/9/2025



Date	Event	No Parking Signs Approval Status	Road Closure Approval Status (If applicable)
<b>2026</b>			
<b>January</b>			
Saturday, January 3, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
<b>February</b>			
Saturday, February 7, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, February 21, 2026	Honor the Fallen 5k	Approved 1/13/26	Approved 11/18/2025
Saturday, February 21, 2026	Turn up Hope for Jamaica	Approved 1/13/26	N/A
<b>March</b>			
Saturday, March 7, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Sunday, March 8, 2026	Great Clermont Triathlon	Approved 1/13/26	N/A
Saturday, March 14 - Sunday, March 15, 2026	Irish Fest	Approved 1/13/26	Approved 1/13/26
Sunday, March 22, 2026	Lake Minneola Half Marathon	Approved 1/13/26	N/A
Friday, March 27 - Sunday, March 29, 2026	Pig on the Pond	Approved 5/13/25	Approved 5/13/25
<b>April</b>			
Saturday, April 4, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, April 11, 2026	Madd Dragon Boat Festival	Approved 1/13/26	N/A
Saturday, April 18 - Sunday, April 19, 2026	Clermont Arts & Jazz Festival	Approved 1/13/26	Approved 1/13/26
Saturday, April 25, 2026	HER Rising Radiance Fest	N/A	Approved 3/24/26
Saturday, April 25, 2026	Anime Market Night	Approved 3/24/26	Approved 3/24/26
<b>May</b>			
Saturday, May 2, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, May 9, 2026	Girlz on Fire Triathlon	Approved 1/13/26	N/A
<b>June</b>			
Saturday, June 6, 2026	Caribbean Jerk Festival	Approved 1/13/26	Approved 7/17/2025
Sunday, June 14, 2026	Cool Sommer Mornings #1	Approved 1/13/26	N/A
Sunday, June 14, 2026	Orange Crush (70th Anniversary) *OFFSITE*	N/A	Pending Approval 6/9/26
Tuesday, June 16, 2026	SevenMade Worship Night	N/A	Pending Approval 6/9/26
Saturday, June 20, 2026	Juneteenth	Approved 1/13/26	N/A
<b>July</b>			
Saturday, July 4, 2026	Red, White and Boom	Approved 1/13/26	N/A
Saturday, July 4, 2026	Flodash Freedom 5k	Approved 1/13/26	Approved 11/18/2025
Sunday, July 12, 2026	Cool Sommer Mornings #2	Approved 1/13/26	N/A
<b>August</b>			
Saturday, August 1, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Sunday, August 9, 2026	Cool Sommer Mornings #3	Approved 1/13/26	N/A
<b>September</b>			
Saturday, September 5, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, September 12, 2026	Anime Market Night	Approved 3/24/26	Approved 3/24/26
Sunday, September 13, 2026	Cool Sommer Mornings #4	Approved 1/13/26	N/A
Saturday, September 19, 2026	Sips and Salsa	Approved 1/13/26	N/A
<b>October</b>			
Saturday, October 3, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Tuesday, October 6, 2026	National Night Out	Approved 1/13/26	N/A
Saturday, October 24 - Sunday, October 25, 2026	Suntoberfest	Approved 1/13/26	Approved 1/13/26
Tuesday, October 27, 2026	SCAREMONT: Halloween on the Trail	Approved 1/13/26	N/A
Saturday, October 31, 2026	Harvest Fest	Approved 1/13/26	Approved 11/18/2025
<b>November</b>			
Thursday, November 5, 2026	Taste of South Lake	Approved 1/13/26	N/A
Saturday, November 7, 2026	Food Truck Saturday	Approved 1/13/26	Approved 11/18/2025
Saturday, November 14 - Sunday, November 15, 2026	Horrible Hundred - 46th Annual	Approved 1/13/26	N/A
Saturday, November 21, 2026	Hometown Holidays	Approved 1/13/26	Approved 11/18/2025
<b>December</b>			
Friday, December 4, 2026	Light Up Clermont	Approved 1/13/26	Approved 1/13/26
Saturday, December 5, 2026	Christmas Parade	Approved 1/13/26	Approved 1/13/26
Saturday, December 19, 2026	Santa's Twilight 5k	Approved 1/13/26	Approved 11/18/2025
<b>2027</b>			
<b>April</b>			
Friday, April 2 - Sunday, April 4, 2027	Pig on the Pond	Approved 5/12/26	Approved 5/12/26



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Purchase Approval and Budget Amendment <i>AXON Enterprise</i>		
<b>Requested Action</b>		
Approve the AXON AI ASSIST at a cost of \$151,322.58.		
<b>Staff Report</b>		
<p>The Axon AI Assistant significantly enhances departmental efficiency by automating the transcription and translation of body-worn camera footage, which can return officers to the field up to 40% faster by reducing manual reporting time. Supporting over 100 languages, it allows for near-real-time understanding of statements from Limited English proficient individuals, improving officer safety and community trust while ensuring more accurate initial investigations. Furthermore, by integrating these searchable transcripts directly into the Axon Evidence ecosystem, the tool streamlines legal discovery and improves compliance with public records requests.</p> <p>This is spread out over a 54-month timeframe, mirroring our current AXON contract. Because this is not a budgeted item, we are requesting approval to add a budget for these expenses. However, the expenses will be covered by the federal funding as part of our 287G agreement. There will not be a reduction in fund balance from these expenses.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<p>The cost of the AXON purchase is \$151,322.58 to be paid over the course of 5 years from the General Fund account number 10521-55219.</p> <p>The current year budget amendment request will be neutral due to funding provided by the DHS 287g program entered into with the Department of Homeland Security in September 2025. The current fiscal year payment is \$30,264.50 and the remaining four years will be budgeted at \$30,264.52 per year.</p>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	Q-851179-46148JD	Q-851179-46148JD.pdf



Axon Enterprise, Inc.  
 17800 N 85th St  
 Scottsdale, Arizona 85255  
 United States  
 VAT: 86-0741227  
 Domestic:(800) 978-2737  
 International: +1.800.978.2737

Q-851179-46148JD

Issued: 05/06/2026

Quote Expiration:

Estimated Contract Start Date: 06/01/2026

Account Number: 163159

Payment Terms: N30

Mode of Delivery: AUTO-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Clermont Police Dept. - FL 3600 S HIGHWAY 27 CLERMONT, FL 34711-6735 USA	Clermont Police Dept. - FL 3600 S HIGHWAY 27 CLERMONT FL 34711-6735 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Johnathan Dugas Phone: 8134980208 Email: jdugas@axon.com Fax:	Steven Strickland Phone: (352) 536-8408 Email: sstrickland@clermontfl.org Fax: (352) 536 - 8499

**Quote Summary**

Program Length	54 Months
<b>TOTAL COST</b>	<b>\$151,322.58</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$151,322.58</b>

**Discount Summary**

Average Savings Per Year	\$0.00
<b>TOTAL SAVINGS</b>	<b>\$0.00</b>

**Payment Summary**

<b>Date</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
May 2026	\$30,264.50	\$0.00	\$30,264.50
May 2027	\$30,264.52	\$0.00	\$30,264.52
May 2028	\$30,264.52	\$0.00	\$30,264.52
May 2029	\$30,264.52	\$0.00	\$30,264.52
May 2030	\$30,264.52	\$0.00	\$30,264.52
<b>Total</b>	<b>\$151,322.58</b>	<b>\$0.00</b>	<b>\$151,322.58</b>

Quote Unbundled Price:	\$151,322.58
Quote List Price:	\$151,322.58
Quote Subtotal:	\$151,322.58

**Pricing**

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>A la Carte Software</b>									
102011	AXON AI ASSISTANT	87	54		\$32.21	\$32.21	\$151,322.58	\$0.00	\$151,322.58
<b>Total</b>							<b>\$151,322.58</b>	<b>\$0.00</b>	<b>\$151,322.58</b>

**Delivery Schedule**

**Software**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	102011	AXON AI ASSISTANT	87	06/01/2026	11/30/2030

## Shipping Locations

Location Number	Street	City	State	Zip	Country
1	3600 S HIGHWAY 27	CLERMONT	FL	34711-6735	USA

## Payment Details

### May 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	102011	AXON AI ASSISTANT	87	\$30,264.50	\$0.00	\$30,264.50
<b>Total</b>				<b>\$30,264.50</b>	<b>\$0.00</b>	<b>\$30,264.50</b>

### May 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	102011	AXON AI ASSISTANT	87	\$30,264.52	\$0.00	\$30,264.52
<b>Total</b>				<b>\$30,264.52</b>	<b>\$0.00</b>	<b>\$30,264.52</b>

### May 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	102011	AXON AI ASSISTANT	87	\$30,264.52	\$0.00	\$30,264.52
<b>Total</b>				<b>\$30,264.52</b>	<b>\$0.00</b>	<b>\$30,264.52</b>

### May 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	102011	AXON AI ASSISTANT	87	\$30,264.52	\$0.00	\$30,264.52
<b>Total</b>				<b>\$30,264.52</b>	<b>\$0.00</b>	<b>\$30,264.52</b>

### May 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	102011	AXON AI ASSISTANT	87	\$30,264.52	\$0.00	\$30,264.52
<b>Total</b>				<b>\$30,264.52</b>	<b>\$0.00</b>	<b>\$30,264.52</b>

**Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.**

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

## Exceptions to Standard Terms and Conditions

### Rewrite Estimates

**Estimated Amounts and Contract Terminations.** Any amounts stated as due under existing or terminated contracts — including contract transfer balances carried forward to new or pending contracts — are estimates based on payments received as of the calculation date. These estimates may be adjusted if new contracts are not executed on the anticipated dates or if expected payments are not made.

### Refresh Shipment Timing

**Technology Assurance Plan (TAP) Refresh Prior to Renewal.** For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

### Shipment Timing

**Shipment Variance.** Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.

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Signature

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Date Signed

5/6/2026

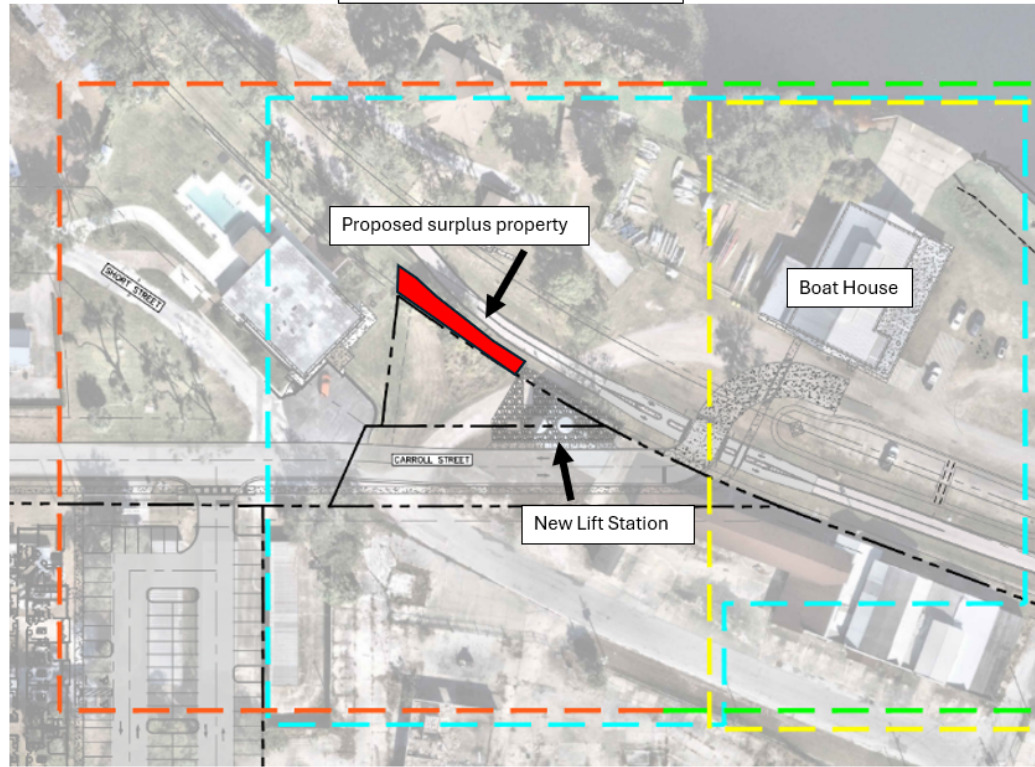


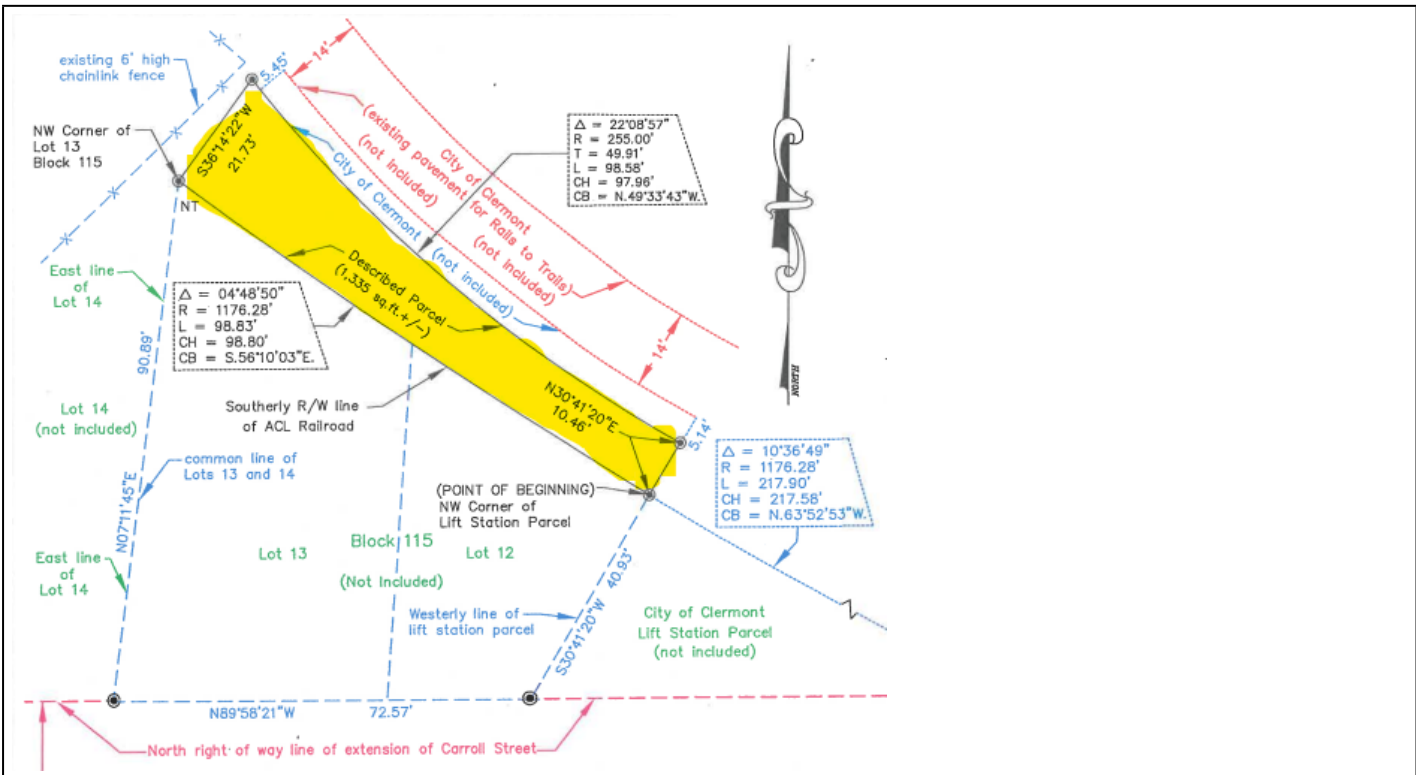
# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Surplus City Property	
<b>Requested Action</b>	
Request approval of surplusing approximately 1,335 square feet of property adjacent to the waterfront trail.	
<b>Staff Report</b>	

Staff is proposing surplusing city property that does not serve a purpose for public use. The 1,335 square foot parcel is left over property between the new lift station at the "Lumberyard" and private property to the west. Initially, staff thought this parcel was included with larger surplus property to the south donated by the Lumberyard, but when surveyed, it was discovered this was a "left over" parcel owned by the city, that did not serve a purpose and would only create a maintenance issue for the parcel. Once the new lift station is constructed, the parcel would sit between two fences approximately 100 feet apart.

**Surplus Property Location**







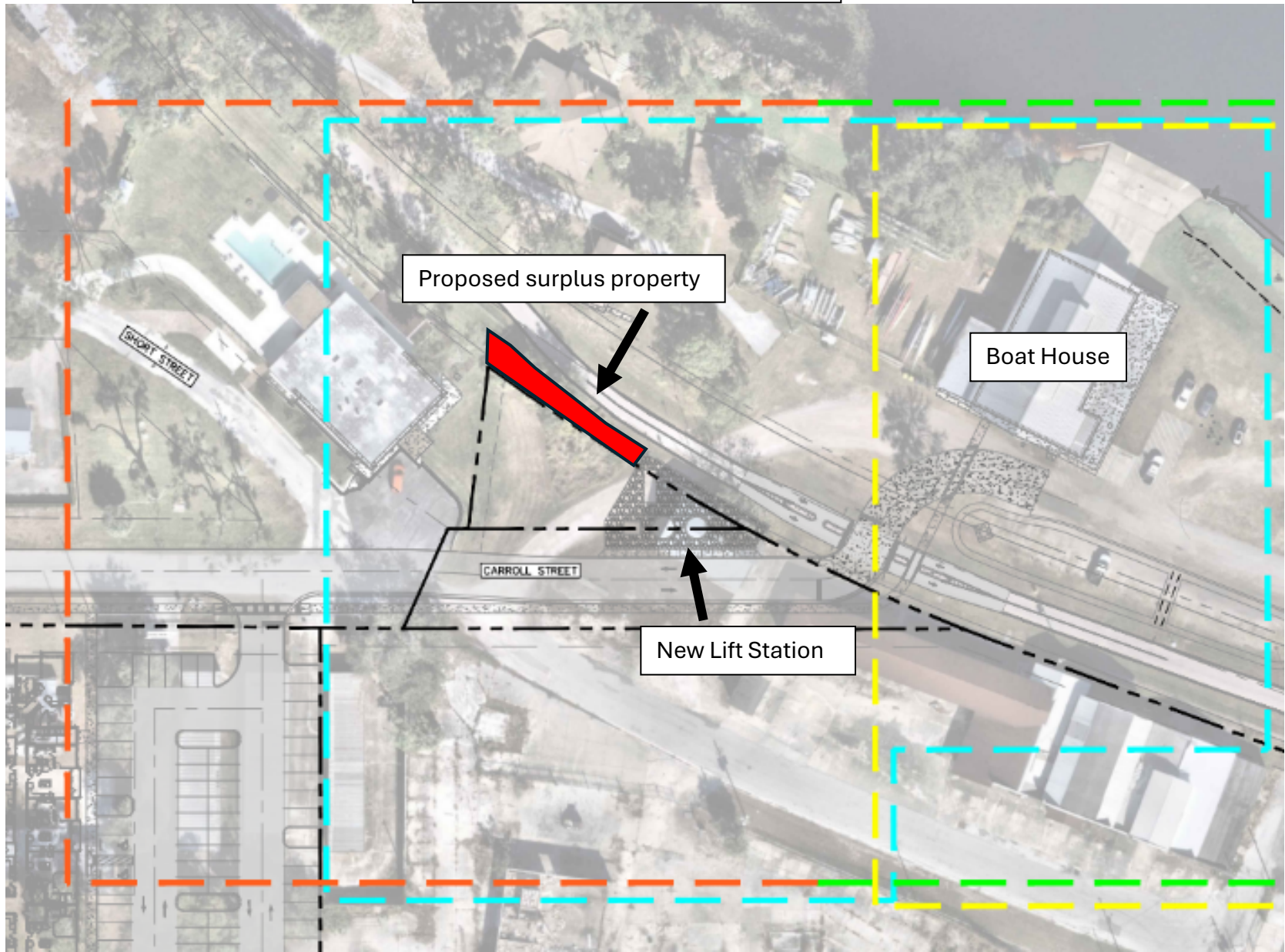
This request was brought to Council for consideration at their regularly scheduled meeting on May 12, 2026. Council directed staff to get with DPZ DesignCo (DPZ) to determine if surplussing this piece of property would unnecessarily disconnect the trail or limit its future use, and then bring the request back to Council for further consideration. Upon discussions with our Economic Development Director and reviewing the site area, DPZ has concluded that the proposed ownership transfer does neither (disconnect the trail or limit its future use), and arguably it generates revenue for the city while eliminating maintenance.

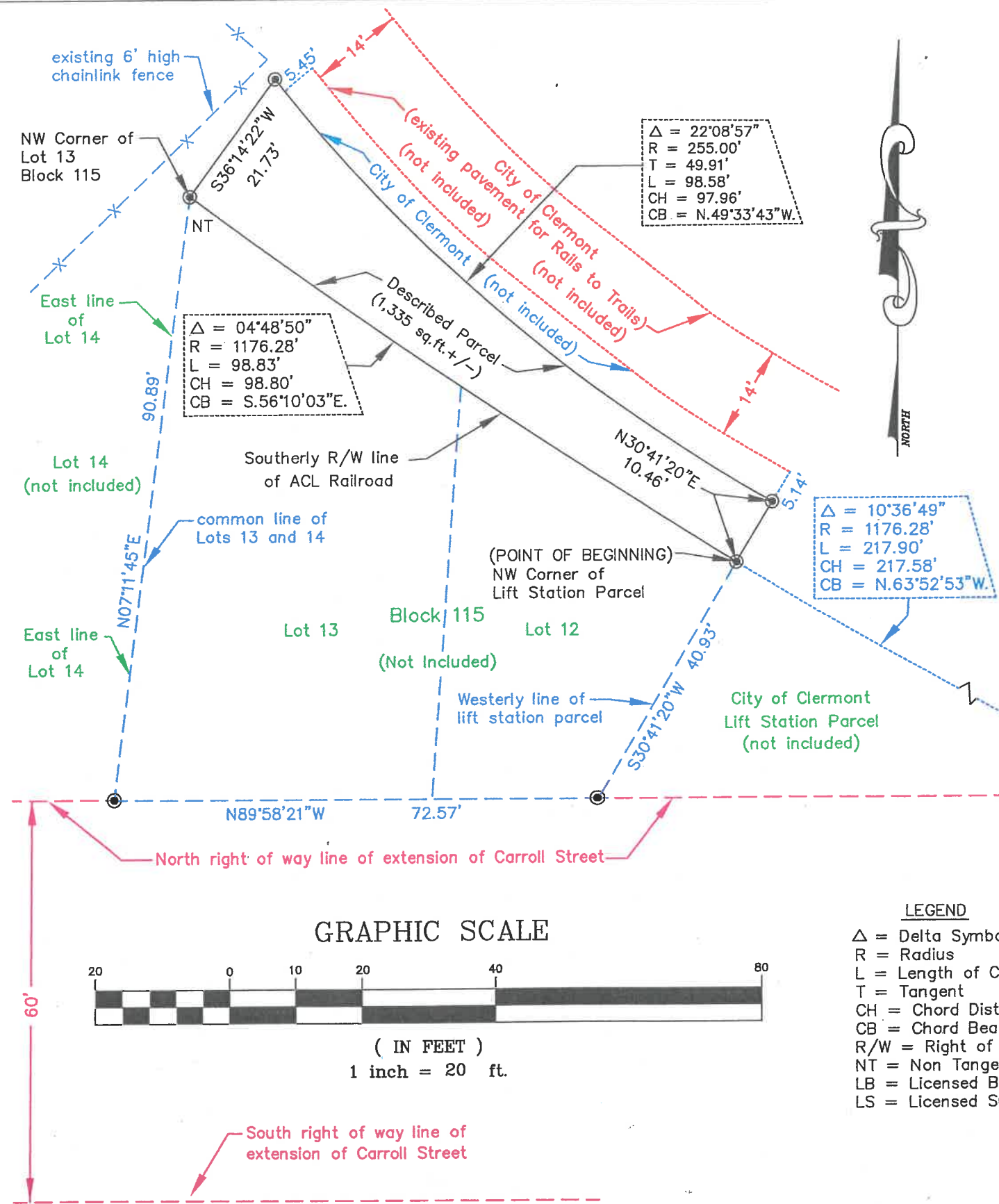
Based on staff and DPZ's reviews, our recommendation is that the 1,335 square foot parcel does not serve a purpose for public use. Therefore, staff recommends the city surplus this property. The city will retain an easement over this parcel for any utilities that remain underground.

#### Additional Analysis

<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	Surplus Parcel Location	Surplus Parcel Location.docx
2.	Surplus Parcel Survey/Legal	Surplus Parcel Survey/Legal.pdf
3.	1300	1300.pdf

# Surplus Property Location





**DESCRIPTION:** A PORTION OF THE ACL RAILROAD LYING BETWEEN BLOCK 115 AND BLOCK 117, JOHNSON'S REPLAT, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 8, PAGE 71, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, ALSO BEING IN SECTION 23, TOWNSHIP 22 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

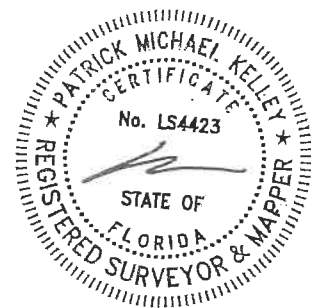
COMMENCING AT THE NORTHEAST CORNER OF LOT 1, BLOCK 117, OF SAID JOHNSON'S REPLAT; THENCE RUN S.00°47'00"W., 197.75 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF THE ACL RAILROAD; THENCE ALONG SAID RAILROAD RIGHT-OF-WAY, N.69°11'18"W., 330.55 FEET; TO A NON-TANGENT POINT ON A CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1176.28 FEET, A CHORD BEARING OF N.63°52'53"W., AND DISTANCE OF 217.58 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 10°36'49" A DISTANCE OF 217.90 FEET, TO THE NORTHWEST CORNER OF THE CITY OF CLERMONT LIFT STATION PARCEL; SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE DEPARTING SAID SOUTH RIGHT-OF-WAY OF THE ACL RAILROAD RUN THENCE N.30°41'20"E., A DISTANCE OF 10.46 FEET TO A POINT A CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 255.00 FEET, A CHORD BEARING OF N.49°33'43"W., AND DISTANCE OF 97.96 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 22°08'57" A DISTANCE OF 98.58 FEET; THENCE DEPARTING SAID CURVE RUN THENCE S.36°14'22"W., A DISTANCE OF 21.73 FEET TO THE NORTHWEST CORNER OF LOT 13, BLOCK 115 OF SAID JOHNSON'S REPLAT AND THE SOUTHERLY RIGHT-OF-WAY OF THE ACL RAILROAD; SAID POINT BEING ON A NON-TANGENT CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1176.28 FEET, A CHORD BEARING OF S.56°10'03"E., AND DISTANCE OF 98.80 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 04°48'50" A DISTANCE OF 98.83 FEET ALONG SAID RAILROAD RIGHT-OF-WAY TO THE POINT OF BEGINNING. (CONTAINING 1,335 SQUARE FEET, MORE OR LESS)

- NOTES:**
1. THIS IS A SKETCH OF DESCRIPTION AND NOT A BOUNDARY SURVEY.
  2. THIS SKETCH IS BASED ON A SKETCH AND DESCRIPTION BY L&S DIVERSIFIED PROFESSIONAL SURVEYORS AND MAPPERS, DATED JULY, 17, 2025.
  3. THE BEARINGS SHOWN HEREON ARE BASED ON THE ASSUMED BEARING OF S.00°47'00"W., ALONG THE EAST LINE OF BLOCK 117.
  4. THE PURPOSE OF THIS SKETCH IS TO SHOW A SURPLUS PARCEL OF LAND FOR THE CITY OF CLERMONT.

REVISED 2/22/2026

Blackburn Surveying, Inc.  
 L.B. # 6528  
 642 W. Highway 50  
 P.O. Box 121022  
 Clermont, Florida 34712  
 (352) 394-4417  
 Email: terrypitt@gmail.com

SKETCH OF DESCRIPTION FOR:		
SCALE: 1" = 20'	APPROVED BY: PMK	DRAWN BY: TERRY PITT
DATE: 1/30/2026	FB/PAGE: TP-FILE	revised 2/10/2026
JOHNSON'S REPLAT LAKE COUNTY, FLORIDA		
PAGE NO. 1	DRAWING NO. HESS-P2KZIP23	



Electronically signed and sealed by Patrick M. Kelley on 2/22/2026  
 PATRICK M. KELLEY, P.L.S. FLORIDA SURVEYOR'S CERTIFICATE NO. 4423  
 NOT VALID WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF A FLORIDA LICENSED SURVEYOR & MAPPER EXCEPT WHEN THE ELECTRONIC SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR IS AFFIXED HERETO.  
 THE SURVEY DEPICTED HERE IS NOT COVERED BY PROFESSIONAL LIABILITY INSURANCE.









# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Ordinance No. 2026-023 <i>Final Hearing</i>		
<b>Requested Action</b>		
Approve the adoption of Ordinance 2026-023 - Code Enforcement Fines		
<b>Staff Report</b>		
The City of Clermont's population is now recognized to exceed 50,000. As a result, pursuant to §162.09(2)(d), Fla. Stat., the City may increase its maximum fine amounts for code violations. In order to increase the deterrent effect of the code's prohibitions, the City Attorney and staff recommend giving the code enforcement board the additional leverage and power to levy fines up to \$1,000 per day based on the statute, among other things.		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
Fiscal impact is dependent on the amount of activity for each fine.		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1. Ord. 2026-023 Code Enforcement Fines (05.27.2026)	Ord. 2026-023 Code Enforcement Fines (05.27.2026).pdf	
2. Legal Ad	Legal Ad.pdf	



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-023**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, FLORIDA, AMENDING CHAPTER 1, ARTICLE II, DIVISION 3 OF THE CLERMONT CITY CODE TO CREATE SECTION 1- 101, PROVIDING FOR ADMINISTRATIVE FINES, COSTS OF REPAIR, COSTS OF ENFORCEMENT, AND LIENS; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Clermont, Florida is a duly constituted Florida municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, it is well-recognized that the population of Clermont has at least doubled in the past 20 years; and

**WHEREAS**, according to United States Census Bureau, the population of the City of Clermont surpassed 50,000 in early 2024;

**WHEREAS**, the number and variety of problems created by growth for enforcement of the City’s codes have presented new challenges to the public which the City Council desires to address by adding deterrence and new provisions to the City Code;

**WHEREAS**, among those measures the City desires taking advantage of the increased fines made possible pursuant to Chapter 162, Fla. Stat., for violators of the City Code, and also to have violators pay for the costs imposed on the City for investigation and enforcement of the code; and

**WHEREAS**, the City Council finds that it is in the public interest to pass an ordinance adding certain provisions to protect the health, safety, and welfare of the residents of Clermont.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Clermont that Chapter 1 of the City Code shall be amended to incorporate a new Section 1-101, consisting of the provisions set forth in Section 2 of this Ordinance.

**SECTION 1: RECITALS.**

The whereas clauses are incorporated herein as true and correct and as the findings of the City Council.

**SECTION 2: NEW PROVISIONS.**

The following provisions are hereby created in the Code:



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-023**

**Sec. 1-101. Administrative fines; costs of repair; costs of enforcement; liens.**

- (a) If a violation is corrected before a hearing, the violator shall pay the enforcement costs incurred by the city. The amount of such costs shall be set by the city council by resolution. The code enforcement division of the department designated by the city manager shall prepare an order specifying the enforcement costs incurred by the city in the enforcement of its codes, and shall serve a copy of the order upon the violator.
- (b) The code enforcement board, upon notification by the code enforcement officer that an order of the code enforcement board has not been complied with by the set time or upon finding that a repeat violation has been committed, may order the violator to pay a fine in an amount specified in this section. If a fine is imposed, it shall be assessed for each day the violation continues past the date set by the code enforcement board for compliance or, in the case of a repeat violation, for each day the repeat violation continues, beginning with the date the repeat violation is found to have occurred by the code enforcement officer. For the purposes of this section, the code enforcement board shall determine the per diem rate of the fine, and the same rate shall be assessed for each day the violation continues past the date set by the code enforcement board.
- (c) If the code enforcement board finds that the violation or the condition causing the violation presents a serious threat to the public health, safety, or welfare or if the violation is irreparable or irreversible in nature, the city may secure, repair or demolish the property or take any other action necessary to bring the property into compliance and charge the violator with the reasonable cost of the repairs along with the fine imposed pursuant to this section. Making such repairs shall not create a continuing obligation on the part of the city to make further repairs or to maintain the property. The city's costs of performing the repairs or undertaking any other necessary corrective action may be assessed against the property in like manner as described in Section 1-146(b) through (e) of the City Code.
- (d) If a finding of a violation or a repeat violation has been made pursuant to this section, a separate hearing shall not be necessary for issuance of the order imposing the fine. If, after due notice and hearing, the code enforcement board finds a violation to be irreparable or irreversible in nature, it may order the violator to pay a fine as specified in this section.
- (e) A fine imposed pursuant to this section shall not exceed \$1,000.00 per day for a first violation and shall not exceed \$5,000.00 per day for a repeat violation, and, in addition, may include all costs of repairs pursuant to paragraph (c) of this section. However, if the code enforcement board finds the violation to be irreparable or irreversible in nature, he or she may impose a fine not to exceed \$15,000.00 per violation.
- (f) In determining the amount of the fine in situations other than those described in paragraph (a) of this section, the code enforcement board may consider the following factors, among others:
  - (1) The gravity of the violation;



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-023**

- (2) Any actions taken by the violator to correct the violation;
  - (3) The amount of time the violation has continued to exist; and
  - (4) Any previous violations committed by the violator.
- (g) An order imposing a fine pursuant to this section shall contain the following information:
- (1) Findings of fact;
  - (2) Conclusions of law;
  - (3) Amount of the administrative fine;
  - (4) Amount of administrative enforcement costs; and
  - (5) Date by which the violation shall be corrected in order to prevent the continued assessment of fines and costs.
- (h) In any case where the violator is found to be legally responsible for a violation of any city code provision, the prescribed time for compliance contained in the notice of violation shall be presumed to have been a reasonable period of time. If the violator is able to establish at the hearing by clear and convincing evidence that such time was not reasonable, the special master may determine the reasonable date for compliance.
- (i) In any case where the violator is found to be legally responsible for a violation of any city code provision, the code enforcement board shall assess against the violator all costs incurred by the city in enforcing its codes in the particular case and all costs of repairs pursuant to paragraph (c) of this section. All such costs shall be included in the lien authorized by F.S. § 162.09(3), as amended from time to time. A certified copy of an order imposing a fine, or a fine plus repair costs, shall be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists and upon any other real or personal property owned by the violator. Upon petition to the circuit court, such order shall be enforceable in the same manner as a court judgment by the sheriffs of this state, including execution and levy against the personal property of the violator, but such order shall not be deemed to be a court judgment except for enforcement purposes. A fine imposed pursuant to this part shall continue to accrue until the violator comes into compliance or until judgment is rendered in a suit filed pursuant to this section, whichever occurs first.
- (j) A lien arising from a fine imposed pursuant to this section runs in favor of the city council, and the city council may execute a satisfaction or release of lien entered pursuant to this section, except that the city council authorizes and delegates to the city manager discretion to satisfy or release a lien, or to reduce the amount of a lien, for any such lien amount under \$15,000.00. Such action must be reported by the city manager to the city council no later than thirty (30) days after it is taken.
- (k) After three months from the filing of any such lien which remains unpaid, the city attorney may sue to foreclose on the lien or to sue to recover a money judgment for the amount of the lien plus accrued interest. However, no lien created pursuant to this section may be foreclosed on real property which is a homestead under § 4, Art. X of the Florida Constitution. The money judgment provisions of this section shall not apply to real



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-023**

property or personal property which is covered under § 4(a), Art. X of the Florida Constitution.

- (l) The duration of any lien arising under this chapter shall be for the maximum period of time as provided pursuant to F.S. § 162.10, as amended from time to time.

**SECTION 3: REPEAL OF CONFLICTING ORDINANCES.**

All ordinances or parts of ordinances in conflict herewith 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 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 OF SCRIVENERS ERROR.**

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.



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-023**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida on this 9th day of June 2026.

CITY OF CLERMONT

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Tim Murry, Mayor

ATTEST:

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Tracy Ackroyd Howe, MMC  
City Clerk

APPROVED AS TO FORM AND LEGALITY:

---

Christian W. Waugh, City Attorney



<b>Account Number:</b>	526733
<b>Customer Name:</b>	City Of Clermont-Legals
<b>Customer Address:</b>	City of Clermont - LEGALS Po Box 120219 Clermont FL 34712-0219
<b>Contact Name:</b>	Ada Schmidt
<b>Contact Phone:</b>	
<b>Contact Email:</b>	aschmidt@clermontfl.org
<b>PO Number:</b>	

<b>Date:</b>	05/19/2026
<b>Order Number:</b>	12346317
<b>Prepayment Amount:</b>	\$ 0.00

<b>Column Count:</b>	1.0000
<b>Line Count:</b>	45.0000
<b>Height in Inches:</b>	3.7300

**Print**

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	05/26/2026 - 05/26/2026	Govt Public Notices
LEE dailycommercial.com	1	05/26/2026 - 05/26/2026	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	\$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

<b>Order Confirmation Amount</b>	<b>\$73.10</b>
----------------------------------	----------------

## Ad Preview

### LEGAL NOTICE

Notice is hereby given that the City Council of the City of Clermont will consider the enactment of the following proposed ordinance. All interested parties will be given an opportunity to express their views on this matter.

#### ORDINANCE NO. 2026-023

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, FLORIDA, AMENDING CHAPTER 1, ARTICLE II, DIVISION 3 OF THE CLERMONT CITY CODE TO CREATE SECTION 1-101, PROVIDING FOR ADMINISTRATIVE FINES, COSTS OF REPAIR, COSTS OF ENFORCEMENT, AND LIENS; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.**

This ordinance will be considered by the City Council of the City of Clermont on Tuesday, June 9, 2026 at 3:00 P.M.

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  
May 26, 2026

5/26/2026

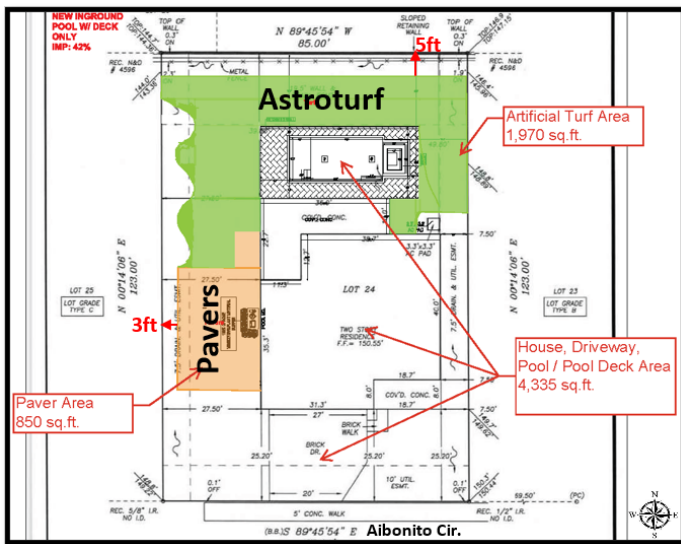
# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Variance Request 2099 Aibonito Cir.	
<b>Requested Action</b>	
Deny of the variance requests	
<b>Staff Report</b>	

The applicant, Gerald Saintilma, is requesting three variances to the Land Development Code on his property located at 2099 Aibonito Circle as a result of a pending code enforcement case for installed pavers. The property is within the Bella Terra Subdivision and is designated as the R-1 Single-Family Medium Density Residential District.

The first variance request is to allow for a side yard setback to be less than the minimum of 7.5 feet, as required by LDC Sec. 125-168(2). This would allow for the existing astroturf to remain on the property by encroaching into the side yard setback at zero (0) feet on each side of the property. In addition, it would allow the existing paver patio to encroach into the side yard setback at three (3) feet from the property line on the west side. The second variance request is to allow for a rear yard setback to be less than the minimum 25 feet required by LDC Sec.125-168(3). This would allow for the existing astroturf to remain on the property encroaching into the rear yard setback at five (5) feet from the property line.

Since the applicant has begun the variance process, they have worked with a civil engineer to ensure that the stormwater runoff generated by both the pavers and astroturf would not negatively impact their neighbors. They have made the onsite improvements in order to reduce the amount of impervious surface area on the property to be within the maximum amount permitted. Therefore, the third variance is not warranted at this time.



The applicant has indicated that the backyard has a noticeable slope, which created drainage and erosion concerns during the construction process of the pool. Necessary improvements were made in order to prevent erosion and minimize stormwater runoff to the neighboring properties. These improvements included having the

gutters redirect water through an underground pipe to a stormwater drain at the edge of the property. The applicant also installed the astroturf to help reduce erosion and double as a safe and functional outdoor area for their family to enjoy. The applicant mentioned a practical hardship due to the property's unique conditions and claims that removal of the improvements would impose significant financial burden.

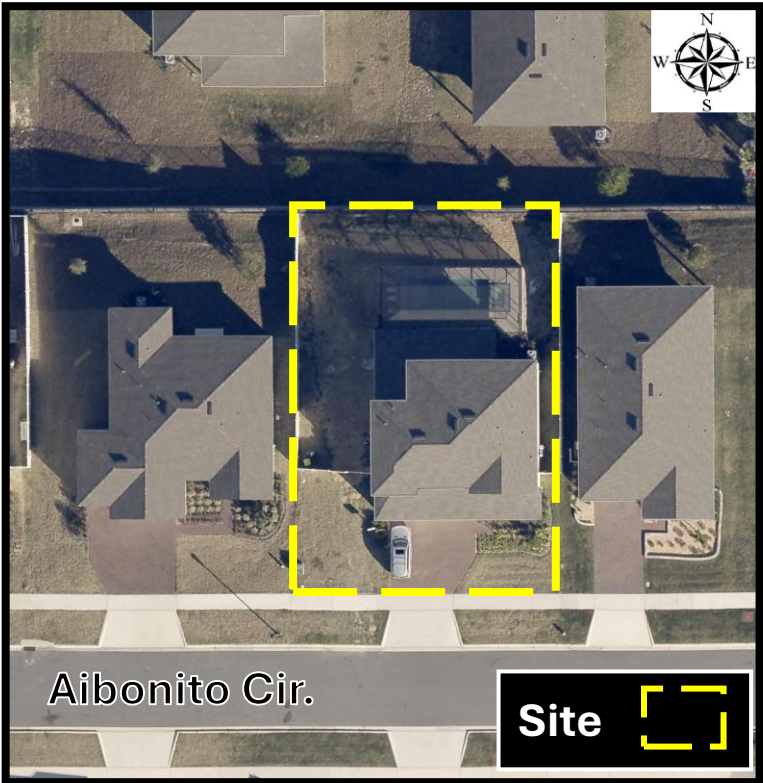
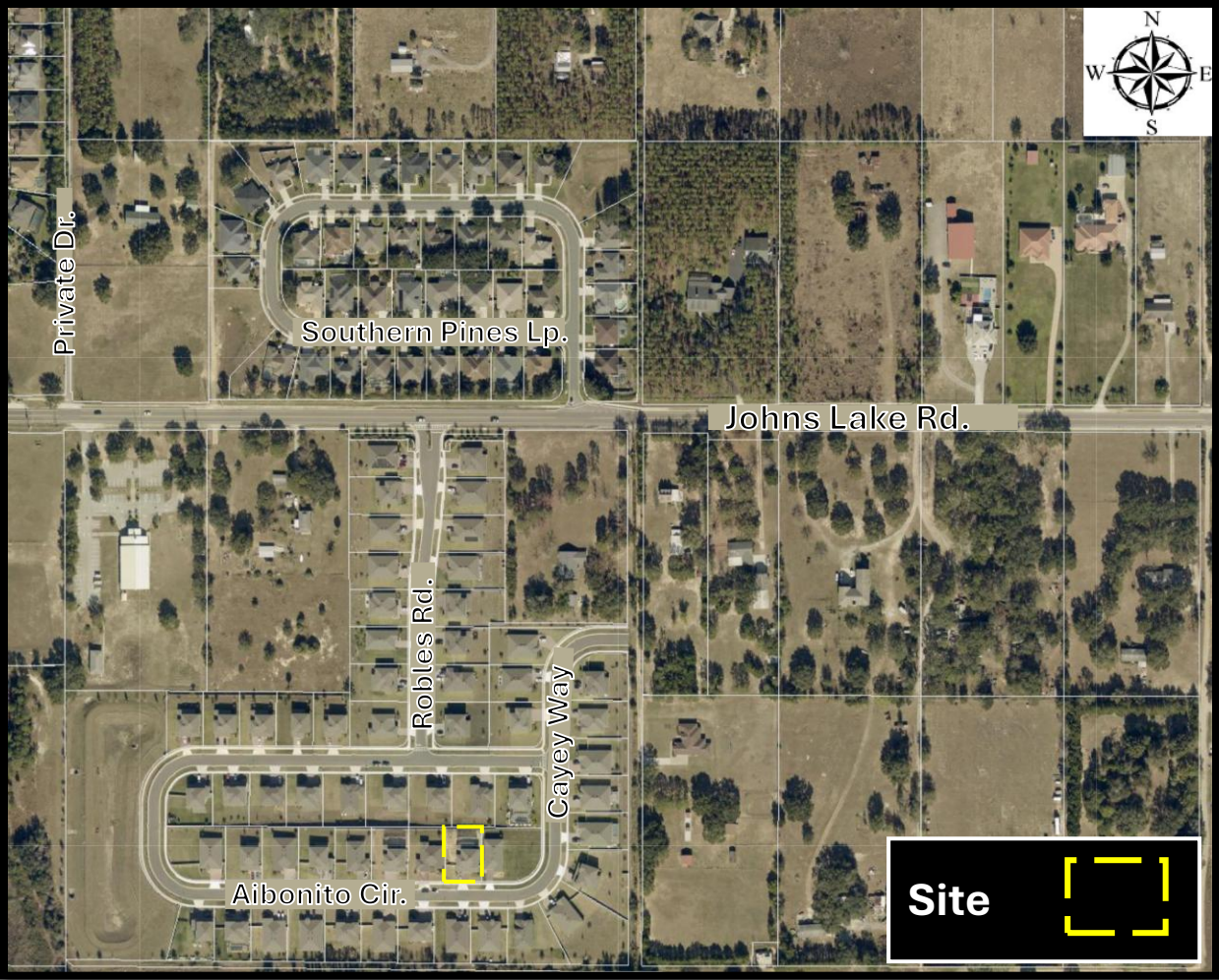


Upon review of the applicant's request, staff is unable to support the reduction to the side and rear yard setbacks. The variance request is more than the minimum in order to make reasonable use of the land due to the paver patio being able to meet the setback requirements if elongated. The City's Engineer also reviewed the improvements made to the astroturf and is concerned that the astroturf will require stringent and consistent maintenance to ensure the sub-base materials will function as designed. Without guarantee of proper maintenance, there is a possibility of an increase in stormwater runoff affecting the neighbors and the overall drainage and stormwater system in the future.

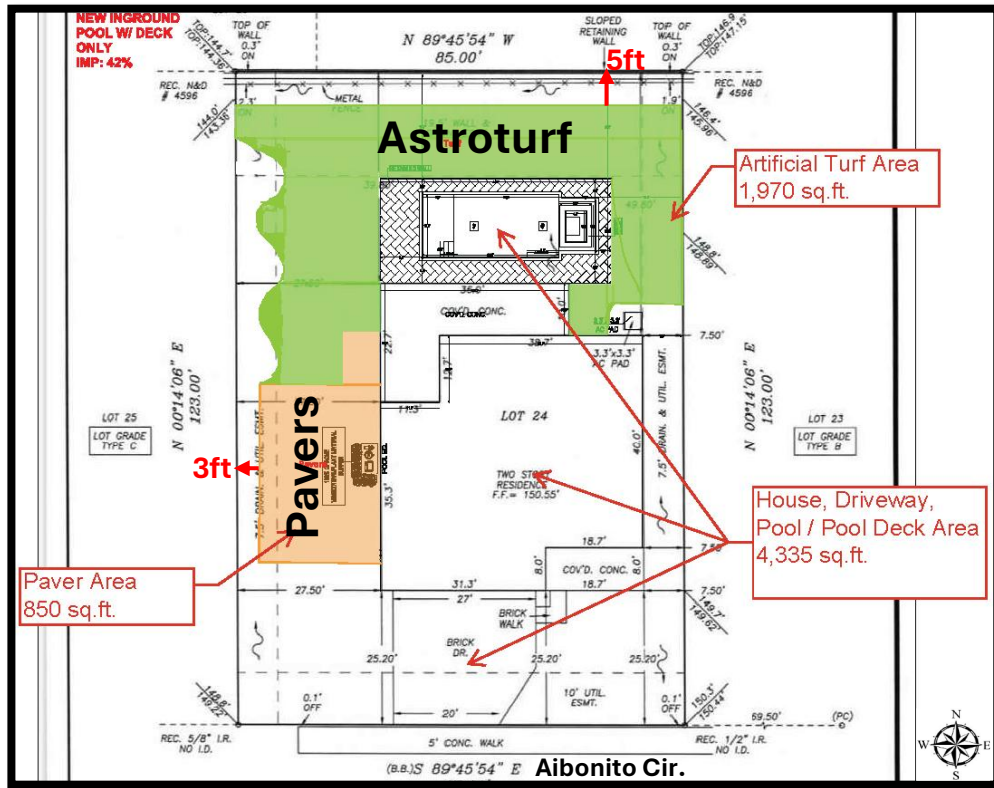
Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on two of the five criteria. Therefore, staff recommends denial of the variance request.

<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1.	Location Maps	Location Maps.pdf
2.	Neighbor Letters	Neighbor Letters.pdf
3.	HOA Approval_Turf Pavers	HOA Approval_Turf Pavers.pdf
4.	2099 Aibonito Circle Drainage Analysis 1	2099 Aibonito Circle Drainage Analysis 1.pdf
5.	101-246 Review Criteria-2099 Aibonito Cir. VAR	101-246 Review Criteria-2099 Aibonito Cir. VAR.pdf
6.	Staff Analysis 2099 VAR	Staff Analysis 2099 VAR.pdf
7.	Application & Project Narrative	Application & Project Narrative.pdf
8.	Legal ad - 2099 Aibonito Cir Variance June 9	Legal ad - 2099 Aibonito Cir Variance June 9.pdf

# 2099 Aibonito Cir. – Variance



# 2099 Aibonito Cir. – Variance



2099 Aibonito Cir. – Variance



**Maria A Gutierrez  
Indira I Arvizu  
2093 Aibonito Circle  
Clermont, FL 34711**

March 9, 2026

**Re: Neighborhood Support for Landscaping Variance  
Gerald and France GB Saintilma  
2099 Aibonito Circle**

**To: City of Clermont Council/Variance Review Board**

Dear Members of the City Council and Variance Review Board,

We, Maria Gutierrez and Indira Arvizu, neighbors of Mr. and Mrs. Saintilma, residents of 2099 Aibonito Circle, Clermont, FL 34711, respectfully submit this letter in support of our neighbors regarding their request to approve the variance related to the artificial turf and paver landscaping installed in the rear yard surrounding their residential pool area.

The homeowners made efforts to comply with the City of Clermont's requirements by requesting several quotes from professional landscaping companies and inquiring about any necessary permits. They were advised by landscaping professionals that no additional permit was required for the installation of the turf and paver improvements.

The landscaping installed is clean, well maintained, and aesthetically pleasing. It provides a safer and more comfortable outdoor environment for their two young children. The original Bahia grass installed by the builder often contributes to allergies and requires significant maintenance.

We respectfully support the homeowners' request and kindly ask the City Council and the Variance Review Board to approve the artificial turf and paver landscaping installed in their backyard patio area.

Thank you for your time and consideration.

Sincerely,

  
Maria Gutierrez

  
Indira I. Arvizu

Douglas González-Delgado & Mayra Álvarez-Rodríguez

2105 Aibonito Cir Clermont, FL 34711 • 850-966-2412

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March 24, 2026

To: City of Clermont / Variance Review Board

Subject: Neighborhood Support for Landscaping Variance Request  
Gerald and France GB Saintilma

Dear Members of the City Council and Variance Review Board:

We, the undersigned residents of the neighborhood surrounding the property at 2099 Aibonito Cir., respectfully submit this letter in support of our neighbors, Gerald and France GB Saintilma, regarding their request for approval or variance for the artificial turf and paver landscaping installed in their rear yard surrounding their residential swimming pool.

As nearby residents familiar with the property, we find that the improvements are professionally installed, well maintained, and visually consistent with the character of the neighborhood. The artificial turf and paver area do not create drainage, safety, or nuisance concerns, nor do they negatively impact neighboring properties, property values, or the overall community appearance.

In our view, these improvements are limited in scope, contained within the property, and do not create any adverse effects on surrounding homes. We do not believe approval of this request would set an undesirable precedent within the neighborhood.

For these reasons, we respectfully support the homeowners' request and ask that the City Council and/or Variance Review Board approve the requested variance so the project may receive final approval.

Thank you for your time and consideration.

Respectfully submitted,

Neighbor Supporters:



Douglas González-Delgado



Mayra Álvarez-Rodríguez

To whom it may concern,

My name is Max Krzyminski, and I reside at 2106 Aibonito Cir, Clermont, FL – Across the street from the subject property at 2099 Aibonito Cir.

I have no problem or issue with the use of turf grass in their backyard. I understand that the 85% impervious surface coverage is more than the 55%. I understand the pool being within the 55%, and the specific turf itself was chosen as it is a pervious surface.

I spoke with the residents, and they also explained that the turf is NOT sitting on top of cement or poured concrete, which would've classified it as impervious. It has been installed on top of a rock and sand mixture to create a pervious base for water drainage.

When I called the City to ask what the minimum rock mix standard was, it was explained that the City does not have the numbers and that they send the study to a group (engineers) that determines if it is or is not acceptable as pervious. Without readily available information for a resident to reference beforehand, it creates the opposite of a standard and is perceived as picking and choosing. If there is a standard, the City staff should know it, and it should be available to the public without hiring an engineer.

I hope the City, in the future, can set a standard that its residents can access and understand clearly while in the planning process, and not have to stop and check with the City because a rule or law is not clearly defined or accessible.

Sincerely,

A handwritten signature in black ink, appearing to read 'Max Krzyminski', written over a printed name.

Max Krzyminski

2106 Aibonito Cir

Clermont, FL 34711

3/24/26

Lovely Pierre  
3024 Robles Rd.  
Clermont, FL 34711

March 24, 2026

To Whom It May Concern:

I am Lovely Pierre and reside at 3024 Robles Rd, Clermont, FL 34711, in Bella Terra Community, in the neighborhood surrounding the property at 2099 Aibonito Circle. I am writing to support my neighbors. Gerald and France G.B. Saintilma, in their request for approval of the artificial turf and paver landscaping in their backyard around their pool.

As a nearby resident, I can say the work looks neat, well done, and fits in nicely with the neighborhood. It has not caused any drainage, safety, or other issues, and it does not negatively affect surrounding homes or property values.

The improvements are contained within their property and do not create any problems for neighbors. I also do not believe approving this request would set any negative precedent.

For these reasons, I respectfully support their request and ask that you approve the variance.

Thank you for your time and consideration.

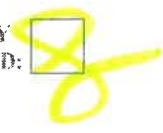
Respectfully submitted,

Neighbor Supporter

Name: Lovely Pierre

Signature: 

OFFICE USE ONLY  
OWNER CHARGED:



# Highland Community Management

**Application Processing Fee of \$25.00 will be charged to your account and must be paid within 10 days of application being submitted. Payments can be made online via your homeowner portal, please visit [www.hcmanagement.org](http://www.hcmanagement.org) to register if you have not already.**

## LANDSCAPE ALTERATION APPLICATION

Lot 24

OWNER'S NAME: Gerald & France Saintilma DATE: 03/13/2026

ADDRESS: 2099 Aibonito Cir, Clermont FL 34711 PHONE: 561-704-9665

EMAIL ADDRESS: gsaintilma7@gmail.com SUBDIVISION: Bella Terra

DESCRIBE IN DETAIL, TYPE OF LANDSCAPE ALTERATION: Standard artificial turf installation , High quality polyethylene with soft texture, Plant foxtail fern and croton Mammy around enclosure in an alternating pattern. 600sq feet of Catalina Grana Concrete Paver to be installed by the gate entrance. Create a border using the Catalina pavers to separate garden bed. Install 35- 7gal. podocarpus along the fenceline and lay decorative river rock in bed of podocarpus.

### **PLEASE INCLUDE THE FOLLOWING ITEMS ALONG WITH THIS APPLICATION:**

- A picture of the plants/shrubs that you might be removing and the new plants you will be installing. Please include names of plants if possible**
- If installation will include new mulch, a picture of the new mulch to be used and also a sketch if the plants bed will be enlarged or changed from current condition.**
- A sketch of the proposed installation to be done on a survey of your lot.**

*\*Any missing documents can delay the review of your application.*

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Review Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code or ordinance.

Homeowner Signature:  Date: 03/13/2026

- Approved
- Approved with changes (see attached)
- Denied: see reasons

The owner is responsible for any flooding caused by the artificial turf on their property or neighbors' property. Turf can only be installed in the portion of the yard enclosed by the fence.

HOA Signature: Per BOD Date: 3/23/26

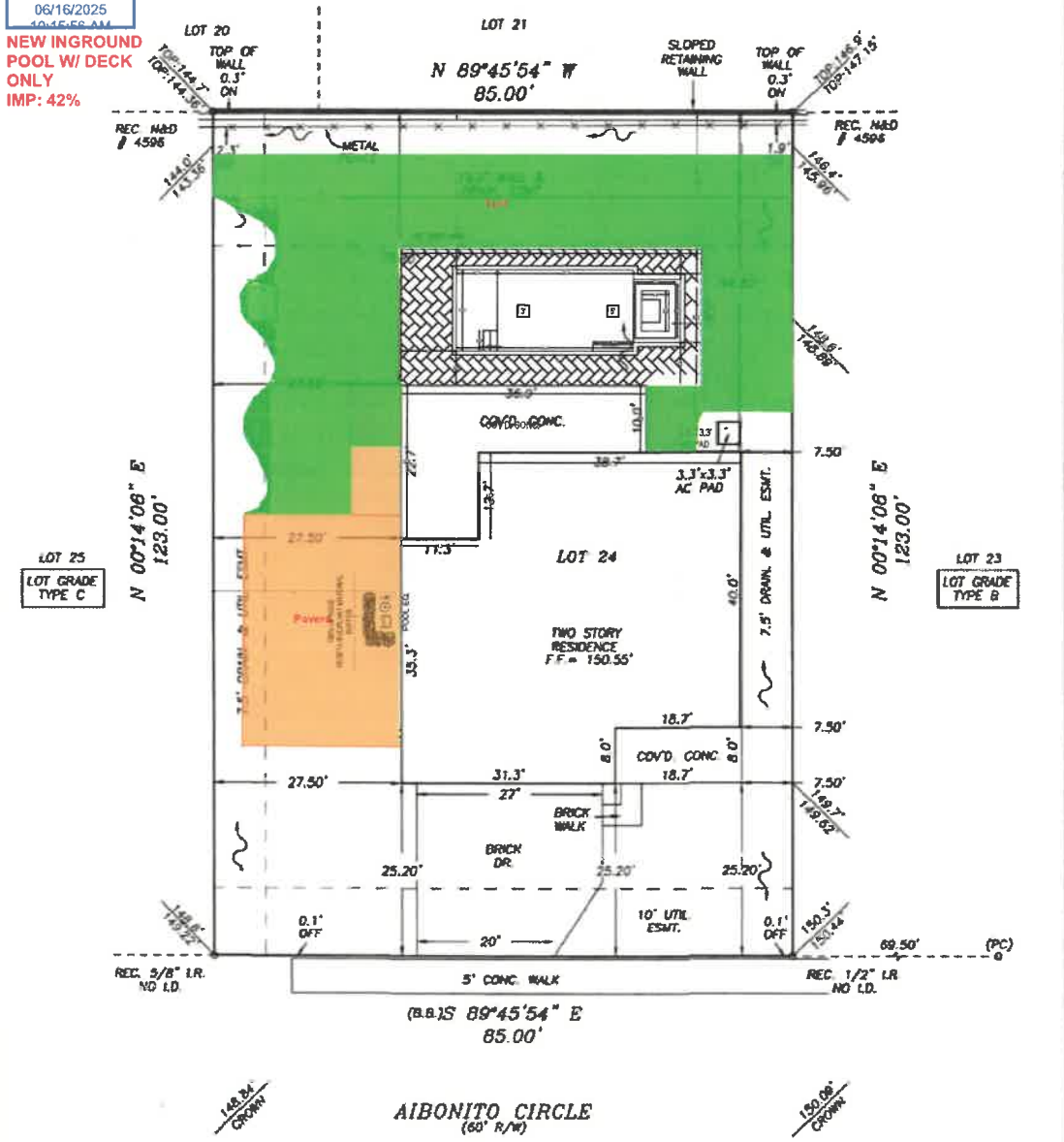
**\*Please return form by email: [Applications@hcmanagement.org](mailto:Applications@hcmanagement.org)**

DESCRIPTION AS FURNISHED: Lot 24, BELLA TERRA, as recorded in Plat Book 75, Pages 57 through 59, Public Records of Lake County, Florida.

BOUNDARY FOR / CERTIFIED TO: Gerald Saintilma; NVR Inc. dba Ryan Homes; New Home Title USA; United Wholesale Mortgage, LLC ISQAQ/ATIMA



NEW INGROUND  
POOL W/ DECK  
ONLY  
IMP: 42%



PROPOSED = FINISHED SPOT GRADE ELEVATIONS  
PER DRAINAGE PLANS  
~ = PROPOSED DRAINAGE FLOW  
LOT GRADING TYPE B  
PROPOSED FINISH FLOOR PER PLANS = 150.50'



Digitally signed by James W. Scott  
DN: cn=X, o=Florida,  
ou=Surveyors, email=jscott@grusenmeyer.com,  
serial=1209000002, c=US  
Date: 2025.02.24 12:28:22 -0500

BUILDING SETBACKS AS FURNISHED  
FRONT = 25'  
SECONDARY FRONT = 25'  
SIDE = 7.5'  
REAR = 25'

**GRUSENMEYER-SCOTT & ASSOC., INC. - LAND SURVEYORS**

<p>LEGEND -</p> <ul style="list-style-type: none"> <li>P = PLAT</li> <li>F = FIELD</li> <li>IP = IRON PIPE</li> <li>CA = CONCRETE ANCHOR</li> <li>SET 1A = 1/2" DIA. NAIL ANCH</li> <li>REC = RECORDED</li> <li>P.C. = POINT OF BEGINNING</li> <li>P.O.C. = POINT OF COMMENCEMENT</li> <li>C.P. = CORNER</li> <li>N.B. = NAIL &amp; BOLT</li> <li>R/W = RIGHT-OF-WAY</li> <li>ENTR = ENTRANCE</li> <li>DRAIN = DRAIN</li> <li>M.T.S. = METAL TIE STRAP</li> <li>O.P.C. = OIL PIPE CONNECTION</li> <li>V.M.P.L. = VERTICAL MASONRY PILE</li> <li>C.P. = CORNER</li> <li>P.C. = POINT OF CURVATURE</li> <li>P.O. = POINT OF INTERSECTION</li> <li>REC. = RECORDED</li> <li>R = RADIUS</li> <li>S = SLOPE</li> <li>C = CHAIN</li> <li>C.B. = CHAIN BEARING</li> <li>NO. FT. = SQUARE FEET</li> </ul>	<ul style="list-style-type: none"> <li>P.O.B. = POINT ON LINE</li> <li>T.P. = TYPICAL</li> <li>P.A.C. = POINT OF REVERSE CURVATURE</li> <li>P.C.C. = POINT OF COMPASS CURVATURE</li> <li>R.M. = RADIUS</li> <li>N.B. = NAIL &amp; BOLT</li> <li>U.P. = UTILITY POINT</li> <li>CALC. = CALCULATOR</li> <li>P.S.A. = PERMANENT REFERENCE MARKER</li> <li>FF = FINISHED FLOOR ELEVATION</li> <li>S.L. = SLOPING SETBACK LINE</li> <li>T.O. = TYPING</li> <li>S.M. = SLOPE MARKER</li> </ul>
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5400 E COLONIAL DR. ORLANDO, FL 32807 (407)-277-3232 FAX (407)-658-1436

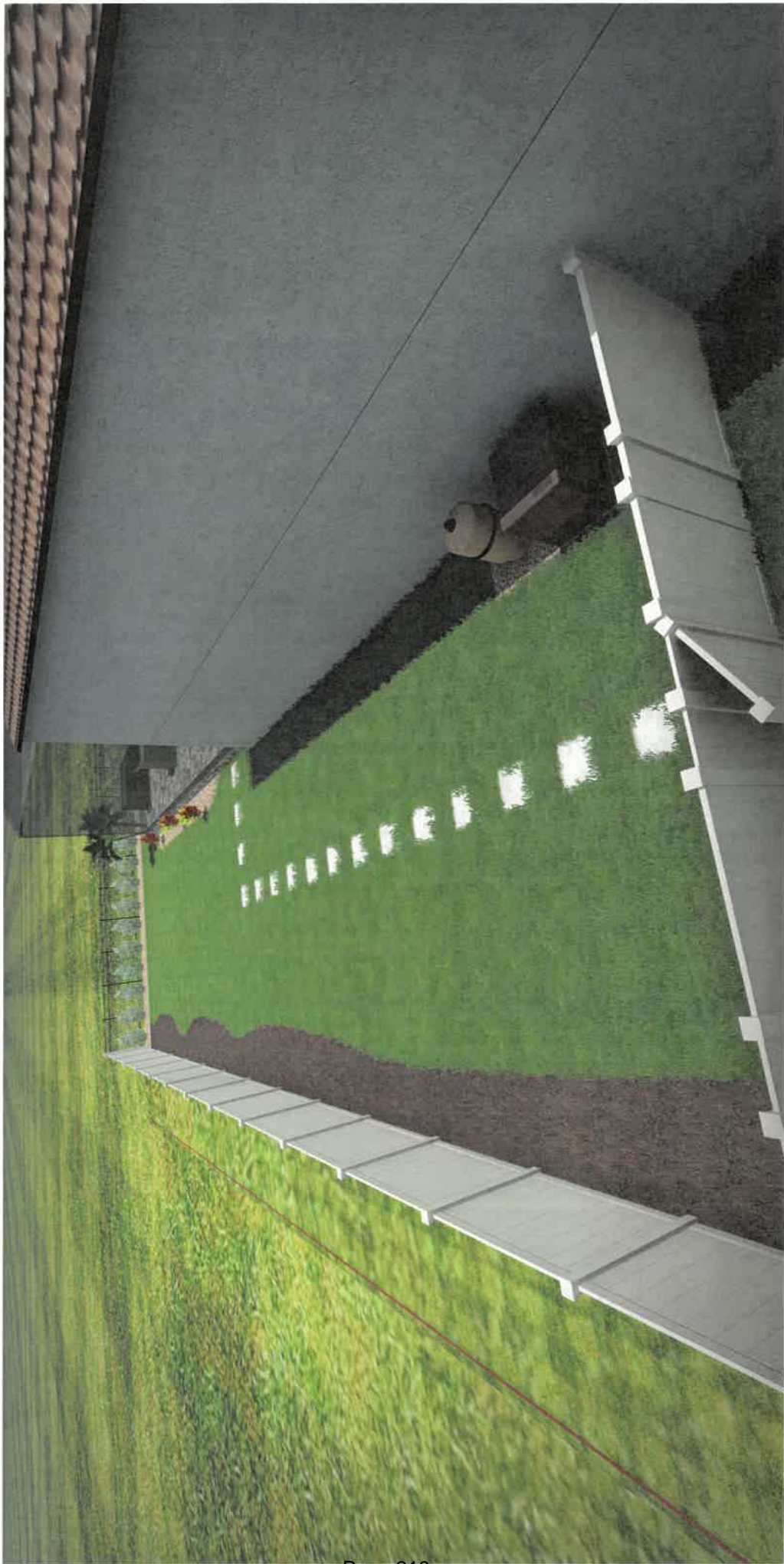
- NOTES:
1. THE UNDERSIGNED HEREBY CERTIFY THAT THIS SURVEY MEETS THE REQUIREMENTS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND APPROVES IN CHAPTER 43-11 FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 433.207, FLORIDA STATUTES.
  2. UNLESS ENDORSED WITH SURVEYOR'S SIGNATURE AND ORIGINAL BOUNDARY SEAL, THIS SURVEY MAP OR COPIES ARE NOT VALID.
  3. THIS SURVEY WAS PREPARED FROM TITLE INFORMATION FURNISHED TO THE SURVEYOR. THERE MAY BE OTHER RESTRICTIONS OR EASEMENTS THAT AFFECT THIS PROPERTY.
  4. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.
  5. THIS SURVEY IS PROVIDED FOR THE SOLE BENEFIT OF THOSE ENTITLED TO AND SHOULD NOT BE RELIED UPON BY ANY OTHER PARTY.
  6. DIMENSIONS SHOWN FOR THE LOCATION OF IMPROVEMENTS HEREBY SHOULD NOT BE USED TO RECONSTRUCT BOUNDARY LINES.
  7. BEARINGS AND DISTANCES ASSUMED SHOWN AND ON THE LINE SHOWN AS BOUNDARY LINES.
  8. ELEVATIONS OF BOUNDARY ARE BASED ON NORTH AMERICAN MEAN SEA LEVEL BY 1988, UNLESS OTHERWISE NOTED.
  9. CERTIFICATE OF AUTHORIZATION No. 4284.

CERTIFIED BY:  
*James W. Scott*  
TOM K. GRUSENMEYER, R.L.S. # 4714  
JAMES W. SCOTT, R.L.S. # 4801

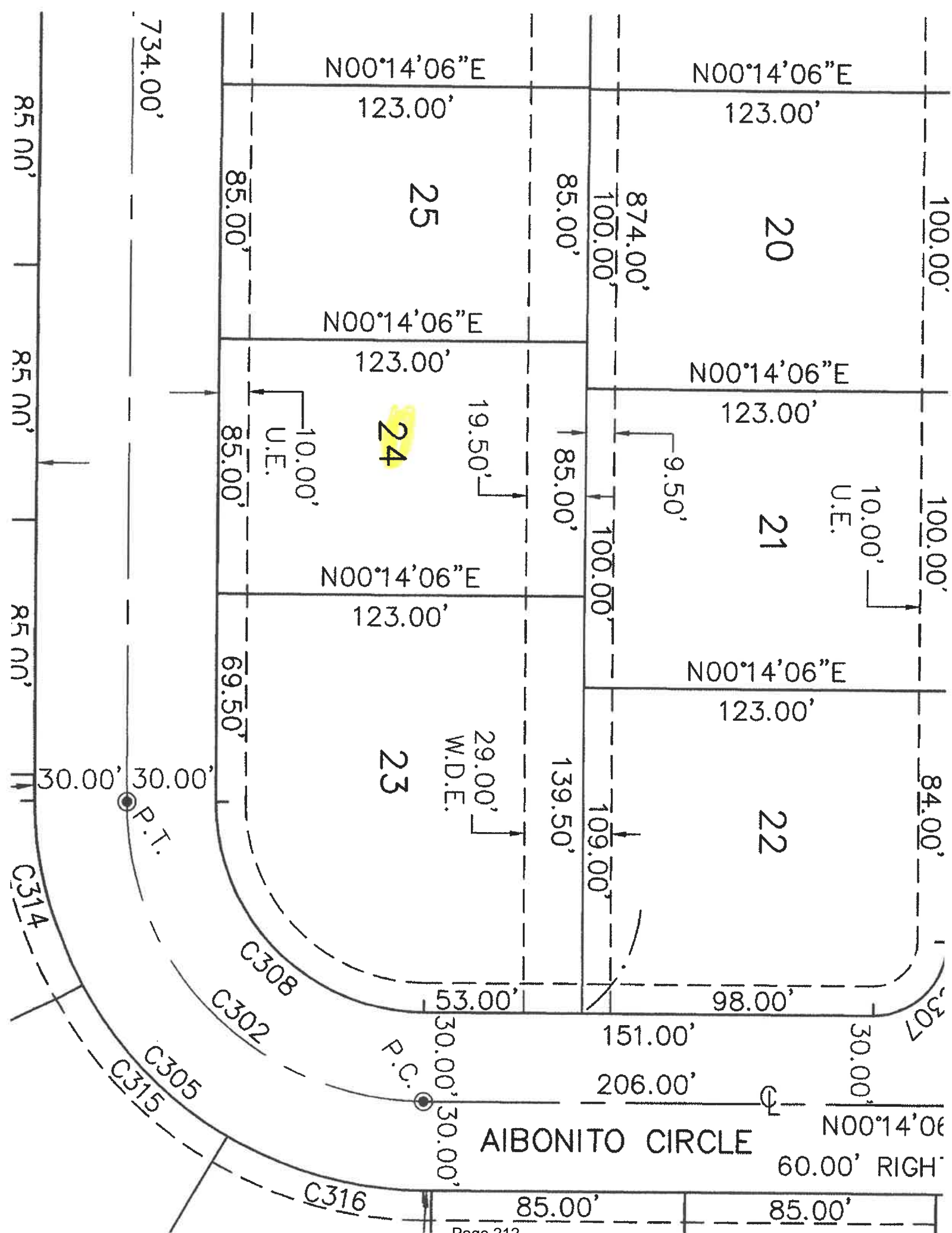
SCALE 1" = 20'	DRAWN BY: M
DATE	ORDER No.
PLOT PLAN 09-03-2024	24-9864
FORWARD FOUNDATION/ELEVS 11-05-2024	24-10856
FINAL ELEVS. 01-21-2025	25-1302
ADDED CERTIFICATIONS 02-24-2025	
REVISED CERTIFICATIONS 02-26-2025	

THIS BUILDING/PROPERTY DOES NOT LIE WITHIN THE ESTABLISHED 100 YEAR FLOOD PLANE AS PER FEMA ZONE "X" MAP # 12090C00002 (12-18-12)











HIGHLAND ENGINEERING, INC

April 29, 2026

Mr. Gerald Saitilma  
2099 Aibonito Circle  
Clermont, Florida 34711

RE: Engineering Report and Drainage Summary  
Additional Pavers, Turf and Pool

At the request of the property owner, Highland Engineering, Inc. (HEI) performed a site inspection of the residence located at 2099 Aibonito Circle. Based on information provided to HEI and observations made during the inspection, pavers and artificial turf were installed on the property in conjunction with the construction of a swimming pool. It is HEI's understanding that these improvements were installed by a licensed contractor and that approval was obtained from the Homeowners Association (HOA) prior to installation. However, separate permits from the City of Clermont for the pavers and artificial turf may not have been obtained prior to installation. As a result, the improvements warranted further evaluation for consistency with applicable provisions of the City of Clermont Land Development Regulations, including limitations on impervious surface coverage and conformance with previously approved grading and drainage plans for the Bella Terra Subdivision

According to the City of Clermont Land Development Code and the Official Zoning Map, residential lots within the Bella Terra Subdivision are limited to a maximum impervious surface coverage of 55 percent. Based on the approved Bella Terra subdivision grading and drainage plans (see Figure 7), the subject property is classified as a Modified Type B Lot. Under this classification, runoff from the lot is directed toward the side property lines, with side-yard swales conveying flow toward both the front and rear yard. Runoff from the rear yard is collected by a drainage inlet located at the rear property line and is not intended to discharge directly onto adjacent properties.

Based on the City of Clermont's approval documents for the swimming pool, the residence, driveway, pool, and pool deck were approved with a total impervious surface coverage of approximately 42 percent. Independent calculations performed by HEI, utilizing field measurements and a survey of the subject property, yielded a comparable impervious coverage of 41.46 percent, equivalent to 4,335 square feet of impervious surface (see Figure 5). This results in approximately 1,415 square feet of remaining impervious area available under the maximum allowable 55 percent (5,750 square feet) for the subject property.

Following inspection of the site and review of the measurements provided by the homeowner and contractor, the paver area was measured at approximately 850 square feet, and the artificial turf area was measured at approximately 1,970 square feet (see Figure 6). Pavers and artificial turf may be considered pervious or semi-impervious when installed over an open-graded aggregate base, such as decomposed granite or FDOT Type 57 stone, provided it installed in accordance with accepted engineering practice. However, at the subject property, the pavers and artificial turf were observed to be installed over a crushed concrete fines base, which generally becomes densely compacted and functions as impervious material.

Based on this observation, and for the purpose of conservatively evaluating compliance with impervious surface limitations, the pavers and artificial turf were treated as impervious surfaces. Under this assumption, the total impervious area on the property was calculated to be approximately 7,185 square feet, which exceeds the maximum allowable impervious coverage by approximately 1,435 square feet.

Discussions with the property owner and contractor indicated that the permeability limitations associated with crushed concrete fines were not fully understood at the time of installation. Based on these discussions, it is HEI's understanding that corrective action is proposed whereby the crushed concrete fines will be removed and replaced with an open-graded aggregate base (FDOT Type 57 stone), in order to allow the paver and artificial turf systems to function as intended permeable improvements.

### Impervious Area Summary

Prior to the installation of the pavers and artificial turf, the subject property was 41.46% impervious and contained approximately the following impervious surface areas:

<b>Impervious Coverage of Residence, Pool and Pool Deck</b>			
<b>Area Description</b>	<b>Square Feet</b>	<b>Acres</b>	<b>Percentage</b>
Residence, Pool and Pool Deck	4,335	0.0995	41.46%
Open Space	6,120	0.1405	58.5%
Total	10,455	0.2400	100%

\*Based on Measure of Provided Survey, See Figure 5

After the installation of the pavers and artificial turf, the subject property was 68.44% impervious. The summary of impervious areas noted below assumes the pavers and artificial turf are treated as 100% impervious.

<b>Impervious Coverage after Pavers and Artificial Turf Installation (Concrete Fine Base)</b>			
<b>Area Description</b>	<b>Square Feet</b>	<b>Acres</b>	<b>Percentage</b>
Residence, Pool and Pool Deck	4,335	0.0995	41.46%
Pavers	850	0.0195	8.13%
Artificial Turf	1,970	0.0452	18.84%
Open Space	3,300	0.0758	31.56%
Total	10,455	0.2400	100%

\*See Figure 6 for a graphical break down of areas.

However, if installed correctly, pavers and artificial turf can be credited with a 50% or greater reduction in impervious area when not subject to repeated vehicle traffic loads. The below table shows the impervious coverage assuming a 50% reduction in impervious for pavers and artificial turf.

<b>Impervious Coverage after Pavers and Artificial Turf Installation (FDOT Type 57 Stone Base)</b>			
<b>Area Description</b>	<b>Square Feet</b>	<b>Acres</b>	<b>Percentage</b>
Residence, Pool and Pool Deck	4,335	0.0995	41.46%
Pavers	425	0.0098	4.07%
Artificial Turf	985 *	0.0226	9.42%
Open Space	425 *	0.1081	45.05%
Total	10,455	0.2400	100%

\* Assumes a 50% reduction in impervious coverage for pavers and artificial turf.

## Runoff Analysis

Typically, surface runoff generated from rainfall events is calculated using either the Soil Conservation Service (SCS) runoff procedures, consisting of the curve number (CN) method or the Rational Method, consisting of a runoff coefficient (C). ASCE publication 68-18 provides a means for calculating the reduced curve number (CN) accounting for the storage in the system and infiltration into the soil for pavers and reductions in runoff coefficient (C). Due to the size of the drainage area (0.24 acres), the rational method was used because it will usually provide a more accurate representation of runoff for smaller drainage areas. When using the Rational Method, a C-value, which represents the percentage of rainfall that becomes runoff. Typical calculated C-values for pavers range between 0.25 to 0.40, where as, asphalt and concrete has a C-value of 0.98. For this report, we will assume C value of 0.80 for the pavers which is conservative and accounts for some variations in permeability and/or sealers than may be applied to keep the pavers looking new. In addition, for the artificial turf typical C-Values range between 0.30 to 0.40. For this report, we will assume C value of 0.30 for the artificial turf due to the use of the well-drained FDOT Type 57 stone aggregate base. This is also double the C-Value of the native sandy soils for conventional open space grass areas with a C-Value of 0.15. A 10-year storm event was analyzed with a 5 min time of concentration (approximately 9.11 inches of runoff). The results are shown in the table below, which also shows a comparison as if the lot were to be improved with the 55% maximum impervious coverage:

	Impervious Area (C=0.98)	Pavers (CN=65) (C=0.80)	Artificial Turf (CN=65) (C=0.30)	Open Space Area (CN=39) (C=0.15)	Total Area (Acres)	Impervious Area	Composite CN	Runoff Coefficient (C)	Rational Method Runoff Rate (cfs)
55% Max Impervious	0.1320	0.0000	0.0000	0.1080	0.2400	0.1320	71	0.61	1.33
Subject Property	0.0995	0.0195	0.0452	0.0758	0.2400	0.1416	70	0.58	1.26

When compared to traditional 55% impervious coverage for the subject property the runoff generated by the pavers and artificial turf is slightly less. Therefore an increase in runoff from the subject property would not be anticipated after removal and replacement of the crushed concrete fines with use of the well-drained FDOT Type 57 stone aggregate base.

## Conclusion

The purpose of this engineering summary was to evaluate the impervious surface coverage of the subject property and to assess potential drainage-related considerations associated with the installation of pavers and artificial turf. This evaluation was performed based on available information and observations made at the time of inspection. It should be noted that this report was prepared without the benefit of certified survey data or site-specific as-built topographic information. Accordingly, the findings, calculations, and conclusions presented herein are based on visual observations, photographic documentation, and general engineering judgment, and were developed using conservative assumptions consistent with standard engineering practice.

Based on observations made during the site inspection, the pavers and artificial turf installed at 2099 Aibonito Circle utilize a crushed concrete fines base aggregate. Crushed concrete fines, when placed and compacted, typically become densely consolidated and should not be considered pervious. In such applications, this material functions as a restrictive layer that limits infiltration and causes the surface to behave in a largely impervious manner. For the purpose of evaluating compliance with the City of Clermont's maximum allowable 55 percent impervious surface coverage, the pavers and artificial turf were therefore conservatively treated as impervious surfaces. Under this assumption, the subject property exceeds the maximum allowable impervious surface coverage.

However, replacement of the crushed concrete fines with an open-graded aggregate base, such as FDOT Type 57 stone or decomposed granite, would allow the paver and artificial turf systems to function as permeable or semi-permeable improvements when not subjected to vehicular loading. Such materials are commonly used in drainage applications due to their high void ratios and infiltration capacity. If installed correctly, pavers and artificial turf can be credited with a 50% or greater reduction in impervious area and would therefore be in compliance with the 55% maximum impervious area limitations associated with the subject property.

HEI has performed a subsequent inspection of the subject property on April 27<sup>th</sup> 2026 and can confirm that the concrete fine base material has been replaced with the FDOT Type 57 Stone to ensure adequate drainage of the turf installation.

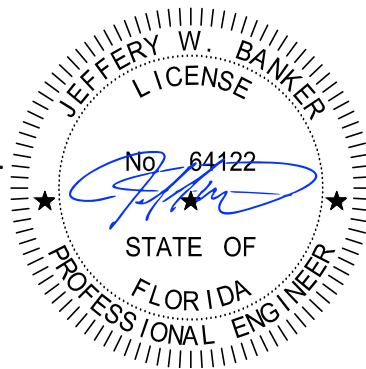
As the use of artificial turf in residential applications becomes more prevalent, the City of Clermont may wish to consider adopting specific installation standards or permitting criteria for artificial turf systems to ensure compliance with impervious surface limitations and drainage requirements. As mentioned above, a 50% reduction may be considered a reasonable baseline until sufficient manufacturer supported data or testing is provided to support and greater reductions in impervious coverage.

If you have any questions regarding the attached documents or need additional information concerning this submittal, please do not hesitate to contact me at 407-275-7877 or via e-mail at [jbanker@heifl.com](mailto:jbanker@heifl.com).

Sincerely,

Highland Engineering, Inc.

Jeffery W. Banker, P.E.  
Principal



Jeffery W.  
Banker

Digitally signed by  
Jeffery W. Banker  
Date: 2026.05.04  
09:29:21 -04'00'

This item has been digitally signed and sealed by Jeffery W. Banker, P.E. on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

- Figure 1 – Picture of West Property Line Looking North
- Figure 2 – Picture of South Property Line Looking East
- Figure 3 – Picture of East Property Line Looking South
- Figure 4 – Picture of Area Drain at Rear Property Line
- Figure 5 – Survey Plan
- Figure 6 – Survey Plan with Area Measurements
- Figure 7 – Bella Terra Master Grading Plan



*Figure 1: West Property Line Looking North*



*Figure 2: South Property Line Looking East*



*Figure 3 – East Property Line Looking South*



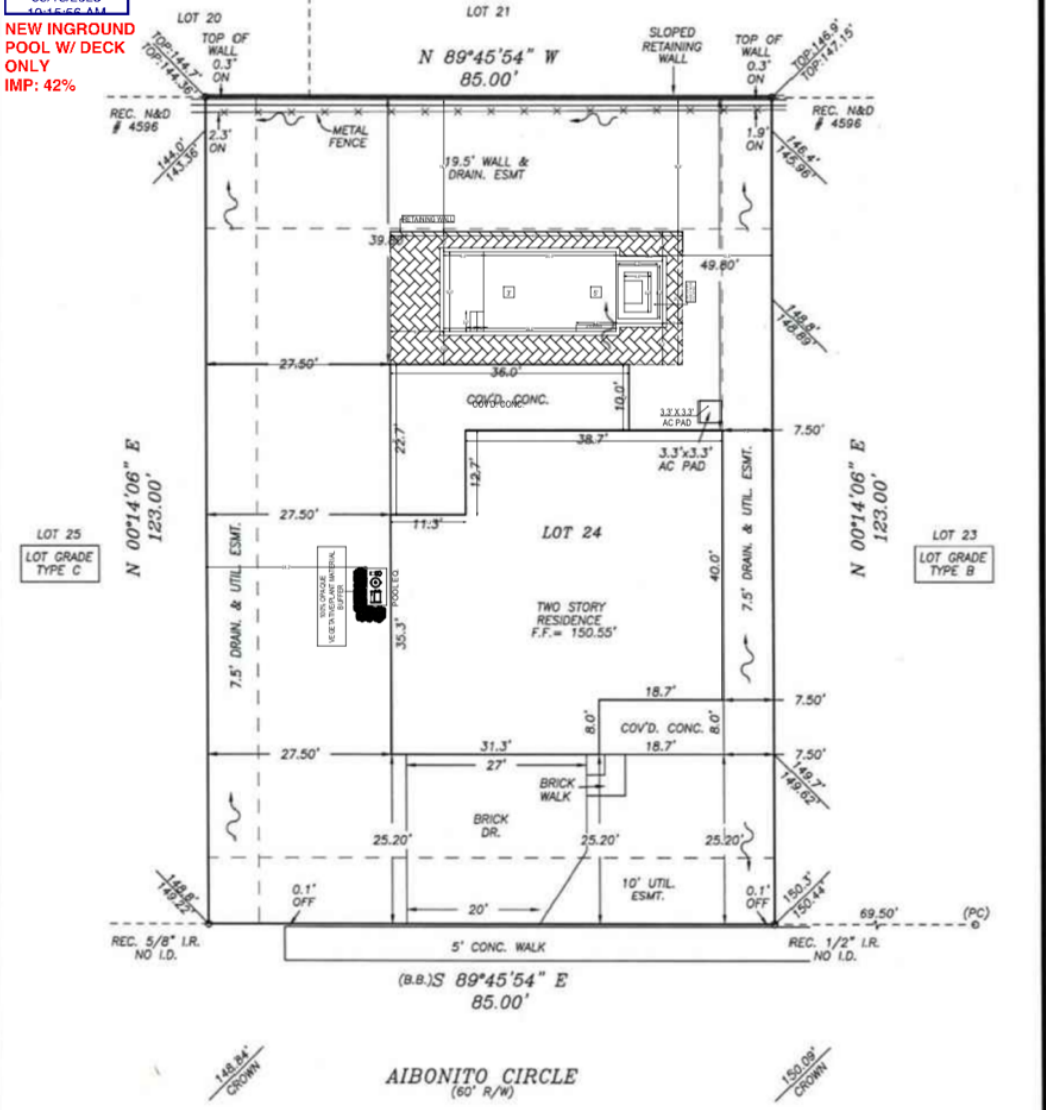
*Figure 4 – Area Drain At Rear Property Line*

DESCRIPTION AS FURNISHED: Lot 24, BELLA TERRA, as recorded in Plat Book 75, Pages 57 through 59, Public Records of Lake County, Florida.

BOUNDARY FOR / CERTIFIED TO: Gerald Saintilma; NVR Inc. dba Ryan Homes; New Home Title USA; United Wholesale Mortgage, LLC ISAOA/ATIMA

Zoning-JU  
 of CLERMONT  
 06/16/2025  
 10:16:56 AM

NEW INGROUND  
 POOL W/ DECK  
 ONLY  
 IMP: 42%



PROPOSED = FINISHED SPOT GRADE ELEVATIONS PER DRAINAGE PLANS  
 --- = PROPOSED DRAINAGE FLOW  
 LOT GRADING TYPE B  
 PROPOSED FINISH FLOOR PER PLANS = 150.50'

EXISTING PROPOSED

Digitally signed by James W Scott  
 DN: cn=JWS, o=Florida, email=jws@grusensurvey.com, c=US  
 Reason: I am the signer  
 Date: 2025.02.26 12:20:22 -05'00'

BUILDING SETBACKS: AS FURNISHED  
 FRONT = 25'  
 SECONDARY FRONT = 25'  
 SIDE = 7.5'  
 REAR = 25'

**GRUSENMEYER-SCOTT & ASSOC., INC. - LAND SURVEYORS**

5400 E. COLONIAL DR. ORLANDO, FL. 32807 (407)-277-3232 FAX (407)-658-1436

NOTES:  
 1. THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 50-17 FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.027, FLORIDA STATUTES.  
 2. UNLESS EMPOWERED WITH SURVEYOR'S SIGNATURE AND ORIGINAL RAISED SEAL, THIS SURVEY MAP OR COPIES ARE NOT VALID.  
 3. THIS SURVEY WAS PREPARED FROM TITLE INFORMATION FURNISHED TO THE SURVEYOR. THERE MAY BE OTHER RESTRICTIONS OR ENCUMBRANCES THAT AFFECT THIS PROPERTY.  
 4. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.  
 5. THIS SURVEY IS PREPARED FOR THE SOLE BENEFIT OF THOSE CERTIFIED TO AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY.  
 6. DIMENSIONS SHOWN FOR THE LOCATION OF IMPROVEMENTS HEREON SHOULD NOT BE USED TO RECONSTRUCT BOUNDARY LINES.  
 7. BEARINGS ARE BASED ASSUMED DATUM AND ON THE LINE SHOWN AS BASE BEARING (B.B.).  
 8. ELEVATIONS, IF SHOWN, ARE BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.  
 9. CERTIFICATE OF AUTHORIZATION NO. 4598.

CERTIFIED BY: *James W. Scott*  
 TOM X. GRUSENMEYER, R.L.S. # 4714  
 JAMES W. SCOTT, R.L.S. # 4801

SCALE 1" = 20'  
 DRAWN BY: M  
 ORDER No.  
 DATE  
 PLOT PLAN 09-03-2024 24-9854  
 FORMBOARD FOUNDATION/ELEVS. 11-05-2024 24-10856  
 FINAL ELEVS. 01-21-2025 25-1302  
 ADDED CERTIFICATIONS 02-24-2025  
 REVISED CERTIFICATIONS 02-26-2025

THIS BUILDING/PROPERTY DOES NOT LIE WITHIN THE ESTABLISHED 100 YEAR FLOOD PLANE AS PER "FIRM" ZONE "X" MAP # 12069C0590E (12-18-12)

Figure 5 – Survey Plan

DESCRIPTION AS FURNISHED: Lot 24, BELLA TERRA, as recorded in Plat Book 75, Pages 57 through 59, Public Records of Lake County, Florida.

BOUNDARY FOR / CERTIFIED TO: Gerald Saintilma; NVR Inc. dba Ryan Homes; New Home Title USA; United Wholesale Mortgage, LLC ISAOA/ATIMA

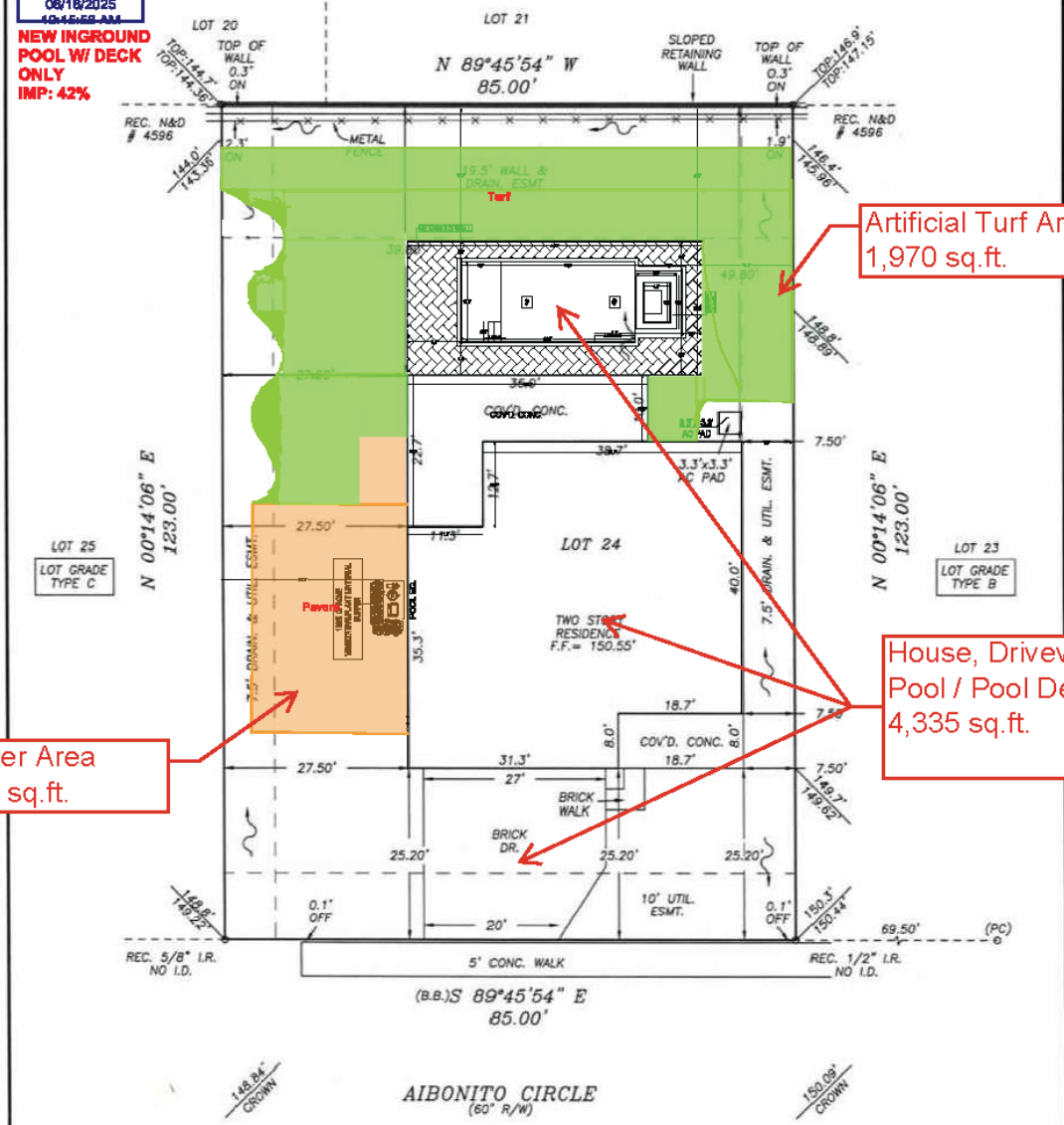
**Zoning-JU**  
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 08/18/2025  
 10:45:58 AM

**NEW INGROUND  
 POOL W/ DECK  
 ONLY  
 IMP: 42%**

**Paver Area  
 850 sq.ft.**

**Artificial Turf Area  
 1,970 sq.ft.**

**House, Driveway,  
 Pool / Pool Deck Area  
 4,335 sq.ft.**



PROPOSED = FINISHED SPOT GRADE ELEVATIONS  
 PER DRAINAGE PLANS  
 ~ = PROPOSED DRAINAGE FLOW  
 LOT GRADING TYPE B  
 PROPOSED FINISH FLOOR PER PLANS = 150.50'

Digitally signed by James W Scott  
 DN: cn=JWS, o=Florida, shQualifer=A2141DC0000018586  
 9820CF00120A6C, cns=James W  
 Scott  
 Date: 2025.02.26 12:20:22 -05'00'

**BUILDING SETBACKS: AS FURNISHED**  
 FRONT = 25'  
 SECONDARY FRONT = 25'  
 SIDE = 7.5'  
 REAR = 25'

**GRUSENMEYER-SCOTT & ASSOC., INC. - LAND SURVEYORS**

LEGEND -	P.O.L.	POINT ON LINE
P = PLAT	TYP.	TYPICAL
F = FIELD	P.R.C.	POINT OF REVERSE CURVATURE
I.R. = IRON PIPE	P.C.C.	POINT OF COMPOUND CURVATURE
R.S. = IRON ROD	R.S.	RASIAL
CON. = CONCRETE ADJUMENT	N.R.	NON-RASIAL
1/4" I.R. #1/8 4596	V.P.	VERNESS POINT
REC.	C.A.L.C.	CALCULATED
REC. 5/8" I.R. #1/8 4596	P.P.A.	PERMANENT REFERENCE MONUMENT
REC. 1/2" I.R. #1/8 4596	F.F.	FINISHED FLOOR ELEVATION
REC. 3/4" I.R. #1/8 4596	S.L.	BUILDING SETBACK LINE
REC. 1" I.R. #1/8 4596	S.M.	SHOWMARK
REC. 1 1/2" I.R. #1/8 4596	S.B.	BASE BEARING
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5400 E. COLONIAL DR. ORLANDO, FL 32807 (407)-277-3232 FAX (407)-658-1436

NOTES:  
 1. THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 55-17 FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.027, FLORIDA STATUTES.  
 2. UNLESS EMBOSSSED WITH SURVEYOR'S SIGNATURE AND ORIGINAL RAISED SEAL, THIS SURVEY MAP OR COPIES ARE NOT VALID.  
 3. THIS SURVEY WAS PREPARED FROM TITLE INFORMATION FURNISHED TO THE SURVEYOR. THERE MAY BE OTHER RESTRICTIONS OR EASEMENTS THAT AFFECT THIS PROPERTY.  
 4. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.  
 5. THIS SURVEY IS PREPARED FOR THE SOLE BENEFIT OF THOSE CERTIFIED TO AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY.  
 6. DIMENSIONS SHOWN FOR THE LOCATION OF IMPROVEMENTS HEREON SHOULD NOT BE USED TO RECONSTRUCT BOUNDARY LINES.  
 7. BEARINGS ARE BASED ASSUMED DATUM AND ON THE LINE SHOWN AS BASE BEARINGS (B.B.).  
 8. ELEVATIONS, IF SHOWN, ARE BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.  
 9. CERTIFICATE OF AUTHORIZATION No. 4588.

CERTIFIED BY: *James W. Scott*

SCALE 1" = 20' DRAWN BY: M

DATE	ORDER No.
PLOT PLAN 09-03-2024	24-9864
FORMBOARD FOUNDATION/ELEVS. 11-05-2024	24-10856
FINAL ELEVS. 01-21-2025	25-1302
ADDED CERTIFICATIONS 02-24-2025	
REVISED CERTIFICATIONS 02-26-2025	

TOM X. GRUSENMEYER, R.L.S. # 4714  
 JAMES W. SCOTT, R.L.S. # 4801

Figure 6 – Survey Plan with Area Measurements



**2099 Aibonito Cir. – Side and Rear Yard Setback, and Impervious Surface Ratio Variances**

**The requirements for a variance are as follows:**

**“Sec. 101-246, Review Criteria and Finding.** When reviewing an application for a variance, the City Council shall not vary the requirements of the land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:”

**FINDINGS:**

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;  
*Applicant response:* *The Improvements are located entirely within the rear yard. They have been professionally installed and are well maintained. There are no observed drainage, safety, or nuisance issues affecting neighboring properties. While the current impervious surface exceeds the allowable limit, the functional performance of the installed system mitigates typical concerns associated with impervious coverage.*

*Staff comments:* *The variance request is a result of a pending code case to allow for astroturf and pavers to remain existing on the property. Since the applicant has begun the variance process, they have worked with an engineer to ensure that the stormwater runoff generated by both the pavers and astroturf would not negatively impact their neighbors. They have made the necessary improvements in order to reduce the amount of impervious surface area on the property to be within the permitted amount as well.*

**Positive finding**

- (2) The variance will allow reasonable use of the property; which use is not out of character with other properties in the same zoning category;  
*Applicant response:* *The improvements are clean, professionally installed, and consistent with the character of the neighborhood. They do not negatively impact surrounding properties drainage patterns or property values, and they maintain the overall aesthetic of the community. To ensure the improvements were appropriate, we retained a qualified engineer to review the materials and installation.*

*Staff comments:* *The variance request is not consistent with other properties within the R-1 District. The proposed astroturf and pavers encroach into the seven and a half (7.5) side yard setback that also acts as a drainage and utility easement. The property also has a nineteen and a half (19.5) wall and drainage easement on the rear that the proposed astroturf encroach into. The astroturf and pavers encroach into these easements, leaving minimal space for maintenance of these easements along the rear and side property lines.*

**Negative finding**

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied;  
*Applicant response:* *Requiring removal of these improvements would create a practical hardship due to the unique conditions of the property. The slope, drainage considerations, and lack of irrigation make traditional landscaping less viable. Additionally, removal would impose a significant financial burden and reintroduce erosion, maintenance, and safety concerns – particularly in an area heavily used by young children. The improvements were made in good faith, with the goal of creating a safe sustainable outdoor environment, not to bypass City regulations.*

*Staff comments:* The requested variances to the land development code will not further any legitimate city objective and granting of the variance may outweigh the benefits under the other variance criteria if the variance was denied due to a mentioned Practical Difficulty and Financial Hardship per the applicant's justification.

**Positive finding**

- (4) The granting of the variance is consistent with the city's comprehensive plan; and

*Applicant response:* Our backyard has a noticeable slope, which created drainage and erosion concerns during the pool construction process. At that time, water from the gutter system on the left side of the house had to be redirected with an underground pipe to the stormwater drain at the edge of the property. These conditions influenced our decision to select materials that would better manage water flow and reduce erosion.

Additionally, the backyard was not equipped with an irrigation system by the builder, making the long-term success of natural sod uncertain. The property also originally included varying grass quality, with portion unsuitable for a functional backyard environment. Backyard was equipped with Non-Irrigated Bahia while front had irrigated St. Augustine.

*Staff comments:* The variance requests are consistent with the comprehensive plan and its goals, objectives, and policies for residential land use.

**Positive finding**

- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure of the benefits that would be achieved under the other variance criteria by granting of the variance outweigh the benefits under this criteria if the variance was denied;

*Applicant response:* The variance represents the minimum necessary to allow reasonable use of the property. The improvements are limited to the rear yard and were designed specifically to address site constraints. We are willing to working with the City of Clermont Planning and Zoning Division and implement reasonable mitigation measures if required. We respectfully request approval of this variance so we may bring the property into compliance without removing improvements that are beneficial, professionally installed, and appropriate for the site.

*Staff comments:* The variance request is more than the minimum in order to make reasonable use of the land due to the paver patio being able to meet the setback requirements if elongated. The City's Engineer also reviewed the improvements made to the astroturf and brought up that these types of improvements require stringent and consistent maintenance to ensure the materials function as designed. Without guarantee of proper maintenance, there is a possibility of an increase in stormwater run off affecting the neighbors/ the overall drainage and stormwater system in the future.

**Negative finding**

**STAFF RECOMMENDATION:** Section 101-246 of the Land Development Code requires a positive finding on the Review Criteria and Findings in order to grant a variance, staff has reviewed the application as presented and finds the application cannot meet a positive finding on two of the five criteria. Therefore, staff recommends **denial** of the variance request to the Land Development Code.



# CITY OF CLERMONT

## Staff Analysis Report

**OWNER:** Gerald & France G.B. Saintilma

**APPLICANT:** Gerald Saintilma

**PROJECT NAME:** 2099 Aibonito Cir. Variance

**REQUESTED ACTION:** Consider 3 variance requests: (1) to allow for a side yard setback to be less than the minimum requirements; (2) to allow a rear yard setback to be less than the minimum requirements; and (3) to allow an increase to the Impervious Surface Ratio (ISR) permitted, within the R-1 Single-Family Medium Density Residential zoning district.

**SIZE OF PARCEL:** 10,455sqft (85' by 123')

**LOCATION:** 2099 Aibonito Cir.

**EXISTING ZONING:** R-1 Single-Family Medium Density Residential District

**EXISTING LAND USE:** Single-Family Residence

**FUTURE LAND USE CATEGORY:** Low Density Residential

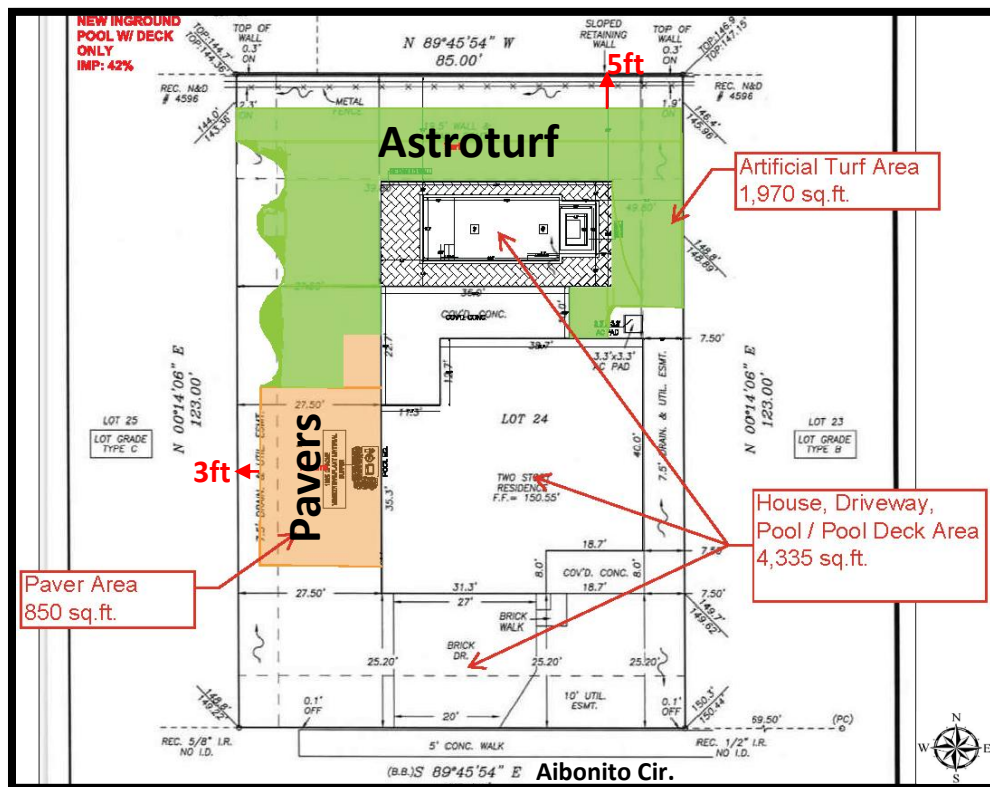


## ANALYSIS:

The applicant, Gerald Saintilma, is requesting three variances to the Land Development Code on his property located at 2099 Aibonito Cir. as a result of a pending code enforcement case for installed pavers. The property is within the Bella Terra Subdivision and is designated with the R-1 Single-Family Medium Density Residential District.

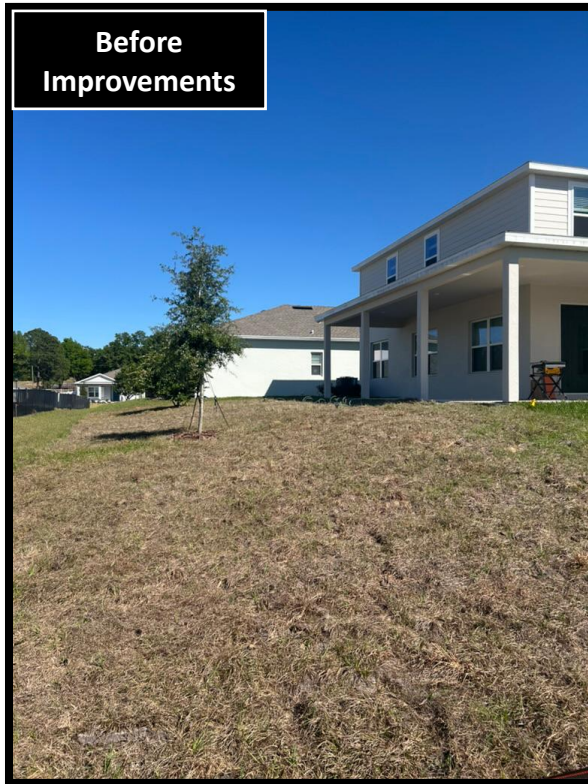
The first variance request is to allow for a side yard setback to be less than the minimum seven and a half (7.5) foot, as required by LDC Sec. 125-168(2). This would allow for the existing astro turf to remain on the property by encroaching into the side yard setback at zero (0) feet on each side of the property. In addition, it would allow the existing paver patio to encroach into the side yard setback at three (3) feet from the property line on the west side. The second variance request is to allow for a rear yard setback to be less than the minimum twenty-five (25) feet required by LDC Sec.125-168(3). This would allow for the existing astro turf to remain on the property encroaching into the rear yard setback at five (5) feet from the property line.

Since the applicant has begun the variance process, they have worked with a civil engineer to ensure that the stormwater runoff generated by both the pavers and astroturf would not negatively impact their neighbors. They have made the on-site improvements in order to reduce the amount of impervious surface area on the property to be within the maximum amount permitted. Therefore, the third variance, is not warranted at this time.



The applicant has indicated that the backyard has a noticeable slope, which created drainage and erosion concerns during the construction process of the pool. Necessary

improvements were made in order to prevent erosion and minimize stormwater runoff to the neighboring properties. These improvements included having the gutters redirect water with an under-ground pipe to a stormwater drain at the edge of the property. The applicant also installed the astroturf to help reduce erosion and double as a safe and functional outdoor area for their family to enjoy. The applicant mentioned a practical hardship due to the property's unique conditions and claims that removal of the improvements would impose significant financial burden.



Upon review of the applicant's request, staff is unable to support the reduction to the side and rear yard setbacks. The variance request is more than the minimum in order to make reasonable use of the land due to the paver patio being able to meet the setback requirements if elongated. The City's Engineer also reviewed the improvements made with the astroturf and is concerned that the astroturf will require stringent and consistent maintenance to ensure the sub-base materials will function as designed. Without guarantee of proper maintenance, there is a possibility of an increase in stormwater runoff affecting the neighbors/ the overall drainage and stormwater system in the future.

**STAFF RECOMMENDATION:**

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on two of the five criteria. Therefore, staff recommends denial of the variance request.



## CITY OF CLERMONT VARIANCE FILING INSTRUCTIONS

Any person requesting a Variance shall file a complete application in the Development Services Department at least thirty (30) days prior to the hearing date of the City Council. All applications must be complete, to include applicable site plans and/or other pertinent descriptive materials in order to be processed.

**A Pre-Application meeting with the Development Services Director (or designated staff) is required prior to submittal of the application. The Development Services Director shall determine if the application is complete and properly filed.**

***APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.***

### **Notification of Public Hearing**

All variance requests shall be considered at public hearings, which shall be noticed as follows:

- (1) The City shall send notice of the proposed variance to the owners of all adjoining properties to the subject property. Such notice shall include the date, time, and place of the public hearing before the City Council, along with a clear and concise description of the proposed variance. For the purposes of such notification, adjoining properties shall include those properties within 150 feet of the subject property even when separated from the subject property by a road, canal, easement, right-of-way or similar barrier.
- (2) Notice of public hearing shall be published in a newspaper of general circulation within the City no less than five (5) days prior to the date set for hearing the variance request.

### **Conditions of Approval and Denial**

- (1) When any variance is granted, construction of the structure or other variance item must be started within one year from the date the variance is granted. It shall be the obligation of the owner to file written notice with the Administrative Official and the Development Services Director that he has begun the proposed construction. If no such notice is filed, the variance shall automatically lapse.
- (2) A variance in the zoning regulations may be transferred along with the transfer of the property ownership, but only for the specific use and approved plan originally granted.
- (3) Variance requests which have been denied may not be resubmitted for a period of one (1) year.



## CITY OF CLERMONT VARIANCE FILING INSTRUCTIONS

### **Check List**

The following information shall be provided:

- Proof of ownership (i.e. Lake County Property record card, tax receipt, or deed.)
- Legal description of the property – may be on information above.
- Plot plan (drawn to scale) of the property involved showing the location of existing buildings or structures and the location of proposed buildings or structures which specifically delineates and illustrates the extent of the variance request. Maximum size for plans is 11" x 17" (two full size copies for detail as needed, depending on the Variance).
- A written justification based on Sec. 86-174, which explains the conditions and circumstances of the alleged hardship and the necessity of the action. Staff will review the application based on the review criteria. Therefore, it is in the applicant's best interest to submit the application with those five (5) items in mind to justify the variance request.
- Visual aids that may clarify the variance request such as overhead projections, large scale drawings, etc. A location map must be included that identifies the location of the property. These will be presented by the applicant at the public hearing.
- The original application and all supplemental materials. All materials can be submitted in PDF format on a CD or via email to [planning@clermontfl.org](mailto:planning@clermontfl.org)
- Fee: \$300.<sup>00</sup> plus advertisement for existing single-family residential.  
\$600.<sup>00</sup> plus advertisement for all others.

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



CITY OF CLERMONT  
**VARIANCE**  
**APPLICATION**

<b>DATE</b> 03/25/2025		<b>FEE:</b> \$ 300	
<b>Project Name (if applicable)</b>			
<b>Applicant</b> Saintilma Gerald & France G.B.			
<b>Contact Person</b> Gerald Saintilma			
<b>Address</b> 2099 Aibonito Cir.		<b>City</b> Clermont	<b>State</b> FL
			<b>Zip</b> 34711
<b>Telephone</b> 561-704-9665		<b>Fax</b>	
<b>Email</b> gsaintilma7@gmail.com			
<b>OWNER INFORMATION</b> <input checked="" type="checkbox"/> (Check box if information is same as Applicant)			
<b>Owner's Name</b>			
<b>Owner Address</b>		<b>City</b>	<b>State</b>
			<b>Zip</b>
<b>Telephone</b>		<b>Email</b>	
<b>PROPERTY INFORMATION</b>			
<b>Address of Subject Property</b>		<b>City</b>	<b>State</b>
2099 Aibonito Cir		Clermont	FL
			<b>Zip</b> 34711
<b>General Location</b>			
<b>Legal Description &amp; Alternate Key (include copy of survey)</b>			
Lot 24, Bella Terra			
<b>Land Use (City verification required)</b>			
<b>Zoning (City verification required)</b>			



CITY OF CLERMONT  
**VARIANCE**  
**APPLICATION**

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:  
Sec 125-522

**What are you proposing to do that would require a variance and why?**

Retention of existing artificial turf and small paver area for a safe, functional, and low-maintenance backyard for our young children, improving drainage, reducing erosion, and minimizing allergens.

**How does the Code create a hardship?**

Strict compliance would create hardship due to the backyard's slope, redirected stormwater, lack of irrigation, and poor natural grass, makes traditional landscaping impractical. Removal would impose significant cost and reintroduce safety, erosion, and maintenance issues, while the current system effectively mitigates impervious surface concerns without impacting neighbors.

**The following justifications must be completed for any variance requested:**

**Variance requested – subject and code section:**

**Sec. 86-174. Review criteria and findings.**

When reviewing an application for a variance, the City Council shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
  
- (2) The variance will allow a reasonable use of the property, which use is not out of character with other properties in the same zoning category;
  
- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;



CITY OF CLERMONT  
**VARIANCE**  
**APPLICATION**

(4) The granting of the variance is consistent with the city’s comprehensive plan; and

(5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.

Gerald Saintilma

Applicant Name (print)

x   
Applicant Name (signature)

Gerald Saintilma

Owner Name (print)

x   
Owner Name (signature)

**NOTICE**

**IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY IN PROCESSING AND WILL NOT BE SCHEDULED UNTIL SUCH CORRECTIONS ARE MADE. APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.**

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



#### **ARTICLE IV. VARIANCES**

##### **Sec. 86-171. Permitted variances; exclusions.**

*Hardship relief.* A hardship may exist in which the strict application of one or several requirements of this land development code would render a parcel incapable of reasonable use. Specified provisions set forth in this land development code or in the development standards may be waived when, because of the particular physical shape, surroundings or topographical condition of the property, compliance would result in a particular hardship upon the owner. A hardship is distinguished from a mere inconvenience or a desire to increase monetary gain.

- (b) *Exclusions.* Requests for variances from requirements of the land development code shall generally be considered for those provisions which regulate proposed site development and the requirements applicable to existing development. The following request for variances shall not be considered?
- (1) Requests for variances to the adopted comprehensive plan.
  - (2) Requests for variances to permit a use which is not allowed as a permitted use or as a conditional use within the specific zoning district.
  - (3) Requests for variances to permit the expansion of a nonconforming use of any land or structure, or the continuance of any nonconforming use which has ceased by discontinuance or abandonment for a period of one year, or the reestablishment of a nonconforming building which has been destroyed or damaged by fire, explosion or act of God or in another manner to the extent of 50 percent or more of its assessed valuation.
- (c) *Final decision.* Final determination of a hardship relief decision is vested in the city council sitting as the board of adjustment as provided for in this article.

(Ord. No. 281-C, § 1(Ch. 8, § 1), 11-8-94)

##### **Sec. 86-172. Application.**

##### **Sec. 86-173. Notice of public hearing.**



**Sec. 86-174. Review criteria and findings.**

When reviewing an application for a variance, the board of zoning adjustment shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
- (2) The variance will allow a reasonable use of the property, which use is not out of character with other properties in the same zoning category;
- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;
- (4) The granting of the variance is consistent with the city's comprehensive plan; and
- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.

(Ord. No. 281-C, §1(Ch. 8, §2(C)), 11-8-94)

**Sec. 86-175. Time limit for commencing construction.**

When any variance is granted, construction of the structure or other variance item must begin within one year from the date of grant. It shall be the obligation of the owner to file written notice with the administrative official and director of planning that he has begun the proposed construction. If no such notice is filed, the variance shall automatically lapse.

(Ord. No. 281-C, § 1(Ch. 8, § 2(D)), 11-8-94; Ord. No. 294-C, § 2, 9-28-9)

## Variance Project Narrative

**Property Address:** 2099 Aibonito Circle, Clermont, FL 34711 (Parcel Number: 3927558)

**Owners/Applicants:** Gerald & France G.B. Saintilma

---

We respectfully request a variance from the City of Clermont Code of Ordinances and related impervious surface and tree requirements to allow existing rear-yard improvements—including artificial turf and a limited paver area surrounding our residential swimming pool—to remain.

---

### **Project Background**

Following completion of our residential pool, a final inspection noted the need for completed landscaping. Due to site-specific conditions, the backyard was improved with artificial turf and a small paver area (installed February 2026) to create a safe, functional, and sustainable outdoor space for our family.

---

### **Property Conditions and Design Considerations**

Our backyard has a noticeable slope, which created drainage and erosion concerns during the pool construction process. At that time, water from the gutter system on the left side of the house (see photos 4 & 5) had to be redirected with an underground pipe to the stormwater drain at the edge of the property. These conditions influenced our decision to select materials that would better manage water flow and reduce erosion.

Additionally, the backyard was not equipped with an irrigation system by the builder, making the long-term success of natural sod uncertain. The property also originally included varying grass quality, with portions unsuitable for a functional backyard environment. Backyard was equipped with Non-Irrigated Bahia while front had irrigated St Augustine (see photos 1, 2 & 3).

---

### **Purpose of Improvements**

The artificial turf and paver installation were selected to create a safe, clean, and usable outdoor space for our family, particularly for our young children (ages five and three). The improvements serve several important purposes:

- Provide a stable, slip-resistant surface around the pool
- Reduce erosion and prevent muddy or uneven conditions
- Improve drainage and minimize runoff to neighboring properties
- Reduce allergens associated with natural grass and pollen
- Eliminate the need for mowing, irrigation, and chemical treatments
- Maintain a cleaner pool environment by reducing debris through regular mowing
- Create a small, durable area for children's recreational activities such as scooters and bicycles

Artificial turf systems are also designed to drain efficiently, allowing water to percolate into the ground rather than contributing to runoff.

---

### **Existing Conditions**

The improvements are located entirely within the rear yard. They have been professionally installed and are well maintained. There are no observed drainage, safety, or nuisance issues affecting neighboring properties. While the current impervious surface exceeds the allowable limit, the functional performance of the installed system mitigates typical concerns associated with impervious coverage.

---

### **Hardship and Practical Difficulty**

Requiring removal of these improvements would create a practical hardship due to the unique conditions of the property. The slope, drainage considerations, and lack of irrigation make traditional landscaping less viable. Additionally, removal would impose a significant financial burden and reintroduce erosion, maintenance, and safety concerns—particularly in an area heavily used by young children. The improvements were made in good faith, with the goal of creating a safe and sustainable outdoor environment, not to bypass City regulations.

---

### **Neighborhood Compatibility**

The improvements are clean, professionally installed, and consistent with the character of the neighborhood. They do not negatively impact surrounding properties, drainage patterns, or property values, and they maintain the overall aesthetic of the community. To ensure the improvements were appropriate, we retained a qualified engineer to review the materials and installation. The evaluation will be completed soon.

---

### **Conclusion**

The variance represents the minimum necessary to allow reasonable use of the property. The improvements are limited to the rear yard and were designed specifically to address site constraints. We are willing to working with the City of Clermont Planning and Zoning Division and implement reasonable mitigation measures if required. We respectfully request approval of this variance so we may bring the property into compliance without removing improvements that are beneficial, professionally installed, and appropriate for the site.



Photo 1. Backyard and lanai before gutter installation



Photo 2. Backyard and lanai before the construction of the pool (with gutters installed)

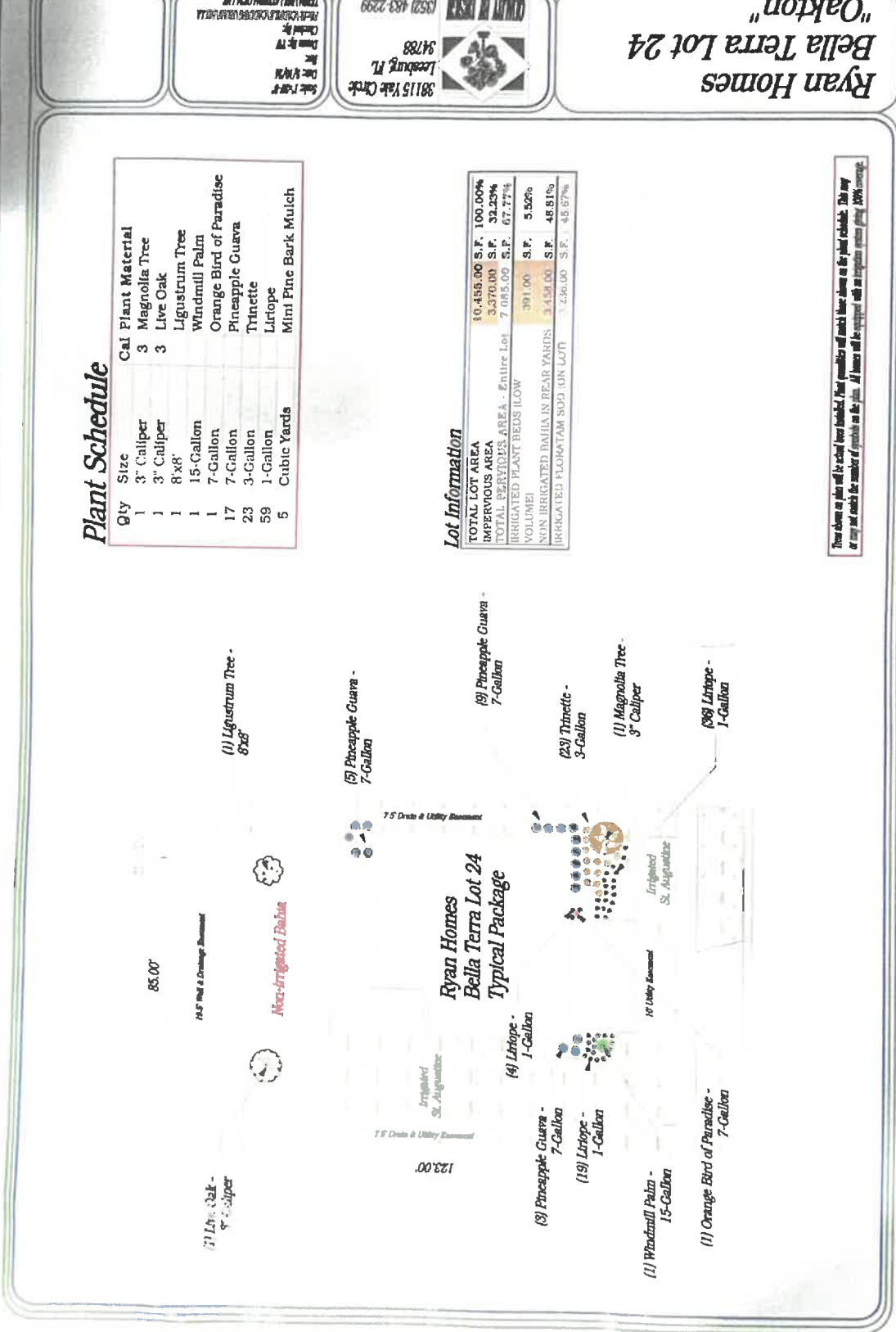
### Plant Schedule

Qty	Size	Cal Plant Material
1	3" Caliper	Magnolia Tree
3	3" Caliper	Live Oak
1	8'x8'	Ligustrum Tree
1	15-Gallon	Windmill Palm
17	7-Gallon	Orange Bird of Paradise
23	3-Gallon	Pineapple Guava
59	1-Gallon	Trinette
5	Cubic Yards	Liriope
		Miml Pine Bark Mulch

### Lot Information

TOTAL LOT AREA	10,455.00 S.F.	100.00%
IMPERVIOUS AREA	3,370.00 S.F.	32.29%
TOTAL PERVIOUS AREA - Entire Lot	7,085.00 S.F.	67.71%
IRRIGATED PLANT BEDS (LOW VOLUME)	391.00 S.F.	5.52%
NON IRRIGATED BAHIAN REAR YARDS	3,458.00 S.F.	48.81%
IRRIGATED FLORITAM SO2 (UN LOT)	2,261.00 S.F.	45.67%

These items on plan will be exact item numbers. Plant quantities will match those shown on the plant schedule. This may or may not match the number of plants on the plan. All items will be supplied with an irrigation system (per 100% coverage).



**Ryan Homes**  
**Bella Terra Lot 24**  
**"Oakton"**

38115 Yale Circle  
 Leesburg, FL 34788  
 (352) 483-2299

Site Plan  
 Date: 1/14/24  
 Drawn by: [Name]  
 Checked by: [Name]  
 Project: [Name]

Photo 3. Property plants, trees with irrigated Bahia and non-irrigated St. Augustine (prior to pool construction).



Photos 4 & 5. Water coming from gutters making a hole (on side of pool in construction).



Photo 6. Same side of gutters as in photos 4 & 5, also showing where the irrigation ends/ where type of grass changes. See Wet Vs Dry part.



Photo 7. Pool in construction showing side slope



Photo 8. Back of the pool/property before plants and turf installation.



Photo 9. Back side of the pool/property during plants and turf installation.



Photos 10 & 11. Back side of the pool/property after plants and turf installation.



Photos 12 &13. Just a family enjoying allergy-free backyard.



Not an Invoice

<b>Account Number:</b>	526733
<b>Customer Name:</b>	City Of Clermont-Legals
<b>Customer Address:</b>	City of Clermont - LEGALS Po Box 120219 Clermont FL 34712-0219
<b>Contact Name:</b>	Ada Schmidt
<b>Contact Phone:</b>	
<b>Contact Email:</b>	aschmidt@clermontfl.org
<b>PO Number:</b>	

<b>Date:</b>	05/07/2026
<b>Order Number:</b>	12320771
<b>Prepayment Amount:</b>	\$ 0.00

<b>Column Count:</b>	1.0000
<b>Line Count:</b>	52.0000
<b>Height in Inches:</b>	4.3100

Print

Product	# Insertions	Start - End	Category
LEE Daily Commercial	1	06/02/2026 - 06/02/2026	Govt Public Notices
LEE dailycommercial.com	1	06/02/2026 - 06/02/2026	Govt Public Notices

Total Cash Order Confirmation Amount Due	\$84.16
Tax Amount	\$0.00
Service Fee 3.99%	\$3.36
Cash/Check/ACH Discount	-\$3.36
Payment Amount by Cash/Check/ACH	\$84.16
Payment Amount by Credit Card	\$87.52

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!

**Order Confirmation Amount** **\$84.16**

**LEGAL NOTICE**

Notice is hereby given that the Clermont City Council will consider a request at a public hearing to be held on Tuesday, June 9, 2026 at 3:00pm for the following 3 variances: (1) To allow for a side yard setback to be less than the minimum requirements; (2) to allow a rear yard setback to be less than the minimum requirements; and (3) to allow for the maximum Impervious Surface Area to be over 55% within the R-1 Single-Family Medium Density Residential zoning district, all pertaining to City Code Sections 125-167.(3), 125-168, and 125-520(b), at the following location:

**LOCATION:**

Bella Terra Subdivision  
2099 Aibonito Cir.

(Alternate Key # 3927558)

A complete legal description may be obtained in the Development Services Department. 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  
City Clerk, MMC  
12320771 June 2, 2026

# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Resolution No. 2026-011R <i>Mayamero Conditional Use Permit</i>	
<b>Requested Action</b>	
Approve Resolution 2026-011R	
<b>Staff Report</b>	

The applicant, Rommel Rodulfo, is requesting a Conditional Use Permit to allow the operation of a mobile food dispensing vehicle (food truck) on an improved parcel designated within the C-2 General Commercial Zoning District. The proposed location is 477 E. Hwy 50, within the Sunoco/Texaco parking lot.

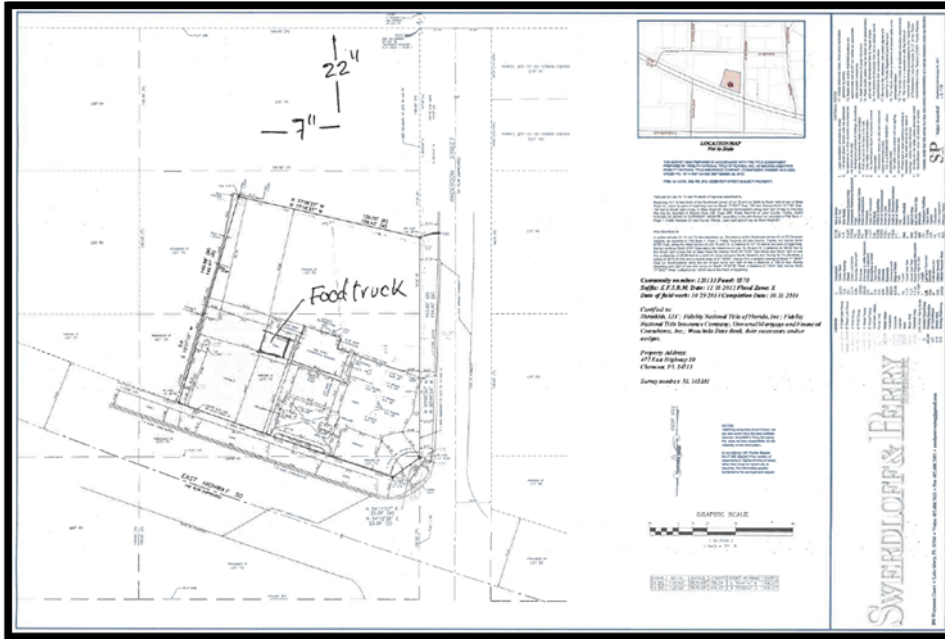


The applicant proposes to operate a single food truck, Mayamero, offering freshly prepared, authentic Venezuelan cuisine. The use is intended to provide the community with high-quality, culturally diverse food options in a clean, safe and professionally operated mobile kitchen. The proposed hours of operation are seven days a week, 4:00 p.m. to 10:00 p.m. The applicant has provided written authorization from the property owner allowing the use of the property, including access to restroom facilities for patrons. The applicant will comply with all City regulations, Lake County Health Department and State licensing requirements and standards.

The food truck is proposed to be located on the east side of the property adjacent to the convenience store. The final location will be confirmed during site review to ensure compliance with all applicable building and fire safety codes. Additionally, the applicant has indicated that the food truck will stay on the property overnight and would

have a commissary to drop off waste.

Currently, there is an existing food truck operation approximately 800 feet to the west, located at 300 East Hwy 50. This operation consists of 3 food trucks that are operated and housed on the property along with being stored on the property overnight. No documented complaints have been received by Code Enforcement and this operation has been in existence since mid-2024. The proposed food truck use at 477 East Hwy 50 is very similar in nature and operation to the existing one at 300 East Hwy 50.



The City's Land Development Code does not identify food trucks as a permitted use within the C-2 General Commercial district. As such, Section 125-313 requires approval of a Conditional Use Permit for this type of operation. Although the C-2 General Commercial district permits restaurants and food establishments when conducted within an enclosed structure, staff finds that the proposed use is compatible with the district and would not be more objectionable than other permitted uses.

When evaluating a request for a Conditional Use Permit, the Land Development Code, Section 101-212 requires

specific development standards that are required to be met. Staff has reviewed the application as submitted in accordance with the development standards criteria and finds the proposed use can meet the general criteria for granting a Conditional Use Permit. The proposed use will not be detrimental to the health, safety and welfare of the surrounding community.

**Action to Date:**

*The Planning and Zoning Commission recommended approval with the recommendation to change the operational hours to align with the gas station (4-1) of Resolution 2026-011R.*

**Staff Recommendation:**

Staff recommends approval of the Conditional Use Permit with the conditions contained in Resolution No. 2026-011R.

<b>Additional Analysis</b>	
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<b>Fiscal Impact Summary</b>	
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Fiscal Impact	Fund Number and Description	Available Budget Amount

<b>Exhibits Attached</b> (copies of original agreements)	
--	--

1.	2026-011R Mayamero MFDV CUP (06.02.2026)	2026-011R Mayamero MFDV CUP (06.02.2026).pdf
2.	Location Maps with Site Plan and Photos	Location Maps with Site Plan and Photos.pdf
3.	Site Plan	Site Plan.pdf
4.	Authorization Letter	Authorization Letter.jpg
5.	Staff Analysis - Mayamero MFDV	Staff Analysis - Mayamero MFDV.docx
6.	CUP Application	CUP Application.pdf
7.	Legal ad Mayamero Food Truck CC	Legal ad Mayamero Food Truck CC.pdf



CITY OF CLERMONT  
RESOLUTION NO. 2026-011R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A MOBILE FOOD DISPENSING VEHICLE TO OPERATE ON AN IMPROVED PARCEL LOCATED 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 May 5, 2026, recommended approval of this Conditional Use Permit to allow for the use of a mobile food dispensing vehicle, at the following location:

**LOCATION:**  
477 E. Hwy 50  
Sunoco/Texaco Parking Lot  
(AK 2545453)  
0.54 +/- Acres

**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 the use of a food truck, otherwise known as a Mobile Food Dispensing Vehicle (MFDV) as defined in F.S. § 509.102, be granted subject to the following conditions:

**SECTION 1: GENERAL CONDITIONS**

1. This Resolution shall inure to the benefit of, and shall constitute a covenant running with the land and the terms, conditions, and provisions hereof, and shall be binding upon the present owner and any successor in title or interest, and shall be subject to each and every condition herein set out.



*CITY OF CLERMONT*  
**RESOLUTION NO. 2026-011R**

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.
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. 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.
6. 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.
7. The MFDV area shall be inspected by the Fire Marshal for life safety requirements and other fire code related issues in conjunction with the MFDV operation.
8. The MFDV area may be inspected by the City Building Inspector, and all building code violations must be corrected prior to operating the MFDV.
9. 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.
10. Should the MFDV use cease operation for a period of greater than 60 days, a new Conditional Use Permit shall be required.



*CITY OF CLERMONT*  
**RESOLUTION NO. 2026-011R**

**SECTION 2: LAND USES AND SPECIFIC CONDITIONS**

1. This Conditional Use Permit is to allow for a food truck, otherwise known as a Mobile Food Dispensing Vehicle (MFDV) as defined in F.S. § 509. The maximum number of MFDVs at the site shall be one (1). The vehicle shall not be larger than 14 feet wide and 25 feet long. The final space determination shall be made during the Site Review process to ensure the Site is designed to meet all Building, Fire and City Codes.
2. The MFDV will be required to comply with all City Codes and Regulations for grease and waste collection and elimination.
3. The hours of operation will be seven (7) days a week, 4:00 PM to 10:00 PM.
4. No outdoor entertainment, loudspeakers or music shall be allowed.
5. All trash shall be disposed of in accordance with City Code.
6. All signs shall be consistent with the City's sign code, as amended.
7. The property shall be designed and developed to comply with the Clermont Land Development Regulations and Codes. The conceptual plan (Exhibit A) 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 required to comply with the Clermont Architectural Design Standards and Land Development Codes.
8. If the parking at the site is deemed to be inadequate, the applicant agrees the City Council, at a public hearing, has the right to amend or revoke the Conditional Use Permit.
9. The applicant must obtain written authorization from the property owner for the use of restroom facilities for patrons. (Exhibit B)

**SECTION 3: CONFLICT**

All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**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.



*CITY OF CLERMONT*  
**RESOLUTION NO. 2026-011R**

**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. 2026-011R**

**DONE AND RESOLVED** by the City Council of the City of Clermont, Lake County, Florida, this 9<sup>th</sup> day of June 2026.

CITY OF CLERMONT

\_\_\_\_\_  
Tim Murry, Mayor

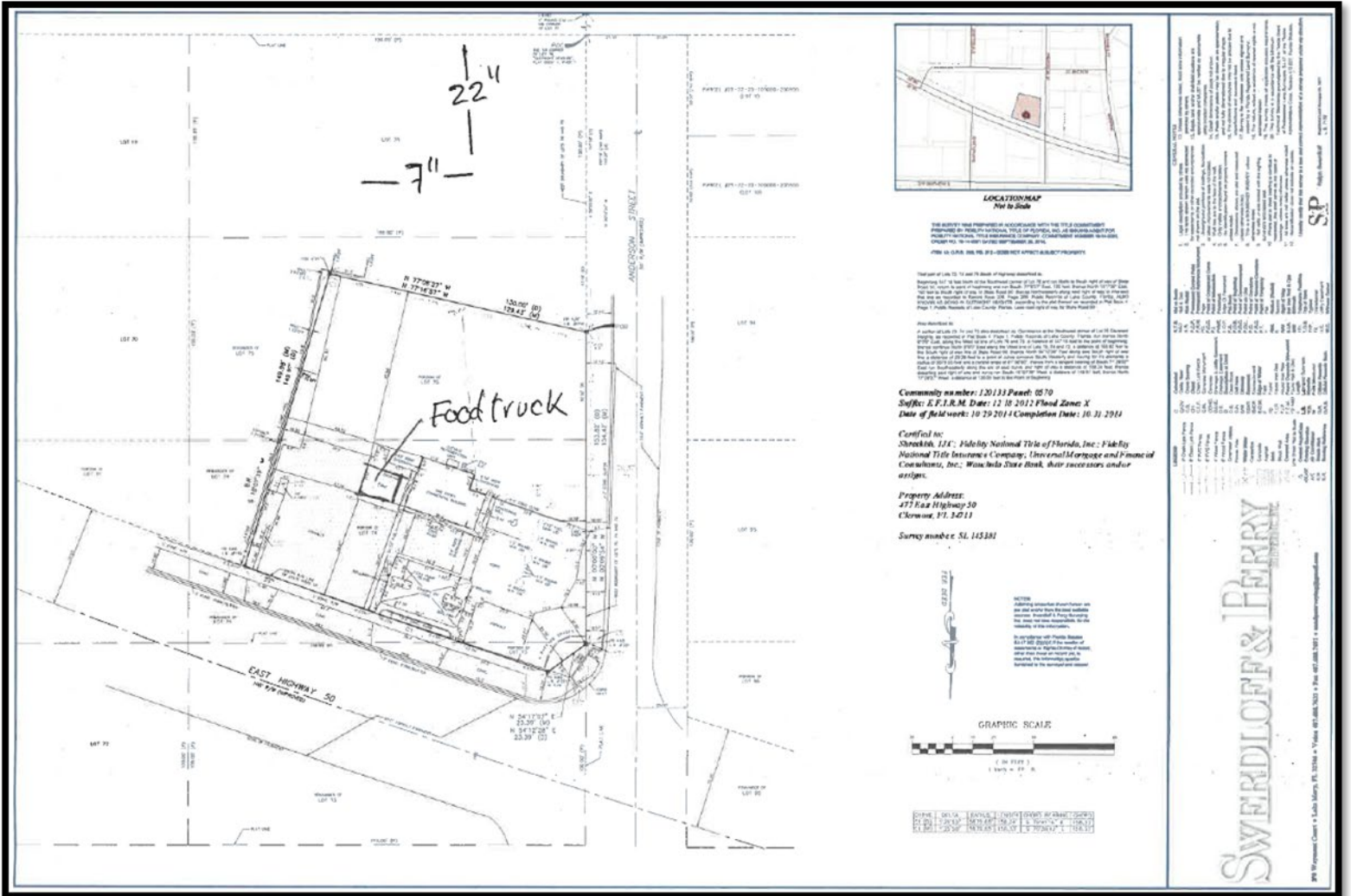
**ATTEST:**

\_\_\_\_\_  
Tracy Ackroyd Howe, MMC  
City Clerk

Approved as to form and legality:

\_\_\_\_\_  
Christian W. Waugh, City Attorney

**Exhibit A – Preliminary Conceptual Site Plan**





CITY OF CLERMONT  
RESOLUTION NO. 2026-011R

**Exhibit B – Property Owner Authorization Letter**

To: Nick Gonzalez  
Planning & Economic Development Office  
Tel 352-241-7305

I, *RAJESH PATEL*, owner of the property located at 477 E Hwy 50, Clermont, FL 34711, hereby grant permission to Mayamero operator of a food truck, to allow its customers and employees to use the restroom facilities located on my property while the food truck is operating at the above address.

And it applies only during the hours the food truck is present and open for business. I understand that Mayamero will be responsible for ensuring the facilities are used respectfully and for reporting any damage or maintenance issues promptly.

If you require further verification, I can be reached at

Phone Number *352.408.5193*

Email Address *Rajesh34711@gmail.com*

Sincerely,

*RAJESH PATEL*

Printed Name

Signature

# Res. 2026-011R – Mayamero MFDV





# Res. 2026-011R – Mayamero MFDV

## Food Truck Photos





To: Nick Gonzalez

Planning & Economic Development Office

Tel 352-241-7305

I, **RAJESH PATEL**, owner of the property located at 477 E Hwy 50, Clermont, FL 34711, hereby grant permission to Mayamero operator of a food truck, to allow its customers and employees to use the restroom facilities located on my property while the food truck is operating at the above address.

And it applies only during the hours the food truck is present and open for business. I understand that Mayamero will be responsible for ensuring the facilities are used respectfully and for reporting any damage or maintenance issues promptly.

If you require further verification, I can be reached at

Phone Number **352.408.5193**

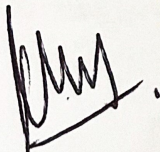
Email Address **Rajesh34711@gmail.com**

Sincerely,

**RAJESH PATEL**

Printed Name

Signature





# CITY OF CLERMONT

## Staff Analysis Report

**OWNER:** Rommel Rodulfo (MFDV Operator)  
Shreekish, LLC (Property Owner)

**APPLICANT:** Rommel Rodulfo

**PROJECT NAME:** Mayamero Food Truck

**REQUESTED ACTION:** Consider a request for a Conditional Use Permit (2026-011R) to allow for a mobile food dispensing vehicle (food truck) to operate on an improved parcel located in the C-2 General Commercial zoning district, located at 477 E. Hwy 50.

**SIZE OF PARCEL:** 0.54 +/- Acres

**LOCATION:** Sunoco/Texaco Parking Lot (AK 2545453)

**EXISTING ZONING:** C-2 General Commercial District

**FUTURE LAND USE:** Commercial

**EXISTING USE:** Gas Station/Convenience Store

### Adjacent Property Land Use Table

<u>Direction</u>	<u>Future Land Use</u>	<u>Zoning</u>	<u>Existing Use</u>	<u>Comments</u>
North	Office	C-2 – General Commercial	Office	Medical Spa
South	Commercial	C-2 – General Commercial	Retail/Office	Access to development to East
East	Commercial	C-2 – General Commercial	Retail/Office	Pittman Jewelers Largey Law
West	Commercial	C-2 – General Commercial	Office	Remax

**STAFF ANALYSIS:**

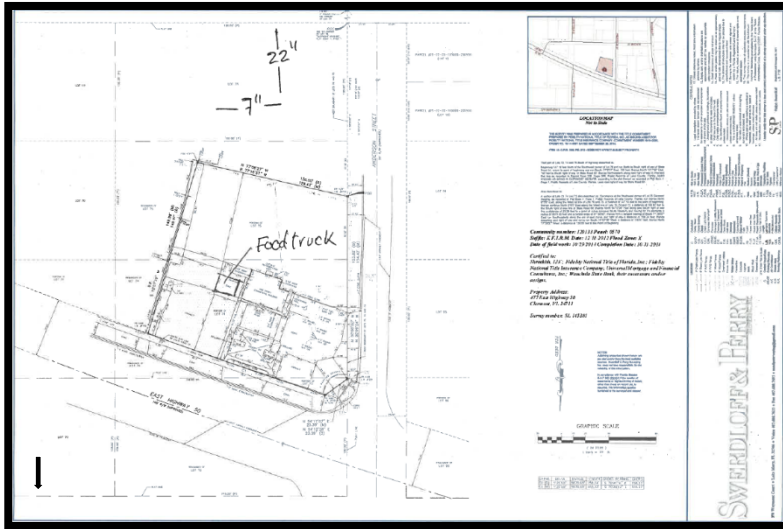
The applicant, Rommel Rodulfo, is requesting a Conditional Use Permit to allow the operation of a mobile food dispensing vehicle (food truck) on an improved parcel designated within the C-2 General Commercial Zoning District. The proposed location is 477 E. Hwy 50, within the Sunoco/Texaco parking lot.



The applicant proposes to operate a single food truck, Mayamero, offering freshly prepared, authentic Venezuelan cuisine. The use is intended to provide the community with high quality, culturally diverse food options in a clean, safe and professionally operated mobile kitchen. The proposed hours of operation are seven days a week, 4:00 p.m. to 10:00 p.m. The applicant has provided written authorization from the property owner allowing the use of the property, including access to restroom facilities for patrons. The applicant will comply with all City regulations, Lake County Health Department and State licensing requirements and standards.

The food truck is proposed to be located on the east side of the property adjacent to the convenience store. The final location will be confirmed during site review to ensure compliance with all applicable building and fire safety codes. Additionally, the applicant has indicated that the food truck will stay on the property overnight and would have a commissary to drop off waste.

Currently, there is an existing food truck operation approximately 800 feet to the west located at 300 East Hwy 50. This operation consists of 3 food trucks that are operated and housed on the property along with being stored on the property overnight. No documented complaints have been received by Code Enforcement and this operation has been in existence since mid-2024. The proposed food truck use at 477 East Hwy 50 is very similar in nature and operation to the existing one at 300 East Hwy 50.



The City's Land Development Code does not identify food trucks as a permitted use within the C-2 General Commercial district. As such, Section 125-313 requires approval of a Conditional Use Permit for this type of operation. Although the C-2 General Commercial district permits restaurants and food establishments when conducted within an enclosed structure, staff finds that the proposed use is compatible with the district and would not be more objectionable than other permitted uses.

**STAFF RECOMMENDATION:**

When evaluating a request for a Conditional Use Permit, the Land Development Code, Section 101-212 requires specific development standards that are required to be met. Staff has reviewed the application as submitted in accordance with the development standards criteria and finds the proposed use can meet the general criteria for granting a Conditional Use Permit. The proposed use will not be detrimental to the health, safety and welfare of the surrounding community. Staff recommends approval of the Conditional Use Permit with the conditions contained in Resolution No. 2026-011R.



CITY OF CLERMONT  
**CONDITIONAL USE PERMIT  
 APPLICATION**

<b>Date</b>		<b>FEE: \$845 + cost of advertisement + cost of traffic review (if necessary)</b>		
<b>Project Name (if applicable)</b> Mayamero				
<b>Applicant</b> Rommel Rodolfo				
<b>Contact Person</b>				
<b>Address</b> 430 Overpool Ave		<b>City</b> Davenport	<b>State</b> FL	<b>Zip</b> 33896
<b>Telephone</b> 7863403788				
<b>Email</b> RART1103@gmail.com				
<b>PROPERTY OWNER INFORMATION</b> <input type="checkbox"/> (Check box if owner information is same as applicant)				
<b>Property Owner Name</b> SHREEKISH, LLC				
<b>Owner Address</b> 477 E Hwy 50		<b>City</b> Clermont	<b>State</b> FL	<b>Zip</b> 34711
<b>Telephone</b>		<b>Email</b>		
<b>PROPERTY INFORMATION</b>				
<b>Address of Subject Property</b> 477 E Hwy 50		<b>Alternate Key</b>		<b>Zip</b>
<b>General Location</b>				
<b>Legal Description &amp; Alternate Key (include copy of survey)</b>				
<b>Land Use (City verification required)</b>				
<b>Zoning (City verification required)</b>				



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.

To operate a Food Truck offering freshly prepared, authentic Venezuelan cuisine. Our Goal is to provide the Clermont Community with high quality, culturally diverse food options. In a clean, safe and professionally operated mobile kitchen. The Food Truck will comply with all City of Clermont regulations, Lake County health department and state licensing standards. This location is appropriate due to its accessibility, adequate parking and compatibility with surrounding commercial use. Enhancing the local dining options and contribute to the local economy.

Rommel Rodulfo

Applicant Name (print)

Applicant Name (signature)

RAJESH PATEL

Owner Name (print)

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  
[Planning@clermontfl.org](mailto:Planning@clermontfl.org)

02/08/2024



<b>Account Number:</b>	526733
<b>Customer Name:</b>	City Of Clermont-Legals
<b>Customer Address:</b>	City of Clermont - LEGALS Po Box 120219 Clermont FL 34712-0219
<b>Contact Name:</b>	Nicole Wisniewski
<b>Contact Phone:</b>	
<b>Contact Email:</b>	nwisniewski@clermontfl.org
<b>PO Number:</b>	2026-011R

<b>Date:</b>	05/12/2026
<b>Order Number:</b>	12330813
<b>Prepayment Amount:</b>	\$ 0.00

<b>Column Count:</b>	1.0000
<b>Line Count:</b>	48.0000
<b>Height in Inches:</b>	3.9800

**Print**

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	06/02/2026 - 06/02/2026	Govt Public Notices
LEE dailycommercial.com	1	06/02/2026 - 06/02/2026	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	\$77.84
Tax Amount	\$0.00
Service Fee 3.99%	\$3.11
Cash/Check/ACH Discount	-\$3.11
Payment Amount by Cash/Check/ACH	\$77.84
Payment Amount by Credit Card	\$80.95

<b>Order Confirmation Amount</b>	<b>\$77.84</b>
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## Ad Preview

### LEGAL NOTICE

On Tuesday, June 9th, 2026, at 3:00 PM the Clermont City Council will consider a request for a Conditional Use Permit (2026-011R) to allow for a mobile food dispensing vehicle (food truck) to operate on an improved parcel located in the C-2 General Commercial zoning district, at the following location:

#### LOCATION

477 E. Hwy 50  
Sunoco/Texaco Parking Lot  
(AK 2545453)  
0.54 +/- Acres

All public meetings will be held in the Clermont City Hall, 1st floor Council Chambers located at 685 W. 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  
12330813 June 2, 2026



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Ordinance No. 2026-014 <i>Intro</i> <i>Amend LDC</i>		
<b>Requested Action</b>		
Recommend Introduction of Ordinance 2026-014		
<b>Staff Report</b>		
<p>City staff is proposing an amendment to Chapter 125 of the Land Development Code to establish a clear review and approval process for Mobile Food Dispensing Vehicles (MFDVs), consistent with the requirements of Section 509.102, Florida Statutes.</p> <p>In recent months, the City has experienced a significant increase in applications for food trucks and food trailers seeking approval through the Conditional Use Permit (CUP) process. At the direction of the City Council and City Manager’s Office, staff has prepared a targeted amendment to formalize standards for MFDVs and to streamline the review pathway, reducing reliance on Conditional Use permits for routine mobile vending operations.</p> <p>To ensure best practices and regional consistency, staff reviewed comparable ordinances from nearby municipalities, including the City of Maitland and City of Winter Springs. These references informed the development of the proposed ordinance language. Some main points within the ordinance are listed below:</p> <ol style="list-style-type: none"> <li>1. Only one MFDV is allowed on a non-residential property.</li> <li>2. May be temporary or permanent on the site.</li> <li>3. Requires a notarized affidavit from the property owner regarding authority to operate and restroom usage.</li> <li>4. Outdoor dining is prohibited and hours of operation are 7 AM to 10 PM</li> <li>5. Certain setbacks from residential properties and existing restaurants</li> </ol> <p>Staff is presenting this ordinance as a starting point of discussion for Mobile Food Dispensing Vehicles to be included in the Land Development Code. Staff is seeking guidance and direction on the proposed ordinance. Any conditions/changes will be presented to City Council for final consideration.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1. Ord 2026-014 Mobile Food Dispensing Vehicles (05.13.2026)	Ord 2026-014 Mobile Food Dispensing Vehicles (05.13.2026).pdf	

2.	2026-014 Business Impact Estimate	2026-014 Business Impact Estimate.pdf
3.	2026-014 Legal Ad LDC - Mobile Food Dispensing Vehicles Sec. 125 - CC	2026-014 Legal Ad LDC - Mobile Food Dispensing Vehicles Sec. 125 - CC.docx



CITY OF CLERMONT  
ORDINANCE NO. 2026-014

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING CHAPTER 125, TO ESTABLISH PROCEDURES FOR THE REVIEW AND APPROVAL OF MOBILE FOOD DISPENSING VEHICLES PURSUANT TO SECTION 509.102, FLORIDA STATUTES; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, ADMINISTRATIVE CORRECTION OF SCRIVENER’S ERRORS, PUBLICATION AND 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, has held a public hearing on June 2, 2026, 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 of Clermont desires to amend Chapter 125 of the City Code to establish procedures for the review and approval of “Mobile Food Dispensing Vehicles” requirements in Section 509.102, Florida Statutes; and

**WHEREAS**, the City Council of the City of Clermont shall amend the Land Development Code, Chapter 125, “Zoning”, Article V “Supplementary District Regulation”, Division 1 “Generally”, Section 125-532 “Mobile Food Dispensing Vehicles”; and

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the City Council of the City of Clermont, that section with Chapter 125, “Zoning”, Article V of the Clermont Land Development Code shall be amended to make changes, as set forth in the following amendments shown in Section 2.

**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: AMENDING CHAPTER 125, “ZONING”**

The Code of Ordinances of the City of Clermont, Florida, Chapter 125, “Zoning” is hereby amended by adding Section 125-532, “Mobile Food Dispensing Vehicles”, which reads as follows:

**SECTION 125-532. – MOBILE VEHICLE DISPENSING VEHICLES**

**Sec. 125-532. Mobile Food Dispensing Vehicle.**

- (a) Mobile Food Dispensing Vehicle (MFDV) shall mean any vehicle that is a licensed public food service establishment and that is self-propelled or otherwise movable from place to place and includes self-contained utilities, including, but not limited to, gas, water, electricity, or liquid waste disposal, or as may be from time to time defined in F.S. § 509.102.



CITY OF CLERMONT  
ORDINANCE NO. 2026-014

- (b) Definitions. As used in this section, the following words and phrases shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

Accessory shall mean clearly incidental or subordinate to and customary in connection with the principal building or use on a developed site and which is located on the same lot or parcel with such principal building or use.

City Manager shall mean the City Manager or designee thereof.

Developed site shall mean real property upon which a building and other permanent improvements have been legally constructed and which is currently in compliance with all land development regulations and the City Code.

Food shall mean all substances commonly used for human consumption as food, beverage, confectionery or condiments, whether simple, mixed or compound, and all substances or ingredients used in preparation thereof.

Mobile Food Dispensing Vehicle (MFDV) shall have the same meaning as that term is defined in Section 509.102(1) Florida Statutes.

Permanent establishment shall mean any licensed Mobile Food Dispensing Vehicle (MFDV) intended for long-term placement of thirty (30) days or more at a defined location, subject to the land use approvals and standards in this section.

Public road shall mean any public right-of-way for cars and trucks in the City.

Special event shall mean a temporary assembly held on regulated property within the city, not regularly used by the event organizer to conduct its business or affairs.

Special event permit shall mean the issuance of a special events permit authorized by the City.

- (c) Authorized Locations. Subject to the terms and conditions set forth in subsection (d), mobile food dispensing vehicles shall be allowed to operate within the jurisdictional limits of the City in the following authorized areas;

- (1) As a temporary accessory or permanent use on property which is designated non-residential on the City's official zoning map.
- (2) Permanent establishments are permitted on developed improved property in all non-residential zoning districts, subject to zoning clearance from the Planning Department, approval from the property owner, and compliance with subsection (d)(23).
- (3) Permanent establishments are permitted on unimproved property in all non-residential zoning districts, subject to full site plan review and approval by the City's Site Review Committee and compliance with subsection (d)(23).
- (4) Within a clearly delineated area on City property or a public road which has been specifically and temporarily set aside for a mobile food dispensing vehicle to operate during a special event which is open to the general public, provided the event has been lawfully permitted by the City and any mobile food dispensing vehicle has been contractually arranged by the event organizer to be part of the event.
- (5) Within a clearly delineated area on public or private school property which has been specifically and temporarily set aside for a mobile food dispensing vehicle to operate



CITY OF CLERMONT  
ORDINANCE NO. 2026-014

during a school sponsored event held entirely on school property which is open to the faculty and student body, provided the event has been lawfully permitted by the City and any mobile food dispensing vehicle has been contractually arranged by the school to be part of the event.

- (6) Within a clearly delineated area on private property which has been specifically and temporarily set aside for a mobile food dispensing vehicle to operate during a special event held entirely on private property which is private or open to the general public, provided the event has been lawfully permitted by the City and any mobile food dispensing vehicle has been contractually arranged by the event organizer to be part of the event. However, a mobile food dispensing vehicle shall not be allowed to operate on any existing single or multi-family residential use property unless the area being used is common area of a residential project with at least one-hundred (100) dwelling units. Additionally, a special event allowed on private property under this subsection shall be limited to no more than one event per calendar quarter.
- (d) *Conditions of Land Use and Operation Standards.* The following land use and operation standards shall apply to all mobile food dispensing vehicles operating within the City:
- (1) When the mobile food dispensing vehicle will be operating on private property, a notarized affidavit signed by the property owner indicating that the vehicle has permission to operate and vend on the property shall be required. The affidavit must also indicate that the property owner acknowledges the following requirements:
- a. The property owner shall comply with all ordinances regarding solid waste disposal and must provide the MFDV access to solid waste collection on the subject property;
  - b. The property owner shall require that the MFVD meet all applicable federal, state and local statutes, regulations, laws, ordinances, rules and codes including, but not limited to, applicable land use and zoning requirements regarding the subject property including site plan requirements;
  - c. The property owner shall acknowledge that the property owner understands the regulations governing mobile food dispensing vehicles and will be held responsible, along with the MFVD owner, for any code violations; and
  - d. The property owner shall ensure that the property will be continuously maintained in a neat, clean, and orderly manner, and that the mobile food dispensing vehicle shall be limited to operating as a temporary accessory use on the subject property; and
  - e. The property owner shall state if access to the vendor and its customers will be granted to onsite restroom and sanitation facilities during hours of operation.
- (2) For MFDVs operating as temporary accessory use, the subject property must be a developed site and must not be vacant or unimproved. Permanent establishments may be located on unimproved sites when authorized pursuant to subsection (c)(3) and (d)(23).
- (3) No more than one (1) mobile food dispensing vehicle shall be parked or in operation on a single property at any given time, except multiple mobile food dispensing vehicles may



CITY OF CLERMONT  
ORDINANCE NO. 2026-014

- be allowed with a conditional use permit granted for the use or an approved special event permit authorized by the City.
- (4) A temporary mobile food dispensing vehicle may operate at a single location up to a maximum of four (4) days per week but no more than three (3) consecutive days, or if operation is allowed as part of a special event permit, said vehicles may operate in accordance with the duration of the special event permit.
  - (5) Except with the express written permission of the City during an authorized special event, hours of operation shall be limited between 7:00 a.m. and 10:00 p.m. The person in charge of the mobile food dispensing vehicle when in operation must be present at all times during hours of operation.
  - (6) When the mobile food dispensing vehicle will be operating on private property, the vehicle must be parked when in operation within an area on the property specifically authorized for the mobile food dispensing vehicle on the property owner's approved site plan. If the property owner does not have specific site plan approval for a mobile food dispensing vehicle on the approved site plan, the property owner shall be required to submit for a minor site plan amendment for review and approval by the City's Site Review Committee. This shall occur prior to the mobile food dispensing vehicle operating on the subject property. For purposes of obtaining a minor site plan amendment, the property owner shall submit a site plan or detailed sketch depicting the proposed location of temporary mobile food dispensing vehicle operations; all parking spaces, entrances and exits to and from the site; and distances from any buildings or structures, sidewalks, rights-of-way, fire hydrants, fire lanes and landscaped areas, and such other information or documentation deemed by the Site Review Committee to be reasonably necessary to authorize mobile food dispensing vehicle on the subject property in a manner that is compatible with the existing uses on the subject property and the surrounding area and protects the public health, safety and welfare of the citizens of the city. The mobile food dispensing vehicle temporary sales area must be on a paved surface and not exceed an area of six hundred (600) square feet unless the City Manager determines more area is required and the subject property clearly has ample space to support a larger sales area. The approved area must not adversely affect existing uses on the subject property or the flow of pedestrian and vehicular traffic on the developed site. There must be an adequate number of parking spaces available for the general public visiting the developed site. Supplemental site plan approval granted by the Site Review Committee under this subsection is subject to being suspended or revoked pursuant to subsection (e) or at such time the master site plan is revoked or modified by the City Council.
  - (7) Outdoor dining areas are prohibited including, but not limited to, tables, chairs, booths, bar stools, benches, and standup counters, except if dining areas are allowed with express written permission of the city during an authorized special event. Outdoor seating associated with permanent establishments may be permitted when it complies with subsection (d)(23)(d).
  - (8) Mobile food dispensing vehicles selling or dispensing of food to customers in a moving vehicle or otherwise engaging in drive-up sales is prohibited.



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ORDINANCE NO. 2026-014

- (9) A mobile food dispensing vehicle shall not be located on private property upon which uncorrected code violations exist, or which is under citation for code violations.
- (10) Mobile food dispensing vehicles and all materials associated with such vehicles must physically be moved at least daily and cannot remain on the subject property outside the approved hours of operation unless otherwise allowed by the city for special events. Overnight parking of mobile food dispensing vehicles is prohibited. Permanent establishments may remain onsite overnight within their approved location when authorized under subsections (c)(2) or (c)(3) and in compliance with subsection (d)(25).
- (11) Mobile food dispensing vehicles shall not sell alcohol unless specifically approved as part of a special event or other permit approved by the city.
- (12) The operation of a mobile food dispensing vehicle must not obstruct or interfere with vehicular or pedestrian traffic, building access, fire lanes, crosswalks, driveways, fire hydrants, loading areas, stormwater drainage systems, or landscape buffers associated with the principal use.
- (13) Mobile food dispensing vehicles must not enter or park upon playgrounds, playing fields and courts, sidewalks, footpaths or bicycle paths.
- (14) Mobile food dispensing vehicles shall be located at least one hundred (100) feet from a lot occupied by a single-family or two-family (duplex) dwelling unit as measured in a straight line from the location of the food truck to the nearest property boundary.
- (15) Mobile food dispensing vehicles shall be located at least one hundred (100) feet from the main entrance of any eating establishment or similar food business, from any outdoor dining area, and from any other food dispensing vehicle, as measure in a straight line; unless when authorized pursuant to subsection (c)(4), and subsections (c)(3) and (d)(23).
- (16) Mobile food dispensing vehicles must not enter or park upon any "no parking" area, loading zone, driveway, handicapped parking space, or designated public safety lane (e.g., fire lanes) or within twenty (20) feet of a crosswalk or within fifteen (15) feet of a fire hydrant or storm drainage structure.
- (17) No additional signage shall be permitted on the developed site related to the mobile food dispensing vehicle except as to signage permanently affixed and displayed on the vehicle and for one double sided A-frame sign, not to exceed eight square feet per side. If an A-frame sign is utilized, it must meet setbacks per the zoning district, be within ten (10) feet of the mobile food dispensing vehicle, and shall not be placed within a Right-of-Way.
- (18) Amplified music or other sounds from any mobile food dispensing vehicle or from audio equipment installed on the developed site by the property owner or person in charge of the vehicle for purposes of vending, attracting or encouraging the congregation of customers shall be prohibited.
- (19) Mobile food dispensing vehicles shall maintain an appropriate number and size of operable fire extinguishers.
- (20) The operation of a mobile food dispensing vehicle shall not create or cause nuisance conditions to include, but not be limited to, displaying flags or unauthorized signage,



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- loud noises, visual glare, flashing or animated lights, shouting or amplified music or sound, excessive fumes or smoke, environmental hazards, and any vehicular or pedestrian hazard.
- (21) The grounds around the mobile food dispensing vehicle and within the vending space shall be kept free of litter, trash, paper and waste at all times. Waste containers shall be provided and all trash shall be taken with the vehicle when the vendor leaves or with the permission of the property owner, placed inside a commercial dumpster in use and located on the developed site.
- (22) Mobile food dispensing vehicles shall be self-contained and shall not be connected to the city water or sewer utilities.
- (23) Mobile food dispensing vehicles must not discharge waste, fat, oil, grease or such other similar substances from the vehicle. All such substances related to or generated from the vehicle shall be taken with the vehicle when vehicle leaves the subject property.
- (24) A copy of the appropriate license(s) issued from the state department of business and professional regulation (division of hotels and restaurants) shall be maintained on the mobile food dispensing vehicle at all times when the vehicle is in operation on real property located within the city, and shall be made available for inspection upon request by the city's law or code enforcement officers.
- (25) Permanent Establishments —Additional Standards.
- a. Location & approvals.
1. Improved sites. Permanent establishments located on improved sites in non-residential zoning districts require zoning clearance from the Planning Department. The approved location shall be depicted on the site plan or minor site plan amendment including dimensions, clearances, and circulation.
  2. Unimproved sites. Permanent establishments located on unimproved sites in non-residential zoning districts require full site plan review and approval by the City's Site Review Committee. The site plan shall show access, circulation, emergency routes, stormwater, lighting, any seating, parking, ADA routes, trash and restroom facilities, and buffers.
- b. Number of units. One (1) permanent MFDV per property is permitted. Additional MFDV's may be authorized through conditional use or as expressly approved on an approved site plan when the site can adequately accommodate parking, circulation, and public safety.
- c. Placement & surfacing. Permanent establishments shall be placed on a paved or improved stabilized surface (e.g., asphalt, concrete, or engineered stabilized base) adequate to support vehicle loads without rutting; surfacing must be shown on the approved plan.



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d. Seating (if provided). Outdoor customer seating associated with a permanent establishment may be permitted subject to:

1. Parking. Provide a minimum of one (1) off-street parking space per four (4) seats, in addition to parking required for any principal use on the site. Parking spaces shall be standard dimensions and located to avoid conflicts with fire lanes and drive aisles.

2. Restrooms.

a. Improved sites. Patrons shall have access to permanent restrooms within two hundred (200) feet of the seating area during all permanent MFDV operating hours. If restrooms are within an existing building, written permission from the building owner/tenant must be provided.

b. Unimproved sites. Provide portable ADA-compliant restrooms at a minimum ratio of one (1) unit per twenty-five (25) seats, plus handwashing stations, maintained in a sanitary condition and serviced per manufacturer's recommendations.

3. Trash & recycling. Provide covered, ADA-accessible refuse receptacles in or adjacent to seating areas, with service coordinated to prevent overflow. Where a dumpster is onsite, receptacles shall be emptied into the commercial dumpster; otherwise, refuse shall be removed off-site daily.

e. Site services (unimproved sites). The approved plan shall demonstrate safe ingress/egress, stabilized parking areas, stormwater management (as applicable), and a designated pad for any portable restroom(s) and refuse containers with screening where required.

f. Revocation of seating authorization. Seating authorization may be suspended or revoked by the City Manager upon a finding of noncompliance with this section, repeated nuisance conditions, or failure to maintain required facilities. The City Manager shall afford notice and a reasonable, informal opportunity to be heard prior to suspension or revocation.

(e) Penalties.

(1) Owners and operators of mobile food dispensing vehicles, and property owners on which such vehicles operate, shall be joint and severally liable for any violations of this section. The penalty provisions set forth in section 1-7 of the City Code shall apply to violations of this section.

(2) In addition to the penalties authorized by subsection (1), the City Manager may also suspend or revoke the property owner's site plan approval for accessory temporary outdoor sales and/or special event permit, as may be applicable, upon a finding that a mobile food dispensing vehicle was operating on the subject property in violation of this



CITY OF CLERMONT  
ORDINANCE NO. 2026-014

section. Prior to suspending or revoking the applicable site plan approval and/or special event permit, the City Manager shall:

- a. Afford the property owner notice of the violation(s) and a reasonable, informal opportunity to be heard regarding the violation(s);
  - b. Consider the property owner's past record of compliance with this section and related laws; and
  - c. Consider the degree of risk to public health, safety, and welfare arising from the alleged violation(s) in evidence.
- (3) The City Manager's decision under subsection (2) shall be rendered in writing and shall be deemed final.
- (4) Any site plan approval or special event permit suspended or revoked pursuant to this subsection shall immediately be void and of no further use and effect to any person. If revoked, the property owner shall be prohibited from seeking subsequent site plan approval for accessory temporary outdoor sales or a special event permit for the subject property for a period of one (1) year from the date of the revocation.
- (5) The operation of a mobile food dispensing vehicle without a valid site plan approval for accessory temporary outdoor sales or special event permit (including if operated during a period of license suspensions or revocation) shall subject the owner of the property and the owner of the vehicle and operator thereof to code enforcement action, civil action, or action as otherwise allowed by state law or the City Code.

### **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 of this Ordinance shall be codified as a part of the Clermont City Code. The codifier is authorized to make editorial changes not affecting the substance of this Ordinance by the substitution of "Article" for "Ordinance", "Section" for "Paragraph", or otherwise to take such editorial license.



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-014**

**SECTION 6: ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS**

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 City Manager's 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.



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-014**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida on this 23rd day of June 2026.

CITY OF CLERMONT, FLORIDA

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Tim Murry, Mayor

ATTEST

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Tracy Ackroyd Howe, MMC  
City Clerk

APPROVED AS TO FORM AND LEGALITY

---

Christian W. Waugh, City Attorney



CITY OF CLERMONT  
ORDINANCE NO. 2026-014

**BUSINESS IMPACT ESTIMATE**

**TO:** Mayor Murry and Council Members  
**FROM:** Planning and Development Services / Curt Henschel  
**DATE:** May 18, 2026  
**SUBJECT:** Ordinance No. 2026-014 – Amendment to LDC under Chapter 125 Zoning

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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 2026-014 is proposed to be adopted by the City on June 23, 2026, 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 2026-014.**

Land Development Code, Chapter 125, “Zoning”, Article V “Supplementary District Regulation”, Division 1 “Generally”, to establish procedures for the review and approval of “Mobile Food Dispensing Vehicles”

**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.**

There are no direct compliance costs for businesses.

**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 existing 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; therefore, there are no additional regulatory costs.

**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 existing businesses and would only be applicable to Mobile Food Dispensing Vehicles.

**4. Any additional information the board determines may be useful.**

Enactment of this ordinance will reduce costs for Mobile Food Dispensing Vehicles that are currently subject to Land Development Code by eliminating the Conditional Use Permit (CUP) process and fees. This is an estimated savings of approximately \$1,000 per Mobile Food Dispensing Vehicle.

## LEGAL NOTICE

On Tuesday, June 23, 2026 at 3:00 PM the Clermont City Council will consider the proposed ordinance to allow for the amendment of the Land Development Code, Chapter 125 – Zoning.

### ORDINANCE NO. 2026-014

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING CHAPTER 125, TO ESTABLISH PROCEDURES FOR THE REVIEW AND APPROVAL OF MOBILE FOOD DISPENSING VEHICLES PURSUANT TO SECTION 509.102, FLORIDA STATUTES; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS, PUBLICATION AND EFFECTIVE DATE.**

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

This amendment 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.

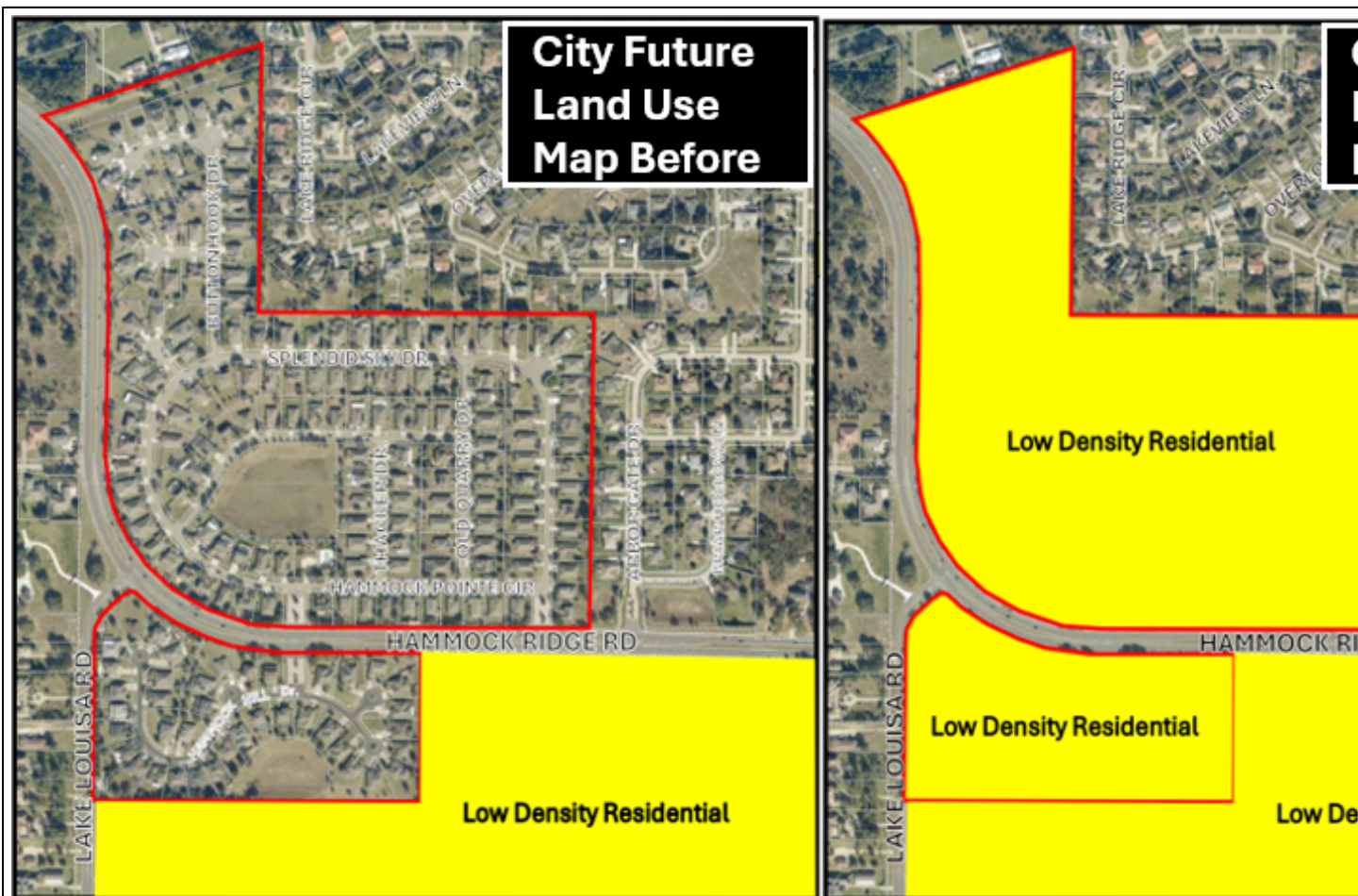
Tracy Ackroyd Howe, MMC  
City Clerk

Daily Commercial  
June 8, 2026



# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Ordinance No. 2026-021 <i>Intro Transmittal</i>	
<b>Requested Action</b>	
Recommend transmittal of Ordinance 2026-021	
<b>Staff Report</b>	
<p>The City, as the applicant, is requesting a Large-Scale Comprehensive Plan Amendment and Rezoning of the subject property as a follow-up to the staff-initiated annexation request. The parcel has been platted, developed, and is receiving wastewater services from the City. The property, approximately 88.5 +/- acres, consists of the Hammock Reserve and Hammock Pointe subdivisions. The total lot count is 196 existing single-family homes. The subdivisions have been built out.</p> <p>On October 28, 2025, the City Council approved the annexation of the subject property with the understanding that a Large-Scale Comprehensive Plan Amendment and Rezoning at a future date in time would occur to designate the property with the applicable future land use and zoning designations. Staff is proceeding to complete the process at this time. Due to the required review by the State of Florida Department of Economic Opportunity (DEO) for the amendment to the Comprehensive Plan of projects greater than 50 acres, this application is being presented to the City Council to make a recommendation for transmittal. If transmitted, then DEO and other State agencies will review and render their comments prior to a public hearing on the adoption of this amendment. The anticipated adoption hearing will be in August 2026 before City Council.</p>	



The subject property is currently designated with Lake County’s Urban Low Density Future Land Use Category. The current density under the Lake County designations allows four (4) dwelling units to one (1) net acre, with the property being developed at 2.20 dwelling units per net acre. The compatible future land use designation under the City at the existing density would be Low-Density Residential, which allows for three (3) dwelling units per (1) acre. The abutting future land use adjacent to the east within the City is Low-Density Residential, which was approved for the Ivey Ridge subdivision that is currently undergoing construction.

The change in future land use to the City’s Low-Density Residential does not propose a conflict between the existing uses and land uses within the area. The proposed future land use is consistent with the City’s Comprehensive Plan and its goals, objectives, and policies. Staff recommends approval of the transmittal of Ordinance 2026-021.

<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		
1. Ord 2026-021 Hammock Pointe Reserve LSCPA	Ord 2026-021 Hammock Pointe Reserve LSCPA.pdf	

2.	FLUC Maps	FLUC Maps.pdf
3.	Staff Analysis Hammock Reserve Pointe LSCPA	Staff Analysis Hammock Reserve Pointe LSCPA.pdf
4.	Legal ad - Hammock Pointe-Reserve LSCPA PZ	Legal ad - Hammock Pointe-Reserve LSCPA PZ.pdf



CITY OF CLERMONT  
ORDINANCE NO. 2026-021

**AN ORDINANCE 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; PROVIDING FOR THE ADOPTION OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the Comprehensive Plan of the City of Clermont was adopted by the City of Clermont on June 23, 2009, in accordance with the Local Government Planning and Land Development Regulations Act of 1985, Chapter 163, Part II, Florida Statutes; and

**WHEREAS**, the Comprehensive Plan of the City of Clermont may be amended pursuant to Florida Statute 163.3187; and

**WHEREAS**, the Planning and Zoning Commission, acting as the Local Planning Agency, held a public hearing and made recommendations to the City Council for amendments to the plan; and

**WHEREAS**, the City Council of the City of Clermont held public hearings on the proposed amendments to the plan in light of written comments, proposals and objections from the general public;

**NOW THEREFORE BE IT RESOLVED AND ENACTED**, by the City Council of the City of Clermont, Lake County, Florida that:

**SECTION 1:**

After public hearings held by the City of Clermont Local Planning Agency and the Clermont City Council, the Future Land Use Map of the Comprehensive Plan of the City of Clermont is hereby amended by changing the following described property as shown:

**LEGAL DESCRIPTION**

LEGAL DESCRIPTION (DREW ESTATES / DREW’S LANDING)

TRACTS 13, 20, 21, 22, 27, 28 AND 29 IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, IN MONTE VISTA PARK FARMS, ACCORDING TO THE PLAT THEREOF



CITY OF CLERMONT  
ORDINANCE NO. 2026-021

RECORDED IN PLAT BOOK 2, PAGE 27, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA,

AND

THE NORTH 3/4 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.

LESS AND EXCEPT THE FOLLOWING:

THAT PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

FROM THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF THE SAID SECTION 6, RUN WEST ALONG THE NORTH LINE OF SAID SECTION 6 A DISTANCE OF 783.6 FEET TO A POINT ON THE SOUTHERLY LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE, THENCE RUN SOUTH 71 DEGREES 03 WEST ALONG THE SOUTHERLY LINE OF SAID RIGHT OF WAY A DISTANCE OF 534.35 FEET FOR A POINT OF BEGINNING.

(THE SAID POINT OF BEGINNING BEING THE INTERSECTION OF THE SOUTHERLY LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE WITH THE EASTERLY LINE OF THE RIGHT OF WAY OF LAKE LOUISA ROAD.)

FROM SAID POINT OF BEGINNING, RUN SOUTH 0 DEGREES 11 MINUTES WEST ALONG THE EAST LINE OF THE RIGHT OF WAY OF LAKE LOUISA ROAD 282.61 FEET; THENCE RUN NORTH 71 DEGREES 03 MINUTES EAST 242.72 FEET; THENCE RUN NORTH 18 DEGREES 57 MINUTES WEST TO THE WATERS OF LAKE MINNEHAHA; THENCE RUN IN A WESTERLY DIRECTION ALONG THE WATERS OF THE SAID LAKE TO A POINT NORTH 0 DEGREES 11 MINUTES EAST OF THE POINT OF BEGINNING; THENCE RUN SOUTH 0 DEGREES 11 MINUTES WEST TO THE POINT OF BEGINNING. LESS THE RIGHT OF WAY OF LAKE SHORE DRIVE.

ALSO, LESS AND EXCEPT:

THAT PART OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

FROM THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF SAID SECTION 6, RUN WEST ALONG THE NORTH LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-021**

SAID SECTION 6 A DISTANCE OF 783.6 FEET TO A POINT ON THE SOUTHERLY LINE OF THE RIGHT OF WAY OF A COUNTY HIGHWAY; THENCE RUN SOUTH 71 DEGREES 03 MINUTES WEST ALONG THE SOUTHERLY LINE OF THE SAID RIGHT OF WAY 234.35 FEET FOR A POINT OF BEGINNING; FROM SAID POINT OF BEGINNING, RUN SOUTH 18 DEGREES 57 MINUTES EAST 267 FEET; THENCE RUN SOUTH 71 DEGREES 03 MINUTES WEST 150 FEET; THENCE RUN NORTH 18 DEGREES 57 MINUTES WEST TO A POINT ON THE NORTH LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE SAID SECTION 6; THENCE RUN EAST ALONG THE NORTH LINE OF THE SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 TO A POINT THAT IS NORTH 18 DEGREES 57 MINUTES WEST OF THE POINT OF BEGINNING; THENCE RUN SOUTH 18 DEGREES 57 MINUTES EAST TO THE POINT OF BEGINNING. LESS THE RIGHT OF WAY OF COUNTY HIGHWAY.

ALSO LESS AND EXCEPT:

THAT PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

FROM THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF SAID SECTION 6, RUN WEST ALONG THE NORTH LINE OF SAID SECTION 6 A DISTANCE OF 783.6 FEET TO A POINT ON THE SOUTHERN LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE, THENCE RUN SOUTH 71° 03' WEST ALONG THE SOUTHERN RIGHT OF WAY LINE A DISTANCE OF 534.35 FEET TO THE INTERSECTION OF THE EAST RIGHT OF WAY LINE OF LAKE LOUISA ROAD, THENCE SOUTH 0° 11' WEST ALONG THE SAID EASTERLY RIGHT OF WAY 282.61 FEET; THENCE RUN NORTH 71° 03' EAST 392.72 FEET TO THE POINT OF BEGINNING; CONTINUE NORTH 71° 03' EAST TO A POINT THAT WILL INTERSECT A LINE WHICH IS AN EXTENSION OF THE WEST OF THE SOUTHERN LOT LINE OF LOT 32, IN LAKE RIDGE CLUB, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 28, PAGE 39, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN EAST ALONG THAT SAID WESTERLY EXTENSION TO THE WEST LOT LINE OF SAID LOT 32; THENCE NORTH ALONG THE WESTERN BOUNDARY OF LAKE RIDGE CLUB TO THE NORTH LOT LINE OF SAID SECTION 6; THENCE WEST TO A POINT THAT INTERSECTS THE NORTH LINE OF SECTION 6 AND THE SOUTHERLY LINE OF LAKE SHORE DRIVE; THENCE SOUTH 71° 03' WEST ALONG SAID SOUTHERLY RIGHT OF WAY TO A POINT THAT IS NORTH 18° 57' WEST OF THE SAID POINT OF BEGINNING; THENCE SOUTH 18° 57' EAST 267 FEET TO THE POINT OF BEGINNING.

SAID LANDS ALSO BEING DESCRIBED AS FOLLOWS:

**CITY OF CLERMONT  
ORDINANCE NO. 2026-021**

THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 LYING SOUTH OF THE FOLLOWING DESCRIBED LINE; COMMENCE AT THE NORTHEAST CORNER OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4; THENCE RUN S00°23'57"W ALONG THE EAST LINE THEREOF A DISTANCE OF 242.06 FEET FOR A POINT OF BEGINNING; THENCE RUN S71°14'28"W A DISTANCE OF 661.70 FEET TO THE END OF SAID LINE ALL BEING IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LYING EAST OF LAKE LOUISA ROAD, LAKE COUNTY, FLORIDA.

PROPERTY AS SHOWN HEREON CONTAINS: 3,855,060 SQUARE FEET OR 88.5 ACRES MORE OR LESS

**LOCATION:**

Hammock Pointe and Hammock Reserve Subdivision  
Improved parcels located east of  
the Hammock Ridge Road and Lake Louisa Road intersection  
88.5 +/- Acres





*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-021**

**CHANGE THE FUTURE LAND USE CLASSIFICATION:**

**FROM: LAKE COUNTY URBAN LOW DENSITY  
TO: CITY OF CLERMONT LOW DENSITY RESIDENTIAL**

**SECTION 2: CONFLICT**

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

**SECTION 3: 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 4: ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR**

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 5: PUBLICATION AND EFFECTIVE DATE**

This Ordinance shall be published as provided by law and it shall become law and shall take effect after a period of thirty days plus one following its Second Reading and Final Passage.



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-021**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida, this 25<sup>th</sup> day of August, 2026.

CITY OF CLERMONT

\_\_\_\_\_  
Tim Murry, Mayor

ATTEST:

\_\_\_\_\_  
Tracy Ackroyd Howe, MMC  
City Clerk

Approved as to form and legality:

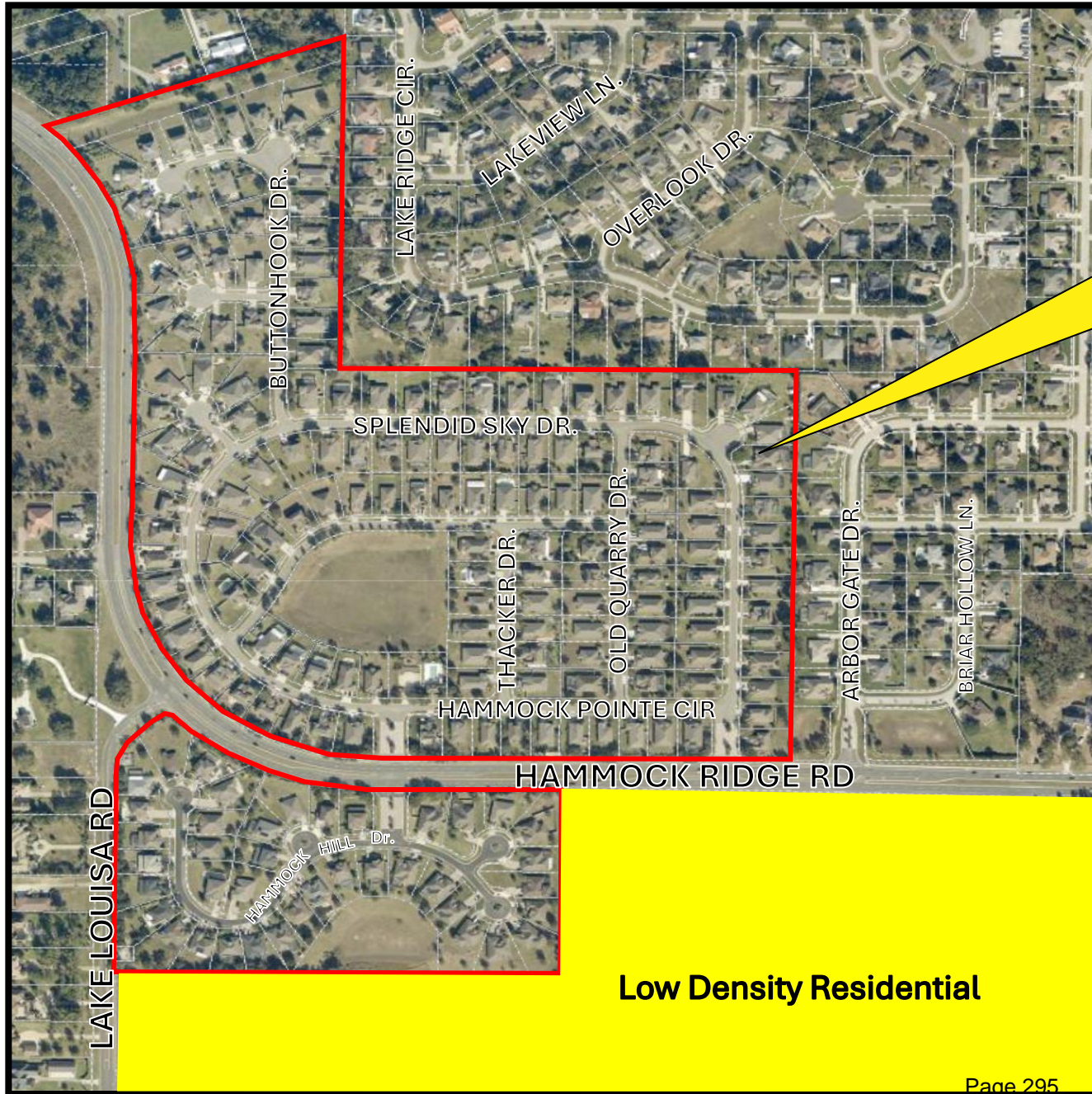
\_\_\_\_\_  
Christian W. Waugh, City Attorney



**Site:**  
Future Land Use from  
Lake County  
Urban Low Density  
To  
City of Clermont  
Low Density Residential

**2026-021  
Before**

- Clermont Future Land Use
- Commercial
  - Conservation
  - Downtown MU
  - High Density Residential
  - Industrial
  - Low Density Residential
  - Master Planned Development
  - Medium Density Residential
  - Multi Use W District & Neighborhood
  - Neighborhood District
  - Office
  - Parks
  - Public Fac/Institutional
  - Residential/Office



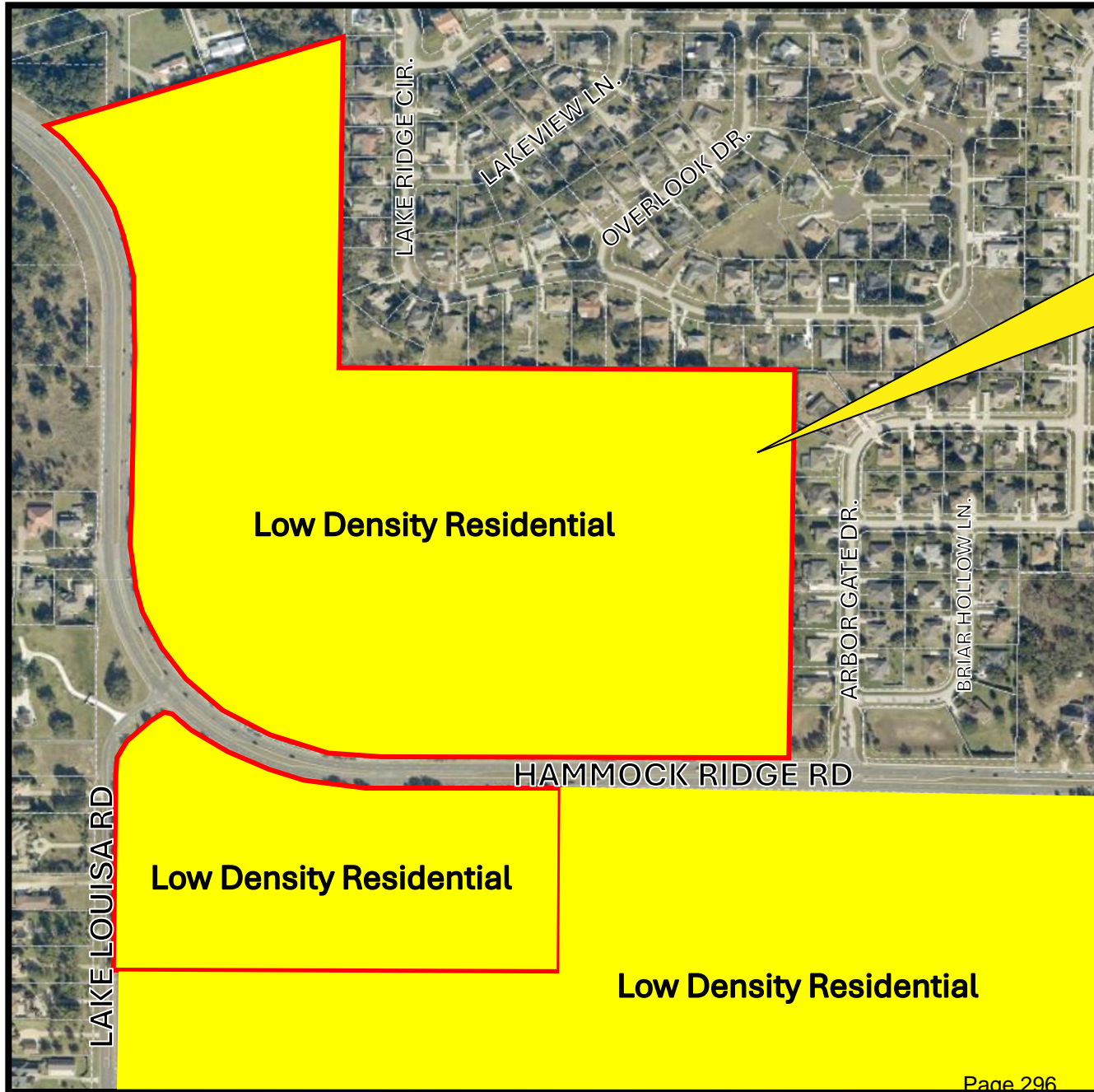
**Low Density Residential**





**2026-021**  
**After**

- Clermont Future Land Use
- Commercial
  - Conservation
  - Downtown MU
  - High Density Residential
  - Industrial
  - Low Density Residential
  - Master Planned Development
  - Medium Density Residential
  - Multi Use W District & Neighborhood
  - Neighborhood District
  - Office
  - Parks
  - Public Fac/Institutional
  - Residential/Office



**Site:**  
Future Land Use from  
Lake County  
Urban Low Density  
To  
City of Clermont  
Low Density Residential



# CITY OF CLERMONT

## Staff Analysis Report

**APPLICANT:** City of Clermont

**PROJECT NAME:** Hammock Reserve & Hammock Pointe Subdivision Large-Scale Comprehensive Plan Amendment (LSCPA)

**REQUESTED ACTION:** Consider a request for a Large-Scale Comprehensive Plan Amendment for the Hammock Reserve and Hammock Pointe Subdivisions adjacent to the Hammock Ridge Road and Lake Louisa Road intersection.

**SIZE OF PARCEL:** 88.5 +/- Acres

**LOCATION:** Hammock Reserve and Hammock Pointe Subdivision, improved parcels located east of the Hammock Ridge Road and Lake Louisa Road intersection

**EXISTING ZONING:** Medium Residential District (R-3) within Lake County

**EXISTING LAND USE:** Single-Family Residences

**FUTURE LAND USE CATEGORY:** Urban Low Density within Lake County

### Adjacent Property Land Use Table

<u>Direction</u>	<u>Future Land Use</u>	<u>Zoning</u>	<u>Existing Use</u>	<u>Comments</u>
North	Urban Low within Lake County	R-1 & R-3 within Lake County	Single-Family Residential	Lake Ridge Club Subdivision
South	Low Density Residential	PUD	Undeveloped	Ivey Ridge Subdivision
East	Urban Low within Lake County & the City's Low Density Residential	R-2 within Lake County & The City's PUD	Single-Family Residential	Timberlane Phase II Subdivision
West	Green Swamp Interlachen & Green Swamp Rural within Lake County	PUD and R-3 within Lake County	Undeveloped & Single-Family Residential	Lake Susan Outlook and Estates at Lake Susan Replat Subdivisions

**ANALYSIS:**

The City, as the applicant, is requesting a Large-Scale Comprehensive Plan Amendment and Rezoning of the subject property as a follow up to the staff-initiated annexation request. The parcel has been platted, developed, and is receiving wastewater services from the City. The property, approximately 88.5 +/- acres, consists of the Hammock Reserve and Hammock Pointe subdivisions. The total lot count is 196 existing single-family homes. The subdivisions have been built-out.

On October 28<sup>th</sup>, 2025, the City Council approved the annexation of the subject property with the understanding that a Large-Scale Comprehensive Plan Amendment and Rezoning at a future date in time would occur to designate the property with the applicable future land use and zoning designations. Staff is proceeding to complete the process at this time.



The subject property is currently designated with Lake County’s Urban Low Density Future Land Use Category. The current density under the Lake County designations allowed four (4) dwelling units to one (1) net acre, with the property being developed at 2.20 dwelling units per net acre. The compatible future land use designation under the City at the existing density would be Low-Density Residential which allows for three (3) dwelling unit per (1) acre. The abutting future land use adjacent to the east within the City is Low-Density Residential, which was approved for the Ivey Ridge subdivision that is currently undergoing construction.

**STAFF RECOMMENDATION:**

The change in future land use to the City’s Low-Density Residential does not propose a conflict between the existing uses and land uses within the area. The proposed future

land use is consistent with the City's Comprehensive Plan and its goals, objectives, and policies. Staff recommends approval of Ordinance 2026-021.

# CITY OF CLERMONT

## NOTICE OF PROPOSED LAND USE CHANGE LARGE SCALE COMPREHENSIVE PLAN AMENDMENT ORDINANCE NO. 2026-021

The City of Clermont will hold public hearings on Tuesday, June 2, 2026 at 6:30 p.m. before the Planning and Zoning Commission to consider a proposed change to the City's Future Land Use Map; and on Tuesday, June 9, 2026 at 3:00 p.m. before the City Council to consider introduction of the ordinance and transmittal of the proposed amendment. The map amendment would change the Future Land Use designation for the property below from Lake County Urban Low Density to City of Clermont Low Density Residential.



### LOCATION

Hammock Pointe and Hammock Reserve Subdivision  
Improved parcels located east of  
the Hammock Ridge Road and Lake Louisa Road intersection  
88.5 +/- Acres

### FUTURE LAND USE MAP AMENDMENT

**From: Lake County Urban Low Density  
TO: City of Clermont Low Density Residential**

### **ORDINANCE NO. 2026-021**

**AN ORDINANCE 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; PROVIDING FOR THE ADOPTION OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.**

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.

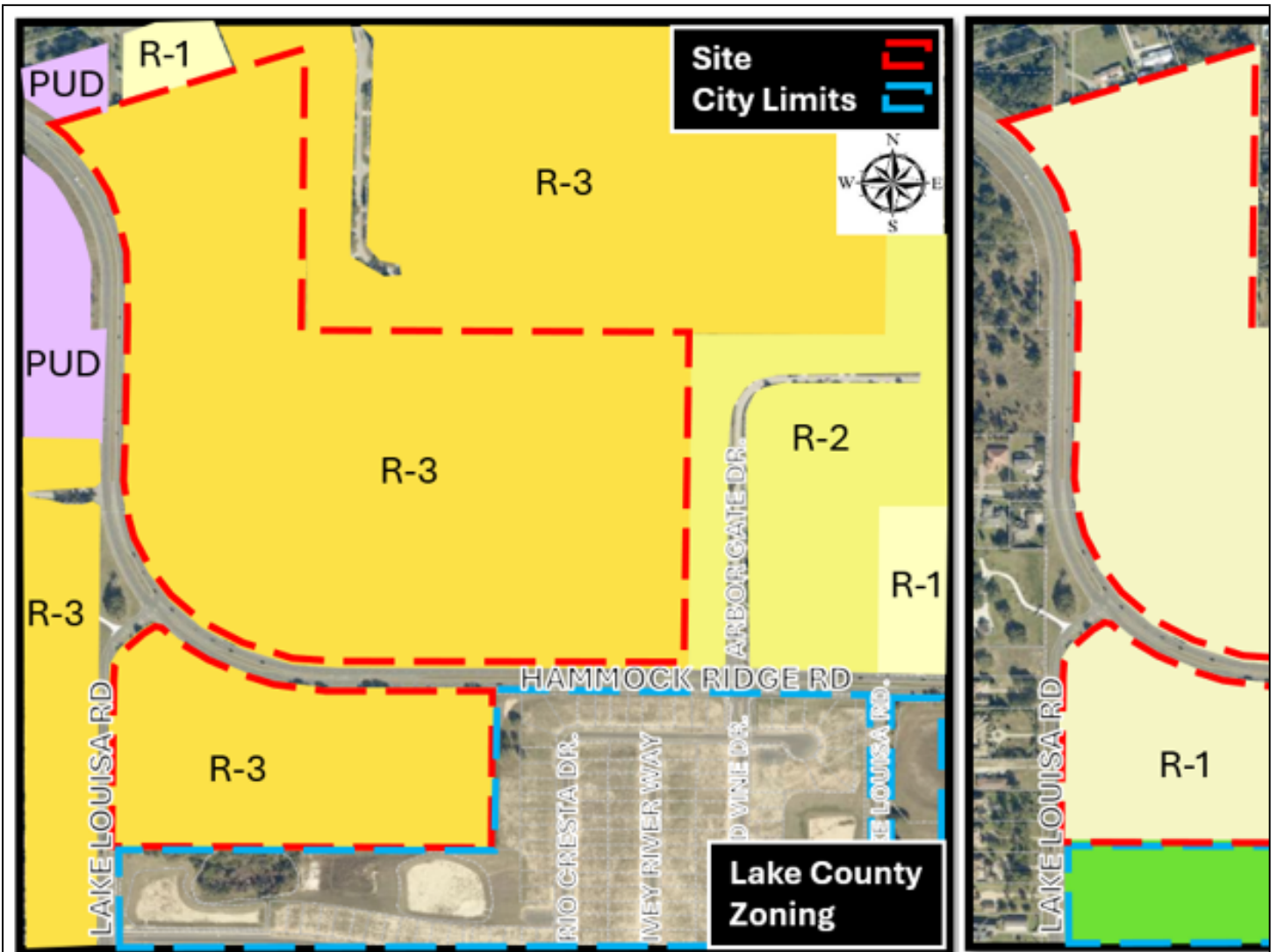
Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352) 241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC  
City Clerk



# AGENDA ITEM

<b>Meeting Date</b>	
Tuesday, June 9, 2026	
<b>Agenda Item Name</b>	
Ordinance No. 2026-022 <i>Intro Rezoning</i>	
<b>Requested Action</b>	
Recommend introduction of Ordinance 2026-022	
<b>Staff Report</b>	
<p>The City, as the applicant, is requesting a Large-Scale Comprehensive Plan Amendment and Rezoning of the subject property as a follow-up to the staff-initiated annexation request. The parcel has been platted, developed, and is receiving wastewater services from the City. The property, approximately 88.5 +/- acres, consists of the Hammock Reserve and Hammock Pointe subdivisions. The total lot count is 196 existing single-family homes. The subdivisions have been built out.</p> <p>On October 28<sup>th</sup>, 2025, the City Council approved the annexation of the subject property with the understanding that a Large-Scale Comprehensive Plan Amendment and Rezoning at a future date in time would occur to designate the property with the applicable future land use and zoning designations. Staff is proceeding to complete the process at this time.</p>	



The subject property is currently designated within Lake County's Medium Residential (R-3) zoning district. The minimum lot size under the Lake County designation requires three (3) dwelling units per one (1) net acre, or 14,520sqft when in accordance with the gross acreage requirement. When reviewing the existing lot sizes within the development, the minimum lot size was found to be 85ft by 140ft, or 11,900sqft. To encapsulate the existing lot sizes and in keeping in line with property rights for consideration, for both the north and south sides of the subdivision, City staff is recommending the property to be rezoned to the R-1 Single-Family Medium Density Residential District.

The change in the zoning district to the City's R-1 Single-Family Medium Density Residential District does not propose a conflict between the existing uses and land uses within the area. The proposed zoning district is compatible with the adjoining properties as required by the City's Comprehensive Plan. Staff recommends approval of the Rezoning, Ordinance NO. 2026-022.

<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>

		ption	
<b>Exhibits Attached</b> (copies of original agreements)			
1.	Ord 2026-022 Hammock Pointe Reserve Rezoning (06.02.2026)	Ord 2026-022 Hammock Pointe Reserve Rezoning (06.02.2026).pdf	Ord 2026-022 Hammock Pointe Reserve Rezoning (06.02.2026).pdf
2.	Location and Zoning Maps	Location and Zoning Maps.pdf	Location and Zoning Maps.pdf
3.	Staff Analysis Hammock Reserve Pointe REZ	Staff Analysis Hammock Reserve Pointe REZ.pdf	Staff Analysis Hammock Reserve Pointe REZ.pdf
4.	2026-022 Hammock Pointe & Reserve RZ - Legal Ad CC	2026-022 Hammock Pointe & Reserve RZ - Legal Ad CC.docx	2026-022 Hammock Pointe & Reserve RZ - Legal Ad CC.docx



CITY OF CLERMONT  
ORDINANCE NO. 2026-022

**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.**

**WHEREAS**, the City Council of Clermont, Florida annexed the property on October 28, 2025; and

**WHEREAS**, to complete the annexation process with a compatible City Future Land Use Category and Zoning District; this rezoning request is being initiated by City staff; and

**WHEREAS**, the City Council of Clermont, Florida, has considered an Amendment to the official Zoning Map of the City to Rezone the subject property from Lake County Medium Residential District (R-3) to City of Clermont Single-Family Medium Density District (R-1); and

**WHEREAS**, the City of Clermont Planning and Zoning Commission did on the 2<sup>nd</sup> day of June 2026 review the petition for Rezoning; and

**WHEREAS**, the City Council reviewed the petition, the recommendations of the Planning and Zoning Commission, and any comments, favorable or unfavorable, from the public and surrounding property owners at a Public Hearing duly advertised; and

**WHEREAS**, upon review, certain terms pertaining to the development of the below-described property have been duly approved.

**NOW THEREFORE**, 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**

LEGAL DESCRIPTION (DREW ESTATES / DREW’S LANDING)

TRACTS 13, 20, 21, 22, 27, 28 AND 29 IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, IN MONTE VISTA PARK FARMS, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 2, PAGE 27, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-022**

THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA,

AND

THE NORTH 3/4 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.

LESS AND EXCEPT THE FOLLOWING:

THAT PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

FROM THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF THE SAID SECTION 6, RUN WEST ALONG THE NORTH LINE OF SAID SECTION 6 A DISTANCE OF 783.6 FEET TO A POINT ON THE SOUTHERLY LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE, THENCE RUN SOUTH 71 DEGREES 03 WEST ALONG THE SOUTHERLY LINE OF SAID RIGHT OF WAY A DISTANCE OF 534.35 FEET FOR A POINT OF BEGINNING.

(THE SAID POINT OF BEGINNING BEING THE INTERSECTION OF THE SOUTHERLY LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE WITH THE EASTERLY LINE OF THE RIGHT OF WAY OF LAKE LOUISA ROAD.)

FROM SAID POINT OF BEGINNING, RUN SOUTH 0 DEGREES 11 MINUTES WEST ALONG THE EAST LINE OF THE RIGHT OF WAY OF LAKE LOUISA ROAD 282.61 FEET; THENCE RUN NORTH 71 DEGREES 03 MINUTES EAST 242.72 FEET; THENCE RUN NORTH 18 DEGREES 57 MINUTES WEST TO THE WATERS OF LAKE MINNEHAHA; THENCE RUN IN A WESTERLY DIRECTION ALONG THE WATERS OF THE SAID LAKE TO A POINT NORTH 0 DEGREES 11 MINUTES EAST OF THE POINT OF BEGINNING; THENCE RUN SOUTH 0 DEGREES 11 MINUTES WEST TO THE POINT OF BEGINNING. LESS THE RIGHT OF WAY OF LAKE SHORE DRIVE.

ALSO, LESS AND EXCEPT:

THAT PART OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

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*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-022**

18 DEGREES 57 MINUTES EAST 267 FEET; THENCE RUN SOUTH 71 DEGREES 03 MINUTES WEST 150 FEET; THENCE RUN NORTH 18 DEGREES 57 MINUTES WEST TO A POINT ON THE NORTH LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE SAID SECTION 6; THENCE RUN EAST ALONG THE NORTH LINE OF THE SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 TO A POINT THAT IS NORTH 18 DEGREES 57 MINUTES WEST OF THE POINT OF BEGINNING; THENCE RUN SOUTH 18 DEGREES 57 MINUTES EAST TO THE POINT OF BEGINNING. LESS THE RIGHT OF WAY OF COUNTY HIGHWAY.

ALSO LESS AND EXCEPT:

THAT PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

FROM THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF SAID SECTION 6, RUN WEST ALONG THE NORTH LINE OF SAID SECTION 6 A DISTANCE OF 783.6 FEET TO A POINT ON THE SOUTHERN LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE, THENCE RUN SOUTH 71° 03' WEST ALONG THE SOUTHERN RIGHT OF WAY LINE A DISTANCE OF 534.35 FEET TO THE INTERSECTION OF THE EAST RIGHT OF WAY LINE OF LAKE LOUISA ROAD, THENCE SOUTH 0° 11' WEST ALONG THE SAID EASTERLY RIGHT OF WAY 282.61 FEET; THENCE RUN NORTH 71° 03' EAST 392.72 FEET TO THE POINT OF BEGINNING; CONTINUE NORTH 71° 03' EAST TO A POINT THAT WILL INTERSECT A LINE WHICH IS AN EXTENSION OF THE WEST OF THE SOUTHERN LOT LINE OF LOT 32, IN LAKE RIDGE CLUB, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 28, PAGE 39, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN EAST ALONG THAT SAID WESTERLY EXTENSION TO THE WEST LOT LINE OF SAID LOT 32; THENCE NORTH ALONG THE WESTERN BOUNDARY OF LAKE RIDGE CLUB TO THE NORTH LOT LINE OF SAID SECTION 6; THENCE WEST TO A POINT THAT INTERSECTS THE NORTH LINE OF SECTION 6 AND THE SOUTHERLY LINE OF LAKE SHORE DRIVE; THENCE SOUTH 71° 03' WEST ALONG SAID SOUTHERLY RIGHT OF WAY TO A POINT THAT IS NORTH 18° 57' WEST OF THE SAID POINT OF BEGINNING; THENCE SOUTH 18° 57' EAST 267 FEET TO THE POINT OF BEGINNING.

SAID LANDS ALSO BEING DESCRIBED AS FOLLOWS:

THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 LYING SOUTH OF THE FOLLOWING DESCRIBED LINE; COMMENCE AT THE NORTHEAST CORNER OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-022**

NORTHWEST 1/4; THENCE RUN S00°23'57"W ALONG THE EAST LINE THEREOF A DISTANCE OF 242.06 FEET FOR A POINT OF BEGINNING; THENCE RUN S71°14'28"W A DISTANCE OF 661.70 FEET TO THE END OF SAID LINE ALL BEING IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LYING EAST OF LAKE LOUISA ROAD, LAKE COUNTY, FLORIDA.

PROPERTY AS SHOWN HEREON CONTAINS: 3,855,060 SQUARE FEET OR 88.5 ACRES MORE OR LESS

**LOCATION:**

Hammock Pointe and Hammock Reserve Subdivision  
Improved parcels located east of  
the Hammock Ridge Road and Lake Louisa Road intersection  
88.5 +/- Acres



**PROPERTY REZONING**

**From: Lake County Medium Residential District (R-3)**  
**To: City of Clermont Single-Family Medium Density Residential District (R-1)**

**SECTION 2: CONFLICT**

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.



*CITY OF CLERMONT*  
**ORDINANCE NO. 2026-022**

**SECTION 3: 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 4: 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 5: 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 6: 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. 2026-022**

**PASSED AND ADOPTED** by the City Council of the City of Clermont, Lake County, Florida on this 25<sup>th</sup> day of August 2026.

CITY OF CLERMONT

\_\_\_\_\_  
Tim Murry, Mayor

ATTEST:

\_\_\_\_\_  
Tracy Ackroyd Howe, MMC  
City Clerk

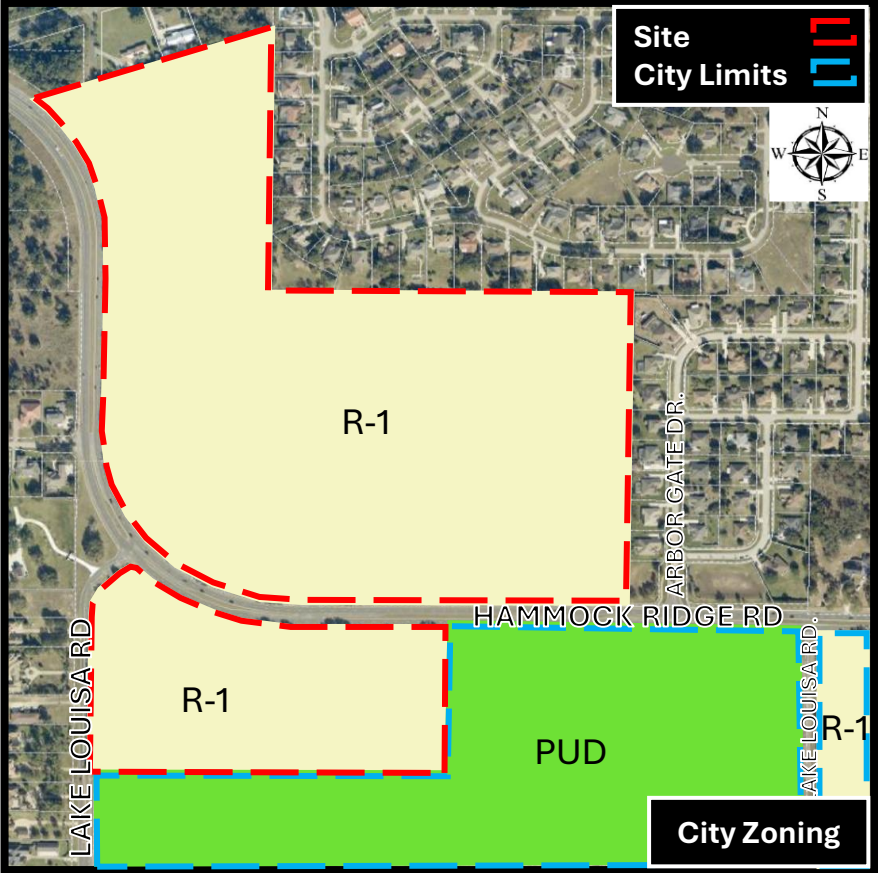
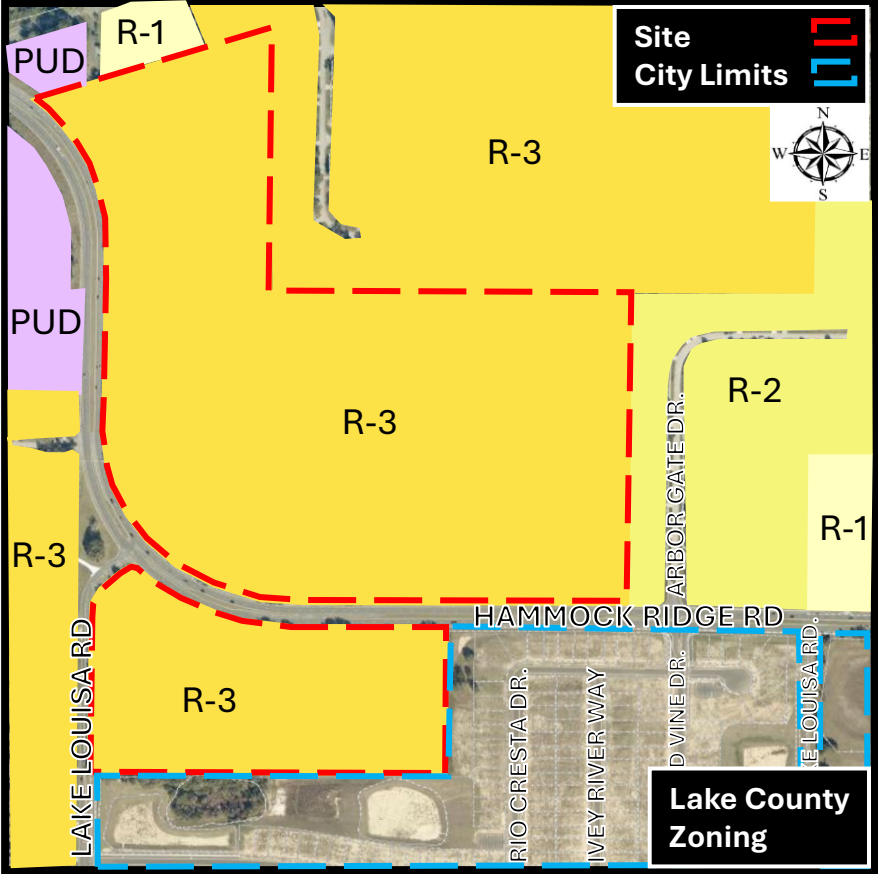
Approved as to form and legality:

\_\_\_\_\_  
Christian W. Waugh, City Attorney

# Hammock Pointe and Hammock Reserve



# Hammock Pointe and Hammock Reserve





# CITY OF CLERMONT

## Staff Analysis Report

**APPLICANT:** City of Clermont

**PROJECT NAME:** Hammock Reserve & Hammock Pointe Subdivision Rezoning

**REQUESTED ACTION:** Consider a request for Rezoning for the Hammock Reserve and Hammock Pointe Subdivisions adjacent to the Hammock Ridge Road and Lake Louisa Road intersection.

**SIZE OF PARCEL:** 88.5 +/- Acres

**LOCATION:** Hammock Reserve and Hammock Pointe Subdivision, improved parcels located east of the Hammock Ridge Road and Lake Louisa Road intersection

**EXISTING ZONING:** Medium Residential District (R-3) within Lake County

**EXISTING LAND USE:** Single-Family Residences

**FUTURE LAND USE CATEGORY:** Urban Low Density within Lake County

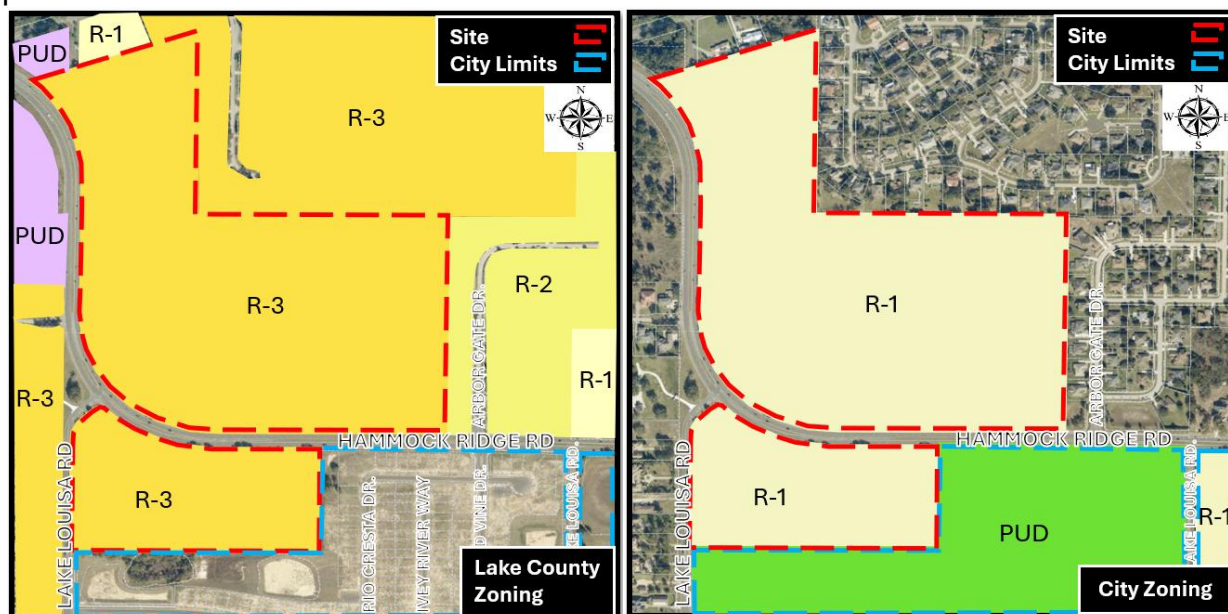
### Adjacent Property Land Use Table

<u>Direction</u>	<u>Future Land Use</u>	<u>Zoning</u>	<u>Existing Use</u>	<u>Comments</u>
North	Urban Low within Lake County	PUD, R-1, & R-3 within Lake County	Single-Family Residential	Lake Ridge Club Subdivision
South	Low Density Residential	PUD	Undeveloped	Ivey Ridge Subdivision
East	Urban Low within Lake County & the City's Low Density Residential	R-2 within Lake County & The City's PUD	Single-Family Residential	Timberlane Phase II Subdivision
West	Green Swamp Interlachen & Green Swamp Rural within Lake County	PUD and R-3 within Lake County	Undeveloped & Single-Family Residential	Lake Susan Outlook and Estates at Lake Susan Replat Subdivisions

## **ANALYSIS:**

The City, as the applicant, is requesting a Large-Scale Comprehensive Plan Amendment and Rezoning of the subject property as a follow up to the staff-initiated annexation request. The parcel has been platted, developed, and is receiving wastewater services from the City. The property, approximately 88.5 +/- acres, consists of the Hammock Reserve and Hammock Pointe subdivisions. The total lot count is 196 existing single-family homes. The subdivisions have been built-out.

On October 28<sup>th</sup>, 2025, the City Council approved the annexation of the subject property with the understanding that a Large-Scale Comprehensive Plan Amendment and Rezoning at a future date in time would occur to designate the property with the applicable future land use and zoning designations. Staff is proceeding to complete the process at this time.



The subject property is currently designated with Lake County's Medium Residential (R-3) zoning district. The minimum lot size under the Lake County designation required three (3) dwelling units per one (1) net acre, or 14,520sqft when in accordance with the gross acreage requirement. When reviewing the existing lot sizes within the development, the minimum lot size was found to be 85ft by 140ft, or 11,900sqft. To encapsulate the existing lots sizes and in keeping in line with property rights for consideration, for both the north and south sides of the subdivision, City staff is recommending the property to be rezoned to the R-1 Single-Family Medium Density Residential District.

## **STAFF RECOMMENDATION:**

The change in the zoning district to the City's R-1 Single-Family Medium Density Residential District does not propose a conflict between the existing uses and land uses within the area. The proposed zoning district is compatible with the adjoining properties as required by the City's Comprehensive Plan. Staff recommends approval of the Rezoning, Ordinance NO. 2026-022.

## LEGAL NOTICE

On Tuesday, August 25, 2026 at 3:00 PM the Clermont City Council will consider the enactment of the following proposed ordinance at a public hearing for final adoption.

### ORDINANCE NO. 2026-022

**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

Hammock Pointe and Hammock Reserve Subdivision  
Improved parcels located east of  
the Hammock Ridge Road and Lake Louisa Road intersection  
88.5 +/- Acres



#### PROPERTY REZONING

**From: Lake County Medium Residential District (R-3)  
To: City of Clermont Single-Family Medium Density Residential District (R-1)**

**LEGAL DESCRIPTION**

LEGAL DESCRIPTION (DREW ESTATES / DREW'S LANDING)

TRACTS 13, 20, 21, 22, 27, 28 AND 29 IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, IN MONTE VISTA PARK FARMS, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 2, PAGE 27, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.  
THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA,

AND

THE NORTH 3/4 OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.

LESS AND EXCEPT THE FOLLOWING:

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(THE SAID POINT OF BEGINNING BEING THE INTERSECTION OF THE SOUTHERLY LINE OF THE RIGHT OF WAY OF LAKE SHORE DRIVE WITH THE EASTERLY LINE OF THE RIGHT OF WAY OF LAKE LOUISA ROAD.)

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ALSO, LESS AND EXCEPT:

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END OF SAID LINE ALL BEING IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LYING EAST OF LAKE LOUISA ROAD, 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.

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Tracy Ackroyd Howe, MMC  
City Clerk

Daily Commercial  
Publish Date: August 10, 2026  
Size: 2 columns by 10 inches



# AGENDA ITEM

<b>Meeting Date</b>		
Tuesday, June 9, 2026		
<b>Agenda Item Name</b>		
Fire Department EMS Transport		
<b>Requested Action</b>		
Receive the presentation and provide policy direction regarding the preferred EMS transport service delivery model.		
<b>Staff Report</b>		
<p>Staff will present the findings of the City's EMS transport evaluation and implementation analysis. The presentation will review the operational, financial, staffing, equipment, and regulatory requirements necessary to establish a City-operated ALS transport program and compare those requirements against the current EMS delivery model.</p> <p>The analysis includes evaluation of an independent City-operated transport system, a phased hybrid implementation model utilizing a combination of City and County resources, projected startup and recurring costs, anticipated transport revenue, staffing requirements, capital equipment needs, and implementation timelines. The presentation will also discuss the need to obtain a Certificate of Public Convenience and Necessity (COPCN) and how the City providing EMS transport services could improve operational oversight, reduce ambulance arrival times, improve patient continuity of care, and enhance service delivery to Clermont residents.</p> <p>The purpose of the presentation is to provide City Council with the information necessary to evaluate available service delivery options and provide direction regarding the future of EMS transport services within the City of Clermont.</p>		
<b>Additional Analysis</b>		
<b>Fiscal Impact Summary</b>		
This item is for discussion purposes only. Any future implementation costs, staffing requests, capital purchases, or budget amendments associated with an EMS transport program will be presented to City Council for consideration during a future meeting.		
<b>Fiscal Impact</b>	<b>Fund Number and Description</b>	<b>Available Budget Amount</b>
<b>Exhibits Attached</b> (copies of original agreements)		