

**AGENDA**  
Monticello City Council  
August 20, 2024 (Re-Scheduled from 8/6/2024)  
7:00 p.m.  
City Hall, 245 S. Mulberry Street, Monticello, FL 32344

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1. **Call to Order** - Mayor Gloria Cox
2. **Invocation** - Council Member
3. **Pledge of Allegiance-** All
4. **Special Presentations**
  - Merry Ann Frisby
  - Theresa Sterling
  - Ryck Morales, SBA Disaster Recovery & Assistance
5. **Public Comment**
6. **CONSENT AGENDA:**
  - Approval of Council Minutes for July 2, 2024 workshop meeting
  - Approval of Council Minutes for July 2, 2024 regular meeting
  - Approval of Minutes for July 23, 2024 budget workshop
  - Approval of Minutes for July 25, 2024 budget meeting
  - Approval of parade permit and street closures for Monticello Christmas Parade, activities, and vendor booths. (See Resolution 2024-05)
  - Approval of parade permit for March for Jesus (no street closures necessary)
7. **Old Business**
8. **New Business**
  - Change order, Railroad Street Grant - Felicity Appel, Kimley-Horn Engineering
  - Contract for City Attorney
  - Recommendations from LPA
  - Council is requested to assign a person to Police Pension Board
9. **Reports to Council:**
  - Police, Chief Mosley or designee
  - City Manager, Seth Lawless
  - City Clerk, Kathy Radford
10. **Council Member Reports**
11. **Next Meeting**
12. **Adjournment**

Minutes of the City Council meetings may be obtained from the City Clerk's Office by emailing or online at [cityofmonticello.us](mailto:cityofmonticello.us) Requests may be made via email to [cityclerk@mymonticello.net](mailto:cityclerk@mymonticello.net)

**REQUESTS TO ADDRESS THE CITY COUNCIL**

Any person or group desiring to be placed on the agenda, any individual desiring to make a comment at a City Council meeting on an agenda item or other matter coming before the Council, and any individual who wishes to address the Council on any other matter may do so.

A. **Placement on the Agenda.** Any person or group desiring to be placed on the agenda for a City Council meeting shall deliver a written request to the City Clerk by 4:00 p.m. at least eight (8) days prior to the meeting. The request shall include:

1. the name and address of the person making the request;
2. the organization or group, if any represented;
3. the information to be presented. If written material is to be passed out at the meeting, a copy of such material shall accompany the request;
4. an estimate of the time necessary for such presentation and discussion and discussion and action thereon;
5. The specific action which the individual or group wants the Council to take action on.

B. **Agenda Item.** Any individual desiring to be heard on an agenda item may do so at the time the Council addresses that matter.

C. **Public Comment on Non-Agenda Item.** Any interested person may, upon signing the sign-up sheet in the room prior to the commencement of any City Council meeting, address the Council during the Public Comment portion of the meeting on any matter which is not on the agenda. The Council will not be obligated to act on any matter which is not on the agenda.

**ADDRESSING THE COUNCIL**

Each person addressing the council shall give his/her name and address in an audible tone of voice for the record.

Each speaker shall limit his/her address to three (3) minutes, with the presiding officer having the right to extend the time for one (1) minute. Additional time may be granted by majority vote of the Council. A speaker may not give up all or any portion of his or her time in order to allow another speaker to exceed three (3) minutes.

If four (4) or more individuals of a group or faction wish to be heard on a matter before the Council, a representative may address the Council rather than all of the members. In such instances, the representative shall limit their address to ten (10) minutes.

All remarks shall be addressed to the Council as a body, and not to any member thereof. No remarks shall be directed to any other individual City official or employee.

No person, other than members of the Council, and the person having the floor shall be permitted to enter into any discussion, either directly or through the members of the Council. When requested by any member of the City Council, the City Clerk-Treasurer, City Manager, City Police Chief, City Attorney, as well as staff members may enter into any discussion.

No questions shall be asked of the members of the City Council, except through the presiding officer.

The City Clerk-Treasurer, City Manager, City Police Chief and the City Attorney may as the presiding officer for permission to speak at any time.

**DECORUM**

All participants, speakers and any other persons present at a meeting shall refrain from belittling anyone or making insulting remarks or personal attacks on any individual present or absent. Any person disrupting a meeting by making personal, impertinent or slanderous remarks, or who terrupts a person speaking, or becomes boisterous or uses profanity or other offensive language while addressing the Council, may be requested to leave the meeting and may be forthwith barred by the presiding officer from returning to the meeting. Any person who refuses to leave the meeting after being requested to do so by the presiding officer, shall be removed from the meeting by law enforcement.

Any personal charges to be made against an individual council member or city employee shall be in affidavit form. If any information is to be presented that is in the form of a statement or charges that might be considered derogatory or of a serious nature, such shall be presented in writing and shall specifically state the charges in the form of an affidavit, with copies sufficient in number so that one copy may, and it shall, be sent at once to each such member or employee. Neither this rule nor any other shall preclude the right of any citizen to address the Council; however, the Council will not be obligated to act on any proposal not on the agenda.

**Prepare Now and Protect Against Future Disasters**

Disasters can cause tremendous damage to people and property. Disaster preparation and mitigation efforts are key to saving lives and property. The best time to deal with a disaster is before it even happens. Take inventory today and begin the process of shoring up your home and business while there's still time.

After a disaster has been declared, an SBA disaster assistance loan can be used to make property improvements that eliminate future damage or can save lives. Disaster loans can be increased by up to 20% to make building upgrades. Even simple things can strengthen your home or business so you can avoid damage and unexpected remediation expenditures in the future. The cost of mitigation upgrades can be very cost-effective when spread over 30 years.

**Consider these mitigation projects:**



- Install hail protection, like hail guards, shields, or wire mesh, around your HVAC equipment
- Upgrade your building's materials (shingles, windows, skylights, or siding) to withstand significant impact
- Upgrade to steel gutters and downspouts



- Strengthen and retrofit masonry and concrete buildings that are vulnerable to ground shaking
- Install window film to prevent injuries from shattered glass
- Anchor rooftop-mounted equipment



- Strengthen structures to protect against high wind damage
- Brace or upgrade to wind-rated garage doors
- Install hurricane roof straps
- Install a safe room or storm shelter built to FEMA guidelines



- Landscape your property to improve water runoff and drainage
- Elevate structures or convert your lowest floor into a "flexible space" where items can easily be moved
- Add a sump pump to move standing water
- Seal your roof's decking



- Install a Class A fire-rated roof
- Install 3/8-inch mesh screening over all vents to keep embers out of eaves and vents
- Install noncombustible gutters, fences, and gates
- Remove roof and gutter debris that can be ignited by airborne embers

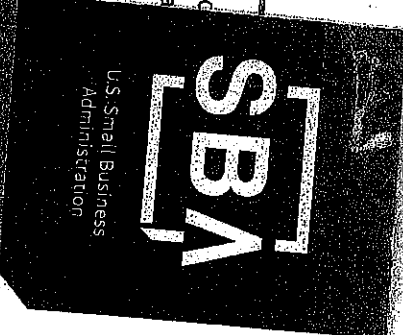
**Mitigation Affordability**

LOAN AMOUNT	INTEREST RATE	MONTHLY PAYMENT	30-Year Term
\$15K	1.688%	\$354.21	\$407.35

An extra \$52/month (\$1.73/day) can finance \$15,000 for mitigation upgrades when added to an SBA disaster loan. (Deferment is not included in this example.)

**Get Started Today** Call (800) 659-2955 to ask about the SBA *mitigation* for more information. If you are deaf, hard of hearing or have a speech disability, call 1-800-877-8339 for a telecommunications relay services.

All SBA programs and services are extended to the public.



**Ryck Morales**  
 Public Affairs Specialist  
 Office of Disaster Recovery & Resilience  
 Field Operations Center - East  
 ryck.morales@sba.gov  
 O: 404-331-0333  
 C: 571-564-0255  
 101 Marietta Street NW, Suite 700  
 Atlanta, GA 30303-2725  
 SBA.gov

MINUTES  
WORKSHOP SESSION  
10:00 a.m. July 2, 2024  
Monticello City Hall, 245 Mulberry Street, Monticello, FL 32344

**Members Present**

Gloria Cox, Mayor  
Brian Bachman  
John Jones  
George Evans  
Katrina Richardson

**Others Present**

Seth Lawless, City Manager  
Kathy Radford, City Clerk  
Jack Pitts, Police Designee  
Mitchell Herrin, City Attorney

**Call to Order:** Gloria Cox

**Invocation:** Councilman Evans  
Pledge of Allegiance

**Budget Discussions**

- A. *Police Department:* Captain presented a document showing requests, which included:  
Pay raises for Chief and Lieutenant, a new Sergeant position, a new officer, increases in overtime pay, on-call pay training, gas and oil, a third-party IT vendor for CUIS and FBI requirements.
- B. *City Manager:* Proposed an increase in garbage rates, as we are running at a deficit this year.
- C. *Councilman Bachman:* Suggested to new City Clerk that the Council is available to help.
- D. *Council:* Set the dates for the next budget workshops/meetings: July 23, 2024 and July 25, 2024 at 10:00 a.m. at City Hall.

**Meeting Adjourned**

Respectfully Submitted,

Kathy Radford  
City Clerk/Treasurer

\_\_\_\_\_  
Gloria Cox, Mayor

**MINUTES**  
**City Council Meeting | July 2, 2024**

The City Council of the City of Monticello, Florida, met in regular session at City Hall on July 2, 2024 at 7:00 p.m.

**Council members present:**

Mayor Gloria Cox; Brian Bachman; George Evans; John Jones; Katrina Richardson

**Others present:**

Seth Lawless, City Manager  
Jack Pitts, Police Designee  
Kathy Radford, City Clerk  
Mitchell Herring, City Attorney

**Call to Order:** Mayor Cox; **Invocation:** Councilman Evans; Pledge of Allegiance

**Special Request:** City Manager requested that Council make July 5, 2024 a holiday for City employees. Motion to approve: Councilwoman Richardson, seconded by Councilman Bachman. Unanimous. So moved.

**Minutes approved:**

June 11 and June 20, 2024 Minutes

Moved: Councilwoman Richardson; Seconded: Councilman Jones Unanimous "Aye." So Moved.

**Special Presentation:** Ben Clark, James Moore Company.

*Status on audit:* Field work completed in December before resignation of Clerk Anderson. After new election: information getting to them slowed down but they anticipate audit to be completed in August. Audit is slightly late, but there is no financial implication involved in that. No major concerns have been found.

Informed the Council that James Moore offers a service to many small cities wherein they serve as consultants for backend accounting to provide stability in the case of turnover, etc. and ensure auditing is successful, and "move accounting to CPA-level accrual accounting." Wants Council to consider that option since there has been a vacancy in the Deputy Clerk position. He further informed the Council that if they contracted with them for consulting services, James Moore could not continue to serve as auditors.

Mayor Cox asked for specificity about how the role would serve, and Mr. Clark said they would need to take a closer look at how the current accounting is taking place to best determine the specifics of the role.

Seth Lawless, City manager, suggested it might be a good idea to secure this option and help the new Clerk with some core duties while she continues to build her skills until we are "good on our own." No Motion or action taken.

**Public Comment:** There was some public comment regarding the City Clerk appointment and asking why wasn't there a special election for the new Clerk? Attorney explained City Code/City Charter demands that the procedure to follow is that the Council must appoint a replacement. Councilman Jones further explained how a municipality is run. Other public comment on the same and other various issues.

**New Business:**

- A. New position requested for City Clerk Treasurer's office: Transition Coordinator, at \$23/hour to be part-time and temporary to assist in the City Clerk transition, similarly to how it was done under previous City Clerk who resigned. Some public comment ensued about why this position is needed since there was a candidate who was willing to take the position without transition assistance. Mayor Cox explained the same situation was employed for the previous Clerk. Move to accept position and unanimous "aye." Position approved.
- B.
  1. Mittauer & Associates business before the Council: Recommended to Council that Cross Landing lift station project to be awarded to: Jumeaux, for \$746,756 base bid. Funds to be used: ARPA. Contract accepted by Council and signed by Mayor. Approved by Council. Motion and second to accept recommendation. Unanimous "Aye." So moved. Mittauer will reach out to Jumeaux and get the project started.
  2. Agreement for lift station rehab project – Shady Lane and Shepherd's Quarters lift station. Need to be fully restored because they are in disrepair. Presenting engineering service agreement for a total of

\$111,800. Next step is to approve this agreement tonight and then schedule the surveyors. Motion to approve and seconded. Unanimous "Aye." So moved.  
Some public comment expressed concern that engineers be sure to not mess up the road and also keep the children safe.  
3. Change Order/Solar: final change order for Solar Array extends the contract period to August 1, 2024 and using some credits to address some drainage/washout issues. No cost. Motioned and seconded. Unanimous "Aye." So moved.

C. City Manager informed Council that Ms. Frisby has completed 8 years of service on Local Planning Agency and does not wish to continue. Therefore, there is a vacancy to fill. Mayor Cox requested it be advertised and City Manager agreed he would do so.

D. Site Plan Variance Approval for 825 E. Washington Street. (Hwy 90 and MLK Blvd) City Planner presented. LPA approved. New building and remodeled pumps. Variance needed for a slightly narrower perimeter landscaping design to allow better traffic flow. Councilman Evans asked if the neighborhood was advised. Some questions and public comment ensued. Code does not require neighborhood notification beyond the Local Planning Agency ads. Councilman Bachman explained that there were considerable efforts made to ensure the neighborhood would not be negatively affected. Developer assured Council that a fence would be installed as well. Moved and seconded to accept. Four "Aye" and One "Nay" by Councilman Evans. So moved.

E. New Home Approval for 149 Coopers Pond Rd. Approval Moved and Seconded. Unanimous "Aye." So Moved.

F. Beauregard Home Approval (on Mahan Drive – no address yet). Moved and seconded. Unanimous "Aye." So Moved.

G. Councilwoman Richardson was scheduled to speak about animal control. Removed that from the agenda.

**Old Business:**

Outside utility connection. City Manager has worked cooperatively with Jefferson County to complete this long-ongoing project. Obstacles have been removed. Moved and seconded to move forward with the project with the appropriate stipulations. Unanimous "Aye." So moved. Mr. Bass will be notified.

**Other Business:**

City Manager scheduled to speak. Due to late hour, offered to table. No other business heard.

**Reports:**

- A. City Attorney: No report
- B. Police Chief Designee Pitts: presented a packet. Positive remarks on Watermelon Festival.
- C. City Manager: No Report, apology for errors that may have been in the agendas/minutes while he has been filling in.
- D. Council Members: Councilman Evans: has a food giveaway on July 5, 2024 so asked City Manager to make arrangements for trash pickup that day even though it will be a holiday. City Manager said they would take care of it. Also asked if Council would be receiving budget/TRIM information. City manager Said Yes.

With no further business, the meeting was adjourned.

Respectfully Submitted,

Kathy Radford  
City Clerk/Treasurer

Mayor Cox

## MINUTES

### MONTICELLO CITY COUNCIL WORKSHOP

10:00 a.m. July 23, 2024

City Hall, 245 Mulberry Street, Monticello, FL 32344

#### City Council Members Present:

Gloria Cox, Mayor  
Brian Bachman, Councilman  
George Evans, Councilman  
Katrina Richardson, Councilwoman

#### City Council Members Absent:

John Jones, Councilman

#### Others Present:

Seth Lawless, City Manager  
Fred Mosley, Police Chief  
Jack Pits, Police Captain  
Kathy Radford, City Clerk/Treasurer

#### I. Call to Order – Mayor Cox

*Called to order at 10:00 a.m. followed immediately by prayer.*

#### II. Budget Discussions

- *Budget discussions began with brief description of budget proposal as it currently was. Requests exceeded projected revenue by over \$200,000 in General Fund, which includes streets, administrative, parks, cemetery, police, and the City's contribution to fire service. Requests included 3.3% across-the-board cost of living (COLA) increase, effective October 1 or the first payroll thereafter.*
- *Imposes a new stormwater fee, which would require an ordinance and public hearing if the Council would like to move forward on that project. It would be \$1.00 per month per dwelling unit. Which would bring in approximately \$144,000 per year.*
- *Stormwater project would begin with an inventory of how many stormwater structures there are and where they are and where the water goes. Stormwater is an issue in several areas of the city.*
- *Includes a new Planner position, which was postponed from last year.*
- *Includes two positions in the Police Department.*
- *Discussion ensued about the areas of flooding that occur in various neighborhoods.*
- *Revenue would equal expenditures. If it took a few months to get the program running, the expenditures would be adjusted accordingly.*
- *Can be thought of as "rooftop issue," not the number of people who live in the home.*
- *Would inventory need to be hired out or could it be done in-house? A combination.*
- *Ad Valorem Rate*
- *City Manager explained the need for a significant property tax rate increase (at least 10% or maybe even more)*
- *Discussion ensued including ideas such as spreading the increase out over several years and how baby steps tend to be negated by inflation.*

- Most of the increase in requests are due to the need for three new positions.
- All Council members expressed concern over an increase of at least 10%, but last year's interest rate was 8%, so we lost ground last year.
- Discussions ensued about various rates and the need to increase revenue if the new positions and other needs are going to be funded (proposed two police officers & a planner).
- More discussion about the need for police officers and the possibility of reducing it to one, as well as possibly cutting
- Capital Reserves Budget: Manager explained that he does not have those requests yet, but it is a separate budget that does not normally affect the Ad Valorem rate (general budget).
- Discussion about need for trucks, vehicles, etc. At this point, Manager unaware of those needs, and if we did need one, it would come out of capital reserve (similar to pulling out of a savings account).
- Police cameras are included in the budget proposal.
- Councilman Evans (and others) expressed concern more than once about increasing the rate.
- Councilman Evans inclined to seek rollback rate only.
- Councilman Bachman expressed two thoughts: either the rollback rate or increase the rate enough so that the needs are fully covered.
- If Council directs the City to balance the budget at rollback rate, the City would do so, but there would not be new positions.
- The City expressed tough news to hear, but needs a 20% garbage rate increase, a 20-25% water/sewer increase, and at least 10% ad valorem rate increase – maybe more.
- Over the years, these needs have not been addressed, and has left us where we are now.
- Council members compared rate in Monticello to other small cities in Florida, and Monticello seemed to be substantially less.
- Most Council members wanted to provide the Police Department with what it needs to ensure officer safety and citizen safety, as well as provide adequate coverage during all hours. ARPA funds are not appropriate for salary use.
- Councilman Bachman pulled up the Property Appraiser's website and used the tax calculator and indicated the City's portion of the property tax on a \$300,000 home (as an example), would be about \$500 or \$600, so a 10% increase on that would be about \$50 or \$60.
- Public perception of an increase would be difficult to explain.
- The issue remains: are we really helping the city if we don't provide the City departments what they need in order to function at a bare minimal level?
- Chief Mosley expressed that his department has cut back year after year, but continuing to cut back is going to put the City in a hole and is worried about someone getting killed.
- Jefferson County rate (this year) is 7.95%. Two school fees that came up to about 5%. (we don't know if they are going up).
- More discussion that a 10% increase over rollback still isn't enough to cover the needs. Manager: "10% came out of my head. It's not on any paperwork. It was just a minimum"

### III.

#### Other Budget/Operational Discussions

- Police Department representative explained that the two-officer increase they are requesting would bring them to the minimum number required to be effective. The Department is seeing an increase in the number of calls as well as an increase in the severity of calls. Police officers have to go on calls alone, which can be dangerous.



- *Councilman Evans expressed the need for great service and accountability for employees. We have to do our part.*
- *Councilwoman Richardson suggested that the whole Council needs to all be on the same page.*
- *Explanation of adjusting police salaries with a minimal "step increase" so that there is a reasonable difference between the levels of Officer, Sergeant, Captain, and Chief. Necessary to get and retain people.*
- *Jasper's millage rate is 7.9400*

Ultimately, Council requested that City Clerk "plug in" an ad valorem rate of 7.000 in the budget worksheet to help them see how that would affect the proposed budget.

IV. Adjourn

Meeting adjourned at 11:30 a.m.

Submitted  
Kathy Radford  
City Clerk/Treasurer

Gloria Cox, Mayor

## MINUTES

MONTICELLO CITY COUNCIL  
BUDGET WORKSHOP / MEETING

10:00 a.m. July 25, 2024

City Hall, 245 Mulberry Street, Monticello, FL 32344

### City Council Members Present:

Gloria Cox, Mayor  
Brian Bachman, Councilman  
George Evans, Councilman  
Katrina Richardson, Councilwoman

### Others Present

Fred Mosley, Police Chief  
Jack Pitts, Police Captain  
Seth Lawless, City Manager  
Kathy Radford, City Clerk/Treasurer  
Steve Wingate, Consultant

#### I. Call to Order – Mayor

Meeting was called to order at 10:00 a.m.

#### II. Invocation

Prayer was led by Mayor Cox.

#### III. Public Comment

No public comment was made.

#### IV. Budget Discussions

Budget discussions began with City Manager explaining that staff worked with the rate of 7,000 as instructed by the Council, and the General Revenue fund was presented as balanced and included the proposed three positions.

- *The staff will need another meeting date to work with Council on Water/Sewer budget.*
- *Councilman Evans asked about the blank (yellow) areas of the worksheet and whether they are revenue items or expenses. Manager explained they are expenses for the most part, and mostly capital outlay items which have not been addressed yet.*
- *Mr. Evans further asked about the stormwater proposal and whether it is part of the General fund or not. Manager explained that he would like it to become its own fund, but right now it is included in the General Fund. Revenue and expense are both the same: \$144,000*
- *Mr. Bachman presented a spreadsheet that he completed between the meetings. He was showing the impact of different millage rates of 6 to 7% & would have on a homeowner with a \$200,000 taxable value (as an example using easy math). At 6%, they would be paying*

\$1,200 per year. At 7%, they would be paying \$1,400 per year, so a difference of \$200 a year.

He explained that he used the Property Appraiser's website to calculate.

- Mr. Evans asked about the amount in the proposal related to IT expenses. Manager explained that he would like to get an assessment of the IT needs for the City to get the IT infrastructure up to date and efficiently running. Further explained that IT is done on a subscription basis now, rather than purchasing software and downloading it onto computers.
- Captain Pitts explained that he and Manager spoke with an IT company who recommended certain items for the police department and those suggestions would be about \$50,000.
- Mr. Evans does not want to be sold into what one salesman says and recommends we bid it out and hear several options.
- Manager suggested we probably should put together a review committee to work on the specs, put out for bid, and go over the bids. Representation from an employee, Council, a community member with IT knowledge.
- Mayor asked if that would include sending messages to the community. Captain Pitts and Manager both said that is something we could include.
- Mr. Evans asked if the 7% millage rate would provide the department heads what they need to get the job done for the next year. City Manager said yes as far as the city offices are concerned. Police department said no because they do not have the IT they originally requested.
- Clerk reminded Council that the original request included an IT item for the police, but it was removed to balance the budget with the 7.000 rate that the Council requested. What the police department will need is not the same as what the city offices need.
- Manager explained that he is currently managing seven capital projects with different grant administrators and engineering firms, which means a lot of documents being moved among offices. Several simple things are frustrating, such as scanning efficiently, sharing calendars to schedule meetings, etc. These simple tasks are time consuming.
- Captain Pitts suggested we might use ARPA funds once we decide what the IT needs are.
- Mayor Cox asked about the positions: whether the planner position is a high priority, and Manager said yes and Councilwoman Richardson said she thought it was put on hold from last year, and Manager confirmed. Transition Coordinator is in the Clerk's office, whether City Clerk's salary is being increased. It is not a base increase, but rather the same 3.3% that is budgeted for all city employees and begins on October 1, with the start of the new fiscal year.
- Mr. Evans asked if it is necessary to go line by line, and Mayor Cox said she had these concerns as the morning progressed and wanted to look at them.

- Chief Mosley informed the Council that his team and the City Manager met after the last meeting and cut some items from the police requests in order to balance the budget request.
- Mayor reiterated that there is time.

**V. Determine Preliminary Millage Rate**

Ms. Richardson: motion to accept the 7,000 millage rate.

Mr. Bachman seconded.

Unanimous "Aye" in favor. So moved.

**VI. Approve Date (September 11<sup>th</sup> at 6:00 p.m.) for Tentative Budget Hearing**

Ms. Richardson: moved to set Tentative Budget Hearing set for September 11<sup>th</sup> at 6:00 p.m.

Mr. Evans seconded. So moved.

**VII. Other Budget/Operational Discussions**

- City Manager said we need at least one more session to go over water/sewer.
- Council set another budget workshop for August 6, 2024 at 6:00 p.m. (before the council meeting).

- Discussion on IT resumed. Clerk stated to ensure everyone understands that the currently proposed budget includes a line item for \$48,000 for IT for the city, and not for the police. Asked if Mr. Evans is thinking it should be removed, and he said no.

- Mr. Evans asked for a committee to be put together to discuss and look at IT needs.
- Mayor Cox preferred to get the budget items completed first.
- Mr. Bachman volunteered to serve on such a committee.
- Manager told him he would be in touch soon to begin that process.

**VIII. Adjourn**

Meeting adjourned at 10:38

Submitted

Kathy Radford

City Clerk/Treasurer

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Gloria Cox, Mayor



**CITY OF MONTICELLO**  
**APPLICATION FOR STREET CLOSING**  
**(3 OR MORE CITY BLOCKS)**

*For street closings for a parade/procession, please complete an Application for Parade/Procession instead of this form.*

**SATURDAY**  
**DECEMBER 7<sup>th</sup> 2024** **Monticello Christmas**  
Date of Event Name of Event  
Name of Requestor/Representative **Michele Arreaux** **P.O. Box 1009** **850-755-7277**  
Name of Requestor/Representative Address Phone  
**Churches**  
Title of Requestor/Representative  
**Monticello Christmas** **P.O. Box 1009** **850-755-7277**  
Name of Organization Address Phone  
**1:00 PM.** **9:00 PM**  
Start Time of Street Closing End Time of Street Closing

Give a brief description of this event and explain how it will benefit city residents and/or improve the quality of life in the City of Monticello:

Annual Monticello Christmas Event

Anticipated Number of Persons Attending Event:

     25 - 50                      100 - 200  
  X   51 - 100                      X   Over 200

Streets Requested to Be Closed:

Dogwood Street 1 1/2 Blocks  
Cherry Street 2 Blocks  
(SEE MAP)

A map or sketch of the street closures must be attached to the application. (City staff will provide assistance in producing the map)

*Street Closures  
for vendors*

**FEES CHARGED**

**Law Enforcement Fee -- Public Safety/Traffic & Pedestrian Control:**

A law enforcement fee will be charged based on the anticipated time of the street closings, traffic and pedestrian controls needed and location of the event.

The law enforcement fee will be determined by the Police Chief, and the fee must be paid prior to the issuance of the permit. Please meet with the Police Chief to determine the fee.

**City Maintenance Fee:**

Maintenance charges for city personnel are charged as follows:

For setting up roadblocks, cleaning litter before and after event:

\$ 100.00

By signing this Application, the sponsoring organization agrees to:  
(Please Initial)

MB Conduct the event in an orderly manner;

MB To obey all laws of the City of Monticello and lawful orders of the Monticello Police Department;

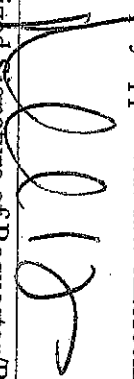
**Liability Disclaimer:** The City of Monticello does not provide liability insurance for the protection of participants, spectators, merchants, or others who participate in special events. In consideration of authorization to close city streets for special events, the sponsoring organization by filing an application, does hereby release and forever hold harmless and discharge the City of Monticello, its Officers, Officials, Employees, and agents, jointly and severally, from any and all damages arising out of any loss or injury resulting from the Monticello Christmas 2024 (name/year of event) and for any and all losses or injury to persons attending this special event.

By signing this application, I certify the following:

I have read and understand the foregoing liability disclaimer;

I certify that the event will be open to all citizens, and that individuals will not be barred from participation due to race, creed, color, national origin, sex, age, or physical impairment.

I certify that the sponsoring organization will pay applicable law enforcement fees to be billed separately from this application.

  
Authorized Signature of Requestor/Representative  
(must be 21 years of age or older and an officially  
Designated as a representative for the sponsoring  
Organization)

Title Chairperson

Date 7/25/24

**Fees Due at Time of Application:**  
Maintenance Fee: \$ 100.00

\*Law Enforcement fee to be Billed and Paid Separately

Date Application Received: \_\_\_\_\_  
Received By: \_\_\_\_\_  
Fees Paid - Ck. No./Rec. No. \_\_\_\_\_  
\*\*\*\*\*

**To Be Completed by City Staff  
Police Department:**

Application  Approved  Denied: \_\_\_\_\_  
Signature \_\_\_\_\_ Date: \_\_\_\_\_  
Comments: \_\_\_\_\_

**Public Works:**

Application  Approved  Denied: \_\_\_\_\_  
Signature \_\_\_\_\_ Date: \_\_\_\_\_  
Comments: \_\_\_\_\_

**City Council:**

Application  Approved  Denied: \_\_\_\_\_  
Date: \_\_\_\_\_



# ★ Event Activities

Be sure to visit all of our activities, where you can enjoy photos with a Christmas Lama, Live Music, Hot Chocolate and a Warm Fire, Kids Activities, Visits with Santa and more.

# ○ Restaurant Information

- ① Arctic Scoop & Mia's Cakes by the Pound  
850 N. Jefferson St  
850-242-4269  
Open until 8:30PM
- ⑧ Rancho Grande  
290 N. Cherry St  
850-997-0087  
Open until 10PM

- ② CowHaus Coffee Company  
100 N. Jefferson St  
850-242-6142  
Open 5PM-8:30PM  
Christmas Karaoke
- ③ Glazed Over Donuts, Pizza & Subs  
102 N. Cherry St  
850-661-9744  
Open until 8:30PM

- ④ Jackie's Brick House Eatery  
190 N. Jefferson St  
850-997-2100  
5PM - 8:30PM

- ⑤ Kluckers Famous Fried Chicken & More  
630 S. Jefferson St  
850-997-4939  
Open until 8PM

- ⑥ Mann's Doghouse  
850 N. Jefferson St  
850-342-1196  
Open til 8pm

- ⑦ Papa & Nonna's Pizzeria  
850 N. Jefferson St  
850-997-4000  
Open until 8:30PM

- ⑮ V's Florida Grill & Barbecue  
1403 S. Jefferson St  
850-342-1300  
Open until 8:30PM

- ⑭ Tupelos Bakery & Cafe  
220 W. Washington St  
850-997-2127  
Open 5PM - 8PM

- ⑬ The Social  
80 N. Jefferson St  
850-713-0936  
Open until Midnight

- ⑫ The Porch on the Green  
925 E. Washington St  
850-997-3043  
Seating until 9PM  
Reservations Encouraged

- ⑪ Roscoe's Food for the Soul  
1257 S. Jefferson St  
850-997-4111  
Open until 8pm

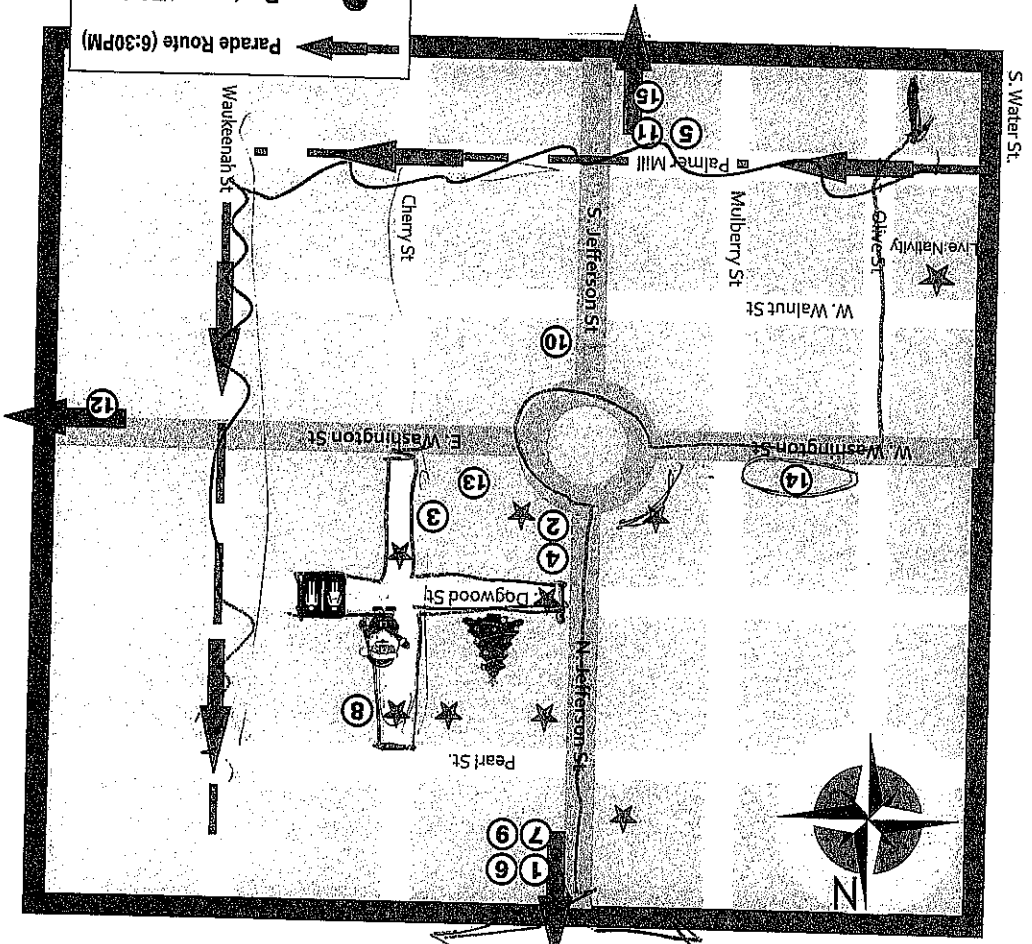
- ⑩ Rev Cafe  
180 S. Jefferson St  
850-629-0138  
Open until 8:00PM

- ⑨ Red Barn Wings & More  
850 N. Jefferson St. #210  
850-242-2269  
Open until 8PM

# Event & Dining Guide

5:00 PM - 8:30 PM Kids Area, Vendors, Restaurants, Shops, Entertainment, Festival of Trees  
6:00 PM Tree Lighting  
6:30 PM Light Parade  
7:00 PM Santa Arrives

# 2023 *Metairie* CHRISTMAS A NIGHT OF LIGHTS



Thank You  
Jefferson County  
Tourism & Development Council



C

**CITY OF MONTICELLO**

**APPLICATION FOR PARADE OR PROCESSION**

*Must be reviewed by City Manager, City Police Chief and approved by City Council*

**\*\*Application must be submitted no later than 60 days prior to parade**

*for parades on federal highways*

\* **SATURDAY**

**December 7, 2024**

**Christmas Light Parade**

Date of Parade/Procession  
**Michele Arzenaux**

Parade/Procession Name  
**P.O. Box 1009**

**850.755.7277**

Name of Requestor/Representative  
**Maureen**

Address

Phone

Title of Requestor/Representative

Name of Organization  
**Monticello Christmas**

Address  
**P.O. Box 1009**

Phone  
**850-755-7277**

Name of Organization  
**Le:DD PM**

Address

Phone

Start Time of Parade/Procession

End Time of Parade/Procession  
**7:00 PM**

\*

Give a brief description of the parade/procession and explain how this event will benefit the residents and/or improve the quality of life in the City of Monticello:

**Anna Christmas Light Parade**

C

Anticipated Number of Entrants:

1 - 25  
 26 - 50

51 - 100  
 Over 100

Route of Parade or Procession (including starting point and ending point):

~~around courthouse to North on 19~~ **Library (line up), North on Olive to Pt road.**  
**Using watermelon festival route (end @ High or York)**

Are road closures requested for parade? Yes  No

If road closure is desired, list specific road sections:  
**Parade route**

A map or sketch of the parade route must be attached to the application. (City staff will provide assistance in producing the map)

C

Parade Note

**FEES CHARGED**

Maintenance and police charges are charged as follows:

- \*For parades requiring closure of federal highways-no longer than 1 1/2 hours: \$ 400.00
- \*For parades Involving Only Closure of Local Streets: \$ 100.00
- \*For parades involving closure of federal highways in excess of 1 1/2 hours: To be Set by City Council

By signing this Application, the sponsoring organization agrees to:  
(Please Initial)

MB Conduct the event in an orderly manner;  
MB To obey all laws of the City of Monticello and lawful orders of the Monticello Police Department;  
MB Distribute copies of the accompanying City of Monticello Parade/Procession Regulations to all parade/procession entrants.

**Liability Disclaimer:** The City of Monticello does not provide liability insurance for the protection of participants, spectators, merchants, or others who participate in permitted parade/processional events. In consideration of being permitted to conduct such activities, the sponsoring organization, by filing a permit application, does hereby release and forever hold harmless and discharge the City of Monticello, its Officers, Officials, Employees, and agents, jointly and severally from any and all damages arising out of any loss or injury resulting from the Christmas Light Parade (name/year of event) and for any and all losses or injury to persons attending this event.

By signing this application, I certify the following:

- \* I have read and understand the foregoing liability disclaimer;
- \* I certify that the event will be open to all citizens, and that individuals will not be barred from participation due to race, creed, color, national origin, sex, age, or physical impairment.

[Signature]  
Authorized Signature of Requestor/Representative  
(must be 21 years of age or older and an officially designated spokesperson for the sponsoring Organization)  
Title Chairperson  
Date 7/25/24

**For City Use:**

Date Application Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Fees Paid - CK. No./Rec. No. \_\_\_\_\_

\*\*\*\*\*

**To Be Completed by City Staff:**

**Police Department:**

Application \_\_\_ Approved \_\_\_ Denied: \_\_\_\_\_  
Signature \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**Public Works:**

Application \_\_\_ Approved \_\_\_ Denied: \_\_\_\_\_  
Signature \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**City Council:**

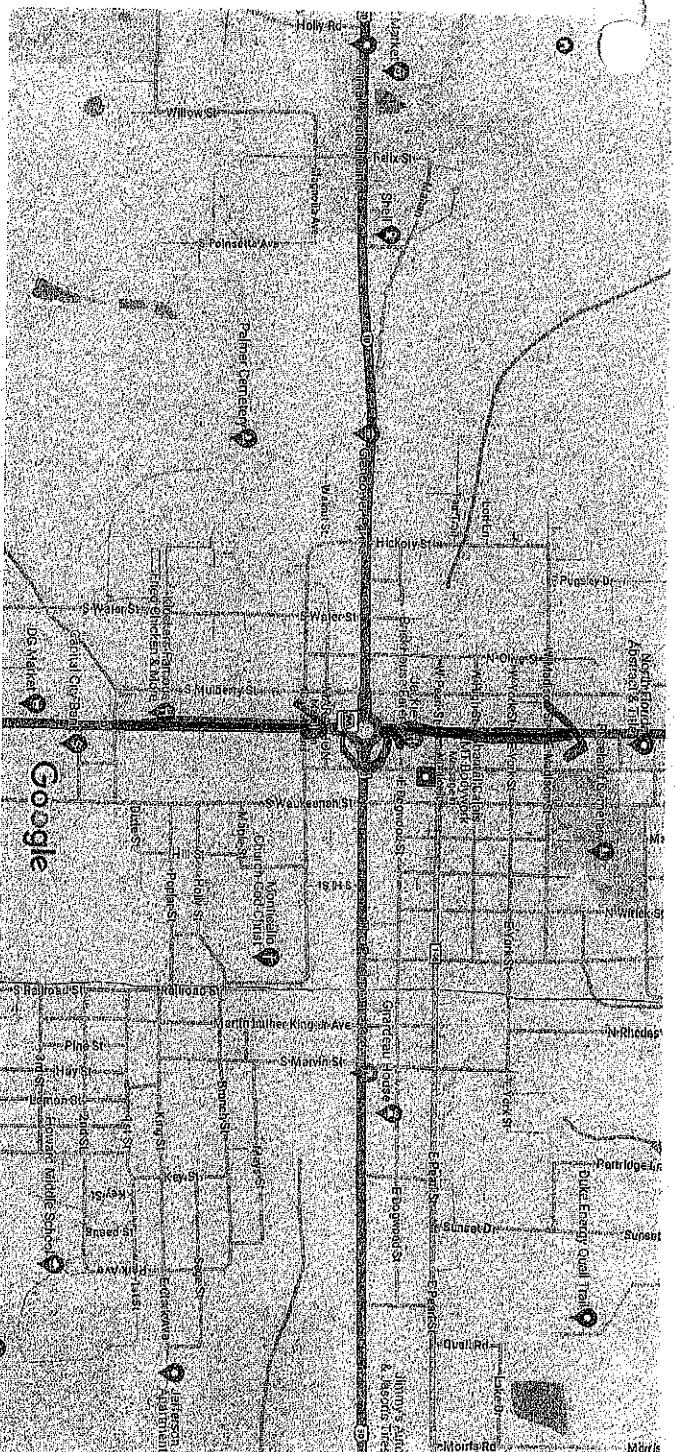
Application \_\_\_ Approved \_\_\_ Denied: \_\_\_\_\_  
Date: \_\_\_\_\_

1/31/24, 3:08 PM

Google Maps

Google Maps

Using the Watermelon Festival Route



Map data ©2024 500 ft

Help us improve Google Maps

No thanks

Show question

By continuing, you agree Google uses your answers, account & system info to improve services, per our [Privacy & Terms](#).

**RESOLUTION NO. 2024-07**

**WHEREAS** *Monticello Christmas* will hold its annual Christmas Light Parade on December 7, 2024, and

**WHEREAS**, it is necessary that the City of Monticello obtain permission from the State of Florida Department of Transportation to alter, modify and re-route traffic through and over State Road 57 and State Road 10; and

**WHEREAS** the said Department of Transportation has requested as a condition to issuance of said permit the resolution of this City Council assuming liability for same, **NOW, THEREFORE, BE IT RESOLVED** by the City of Monticello, Florida as follows:

The City of Monticello, through the resolution herein enacted, herewith indemnifies, absolves and holds harmless the Department of Transportation, and fully assumes liability for the re-routing of traffic and changing of traffic signs, if necessary, on Saturday, December 7, 2024 from 1:00 p.m. to 9:00 p.m. for the purpose of staging the Christmas Light Parade.

This Resolution presented and passed in open session this 6<sup>th</sup> day of August, 2024.

**GLORIA COX**  
Mayor

ATTEST:

**KATHY RADFORD**  
City Clerk/Treasurer

**CITY OF MONTICELLO**  
**APPLICATION FOR PARADE OR PROCESSION**

(Revised 3/2/2010)

*Must be reviewed by City Manager, City Police Chief and approved by City Council*  
*\*\*Application must be submitted no later than 60 days prior to parade*  
*for parades on federal highways*

Date of Parade/Procession 8-10-24 Parade/Procession Name March for Peace  
Name of Requestor/Representative Reina/d Bennett Address 1714 E. Washington Hwy Phone (850) 445-9410  
Paster  
Title of Requestor/Representative \_\_\_\_\_  
Name of Organization Hollyhock Reunion Center Address 8967 Old Lloyd Rd Phone (850) 445-9410  
10:00 am Start Time of Parade/Procession 10:45 am End Time of Parade/Procession

Give a brief description of the parade/procession and explain how this event will benefit the residents and/or improve the quality of life in the City of Monticello:

Save life for Jews encourage churches  
Jews drive on well.

Anticipated Number of Entrants:  
1 - 25      51 - 100  
26 - 50      Over 100

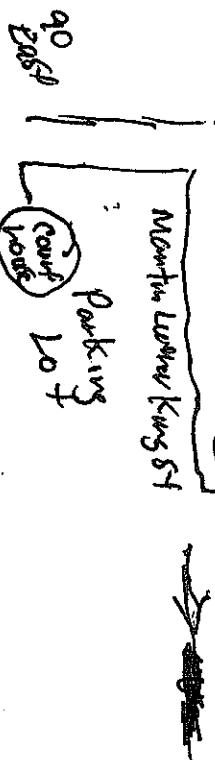
Route of Parade or Procession (including starting point and ending point):

Courthouse parking lot, right onto 90 East,  
right on Martin Luther King St.

Are road closures requested for parade? Yes \_\_\_\_\_ No ✓

If road closure is desired, list specific road sections:

A map or sketch of the parade route must be attached to the application. (City staff will provide assistance in producing the map)



**For City Use:**

Date Application Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Fees Paid - Ck. No./Rec. No. \_\_\_\_\_

\*\*\*\*\*

**To Be Completed by City Staff:**

**Police Department:**

Application \_\_\_\_\_ Approved \_\_\_\_\_ Denied: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature \_\_\_\_\_

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

**Public Works:**

Application \_\_\_\_\_ Approved \_\_\_\_\_ Denied: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature \_\_\_\_\_

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

**City Council:**

Application \_\_\_\_\_ Approved \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_

*Recommended  
Searns for  
no card  
no number*

26



**CHANGE ORDER NO.: 2**

Owner:	City of Monticello	Owner's Project No.:	
Engineer:	Kimley-Horn	Engineer's Project No.:	
Contractor:	Duggar Excavating, Inc.	Contractor's Project No.:	
Project:	Railroad Street Water Line Replacement		
Contract Name:	Railroad Street Water Line Replacement Project		
Date Issued:	08/09/2024	Effective Date of Change Order:	08/09/2024

The Contract is modified as follows upon execution of this Change Order:  
 Description:

- New water service lines from new 8" Water Main to existing water meters

Attachments:

**Change Order 2 from Duggar Excavating, Inc.**

Change in Contract Price		Change in Contract Times	
Original Contract Price:	\$ 646,952.00	Original Contract Times:	Substantial Completion: July 27 <sup>th</sup> , 2024 Ready for final payment: August 26 <sup>th</sup> , 2024
Increase from previously approved Change Orders No. 1 to No.:	\$ 139,841.00	Increase from previously approved Change Orders No. 1 to No.:	N/A
Contract Price prior to this Change Order:	\$ 786,793.00	Contract Times prior to this Change Order:	Substantial Completion: N/A Ready for final payment:
Increase this Change Order:	\$ 20,265.00	[Increase] this Change Order:	Substantial Completion: 60 days Ready for final payment: 60 days
Contract Price incorporating this Change Order:	\$ 807,058.00	Contract Times with all approved Change Orders:	Substantial Completion: September 24 <sup>th</sup> , 2024 Ready for final payment: October 24 <sup>th</sup> , 2024

Recommended by Engineer (if required)

Accepted by Contractor

By: Felicity Appel, PE

Title: Project Manager, Kimley-Horn

Date: 08/09/2024

Authorized by Owner

Approved by Funding Agency (if applicable)

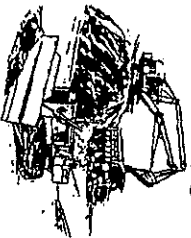
By: \_\_\_\_\_

Title: \_\_\_\_\_

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

# DUGGAR EXCAVATING, INC.

904 Whiddon Lake Road  
Crawfordville, FL 32327  
Jimmy: 850-879-6249  
jimmyduggar2014@gmail.com



## CITY OF MONTICELLO SOUTH RAILROAD STREET WATER LINE REPLACEMENT PROJECT

### PROPOSED CHANGE ORDER 2 - NEW SERVICE LINES INSTALLATION

August 8, 2024

#### PRICE INCLUDES:

New Water Service Lines from the New 8" Water Main to existing Water Meters  
with CTS DR9 HDPE Blue Pipe (7 Each)  
Bonding

**TOTAL LUMP SUM:**

**\$20,265.00**

\*Additional Time for Completion of Job - 60 Days  
(This includes Change Order 1 & 2)

**TOTAL**

**\$20,265.00**

CITY OF MONTICELLO

July 12, 2024

MEMORANDUM

FROM: Kurt Mackiewicz  
TO: Seth Lawless, City Manager  
IN RE: Local Planning Agency approvals from July 11th meeting

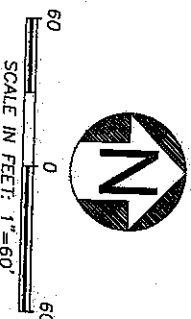
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On the 11<sup>th</sup> of July, 2024 the Local Planning Agency made the following recommendations:

- **149 Coopers Pond Rd. [R-1]** - Approved as submitted  
Resubmission of site plan and design
- **Duke Energy Tower [I]** – Continued to August 8<sup>th</sup> meeting  
The Board is compiling a list of questions for Duke/Kimley-Horn, and requesting representation at August 8<sup>th</sup> meeting

Kurt Mackiewicz  
City Planner

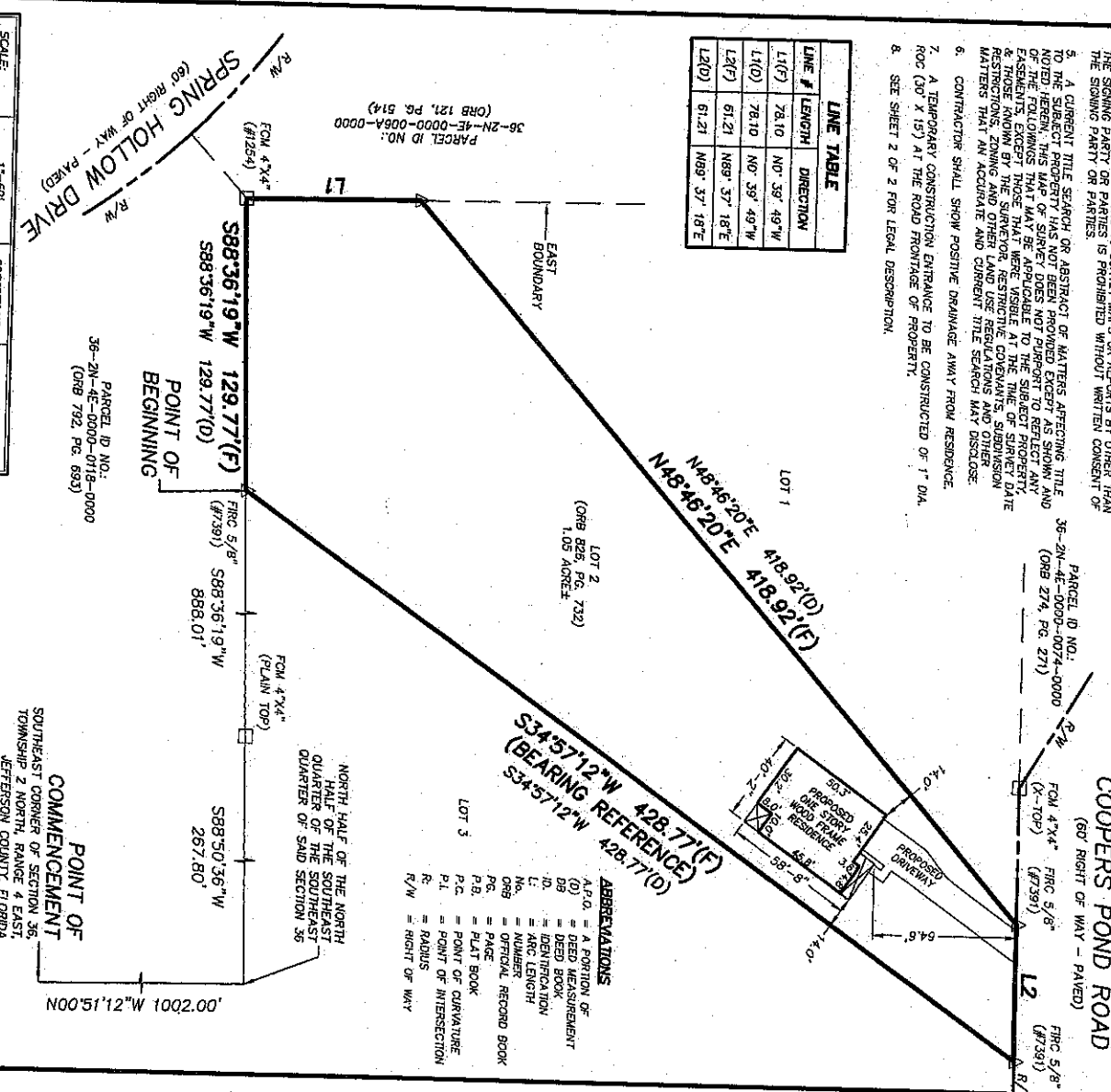
**BOUNDARY SURVEY  
& SITE PLAN**  
FOR  
**1.05 ACRES±**  
**LYING IN SECTION 36,  
TOWNSHIP 2 NORTH, RANGE 4 EAST  
JEFFERSON COUNTY, FLORIDA**



**SURVEYOR'S NOTES**

1. BEARINGS ARE REFERRED TO THE EAST BOUNDARY  $S34^{\circ}57'12''W$  OF THAT PROPERTY RECORDED IN OFFICIAL RECORDS BOOK 825, PAGE 192 OF THE PUBLIC RECORDS OF JEFFERSON COUNTY, FLORIDA.
2. ALL DISTANCES ARE EXPRESSED IN U.S. SURVEY FEET AND DECIMAL PARTS THEREOF UNLESS OTHERWISE SHOWN.
3. ONLY THOSE IMPROVEMENTS SHOWN HEREON IN SURVEY HAVE BEEN LOCATED.
4. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
5. A CURRENT TITLE SEARCH OR ABSTRACT OF MATTERS AFFECTING TITLE TO THE SURVEY HAS NOT BEEN PROVIDED EXCEPT AS SHOWN AND NOTED HEREIN. THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWINGS THAT MAY BE APPLICABLE TO THE SUBJECT PROPERTY, EASEMENTS, EXCEPT THOSE THAT WERE USABLE TO THE SUBJECT PROPERTY & THOSE KNOWN BY THE SURVEYOR, RESTRICTIVE COVENANTS, SURVEY DATE RESTRICTIONS, ZONING AND OTHER LAND USE REGULATIONS AND OTHER MATTERS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
6. CONTRACTOR SHALL SHOW POSITIVE DRAINAGE AWAY FROM RESIDENCE.
7. A TEMPORARY CONSTRUCTION ENTRANCE TO BE CONSTRUCTED OF 1' DIA. ROG (30" X 15") AT THE ROAD FRONTAGE OF PROPERTY.
8. SEE SHEET 2 OF 2 FOR LEGAL DESCRIPTION.

LINE #	LENGTH	DIRECTION
L1(F)	78.10	N0° 39' 49"W
L1(D)	78.10	N0° 39' 49"W
L2(F)	61.21	N89° 37' 18"E
L2(D)	61.21	N89° 37' 18"E



**ABBREVIATIONS**  
A.P.O. = A PORTION OF  
(O) = DEED INSTRUMENT  
DB = DEED BOOK  
ID. = IDENTIFICATION  
L = ARC LENGTH  
No. = NUMBER  
ORB = OFFICIAL RECORD BOOK  
Pg. = PAGE  
P.B. = PLAT BOOK  
P.C. = POINT OF CURVATURE  
P.I. = POINT OF INTERSECTION  
R = RADIUS  
R/W = RIGHT OF WAY

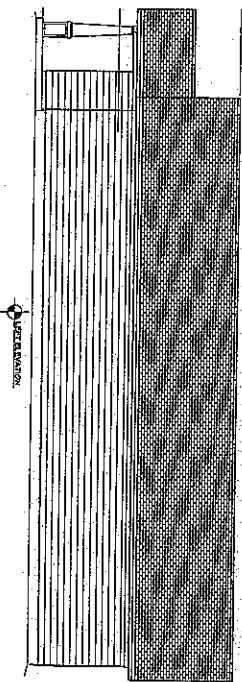
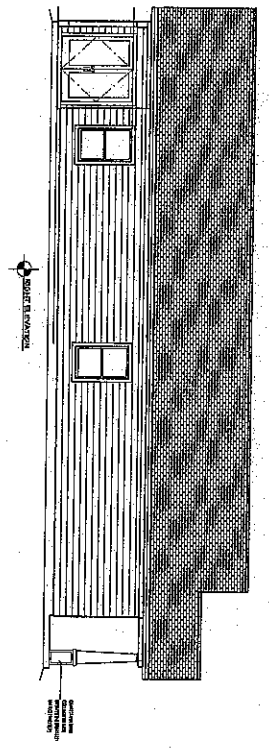
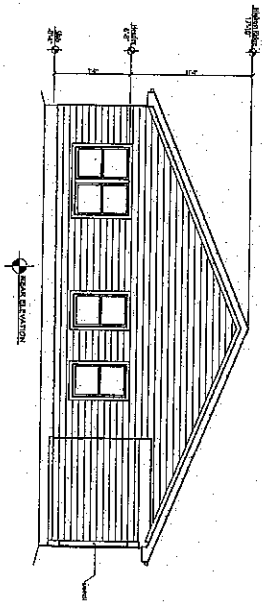
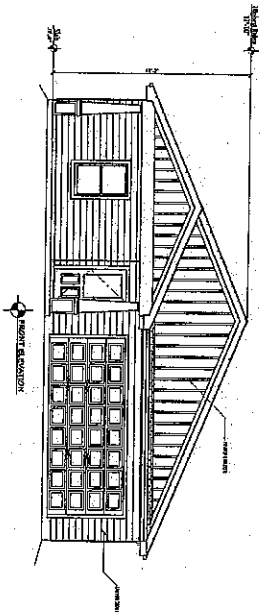
SCALE:	1"=60'	PROJECT NO.:	22028
FIELD BOOK:	N/A	SURVEY DATE:	N/A
CADD NO.:	22028-SD-2	ISSUE DATE:	06/08/22
DRAWN BY:	JKD	SKD	12/14/23
CHECKED BY:	JKD	REVISION 1:	07/11/24
		REVISION 2:	

**ODOM SURVEYING & MAPPING, LLC**  
LICENSED BUSINESS NO. 7391  
181 FOX RUN CIRCLE  
CRAWFORDVILLE, FL 32927  
PHONE: (850) 926-7058  
EMAIL: ODOMS41@GMAIL.COM  
WEBSITE: ODOMSURVEYING.COM

SHEET 1 OF 2

**SURVEYOR'S CERTIFICATE**  
I, THE CERTIFY THAT THIS SURVEY MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF SURVEYORS AND MAPPERS IN CHAPTER 54-12.051 FLORIDA STATUTES, AND I AM A LICENSED SURVEYOR AND MAPPER.

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.  
Steven K. Odom  
Professional Surveyor and Mapper  
Certificate No. 6412



ELEVATION PAGE  
SCALE: 1/8" = 1'

NO.	REVISION	DATE	DESCRIPTION

MELROSE DR  
SPEC. 1

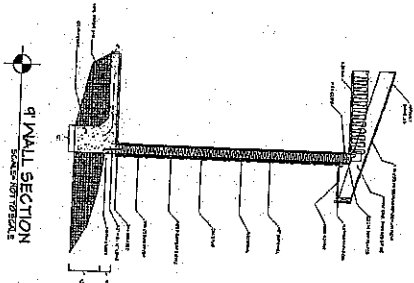
DRAWINGS PROVIDED BY:  
KASDORF CONSTRUCTION

DATE:  
7/10/24

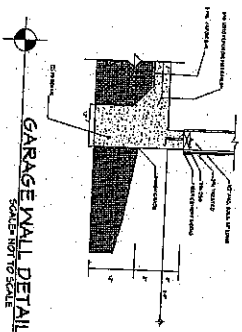
SCALE:

SHEET:  
P-1

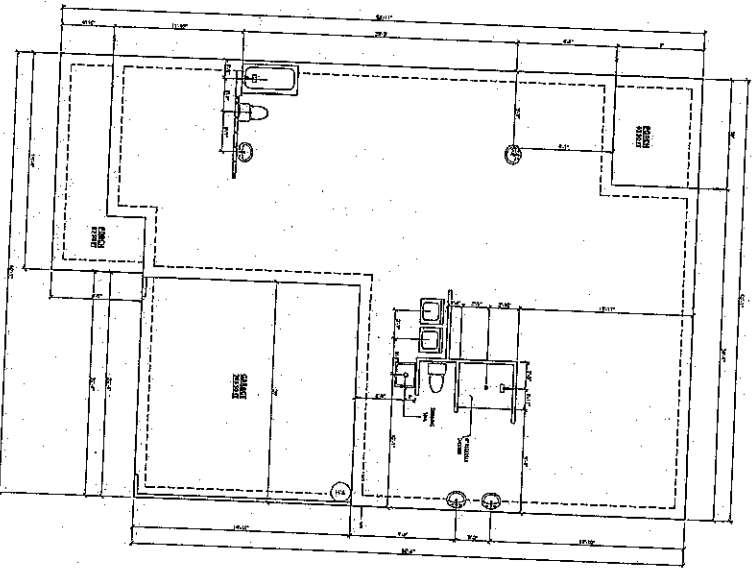
DATE: 10/20/24  
 DRAWN BY: [Redacted]  
 CHECKED BY: [Redacted]  
 PROJECT: [Redacted]



P WALL SECTION  
 SCALE: 1/8" = 1'-0"



NOTES & DETAILS



FOUNDATION PLAN  
 SCALE: 1/8" = 1'-0"

NO.	DATE	REVISION	DESCRIPTION

MELROSE DR  
 SPEC 1

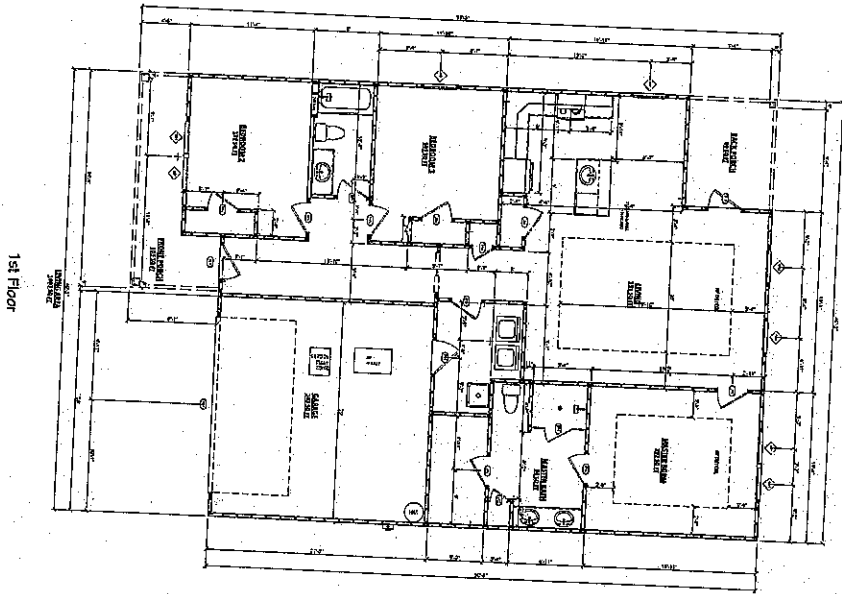
Drawings Provided by:  
 KASDORF CONSTRUCTION

DATE:  
 7/10/24

SCALE:

SHEET:

P-2



1st Floor

NOTES & DETAILS

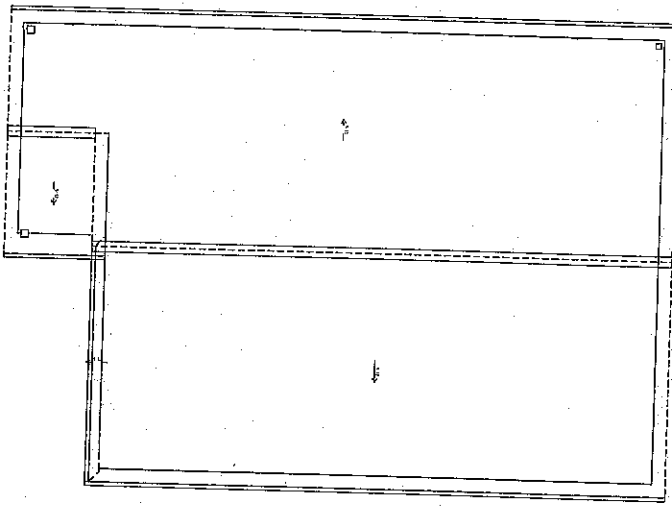
NO.	DATE	DESCRIPTION
1	1/1/2024	ISSUED FOR PERMIT
2	1/1/2024	ISSUED FOR CONSTRUCTION
3	1/1/2024	ISSUED FOR AS-BUILT

DATE	1/1/2024
SCALE	AS SHOWN

SHEET	DRAWING PROVIDED BY KASDORF CONSTRUCTION	MELROSE DR SPEC. 1	REVISION TABLE	
			NO.	DESCRIPTION
DATE:	7/20/24			
SCALE:				

THIS  
FLOOR  
PLAN  
IS  
FOR  
CONSTRUCTION

1st Floor

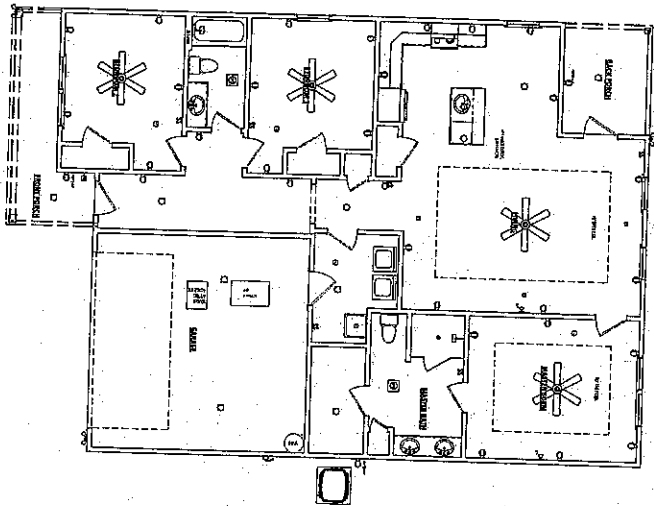


NOTES & DETAILS

NO.	DESCRIPTION	QTY	UNIT	REMARKS
1	1" x 4" PLANK	100	LF	
2	2" x 4" PLANK	100	LF	
3	2" x 6" PLANK	100	LF	
4	2" x 8" PLANK	100	LF	
5	2" x 10" PLANK	100	LF	
6	2" x 12" PLANK	100	LF	
7	2" x 14" PLANK	100	LF	
8	2" x 16" PLANK	100	LF	
9	2" x 18" PLANK	100	LF	
10	2" x 20" PLANK	100	LF	
11	2" x 22" PLANK	100	LF	
12	2" x 24" PLANK	100	LF	
13	2" x 26" PLANK	100	LF	
14	2" x 28" PLANK	100	LF	
15	2" x 30" PLANK	100	LF	
16	2" x 32" PLANK	100	LF	
17	2" x 34" PLANK	100	LF	
18	2" x 36" PLANK	100	LF	
19	2" x 38" PLANK	100	LF	
20	2" x 40" PLANK	100	LF	
21	2" x 42" PLANK	100	LF	
22	2" x 44" PLANK	100	LF	
23	2" x 46" PLANK	100	LF	
24	2" x 48" PLANK	100	LF	
25	2" x 50" PLANK	100	LF	
26	2" x 52" PLANK	100	LF	
27	2" x 54" PLANK	100	LF	
28	2" x 56" PLANK	100	LF	
29	2" x 58" PLANK	100	LF	
30	2" x 60" PLANK	100	LF	
31	2" x 62" PLANK	100	LF	
32	2" x 64" PLANK	100	LF	
33	2" x 66" PLANK	100	LF	
34	2" x 68" PLANK	100	LF	
35	2" x 70" PLANK	100	LF	
36	2" x 72" PLANK	100	LF	
37	2" x 74" PLANK	100	LF	
38	2" x 76" PLANK	100	LF	
39	2" x 78" PLANK	100	LF	
40	2" x 80" PLANK	100	LF	
41	2" x 82" PLANK	100	LF	
42	2" x 84" PLANK	100	LF	
43	2" x 86" PLANK	100	LF	
44	2" x 88" PLANK	100	LF	
45	2" x 90" PLANK	100	LF	
46	2" x 92" PLANK	100	LF	
47	2" x 94" PLANK	100	LF	
48	2" x 96" PLANK	100	LF	
49	2" x 98" PLANK	100	LF	
50	2" x 100" PLANK	100	LF	

1st Floor

MECHANICAL



DATE: 7/30/24	DRAWINGS PROVIDED BY: KASDORF CONSTRUCTION	MELROSE DR SPECT	REVISION TABLE	
			NUMBER	DATE
SCALE:				
SHEET:				



**From:** Tiffany Fair <[Tiffany.Fair@foster-foster.com](mailto:Tiffany.Fair@foster-foster.com)>  
**Sent:** Friday, July 26, 2024 12:20 PM  
**To:** 'CITYCLERK@MYMONTICELLO.NET' <[CITYCLERK@MYMONTICELLO.NET](mailto:CITYCLERK@MYMONTICELLO.NET)>  
**Subject:** Monticello Police Pension Board Trustee Vacancy

Hi Kathy,

The Monticello Police Pension board currently has a council appointed vacancy. Can you please add this to the agenda for the next city council meeting?

We did also inform the former city clerk but never got a response.

Thank You,

**Tiffany Fair, Plan Administrator**

**Cape Coral Office**  
2503 Del Prado Blvd. S.  
Suite 502  
Cape Coral, FL 33904

**Naperville Office**  
184 Shuman Blvd.  
Suite 305  
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