

CITY OF MONTICELLO, FLORIDA

AGENDA August 2, 2022

LOCATION OF MEETINGS:
245 S. Mulberry Street
Monticello, FL 32344

WORKSHOP SESSION – 5:30 P.M.

1. Call to Order by Mayor Julie Conley
2. **Discussion Topics:**
 - *Nuisance Property Complaints and Program for Abatement
 - *Street Maintenance Scheduling
 - *Employee Standards and Expectations
 - *Other Operational or Budget Discussions
3. Adjournment

REGULAR MEETING – 7:00 P.M.

1. Call to Order by Mayor Julie Conley (Please turn off or mute noise-making devices)
2. **CONSENT AGENDA:**
 - *Approval of Council Minutes of 7/5/2022, 7/7/2022 and 7/11/2022
 - *Approval of Parade Permit for Holy Ghost Revival Center with Fee Waiver (no street closures)
 - *Approval of Declaration of Surplus Property
3. Resolution 2022-09 Declaring a Public Nuisance at 470 E. Chestnut Street
4. Kimley-Horn Task Order 003-22 (Montivilla Subdivision Septic to Sewer Project)–Discussion of Project / Consideration of Task Order Items 3, 4, and 5
5. Re-Review of FDOT U.S. 19 North Resurfacing Project

6. Council Establishment of Ad Valorem Rate and Selection of Tentative Budget Hearing Date/Time
7. Old Business
8. New Business
9. Reports from Committees and Departments
 - *Bruce Leinback, City Attorney
 - *Fred Mosley, Police Chief
 - *Seth Lawless, City Manager
 - *Emily Anderson, City Clerk
10. Council Member Reports
11. Meetings/Workshops
 - *Budget Committee Meetings
12. Adjournment

Minutes of the City Council meetings may be obtained from the City Clerk's Office or online at www.cityofmonticello.us. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be borne by the requesting party.

Persons who wish to appeal any decision made by the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose 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 Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting

**PROTOCOL FOR ADDRESSING THE COUNCIL
(Resolution 2020 – 07)**

Members of the public shall be given a reasonable opportunity to be heard on each agenda item, and other matters coming before the City Council, except as provided for below. This right does not apply to:

- A. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Council to act;
- B. An official act involving no more than a ministerial act, including, but not limited to, approval of Minutes and ceremonial proclamations;
- C. A meeting that is exempt from Sec. 286.011, Florida Statutes; or
- D. A meeting during which the Council is acting in a quasi-judicial capacity.

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 City 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
- 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 signup 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 interrupts 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.

The City Council of the City of Monticello, Florida, met in regular session at City Hall on July 5, 2022 at 7:00 p.m.

The following members were present:

Julie Conley
Troy Avera
Gloria Cox
John Jones
George Evans

Others present were:

Seth Lawless, City Manager
Fred Mosley, Police Chief
Emily Anderson, City Clerk
Bruce Leinback, City Attorney

Mayor Julie Conley called the meeting to order. Police Chief Fred Mosley offered the invocation, and the Mayor led the Pledge of Allegiance.

PUBLIC COMMENT

CONSENT AGENDA

***Approval of Council Minutes of 6/7/2022**

***Approval for Gloria Cox to Attend Florida League of Cities Annual Conference**

On motion of Council Member John Jones, seconded by Council Member George Evans, the Council voted unanimously to approve the Consent Agenda items.

AGENDA AMENDMENT REQUEST Council Member Troy Avera made a motion to amend the agenda to withdraw Agenda Item 9(b) regarding the engineering for the Montivilla subdivision septic to sewer project at the request of County Commissioner Barfield. The motion died due to a lack of a second.

LEGISLATIVE LOCAL SUPPORT GRANT PROGRAM Mayor Conley discussed available monies through the Legislature for special projects. City Manager Lawless has suggested the application be made for hydrant and water line valve replacement. There are approximately 50 to 60 hydrants which need replacement, and valves will be exercised and replaced, if necessary, and other valves may be added, as needed. The budget for the project is \$350,000. On motion of Troy Avera, seconded by Gloria Cox, the Council voted unanimously to approve submission of the project.

FIRST PUBLIC HEARING –

FFY 2021/2022 FLORIDA SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION Scott Modesitt of Summit Professional Services discussed the Small Cities CDBG programs, purposes and objectives. He also outlined the categories and projects available under the grant

programs. He noted the deadline for application submittal as July 21st. He also discussed the economic development grant program.

Mayor Conley opened the public hearing as open and asked for public comment. No public comment was received. Council Member Troy Avera discussed the economic development grant component and time frames. The match component was also discussed. On motion of Troy Avera, seconded by John Jones, the Council voted unanimously to select the neighborhood revitalization grant and economic development grant for application.

APPROVAL OF TASK ORDERS FOR KIMLEY-HORN AND ASSOCIATES ENGINEERING

***IPO 001-22 Monticello Water Losses – Water Conservation** Felicity Appel of Kimley-Horn noted the specific work areas for the water loss grant will be identified. On motion of George Evans, seconded by Gloria Cox, the Council voted unanimously to approve the task order.

IPO 003-22 Montivilla Subdivision Septic to Sewer Project Council Member George Evans urged the Council to move forward with the project. Council Member Troy Avera noted that Commissioner Barfield had noted further discussion was needed regarding the Montivilla sewer project, and she has requested that discussion on the project be delayed until she can be present. Mayor Conley suggested that the matter be delayed until Commissioner Barfield is available to discuss the project. City Attorney Leinback noted that he would also like to review the issue of non-annexed areas receiving services. Council Member Jones noted that the state is going to require sewer hook-ups anyway. Mayor Conley suggested the Council could authorize Items 1 and 2 of the task order to be able to prepare for an open house with Montivilla residents.

On motion of Troy Avera, seconded by George Evans, the Council voted unanimously to approve Items 1 and 2 of the Task Order, but agenda consideration of Items 3, 4 and 5 for the July 11th special meeting agenda.

APPROVAL OF TASK ORDER FOR MITTAUER AND ASSOCIATES ENGINEERING

***Project No. 0808-08-1 Cross Landings Lift Station Replacement** City Manager Lawless and Engineer Kellen Lindsey noted that several lift stations were inspected by Mittauer and Associates. The Cross Landings lift station is listed as the number one concern of staff. The lift station is in poor condition and is in danger of failing and needs immediate attention. The task order covers engineering, and a preliminary cost estimate of the lift station replacement was presented. City Manager Lawless noted that this critical project can be funded by ARPA money. Mr. Lindsey noted that, at this time, Council approval is sought just for the engineering task order.

After discussion of costs, on motion of Troy Avera, seconded by John Jones, the Council voted unanimously to approve task order 0808-08-1.

REVIEW OF FDOT U.S. 19 NORTH RESURFACING PROJECT PHASE 1

PLANS The City Council discussed the plans provided by FDOT. The Council wanted assurance that the bulb-outs would not extend out as far as the bulb-outs on U.S. 90. They also discussed removal of the on-street parking on N. Jefferson Street. It was noted that there is off street parking available in the area. Council Member Troy Avera made a motion to approve the bulb-outs to extend no further distance than the 30 degree angled parking and to remove the parallel parking on U.S. 19 North. The motion was seconded by George Evans and passed unanimously.

RECOMMENDATIONS FROM LOCAL PLANNING AGENCY:

***PROPOSED CODE MODIFICATIONS FOR ACCESSORY STRUCTURES AND ACCESSORY DWELLING UNITS** Planning Agency Chairman Rick Anderson and City Clerk Emily Anderson discussed the work of the Planning Agency in addressing conflicting language in the code and adding language to address accessory structures and fences. With no Council objection to the language, Clerk Anderson will work on preparing the ordinance language.

***FUTURE LAND USE MAP AND ZONING MAP CORRECTION -- 865 N.**

JEFFERSON STREET Clerk Anderson explained an issue with an error in the city land development maps. On motion of Gloria Cox, seconded by Troy Avera, the Council voted unanimously to approve the correction of the FLUM and zoning maps.

OLD BUSINESS

***STATUS OF UNPERMITTED PORTABLE BUILDING AT THE INTERSECTION OF E. WASHINGTON STREET AND N. RHODES STREET** City Attorney Bruce Leinback reported that the building is not connected to the sewer, and he is looking into that and other issues.

***STATUS OF ROAD BOND FUNDS** There is no information available on when the money will be available.

***STATUS OF DEO FLORIDA JOB GROWTH GRANT APPLICATION** Mayor Conley noted that the last of the information needed to amend the grant application has been received and is to be submitted this week.

***DISCUSSION OF CLAIM FOR SEWAGE BACK-UP AT 512 CREEKSIDE COURT** Mayor Conley suggested that the claim be resolved, although she did not disagree with the city insurance company determination of the claim, she felt that a faster city response would have negated the damage. John Jones made a motion to pay restitution. Council Member Avera opined that the city was not negligent, but wished the owners to be made whole. Attorney Leinback noted a specific dollar amount should be included in any Council action. The motion of Council Member Jones was seconded by Council Member Avera. Clerk Anderson noted no amount was included in the motion. Council Member Jones withdrew his previous motion and made a motion for approval of payment of \$7,800 with a release. The motion was seconded by Troy Avera, and

unanimously approved. Council Member Jones noted that in events such as sewer emergencies, the employees need to understand they need to respond immediately.

NEW BUSINESS

Council Member John Jones noted the Bike Trail needs maintenance, especially on bridge planks just south of Rocky Branch Road. There is also fencing which needs to be maintained. He suggested walking the whole trail to check for problems.

Council Member George Evans noted the complaints regarding several properties and streets received shortly before the meeting and asked for a workshop to discuss how the Council will address these property issues and define expectations and also address employee performance standards.

REPORTS FROM COMMITTEES AND DEPARTMENTS

***City Attorney Leinback** asked for scheduling of an executive session to discuss pending lawsuit mediation. The Council decided to meet on July 7th at 8:00 a.m. [the meeting was subsequently rescheduled to 5:00 p.m.]

COUNCIL MEMBER REPORTS

***Mayor Julie Conley** asked that the Goodwill box on S. Mulberry Street be removed immediately. She also noted that a homeschool group will be conducting a mock Council meeting at the City Hall.

***Council Member George Evans** noted a food giveaway.

UPCOMING MEETINGS:

Mayor Conley noted the upcoming the Special Meeting on July 11th at 6:00 p.m. Budget Committee Workshops will be held on July 12th and 19th.

A Workshop will be held on August 2nd at 5:30 p.m. to discuss the nuisance property issues and discussion of personnel expectations and policies. Mayor Conley asked that maintenance scheduling also be discussed.

Betty Connor complained about some properties with trash not being picked up.

With no further business, the meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor

The City Council of the City of Monticello, Florida, met in special session at City Hall on July 7, 2022 at 5:00 p.m.

The following members were present:

Julie Conley
Troy Avera
Gloria Cox
John Jones
George Evans

Others present were:
Seth Lawless, City Manager
Emily Anderson, City Clerk
Bruce Leinback, City Attorney
Court Reporter

Mayor Julie Conley called the meeting to order. City Attorney Leinback offered the invocation, and the Mayor led the Pledge of Allegiance.

REQUEST BY CITY ATTORNEY FOR ADVICE CONCERNING PENDING LITIGATION City Attorney Leinback asked for an Executive Session to discuss pending litigation, pursuant to Sec. 286.011(8), Florida Statutes.

EXECUTIVE SESSION

Attendees:
City Council Members
City Attorney
City Manager
Court Reporter

REOPENING OF PUBLIC MEETING At the end of the Executive Session, the public meeting was opened. The meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor

The City Council of the City of Monticello, Florida, met in regular session at City Hall on July 11, 2022 at 6:00 p.m.

The following members were present:

Julie Conley
Troy Avera
Gloria Cox
John Jones
George Evans

Others present were:

Seth Lawless, City Manager
Fred Mosley, Police Chief
Emily Anderson, City Clerk

Mayor Julie Conley called the meeting to order. City Council Member Gloria Cox offered the invocation, and the Mayor led the Pledge of Allegiance.

FFY 2021/2022 FLORIDA SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

***Second Public Hearing**

***Resolution 2022-08 Enabling Application**

***Resolution 2022-09 Adopting Guiding Policies**

Dennis Dingman of Summit Professional Services discussed the CDBG grant program funding opportunities, population to be served, and the grant application process. He noted that the Council does not need to adopt updated policies for the CDBG grant program at this time. Mr. Dingman discussed the identified neighborhood revitalization project service area and needed project of two lift station replacements and, if possible, improvements at a master lift station.

Mayor Conley opened the public hearing. With no comment received, and no questions from Council Members, Mayor Conley asked for a motion authorizing the enabling resolution. On motion of Council Member Troy Avera, seconded by Council Member George Evans, the Council voted unanimously to submit the FFY 2021 Small Cities Community Development Block Grant Neighborhood Revitalization category application to the Florida Department of Economic Opportunity. On motion of Council Member Troy Avera, seconded by Council Member Gloria Cox, the Council voted unanimously to adopt Resolution 2022-08 enabling application for the 2021 FFY CDBG Program.

APPROVAL OF ITEMS 3, 4 AND 5 OF KIMLEY-HORN AND ASSOCIATES ENGINEERING TASK ORDER IPO 003-22 MONTIVILLA SUBDIVISION

SEPTIC TO SEWER PROJECT Mayor Conley noted an e-mail from Attorney Leinback asking that the item be continued, noting there are some issues regarding our city code and extension of services into the non-annexed areas of the county. Mayor Conley announced a continuance of the item until the August agenda.

With no further business, the meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor

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**

8-13-2022 March For Jesus
Date of Parade/Procession Parade/Procession Name
Reginald Bennett 1712 East Washington Hwy Monticello, Fl. (850) 445-9410
Name of Requestor/Representative Address Phone
Pastor
Title of Requestor/Representative
Holy Ghost Revival Center 8967 Old Lloyd Rd Lloyd Fl. (850) 445-9410
Name of Organization Address Phone
10:00 AM 10:35 AM
Start Time of Parade/Procession 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:

March For Jesus to help give people hope and build up their faith.

Anticipated Number of Entrants:

1 - 25 51 - 100
 26 - 50 Over 100

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

Start @ Courthouse Parking turn onto 90 east, turn right onto Martin Luther King Street end on corner Martin Luther King Street.

Are road closures requested for parade? Yes No

If road closure is desired, list specific road sections:

No Road Closures needed

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

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)

- RB Conduct the event in an orderly manner;
- RB To obey all laws of the City of Monticello and lawful orders of the Monticello Police Department;
- RB 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 March For Jesus 2022 (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.

Reginald Bennett
Authorized Signature of Requestor/Representative
(must be 21 years of age or older and an officially
designated spokesperson for the sponsoring
Organization)
Pastor
Title
7/6/2022
Date

For City Use:

Date Application Received: _____

7/6/22

Received By: _____

oja

Fees Paid - Ck. No./Rec. No. _____

Fee Waiver

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: _____

Scrap Metal list

2001 Dodge Durango Bad motor Vin# 1B4HS28NX1F542498
1997 Chevy pickup Bad motor Vin# 1GBGC24F5VZ205708
1997 Chevy pickup Bad tranny Vin# 1GCF24M8VZ242287

Auction List

1991 Fire truck Bad water tank Vin# 1HTSDNZR5NH401311
Fire Truck Bad water pump Vin# 1FDYD80U5GVA09701
Military truck 4X4 needs a lot of work Vin# 1GCGD34J6EF389710
Freightliner garbage truck Vin# 1FVHCYDC35HU95188 Junk price is .05 cent a
pound equal \$1,150
1995 Anderson trailer yellow Vin# 18432718638240795

RESOLUTION 2022- 09

A RESOLUTION DECLARING A PUBLIC NUISANCE AT 470 E. CHESTNUT STREET WITHIN THE CITY OF MONTICELLO, FLORIDA AFTER A SHOW CAUSE HEARING; REQUIRING ABATEMENT OF THE NUISANCE WITHIN A CERTAIN TIME; AUTHORIZING ABATEMENT BY CITY FORCES; PROVIDING FOR THE RECOVERY OF ABATEMENT COSTS AS A SPECIAL ASSESSMENT AGAINST THE PROPERTY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on June 7, 2022, pursuant to Resolution 2022-06, the City Council of the City of Monticello identified and declared a threat to the health, safety, and general welfare of the community due to conditions located at 470 E. Chestnut Street, Monticello, Florida, said property being more specifically described as

470 E. Chestnut Street, Monticello, Florida
Parcel I.D. #00-00-00-0210-0000

WHEREAS, the apparent title holder/owner of such property, specifically, Kenneth Robinson, 470 E. Chestnut Street, Monticello, FL 32344 was served notice of Resolution 2022-06 and an Order to Show Cause by personal service by the City Clerk at City Hall on June 16, 2022; and

WHEREAS, a show cause hearing was held on August 2, 2022 at which time the property owner was given an opportunity to present all evidence and argument as to why such condition(s) should not be declared a public nuisance; and

WHEREAS, on August 2, 2022,

___ the property owner failed to appear and show cause why the condition should not be designated a public nuisance; OR

___ the property owner appeared at the hearing and was offered an opportunity to be heard; and

WHEREAS, pursuant to Chapter 38, Monticello City Code, the City Council shall set a reasonable time for the condition to be abated; and

WHEREAS, should the property owner fail to abate the nuisance within the time set forth herein, the City, without further action of the City Council, is hereby authorized to abate the nuisance with City forces or an independent contractor and record the costs of abatement as a special assessment against the property;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONTICELLO THAT:

Section 1. Conditions exist on the subject property, which violate Monticello City Code Section(s) 38-35(2), 38-35(3), 38-35(6) as are more fully described as a lot containing debris, trash, overgrown grass and weeds, dead plant life, and underbrush, all of which are a hazard for children and the community.

Section 2. A reasonable time to abate said nuisance **by clearing the excessive accumulation of rubbish, trash, refuse, junk and other abandoned materials or other things and the existence of excessive accumulation or untended growth of vegetation, all which are an “attractive nuisance” and a hazard for children and the community and removing the trash and dead plant life from the property is not later than September 2, 2022.** When or if the property owner abates the nuisance as directed herein, in order to prevent further action by the City, **it is the responsibility of the property owner to contact the City of Monticello in writing and request a re-inspection of the property.** If it is found upon re-inspection that the nuisance has been abated as directed herein, no further action will be taken by the City and this matter will be dismissed.

Section 3. In the event the property owner has not abated the nuisance and not requested a re-inspection by the date set forth herein, the City may abate the nuisance and the cost of abatement shall be charged against the subject property described herein. Further, pursuant to Chapter 38, Monticello City Code and all other applicable law, such costs shall constitute a special assessment against the real property. Such special assessment lien shall be coequal with the lien of all state, county, district, and municipal taxes and superior to mortgages and all other liens, irrespective of the date of recording. A failure to pay said assessment, even upon homestead property, may be collected pursuant to any manner specified by law and may result in a loss of title to the property.

Section 4. In the event any specific provision of this Resolution is found invalid, it shall not affect the validity of the remaining provisions.

Section 5. This Resolution becomes effective immediately upon its adoption.

PASSED AND APPROVED by the City Council of the City of Monticello, Florida, this 2nd day of August, 2022.

CITY COUNCIL
CITY OF MONTICELLO

ATTEST:

By: _____
Julie Conley
Mayor

Emily Anderson
City Clerk/Treasurer

APPROVED AS TO FORM: _____
Bruce A. Leinback
City Attorney

INDIVIDUAL PROJECT ORDER NUMBER 003-22

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and the City of Monticello, Florida (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated June 7, 2022, which is incorporated herein by reference.

Identification of Project: Montivilla Subdivision Septic to Sewer Project

Specific scope of basic services:

Task 1 – BMAP Letter

Kimley-Horn will prepare the required BMAP letter for review by city staff and submission to FDEP

Task 2- Public Involvement and Project Management

Kimley-Horn will prepare presentation materials about the project and present them at a public open house. This task will also include preparation of quarterly progress reports and monthly requests for reimbursement.

Task 3 - Design and Permitting

Kimley-Horn will complete the design of the water system improvements and apply for all necessary permits for construction of the project. This task will include the submittal of a signed acceptance of the completed work to date, as provided in the Grantee's Certification of Payment Request, and a summary of design (or preconstruction) activities to date, indicating the percentage of design completion for the time period covered in the payment request. For the final documentation, Kimley-Horn will submit a copy of the design completed with the funding provided for this task and a list of all required permits identifying issue dates and issuing authorities.

Task 4 – Bidding and Contractor Selection

Kimley-Horn will prepare a bid package, publish a public notice, solicit bids, conduct pre-bid meetings, and respond to bid questions in accordance with the Grantee's procurement process, to select one or more qualified and licensed contractors to complete construction of the water system improvements. This task does NOT include the cost of advertising. That cost will be paid directly by the City.

Task 5 – Construction Phase Services

Consultant will make site visits as directed by Owner to observe the progress of the work. Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will to be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Consultant will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Consultant will keep Owner informed of the general progress of the work.

Consultant will not supervise, direct, or have control over Contractor's work, nor shall Consultant have authority to stop the work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Consultant does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract

Documents.

Consultant will respond to reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract Documents. Any orders authorizing variations from the Contract Documents will be made by Owner with the Consultant providing a recommendation.

Consultant will review and approve or take other appropriate action in respect to Shop Drawings and other data which Contractor submits, but only for conformance with the information given in the Contract Documents. Such review and approvals or other actions will not extend to means, methods, techniques, equipment choice and usage, schedules, or procedures of construction or to related safety programs. Specific tasks that will be included are:

- A. Participation in pre-construction meeting
- B. Review Contractor change order proposals
- C. Make site visits during construction as requested
- D. Review monthly construction contractor pay requests and provide recommendations on payment.
- E. Review shop drawing submittals and testing results with recommendations for acceptance, corrections, or disapproval.
- F. Provide responses to contractor or Owner requests for information
- G. Review as-built drawings
- H. Submit project and permit close-out documentation

Schedule:

Work will commence upon execution and will be completed in accordance with a mutually agreed upon schedule.

Deliverables:

Task 1

- Electronic copy of letter to FDEP

Task 2

- Presentation materials and meeting minutes. Interim progress status summaries including summary of inspection(s), meeting minutes, and field notes, as applicable.

Task 3

- A copy of the design completed with the funding provided for this task and a list of all required permits identifying submittal dates and issuing authorities.

Task 4

- The public notice of advertisement for the bid
- The bid package
- A written notice of selected contractor(s)

Task 5

- Meeting notes
- Responses to contractor requests
- Project close-out documents

Terms of compensation: Kimley-Horn will complete tasks 1-5 for the lump sum of \$182,000.00 as shown below.

Task No.	Task Title	Amount	Task Start Date	Task End Date
1	BMAP Letter	0	09/01/2022	10/31/2022
2	Public Involvement and Project Management	\$12,000	10/31/2022	08/01/2024
3	Design and Permitting	\$145,000	12/15/2022	06/30/2023
4	Bidding and Contractor Selection	\$5,000	07/01/2023	08/31/2023
5	Construction Phase Services	\$20,000	10/01/2023	08/01/2024
Total		\$182,000		

This work will be invoiced per Master Contract.

ACCEPTED:

CITY OF MONTICELLO, FLORIDA

BY: _____

TITLE: _____

DATE: _____

KIMLEY-HORN AND ASSOCIATES, INC.

BY: Brian Clayton

TITLE: Assistant Secretary

DATE: June 28, 2022

CITY OF MONTICELLO

July 27, 2022

MEMORANDUM


FROM: Emily Anderson
TO: City Council
IN RE: FDOT U. S. 19 North Resurfacing Project – Re-Review

Last month, the City approved the FDOT resurfacing project plans which included a bulb-outs on N. Jefferson Street at the northwest corner of E. Dogwood and two bulb-outs at the south side of the intersection of Pearl Street and U.S. 19. The Council also approved the elimination of on-street parking along the highway north of Bishop Drive. There was a question, however, during Council discussion of the size of the pedestrian bulb-outs and size of the travel lanes.

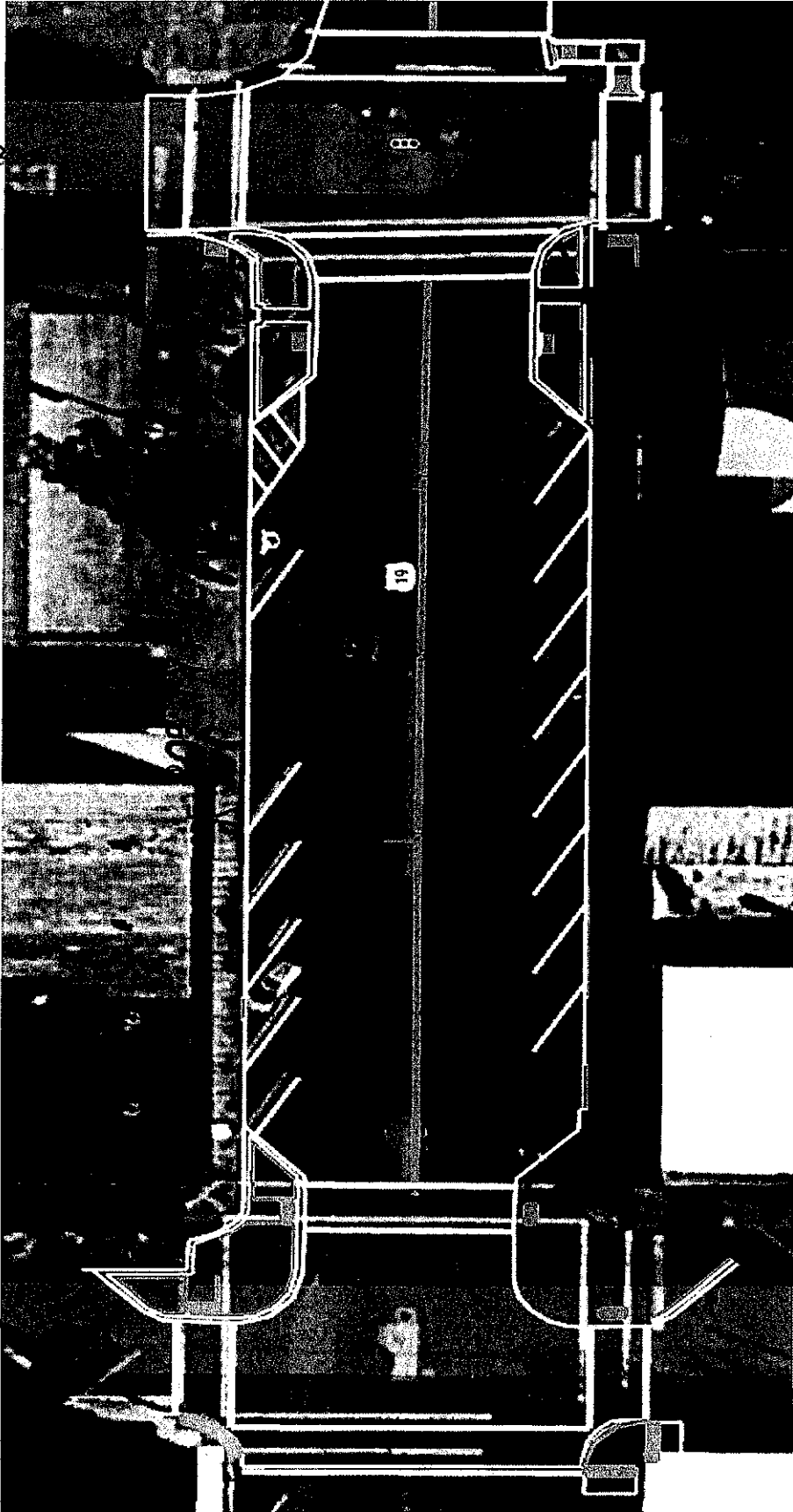
Also, after the Council meeting, I received a call from the owner of the commercial center which houses several businesses, among them Mafia Pizza and Artic Scoop. He expressed opposition to the removal of the on-street parking, indicating that this would negatively affect these businesses.

To try to obtain more information about the issues raised, I contacted the FDOT coordinator, and she has provided me with the attached street view map with the bulb-out additions and lane widths shown as an overlay (disregard the traffic signal shown which is no longer there). I have asked for a similar map with the proposed bike lane overlay north of Bishop Drive, but haven't received it yet.

In an abundance of caution, I am adding this item back to the agenda for Council re-review of the bulb-outs and additional consideration of the removal of on-street parking north of Bishop Lane. If I receive further information or an overlay map for this area, I will forward this to you.


City Clerk/Treasurer

Pearl



Daywood



**NOTES REGARDING PROPOSED AD VALOREM RATE
AND PROPOSED TENTATIVE HEARING DATE/TIME**

Proposed ad valorem rate

6.7984 (or alternate rate proposed by Council)

Proposed tentative budget hearing date and time

September 8, 2022 at 6:00 p.m.