

CITY OF MONTICELLO, FLORIDA

REGULAR MEETING AGENDA

December 6, 2022

7:00 p.m.

LOCATION OF MEETING:

**245 S. Mulberry Street
Monticello, FL 32344**

1. Call to Order by Mayor Julie Conley (Please turn off or mute noise-making devices)
2. Invocation
3. Pledge of Allegiance
4. Public Comment
5. Ryan Reines of North Florida Wildlife Center
6. County Planning Official/Interim County Manager Shannon Metty – County Report on Proposed DEO Grant Project (Lloyd Sewer Extension)
7. **CONSENT AGENDA:**
 - *Approval of Council Minutes of 11/1/2022 and 11/15/2022
 - *Request for Declaration of Surplus Property (Police Cars and Backhoe)/Authority to Sell At Auction or Scrap
 - *Approval of Parade Application for 2023 MLK Parade / Resolution 2022-17 Assuming Liability for Highway Closing
8. **PUBLIC HEARING / COUNCIL ACTION:**

ORDINANCE 2022-11 - AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA BY AMENDING CHAPTER 2, DIVISION 2, SECTION 2-54.(b) TO REDUCE THE EMPLOYEE CONTRIBUTIONS TO THE CITY'S POLICE OFFICERS' RETIREMENT TRUST FUND FROM SEVEN PERCENT TO FIVE PERCENT; PROVIDING FOR LEGAL EFFECT; PROVIDING FOR SEVERABILITY, CODIFICATION, SCRIVNER'S ERRORS, AND AN EFFECTIVE DATE.

9. **FIRST of TWO PUBLIC HEARINGS ON THREE ORDINANCES MODIFYING LAND DEVELOPMENT ALLOWANCES AND REGULATIONS:**

ORDINANCE 2023 - 01 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING SECTION 54-4, 54-192, AND 54-193 OF THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA; CLARIFYING THE DEFINITIONS FOR ACCESSORY STRUCTURES AND ADDING A DEFINITION FOR ACCESSORY DWELLING UNITS; PROVIDING FOR ACCESSORY STRUCTURE ALLOWANCES, AMENDING REGULATIONS REGARDING FENCES AND WALLS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

ORDINANCE 2023 - 02 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO TO AMEND SECTION 54-198. ACCESSORY USES TO SUBSTITUTE PROVISIONS FOR ACCESSORY DWELLING UNITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

ORDINANCE 2023 - 03 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING SECTION 54-152, SECTION 54-153, AND SECTION 54-158 OF THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA TO ADD ALLOWANCES WITHIN THE ZONING DISTRICT REGULATIONS FOR ACCESSORY DWELLING UNITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

10. **ORDINANCE FIRST READING:**

ORDINANCE 2023 - 04 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA, TO INCREASE THE CHARGE FOR RESIDENTIAL GARBAGE COLLECTION SERVICES; PROVIDING FOR A NEW RATE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

11. Consideration of Petition for Annexation of 4.09 Acres - Coopers Pond Road
- Han Yichun, Owner

OPTIONAL ANNEXATION ORDINANCE FIRST READING:

ORDINANCE 2023 – 05 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, ANNEXING PROPERTY CONSISTING OF APPROXIMATELY 4.09 ACRES LOCATED IN SECTION 36, TOWNSHIP 2 NORTH, RANGE 4 EAST TO THE CITY OF MONTICELLO PURSUANT TO SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR FINDINGS; REDEFINING THE BOUNDARY LINES OF THE CITY OF MONTICELLO TO INCLUDE SAID PROPERTY; DIRECTING THE CITY CLERK TO RECORD THIS ORDINANCE WITH THE CLERK OF THE CIRCUIT COURT AND THE COUNTY CHIEF ADMINISTRATIVE OFFICER OF JEFFERSON COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

12. Approval of Department of Environmental Protection Grant Agreement WG042 – Montivilla Subdivision Septic to Sewer
13. Approval of Kimley-Horn Task Order 003-22 for Engineering Services-- SCOP Project (S. Water Street Paving)
14. Update on Garbage Collection Services Options
15. Old Business
16. New Business
*Pocket Park Development - N. Waukeenah Street
17. Reports from Committees and Departments
*Bruce Leinback, City Attorney
*Fred Mosley, Police Chief
*Seth Lawless, City Manager
-Employee Christmas Bonus
*Emily Anderson, City Clerk
18. Council Member Reports
19. December Meetings/Workshops
20. 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.

REQUEST TO BE PLACED ON CITY COUNCIL AGENDA

DATE: 11/02/22

I/We request the City Clerk to place on the Council agenda for the 1 day of December, 2022 the following matter/matters for discussion and/or appropriate action:

(Below is a summary of the presentation and the action requested)
describing the operations and conservation efforts
at the NFWC, as well as our tourism influence on
Jefferson County

Name and address of individual or group requesting time:

Ryan David Reines
Likki Lee Davis
North Florida Wildlife Center
1386 Cook Road, Canont, FL 32336
Phone No. (850) 347-0921
E-Mail director@northfloridawildlife.org

Expected length of presentation: 15-20 minutes

Return Completed Form to:
City Clerk
245 S. Mulberry St.
Monticello, FL 32344
FAX 850/997-2217
E-MAIL eanderson@mymonticello.net

DATE RECEIVED AT CITY HALL: _____
RECEIVED BY: _____

The City Council of the City of Monticello, Florida, met in regular session at City Hall on November 1, 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. City Manager Seth Lawless offered the invocation, and the Mayor led the Pledge of Allegiance.

Mayor Conley noted a request for amendment to the Agenda to include authority to purchase of a new jet trailer. On motion of Troy Avera, seconded by Gloria Cox, the Council voted unanimously to amend the agenda to include discussion of the purchase of the equipment. Mayor Conley noted the item will be discussed under New Business.

CONSENT AGENDA

***Approval of Council Minutes of 10/4/2022 and 10/7/2022**

***Approval of Resolution 2022-15 Authorizing City Manager to Execute SCOP Agreement Documents for S. Water Street Project**

***Approval for Council Member Avera to Attend the FLC Legislative Conference in Orlando November 30 to December 2**

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

ORDINANCE – FIRST READINGS

ORDINANCE 2022 - 07 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING SECTION 54-4, 54-192, AND 54-193 OF THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA; CLARIFYING THE DEFINITIONS FOR ACCESSORY STRUCTURES AND ADDING A DEFINITION FOR ACCESSORY DWELLING UNITS; PROVIDING FOR ACCESSORY STRUCTURE ALLOWANCES, AMENDING REGULATIONS REGARDING FENCES AND WALLS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

ORDINANCE 2022 – 08 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO TO AMEND SECTION 54-198. ACCESSORY USES TO SUBSTITUTE PROVISIONS FOR ACCESSORY DWELLING UNITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

ORDINANCE 2022 - 09 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING SECTION 54-152, SECTION 54-153, AND SECTION 54-158 OF THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA TO ADD ALLOWANCES WITHIN THE ZONING DISTRICT REGULATIONS FOR ACCESSORY DWELLING UNITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

The Clerk read the titles of the ordinances. Citizen Clayton Tolbert noted that Accessory Dwelling Units are beneficial for families. The Council discussed various provisions regarding allowances and types of dwelling units which would be considered Accessory Dwelling Units.

City Attorney Leinback discussed the purpose of Ordinance 2022-11.

ORDINANCE 2022 - 11 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA BY AMENDING CHAPTER 2, DIVISION 2, SECTION 2-54(b) TO REDUCE THE EMPLOYEE CONTRIBUTIONS TO THE CITY'S POLICE OFFICERS' RETIRMENT TRUST FUND FROM SEVEN PERCENT TO FIVE PERCENT; PROVIDING FOR LEGAL EFFECT; PROVIDING FOR SEVERABILITY, CODIFICATION, SCRIVNER'S ERRORS, AND AN EFFECTIVE DATE

Clerk Anderson read the title of the ordinance. Mayor Conley noted that public hearings of the ordinances will be scheduled for December 6, 2022.

DISCUSSION OF WATER AND SEWER RATE UPDATED STUDY AND RATE PROPOSALS Mayor Conley noted that the Council is still awaiting information to update costs before finalizing proposed rate increases. City Manager Lawless noted he has requested Rural Water to assist with these updates. Mayor Conley noted that the proposed rates will not take effect until 2024 so there is plenty of time for further review, so no ordinance process is needed at this time.

RESOLUTION 2022 – 16 AUTHORIZING AN INCREASE IN WATER TAP AND SEWER TAP FEES City Manager Lawless presented proposals for increases in the water and tap fees based on actual costs. On motion of Troy Avera, seconded by John Jones, the Council voted unanimously to adopt Resolution 2022-16.

CITY MANAGER REQUEST FOR USE OF \$200,000 OF SEWER SYSTEM CHARGES FOR CROSS LANDINGS LIFT STATION REHABILITATION City Manager Lawless is requesting that the Council approve use of \$200,000 of sewer system charges for the re-build of the Cross Landings life station, noting that new development outside the city on U.S. 19 North will necessitate the lift station improvement. It was noted that a grant was submitted which would include this project, but was not awarded. Council Member Troy Avera noted that the county has defined a service area which would require city utility hookup, but this area does not include U.S. 19 North. He asked that the city attorney discuss this with the county attorney to be sure the U.S. 19 North area is included. On motion of Council Member Troy Avera, seconded by Gloria Cox, the City Council voted unanimously to approve \$200,000 of sewer system charges for the Cross Landings lift station.

[ITEM 10 REGARDING ELECTED OFFICIAL FLORIDA RETIREMENT SYSTEM PARTICIPATION PULLED FROM THE AGENDA]

NEW BUSINESS

***Discussion of Garbage Collection Services Proposals** City Manager Lawless discussed the two proposals received for garbage collection. The Council discussed requirement for cans and the suggestions of once-per-week pickup. Mayor Conley noted that a performance bond and special pick-up provisions need to be included. City Manager Lawless noted that the contract will most likely run for five years and include a CPI index. The Budget Committee will set a meeting to review the proposals.

***Approval of Purchase of Jet Trailer** City Manager Lawless asked for approval for purchase of a jet trailer since the old one is non-operational. Mr. Lawless noted the cost would be split between Water/Sewer and General Fund. The cost of the equipment totals \$65,800. On motion of Troy Avera, seconded by George Evans, the Council voted unanimously to approve purchase of the jet trailer, with costs to be split between the Street Department and Water/Sewer Department.

REPORTS FROM COMMITTEES AND DEPARTMENTS

***Police Chief Fred Mosley** noted the upcoming Veterans Day Parade. He also reported there is a fund-raiser for a family whose house was lost to fire. He also noted that all officers are certified in radar.

COUNCIL MEMBER REPORTS

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

***City Council Member John Jones** asked about fire hydrant pressure and testing. Public Works Director Atkinson noted that the testing is behind since the Water Department is still training new employees. Council Member Jones asked that testing be done, as he has heard that not all fire hydrants work. Council Member George Evans reported many hydrants are covered by vegetation.

***Mayor Julie Conley** reported that Joe Mittauer noted to her that the bid for the solar project is very close. She also noted that Gene Hall has asked for a parcel to be cleaned.

Mayor Conley also noted that, since it has been a year since the City Manager has been hired, an evaluation may be conducted. She has asked the City Attorney to prepare a form, which will be reviewable by the City Manager.

November Meetings/Workshops

The budget workshop was scheduled for November 8th at 10:00 a.m. to review the garbage proposals. The water and sewer rate considerations will be scheduled after the first of next year.

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 November 15, 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
Bruce Leinback, City Attorney

Mayor Julie Conley called the meeting to order. Council Member George Evans offered the invocation, and Mayor Conley led the pledge of allegiance.

**DETERMINATION OF ACCEPTANCE OF DEO JOB GROWTH GRANT
MODIFIED AGREEMENT (SEWER EXTENSION TO I-10/S.R.**

INTERCHANGE) The City Manager reviewed the history of grant application, the change of the project area to the I-10 / U.S. 19 corridor, and the subsequent notification that the project area has been changed back to the I-10 / S.R. 59 interchange. He reported that the special meeting was called to provide an answer to DEO by November 17th, but he has since been informed that the grant application can remain open until a project is developed. Mayor Conley noted that there is movement towards a development project which has recently taken place. Council Member George Evans asked that it be noted that the project is a county project and, if the project does not go forward, it is because the county has determined not to move forward. Council Member Troy Avera noted his previous stipulations and assurances required from the county regarding the city proceeding with this grant. The Council expressed concern that the city residents will ultimately be forced to shoulder the burden of the sewer extension if assurances are not given by the county that the costs of the system will be covered.

David Barrett, a S.R. 59 interstate interchange property owner, asked that the Council not reject the grant at this time, and reported that there have been a number of legitimate projects proposed for the area, but all need sewer service to move forward. Crit Smith, another property owner in the area, also requested that the grant application not be rejected at this time, and opined the situation appears to be a misunderstanding as to the feasibility of a project. Mr. Smith noted the owners and the state are now very motivated to see the development move forward.

Council Member George Evans suggested that the Council receive an update from the County, as the project partner, by at least the first of the year. Council Member Avera

suggested the application not be allowed to be pending indefinitely. Mayor Conley stated that DEO needs to be informed that the city is still performing its due diligence on the project feasibility.

APPROVAL OF RESOLUTION OF UTILITY AGREEMENT WITH FDOT

City Manager Lawless requested the Council approve the Utility Agreement with FDOT to allow the Department to undertake city utility work within the U.S. 19 North area to be performed during the upcoming resurfacing project and approve the authorizing Resolution. On motion of Troy Avera, seconded by Gloria Cox, the Council voted unanimously to approve the Agreement and adopt the Resolution provided by the Department.

With no public comment or further business, the meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor

Emily Anderson

From: Mosley, Fred Chief Monticello PD <mosleyf@flcfn.net>
Sent: Thursday, November 17, 2022 9:57 AM
To: Emily Anderson
Subject: RE: SPAM-LOW: Surplus Property



Monticello Police Department



190 South Mulberry Street

Monticello, Florida 32344

Voice: 850-342-0150

Fax: 850-342-0299

Fred Mosley, Chief of Police

To: City Council

Ref: Out of service vehicles/ Auction

Date: 11-02-2022

From: Chief Fred Mosley

I am requesting that the below 4 vehicles become surplus. These vehicles have been taken out of service.

I am requesting that the money gained from these vehicles be added to the Police department's vehicle reserves for future purchases.

1. 2008 Chevy Tahoe Black & White VIN# 1GNEC03088R271542 Min Bid
500.00

2. 2013 Dodge Charger (7) White VIN# 2C3CDXAG4DH589968 Min Bid
500.00

3. 2012 Dodge Charger (8) White VIN# 22C3CDXAG5CH181476 Min Bid
800.00

4. 2011 Ford Crown Victoria White VIN# 2FABP7BV3BX104224 Min Bid
1000.00

Chief Fred Mosley Jr.

REQUEST TO SURPLUS 555D 1994 FORD BACKHOE

Serial Number 021707

Minimum Bid \$1,500

(Needs hydraulics and transmission repair)

RESOLUTION NO. 2022 - 17

WHEREAS the Martin Luther King, Jr. Community Center, Inc., will hold its annual Martin Luther King, Jr. Parade on January 16, 2023, 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 Monday, January 16, 2023 at 10:00 a.m. for the purpose of staging the Martin Luther King, Jr. Parade.

This Resolution presented and passed in open session this ____ day of December, 2022.

JULIE CONLEY
Mayor

ATTEST:

EMILY ANDERSON
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**

1/16/2023 Date of Parade/Procession MLK Parade Parade/Procession Name
Charles J Parrish Name of Requestor/Representative PO Box 171 Lloyd FL Address 850997-3760 Phone
PRES. Title of Requestor/Representative
DR MARTIN LUTHER KING JR community center Name of Organization 442 N. WAM Address 1420 12:45 Phone
442 N. WAM Start Time of Parade/Procession 1420 12:45 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:

SAME AS last yr. held.

Anticipated Number of Entrants:

50 1 - 25
50 26 - 50

___ 51 - 100
___ Over 100

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

SAME AS last yr. held

Are road closures requested for parade? Yes No

If road closure is desired, list specific road sections:

SAME as last yr. held

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)

- CPP Conduct the event in an orderly manner;
- CPP To obey all laws of the City of Monticello and lawful orders of the Monticello Police Department;
- CPP 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 _____
_____ (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.

Charles J. Purnell
Authorized Signature of Requestor/Representative
(must be 21 years of age or older and an officially
designated spokesperson for the sponsoring
Organization)

President
Title

11/18/2022
Date

For City Use:

Date Application Received: 11/18/2022

Received By: eja

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

To Be Completed by City Staff:

Police Department:

Application ___ Approved ___ Denied: _____ Date: _____
Signature

Comments: _____

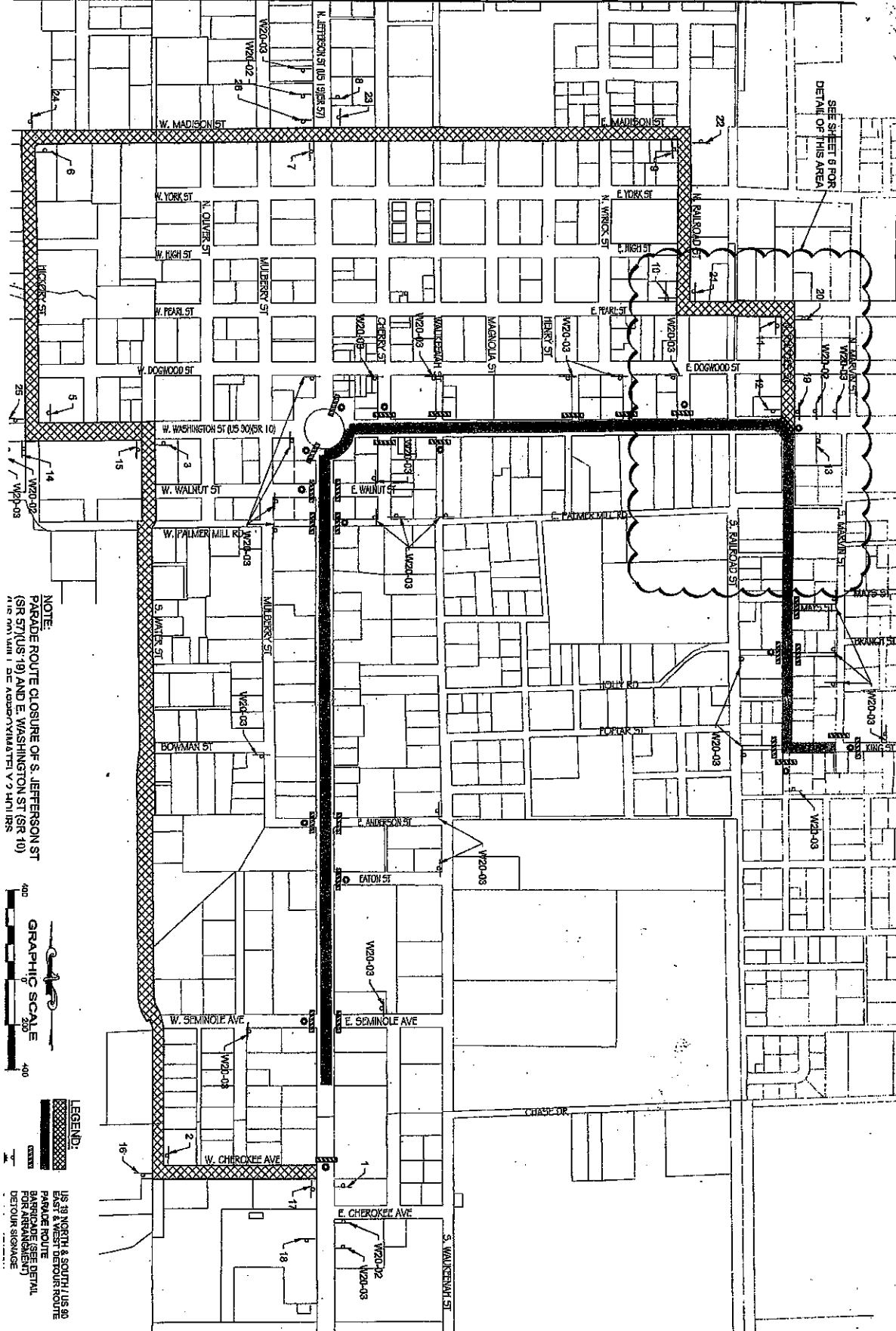
Public Works:

Application ___ Approved ___ Denied: _____ Date: _____
Signature

Comments: _____

City Council:

Application ___ Approved ___ Denied: _____ Date: _____



NOTE:
 PARADE ROUTE CLOSURE OF S. JEFFERSON ST
 (SR 57) AND E. WASHINGTON ST (SR 10)
 AT 1:00 PM 11/25/13. SEE MONTICELLO V 2 H 118



LEGEND:
 1/8" = 20' NORTH & SOUTH (US 90)
 PARADE ROUTE
 DETOUR (SEE DETAIL)
 DETOUR SIGNAGE

1:0000165	DATE: NOV. 2013
PROJECT NO. 1.001	SCALE: 1" = 50'
SHEET 4	DRAWN: B. RAY
	CHECKED: B. FLANAGAN

PARADE ROUTE & DETOUR MAP
 MLK & EMANCIPATION DAY PARADE
 MONTICELLO
 JEFFERSON COUNTY, FLORIDA

PREBLERISH INC
 CONSULTING ENGINEERS AND SURVEYORS
 CIVIL • SURVEYING • SITE PLANNING
 187 EAST WALNUT ST., MONTICELLO, FL 32344
 850-997-2125

NO.	DATE	APP.	REASON
1			
2			
3			
4			
5			

ORDINANCE NO. 2022-11

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA BY AMENDING CHAPTER 2, DIVISION 2, SECTION 2-54.(b) TO REDUCE THE EMPLOYEE CONTRIBUTIONS TO THE CITY'S POLICE OFFICERS' RETIREMENT TRUST FUND FROM SEVEN PERCENT TO FIVE PERCENT; PROVIDING FOR LEGAL EFFECT; PROVIDING FOR SEVERABILITY, CODIFICATION, SCRIVNER'S ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, Section 2-54.(b) of the Code of Ordinances of the City of Monticello, Florida currently provides for an employee contribution rate of seven percent to the City's Police Officers' Retirement Trust Fund, "until such time that it is actuarially determined that their contributions may be reduced to the original five-percent contribution rate and still maintain the increased retirement benefit"; and

WHEREAS, in the 2022 Collective Bargaining Agreement between the City and the Florida State Lodge Fraternal Order of Police, the parties agreed that the City would request that the Board of Trustees of the Retirement Trust Fund obtain an actuarial determination that the employee contributions to the plan could be reduced to five percent without adversely reducing current retirement benefits; and

WHEREAS, the City has now been provided with an Actuarial Impact Statement from the Florida Division of Retirement stating that the employee contributions could be reduced from seven percent to five percent without an adverse impact.

NOW THEREFORE, in keeping with the requirements of the Code of Ordinances of the City of Monticello, Florida, it is hereby ordained and decreed:

Section 1. Chapter 2, Section 2-54.(b) of the Code of Ordinances is hereby amended in its entirety as follows: (b) Member Contribution: The employee contribution rate for members of the Monticello Municipal Police Officers' Retirement Trust Fund shall be reduced from seven percent to five percent.

Section 2. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or word shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 3. It is the intention of the City Council of the City of Monticello that the provisions of this Ordinance shall become and be made a part of the City of Monticello Code of Ordinances, and that sections of this Ordinance may be numbered or re-lettered, and the word "ordinance" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intention; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered, and the correction of typographical errors which do not affect the intent may be authorized by the City Clerk, without need of public hearing, by filing a corrected or recodified copy of same, in the official records of the City.

Section 4. This Ordinance shall become effective as provided by law.

PASSED AND APPROVED IN OPEN SESSION ON THE _____ DAY OF _____, 2022.

JULIE CONLEY
MAYOR

ATTEST:

EMILY ANDERSON
CITY CLERK/TREASURER

APPROVED AS TO FORM:

BRUCE A. LEINBACK
CITY ATTORNEY

ORDINANCE NO. 2023 - 01

AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING SECTION 54-4, 54-192, and 54-193 OF THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA; CLARIFYING THE DEFINITIONS FOR ACCESSORY STRUCTURES AND ADDING A DEFINITION FOR ACCESSORY DWELLING UNITS; PROVIDING FOR ACCESSORY STRUCTURE ALLOWANCES, AMENDING REGULATIONS REGARDING FENCES AND WALLS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Local Planning Agency has recognized the need for clarification of definitions of accessory structures and accessory dwelling units; and

WHEREAS, the City Local Planning Agency has recognized the need to amend the allowances and regulations for accessory uses ; and

WHEREAS, the City Council has adopted the recommendations of the City Local Planning Agency and has determined to revise provisions of the Land Development Regulations to incorporate those recommendations into the City Code and to ensure consistency in the building permit review process;

NOW, THEREFORE, in keeping with the requirements of the Code of Ordinances of the City of Monticello, Florida, it is hereby ordained and decreed:

Section 1. That section 54-4 of the Code of Ordinances of the City of Monticello, Florida is amended by revising the definitions of Accessory Structure and adding a definition for Accessory Dwelling Unit (ADU), which revision and addition shall read as follows:

Sec. 54-4 Definitions and rules of construction

Accessory Structure means a structure or facility subordinate to the principal use or building on the same lot and serving a purpose customarily incidental to the use of the principal building, provided that any such structure or facility is built with or after the

construction of the principal building and contains no living quarters. Accessory structures include detached garages, sheds, and private recreational facilities.

Accessory Dwelling Unit (ADU) means a structure which is intended as a residential living unit with an independent means of ingress and egress on the same parcel of land as the principal dwelling unit it accompanies which may be attached to a single-family dwelling unit by a breezeway or is located in a detached structure and which provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, sanitation and parking.

Section 2. That section 54-192 of the Code of Ordinances of the City of Monticello, Florida, is hereby amended by deletion of the existing language to be replaced by the following:

Sec. 54-192 Regulations for Accessory Uses

a) Accessory structures shall be clearly supplementary and incidental to the principal use of the lot and shall be located on the same lot as the principal use to which it is subordinate. On lots containing residential units, no more than one roofed accessory structure readily visible from the street on which the house fronts shall be located on a lot.

(b) No accessory structure shall be constructed, placed, erected or built before the construction of the main building.

(c) Where an accessory building is used for garage purposes, it shall be used solely by the occupants of the premises, and shall not be used for more than one commercial vehicle (1½ tons maximum capacity).

(d) *Private recreational facilities.* Swimming pools, tennis courts, screen enclosures and similar facilities of a recreational nature shall conform to all side, rear and corner yard setbacks.

(e) Regulations relating to fences and walls are contained in Sec. 54-193.

Section 3. That section 54-193 of the Code of Ordinances of the City of Monticello, Florida, is hereby amended by deletion of the existing language to be replaced by the following:

Section 54-193 Garden walls, fences and hedges

(a) *Generally.*

- (1) Fences and walls, except silt or erosion-controlling types, shall not be constructed, erected, or installed on a lot unless the primary allowed use/facility has been established.
- (2) Temporary construction fences shall not be allowed on residentially-zoned properties longer than 25 calendar days after issuance of a certificate of occupancy. The City Manager may allow a longer time upon written request.

(b) *Material and Opacity*

- (1) Fences and walls must be constructed of wood, plastic, vinyl, metal, brick, masonry or other materials designed for permanent outdoor fencing. Concrete and concrete block walls shall be finished with a painted stucco finish. No fence or wall may be constructed of plywood, razor wire, or other materials intended for other purposes. The posts of each fence must be resistant to decay, corrosion and termite infestation. Wood fence posts shall be installed in accordance with the Florida Building Code.
- (2) Barbed wire, chicken wire, razor wire, wire used for livestock, spire tip, sharp objects, or electrically charged fences shall be prohibited in any residential zoning district.
- (3) Fences and walls shall be constructed so that the exposed framing, stringers and posts which support each section shall face the interior yard of the lot on which the fence or wall is being placed, regardless of whether another fence already exists.
- (4) Fences within a front yard shall be no more than 50 percent opaque, allowing for the passage of light directly through the fence, except that on corner lots, fences behind the front face of the principal structure may be up to six feet tall and solid.

(c) *Location*

- (1) If a fence is offset from the property line, provisions shall be made to prevent vegetation from growing between any existing fence on an adjacent property and the new fence.

(2) No fence, wall, hedge, landscaping or structure shall be erected, placed, planted, or allowed to grow in such a manner as to obstruct vision between a height of 2.5 feet and six feet above the centerline grades of intersecting streets.

(3) Fences or walls shall not encroach:

a. Into or over any public right-of-way or easement. The City Manager may authorize such fence only if it is determined that it would not interfere with the intended purpose and function of the easement or with any utilities. In such cases, the City or other companies duly authorized to install lines or equipment within such easement shall not be held liable for damages to the fence if the work within the easement would require removal of sections or the entire fence. The applicant shall be responsible for calling the affected utilities for line locations (ex. Sunshine State 811) before constructing a fence or wall on any easement whether public or private;

b. Into natural water bodies, wetlands, wetland buffers, and artificially created waterways.

(d) *Height.*

(1) Generally. Height limits apply within the yard regardless of the physical connection of the fence or wall to the principal structure.

The height of fences, walls and hedges is measured from the adjacent finished grade. Berms used in conjunction with fences or walls shall be considered as included in the height restriction for such structures. Where significant elevation differences exist between two adjacent properties, the height may be increased by the average difference in elevation between the two sides, measured from the finished grade up to five feet away on either side. The height may be similarly increased where significant elevation exists along a given property line. The additional height increase in both situations shall be limited to a maximum of two feet.

Decorative appurtenant elements shall be allowed to exceed the maximum fence/wall height as follows:

Column or post caps: up to an additional twelve inches above the body of fence. Caps may include masonry capitals, sculpture, finials and the like.

Caps on corner columns or posts and those supporting an entry gate to the property: up to an additional one-fourth of the maximum fence wall height. Caps may include masonry capitals, sculpture, finials and the like, as well as decorative lamps provided they do not create glare onto adjacent properties or public rights-of-way.

Archways, arbors and trellises physically attached to the fence/wall to create a pedestrian entry to the property from the street: up to a total maximum height of eight feet above the adjacent finished grade, and a maximum depth of five feet into the property from the property line.

- (2) Fences or walls located in side and rear yard setback areas in residential zones shall not exceed six feet in height. There is no height limitation on a hedge in the rear or side yard.
- (3) Fences, hedges or walls placed forward of the front line of the house in any residential district may not exceed 40 inches in height. Fences and walls in commercial or industrial zones shall not exceed ten feet in height.

Section 5. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or word shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 6. It is the intention of the City Council of the City of Monticello that the provisions of this Ordinance shall become and be made a part of the City of Monticello Code of Ordinances, and that sections of this Ordinance may be numbered or re-lettered, and the word "ordinance" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intention; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered, and the correction of typographical errors which do not affect the intent may be authorized by the City Clerk, without need of public hearing, by filing a corrected or recodified copy of same, in the official records of the City.

MAYOR

ATTEST:

APPROVED AS TO FORM:

EMILY ANDERSON
CITY CLERK/TREASURER

BRUCE A. LEINBACK
CITY ATTORNEY

ORDINANCE NO. 2023 - 02

AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO TO AMEND SECTION 54-198. ACCESSORY USES TO SUBSTITUTE PROVISIONS FOR ACCESSORY DWELLING UNITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Local Planning Agency of the City of Monticello, Florida, has recommended that the City Council adopt allowances and regulations for the development of accessory dwelling units in residentially-zoned areas; and

WHEREAS, the Local Planning Agency has recommended that the Land Development Regulations of the City of Monticello be amended to incorporate provisions for accessory dwelling units; and

WHEREAS, the City of Monticello acknowledges that in order to preserve the character and property values of its residential neighborhoods, regulations for the development and use of accessory dwelling units need to be adopted; and

WHEREAS, there is a need to clarify and revise provisions of the Land Development Regulations to ensure consistency in the building permit review process;

NOW, THEREFORE, in keeping with the requirements of the Code of Ordinances of the City of Monticello, Florida, it is hereby ordained and decreed:

Section 1. That the Code of Ordinances of the City of Monticello is hereby amended by deleting the existing Sec. 54-198 and substituting the below language as follows:

Sec. 54-198. Accessory Dwelling Units.

(a) Purpose and intent.

- (1) To provide homeowners with a means of obtaining, through tenants in the ADU or in the principal unit, rental income, companionship, security and services.
- (2) Add affordable units to existing housing into the community with minimal negative impact.
- (3) Develop and regulate housing units in single-family neighborhoods that are appropriate for elderly citizens and extended family living.
- (4) Protect neighborhood stability, property values, and the single-family residential appearance of the neighborhood by ensuring that ADUs are installed under the conditions of these regulations.

(b) General regulations and restrictions.

- (1) No ADU shall be permitted except in the R-1, Agriculture and R-1A and Agriculture zoning districts and only on lots in which a principal single-family residential dwelling unit exists on the lot or will be constructed in conjunction with the ADU.
- (2) No more than one ADU shall be permitted on a lot.
- (3) The floor area for an ADU shall not exceed five hundred square feet for lots between 5,000 and 7,500 square feet. If a lot exceeds 7,500 square feet, an ADU may be up to 640 square feet, and, for lots in excess of 10,000 square feet, an ADU may be up to 800 square feet, not including attached garages. An ADU square footage may not exceed a maximum of 50 percent of the square footage of the principal residence.
- (4) Any additions to an existing building, separate construction, or other structure modification to create an ADU shall not exceed the lot impervious surface allocation or encroach into existing setbacks, buffers, tree preservation, conservation, or other designated limited or restricted land use area.
- (5) The ADU may be attached to the principal unit by a breezeway, or may be detached from the principal unit; however, the ADU must be allocated or constructed in a manner which maintains the single-family appearance and architectural continuity of the primate structure and lot through

compatibility of building forms, height, construction materials, window types, door and window trims, roofing materials and roof pitch, and landscaping.

(6) If the ADU is an attached unit, the entrance must be located on the side or rear façade of the primary unit. An accessory unit that is detached from the primary dwelling unit must be located so that the front façade of the accessory unit is behind the rear façade of the primary dwelling unit.

(7) The ADU unit shall have no more than two bedrooms.

(8) In addition to parking spaces for the main dwelling, one additional parking space shall be provided on-site for each one-bedroom ADU. Two separate, individual additional parking spaces shall be provided on-site for each two bedroom ADU. Parking for the ADU must be adjacent to the ADU, on the side of or behind the principal unit and be constructed in addition to the required parking for the principal unit and not located in the required front yard setback. A tandem parking space (one car parked behind another) sharing the spaces for the primary dwelling unit shall not be allowed.

(9) The primary dwelling unit and the ADU may be served by one common driveway connecting to a public city road, except in the case of a parcel fronting on two city public roads, in which case a secondary drive for the ADU may be permitted if approved by the City Manager.

(10) Review of ADU building permit applications shall be submitted to the City in accordance with Section Sec. 54-35(a). Architectural design and aesthetic standards for accessory dwelling units shall be conducted by the Local Planning Agency in accordance with Sec. 54-191(d)(7).

Section 2. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or word shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 3. It is the intention of the City Council of the City of Monticello that the provisions of this Ordinance shall become and be made a part of the City of Monticello Code of

Ordinances, and that sections of this Ordinance may be numbered or re-lettered, and the word "ordinance" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intention; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered, and the correction of typographical errors which do not affect the intent may be authorized by the City Clerk, without need of public hearing, by filing a corrected or recodified copy of same, in the official records of the City.

Section 4. This Ordinance shall become effective as provided by law.

PASSED AND APPROVED IN OPEN SESSION ON THE _____ DAY OF _____, 2023.

MAYOR

ATTEST:

APPROVED AS TO FORM:

EMILY ANDERSON
CITY CLERK/TREASURER

BRUCE A. LEINBACK
CITY ATTORNEY