



**CITY OF CLERMONT
COUNCIL MEETING AGENDA
6:30 PM, Tuesday, September 27, 2016**

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. For items listed on the agenda, each speaker will be permitted 5 minutes to address the Council. For non-agenda items, each speaker will be permitted 3 minutes to address the Council. These time limits may be changed by the Mayor. Thank you for participating in your City Government.

CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

PROCLAMATION

National Training Center

PRESENTATIONS

Citizen and Retiree Recognition

Name the Recycling Frog Contest Winner

PUBLIC COMMENTS

REPORTS

CONSENT AGENDA

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

Item No. 1 - Meeting Minutes

Consider approval of the September 8, 2016 First Budget Public Hearing and September 13, 2016 Regular Council Meeting minutes.

Item No. 2 - Plat Approval

Consider approval of the Lakefront Village Plat.

Item No. 3 - Bid Award

Consider Request for Proposals award to American Janitorial, Inc. for City Hall, Clermont City Center and Public Works Department janitorial services in the budgeted amount of \$70,980.

Item No. 4 - Bid Award

Consider approval of Request for Proposals award to American Janitorial, Inc. for Highlander Building and Public Restrooms janitorial services in the budgeted amount of \$114,651.36.

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|---|---|
| Item No. 5 - Bid Award | Consider Request for Proposals award to Gemilang Solutions, LLC. for recreational facility restrooms janitorial services in the budgeted amount of \$40,560. |
| Item No. 6 - Bid Award | Consider Request for Proposals award to Florida League of Cities, Inc. for insurance and risk management services in the budgeted amount of \$768,484. |
| Item No. 7 - Road Closure and Event Request | Consider event and road closures request to allow the Clermont Downtown Partnership to host their annual Downtown Clermont Art Festival November 4 - 6, 2016 |
| Item No. 8 - Road Closure and Event Request | Consider event and road closures request to allow the Clermont Downtown Partnership to host their annual Harvest Festival on October 29, 2016. |
| Item No. 9 - Event Request and Open Container Allowance | Consider approval for the South Lake Chamber to have an open container area for their annual Taste of South Lake event at Waterfront Park on November 3, 2016. |
| Item No. 10 - Open Container Allowance | Consider allowing Mr. Carrington and Ms. Moss to have an open container allowance for beer, wine and spirits at the Highlander Building & Pavilion for their wedding on March 25, 2017. |
| Item No. 11 - Resolution No. 2016-39 | Consider Resolution approval adopting a new Sexual Misconduct Policy. |
| Item No. 12 - Resolution No. 2016-43 | Consider approval of a new holiday bonus Resolution. |

UNFINISHED BUSINESS

- | | |
|---|---|
| Item No. 13 - Ordinance No. 2016-28 <i>Withdrawn</i>
<i>Extreme Groves</i> | The applicant has withdrawn the annexation application. |
| Item No. 14 - Ordinance No. 2016-29 <i>Withdrawn</i>
<i>Extreme Groves</i> | The applicant has withdrawn the comprehensive plan amendment. |

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Item No. 15 - Ordinance No. 2016-30 *Withdrawn*
Extreme Groves

The applicant has withdrawn the rezoning application.

NEW BUSINESS

Item No. 16 - Variance Request
Jenkins

Consider a variance request to allow a rear yard setback of 17 feet and a side yard setback of 7 feet for property located at 209 Brookdale Loop.

Item No. 17 - Resolution No. 2016-36
Lake County Adult Activity Center, Inc.

Consider approval of a conditional use permit to allow an adult daycare in the M-1 Industrial zoning district located at 355 Citrus Tower Boulevard.

Item No. 18 - Resolution No. 2016-38
Special Magistrate

Consider Resolution to approve the engagement letter with Leigh Kyer, P.A. to serve as Code Enforcement Special Magistrate.

Item No. 19 - Red Light Camera

Discussion

ADJOURN

Any person wishing to appeal any decision made by the City Council at this meeting will need a record of the proceedings. For that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7330.

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

City of Clermont
Proclamation

Whereas, the National Training Center opened in September 2001; and

Whereas, for 15 years has been offering a unique blend of programming for youth, adults, and athletes makes it a one-of-a-kind facility; and

Whereas, the National Training Center has over 250,000 athletes and visitors annually; and

Whereas, the National Training Center has served thousands of community members through fitness memberships, events, and youth programming; and

Whereas, the National Training Center has hosted thousands of athletes from over 25 countries, hundreds of colleges, and dozens of Olympic athletes in various sports for training; including track and field, triathlon, swimming and diving, running, soccer, cycling, rugby, lacrosse, water polo, synchronized swimming, cyclocross, and more;

Now, Therefore, Be it Resolved, that the City of Clermont extends best wishes and continued success to the National Training Center at the South Lake Hospital for 15 years of service to the South Lake Community.

In Witness Whereof, I, Gail L. Ash, Mayor of the City of Clermont in the State of Florida, have hereunto set my hand and caused the Seal of the City of Clermont to be affixed this 27th day of September in the year two thousand sixteen.

ATTEST:

Gail L. Ash, Mayor

Tracy Ackroyd Howe, MMC
City Clerk

City of Clermont
SPECIAL MEETING MINUTES
SEPTEMBER 8, 2016

FIRST PUBLIC HEARING - FISCAL YEAR 2016-2017 BUDGET

The Clermont City Council met in a special meeting on Thursday, September 8, 2016 in the Council Chambers at City Hall. Mayor Ash called the meeting to order at 6:00pm with the following present: Council Members Mullins, Goodgame, Bates and Travis. Other City officials present were: City Manager Gray, City Clerk Ackroyd Howe and Finance Director Van Zile.

Council Member Goodgame gave the invocation followed by the Pledge of Allegiance.

Resolution No. 2016-32 Tentative Ad Valorem Millage Rate

City Clerk Ackroyd read Resolution 2016-32 aloud in its entirety.

A Resolution of the City Council of the City of Clermont, Lake County, Florida, adopting the Tentative Ad Valorem Millage Rate for the Fiscal Year beginning October 1, 2016, and ending September 30, 2017; providing for collection of taxes; providing an effective date.

City Manager Gray stated the meeting was the first of two public hearings to adopt a millage rate and budget for Fiscal Year 2016-2017. There is no proposed change to the millage rate. There are no reserve funds used to balance the General Fund this year. The reserves are at \$8.1 million. He reviewed the highlights of the proposed budget and commended senior staff for their assistance in searching for efficiencies and continue providing exceptional services to the residents.

Finance Director Van Zile presented the tentative ad valorem millage rate for fiscal year 2016-2017.

He reviewed the history of property taxable values and millage rate from 2007 through 2017. The rolled back rate is an increase of 3.86 percent. We have to advertise the rolled back rate per Florida Statutes. He reviewed a comparison of other municipality's property taxes and fees.

Staff requested approval of Resolution 2016-32, establishing the tentative ad valorem millage rate of 4.2061 for fiscal year 2017.

Mayor Ash opened the public hearing. There were no comments. Mayor Ash closed the public hearing.

Council Member Goodgame moved to approve Resolution 2016-32;

Council Member Mullins commented on going to the rolled back rate. City Manager Gray noted staff aggressively made cut to this budget and explained the importance of using reserves for projects only; not operating expenses.

The motion was seconded by Council Member Mullins. The motion passed with all members present voting aye.

Resolution No. 2016-33 Tentative Budget

City Clerk Ackroyd Howe read Resolution 2016-33 aloud by title only.

A Resolution of the City Council of the City of Clermont, Lake County, Florida,
adopting the Tentative Budget for the 2016-2017 Fiscal Year.

Finance Director Van Zile presented the city-wide budget and expenditures.

The tentative budget is \$112,922,397 which is \$16,696,507 less than the current year budget. The budget includes planning and zoning, building services and fire inspection services fee increases as discussed at a recent workshop. General Fund Tentative Budget of \$33,572,708 is \$291,972 less than the current year budget. General Fund Tentative Budget ending reserves are projected at \$8,131,441 or 32.46 percent of budgeted operating expenditures. General Fund Tentative Budget includes for the first time, a reoccurrence of 10 percent of sewer service fees from the Sewer Fund. The significant expenditures includes new positions, merit pay adjustments, pay grade/classification study, police vehicles, Fire Class A pumper truck, and other department vehicles, city-wide fiber optic network, fire stations telephone system, Arts and Recreation Center painting, Palatlahaka Park improvements, Hancock Park Improvements, Utility system improvements, wastewater building expansion and recycling/solid waste trucks, Victory Pointe, Downtown restrooms, Boat ramp relocation, and Waterfront trail spur.

Council Member Travis would like to see all gateway signage in fiscal year 2017. Finance Director Van Zile noted it is all grouped into the compass project which is programmed for fiscal year 2017.

Staff requested approval of Resolution 2016-33, establishing the tentative city-wide budget in the amount of \$112,922,397 for fiscal year 2016-2017.

Mayor Ash opened the public hearing. There were no public comments. Mayor Ash closed the public hearing.

Council Member Goodgame moved to approve Resolution 2016-33; seconded by Council Member Mullins. The motion passed with all members present voting aye.

ADJOURN: With no further comments, the meeting was adjourned at 6:43pm.

APPROVED:

Gail L. Ash, Mayor

ATTEST: _____
Tracy Ackroyd Howe, City Clerk

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
September 13, 2016

The Clermont City Council met in a regular meeting on Tuesday, September 13, 2016 in the Clermont City Council Chambers. Mayor Ash called the meeting to order at 6:30pm with the following Council Members present: Council Members Mullins, Bates, Goodgame, and Travis. Other City officials present were: City Manager Gray, City Attorney Mantzaris, and City Clerk Ackroyd Howe.

Mayor Ash announced Items 15 and 16 regarding the Extreme Groves annexation and rezoning were withdrawn by the applicant.

INVOCATION

Pastor Gates gave the invocation followed by the Pledge of Allegiance.

PROCLAMATION

City Manager Gray recognized Olympians Tyson Gay and Marvin Bracy.

City Clerk Ackroyd Howe read the Tyson Gay proclamation aloud. Mayor Ash presented Tyson Gay with the proclamation and one of the first Champions Key to the City.

Tyson Gay thanked the City of Clermont for their support and recognizing his hard work. He expressed his love of the City and his plans to retire in Clermont.

Marvin Bracy thanked those who helped train him; including Tyson Gay, and thanked the friends and family who supported him. He thanked the City of Clermont for their support.

City Clerk Ackroyd Howe read the Marvin Bracy proclamation aloud. Mayor Ash presented Marvin Bracy with the proclamation and one of the first Champions Key to the City.

City Clerk Ackroyd Howe read the Constitution Week proclamation aloud. Mayor Ash presented the proclamation to Susan DeHart, Daughters of the American Revolution.

Ms. DeHart presented the Council with a homemade patriotic teddy bear as a token of appreciation for the City's support. The patriotic teddy bear was made by Susan Stagley with the Veterans of Foreign Wars.

PRESENTATIONS

Recognition of Fire Department Lieutenants

Fire Chief Bishop recognized Chris King, Jeremiah Plasters, Alan Pun, Ryan Vollmer, Steven Smith, and Aaron Nickerson for their promotion to Lieutenant.

City Manager Gray applauded Fire Chief Bishop for promoting from within.

2016 Achievement of Excellence in Procurement Award

City Manager Gray recognized Purchasing Director Suarez for receiving the Achievement of Excellence in Procurement Award. Mayor Ash presented the 2016 Achievement of Excellence in Procurement Award to Purchasing Director Suarez.

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PUBLIC COMMENTS

Michael Corridino; 310 Almond Street, spoke of the writing of the Star Spangled Banner on September 14, one day after the Navy won the battle against the British 202 years ago.

Mary Montalvo; Downtown Partnership President and owner of Vineyards of the World, asked Council of leaving up the Christmas lights from Lake Avenue to West Avenue all year around. Ms. Montalvo thanked the Council for the additional street lighting on Montrose Street.

REPORTS

City Manager Gray announced the Final Budget Public Hearing will be held on September 22, 2016 at 6:00pm in the Council Chambers. The Youth Council program outline was distributed and an amended resolution for the program will be presented at a future Council meeting. The Waterfront Trail from East Avenue to the Clermont Boathouse will have wi-fi access in the near future.

City Attorney Mantzaris – No report.

Council Member Bates announced the Lake County League of Cities Sponsors' Night will be held on September 28, 2016 at Lake Reception in Mt Dora. Mr. Bates reported he attended the 9/11 Memorial Concert at East Ridge High School, and thanked Fire Chief Bishop for the City's 9/11 Memorial Service. The National Training Center will celebrate 15 years of sports and fitness on Saturday, September 17, 2016 from 9am to 12 noon.

Council Member Goodgame reported on the 9/11 Memorial Service at the Arts and Recreation Center and mentioned Mayor Ash's inspiring speech. The West Orange Transportation Task Force will meet at 7:30am on September 28, 2016 at Winter Garden City Hall. He thanked Communications Director Bloodsworth and City Manager Gray for their Master Plan presentation to the South Lake County Historical Society.

Council Member Mullins commented the Citizens Oversight Committee for Sales Tax met to review the budgets of the fund recipients for the upcoming fiscal year. The Clermont Downtown Partnership Annual Fall Community Yard Sale will be held on Sunday, October 2, 2016 at 9:00am.

Council Member Travis reported the Sports and Tourism meeting will be held at the National Training Center on September 14, 2016 at 8:00am.

Mayor Ash attended the Lake County Rowing Association Open House on August 17, 2016; participated in a panel discussion on social media and career paths at Better Life Church on August 31, 2016, along with the Fire Department, Police Department, Lake Emergency Medical Services, and the Marine Corp. Ms. Ash thanked Fire Chief Bishop, Police Chief Broadway, and the staff at the Arts and Recreation Center for the City's 9/11 Memorial Service. She attended Police Officer McBride's swearing in on September 12, 2016; and met with Mr. Ketchum, Vice President of Public Policy for Central Florida Partnership, on September 13, 2016 to discuss future growth, economic development, and transportation in the Orlando area. Orlando will be submitting a bid to host the 2019 International Chamber of Commerce meeting, and to host the 2019 Chamber of Commerce of the United States meeting.

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CONSENT AGENDA

Mayor Ash advised the next item on the Agenda for consideration was the Consent Agenda and requested anyone wishing to have any item pulled for discussion to please come forward at this time.

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| Item No. 1 – Meeting Minutes | Consider approval of the August 9, 2016 and August 23, 2016 Regular Council Meeting minutes. |
| Item No. 2 – Plat Approval | Consider approval of the Lakefront Village Plat. |
| Item No. 3 – Surplus Request | Consider declaring end of life inventory as surplus from various departments and dispose of in accordance with the purchasing policy. |
| Item No. 4 – Conditional Use Permit Partial Release | Consider a release of specific parcels for Conditional Use Permit 2012-34 that had an incorrect legal description recorded that included other parcels that were not applicable to the Conditional Use Permit. |
| Item No. 5 – Cost Share Agreement Amendment | Consider approval of Amendment to Cost Share Agreement with St. Johns River Water Management District for Lower Floridan aquifer wells up to the amount of \$1,980,000.00. |
| Item No. 6 – Contract Award | Consider request to piggyback Martin County Board of County Commissioners contract with Allied Universal Corporation to provide water and wastewater treatment chemical in the annual budgeted amount of \$160,000.00. |
| Item No. 7 – Change Order | Consider change order for existing project, Westside Water Main Loop, to include 1000' LF of 10" HDPE by Directional Board, including all appurtenances, in Emerald Lakes in the budgeted amount of \$104,164.00. |
| Item No. 8 – Scope of Services | Consider approval of the scope of services proposal for the East Water Reclamation Facility RIB rerating project in the budgeted amount of \$99,231.00 as part of the plant expansion. |
| Item No. 9 – Funding Agreement | Consider approval of Florida State Legislative Funding Appropriations Agreement in the amount of \$500,000.00 for the West Lake Wetlands (Victory Pointe) Project. |

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Item No. 10 – Cost Share Agreement

Consider approval of 2016 St. Johns River Water Management District Cost Share Agreement in the amount of \$940,608.00 for the West Lake Wetlands (Victory Pointe) Project.

Item No. 11 – Grant Agreement

Consider approval of 2016 Environmental Protection Agency Section 319 Grant Agreement in the amount of \$412,060.00 for the West Lake Wetlands (Victory Pointe) Project.

City Manager Gray commented the plat approval for Consent Item 2 was for the Heritage Hills 4B plat. Mr. Gray pulled Consent Items 9, 10 and 11 for a presentation by Assistant City Manager Kinzler.

Council Member Goodgame moved to approve Consent Items 1 through 8; seconded by Council Member Mullins. The motion passed with all members present voting aye.

Assistant City Manager Kinzler provided an update on the Victory Pointe project and the associated funding opportunities. Staff requested approval of Consent Items 9, 10, and 11.

Council Member Goodgame moved to approve Consent Items 9, 10, and 11; seconded by Council Member Mullins. The motion passed with all members present voting aye.

UNFINISHED BUSINESS

Item No. 12 – Ordinance No. 2016-37 *Final – Police Pension*

City Clerk Ackroyd Howe read Ordinance 2016-37 aloud by title only.

An Ordinance of the City Council of the City of Clermont, Lake County, Florida, amending the City of Clermont Police Officers' Pension Trust Fund, as adopted by Ordinance No. 304-C; providing plan benefit revisions; providing for severability of provisions; repealing all ordinances in conflict herewith; and providing an effective date.

Finance Director VanZile presented the ordinance clarifying allowing prior service purchases counting toward vesting service. The purchase of prior service is fully paid by the plan member, with no cost impact to the City.

The ordinance also contains revisions to allow a plan member to enter the Deferred Retirement Option Plan anytime following normal retirement age.

The changes were recommended for Council approval by the Police Officers Pension Board of Trustees.

Mayor Ash opened the public hearing. There were no public comments. Mayor Ash closed the public hearing.

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Council Member Bates asked if the changes were part of the Police Officers Union negotiations. Finance Director VanZile stated the prior service issue and Deferred Retirement Option Plan issue were the result of questions from interested plan members. The Police Officers Pension Board of Trustees agreed the language should be changed for clarification. The changes are not related to the Police Officers Union negotiations.

Council Member Goodgame moved to approve Ordinance 2016-37; seconded by Council Member Mullins. The motion passed 5 to 0 on a roll call vote.

NEW BUSINESS

Item No. 13 – Variance Request - *Forth*

Senior Planner Kruse presented the variance request to allow a storage building greater than 150 square feet and greater than 9 feet in height to be placed in front of the front building line setback. The property is located at 955 Desoto Street and the owner would like to replace an existing shed which was installed in the mid-1970s in front of the home. The property owner proposed the new shed be placed in the same vicinity of the existing shed, 31 feet from the street property line and 10 feet from the west property line. The variance request does not meet four of the eight required positive findings, and staff recommended denial of the variance request.

Franklin Chase Forth; Applicant, stated he would like to remove the old shed and replace it with a larger one to provide additional storage and for exercising. The home sits back against the rear property line setback. Staff had recommended placing the shed in the southeast corner; however, the setback requirements could not be met. The proposed shed location will act as a sound barrier from surrounding businesses.

Charles Forth; 939 West Desoto Street, commented the house was built 5 feet off the rear property line and a shed will not fit to the rear of the residence. The southeast corner has an orange tree, and a pontoon boat is stored in the same area. The current shed was permitted in 1975 and located in front of the front building line setback. The proposed shed will be placed where the existing shed is located and will be aesthetically pleasing. Mr. Charles Forth requested approval of the request.

Mayor Ash opened the public hearing.

Charlene Harrison Forth; 939 West Desoto Street, spoke in support of the variance request.

Jim Purvis; 4206 Hammersmith Drive, spoke in support of the variance request.

Mayor Ash closed the public hearing.

Council Member Mullins asked Mr. Franklin Forth if the shed would be located on a concrete pad. Franklin Forth commented the shed would be required to meet wind load capacity and will have a floor.

Council Member Mullins requested landscaping be included on the north side of the shed.

Council Member Goodgame spoke in favor of the request.

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Charles Forth addressed Council Member Mullins' request for landscaping, indicating the shed would have siding to match the house and a double door which would provide the appearance of a garage. Council Member Mullins stated the landscaping would not have to be close to the building.

Mayor Ash inquired of adding a garage to the property, which would be more aesthetically pleasing. Charles Forth stated a garage would require removing trees and the roof structure of the house would require approximately 20 feet of the roof structure to be removed.

Mayor Ash asked Senior Planner Kruse if a garage would be acceptable on the property without the need for a variance. Senior Planner Kruse commented staff would have to review a proposed garage's plans to determine if any variances would be required.

Mayor Ash asked of the location for the proposed shed. Franklin Forth stated the proposed shed would not be in the middle of the property. Charles Forth commented the proposed shed would be setback 10 feet from the property line due to a sewer clean-out and water line.

Mayor Ash spoke in opposition of the proposed shed.

Franklin Forth stated the shed would be located behind the front of the existing neighboring homes.

Council Member Travis spoke in favor of the request.

Council Member Goodgame spoke in favor of the request.

Charles Forth commented the rock under the pontoon boat would be used for the parking area. The walkway from the screen porch on the east side of the property will split to provide for two parking areas with a turnaround.

Mayor Ash inquired of moving the shed to the area where the pontoon boat is located.

Council Member Travis was opposed to locating the pontoon boat in the front yard.

Council Member Bates was not opposed to the request.

Council Member Mullins moved to grant the variance request with nice landscaping north of shed; seconded by Council Member Travis. The motion passed 4 to 1, with Mayor Ash in opposition.

Item No. 14 –Lien Release – *Brandman and Boling*

The lien release request was for vacant property located on Orange Avenue. The order imposing an administrative lien was approved on January 29, 2016 and the City's Code Enforcement Division issued an Affidavit of Compliance in October 2015. Fines of \$12,900 accrued at \$100 per day while property was not in compliance.

The City incurred administrative expenses in pursuing the matter. Staff commented a full waiver was not appropriate due to the length of time the property was not in compliance; however, should Council consider a reduction, staff recommended a reduction to \$1,000, with the provision the \$1,000 be paid within 30-days or the lien would revert to the original amount of \$12,900.

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Marsha Boling; 9610 Saragoosa Street, Applicant, was present.

Steve Boling commented Ms. Boling and Dan Ranis purchased the property, and the property was quit claimed by Mr. Ranis to Ms. Boardman over 10 years ago. Ms. Boling is apologetic for the mishandling of the property and was willing to pay a lien reduction of \$1,000.

Ms. Boling stated she did not receive notices and had not had contact with Ms. Brandman for many years.

Mayor Ash opened the public hearing. There were no public comments. Mayor Ash closed the public hearing.

Council Member Mullins supported the staff recommendation.

Mayor Ash stated the Council should address the subject of fines at a future meeting.

Council Member Travis commented most lien reduction requests come before Council when the property owner is preparing to sell the property.

Ms. Boling stated she was only aware of the lien when Ms. Brandman contacted her regarding selling the property.

City Attorney Mantzaris commented the City sends notices to the property owner's address listed by the Lake County Property Appraiser. The property owner's address was listed as a Beverly Hills, California address.

Mayor Ash suggested Ms. Boling contact the Lake County Property Appraisers office to update the owner address.

Council Member Goodgame asked of the date of the quit claim deed. Ms. Boling stated the quit claim deed occurred in May, 2005.

Council Member Mullins moved to accept the staff recommendation of \$1,000, to be paid in 30 days or the amount will revert to the full amount; seconded by Council Member Bates. The motion passed with all members present voting aye.

Item No. 15 – Ordinance No. 2016-28 *Introduction – Extreme Groves Annexation*

This item was withdrawn by the applicant.

Item No. 16 – Ordinance No. 2016-30 *Introduction – Extreme Groves Zoning Change*

This item was withdrawn by the applicant.

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ADJOURN: With no further comments, this meeting was adjourned at 8:01pm.

APPROVED:

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk



CITY OF CLERMONT

AGENDA ITEM

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Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Plat Approval		
Requested Action		
Recommend approval of the Lakefront Village Plat.		
Staff Report		
The plat has been reviewed and approved by the City Engineer and Contracting Engineer.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Plat Final approved plat Lakefron Village.pdf		

LAKEFRONT VILLAGE

A tract of land lying in a portion of Section 20,
Township 22 South, Range 26 East, City of
Clermont, Lake County, Florida.

A Replat of a portion of Lake Highland Company
Map of Section 20
Plat Book 3, Page 30, of the Public Records of
Lake County, Florida.

SHEET 2 OF 2

PLAT
BOOK

PAGE

LINE	BEARING	LENGTH
L1	N43°35'46"E	74.18'
L2	N43°35'46"E	7.72'
L3	S57°58'12"E	10.86'
L4	S57°58'12"E	70.77'
L5	S32°00'48"W	15.00'
L6	N57°58'12"W	68.19'
L7	S43°35'46"W	70.02'
L8	N43°02'33"W	15.00'

CURVE	LENGTH	RADIUS	DELTA	CHORD	CHORD BEARING
C1	169.09'	77.00'	125°49'15"	137.11'	N27°43'48"E
C2	223.99'	102.00'	125°49'15"	181.62'	N27°43'48"E
C3	114.19'	52.00'	125°49'15"	92.59'	N27°43'48"E
C4	43.78'	102.00'	24°35'35"	43.45'	N39°10'11"E
C5	28.37'	102.00'	15°56'02"	28.27'	N18°54'23"E
C6	29.02'	102.00'	16°17'58"	28.92'	N02°47'23"E
C7	46.12'	102.00'	25°54'23"	45.73'	N18°18'47"W
C8	6.97'	102.00'	3°54'51"	6.97'	N33°13'24"W
C9	21.68'	500.00'	2°29'05"	21.68'	N36°25'22"W
C10	22.77'	525.00'	2°29'05"	22.76'	N36°25'22"W
C11	20.60'	475.00'	2°29'05"	20.60'	N36°25'22"W
C12	2.34'	475.00'	0°16'57"	2.34'	N35°19'18"W
C13	64.38'	500.00'	7°22'38"	64.34'	N41°21'13"W
C14	67.60'	525.00'	7°22'38"	67.55'	N41°21'13"W
C15	61.16'	475.00'	7°22'38"	61.12'	N41°21'13"W
C16	17.33'	475.00'	2°05'24"	17.33'	N43°59'51"W
C17	6.49'	475.00'	0°46'58"	6.49'	N38°03'23"W
C18	28.58'	525.00'	3°07'10"	28.58'	N39°13'29"W
C19	39.01'	525.00'	04°15'28"	39.01'	N42°54'49"W
C20	37.35'	475.00'	4°30'17"	37.34'	N40°42'00"W
C21	69.74'	102.00'	39°10'27"	68.39'	N71°03'12"E
C22	42.00'	52.47'	45°51'35"	40.89'	S71°49'19"E
C23	15.56'	42.72'	20°52'03"	15.47'	S84°19'05"E

CORNER SYMBOLS

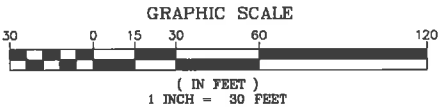
- SET 4"x4" CONCRETE MONUMENT (P.R.M. LB 3778)
- SET 1.5" IRON PIPE & CAP (LB 3778)
- SET NAIL & DISK (P.C.P. LB 3778)
- RECOVERED IRON ROD & CAP (IDENTIFICATION NOTED)

ABBREVIATIONS

REC.	=	RECOVERED
IP	=	IRON PIPE
CM	=	CONCRETE MONUMENT
OU	=	OVERHEAD UTILITY LINE
P.C.P.	=	PERMANENT CONTROL POINT
P.R.M.	=	PERMANENT REFERENCE MONUMENT
P.S.M.	=	PROFESSIONAL SURVEYOR & MAPPER
P.C.	=	POINT OF CURVATURE
P.T.	=	POINT OF TANGENCY
P.I.	=	POINT OF INTERSECTION
P.R.C.	=	POINT OF REVERSE CURVATURE
P.C.C.	=	POINT OF COMPOUND CURVATURE
N	=	NORTH
S	=	SOUTH
E	=	EAST
W	=	WEST
O.R.B.	=	OFFICIAL RECORDS BOOK
PG.	=	PAGE
L.B.	=	LICENSED BUSINESS
ID	=	IDENTIFICATION
C#	=	CURVE NUMBER FOR ABOVE TABLE
INC.	=	INCORPORATED
DBA	=	DOING BUSINESS AS

NOTICE

THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM,
IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED
LANDS DESCRIBED HEREIN AND WILL IN NO
CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY
ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT.
THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE
NOT RECORDED ON THIS PLAT THAT MAY BE FOUND
IN THE PUBLIC RECORDS OF THIS COUNTY.



NOT PLATTED
PARCEL No. 3
O.R.B. 3530, PAGE 954

CENTRAL FLORIDA SURVEYS, INC., dba:

Tinklepaugh
SURVEYING SERVICES, INC.

5125 DANSON STREET, SUITE 800 • ORLANDO, FLORIDA 32804
TELE NO. (407) 262-0957 LICENSED BUSINESS No. 3778

I:\110860\DWG\115860 PLAT S2.DWG SX-8256



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Bid Award		
Requested Action		
Recommend to approve term contract between the City of Clermont and American Janitorial, Inc. to provide janitorial services to City Hall, Clermont City Center and Public Works Department.		
Staff Report		
The Evaluation Committee recommends approval of the above action. The Public Works Department contacted the Purchasing Department to acquire the services of a janitorial company for City Hall, Clermont City Center, and Public Works Department. The Purchasing Department issued a Request for Proposal (RFP) number 16-049 on June 23, 2016 to obtain such services. The RFP was fully competed, advertised and complies with the City of Clermont Purchasing Policy. There were eight (8) responses to the RFP. An evaluation committee composed of eight (8) City staff members (seven voting members and one non-voting member) reviewed, scored and ranked the proposals. American Janitorial, Inc. was the top ranked firm selected for their qualifications and janitorial services experience with other government agency contracts. The RFP included pricing to conduct all cleaning as provided in the specifications and pricing for excluding the cleaning of office areas. The Purchasing Director, with the Assistance of the Public Works Director, negotiated the annual price of each location, excluding the office areas, resulting in a decrease in the total annual price from \$84,662.40 to \$70,980, an annual savings of \$13,682.40. The reduction in price did not affect the level of service. The award recommendation is being made to the most qualified respondent American Janitorial, Inc. for janitorial services excluding office areas. It is recommended that the Council approve and execute a term contract with American Janitorial, Inc. for the initial three (3) years term and optional three (3) one-year renewal periods at the option of the City.		
Additional Analysis		
Fiscal Impact Summary		
The fiscal impact of \$70,980 is included in the 2016-2017 budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. RFP 16-049 Response Tabulation	RFP 16-049 Response Tabulation.pdf	
2. RFP 16-049 Evaluation Summary	RFP 16-049 Evaluation Summary.pdf	



RESPONSE TABULATION

RFP 16-049, JANITORIAL SERVICES FOR CITY HALL, CLERMONT CITY CENTER, AND PUBLIC WORKS
DUE DATE/TIME: AUGUST 4, 2016 AT 2:00 P.M. (EST)

COMPANY NAME	ADDENDA 1	1-ORIGINAL, 8-COPIES
First Choice Nationwide Janitorial – Howey in the Hills, FL	N	N
United States Service Industries, Inc. (USSI) – Bethesda, MD	Y	Y
The Baseboard Brush Company, Inc. – Clermont, FL	Y	Y
American Janitorial, Inc. – Umatilla, FL	Y	Y
Stockton Maintenance Group, Inc. – West Palm Beach, FL	Y	Y
JMC Services, Inc. – Winter Garden, FL	Y	Y
Building Maintenance Services, Inc. – Maitland, FL	Y	Y
Gemilang Solutions, LLC. – Kissimmee, FL	Y	Y



City of Clermont Evaluation Summary

RFP No. 16-049 PROJECT TITLE: Janitorial Services for City Hall, Clermont City Center, and Public Works

Meeting Location and Time:

August 18, 2016 at 1:00p.m. 2nd Floor Conference Room 232

Evaluation Committee Members:

Jim Hitt	Economic Services Director
Tracy Ackroyd	City Clerk
Becki Young	Administrative Assistant - Finance Department
Susan Dauderis	Human Resources Director
David VanDever	Assistant Public Works Director
Joe McMahon	Operations Chief - Public Works
Stoney Brunson	Public Works Director
Freddy Suarez	Purchasing Director (non-voting member)

	Points Received	Points Received	Points Received	Points Received	Points Received	Points Received	Points Received	Total Points	Ranking
Fisrt Choice Nationwide	Disqualified							0	
United States Service Ind.	33	45	33	58	61	62	63	355	5
The Baseboard Brush Co.	Disqualified							0	
American Janitorial	77	71	77	82	75	72	69	523	1
Stockton Maintenance	70	65	70	60	73	59	57	454	3
JMC Services	32	65	32	69	73	69	53	393	4
Building Maintenance Svc.	64	64	64	63	74	70	56	455	2
Gemilan Solutions	Disqualified							0	

Notes:

The Evaluation Committee disqualified First Choise Nationwide Janitorial and Gemilang Solutions, LLC. for not following the formatting instructions specified in the RFP.

The Evaluation Committee disqualified The Baseboard Brush Company for failure to provide proof of insurance limit requirements.

The Evaluation Committee decided to rank the responses in accordance with the score. There will be no informal or formal presentations. The Purchasing Director will negotiate a contract with the top ranked respondent in accordance with the evaluation process of the RFP.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date			
Tuesday, September 27, 2016			
Agenda Item Name			
Bid Award			
Requested Action			
Recommend to approve term contract between the City of Clermont and American Janitorial, Inc. to provide janitorial services to the Highlander Building and Public Restrooms.			
Staff Report			
The Evaluation Committee recommends approval of the above action. The Public Works Department contacted the Purchasing Department to acquire the services of a janitorial company for City Hall, Clermont City Center, and Public Works Department. The Purchasing Department issued a Request for Proposal (RFP) number 16-050 on June 28, 2016 to obtain such services. The RFP was fully competed, advertised and complies with the City of Clermont Purchasing Policy. There were three (3) responses to the RFP. An evaluation committee composed of four (4) City staff members (three voting members and one non-voting member) reviewed, scored and ranked the proposals. American Janitorial, Inc. was the top ranked firm selected for their qualifications and janitorial services experience with other government agency contracts. The annual janitorial services price for the Highlander Building and nine (9) public restroom locations throughout the City of \$114,651.36 was considered fair and reasonable based on comparable contractual services and the expected level of service being provided as per the specifications of the RFP. The award recommendation is being made to the most qualified respondent American Janitorial, Inc. for janitorial services excluding office areas. It is recommended that the Council approve and execute a term contract with American Janitorial, Inc. for the initial three (3) years term and optional three (3) one-year renewal periods at the option of the City.			
Additional Analysis			
Fiscal Impact Summary			
The fiscal impact of \$114,651.36 is included in the 2016-2017 budget.			
Fiscal Impact	Fund Number and Description	Available Budget Amount	
Exhibits Attached (copies of original agreements)			
1.	RFP 16-050 Response Tabulation	RFP 16-050 Response Tabulation.pdf	
2.	RFP 16-050 Evaluation Summary	RFP 16-050 Evaluation Summary.pdf	



RESPONSE TABULATION

RFP 16-050, JANITORIAL SERVICES FOR HIGHLANDER BUILDING AND PUBLIC RESTROOMS

DUE DATE/TIME: AUGUST 11, 2016 AT 2:00 P.M. (EST)

COMPANY NAME	ADDENDA 1	1-ORIGINAL, 4-COPIES
Base Board Brush Company – Clermont, FL	N	Y
American Janitorial, Inc. – Umatilla, FL	Y	Y
United States Services Industries, Inc. – Bethesda, MD	Y	Y

* Addenda 1 was not a required submittal with the RFP.



City of Clermont Evaluation Summary

RFP No. 16-050 PROJECT TITLE: Janitorial Services for Highlander Building and Public Restrooms

Meeting Location and Time:

August 31, 2016 at 9:00 AM 2nd Floor Conference Room 232

Evaluation Committee Members:

Suzanne O'Shea	Facility Manager - Parks and Recreation
David VanDever	Assistant Public Works Director
Joe McMahon	Operations Chief - Public Works
Freddy Suarez	Purchasing Director (non-voting member)

	Points Received	Points Received	Points Received	Total Points	Ranking
Base Board Brush	Disqualified				
American Janitorial	84	84	74	242	1
USSI	52	52	58	162	2

Notes:

The Evaluation Committee disqualified The Baseboard Brush Company for failure to provide proof of insurance limit requirements.

The Evaluation Committee decided to rank the responses in accordance with the score. There will be no informal or formal presentations. The Purchasing Director will negotiate a contract with the top ranked respondent in accordance with the evaluation process of the RFP



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date			
Tuesday, September 27, 2016			
Agenda Item Name			
Bid Award			
Requested Action			
Recommend to approve term contract between the City of Clermont and Gemilang Solutions, LLC. to provide janitorial services to recreational facility restrooms.			
Staff Report			
The Evaluation Committee recommends approval of the above action. The Public Works Department contacted the Purchasing Department to acquire the services of a janitorial company for recreational facility restrooms. The Purchasing Department issued a Request for Proposal (RFP) number 16-053 on July 5, 2016 to obtain such services. The RFP was fully competed, advertised and complies with the City of Clermont Purchasing Policy. There were four (4) responses to the RFP. An evaluation committee composed of four (4) City staff members (three voting members and one non-voting member) reviewed, scored and ranked the proposals. Gemilang Solutions, LLC. was the top ranked firm selected for their qualifications and janitorial services experience with other government agency contracts. The annual janitorial services price for six (6) park restroom locations throughout the City of \$40,560 was considered fair and reasonable based on comparable contractual services and the expected level of service being provided as per the specifications of the RFP. The award recommendation is being made to the most qualified respondent Gemilang Solutions, LLC. for janitorial services. It is recommended that the Council approve and execute a term contract with Gemilang Solutions, LLC. for the initial three (3) years term and optional three (3) one-year renewal periods at the option of the City.			
Additional Analysis			
Fiscal Impact Summary			
The fiscal impact of \$40,560 is included in the 2016-2017 budget.			
Fiscal Impact	Fund Number and Description	Available Budget Amount	
Exhibits Attached (copies of original agreements)			
1.	RFP 16-053 Response Tabulation	RFP 16-053 Response Tabulation.pdf	
2.	RFP 16-053 Evaluation Summary	RFP 16-053 Evaluation Summary.pdf	



RESPONSE TABULATION

RFP 16-053, JANITORIAL SERVICES FOR RECREATIONAL FACILITY RESTROOMS
DUE DATE/TIME: AUGUST 18, 2016 AT 2:00 P.M. (EST)

COMPANY NAME	ADDENDA 1	1-ORIGINAL, 3-COPIES
Gemilang Solutions, LLC. – Kissimmee, FL	Y	Y
The Base Board Brush Company – Clermont, FL	Y	Y
American Janitorial, Inc. – Umatilla, FL	Y	Y
United States Service Industries, Inc. – Bethesda, MD	Y	Y



City of Clermont Evaluation Summary

RFP No. 16-053 PROJECT TITLE: Janitorial Services for Recreational Facility Restrooms

Meeting Location and Time:

September 7, 2016 at 9:00a.m. 2nd Floor Conference Room 232

Evaluation Committee Members:

Michelle Davis	Accountant
David VanDever	Assistant Public Works Director
Joe McMahon	Operations Chief - Public Works
Freddy Suarez	Purchasing Director (non-voting member)

	Points Received	Points Received	Points Received	Total Points
Gemilang Solutions	67	83	83	233
The Base Board Brush	Disqualified			
American Janitorial	83	74	74	231
USSI	78	43	43	164

Notes:

The Evaluation Committee disqualified The Baseboard Brush Company for failure to provide proof of insurance limit requirements.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date	
Tuesday, September 27, 2016	
Agenda Item Name	
Bid Award	
Requested Action	
Recommend to approve contract between the City of Clermont and Florida League of Cities, Inc. to provide insurance and risk management services.	
Staff Report	
The evaluation committee recommends approval of the above action. The Human Resources Department contacted the Purchasing Department to determine the most cost effective manner to acquire qualified companies to provide insurance and risk management services. The Purchasing Department issued a Request for Proposal (RFP) number 16-051 on June 30, 2016 to obtain these services. The RFP was fully competed, advertised and complies with the City of Clermont Purchasing Policy. There were four (4) responses to the RFP. An evaluation committee composed of four (4) City staff members (three voting members and one non-voting member) reviewed, scored and ranked the proposals. Florida League of Cities was the top ranked firm selected for their qualifications, knowledge and experience. The Purchasing Director entered into negotiations with the top ranked firm which resulted in an originally quoted annual price of \$806,973 to \$768,484. The negotiation did not affect the currently provided services while increasing the level of coverage and reducing general and auto liability deductibles from \$25,000 to \$0. The insurance coverage involves: • General Liability/Professional Liability (Errors & Omissions, Employment Practices, Employee Benefits Program, Law Enforcement) • Cyber Liability • Auto Liability • Auto Physical Damage • Property (buildings and personal contents) • Inland Marine • Terrorism • Crime • Equipment Breakdown • Workers Compensation & Employer's Liability • Pollution Liability • Storage Tank Liability • Statutory Accidental Death & Dismemberment for Police & Fire The award recommendation is being made to the most qualified respondent Florida League of Cities, Inc. It is recommended that the Council approve and execute a term contract with with the Florida League of Cities for an initial one (1) year term and optional five (5) one-year renewal periods at the option of the City.	

Additional Analysis		
Fiscal Impact Summary		
The fiscal impact of \$768,484 is included in the Fiscal Year 2017 proposed budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	RFP 16-051 Evaluation Summary	RFP 16-051 Evaluation Summary.pdf



City of Clermont Evaluation Summary

RFP No. 16-051 PROJECT TITLE: Insurance and Risk Management Services

Meeting Location and Time:

August 16, 2016 at 3:00p.m. 2nd Floor Conference Room 232

Evaluation Committee Members:

Joe Van Zile	Finance Director
Susan Dauderis	Human Resources Director
Nadine Ohlinger	Risk and Benefits Manager
Freddy Suarez	Purchasing Director (non-voting member)

	Points Received	Points Received	Points Received	Total Points	Ranking
World Risk Management	80	80	79	239	3
Florida League of Cities	89	91	93	273	1
Brown & Brown of FL	81	75	65	221	4
LSJ Insurance Agency	85	83	93	261	2

Notes:

The Evaluation Committee decided to rank the responses in accordance with the scores. There will be no informal or formal presentations. The Purchasing Director will negotiate a contract with the top ranked firm in accordance with the evaluation process of the RFP.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Road Closure and Event Request		
Requested Action		
Recommend approval of the Clermont Downtown Partnership to host their annual Downtown Clermont Art Festival event and road closure.		
Staff Report		
The Parks and Recreation Department support the Clermont Downtown Partnership's request to host its annual Downtown Clermont Art Festival. The event will occur on Saturday November 5 through Sunday November 6. The Clermont Downtown Partnership is requesting road closures on Friday November 4 at 5:00 PM through Sunday, November 8 at 4:00 PM which would include time for setup and take down for the event. Road Closures requests are to include: -Montrose Street between Lake Ave and West Ave -8th Street between Montrose Street and Minneola Ave -7th Street between Desoto and the entrance to the Previous Elks Lodge Driveway The Clermont Downtown Partnership has agreed to comply with all personnel requirements from the City of Clermont.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. DCAF 2016 - Council Packet DCAF 2016 - Council Packet.pdf		

RECEIVED 4/29/16
MR



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY:

TODAY'S DATE: 4/29/16

Name of Event: 10th Annual Downtown Clermont Art Festival & Sunday Farmer's Market

Name of Organization: Clermont Downtown Partnership Inc

Organization Address: PO Box 120734 Clermont FL 34712-0734

Authorized Representative/Applicant: RON SMART, EXEC. DIRECTOR CDP

Cell Phone #: 405.264.0834 Work Phone #: 352.247.4646

Email Address: info@clermontdowntownpartnership.com

Secondary Contact Person: Keith Mullins

Cell Phone #: 352-978-1704 Work Phone #: 352-384-9805

Description of the Event: FINE ART FESTIVAL. 50 Artists in 10x10 tents (canopy pop-up); Sponsor tents (10x10); Food Vendors / Food Trucks; Kids Free Arts/Crafts Activities; PANCAKE BREAKFAST; SUNDAY ADD

Expected Number of Attendees: ~~100~~ Gross: 7,500 / 200 p/hr FARMER'S MARKET VENDORS

Event Start Date: 11/05/2016 Initial Setup Start Time: 11/04/2016 am ☐ pm ☒

Event Start Time: SAT: 10 AM am ☒ pm ☐ Event End Date: 11/06/2016 5 PM

Event End Time: SUN: 9 AM am ☒ pm ☐ Breakdown End Time: SAT: 5 PM 6:00 am ☐ pm ☒

Location of Event:

(Please choose A, B, C, or D on MAP 1 or MAP 2):

A ☐ B ☐ C ☐ D ☒

Map 1 ☒ Map 2 ☐

Other Location: Please refer to attached map.

QUESTIONNAIRE — (please fill out and return with application)

Alcohol Served:

Yes ☐

No ☒

NOTE: Request City to allow open containers w/in event area.

If Yes, State Alcoholic Beverage License REQUIRED for sale for alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use:

Yes ☒

No ☐

10'x10's w/ perhaps 1-2 14'x28'

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

Electrical Use:

Yes ☒

No ☐

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

Electrical Power Provided with:

Generator ☒

Temporary Power Drop ☐

Property Power ☒

Gas Fueled Equipment:

Yes ☒

No ☐

• Fuel Sources:

Propane gas ☒

Natural gas ☐

Diesel Fuel ☐

Gasoline ☐

Cooking Equipment Use:

Yes ☒

No ☐

If Yes, subject to approvals as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395.

• Types:

Fryers ☐

Propane Grills ☒

Charcoal Grills ☐

Concession Trailer ☐

Food Trucks ☐

Rides:

Yes ☒

No ☐

If Yes, may require State inspection 1-850-488-9790.

• Type:

Mechanical ☐

Bounce Houses ☐

Animals ☒

(Minizture Horse)

Pyrotechnic/Fireworks Displays:

Yes ☐

No ☒

If Yes, requires separate approval process completed by Company with the Fire Prevention Division. (The release of Sky Lanterns is not permitted under state law.)

Streets to be Closed or Traffic Control:

Yes ☒

No ☐

If Yes, requires separate approval process completed by applicant with the City of Clermont City Manager and Council and must be indicated on site plan.

Fire or Law Enforcement Stand-by Requested:

Yes ☐

No ☒

If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department. (Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.)

Live Television or Radio Broadcast:

Yes ☐

No ☒

Band, Music or Sound Amplification Devices:

Yes ☒

No ☐

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.

Temporary Water or Sewer Connections Requested:

Yes ☐

No ☒

If Yes, requires separate approval process completed by the applicant with the Public Works Department.

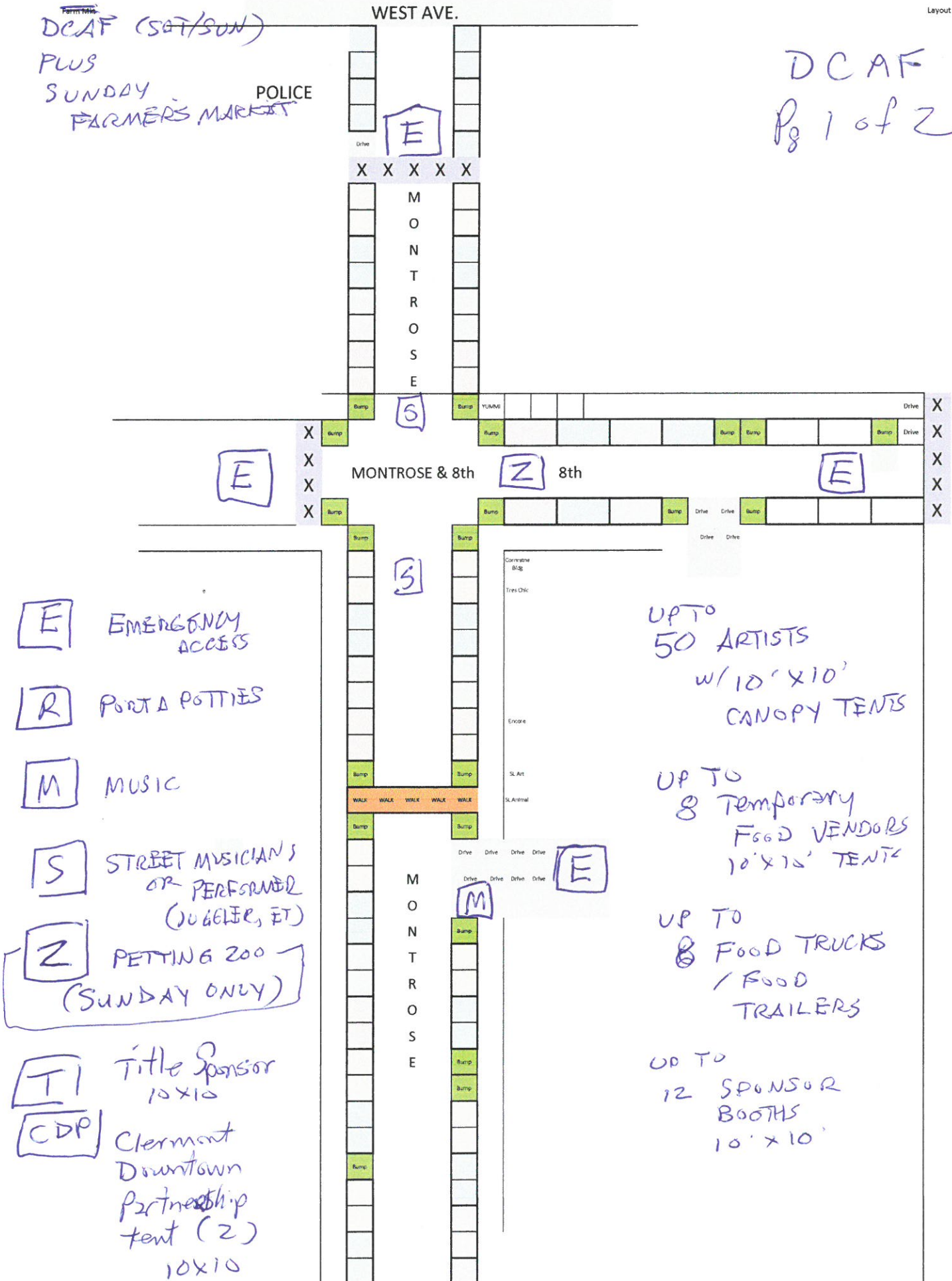
Banners or Attention Getting Devices:

Yes ☒

No ☐

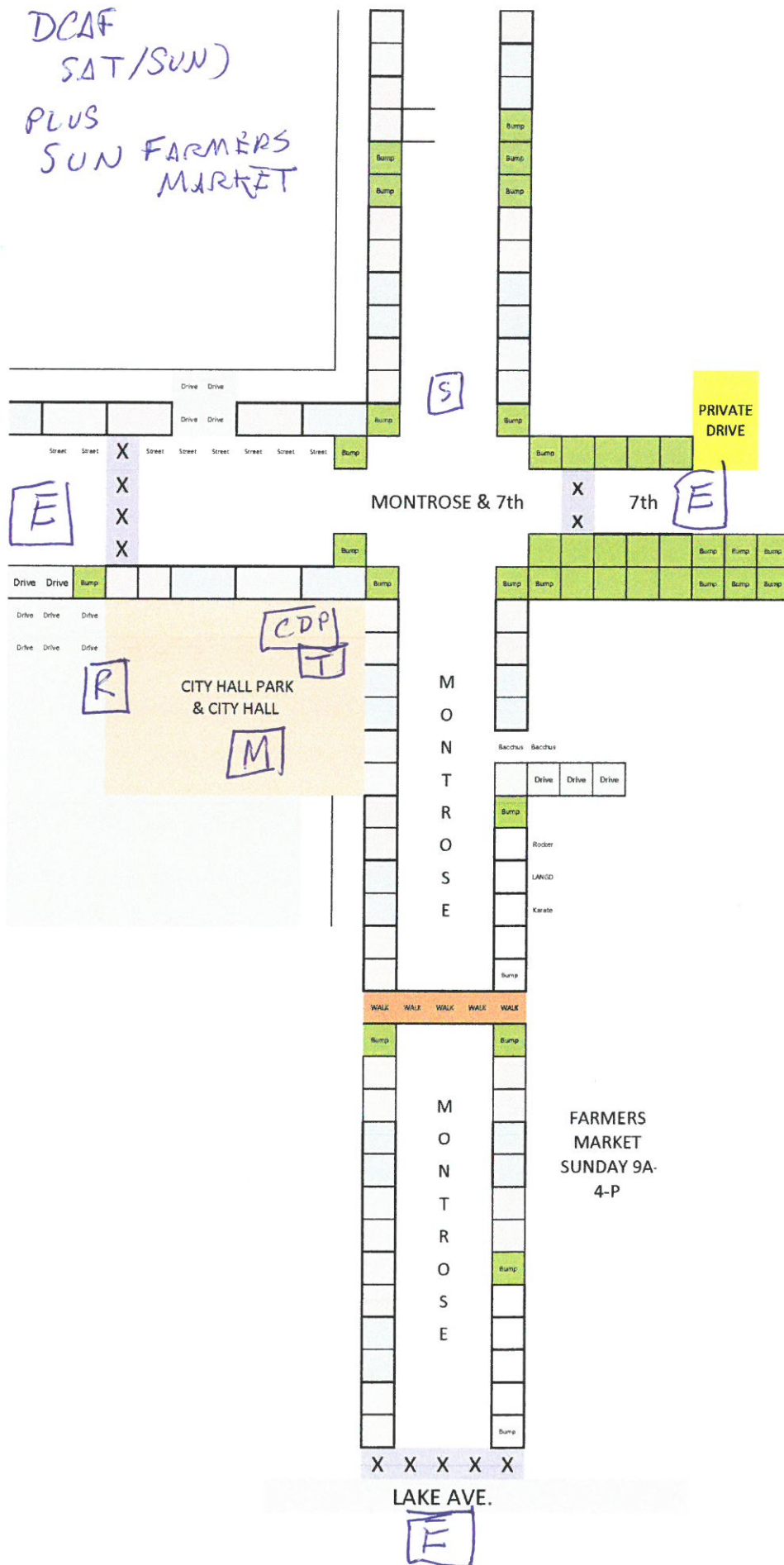
If Yes, Attention Getting Devices and Banners require a separate permit with the Building/Fire Safety Division. Temporary signage is not permitted in right-of-ways.

DCAF
Pg 1 of 2



Layout

DCAF
 Pg 2 of 2



MINNEOLA

MINNEOLA



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Road Closure and Event Request		
Requested Action		
Recommend approval to the Clermont Downtown Partnership to host their annual Harvest Festival event and road closure.		
Staff Report		
The Parks and Recreation Department support the Clermont Downtown Partnership's request to host it's annual Harvest Festival. The event will occur on Saturday, October 29, 2016. The Clermont Downtown Partnership is requesting road closures on Saturday, October 29, 2016 at 7:00 AM through 9:00 PM which would include time for setup and take down for the event. Road Closures requests are to include: -Montrose Street between Lake Ave and entrance to the Police Station -8th Street between Montrose Street and Minneola Ave -7th Street between Desoto and Montrose Street The Clermont Downtown Partnership has agreed to comply with all personnel requirements from the City of Clermont.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Harvest Festival 2016 - Council Packet	Harvest Festival 2016 - Council Packet.pdf	



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY:

TODAY'S DATE: 6/1/16

Name of Event: Clermont Harvest Festival

Name of Organization: Clermont Downtown Partnership

Organization Address: PO Box 120734 Clermont FL 34712

Authorized Representative/Applicant: Erika Shanoff

Cell Phone #: 908-670-2305 Work Phone #: _____

Email Address: erikastearoom@gmail.com

Secondary Contact Person: Bill Carter / Ron Smart

Cell Phone #: 352-406-4371 Work Phone #: 405-204-0839 ce

Description of the Event: vendors in 10x10 canopy tents w/ handmad
homemade Cottage Industry goods, arts/crafts, jewelry, food
trucks, temporary food vendors, petting zoo, kids games,
etc.

Expected Number of Attendees: 3500 over 8 hour event 440 per hour

Event Start Date: 10/29/16 Initial Setup Start Time: 7 am ☒ pm ☐

Event Start Time: 10 am ☒ pm ☐ Event End Date: 10/29/16

Event End Time: 6 am ☐ pm ☒ Breakdown End Time: 9 am ☐ pm ☒

Location of Event:

(Please choose A, B, C, or D on MAP 1 or MAP 2): A ☐ B ☐ C ☐ D ☒ Map 1 ☐ Map 2 ☐

Other Location: please see attached PDF of detailed map
showing Downtown Area



Road Closure Map

- Montrose Street at Lake Ave
- Montrose Street at Police Station
- 8th Street at Montrose Street
- 8th Street at Menneola Ave
- 7th Street at Montrose Street
- 7th Street at Desoto Street



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date			
Tuesday, September 27, 2016			
Agenda Item Name			
Event Request and Open Container Allowance			
Requested Action			
Recommend to approve the South Lake Chamber to have open container for their annual Taste of South Lake event at Waterfront Park on November 3, 2016			
Staff Report			
The South Lake Chamber is requesting permission to serve beer and wine at their annual "Taste of South Lake" event on Thursday, November 3rd from 5:00 PM - 8:30 PM at Waterfront Park. Beef 'O Brady's dba McKenn Group Co. will be their licensed caterer for the event. The organization has agreed to comply with all recommendations and staffing requirements for the event. Please see attached map for designated alcohol consumption area for the event.			
Additional Analysis			
Fiscal Impact Summary			
Fiscal Impact	Fund Number and Description	Available Budget Amount	
Exhibits Attached (copies of original agreements)			
1. Taste of SL 2016 = Council Item		Taste of SL 2016 - Council Packet.pdf	



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY:

TODAY'S DATE: _____

Name of Event: Taste of South Lake

Name of Organization: South Lake Chamber of Commerce

Organization Address: 620 W. Montrose Street, Clermont FL 34711

Authorized Representative/Applicant: Lucy Hage

Cell Phone #: 407-446-3853 Work Phone #: 352-394-4191

Email Address: lucyh@southlakechamber-fl.com

Secondary Contact Person: Jennifer Box

Cell Phone #: 612-710-4846 Work Phone #: 352-394-4191

Description of the Event: Sampling of 25 +local restaurants and 25+ South Lake Chamber member businesses
in the Business Expo.

Expected Number of Attendees: 1200

*Need to setup tents on 11/2/16
9:00 AM*

Event Start Date: 11 / 03 / 2016 Initial Setup Start Time: 11:00 am ☒ pm ☐

Event Start Time: 5:00 am ☐ pm ☒ Event End Date: 11 / 3 / 2016

Event End Time: 8:30 am ☐ pm ☒ Breakdown End Time: 8:30 - 10:00 pm am ☐ pm ☒

Location of Event:

(Please choose A, B, C, or D on MAP 1 or MAP 2):

A ☐ B ☒ C ☐ D ☐

Map 1 ☐ Map 2 ☐

Other Location: _____



CITY OF CLERMONT

Alcohol Request Form

Date of Application: 5/18/16 Name of Event: Taste of South Lake
Date (s) of Event: 11/3/16 Location of Event: Waterfront Park
Event Times: From: 5:00 am/pm To: 8:30 am/pm
Name of Organization/Renter: South Lake Chamber
Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government
Contact Name: Lucy Hage Email: lucyhc@southlakchamberfl.com
Day Phone: 352-394-4191 Cell Phone: ()
Address: 620 W. Montrose City: Clermont State: FL Zip: 34711
Event Description: 6th Annual Taste of South Lake
Food Vendor/Exhibitors & Businesses
What do you plan on serving? ☒ Beer ☒ Wine/Champagne (check all that apply) ☐ Other _____
What is your beverage containment area? Outside event attach diagram, Inside event list room/s:
Within the event area at Waterfront Park
Who is your licensed beverage caterer? Beef O' Bradeys - Lic Attached

I declare that all information herein is true and complete to the best of my knowledge.
I understand that approval of this request is NOT a grant of a liquor license.

[Signature]
Applicant Signature

5/18/16
Date

FOR CITY STAFF USE ONLY

The foregoing application has been reviewed and **PERMISSION TO USE PARK PREMISES FOR THE SERVICE OF ALCOHOLIC BEVERAGES IS:**

- ☐ **GRANTED ALCOHOL BEVERAGES.** In order to receive an alcohol approval for your event, applicant must meet all requirements of the City of Clermont, County and State of Florida. A certificate of insurance is required.
- ☐ **GRANTED ALCOHOL BEVERAGES AS AMENDED:** _____
- ☐ **DENIED** for the following reason (s): _____

SIGNATURE

TITLE

DATE

Please return the completed request to:
City of Clermont Parks & Recreation
Attention: Special Event Request
3700 South Highway 27, Clermont, FL 34711



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND
PROFESSIONAL REGULATION

BEV4503055

ISSUED: 10/27/2015

CATERER
MCKENN GROUP CORPORATION
BEEF O BRADY OF CLERMONT
CONSUMPTION ON PREMISES ONLY

IS LICENSED under the provisions of Ch. 585 FS.
Expiration date : SEP 30, 2016

L1510270001592

352-242-9700

Rob Kennedy

Taste of South Lake 2016
November 3, 2016

Trail

Barricades

Entry

Barricades



Orange Fence

TENT A

60X130
Pole Tent

Sitting Area
8' Tables
& Chairs

BEER

BAND
TENT

80X150
Pole Tent

TENT B

Barricades

TREES

Pavilion

Small Lake

BOTTOM
of 4th St.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Open Container Allowance		
Requested Action		
Recommend to approve Mr. Carrington and Ms. Moss's request for open container allowance for beer, wine and spirits at the Highlander Building & Pavilion on March 25, 2017		
Staff Report		
Mr. Carrington and Ms. Moss are requesting to have open container allowance (beer, wine, spirits) at their wedding on March 25, 2017 from 2:00 PM to 8:00 PM at the Highlander Building and Pavilion. The organization will be using Premier Bartending and Event Services as their licensed caterer. Please see attached layout for the pavilion and building for the 125 guests in attendance. Mr. Carrington and Ms. Moss have agreed to follow any staff recommendations and requirements to make their wedding successful and memorable.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Carrington Wedding - Council Packet	Carrington Wedding - Council Packet.pdf	



APPLICATION FOR SPECIAL EVENTS PERMIT

PLEASE TYPE OR PRINT CLEARLY:

TODAY'S DATE: 15 August 2016

Name of Event: CARRINGTON WEDDING

Name of Organization: N/A

Organization Address: 250 ROB ROY DRIVE, CLERMONT, FLORIDA 34711

Authorized Representative/Applicant: NASHAD OMAR CARRINGTON 15907

Cell Phone #: 407-808-1206 Work Phone #: _____

Email Address: NASHAD@THISISCARRINGTON.COM

Secondary Contact Person: ELISA MOSS

Cell Phone #: 832-513-3845 Work Phone #: _____

Description of the Event: WEDDING

Expected Number of Attendees: 125

Event Start Date: 03/25/2017 Initial Setup Start Time: 07:00 am pm

Event Start Time: 12:00 am pm Event End Date: 03/25/2017

Event End Time: 9:00 am pm Breakdown End Time: 10:00 am pm

Location of Event:

(Please choose A, B, C, or D on MAP 1 or MAP 2):

A

B

C

D

Map 1

Map 2

Other Location: N/A

QUESTIONNAIRE – (please fill out and return with application)

Alcohol Served: ☒ Yes ☐ No

If Yes, State Alcoholic Beverage License REQUIRED for sale for alcoholic beverages 1-800-375-6975 and approval from the City of Clermont City Manager and Council.

Canopy/Tent Use: ☐ Yes ☒ No

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

Electrical Use: ☒ Yes ☐ No

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

Electrical Power Provided with: ☐ Generator ☐ Temporary Power Drop ☒ Property Power

Gas Fueled Equipment: ☐ Yes ☒ No

• Fuel Sources: ☐ Propane gas ☐ Natural gas ☐ Diesel Fuel ☐ Gasoline

Cooking Equipment Use: ☐ Yes ☒ No

If Yes, subject to approvals as required by the Florida DBPR, Division of Hotels and Restaurants. Contact number 1-850-487-1395.

• Types: ☐ Fryers ☐ Propane Grills ☐ Charcoal Grills ☐ Concession Trailer ☐ Food Trucks

Rides: ☐ Yes ☒ No

If Yes, may require State inspection 1-850-488-9790.

• Type: ☐ Mechanical ☐ Bounce Houses ☐ Animals

Pyrotechnic/Fireworks Displays: ☐ Yes ☒ No

If Yes, requires separate approval process completed by Company with the Fire Prevention Division. (The release of Sky Lanterns is not permitted under state law.)

Streets to be Closed or Traffic Control: ☐ Yes ☒ No

If Yes, requires separate approval process completed by applicant with the City of Clermont City Manager and Council and must be indicated on site plan.

Fire or Law Enforcement Stand-by Requested: ☐ Yes ☒ No

If Yes, requires separate approval process completed by applicant with the Clermont Police Department and Clermont Fire Department. (Law enforcement or fire/ems stand-by may be required by the City for certain events/activities and at the applicant's cost.)

Live Television or Radio Broadcast: ☐ Yes ☒ No

Band, Music or Sound Amplification Devices: ☒ Yes ☐ No

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.

Temporary Water or Sewer Connections Requested: ☐ Yes ☒ No

If Yes, requires separate approval process completed by the applicant with the Public Works Department.

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.



CITY OF CLERMONT Alcohol Request Form

Date of Application: 8/9/16 Name of Event: The Carrington Wedding
Date (s) of Event: March 25, 2017 Location of Event: Highlander Pavilion
Event Times: From: 7:00 am/pm To: 10:00 am/pm
Name of Organization/Renter: Nashad Carrington
Check Type of Organization: ☐ Not for Profit ☐ For Profit ☐ Commercial ☒ Individual ☐ Government
Contact Name: Nashad Carrington Email: nashad@thisiscarrington.com
Day Phone: (407) 808-1206 Cell Phone: ()
Address: 250 Rob Roy Drive City: Clermont State: FL Zip: 34711
Event Description: Wedding
2pm - 8pm is the beverage service
What do you plan on serving? ☒ Beer ☒ Wine/Champagne (check all that apply) ☒ Other liquor -
What is your beverage containment area? Outside event attach diagram, Inside event list room/s: Containment area
#1 is inside Highlander building, #2 Under Pavilion
Who is your licensed beverage caterer? Premier Event Services

I declare that all information herein is true and complete to the best of my knowledge.
I understand that approval of this request is NOT a grant of a liquor license.

[Signature]
Applicant Signature

28 August 2016
Date

FOR CITY STAFF USE ONLY

The foregoing application has been reviewed and **PERMISSION TO USE PARK PREMISES FOR THE SERVICE OF ALCOHOLIC BEVERAGES IS:**

- ☐ **GRANTED ALCOHOL BEVERAGES.** In order to receive an alcohol approval for your event, applicant must meet all requirements of the City of Clermont, County and State of Florida. A certificate of insurance is required.
- ☐ **GRANTED ALCOHOL BEVERAGES AS AMENDED:** _____
- ☐ **DENIED** for the following reason (s): _____

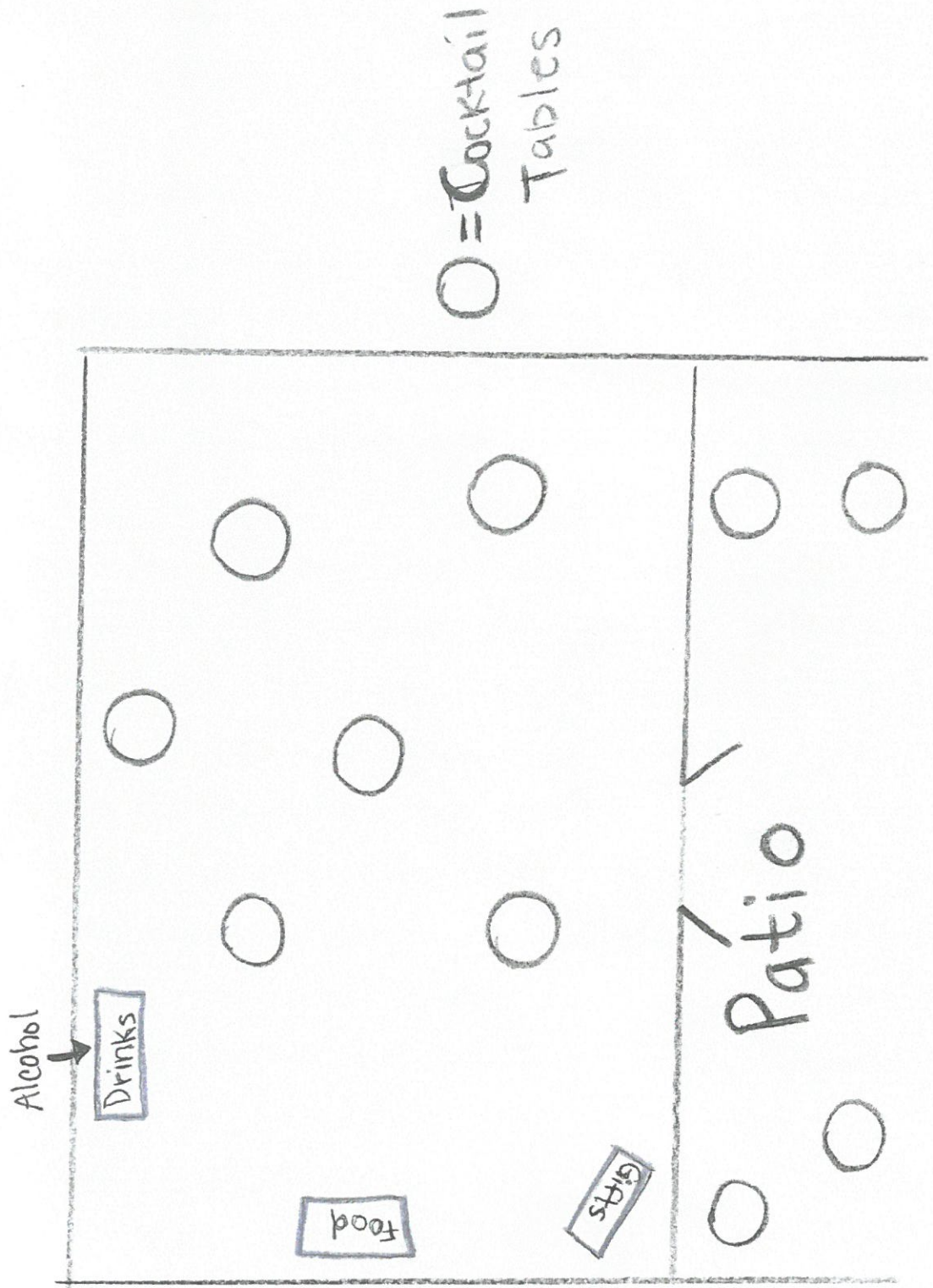
SIGNATURE

TITLE

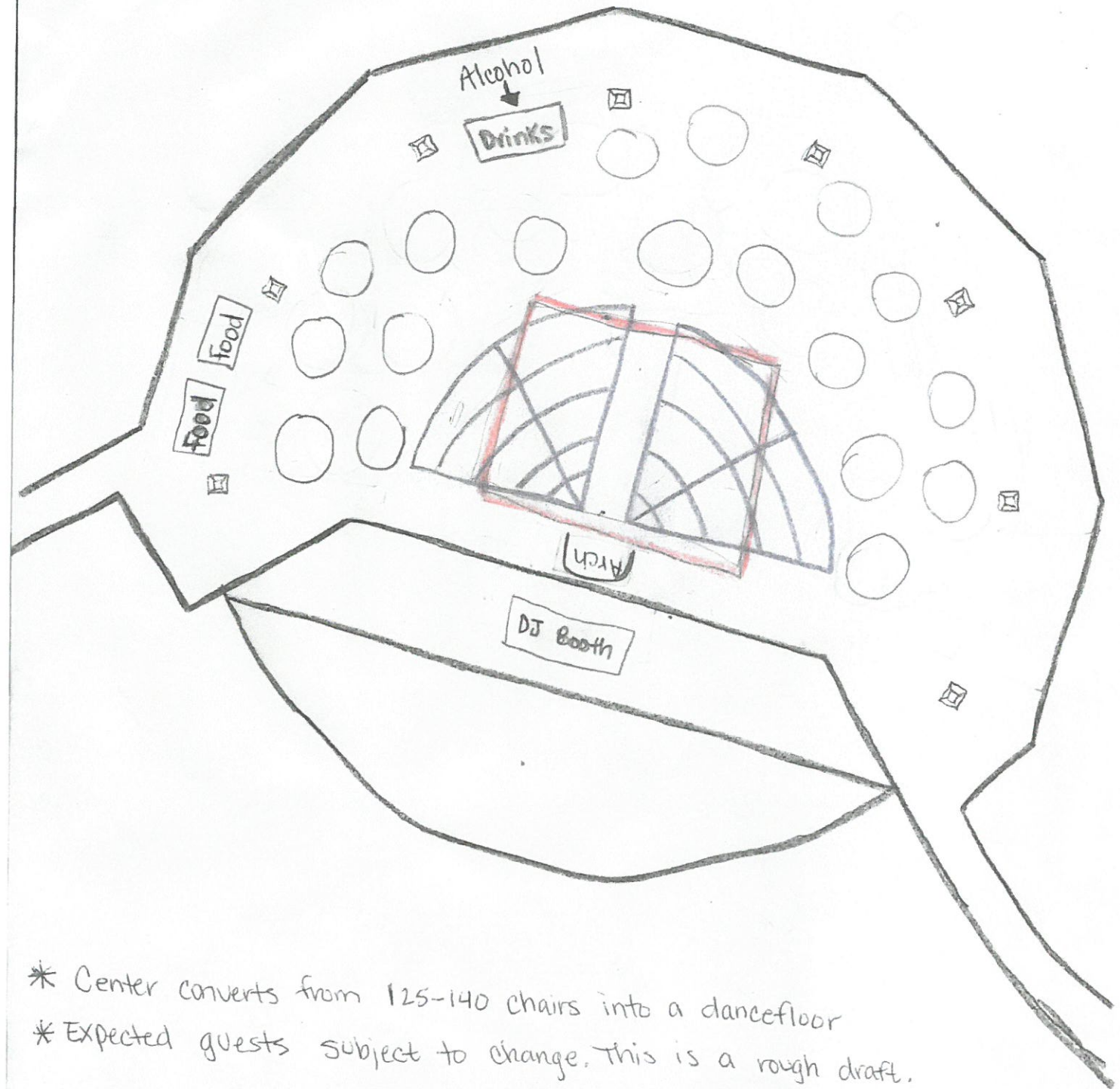
DATE

Please return the completed request to:
City of Clermont Parks & Recreation
Attention: Special Event Request
3700 South Highway 27, Clermont, FL 34711

Highlander Building



Pavilion





CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Resolution No. 2016-39		
Requested Action		
Recommend adoption of Resolution No. 2016-39.		
Staff Report		
The purpose of this policy is to express the City's commitment to preventing and maintaining a working environment for employees (including applicants and volunteers) that is free from any form of sexual misconduct.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Resolution	2016-39 Sexual Misconduct Policy.doc	
2. Sexual Misconduct Policy - DRAFT	Sexual Misconduct Policy - DRAFT 8 5 16.docx	

CITY OF CLERMONT
RESOLUTION NO. 2016-39

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

WHEREAS, the City Council of the City of Clermont has determined that it is in the best interest of the City of Clermont that the City adopt a Sexual Misconduct Policy;

NOW, THEREFORE, BE IT RESOLVED, that the City of Clermont Sexual Misconduct Policy is hereby adopted as follows:

SECTION 1.

The City Council does hereby adopt and implement a Sexual Misconduct Policy as set forth in Attachment A, attached hereto and incorporated herein and attached to this Resolution; and

SECTION 2.

This resolution shall take effect immediately upon its adoption.

DONE AND RESOLVED by the City Council of the City of Clermont, Lake County, Florida this 27th day of September, 2016.

CITY OF CLERMONT

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney



Sexual Misconduct Policy

New

Effective September 27, 2016

A. Purpose

To express the City's commitment to preventing and maintaining a working environment for employees (including applicants and volunteers) that is free from any form of sexual misconduct.

B. Scope

The provision set forth in this policy and procedure shall apply to all City employees, and for the purpose of this procedure volunteers shall be considered employees.

C. Directives

The City will not tolerate any behavior by its employees (and volunteers) which constitutes Sexual Misconduct. "Sexual Misconduct" means any actual or attempted sexual assault, sexual abuse, sexual exploitation, indecent or sexual solicitation, or public indecency, as defined by state and local laws.

Sexual Misconduct by non-employees toward City employees shall also not be tolerated.

Sexual misconduct can occur during interactions and/or relationships between individuals of the same gender or different gender, and between adults and minors. "Sexual Misconduct" does not include "Sexual Harassment".

D. Procedure

1. Reporting –

It is the expressed policy of the City to encourage individuals alleging Sexual Misconduct to come forward with such claims. In order to conduct an immediate investigation, any incident of Sexual Misconduct must be reported as quickly as possible. Reports of sexual misconduct may be made to any one or more of the following: their immediate supervisor, any Department Director, the Human Resources Director or the City Manager. It is emphasized that employees are not required to complain first to their supervisor.

Human Resources Director: (325) 241-7380
City Manager: (352) 241-7358

Complaints of sexual misconduct can be made verbally or in writing. Complaints made in writing should be signed and dated by the reporting employee. Complaints made verbally should be documented by the individual receiving the complaint. Any supervisor, including managers and directors, who knows or has reason to know of sexual misconduct is required to immediately report such sexual misconduct to the Human Resources Director.

Incidents of alleged sexual misconduct shall also be immediately reported to local law enforcement in accordance with Section 794.027, Florida Statutes, Section 753.05, Florida Statutes, and/or Chapter 39, Florida Statutes.

The supervisory/management representative receiving the initial report (as described above) shall be responsible for contacting local law enforcement, if not done so already.

Employees are not required to report known or suspected cases to their immediate supervisor first. If the supervisor to whom an employee reports is the offending person, the report should be made to the next higher level of management or individuals listed above. In all cases, the Human Resources Director and City Manager shall be notified, unless the complaint involves the Human Resources Director and City Manager.

Employees should not assume that the City is aware of any incidents of sexual misconduct. Employees should immediately bring all complaints and concerns to the City's attention so that the concerns can be resolved. Employees will not be penalized in any way for making a report, in good faith, under this policy and procedure.

2. Investigation –

All complaints of sexual misconduct shall be investigated. Supervisors, managers, any Department Director, the Human Resources Director, or the City Manager receiving a complaint is responsible for investigating all such incidents. The Human Resources Director must be informed of all complaints no matter how insignificant they may seem. Upon completion of the investigation, the employee/complainant will be advised of the findings.

All actions taken to resolve complaints of sexual misconduct through internal investigations shall be conducted confidentially, to the extent possible and allowable by law.

3. Retaliation –

The City emphasizes that retaliation against any employee for making a complaint or cooperating in an investigation will not be tolerated. Employees will not be penalized in any way for making a report, in good faith, under this policy and procedure. No management personnel, supervisor or other employee shall place an employee at a disadvantage or retaliate against an employee for having reported a complaint of sexual misconduct. Any retaliation will result in corrective action up to and including termination.

Any employee who believes that he/she is being retaliated against for reporting or making a complaint of sexual misconduct or for participating in an investigation related to

sexual misconduct should immediately report the alleged retaliatory action to his/her supervisor or to the Human Resources Director.

4. Corrective Action –

Any supervisor or employee who is found, after appropriate investigation, to have engaged in sexual misconduct in violation of this policy will be subject to appropriate disciplinary action, up to and including termination, depending upon the circumstances.

Any employee who makes an intentional false allegation and/or report, under this policy and procedure, will be subject to disciplinary action up to and including termination.

5. Acknowledgement & Maintenance of Records –

Employees shall be advised of the contents of this policy and procedure and be required to acknowledge receipt of this policy and procedure. The acknowledgement shall be placed in the personnel record.

The Human Resources Department shall maintain documentation related to this policy and procedure, including documents related to training, incident reporting and disciplinary action.

E. Authority

The City Manager shall implement this policy and procedure.

Approved and adopted by the Clermont City Council by resolution number 2016-39 on September 27, 2016.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Resolution No. 2016-43		
Requested Action		
Recommend adoption of Resolution 2016-43.		
Staff Report		
This is a restatement and update to Resolution No. 2015-40. The purpose of this update is to correct language in Section 7 pertaining to the bonus amount being subject to federal withholding's, as well as to change the starting of the applicable evaluation period from November 1 to October 1 each year. Background: The resolution establishes and outlines the parameters for an annual employee bonus program. The parameters are similar to that of past three fiscal years. The bonus is in the form of a one-time lump sum payment, and serves as an employee holiday bonus during the month of December. This program would be in place for future years so long as it is approved in the budget by the City Council, and remain in effect until such time as it is repealed by the City Council or the City Manager elects to terminate the program. The proposed bonus amount for December 2016 is \$100 per eligible employee, and the amount was included in the Fiscal Year 2017 budget.		
Additional Analysis		
Fiscal Impact Summary		
Total cost of the employee holiday bonus program is \$37,031.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Resolution 2016-43 Employee Holiday Bonus	Resolution 2016-43 Employee Holiday Bonus.docx	

CITY OF CLERMONT
RESOLUTION NO. 2016-43

**A RESOLUTION OF THE CITY OF CLERMONT CITY COUNCIL
ESTABLISHING A BONUS PROGRAM FOR EMPLOYEES BASED ON
WORK PERFORMANCE; ESTABLISHING THE EVALUATION
PERIOD, PERFORMANCE STANDARDS AND EVALUATION PROCESS;
NOTIFYING THE EMPLOYEES OF THE BONUS PROGRAM AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Section 214.425 *Florida Statutes* requires that any payments identified or intended as extra compensation or a bonus must be approved by the local government elected body under established conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clermont, Florida, Lake County, Florida as follows:

Section 1

All eligible employees as set forth in this Resolution shall be paid a bonus as may be annually appropriated or budgeted by the City Council.

Section 2

The bonus shall be based upon work performance by the employee for the period of October 1 to December 10 of the applicable bonus program year. The evaluation and determination shall be made by the Human Resources Director subject to final determination by the City Manager.

Section 3

All active employees who are not suspended, disciplinarily demoted, separated, or terminated from the City for any period of time during the above-stated applicable evaluation period shall be eligible to receive the bonus.

Section 4

The bonus program as described herein shall be contingent and subject to City Council's annual appropriation of funds in accordance with applicable law.

Section 5

Elected, Temporary or Seasonal employees and volunteers are not eligible for this payment.

Section 6

The payments shall be made on dates as determined by the City Manager.

CITY OF CLERMONT
RESOLUTION NO. 2016-43

Section 7

The amount of the bonus will be subject to FICA, Medicare, and Federal Income Tax Withholdings.

Section 8

The City Manager shall, as soon as practical, notify each current employee of the bonus program established herein.

Section 9

This Resolution shall take effect immediately upon its adoption and shall remain in effect until such time as it is repealed by City Council or the City Manager elects to terminate the program.

CITY OF CLERMONT
RESOLUTION NO. 2016-43

DONE AND RESOLVED by the City Council of the City of Clermont, Lake County, Florida, this 27th day of September, 2016.

CITY OF CLERMONT

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date			
Tuesday, September 27, 2016			
Agenda Item Name			
Ordinance No. 2016-28 <i>Withdrawn</i> <i>Extreme Groves</i>			
Requested Action			
Staff Report			
The applicant has withdrawn the annexation application.			
Additional Analysis			
Fiscal Impact Summary			
Fiscal Impact	Fund Number and Description	Available Budget Amount	
Exhibits Attached (copies of original agreements)			
1.	Ordinance	ANN ORD 2016-28 (2).doc	
2.	Withdraw letter	1527 Extreme Groves withdrawl letter 9-13-16.pdf	
3.	Legal ad	ANN legal ad Extreme Groves.docx	

CITY OF CLERMONT
ORDINANCE No. 2016-28

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014; PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, RECORDING, AND PUBLICATION.

WHEREAS, the City Council of the City of Clermont, Florida approved a Utility Service Agreement for Water and Wastewater for the subject property, dated August 5, 2016; and

WHEREAS, in accordance with the Clermont Interlocal Service Boundary Agreement dated December 2, 2014, the subject property is eligible to be annexed into the City; and

WHEREAS, the Property Owner has requested annexation.

SECTION 1.

NOW, THEREFORE, BE IT ORDAINED, under the provisions of Florida Statute Chapter 171 and the General and Special Laws of the State of Florida; that the City of Clermont, Florida, does hereby annex to and make part of its corporate boundaries; the following described property contiguous to the present City boundary, to-wit:

Legal Description

The north ½ of the northeast ¼ of Section 1, Township 23 South, Range 26 east, Lake County Florida, less and except that part thereof lying within the plat of Prominent Pointe, recorded in Plat Book 41, Pages 74 and 75, Public Records of Lake County, Florida & less from the northwest corner of the northeast ¼ run south 89-46-07 east 25 feet for Point of Beginning, continue south 89-46-07 east 346.91 feet, south 0-27-22 west 627.84 feet, north 89-46-07 west 346.91 feet, north 0-27-22 east 627.84 feet to Point of Beginning. Alternate Key 3502027. Containing 66.44 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

SECTION 2.

That the aforescribed property shall be and hereby is made part and parcel of the City of Clermont, Florida, and that said property shall be subject to all of the laws, ordinances, and provisions pertaining to the City of Clermont.

CITY OF CLERMONT
ORDINANCE No. 2016-28

SECTION 3.

All property aforescribed shall henceforth be subject to ad valorem taxation by the City of Clermont, and any other general or special taxes or assessments.

SECTION 4.

Should any Section or part of a Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be separable in meaning and effect from the Section to which such holding shall apply.

SECTION 5.

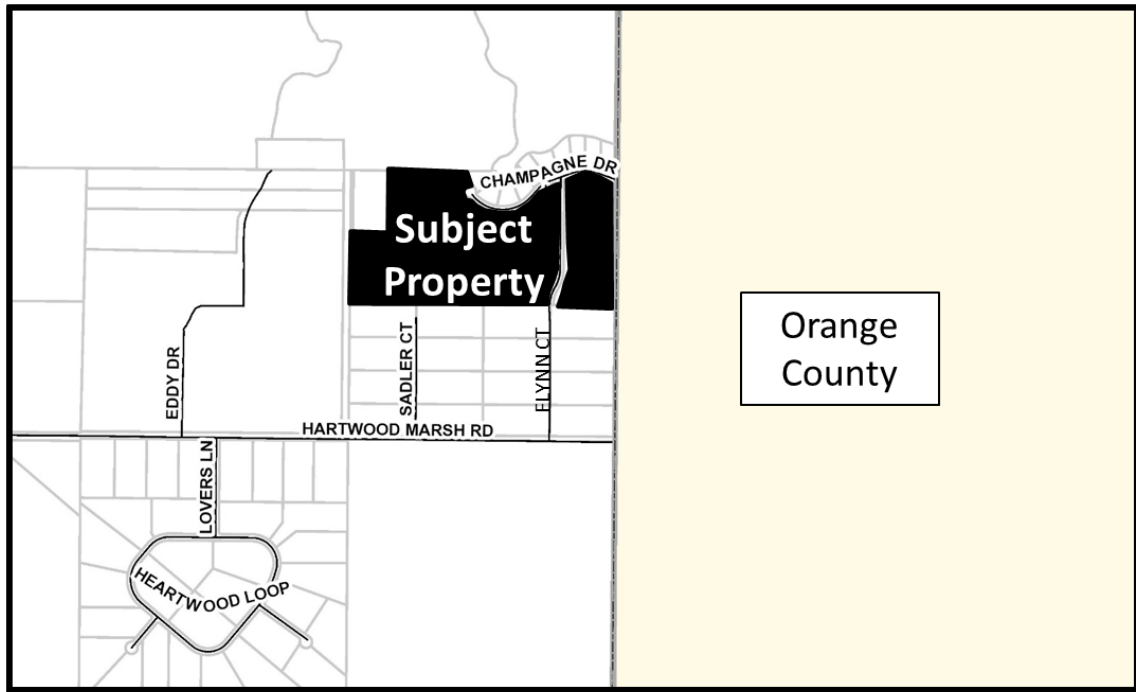
This Ordinance shall be recorded in the Public Records of Lake County, Florida.

SECTION 6.

This Ordinance shall be published as provided by law, and it shall become law and take effect upon its Second Reading and Final Passage.

CITY OF CLERMONT
ORDINANCE No. 2016-28

Location map:



CITY OF CLERMONT
ORDINANCE No. 2016-28

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this 27th day of September, 2016.

CITY OF CLERMONT

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Dan F. Mantzaris, City Attorney

September 13, 2016

Ms. Barbara Hollerand
Development Services Director
City of Clermont
685 W. Montrose St.
Clermont, FL 34711

Re: Extreme Groves Property
Alternate Key 3502027
Ord. 2016-29

Job. 1527

Ms. Hollerand,

On behalf of our client, Meritage Homes LLC and also Extreme Groves Investments LLC (land owner) we have decided to withdraw our application to; annex, amend the city future land use map and rezone the property. Please remove this item from any further consideration by the city of Clermont.

Sincerely,



Thomas Daly
President

cc: Jeff Porter, Meritage Homes
Alex Howell, Extreme Groves LLC
Cecelia Bonifay, Ackerman
Scott Boyd, Orange County District Commissioner, District 1
Chad Moorhead, Madden Moorhead and Stokes



LEGAL NOTICE

The City Council of the City of Clermont will consider the enactment of the following proposed Ordinance at the regularly scheduled meeting to be held Tuesday September 27, 2016 at 6:30 P.M. at City Hall located at 685 West Montrose Street. All interested parties will be given an opportunity to express their views on this matter.

ORDINANCE NO. 2016-28

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014; PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY, RECORDING, AND PUBLICATION.

LOCATION:

(Alternate Key 3502027)
South of Champagne Dr., West of Orange County Line, and
North of Hartwood Marsh Road
Extreme Groves +/- 66 acres

LEGAL DESCRIPTION

The North ½ of the Northeast ¼ of Section 1, Township 23 South, Range 26 East, Lake County Florida, less and except that part thereof lying within the plat of Prominent Pointe, recorded in Plat Book 41, Pages 74 and 75, Public Records of Lake County, Florida & Less from the Northwest corner of the Northeast ¼ run S 89-46-07 E 25 Ft for POB, Cont S 89-46-07 E 346.91 Ft, S 0-27-22 W 627.84 Ft, N 89-46-07 W 346.91 Ft, N 0-27-22 E 627.84 Ft to POB

Containing 66.44 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

See Map Below

This ordinance is available for public inspection in the office of the City Clerk, 685 W. Montrose Street, Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M.

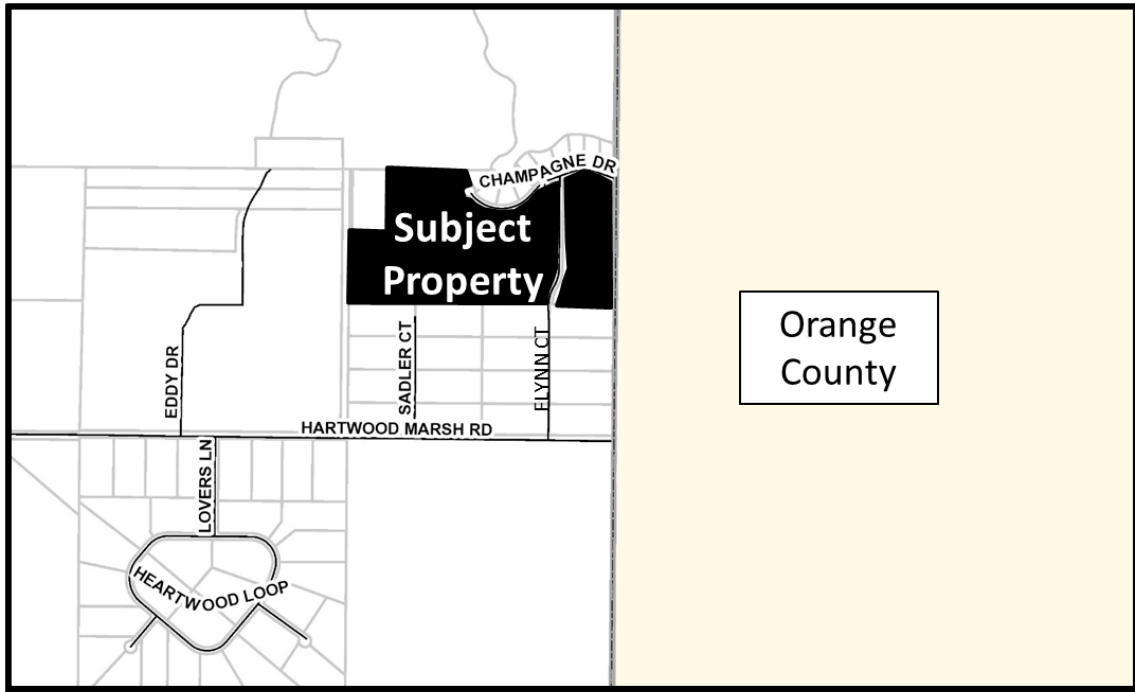
Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe, MMC

City Clerk

Daily Commercial
September 6 & 13, 2016

Location Map:





CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date			
Tuesday, September 27, 2016			
Agenda Item Name			
Ordinance No. 2016-29 <i>Withdrawn</i> <i>Extreme Groves</i>			
Requested Action			
Staff Report			
The applicant has withdrawn the comprehensive plan amendment application.			
Additional Analysis			
Fiscal Impact Summary			
Fiscal Impact	Fund Number and Description	Available Budget Amount	
Exhibits Attached (copies of original agreements)			
1.	Ordinance	CPA ORD 2016-29.doc	
2.	Withdraw letter	1527 Extreme Groves withdrawl letter 9-13-16.pdf	
3.	Legal ad	CPA Ad Extreme Grove Amendment UPDATED.docx	

CITY OF CLERMONT
ORDINANCE No. 2016-29

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE LARGE SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE LARGE SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE LARGE SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR THE ADOPTION OF THE LARGE SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE LARGE SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING 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 and the City Council of the City of Clermont have held public hearings on the proposed amendment 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

The north ½ of the northeast ¼ of Section 1, Township 23 South, Range 26 east, Lake County Florida, less and except that part thereof lying within the plat of Prominent Pointe, recorded in Plat Book 41, Pages 74 and 75, Public Records of Lake County, Florida & less from the northwest corner of the northeast ¼ run south 89-46-07 east 25 feet for Point of Beginning, continue south 89-46-07 east 346.91 feet, south 0-27-22 west 627.84 feet, north 89-46-07 west 346.91 feet, north 0-27-22 east 627.84 feet to Point of Beginning.

CITY OF CLERMONT
ORDINANCE No. 2016-29

Containing 66.44 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

**CHANGE IN FUTURE LAND USE CLASSIFICATION
FROM LAKE COUNTY – RURAL
TO CITY OF CLERMONT LOW DENSITY RESIDENTIAL**

Section 2.

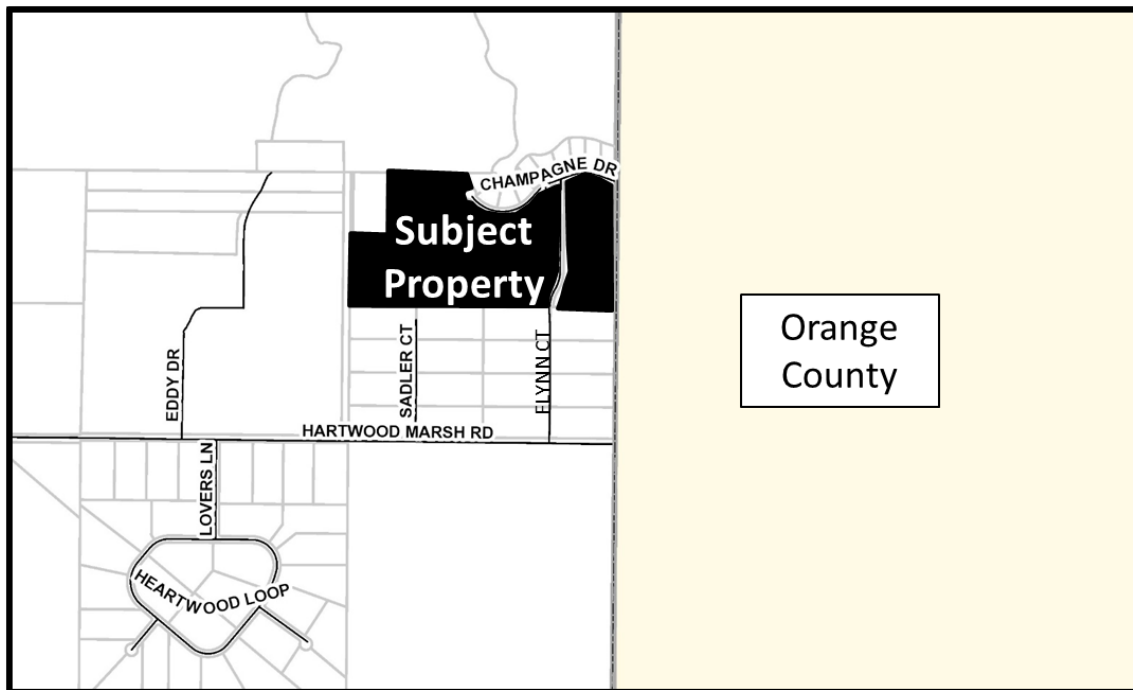
If any portion of this Ordinance is declared invalid, the invalidated portion shall be severed from the remainder of the Ordinance, and the remainder of the Ordinance shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Ordinance as a whole.

Section 3.

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Section 4.

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. 2016-29

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida, this 13th day of December, 2016.

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney

September 13, 2016

Ms. Barbara Hollerand
Development Services Director
City of Clermont
685 W. Montrose St.
Clermont, FL 34711

Re: Extreme Groves Property
Alternate Key 3502027
Ord. 2016-29

Job. 1527

Ms. Hollerand,

On behalf of our client, Meritage Homes LLC and also Extreme Groves Investments LLC (land owner) we have decided to withdraw our application to; annex, amend the city future land use map and rezone the property. Please remove this item from any further consideration by the city of Clermont.

Sincerely,



Thomas Daly
President

cc: Jeff Porter, Meritage Homes
Alex Howell, Extreme Groves LLC
Cecelia Bonifay, Ackerman
Scott Boyd, Orange County District Commissioner, District 1
Chad Moorhead, Madden Moorhead and Stokes

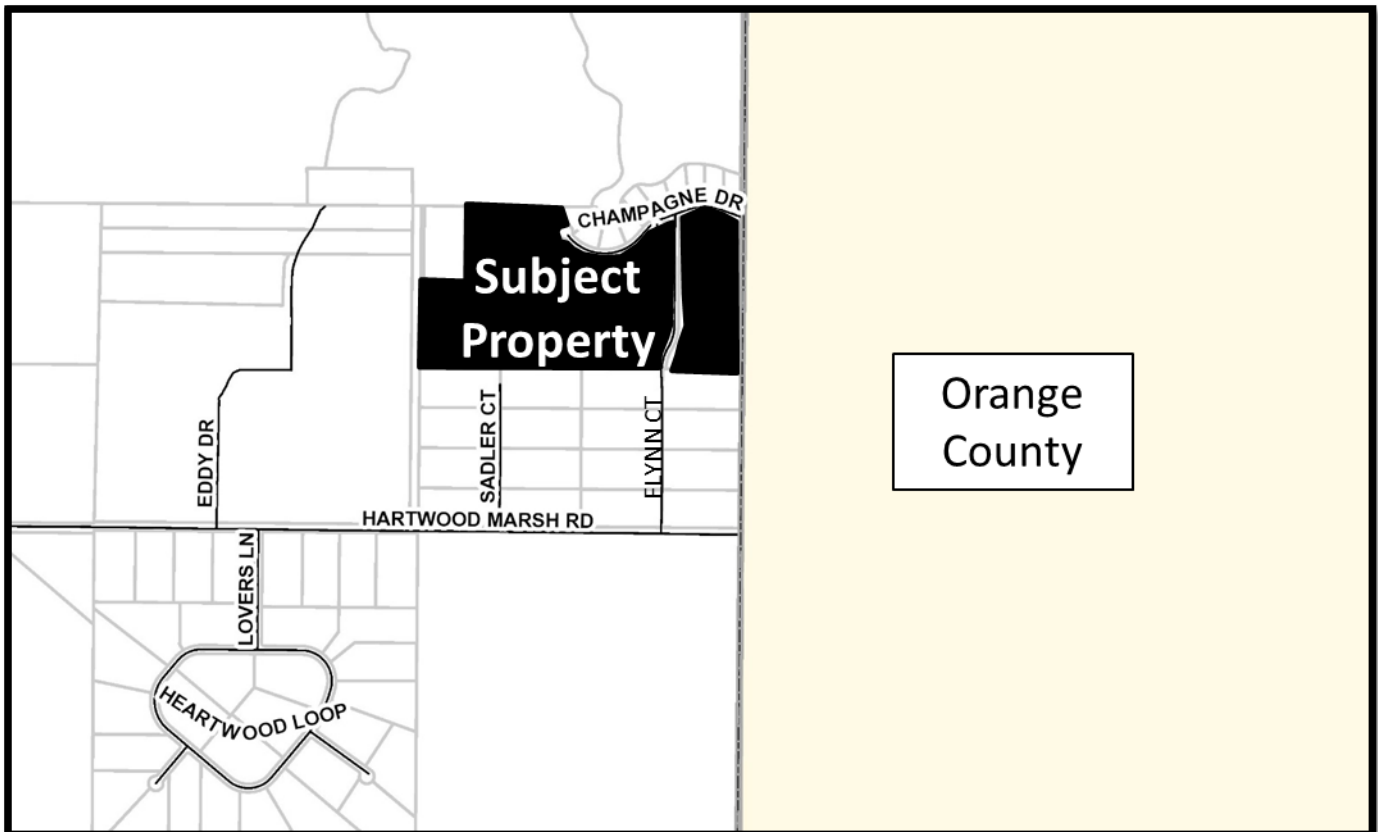


CITY OF CLERMONT

NOTICE OF PROPOSED AMENDMENT TO COMPREHENSIVE PLAN ORDINANCE NO. 2016-29

The City of Clermont will hold public hearings Monday, September 12, 2016 at 6:30 p.m. before the Planning and Zoning Commission and Tuesday, September 27, 2016 at 6:30 p.m. before the City Council to consider transmittal of a proposed change to the City's Future Land Use Map. The map amendment would change the Future Land Use designation for the parcel below from Lake County Rural to Low Density Residential.

The City of Clermont will hold public hearings on Tuesday, December 13, 2016 (final reading of the ordinance) beginning at 6:30 p.m. before the City Council to consider the adoption of the proposed change to the City's Future Land Use Map.



***Location: South of Champagne Dr., West of Orange County Line,
and North of Hartwood Marsh Road
Extreme Groves Amendment +/- 66 acres
Alternate Key 3502027***

Ordinance #2016-29:

An ordinance of the City Council of the City of Clermont, Lake County, Florida, adopting the large-scale comprehensive plan amendment for the City of Clermont, Florida, pursuant to the Local Government Comprehensive Planning Act, Chapter 163, Part II, Florida Statutes; setting

forth the authority for adoption of the large-scale comprehensive plan amendment; setting forth the purpose and intent of the large-scale comprehensive plan amendment; providing for the adoption of the large-scale comprehensive plan amendment; establishing the legal status of the large-scale comprehensive plan amendment; providing a severability clause; and providing an effective date.

The public hearings are in the Council chambers of City Hall, 685 W. Montrose Street, and are open to public comment. Please call (352) 241-7302 if you have any questions.

The proposed amendment may be inspected at the City's Development Services Department (1st floor, City Hall) between 8 a.m. and 5 p.m. Monday-Friday.

Please be advised that under state law, any person deciding to appeal a decision made at the public hearings will need a record of the proceedings and may need to ensure 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
September 2 and November 29, 2016



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Ordinance No. 2016-30 <i>Withdrawn</i> <i>Extreme Groves</i>		
Requested Action		
Staff Report		
The applicant has withdrawn the rezoning application.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Ordinance	REZ ORD 2016-30.doc	
2. Withdraw letter	1527 Extreme Groves withdrawl letter 9-13-16.pdf	
3. Legal ad	REZ Extreme Groves legal ad.docx	

CITY OF CLERMONT
ORDINANCE No. 2016-30

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 SEVERABILITY, EFFECTIVE DATE, AND PUBLICATION.

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

The north ½ of the northeast ¼ of Section 1, Township 23 South, Range 26 east, Lake County Florida, less and except that part thereof lying within the plat of Prominent Pointe, recorded in Plat Book 41, Pages 74 and 75, Public Records of Lake County, Florida & less from the northwest corner of the northeast ¼ run south 89-46-07 east 25 feet for Point of Beginning, continue south 89-46-07 east 346.91 feet, south 0-27-22 west 627.84 feet, north 89-46-07 west 346.91 feet, north 0-27-22 east 627.84 feet to Point of Beginning. Alternate Key 3502027.

Containing 66.44 acres more or less, and being subject to any easements, rights-of-way or restrictions of record.

FROM: UE Urban Estate
TO: PUD Planned Unit Development

SECTION 2 – Land Uses

1. Residential:
 - a. A total of up to 122 single family residential dwelling units may be permitted on the site, not to exceed a density of 1.85 units per acre within the project.
 - b. Phasing of Development: The project may be developed in one or more phases.
 - c. The property shall be developed in substantial accordance with the Conceptual Site Plan prepared by Daly Design Group, Inc. dated August 19, 2016, attached hereto. 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 development permits.

CITY OF CLERMONT
ORDINANCE No. 2016-30

- d. The minimum lot size for the development shall be 10,200 square feet; aside from those lots along the southern boundary which shall be a minimum of 21,780 square feet in size.
- e. Development Standards: Development standards for the development of the residential dwelling units, shall be based on the size of the lot, as indicated in the table below. In case of uncertainty, the R-1 Single Family Medium Density district shall apply if it is not specifically designated in this Planned Unit Development.

	10,200 sq. ft. lots	21,780 sq. ft. lots
Minimum lot width	85'	175
Minimum Front setback	20'	20'
Minimum Side setback	7.5'	10'
Minimum Rear setback	20'	20'
Minimum Side setback from Street	15'	25'
Minimum Rear and Side Yard setback for Pools, Patios, Decks or Ancillary Structures	5'	5'
Maximum Impervious Surface Ratio (ISR)	.65	.65
Maximum Building Height	35'	35'

SECTION 3 – Open Space

Open Space: A minimum of 25 percent of the net buildable area of the Planned Unit Development shall be provided as open space in accordance with the Comprehensive Plan and Land Development Code (LDC), as amended.

SECTION 4 – Landscaping, Buffering, and Screening

- 1. A 35-foot wide buffer with a six foot high PVC fence will be installed along the southern property line where lots abut the adjacent property. The buffer will also include a solid hedge and a minimum of two (2) canopy trees per 100 feet.
- 2. A 30-foot wide landscape buffer will be provided along Champagne Court adjacent to single-family lots. Plantings will be in accordance with the Planned Unit Development plan.
- 3. A 20-foot wide landscape buffer will be provided along Flynn Court where the rear of lots abut the right of way. Plantings will be in accordance with the Planned Unit Development plan.

CITY OF CLERMONT
ORDINANCE No. 2016-30

2

4. A 40-foot wide open space buffer will be provided along Scrub Point Preserve where the rear of lots abut the property line, as depicted on the Planned Unit Development plan.
5. All other landscaping, buffering, and screening requirements shall be in accordance with the Land Development Code, as amended. Existing trees may be used to meet the landscape buffer requirements in accordance with the Land Development Code, as amended.

SECTION 5 – Environmental:

The developer shall prepare a report evaluating the potential impacts the proposed subdivision may have on the existing Scrub Point Preserve as it relates to hydrology, water quality, air quality, ambient noise level, wildlife populations, natural ecosystems and aesthetics. Impacts identified shall be mitigated prior to final platting of the subdivision.

SECTION 6 – Utilities:

1. The project shall be developed in accordance with the Utility Agreement approved by the City Council and the property owner, dated August 5, 2016.
2. Easements shall be provided on any existing and proposed utilities that the City will own and maintain at no expense to the City.
3. Stormwater management facilities will be designed to meet the water quality and water quantity criteria for the St. Johns River Water Management District. The applicant shall submit drainage calculations and stormwater management plans when filing for the improvement plan approval. Stormwater management details shall be submitted with Improvement Plans.
4. Fiber optic conduit and pull boxes may be required to be installed by the developer in the easements to extend the City's fiber optic network. The City will reimburse the developer at 100 percent for all costs including design, permitting, materials, and construction of the fiber optic conduit and pull boxes.

SECTION 7 – Transportation Improvements/Access Management:

1. Primary site access shall be via the 70-foot public right of way on the west side of the property. The proposed road shall be constructed to meet the City of Clermont's standards. The internal roads shall be public and dedicated to the City of Clermont. Flynn Court shall be closed as a through street with emergency access gates installed to meet the City of Clermont requirements. Coordination of closing and making the improvements on Flynn Court shall be coordinated with the City, Lake County, and the residents residing along Champagne Drive.

3

CITY OF CLERMONT
ORDINANCE No. 2016-30

2. The Owner/Developer shall work with the Lake County Water Authority to construct the new access road by execution of a Developers Agreement.
3. Sidewalks are to be constructed on both sides of residential streets. An eight (8) foot wide pedestrian path will be provided along main internal roadway that runs east/west, as provided on the attached concept.

SECTION 8 – Schools

School concurrency shall be met before final plat approval in accordance with the Comprehensive Plan and Land Development Code.

SECTION 9 – Lighting

Exterior street lighting shall be in accordance with the Land Development Code, as amended.

SECTION 10 – Fire Protection and Emergency Services Access

Fire Protection and Emergency Services Access: Access and Fire Safety requirements of the development shall be provided in accordance with the Florida Fire Prevention Code and Land Development Code, as amended. A secondary emergency access approved by the City's fire marshal shall be designated and constructed prior to the issuance of the first building permit.

SECTION 11 – Concurrency Management Requirements

Concurrency Management Requirements: Any development shall comply with the Lake County and the City of Clermont Concurrency Management System, as amended.

SECTION 13 – Future Amendments to Statutes, Code, Plans, and/or Regulations

The specific references in this Planned Unit Development to the Florida Statutes, Florida Administrative Code, City Comprehensive Plan, and City Land Development Code shall include any future amendments to the statutes, code, plans, and/or regulations.

SECTION 14 – Additional Conditions

1. After establishment of the facilities as provided herein, the aforementioned property shall only be used for the purposes named in this Planned Unit Development. Any other proposed use must be specifically authorized by the Clermont City Council.

CITY OF CLERMONT
ORDINANCE No. 2016-30

2. No person, firm, or corporation shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building structure, add other uses, or alter the land in any manner within the boundaries of the above described land without first obtaining the necessary approvals in accordance with the Clermont Code of Ordinances, as amended, and obtaining the permits required from the other appropriate governmental agencies.
3. This Planned Unit Development 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, and shall be subject to each and every condition herein set out.
4. Construction and operation of the proposed use shall at all times comply with the regulations of this and other governmental permitting agencies.
5. The transfer of ownership or lease of any or all of the property described in this Planned Unit Development shall be included in the transfer or lease agreement, a provision that the purchaser or lessee is made good and aware of the conditions established by this Planned Unit Development and agrees to be bound by these conditions. The purchaser or lessee may request a change from the existing plans and conditions by following procedures contained in the Land Development Code, as amended.

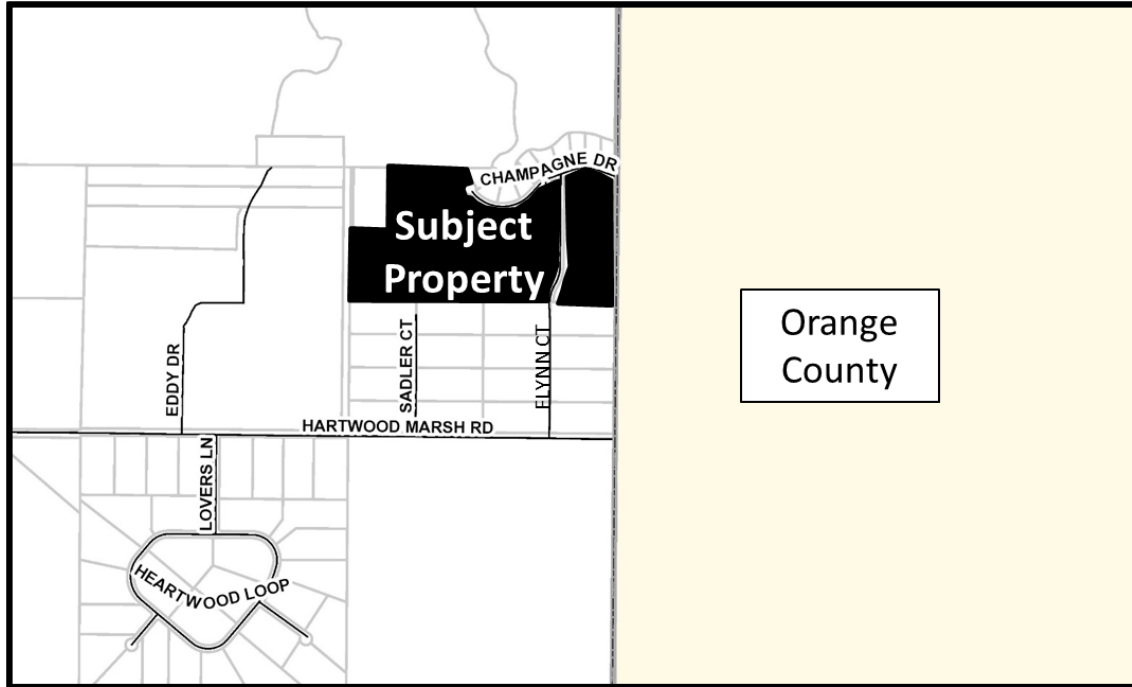
Section 15

This Ordinance shall be published as provided by law, and it shall become law and take effect upon its Second Reading and Final Passage.

CITY OF CLERMONT
ORDINANCE No. 2016-30

5

Location Map:



CITY OF CLERMONT
ORDINANCE No. 2016-30

6

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this 27th day of September, 2016.

CITY OF CLERMONT

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney

September 13, 2016

Ms. Barbara Hollerand
Development Services Director
City of Clermont
685 W. Montrose St.
Clermont, FL 34711

Re: Extreme Groves Property
Alternate Key 3502027
Ord. 2016-29

Job. 1527

Ms. Hollerand,

On behalf of our client, Meritage Homes LLC and also Extreme Groves Investments LLC (land owner) we have decided to withdraw our application to; annex, amend the city future land use map and rezone the property. Please remove this item from any further consideration by the city of Clermont.

Sincerely,



Thomas Daly
President

cc: Jeff Porter, Meritage Homes
Alex Howell, Extreme Groves LLC
Cecelia Bonifay, Ackerman
Scott Boyd, Orange County District Commissioner, District 1
Chad Moorhead, Madden Moorhead and Stokes



LEGAL NOTICE

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

ORDINANCE NO. 2016-30

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 severability, an effective date and publication.

LOCATION

South of Champagne Dr., West of Orange County Line,
and North of Hartwood Marsh Road
Extreme Groves +/- 66 acres
Alternate Key 3502027

LEGAL DESCRIPTION

The North ½ of the Northeast ¼ of Section 1, Township 23 South, Range 26 East, Lake County Florida, less and except that part thereof lying within the plat of Prominent Pointe, recorded in Plat Book 41, Pages 74 and 75, Public Records of Lake County, Florida & Less from the Northwest corner of the Northeast ¼ run S 89-46-07 E 25 Ft for POB, Cont S 89-46-07 E 346.91 Ft, S 0-27-22 W 627.84 Ft, N 89-46-07 W 346.91 Ft, N 0-27-22 E 627.84 Ft to POB

FROM UE Urban Estate
TO Planned Unit Development

This request will be considered by the Planning & Zoning Commission on Monday, September 12, 2016 at 6:30 p.m.

A public meeting to consider the request will be held before the City Council on Tuesday, September 27, 2016 at 6:30 p.m. for final enactment.

All meetings will be held at City Hall, located at 685 W. Montrose Street.

This ordinance is available for public inspection in the office of the City Clerk, 685 W. Montrose St., Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe, MMC
City Clerk

Daily Commercial
September 5 & 13, 2016



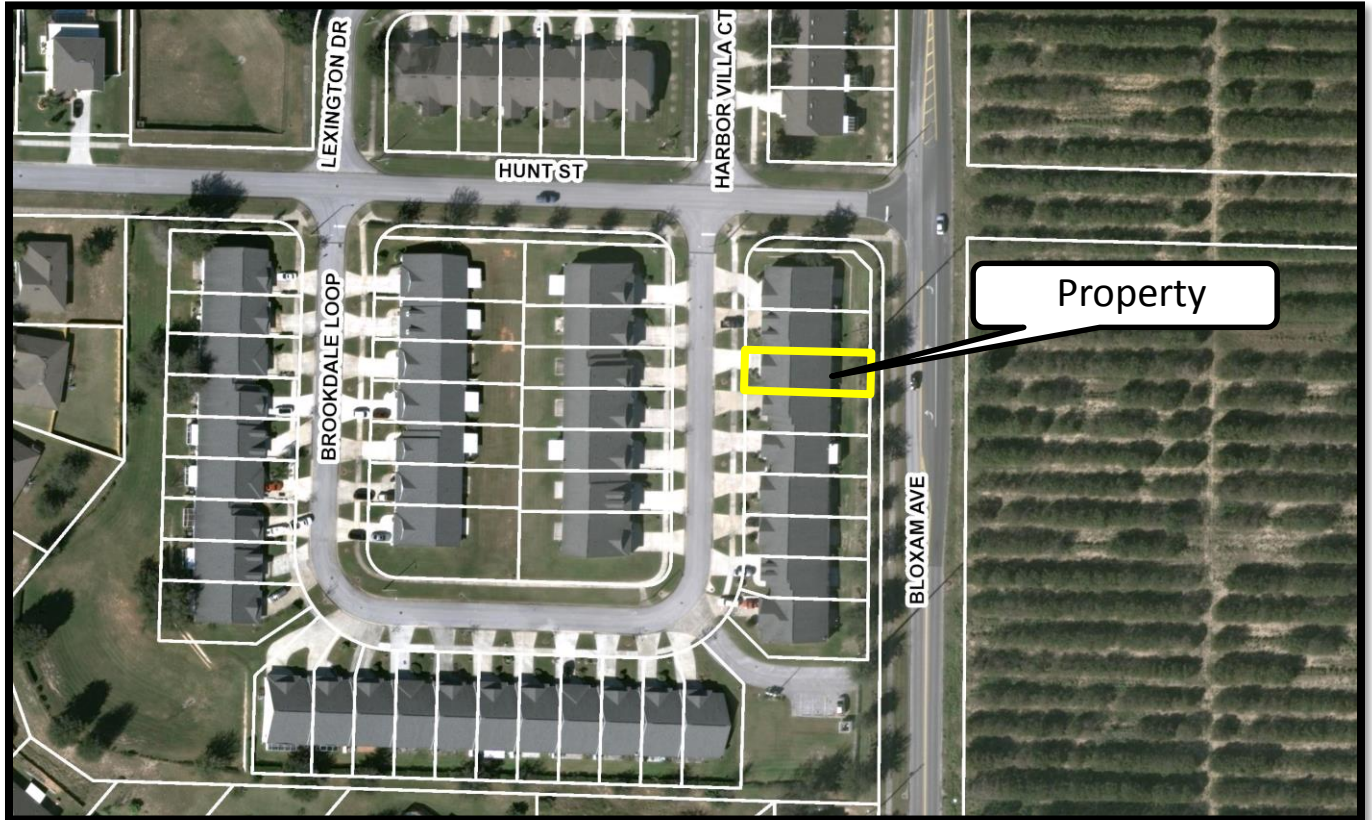
CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Variance Request <i>Jenkins</i>		
Requested Action		
Recommend denial of the variance request.		
Staff Report		
The property owner would like to construct a screened room with a solid roof in the rear portion of the property. The property is located in the East Lake Estates (Phase II) subdivision with R-3 Residential/Professional zoning. The rear yard setback is 25 feet from the property line and 7.5 feet from the side property line. The applicant would like to construct the screen room on the existing 8' x 15' concrete patio on the rear of the home. The concrete patio did not require a variance since this is not viewed as a structure. The impervious surface ratio (ISR), with the proposed structure included, would not increase since the patio is existing and there are no plans to expand it. The proposed screened room is very similar to existing structures that have been built in the community. The property owner is requesting a rear yard setback of 17 feet from the property line and 7 feet from the side property line. This would allow the screened room to be built on the existing slab. Section 86-174 of the land development code requires a positive finding on eight items in order to grant a variance, and staff believes that three of the eight do not meet these findings. Therefore, staff recommends denial of the variance requests.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Location Map	Jenkins Variance Map.pdf	
2. Site plan	Site plan.pdf	
3. Variance criteria	Jenkins review criteria.docx	
4. Application	Application.pdf	
5. Legal ad	VAR Legal AD Jenkins 209 Brookdale Loop.docx	

Jenkins – 217 Brookdale Loop Variance



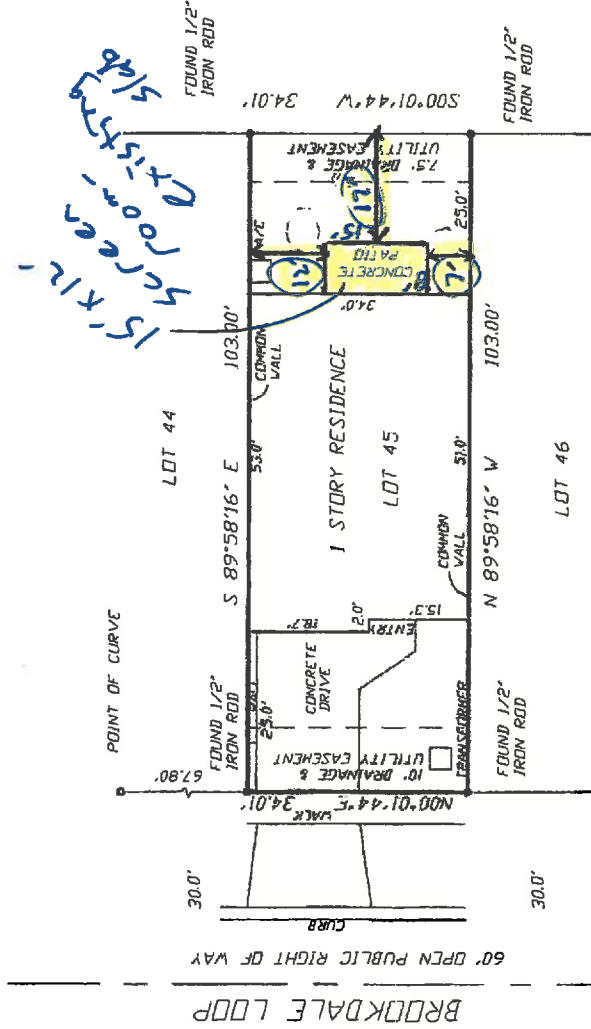
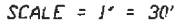
Variance:

- # 1: to allow for a rear yard setback of 17 feet – rather than a 25 feet setback
- # 2: to allow for side yard setback of 7 feet – rather than a 7 ½ feet setback

LAND DESCRIPTION:

LOT 45, EAST LAKE ESTATES PHASE II REPLAT, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 55, PAGE 42, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

ADDRESS: 209 BROOKDALE COURT, CLERMONT, FLORIDA 34711



SURVEYORS NOTES:

1. Unless it bears the signature and the original raised seal of a Florida Licensed Surveyor and Mapper this drawing, sketch, plat or map is for informational purposes only and is not valid.
2. Lands shown hereon need not be abstracted for easements and/or rights-of-way of record.
3. Underground portions of footings, foundations, or other improvements were not located.
4. Bearings are based on EAST LINE OF BROOKDALE LOOP AS BEING NDC01'44"E.
5. I have reviewed the Flood Insurance Rate Map and determined that this property does not lie within the 100 year flood zone.
6. House ties are not to be used to reconstruct property lines.
7. ~~Easements are based on NDC01'44"E~~
8. Only Visible Encroachments Located.
9. FENCE OWNERSHIP NOT DETERMINED.

THIS SURVEY IS NOT VALID FOR ANY OTHER TRANSACTION AFTER 90 DAYS
OF LAST REVISION LISTED BELOW IN THE REVISION BLOCK

This Survey is Certified EXCLUSIVELY to and ONLY for the use of:

TITLELINK
BUTLER & HOSCH, P.A.
STEWART TITLE GUARANTY COMPANY
RICHARD FRANK JENKINS
SHELTER MORTGAGE COMPANY, LLC-ISADA

JOB NO: 2010-209BROOKDALECT



MICHAEL PETULLA SURVEY
 1280 SEMINOLA BOULEVARD * SUITE 2
 CASSELBERRY, FLORIDA 32707
 (407)-448-8613 petullasurvey@aol.com
MICHAEL E. PETULLA.

NOTE:

Abutting Properties Deeds have not been
Researched for Gores, Gaps, Overlaps, or Hiatus.

Michael E. Petulla

MICHAEL E. PETULLA,
PROFESSIONAL LAND SURVEYOR AND MAPPER,
FLORIDA REGISTRATION #4372

[illegible]

Jenkins - 209 Brookdale Loop Variance

The requirements for a variance are as follows:

“Sec. 86-174, Review Criteria and Finding. 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:”

There are eight items that the applicant is required to respond to. Staff’s comments, based on the eight requirements for a positive finding as they relate to this request, are as follows:

FINDINGS:

- (1) Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district;
Applicant response: Clermont has already granted other variances in this area for the same thing including at 217 Brookdale Loop, Permit #201200228. This seems to be a normal condition since a variance of the same type has been given.

Staff comments: With the addition of a screened room with a solid roof, the required setback is greater than with a screened patio with a screen roof. Since the applicant is proposing a solid roof, the proposed screened room would be subject to the same side and rear yard setback to other lots in the same zoning district.

Negative finding

- (2) The condition giving rise to the requested variance has not been created by any person presently having an interest in the property;
Applicant response: The condition for the variance was part of the exiting code. The homeowners are just looking to screen in the existing slab so they can enjoy their backyard bug free.

Staff comments: The owner does have an interest in the property and is requesting the variance for the screened room.

Negative finding

- (3) Literal interpretation and enforcement of the land development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development code, and would work unnecessary and undue hardship on the applicant;
Applicant response: If this homeowner was denied the variance request, it would deprive them of their rights based on the fact another variance two doors down was granted for that homeowner for the same reason.

Staff comments: The owner is not prohibited from constructing a screened patio with a screened roof. The owner desires one with a solid roof, which requires the 25-foot rear yard setback and a 7 ½ foot side setback.

Negative finding

- (4) The variance request is not based exclusively upon a desire to reduce the cost of developing the site or otherwise economically founded;
Applicant response: No, adding a screen room to this property should increase the value of the property. It isn’t changing the footprint since the slab is already there. It’s giving them another room to sit in and enjoy.

Staff comments: No evidence of decreased costs due to the variance request.

Positive finding

- (5) The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure;

Applicant response: Yes, this would be the most reasonable use of the land. They are not asking for the impervious surface ratio to change.

Staff comments: The applicant's request for the variance seems to be the minimum variance necessary to make the reasonable use of the proposed screened room. The applicant will be using the existing slab and not increasing it.

Positive finding

- (6) Granting of the variance request will not confer on the applicant any special privilege that is denied by the land development code to other lands, buildings or structures in the same zoning district;

Applicant response: There is no special privileges by granting this variance. Other homeowners were already granted this same variance and homeowners after this granting of the variance will have the same opportunity.

Staff comments: The City Council has granted similar variance requests in the past. The applicant is correct in that a similar variance was granted for the property located at 217 Brookdale Loop.

Positive finding

- (7) The proposed variance will not substantially diminish property value in, or alter the essential character of the area surrounding the site; and

Applicant response: The value will actually go up a little because now they will have an outdoor room to enjoy. It's not going outside of the current concrete footprint that is on the property now.

Staff comments: The proposed variance does not seem to substantially diminish property values or alter the essential character of the area.

Positive finding

- (8) The granting of the variance will be in harmony with the general intent and purpose of this land development code, and will not be injurious to the surrounding properties or detrimental to the public welfare.

Applicant response: It wouldn't affect the surrounding property. The same runoff from the slab now will be the same runoff from the new roof and gutter system.

Staff comments: Staff feels that granting the variance will not be injurious to the surrounding properties or detrimental to the public welfare and will be in harmony with the general intent and purpose of the land development code.

Positive finding

STAFF RECOMMENDATION:

Section 86-174 of the LDC requires a positive finding on eight items in order to grant a variance, and staff believes that **three** of the eight do not meet these findings. Therefore, staff recommends **denial** of the variance requests by the applicant to the Clermont Land Development Code.



CITY OF CLERMONT
VARIANCE
Application

DATE: 8/30/16

FEE: \$200.⁰⁰

PROJECT NAME (if applicable): Jenkins

APPLICANT: Richard

CONTACT PERSON: Richard Jenkins

Address: 209 Brookdale Loop

City: Clermont State: Fl. Zip: 34711

Phone: 860-406-1064 Fax: _____

E-Mail: gigichabot@gmail.com

OWNER: Richard Jenkins

Address: 209 Brookdale Loop

City: Clermont State: Fl. Zip: 34711

Phone: 860-406-1064 Fax: _____

Address of Subject Property: 209 Brookdale Loop

General Location: Off Bloxam between Pitt St. and Grand Hwy.

Legal Description (include copy of survey): Clermont, East Lake Estates

Phase 2 Replat Sub Lot 45 PB 55, PG 42, ORB 3966 PG 958

Land Use (City verification required): Medium Density Residential

Zoning (City verification required): R-3



CITY OF CLERMONT

VARIANCE

Application

Page 2

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:

Rear setback change from 25' to 17'

Side setback change from 7'-6" to 7'

What are you proposing to do that would require a variance and why? Screen Room 15' x 8' on existing concrete slab, this will have an aluminum insulated roof. The concrete slab is already there so it will not change the current footprint of the property.

How does the Code create a hardship? The code is a rear setback of 25' and side setback of 7'-6". Unfortunately this doesn't allow any solid roof screen rooms to be built because the house sits at the 25'. They can't enjoy their back yard because of mosquitos and bugs. A screen room would allow them to.

*** * * * 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) Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district;

Clermont has already granted other variances in this area for the same thing including at 217 Brookdale Loop, Permit #201200228

This seems to be a normal condition since a variance of the same type has been given.

- (2) The condition giving rise to the requested variance has not been created by any person presently having an interest in the property;

The condition for the variance was part of the existing code. The homeowners are just looking to screen in the existing slab so they can enjoy their backyard bug free.



CITY OF CLERMONT

VARIANCE

Application

Page 3

3) Literal interpretation and enforcement of the land development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development code, and would work unnecessary and undue hardship on the applicant;

If this homeowner was denied the variance request it would deprive them of their rights based on the fact another variance two doors down was granted for that homeowner for the same reason.

(4) The variance request is not based exclusively upon a desire to reduce the cost of developing the site or otherwise economically founded;

No, adding a screen room to this property should increase the value of the property. It isn't changing the footprint since the slab is already there. It's giving them another room to sit in and enjoy.

(5) The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure;

Yes, this would be the most reasonable use of the land. They are not asking for the impervious surface ratio to change.

(6) Granting of the variance request will not confer on the applicant any special privilege that is denied by the land development code to other lands, buildings or structures in the same zoning district;

There is no special privileges by granting this variance. Other homeowners were already granted this same variance and homeowners after this granting of the variance will have the same opportunity.

(7) The proposed variance will not substantially diminish property value in, or alter the essential character of, the area surrounding the site; and

The value will actually go up a little because now they will have an outdoor room to enjoy. Its not going outside of the current concrete footprint that is on the property now.



CITY OF CLERMONT
VARIANCE
Application
Page 4

(8) The granting of the variance will be in harmony with the general intent and purpose of this land development code, and will not be injurious to the surrounding properties or detrimental to the public welfare.

It wouldn't effect the surrounding property. The same
run off from the slab now will be the same run off
from the new roof and gutter system

Richard Jenkins

Applicant Name (print)

x

Richard Jenkins
Applicant Name (signature)

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. 34712-021 9
(352) 394-4083 Fax: (352) 394-3542

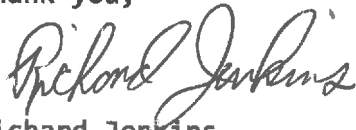
POA

8/24/2016

To whom it may concern,

I, Richard Jenkins, hereby give my consent for Superior Aluminum Installations to apply for a variance on my behalf for a screen room to be built on my property at 209 Brookdale Loop in Clermont.

Thank you,

A handwritten signature in cursive script that reads "Richard Jenkins".

Richard Jenkins

August 30, 2016

Ref:

Richard Jenkins
209 Brookdale Loop
Clermont, Fl. 34711

In regards to the variance request,

We are asking for the rear and side setbacks for this property to be adjusted so that a screen room can be built on the existing 15' x 8' concrete slab. The current setbacks do not allow any building of a solid roof enclosure because the back of the house sits right on the 25' rear setback. We are asking to change the rear setback from 25' to 17' and the side setback from 7'-6" to 7'.

We are not asking for any special privileges that haven't been given to any other homeowner on this street. Several houses on this street have screen rooms including at least one with acrylic windows. One house two doors down on the same side of the street from this property had to file for a variance and was granted it. These are just some of the addresses on the same street that were issued permits to have rooms installed.

217 Brookdale Loop- Permit #201200228 had applied and was granted a variance

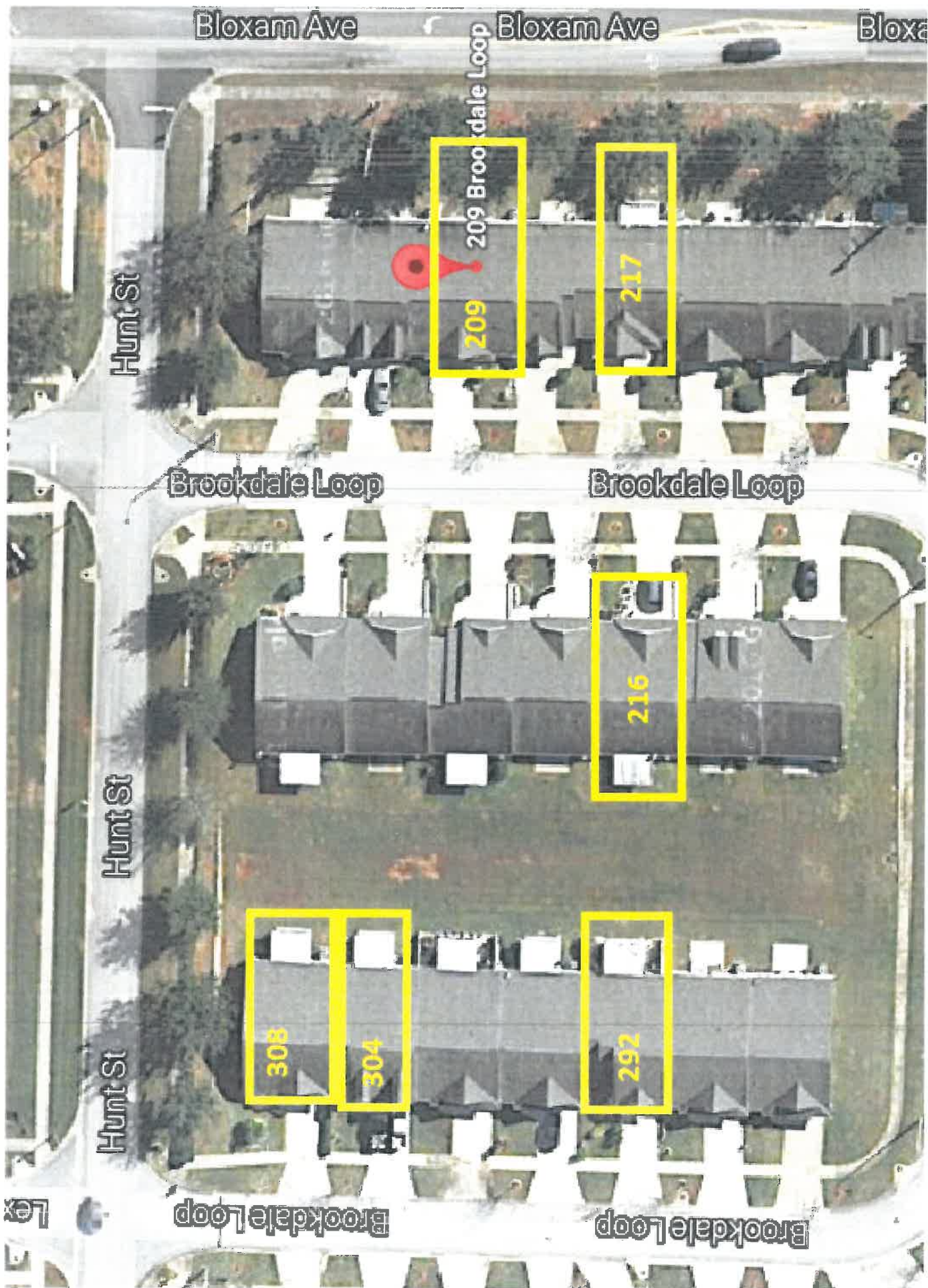
216 Brookdale Loop- Permit #201101088 screen room with acrylic windows

308 Brookdale Loop- Permit #200801916

304 Brookdale Loop- Permit #201100760 14' x 12' screen room

292 Brookdale Loop- Permit #201100268 14' x 12' screen room

Now without having the survey on these properties I can't tell how much room they had from the house to the property line. Just by judging it from an aerial photo it looks close to the same as this property. This subdivision has a lot of existing slabs so I'm sure there will be other homeowners in the future also wanting to add rooms to their slabs and will also be requesting a variance and should be granted one.





217 Brookdale Loop

This customer has a screen room they received with a variance.

Permit #201200228

209 Brookdale Loop

This is the property requesting a variance for a screen room on the existing concrete slab.



East Lake Villas Homeowners Association, Inc.
APPLICATION TO THE ARCHITECTURAL REVIEW COMMITTEE

This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for approval **BEFORE** any work commences. Please refer to your Declaration of Covenants and Restrictions for a description of the ACB and its purpose.

THIS SECTION TO BE COMPLETED BY HOMEOWNER

NAME: RICHARD JENKINS
ADDRESS: 209 BROOKDALE LOOP CLERMONT, FL 34711
PHONE (Home) _____ (Work) _____ (Cell) 352-536 7122

DESCRIBE THE CHANGE/ADDITION INSTALLATION AND ITS LOCATION: (i.e. fence installation, repaint exterior, screen enclosure, pool, etc. A plat of the property is needed for all fences, pools, landscape, etc showing location of improvement.)

SCREEN ROOM AT BACK DOOR ON PATIO

SCREEN + BLISS DOOR ADDED TO FRONT DOOR

SPECIFICATIONS: (attach copies of plans, estimates or pictures)

Dimensions: 8'X15' SCREEN ROOM

Material(s): WHITE EXTRUDED ALUMINUM

Note: All requests must conform to all local Zoning and Building Regulations and you must obtain all necessary permits if your request is approved by the Architectural Control Board.

Homeowner Signature: Richard J. Jenkins Date: 7/27/16

THIS SECTION TO BE COMPLETED BY ARCHITECTURAL REVIEW COMMITTEE

- ☐ Denied (incomplete submission, see notes below, if you choose to resubmit you must use a new form)
☐ Denied (see notes below, if you choose to resubmit you must use a new form)
☐ Approved as Submitted
☐ Approved with Required Changes (see notes below or on attached plans, drawings or survey)

Review Notes/Comments: _____

Committee Member's Signature: Diane Lee DATE: 7/28/16

Completed Work Reviewed By: _____ DATE: _____

Forward to:

Sentry Management, Inc.
1645 E. Highway 50, Suite 201
Clermont, FL 34711
Tel. (352) 243-4595 or Fax (352) 243-4597

LEGAL NOTICE

Notice is hereby given that the City Council of the City of Clermont will consider a request for the following variances: (1) to allow for a rear yard setback of 17 feet instead of 25 feet as required by the Land Development Code, Section 122-186 (3) – Yards and (2) to allow for a side yard setback of 7 feet instead of 7.5 feet as required by the Land Development Code, Section 122-186 (2) – Yards at the following location:

LOCATION:

209 Brookdale Loop
East Lake Estates Phase II
(Alt. Key 3839767)

A complete legal description may be obtained in the Development Services Department located at 685 West Montrose Street, Clermont, FL 34711.

This request will be heard by the City Council at a public hearing to be held on Tuesday, September 27, 2016 at 6:30 P.M. in the Clermont City Hall located at 685 West Montrose Street.

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.

Tracy Ackroyd Howe, MMC
City Clerk

Daily Commercial
September 20, 2016



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Resolution No. 2016-36 <i>Lake County Adult Activity Center, Inc.</i>		
Requested Action		
Recommend approval of Resolution 2016-36.		
Staff Report		
The applicant intends to locate an adult daycare facility at 355 Citrus Tower Blvd. This location is zoned M-1 Industrial with a planned unit development (PUD) and has a future land use of Industrial. The Lake County Adult Activity Center Inc. has previously obtained two conditional use permits at other locations within the City, the first in 2009 on Grand Highway, and the second in 2012 on Mohawk St. Each time, the applicant has outgrown their location and is now seeking to relocate to this 4,500-square-foot location. The Lake County Adult Activity Center will be a licensed adult daycare facility with a capacity of up to 60 adults. The center will provide a safe place to go during the week to socialize, participate in supervised activities, and receive physical care and monitoring as needed, all while retaining as much independence as possible. Hours of operation will be Monday through Friday from 8 a.m. to 5 p.m. Eight employees will staff the facility throughout the day. <i>At the Sept. 12, 2016 Planning & Zoning Commission meeting, Commissioner Carlos Solis moved to recommend approval of the conditional use permit; seconded by Commissioner Tony Hubbard. The vote was unanimous to recommend approval.</i>		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Resolution	CUP RES 2016-36.docx	
2. Map	Location Map.docx	
3. Minutes	P&Z minutes.pdf	
4. Application	Application.pdf	
5. Legal ad	CUP legal Ad.docx	

CITY OF CLERMONT
RESOLUTION NO. 2016-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW AN ADULT DAYCARE IN THE M-1 INDUSTRIAL ZONING DISTRICT.

WHEREAS, the Planning and Zoning Commission of the City of Clermont, Lake County, Florida at a meeting held September 12, 2016 recommended approval of this Conditional Use Permit to allow for an adult daycare, at the following location:

LOCATION:

355 Citrus Tower Boulevard, Suite 100
AK 3777847

WHEREAS, the granting of this Conditional Use Permit will not adversely affect the officially adopted comprehensive plan of the City; such use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity; the proposed use will comply with the regulations and conditions specified in the codes for such use; and the proposed use may be considered desirable at the particular location;

The City Council deems it advisable 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 an adult daycare in the M-1 Industrial zoning district; be granted subject to the following conditions:

CONDITIONS:

Section 1 - General Conditions

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.
2. 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.
3. No business can occupy any portion of the building unless the proposed business has applied for and obtained a Local Business Tax Receipt from the Development Services Department.

CITY OF CLERMONT
RESOLUTION NO. 2016-36

4. 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.
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. This permit shall become null and void if the Adult Daycare has not begun operations with a Certificate of Occupancy within two (2) years of the date the Conditional Use Permit is executed and signed by the appropriate parties.
8. The structure shall be inspected by the Fire Marshal for Life Safety requirements. All requirements must be met prior to any Certificate of Occupancy being issued.
9. The structure shall be inspected by the City Building Inspector and all building code violations must be corrected prior to a Certificate of Occupancy being issued.
10. Residential uses shall not be permitted.

Section 2 – Land Use

1. Permitted uses shall include an adult daycare facility. Other permitted uses in the M-1 industrial zoning district are also permitted.

CITY OF CLERMONT
RESOLUTION NO. 2016-36

DONE AND RESOLVED by the City Council of the City of Clermont, Lake County, Florida, this 27th day of September, 2016.

CITY OF CLERMONT

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney

Location Map:

Lake County Adult Activity Center



**City of Clermont
MINUTES
PLANNING AND ZONING COMMISSION
SEPTEMBER 12, 2016**

Page 1

The meeting of the Planning and Zoning Commission was called to order Monday, September 12, 2016 at 6:30 p.m. by Chairman Nick Jones. Other members present were Carlos Solis, Herb Smith, Judy Proli, and Tony Hubbard. Also in attendance were Barbara Hollerand, Development Services Director, Curt Henschel, Planning Manager, John Kruse, Senior Planner, Dan Mantzaris, City Attorney, and Rae Chidlow, Planning Specialist.

MINUTES of the Planning and Zoning Commission meeting held June 13, 2016 were approved as written.

MINUTES of the Planning and Zoning Commission meeting held August 2, 2016 were approved as written.

REPORTS

There were no reports.

1. REQUEST FOR CONDITIONAL USE PERMIT

REQUEST: To allow an adult daycare in the M-1 Industrial zoning district.

PROJECT: Lake County Adult Activity Center, Inc.

Planning Manager Henschel presented the staff report as follows:

The applicant intends to locate an adult day care facility at 355 Citrus Tower Blvd. This location is zoned M-1 Industrial with a PUD and has a future land use of Industrial. The Lake County Adult Activity Center Inc. has previously obtained two conditional use permits at other locations within the city, the first in 2009 on Grand Highway, and the second in 2012 on Mohawk Street. Each time the applicant has outgrown their location, and is now seeking to relocate to this 4,500 square foot location.

The Lake County Adult Activity Center will be a licensed adult day care facility with the capacity of up to 60 adults. The center will provide a safe place to go during the week to socialize, participate in supervised activities, and receive physical care and monitoring as needed, all while retaining as much independence as possible.

Hours of operation will be Monday through Friday from 8:00am to 5:00pm and 8 employees will staff the facility throughout the day.

Carolina Garcia, 191 Nautical Mile Dr., stated that she is the owner of the Lake County Adult Activity Center. She stated that the program is for seniors while their family members work. She stated that they have mental stimulation, care giving assistance and different activities. She stated that they offer breakfast, lunch, and afternoon snacks for the seniors. She stated that they provide a transportation service that picks up and drops off the seniors.

**City of Clermont
MINUTES
PLANNING AND ZONING COMMISSION
SEPTEMBER 12, 2016**

Page 2

Commissioner Smith stated that there is not enough parking in this area.

Ms. Garcia stated that the seniors are bused to and from the facility or family members will drop them off and pick them up.

Commissioner Proli asked about the handicapped parking.

Ms. Garcia stated that there are two handicap parking spaces in the front of the building and one in the rear.

Commissioner Proli asked if there is medical staff at the facility.

Ms. Garcia stated that the staff are licensed CNA's.

Commissioner Solis moved to recommend approval of the conditional use permit; Commissioner Hubbard seconded. The vote was unanimous to recommend approval of the conditional use permit.

2. REQUEST FOR COMPREHENSIVE PLAN AMENDMENT

REQUEST: To change the future land use from Lake County Rural to Low Density Residential in the City.

PROJECT: Extreme Groves

3. REQUEST FOR REZONING

REQUEST: To change the zoning from Urban Estate to Planned Unit Development.

PROJECT: Extreme Groves

Senior Planner Kruse presented a letter from the applicant requesting to postpone Items 2 and 3 to the October 4, 2016 Planning and Zoning Commission meeting.

Commissioner Solis moved to recommend denial of the request for postponement for Items 2 and 3; seconded by Commissioner Smith. The vote was unanimous to deny the request for postponement of Items 2 and 3.

Senior Planner Kruse presented the staff report as follows:

The owner, Extreme Groves Investments, LLC, is requesting a large scale comprehensive plan amendment for the property. The property is approximately 66 acres in size. This request is being heard concurrently with requests for annexation and a rezoning to a PUD for a 122 lot subdivision. The applicant wishes to develop the property and have City services available.



**CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION**

DATE: 8/1/16

FEE: 300.00

PROJECT NAME (if applicable): _____

APPLICANT: Lake County Adult Activity Center, Inc.

CONTACT PERSON: Cardina M. Garcia

Address: 355 Citrus Tower Blvd. Suite 100

City: Clermont State: FL Zip: 34711

Phone: 352-404-6098 Fax: 352-404-6475

E-Mail: lake2024@gmail.com

OWNER: TowerCo LLC

Address: 230 Mohawk Road

City: Clermont State: FL Zip: 34715

Phone: 352-242-0073 Fax: 352-242-1960

Address of Subject Property: 355 Citrus Tower Blvd Suite 100
Clermont, FL 34711

General Location: _____
ON Citrus Tower Blvd.

Legal Description (include copy of survey): _____

Land Use (City verification required): _____

Zoning (City verification required): _____



CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION
Page 2

Detailed Description of request (What are you proposing to do and why is it appropriate for this location? Attach additional page is necessary.

See Attached!

Carolina M. Garcia
Applicant Name (print)

x [Signature]
Applicant Name (signature)

Joseph Zagame
Owner Name (print)

x [Signature]
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. 34712-021 9
(352) 394-4083 Fax: (352) 394-3542



• PRESKO DEVELOPMENT, LLC • PRESKO CAPITAL, LLC
• PRESKO CONSTRUCTION, LLC • PRESKO PROPERTY MANAGEMENT, LLC • PRESKO REALTY, LLC

Date: August 1, 2016

Property Name: Heritage Square, Suite 100-104
Street Address: 355 Citrus Tower Blvd., Suite 100-104
City, State, Zip: Clermont FL 34711
Alt Key #: 3777847
Parcel #: 0922260805-007-00000

Fee Simple Property Owner Contact Information:

Name: Towerco, LLC
c/o Presco Real Estate Group, LLC
Address: 230 Mohawk Road, Clermont, FL 34711
Phone: 352-242-0073

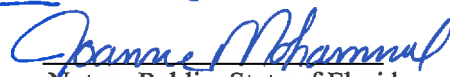
Land Owner Contact Information:

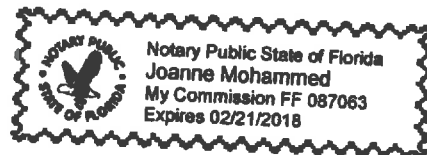
Name: John P. and Ann D. Adams Family LP
Address: 2500 Dundee Road, Winter Haven, FL 33884


Agent for Property Owner

State of Florida
County of LAKE

The foregoing was acknowledged before me on this 1st day of August, 2016, by CARRIE SERMAK, who is personally known to me or who produced identification and who took an oath.


Notary Public, State of Florida
Commission Expires: 2/21/18





Google earth

feet
meters



BOB MCKEE
LAKE COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2015. Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
0922260805-007-00000		3777847	000C

JOHN P ADAMS & ANN D ADAMS
FAMILY LP
PO BOX 1667
WINTER HAVEN, FL 33882

H.S.

355 CITRUS TOWER BLVD
CLERMONT, LAKE HIGHLANDS 20-22-26
TRACT 7 PB 3 PG 30ORB 1780 PG 1226



PAY IN U.S. FUNDS TO BOB MCKEE, TAX COLLECTOR • PO BOX 327 • TAVARES, FL 32778-0327 • 352-343-9602

AD VALOREM TAXES					
TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED
LAKE COUNTY GENERAL	1,723,553	0	1,723,553	5.3051	9,143.62
AMBULANCE MSTU	1,723,553	0	1,723,553	0.4629	797.83
ENVIRON LAND PURCHASE	1,723,553	0	1,723,553	0.1600	275.77
LAKE CO SCHOOL BOARD					
CURRENT	1,732,448	0	1,732,448	5.6970	9,869.76
CAPITAL OUTLAY	1,732,448	0	1,732,448	1.5000	2,598.67
CITY OF CLERMONT	1,723,553	0	1,723,553	4.2061	7,249.44
ST JOHNS WATER MGMT	1,723,553	0	1,723,553	0.3023	521.03
LAKE CO WATER AUTH	1,723,553	0	1,723,553	0.2554	440.20
S LAKE CNTY HOSP	1,723,553	0	1,723,553	0.7633	1,315.59
TOTAL:				18.6521	\$32,211.91

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
NON-AD VALOREM ASSESSMENTS:		\$0.00

COMBINED TAXES AND ASSESSMENTS: \$32,211.91

If Paid By	Nov 30, 2015	Dec 31, 2015	Jan 31, 2016	Feb 29, 2016	Mar 31, 2016
Please Pay	\$30,923.43	\$31,245.55	\$31,567.67	\$31,889.79	\$32,211.91

BOB MCKEE

LAKE COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

2015 Real Estate

PAY IN U.S. FUNDS TO BOB MCKEE, TAX COLLECTOR • PO BOX 327 • TAVARES, FL 32778-0327 • 352-343-9602

If Paid By	Nov 30, 2015	Dec 31, 2015	Jan 31, 2016	Feb 29, 2016	Mar 31, 2016
Please Pay	\$30,923.43	\$31,245.55	\$31,567.67	\$31,889.79	\$32,211.91

355 CITRUS TOWER BLVD

JOHN P ADAMS & ANN D ADAMS
FAMILY LP
PO BOX 1667
WINTER HAVEN, FL 33882

CLERMONT, LAKE HIGHLANDS 20-22-26 TRACT
7 PB 3 PG 30ORB 1780 PG 1226

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
0922260805-007-00000		3777847	000C

0000000000 2015 0003221191 0000000003777847 0001 7



LEGAL NOTICE

Notice is hereby given that the City of Clermont will consider a request for a Conditional Use Permit to allow an adult daycare in the M-1 Industrial Zoning District, at the following location:

LOCATION

355 Citrus Tower Boulevard
AK 3777847

A complete legal description may be obtained in the Development Services Department located at 685 W. Montrose Street, Clermont, FL 34711.

This request will be considered by the Planning & Zoning Commission on Monday, September 12, 2016 at 6:30pm.

A public meeting to consider the request will be held before the City Council on Tuesday, September 27, 2016 at 6:30pm.

All meetings will be held in City Hall located at 685 West Montrose Street.

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.

Tracy Ackroyd Howe, MMC
City Clerk

Daily Commercial
September 5 and September 20, 2016



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, September 27, 2016		
Agenda Item Name		
Resolution No. 2016-38 <i>Special Magistrate</i>		
Requested Action		
Recommend approval of engagement letter with Leigh Kyer, P.A. to serve as Code Enforcement Special Magistrate.		
Staff Report		
The City Council on July 26, 2016 approved a code change that created a Code Enforcement Special Magistrate. The effective date of the ordinance is October 1, 2016. The City issued a Request for Information (RFI) in August and received responses from two qualified applicants. Each applicant has over five years experience as a practicing Florida attorney. Their proposed rates per hour were \$145 and \$175. Included with this agenda item is an engagement letter from Leigh Kyer, P.A., of Clermont, who proposed the lowest rate of \$145 per hour.		
Additional Analysis		
Fiscal Impact Summary		
Funds are available in the FY 2017 budget for this contract.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Resolution	2016-38 Recommend Leigh Kyer as Spec Magistrate.doc	
2. Engagement Letter - Kyer	Engagement Letter - Retainer Agreement 09-19-2016.pdf	
3. Qualifications statement - Kyer	Leigh Kyer.pdf	
4. Qualifications statement - Waugh	Christian W Waugh.pdf	

CITY OF CLERMONT
RESOLUTION NO. 2016-38

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CLERMONT, LAKE COUNTY, FLORIDA, APPOINTING A CODE
ENFORCEMENT SPECIAL MAGISTRATE.**

WHEREAS, the City Council of the City of Clermont approved the Code Enforcement Special Magistrate process at the July 26, 2016 Regular City Council meeting; and

WHEREAS, the appointment will be effective on October 1, 2016;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Clermont, that the Clermont City Council appoints Leigh Kyer to serve as the Code Enforcement Special Magistrate.

DONE AND RESOLVED, by the City Council of the City of Clermont, Lake County, Florida this 27th day of September, 2016.

City of Clermont

Gail L. Ash, Mayor

ATTEST:

Tracy Ackroyd Howe, City Clerk

Approved as to form and legality:

Daniel F. Mantzaris, City Attorney

Darren Gray
City Manager
City of Clermont
685 W. Montrose St.
Clermont, FL 34711

Re: Engagement Letter to Serve as Code Enforcement Special Magistrate for the City of Clermont

I. SCOPE OF SERVICES.

I will serve, on an as needed basis, as Special Magistrate to hear code enforcement matters. In that capacity, I will preside over all code enforcement matters, in which my law firm or I do not have a conflict, render a decision where applicable and review the appropriate orders as necessary.

II. PAYMENT.

The City shall pay to my law firm, Leigh Kyer, P.A., the sum of \$145.00 per hour plus costs for each actual attorney hour billable in 15 minute increments with regard to this engagement. For hearings as scheduled by the City and confirmed by the undersigned, there will be a minimum of one hour charged for attendance at the hearing.

In all matters hereunder, my Firm will submit each month to you or your designee, a Billing Statement of hours expended for services rendered and costs incurred. All invoices shall be processed and made in the same manner as for all other City invoices and statements. All invoices shall be due and payable within thirty (30) days of the date of the invoice.

III. TERMINATION.

The term of this engagement may be renewed annually. However, the agreement may be terminated by either party immediately with cause or upon thirty (30) days written notice without cause. If such termination occurs, the Firm will be paid for all services rendered and costs incurred, if applicable, to the date of notice of termination.

IV. MISCELLANEOUS.

A. Assignment. The services to be rendered under this engagement letter are personal to Leigh Kyer, P.A., and may not be assigned other than as provided herein, either directly or indirectly, to any other person or firm.

B. Amendments. This engagement letter may be amended only by written instrument signed by the undersigned and the City of Clermont.

C. Independent Contractor Status. In the performance of legal services hereunder, Leigh Kyer, P.A., is an independent contractor and shall not hold himself/herself out as an employee, agent or servant of the City of Clermont.

This letter of engagement shall not be binding and of no effect until it has been executed by the authorized representative of the City and by Leigh Kyer, P.A., individually and on behalf of the Firm.

Leigh Kyer, P.A.

By:  _____
Leigh Kyer, Attorney

Date: September 19, 2016

CITY OF CLERMONT, FLORIDA,

By: _____
Darren Gray, City Manager

Date: _____

September 1, 2016

Via: Hand Delivery

Freddy L. Suarez
Purchasing Director
City of Clermont Purchasing Department
685 West Montrose St.
Clermont, FL 34711

RE: Special Magistrate for Code Enforcement

Dear Mr. Suarez:

I am interested in the Code Enforcement Special Magistrate position with the City of Clermont. I have a background working with the Lake County Code Enforcement Board, presenting cases to it on behalf of the County Attorney's Office. I am very familiar with the code enforcement process.

I believe that my knowledge of the code enforcement process along with my commitment to my fellow citizens' due process rights would make me an excellent Code Enforcement Special Magistrate for the City of Clermont. I typically offer the rate of \$145.00 per hour to local governments for representation.

Attached is my resume. If you have any questions please do not hesitate to contact me.

Sincerely,


Leigh Kyer

Ph: 352.394.3109

Fax: 352.243.2442

Profile

My practice is focused on Real Property Transactions, Title Review and boundary dispute litigation. I have a broad background working with local governments and representing their boards. My past experience working for Lake County included extensive Code Enforcement prosecution and my subsequent private practice represented the Lake County Value Adjustment Board. I selected Special Magistrates for the VAB and governed their procedures.

Experience

Attorney

December 2004 - present

Leigh Kyer, P.A. (formerly Leigh Tucker, P.A.) Clermont, Florida

- Successful litigation results in unusual boundary dispute cases involving complex issues of real property law
- Representation of local government entities in a wide variety of matters, including the Lake County Value Adjustment Board through the VAB rule changes
 - I drafted and implemented procedures based upon statutory and Rule changes, enabling the Clerk and the Board to function through the hearing and value adjustment process while the status of the law was in flux
 - For the Board I sought, retained and contracted with the appraisers who served as Special Masters in the quasi-judicial process
- Successfully closed hundreds of residential and commercial real property transactions and managed associated trust accounting a for each.
 - My knowledge of Real Property enables me to quickly map legal descriptions and use the Public Records and GIS to analyze data.
 - I am capable of managing large trust accounts, accounting for expenditures and monitoring a large volume of files for compliance with regulatory requirements.

Assistant County Attorney

November 2002 - December 2004

Lake County Board of County Commissioners

- Litigated real property cases to the trial level and argued motions on behalf of the County
- Conducted New Employee Orientation, educating new hires on the ethics requirements of the State of Florida, gift laws and regulatory compliance
- Prosecuted code enforcement matters and presented evidence to the Code Enforcement Board
- Represented the Boards of Adjustment and Building Examiners and advised on the Sunshine and Gift laws
- Analyzed legal questions posed by County Department heads and staff including Right-of-Way and Public Works
- Cataloged and inventoried County Lands Available and coordinated with the Clerk of Courts after tax deed and certificate sales

Associate Attorney

May 2001 - November 2002

Jeri Blair, P.A.

- Represented the City of Wildwood as an Associate to the City Attorney

Adjunct Professor, Lake Sumter Community College

January 2001-November 2002

- Real Estate Law, Business Law

Assistant State Attorney

May 1999 - January 2001

Office of the State Attorney, Fifth Judicial Circuit

- Prosecuted and tried misdemeanor and felony criminal defendants

Education

Doctor of Law (J.D.)

August 1996 - May 1999

University of Florida, Gainesville, Florida

Bachelor's of Arts

August 1992 - May 1996

University of Notre Dame, Notre Dame, Indiana

Double major in Government and Russian Language

WAUGH LAW, P.A.

ATTORNEYS AT LAW

13940 U.S. HWY 441
SUITE 906
THE VILLAGES, FL 32159

CHRISTIAN W. WAUGH
CHELSEA ABEND*
ANDRE T. YOUNG**
EMAIL: CWAUGH@WAUGHPA.COM

August 29, 2016

Via U.S. Mail

City of Clermont Purchasing Department
685 West Montrose Street, 2nd Floor
Clermont, FL 34711

RE: Statement of Qualification or Special Magistrate for Code Enforcement

To Whom It May Concern:

My name is Christian Waugh and I have am the managing partner / sole shareholder at Waugh Law, P.A., whose main office is in The Villages, Florida. However, I reside in Orlando, and commute through Clermont twice each day.

I received the City of Clermont's Request for Information. Please let this letter and attached resume serve as a responsive Statement of Qualification for Special Magistrate for Code Enforcement.

I have the following local government experience with code enforcement: from 2011 through 2013, I served the City Attorney for the City of Ocala, Patrick G. Gilligan as an associate attorney, often acting in the capacity of an assistant city attorney. This experience included a great deal of code enforcement practice. During the time, I wrote memos regarding the legality of codes, the viability of enforcing codes, and assisted drafting and modifying codes for the City of Ocala. Pat Gilligan, as well as his main Assistant City Attorney, Jimmy Gooding, can be reached at 352-867-7707 if you wish to confirm my representations.

Since 2013, I have owned and managed my own law firm, in which I often counsel my large developer clients on the impact of code enforcement from local municipalities and county authorities primarily in Lake, Sumter, and Marion counties. Additionally, I have served on the Orange County Charter Review Commission (2011-12) and currently continue to serve as Vice Chair of the Fifth Judicial Nominating Commission, which nominates judges in Lake, Sumter, Marion, Citrus, and Hernando counties when vacancies occur.

My usual hourly rate for private clients is \$250/hr. However, if I was selected to serve in this public capacity, I would be very happy to provide services at \$175/hr or to engage in negotiations with the City of Clermont. It would be a great honor to serve the City this way.

Regards,

/s/ Christian W. Waugh
Christian W. Waugh

Experience

Shareholder and Attorney, Waugh Law (The Villages, Florida)

2013-Present

- General Description: Lead general practice of real estate, estate planning, and litigation across central Florida.
- Specific Description: Manage zoning issues, negotiate and draft purchase sale agreements for up to \$10,600,000 in value, oversee closings, probate, criminal, and business litigation, draft wills and trusts, and representative clients: Lloyd's of London, Freedom Title

Associate Attorney, Gonzalo R. Dorta, PA (Coral Gables, Florida)

2013

- General Description: Litigation and research on several class action and complex commercial transactions and fraud cases
- Specific Description: Manage litigation efforts in several class action lawsuits, including drafting pleadings, motions, and client interaction; also manage litigation in complex commercial litigation cases involving large-scale bank fraud.

Associate Attorney, Gilligan, King and Gooding, PA (Ocala, Florida)

2011-13

- General Description: Litigation and research for both the firm's private and municipal law practices.
- Specific Description: Litigate corporate and contractual disputes, practice land use and real estate, while also representing the City of Ocala as Assistant City Attorney for employment, family, airport, police, eminent domain, and utilities law issues.

Assistant State Attorney, Office of State Attorney – Ninth Judicial Circuit (Orlando and Kissimmee, Florida)

2010-11

- Description: Prosecuted persons arrested for all misdemeanor offenses, including DUI, Battery, Trespass, Theft.
- Achievements: Obtained over 100 DUI convictions, 1300+ other convictions; 25 jury trials (17 convictions).

Admissions

State of Florida, Southern District for Florida, Northern District for Florida, scheduled for re-admission into Middle District for Florida in September, United States Supreme Court, Oklahoma *pro hac vice*

Leadership and Skills

Community Involvement

- **Member, James Madison Institute Board of Advisors** 2012-Present
- **Vice Chair and Commissioner, Fifth Judicial Circuit Nominating Commission** 2012-Present
Appointed by the Governor of Florida in late 2012
- **Commissioner, Orange County Charter Review Commission** 2011-12
Reviewed county charter for mistakes and determined ballot questions for Orange County regarding potential amendments.

Languages

- **Bahasa Indonesia**: Advanced oral and written proficiency. Two and a half years of study; intensive study in Indonesia.
- **Spanish**: Advanced reading proficiency, very rusty Intermediate oral proficiency. Five years of study.
- **Mandarin Chinese**: Intermediate oral and written proficiency. Three and a half years of study.

Education

University of Florida

- **Master of Arts in International Business** 2008-09
 - Studied abroad at The Chinese University of Hong Kong as MBA student
 - Specialized in Finance of Mergers & Acquisitions
 - Finalist in 2009 Booz & Co. Social Venture Challenge
 - Finalist in 2009 CEIBS BGRC Corporate Social Responsibility Essay Contest
 - Studied abroad in Budapest, Hungary
- **Juris Doctorate** 2005-08
 - Captain of Int'l Commercial Arbitration Moot Court team, competing in Willem C. Vis Moot Court in Vienna
 - Studied abroad in Yogyakarta, Indonesia (2006)
 - Awarded Pro Bono Certificate for 80+ hours of free income tax advising
 - Appointed to the 2007-08 College of Law Faculty Hiring Committee
 - Book Awards for Intellectual Property Licensing, Mergers & Acquisitions, Family Law Economics
- **Bachelor of Arts in Linguistics and Political Science (cum laude)** 2000-04
 - Graduate of Honors Program
 - Studied abroad in Brisbane, Australia (2003)
 - Member of the UF Student Senate