

CITY OF MONTICELLO, FLORIDA

MEETING AGENDA

October 3, 2023

7:00 p.m.

LOCATION OF MEETING:

245 S. Mulberry Street
Monticello, FL 32344

1. Call to Order by Mayor Gloria Cox (Please turn off or mute noise-making devices)
2. Invocation
3. Pledge of Allegiance
4. Public Comment
5. CONSENT AGENDA:
 - *Approval of Council Minutes of September 5, September 6, and September 18, 2023
 - *Approval of Veterans Day Parade November 11, 2023 / Resolution 2023-12 Assuming Liability for Highway Closing
6. PUBLIC HEARING / COUNCIL ACTION:
ORDINANCE 2023 – 11 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING CHAPTER 26 OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA, TO DELETE CHAPTER 26, ARTICLE II. BUSINESS TAX RECEIPTS, SEC. 26-31 THROUGH SEC. 26-40 AND SEC. 26-42; CHAPTER 26, ARTICLE III. SEC. 26-73. BOND; CHAPTER 26, ARTICLE IV, DIVISION 3. BUSINESS TAX RECEIPT FOR COIN-OPERATED DEVICES; AND CHAPTER 26, ARTICLE VI. REAL ESTATE BROKERS AND SALESMEN TO ELIMINATE ALL REFERENCES TO BUSINESS TAX RECEIPTS; RE-NUMBERING CHAPTER 26, ARTICLE III. SEC. 26-41, SEC. 26-71, SEC. 26-72, SEC. 26-74 AND 26-75; ARTICLE IV. COIN-OPERATED DEVICES, DIVISION 1. SEC. 26-101 THROUGH SEC. 26-103 AND SEC. 26-131 THROUGH SEC. 26-134; CHAPTER 26, ARTICLE V. PAWNBROKERS; AND CHAPTER 26, ARTICLE VII. TOBACCO PRODUCT PLACEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE
7. Clayton Tolbert, in re: Monticello Police Department

8. City Attorney Mitchell Herring in re: Property Acquisition
9. S. Railroad Street Waterline Replacement Project – Approval of Amendment 2 to Agreement LPA0196 // Contract Award
10. Notices of Violation – Intent to Demolish:
420 Martin Luther King Jr. Avenue
520 Martin Luther King Jr Avenue
11. Filling of Vacancy on the Local Planning Agency
12. Old Business
13. New Business
*2024 Legislative Agenda Resolution
14. Reports from Committees and Departments
*Fred Mosley, Police Chief
*Seth Lawless, City Manager
*Emily Anderson, City Clerk
15. Council Member Reports
16. October Meetings/Workshops
17. 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 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 Monticello City Hall on September 5, 2023 at 7:00 p.m.

The following members were present:

Gloria Cox
Julie Conley
John Jones
George Evans

Others present were:

Seth Lawless, City Manager
Emily Anderson, City Clerk
Fred Mosley, Police Chief
Mitchell Herring, Interim City Attorney

Mayor Gloria Cox called the meeting to order. Council Member John Jones offered an invocation, and Mayor Cox led the Pledge of Allegiance.

PUBLIC COMMENT

Shavonia Brantley discussed a recent gun violence rally and asked for Council assistance in the development of a community center for youth.

CONSENT AGENDA

***Approval of Council Minutes of August 1, 2023 and August 28, 2023**

***Approval of Main Street Application for Christmas Parade and Street Closings**

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

ORDINANCE FIRST READING:

ORDINANCE 2023 – 11 AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING CHAPTER 26 OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA, TO DELETE CHAPTER 26, ARTICLE II. BUSINESS TAX RECEIPTS, SEC. 26-31 THROUGH SEC. 26-40 AND SEC. 26-42; CHAPTER 26, ARTICLE III. SEC. 26-73. BOND; CHAPTER 26, ARTICLE IV, DIVISION 3. BUSINESS TAX RECEIPT FOR COIN-OPERATED DEVICES; AND CHAPTER 26, ARTICLE VI. REAL ESTATE BROKERS AND SALESMEN TO ELIMINATE ALL REFERENCES TO BUSINESS TAX RECEIPTS; RE-NUMBERING CHAPTER 26, ARTICLE III. SEC. 26-41, SEC. 26-71, SEC. 26-72, SEC. 26-74 AND 26-75; ARTICLE IV. COIN-OPERATED DEVICES, DIVISION 1. SEC. 26-101 THROUGH SEC. 26-103 AND SEC. 26-131 THROUGH SEC. 26-134; CHAPTER 26, ARTICLE V. PAWNBROKERS; AND CHAPTER 26, ARTICLE VII. TOBACCO PRODUCT PLACEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The Clerk read the title of the ordinance. Public hearing and Council action will be scheduled for the October meeting.

APPROVAL OF AGREEMENT FOR CITY ATTORNEY SERVICES On motion of Council Member Julie Conley, seconded by Council Member John Jones, the Council voted unanimously to approve the Agreement for City Attorney Services.

S. RAILROAD STREET WATER MAIN REPLACEMENT PROJECT MODIFICATION OF SCOPE / CONSTRUCTION AWARD City Manager Lawless discussed the grant award amounts received over three legislative cycles totaling \$700,000. The original construction bid results for the project work came in at over one million dollars, so the project scope and work plan has been revised to a cost of \$648,452, which the City Manager recommended be approved. Engineer Felicity Appel discussed the change in scope and project work area. On motion of Council Member George Evans, seconded by Council Member Julie Conley, the Council unanimously voted to approve the project with the modified scope and directed the City Manager to add to the next legislative funding request the remaining project work scope not being undertaken under this grant.

REQUEST FOR WATER/WASTEWATER SERVICES FOR NEW DEVELOPMENT ON U.S. 19 SOUTH City Manager Seth Lawless reported that an outside city limits development is requesting water and sewer services. The project is a large gas station and is to be located at the corner of U.S. 19 South and Nash Road. On motion of Council Member Julie Conley, seconded by Council Member George Evans, the Council voted to provide water and wastewater services to the new development.

The City Manager noted he would like to propose an increase in outside city limits utility rates. He believes the rate increases can be justified because of the cost of providing services outside the city limits.

CITY MANAGER SETH LAWLESS IN RE: 2024 LEGISLATIVE AGENDA City Manager Lawless discussed the timetable for preparing legislative funding requests. He would like the City to adopt a Resolution outlining requests. The Council mentioned the need for generators, a sidewalk on King Street, and recreation improvements as possible projects. City Manager Lawless asked that the Council let him know of other funding requests.

APPOINTMENT OF TWO COUNCIL MEMBERS TO ELECTION CANVASSING BOARD FOR NOVEMBER 7 AT POLL CLOSING / ADJUSTMENT OF NOVEMBER 7TH COUNCIL MEETING Clerk Anderson noted that two Council Members are to be appointed to the Canvassing Board and should be present at the time of poll closing on November 7th. Council Members Julie Conley and George Evans volunteered to serve on the canvassing board, and the Council elected to move the November 7th regular Council meeting to a 6:00 p.m. start time.

OLD BUSINESS

Council Member John Jones made a motion to approve travel, registration, hotel and meal expenses to attend the upcoming Florida Legislative Conference. The motion was seconded by Council Member George Evans and unanimously approved.

NEW BUSINESS

Council Member Julie Conley would like to explore regulation of outdoor storage of business merchandise since there are complaints and the businesses are unsightly. She will contact the City Attorney to consider proposed regulations.

City Manager Lawless and Public Works Director John Atkinson gave a report of Hurricane Idalia response. Mr. Atkinson thanked FEMA, North Florida Rural Water, Smith Electric in Thomasville, Billy Simmons and Paul Gilmore for assistance during the storm while power was out. He reported on the hard work of city crews and noted that debris should be cleaned by the end of September.

REPORTS FROM COMMITTEES AND DEPARTMENTS

***Police Chief Mosley** Chief Mosley reported on storm response and the need to feed crews. He will keep documentation for FEMA reimbursement. He also noted mutual aid received from the Tallahassee Police Department.

***City Manager Seth Lawless** reported he authorized expenditures for lift station emergency operation and other expenses during the storm.

***City Clerk Emily Anderson** thanked the city crews and police department for storm response.

COUNCIL MEMBER REPORTS

***Council Member George Evans** thanked Duke Energy for the much-improved storm response time. He also noted the hard work of the city crews, which do not get much public recognition.

***Council Member Julie Conley** noted the attendance at the meeting of the City Clerk/Treasurer candidates.

***Council Member John Jones** asked that speed humps on First Street and Second Street be extended so they cannot be driven around.

***Mayor Gloria Cox** noted continued efforts on community clean up and encouraged everyone to look after their neighbors.

UPCOMING MEETINGS/WORKSHOPS

***City Tentative Budget Hearing** will be September 6th at 6:00 p.m.

***City Final Budget Hearing** will be September 18th at 6:00 p.m.

With no further business, the meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor

The City Council of the City Council of Monticello, Florida met in special public session, on September 18, 2023 at 6:00 p.m. at City Hall for the purpose of conducting the 2023-2024 Final Millage and Budget Hearings.

Present were:

Julie Conley
John Jones
George Evans
Gloria Cox
Katrina Richardson

Others present were:

Fred Mosley, Police Chief
Emily Anderson, City Clerk

Mayor Gloria Cox called the meeting to order. Chief Fred Mosley offered an invocation. Mayor Cox led the Pledge of Allegiance.

ANNOUNCEMENT OF PURPOSE OF MEETING

Mayor Gloria Cox announced that the purpose of the meeting is to conduct public hearings and to adopt the final millage rate and final budget for the City of Monticello for the 2023-2024 fiscal budget year. The millage rate as proposed is 6.2829 mills, which is the roll-back rate. The proposed budget for 23-24 is \$12,703,731.

PUBLIC HEARINGS AND COUNCIL ACTION:

***RESOLUTION 2023-10 Adoption of Final Millage FY 2023 – 2024**

The Mayor opened the public hearing. With no public comment or Council discussion, on motion of John Jones, seconded by Katrina Richardson, the Council voted unanimously to adopt Resolution 2023 - 10.

***RESOLUTION 2023-11 Adoption of Final Budget FY 2023 - 2024**

The Mayor opened the public hearing on Resolution 2023-11. With no public input or Council discussion, on motion of Julie Conley, seconded by George Evans, the Council voted unanimously to adopt Resolution 2023-11.

There being no further business before the Council, the meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor

NOTE: These proceedings were digitally recorded

RESOLUTION NO. 2023-12

WHEREAS the Otto M Walker Post 49 will hold its annual Veterans Day Parade on November 11, 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 U. S. 19 and U. S. 90 (State Roads 10 & 57); 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.

IT IS THEREFORE RESOLVED AS FOLLOWS:

The City of Monticello, through this 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, November 11, 2023 between 10:00 A.M. and 12:00 p.m. for purpose of staging the annual Veterans Day Parade.

This Resolution presented and passed in open session this 3rd day of October, 2023.

Mayor

ATTEST:

Emily Anderson, City Clerk

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**

11 NOV 2023 VETERANS DAY PARADE 2023
Date of Parade/Procession Parade/Procession Name
ED GIFFORD 600 SHADY BRIDGE RD MONTICELLO (330) 354-5533
Name of Requestor/Representative Address Phone
POST COMMANDER
Title of Requestor/Representative
AMERICAN LEGION POST 49 1065 S. WATERS ST (330) 354-5533
Name of Organization Address Phone
11:00 AM 11:45 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:

VETERANS DAY PARADE HONORING VETERANS OF VERMONT COUNTY

Anticipated Number of Entrants:

1 - 25 51 - 100
 26 - 50 Over 100

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

STARTING PT → ROUTE 19 S. & WALNUT ST. HEAD NORTH AROUND THE
COURT HOUSE CONTINUING NORTH ON ROUTE 19 TO EAST HIGH ST
WHERE PARADE END TURNING EAST ON HIGH ST.

Are road closures requested for parade? Yes No

If road closure is desired, list specific road sections:

ROUTE 90 EAST & WEST, E. DOUGLASS ST EAST & WEST, EAST PEARL
EAST & WEST, EAST HIGH ST EAST & WEST. SIDES STREET ON ROUTE
19 SOUTH FROM CAPITAL CITY BACK TO COURT HOUSE.

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 ½ hours: \$ 400.00
- *For parades Involving Only Closure of Local Streets: \$ 100.00
- *For parades involving closure of federal highways in excess of 1 ½ hours: To be Set by City Council

By signing this Application, the sponsoring organization agrees to:

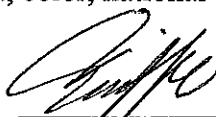
(Please Initial)

- SLG Conduct the event in an orderly manner;
- SLG To obey all laws of the City of Monticello and lawful orders of the Monticello Police Department;
- SLG 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 VETERANS DAY PARADE 2023 NOV 11 (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.



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

COMMANDER POST 49 AMER. LGN
Title

13 SEPT 2023
Date

For City Use:

Date Application Received: 9/12/23

Received By: eja

Fees Paid - Ck. No./Rec. No. ck 1275

To Be Completed by City Staff:

Police Department:

Application Approved Denied: [Signature] Date: 9-26-23

Signature

Comments: All officers working

Public Works:

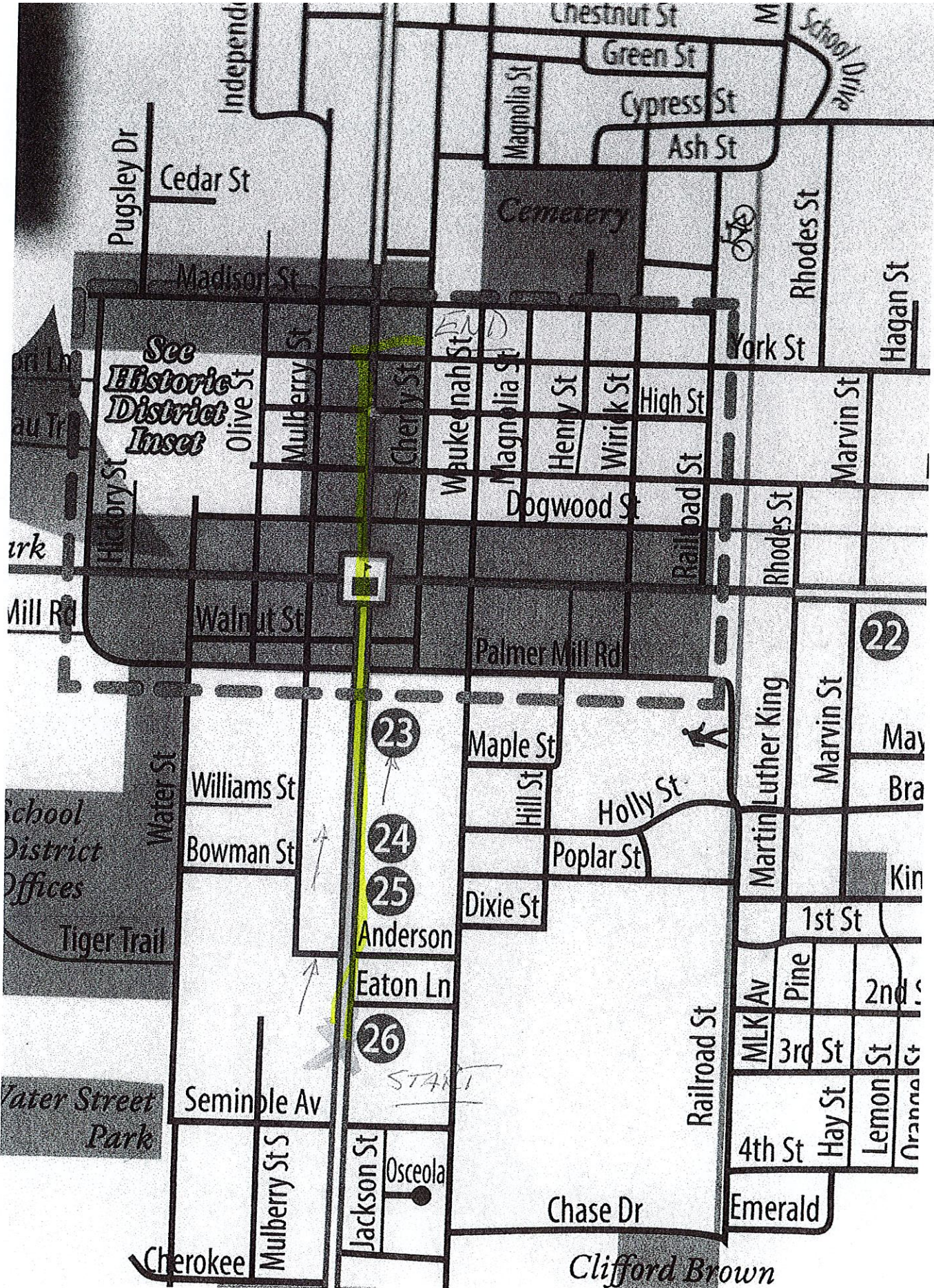
Application Approved Denied: _____ Date: _____

Signature

Comments: _____

City Council:

Application Approved Denied: _____ Date: _____



See
Historic
District
Inset

23

24

25

26

START

22

Clifford Brown

ORDINANCE NO. 2023 - 11

AN ORDINANCE OF THE CITY OF MONTICELLO, FLORIDA, AMENDING CHAPTER 26 OF THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, FLORIDA, TO DELETE CHAPTER 26, ARTICLE II. BUSINESS TAX RECEIPTS, SEC. 26-31 THROUGH SEC. 26-40 AND SEC. 26-42; CHAPTER 26, ARTICLE III. SEC. 26-73. BOND; CHAPTER 26, ARTICLE IV, DIVISION 3. BUSINESS TAX RECEIPT FOR COIN-OPERATED DEVICES; AND CHAPTER 26, ARTICLE VI. REAL ESTATE BROKERS AND SALESMEN TO ELIMINATE ALL REFERENCES TO BUSINESS TAX RECEIPTS; RE-NUMBERING CHAPTER 26, ARTICLE III. SEC. 26-41, SEC. 26-71, SEC. 26-72, SEC. 26-74 AND 26-75; ARTICLE IV. COIN-OPERATED DEVICES, DIVISION 1. SEC. 26-101 THROUGH SEC. 26-103 AND SEC. 26-131 THROUGH SEC. 26-134; CHAPTER 26, ARTICLE V. PAWNBROKERS; AND CHAPTER 26, ARTICLE VII. TOBACCO PRODUCT PLACEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, for many years, the City of Monticello has imposed and collected the local business tax as authorized by Florida law and has issued business tax receipts to businesses which paid the tax, and

WHEREAS, the City of Monticello has determined that repeal of the business tax will serve to lessen the burden on businesses by eliminating the expense of the tax; and

WHEREAS, the effect of repeal of the business tax will be minimal on the revenues collected by the City;

NOW THEREFORE it is hereby ordained and decreed:

Section 1. Chapter 26, Article II. Business Tax Receipts, Sections 26-31 through Section 40 and Section 26-42 of the Code of Ordinances of the City of Monticello, Florida, are hereby repealed.

Section 2. Chapter 26, Article III. Auctioneers, Sec. 26-73 is hereby repealed.

Section 3. Chapter 26, Article IV, Division 3, Business Tax Receipt for Coin-Operated Devices is hereby repealed.

Section 4. Chapter 26, Article VI. Real Estate Brokers and Salesmen, Sections 26-221 through Section 26-229 is hereby repealed.

Section 5. The entirety of Chapter 26 is hereby amended to read as follows:

Sec. 26-1 – 26-10. Reserved

Sec. 26-11. Sales on Courthouse Circle

- (a) It shall be unlawful for any person to sell or offer for sale any items, including merchandise and agricultural products, locally grown or otherwise, on sidewalks, parking spaces or other public property abutting the courthouse circle in the city.
- (b) Any person found in violation of this section shall be given a written warning and notice to cease and desist. Any violation after such written warning and notice to cease and desist shall, pursuant to F.S. 162.22, be punishable as provided in Chapter 1 of this Code of Ordinances.

Sec. 26-12. Auctioneers

- (a) Definition. For the purpose of this article, an auctioneer is defined to be any person who shall sell or offer to sell any goods, wares or merchandise, livestock, or vehicles of any description or any personal property of whatever nature or any real estate or interest therein, at any store, stand or any place within the city by public outcry for gain or profit, or who shall advertise or hold himself/herself out as an auctioneer for public patronage, or shall receive fees or commission for his/her services.
- (b) Exceptions. Nothing in this article shall be construed to apply to any common carrier or public warehouseman selling unclaimed or undelivered freight or goods where the same is held for freight or storage charges, nor to any sale made under the laws of the United States, the state, or the city requiring any property to be sold at public auction.

- (c) Manner of conducting sale; refusal of bids. Each article offered for sale at auction shall be sold as offered, if a bid is made by more than one bona fide bidder, before any other article is offered for sale, and without a reasonable delay. No by-bidding by the owner or any person acting for or representing the owner shall be permitted, nor shall any bid be accepted that is not a bona fide bid, and such person shall not be permitted to bid at any such auction, and there shall be no reserve price on any such article provided, however, that the seller may be a reserve price placed on any article if such fact is made known to the bidder when such article is offered for sale at auction; provided, further, that any resident of the city or establishment in possession of a current city business tax receipt may reject any and all bids.
- (d) Sales in Public Places. It shall be unlawful for any auctioneer or other person to offer for sale, or sell at public auction or by public outcry, any goods, wares or merchandise or any livestock, or any other personal property, or any real estate or interest therein, upon any street or public place in the city, unless written permission has been obtained from the city so to do.

Sec. 26 – 13. Coin-Operated Devices

- (a) Definitions. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Automatic vending machine means any machine dispensing any articles of value, uniform as to quantity and quality, upon the insertion of a coin into the machine. This definition shall not include coin-operated telephones and United States stamp vending machines.

Coin-operated amusement devices other than skill machines means machines which produce or reproduce music, or return entertainment or

amusement for a consideration. This definition is supplemental to the definition of coin-operated skill devices as provided in this section.

Coin-operated skill devices (commonly called pinball, marble machines and the like) means any machines which are played strictly for amusement purposes only as games of skill, for a consideration, and which, when played or operated, do not vend, deliver or grant any merchandise, prize or award of whatsoever nature or kind.

- (b) **Exceptions.** Nothing contained in this article shall be construed to authorize the licensing of slot machines or other gambling machines or devices of whatever nature, nor shall the provisions of this article be applicable to stamp machines or to coin-operated telephones or to coin-operated parcel-checking locks and toilet locks or to any coin-operated machine which vends only unadulterated Florida-produced citrus juices.
- (c) **Inspections.** All machines placed in the city under this article shall be at all times subject to such inspection as may be directed by the chief of police or the mayor.

Sec. 26-14. Skill Devices

- (a) **Generally.** Any and all coin-operated skill devices, as defined in this article, shall be subject to the provisions of this division.
- (b) **Location near schools or churches.** No coin-operated skill device shall be maintained or operated within 300 feet of any public or parochial school or church. This shall not apply to any machines operated or maintained in any hotel.
- (c) **Secretive location.** It shall be unlawful for any person in direct charge or supervision of coin-operated skill devices to place or maintain such machines behind any blind or screen or in any hidden or secretive location, except when such machines are not open to play.

- (d) Orderly operation. All coin-operated skill devices must be operated and maintained at all times in an orderly manner, and the operation thereof shall be conducted with the same dignity as any other well-regulated business.

Sec. 26-15. Pawnbrokers.

- (a) Record of transactions required. Any person who sells property to a pawnbroker or pledges the property as security for a loan shall present either a driver's license or other comparable identification to the pawnbroker. The pawnbroker shall record the date of the transaction, the type of identification, the name and address as it appears on the item of identification and the identifying number appearing thereon and have the record signed by the person from whom he/she receives the property. This record shall be made available to any law enforcement agency or officer upon request.
- (b) Inspection of record of transactions. The record required in Sec. 26-15(a) shall at all business hours be open to inspection by the police officers of the city.
- (c) Buying or receiving from minors. It shall be unlawful for the operator of any secondhand jewelry store, or for any pawnbroker, junk dealer or secondhand dealer, to buy, take or receive by any way of pledge, pawn or exchange, any goods, wares or merchandise or article of personal property of any kind from any minors.

Sec. 54-16. Tobacco Product Placement

- (a) Definitions. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Business means any sole proprietorship, joint venture, partnership, corporation, or limited liability company or other business formed for profit

making or nonprofit purpose in the incorporated areas of the city, including all retail establishments where goods and services are sold.

Person means any individual, partnership, cooperative association, private corporation, personal representative, receiver, trustee, assignee or other legal entity.

Self service merchandising means the open display of tobacco products to which the public has access without the intervention of the vendors, storeowners, or other store employees.

Specialty tobacco store means an establishment primarily in the business of selling cigars, pipe tobacco and other tobacco products in which 50 percent or more of any one or more of the following is devoted or attributable to the sale of pipe tobacco or cigars:

- (1) Wall space or any other display areas such as tables, racks or display structures; or
- (2) Gross revenues.

Tobacco product promotion means any advertisement, the display of any logo, brand name, character, graphic or designs that are trademarks of a particular brand of tobacco product. Tobacco product promotion does not include any public service message sponsored by a federal, state or local government entity, or by a nonprofit entity, designed to communicate the hazards of tobacco use or to encourage minors to refrain from using or buying tobacco products.

Tobacco products include loose tobacco leaves and products made from loose tobacco leaves, in whole or in part, which can be used for smoking, inhaling, chewing or ingesting in any manner, including but not limited to cigarettes, cigars, bidis or beedies, clove and other herbal cigarettes, pipe tobacco, snuff or smokeless tobacco and chewing tobacco. Tobacco products also include

cigarette wrappers, pipes, cigarette and cigar holders, snuff flower, plug and twist tobacco, and any other tobacco-related products or accessories, including but not limited to cigarettes and cigars. This definition does not include any nicotine-containing product that is used for the purpose of helping a person stop smoking such as nicotine gum or nicotine patches.

Tobacco retailer means any person or business that operates a store, stand, booth, concession, or other place at which sales of tobacco products are made to purchasers for consumption or use.

Vendor assisted means the customer has no access to tobacco products without the assistance of the vendor, storeowner, or other employees.

(b) Penalties; reporting of violations to state.

(1) Any person or business that violates this article shall upon conviction be guilty of a second-degree misdemeanor punishable as provided by law.

(2) The penalty for a second conviction of this article shall be at least double the penalty for the first conviction, except that any penalty shall not exceed the maximum penalty set by law for a misdemeanor of the second degree.

(3) All convictions for violation of this article shall be reported to the state division of alcoholic beverages and tobacco.

(c) Territorial applicability. This article shall be applicable and enforceable throughout the incorporated areas of the city.

(d) Merchandising restricted. No person, business, tobacco retailer, or other establishment subject to this article shall sell, permit to be sold, or display for sale any tobacco products by means of self-service merchandising or any other means other than vendor assisted sales, unless the tobacco products are located inside a tobacco specialty store, or access to the

premises by persons under the age of 18 is prohibited by law. All tobacco products must be kept behind the sales counter.

- (e) Placement of advertising. All businesses, persons, tobacco retailers and specialty tobacco stores shall place any and all tobacco advertising, including but not limited to stickers, posters, and signs, at least four feet above the floor.

Secs. 26-17 – 26.30 Reserved

Section 6. 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 7. It is the intention of the City Council of the City of Monticello that the provisions of the Ordinance shall become and be made a part of the City of Monticello Code of Ordinances, and that sections of this Ordinance may be renumbered 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 the same, in the official records of the City.

Section 8. This Ordinance shall become effective as provided by law.

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

GLORIA COX
MAYOR

APPROVED AS TO FORM:

ATTEST:

EMILY ANDERSON
CITY CLERK/TREASURER

MITCHELL HERRING
CITY ATTORNEY

Emily Anderson

From: CTolbert <tolbertwc@gmail.com>
Sent: Thursday, September 21, 2023 8:40 AM
To: Emily Anderson
Subject: October Agenda

I am requesting to be placed on the October 2023 Agenda:

Monticello Police Department budget, expense, and merger (JCSO).

Thank you,
W. Clayton Tolbert
850 408 .9882

**AMENDMENT NO. 2
TO AGREEMENT NO. LPA0196
BETWEEN
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND
CITY OF MONTICELLO**

This Amendment to Agreement No. LPA0196 (Agreement), as previously amended, is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and the City of Monticello (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for Monticello Water Losses-Water Conservation (Project), effective May 23, 2022; and,

WHEREAS, \$400,000 in additional funding for this Project is provided under Line Item 1705A of the 2023-2024 General Appropriations Act; and the total funding for this Agreement is now \$725,000; and,

WHEREAS, the reimbursement period for the additional funding provided under Line Item 1705A of the 2023-2024 General Appropriations Act begins on July 1, 2023; and,

WHEREAS, the Grantee has requested a revision in the scope of work for the Project; and,

WHEREAS, the Grantee has requested an extension of the Agreement to allow additional time for the completion of the project; and,

WHEREAS, other changes to the Agreement are necessary; and,

WHEREAS, the parties have agreed to amend the Agreement as set forth herein.

NOW THEREFORE, the parties agree as follows:

1. Section 3. of the Standard Grant Agreement is hereby revised to change the Date of Expiration to March 31, 2027. The Department and the Grantee shall continue to perform their respective duties during this extension period pursuant to the same terms and conditions provided in the Agreement.
2. Section 5. of the Standard Grant Agreement is hereby revised to the following:

Total Amount of Funding:	Funding Source?	Award #s or Line Item Appropriations:	Amount per Source(s):
\$725,000	<input checked="" type="checkbox"/> State <input type="checkbox"/> Federal	LP, GAA LI 1607A, FY 21-22	\$75,000
	<input checked="" type="checkbox"/> State <input type="checkbox"/> Federal	LP, GAA LI 1665A, FY 22-23	\$250,000
	<input checked="" type="checkbox"/> State <input type="checkbox"/> Federal	LP, GAA LI 1705A, FY 23-24	\$400,000
	<input type="checkbox"/> Grantee Match		
Total Amount of Funding + Grantee Match, if any:			\$725,000

3. The following is hereby added to Attachment I as Section 8.k.:
State Funds Documentation. Pursuant to section 216.1366, F.S., if Contractor meets the definition of a non-profit organization under section 215.97(2)(m), F.S., Contractor must provide the Department with documentation that indicates the amount of state funds:
 - i. Allocated to be used during the full term of the contract or agreement for remuneration to any member of the board of directors or an officer of Contractor.
 - ii. Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer of the Contractor.

The documentation must indicate the amounts and recipients of the remuneration. Such information must be posted on the State's contract tracking system and maintained pursuant to section 215.985, F.S., and must be posted on the Contractor's website, if Contractor maintains a website.

4. Attachment 3-1, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-2, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3 shall hereinafter refer to Attachment 3-2, Revised Grant Work Plan.
5. Attachment 5-1, Special Audit Requirements, is hereby deleted in its entirety and replaced with Attachment 5-2, Revised Special Audit Requirements, attached hereto and made a part of the Agreement. All references in the Agreement to Attachment 5 shall hereinafter refer to Attachment 5-2, Revised Special Audit Requirements.
6. All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistency may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

CITY OF MONTICELLO

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: _____
Authorized Signature

By: _____
Secretary or Designee

Gloria Cox, Mayor

Print Name and Title

Angela Knecht, Division Director

Print Name and Title

Date: _____

Date: _____

Arlene Acevedo, DEP Grant Manager

Zach Easton, DEP QC Reviewer

List of attachments/exhibits included as part of this Amendment:

<u>Specify Type</u>	<u>Letter/ Number</u>	<u>Description</u>
Attachment	3-2	Revised Grant Work Plan
Attachment	5-2	Revised Special Audit Requirements

**ATTACHMENT 3-2
REVISED GRANT WORK PLAN**

PROJECT TITLE: Monticello Water Losses-Water Conservation

PROJECT LOCATION: The Project will be located in the City of Monticello within Jefferson County. Lat/Long (30.5493, -83.8650).

PROJECT BACKGROUND: The City of Monticello (Grantee) is a fiscally constrained community, forced to prioritize critical operational improvements. These limitations leave important improvements incomplete, such as the City's aging water system. This project will provide water conservation by eliminating water losses (approximately 200,000 gallons per month) by replacing outdated and leaking water lines owned, operated and maintained by the City of Monticello. The project will promote water conservation and reduce repair costs associated with unanticipated breaks and emergency repair costs. These improvements will serve the entirety of Monticello water system customers by reducing water losses and ensuring a safe and efficient water supply.

PROJECT DESCRIPTION: The Grantee will construct improvements to the existing water system within the City of Monticello. The Project will include replacing approximately 1,850 linear feet of water main along Railroad Street from the intersection of Palmer Mill Road to the intersection of Fourth Street, and the replacement of approximately 16 valves and 4 fire hydrants along Railroad Street.

The Grantee does not anticipate that the funding under this Agreement will result in a fully completed project, so this Agreement will cover a portion of the work.

TASKS: All documentation should be submitted electronically unless otherwise indicated.

Task 1: Design and Permitting

Deliverables: The Grantee will complete the design of the water system improvements and obtain all necessary permits for construction of the project.

Documentation: The Grantee will submit: 1) a signed acceptance of the completed work to date, as provided in the Grantee's Certification of Payment Request; and 2) a summary of design activities to date, indicating the percentage of design completion for the time period covered in the payment request. For the final documentation, the Grantee will also 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.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

Task 2: Bidding and Contractor Selection

Deliverables: The Grantee 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.

Documentation: The Grantee will submit: 1) the public notice of advertisement for the bid; 2) the bid package; and 3) a written notice of selected contractor(s).

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement following the conclusion of the task.

Task 3: Project Management

Deliverables: The Grantee will perform project management, to include field engineering services, construction observation, site meetings with construction contractor(s) and design professionals, and overall project coordination and supervision.

Documentation: The Grantee will submit interim progress status summaries including summary of inspection(s), meeting minutes and field notes, as applicable.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

Task 4: Construction

Deliverables: The Grantee will construct the water system improvements in accordance with the construction contract documents.

Documentation: The Grantee will submit 1) a copy of the final design; 2) a signed acceptance of the completed work to date, as provided in the Grantee's Certification of Payment Request; and 3) a signed Engineer's Certification of Payment Request.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

PROJECT TIMELINE & BUDGET DETAIL: The tasks must be completed by, and all documentation received by, the corresponding task end date. Cost reimbursable grant funding must not exceed the budget amounts as indicated below.

Task No.	Task Title	Budget Category	Grant Amount	Task Start Date	Task End Date
1	Design and Permitting	Contractual Services	\$29,000	07/01/2021	09/30/2026
2	Bidding and Contractor Selection	Contractual Services	\$5,500	07/01/2021	09/30/2026
3	Project Management	Contractual Services	\$7,000	07/01/2021	09/30/2026
4	Construction	Contractual Services	\$683,500	07/01/2021	09/30/2026
Total:			\$725,000		

Note that, per Section 8.h. of Attachment 1 in the Agreement, authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of the Department if the Legislature reduces or eliminates appropriations. Extending the contract end date carries the risk that funds for this project may become unavailable in the future. This should be a consideration for the Grantee with this and future requests for extension.

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Revised Special Audit Requirements
(State and Federal Financial Assistance)**

Attachment 5-2

The administration of resources awarded by the Department of Environmental Protection (*which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the agreement*) to the recipient (*which may be referred to as the "Recipient", "Grantee" or other name in the agreement*) may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

MONITORING

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by DEP Department staff, limited scope audits as defined by 2 CFR 200.425, or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR §200.330

1. A recipient that expends \$750,000 or more in Federal awards in its fiscal year, must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. EXHIBIT I to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of Environmental Protection. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR 200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200.514 will meet the requirements of this part.
2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508-512.
3. A recipient that expends less than \$750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F-Audit Requirements. If the recipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F-Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other federal entities).
4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at <https://sam.gov/content/assistance-listings>.

PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT I to this form lists the state financial assistance awarded through the Department of Environmental Protection by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal year ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com> and the Auditor General's Website at <http://www.myflorida.com/audgen/>.

PART III: OTHER AUDIT REQUIREMENTS

(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)

PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and required by PART I of this form shall be submitted, when required by 2 CFR 200.512, by or on behalf of the recipient directly to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR 200.36 and 200.512
 - A. The Federal Audit Clearinghouse designated in 2 CFR §200.501(a) (the number of copies required by 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:

By Mail:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at <http://harvester.census.gov/facweb/>

2. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

- A. The Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director
Florida Department of Environmental Protection
Office of Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

- B. The Auditor General's Office at the following address:

Auditor General
Local Government Audits/342
Claude Pepper Building, Room 401
111 West Madison Street
Tallahassee, Florida 32399-1450

The Auditor General's website (<http://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director
Florida Department of Environmental Protection
Office of Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

4. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with 2 CFR 200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

5. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with 2 CFR 200, Subpart F-Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (non and for-profit organizations). Rules of the Auditor General, should indicate the date and the reporting package was delivered to the recipient correspondence accompanying the reporting package.

PART V: RECORD RETENTION

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award and this Agreement for a period of **five (5)** years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **three (3)** years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

EXHIBIT - 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Note: If the resources awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded

Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program A	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				\$	
Federal Program B	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				\$	

Note: Of the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:

Federal Program A	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
Federal Program B	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	

Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program A	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category
Federal Program B	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program A	State Awarding Agency	State Fiscal Year ¹	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original	Department of Environmental Protection	2021-2022	37.039	Statewide Water Quality Restoration Projects - LI 1607A	\$75,000	140047
Amendment No. 1	Department of Environmental Protection	2022-2023	37.039	Statewide Water Quality Restoration Projects - LI 1665A	\$250,000	140047
Amendment No. 2	Department of Environmental Protection	2023-2024	37.039	Statewide Water Quality Restoration Projects - LI 1705A	\$400,000	140047
State Program B	State Awarding Agency	State Fiscal Year ²	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category

Total Award \$725,000

Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://sam.gov/content/assistance-listings>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [https://apps.fldfs.com/fsaa/state_project_compliance.aspx]). The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

¹ Subject to change by Change Order.

² Subject to change by Change Order.



City of Monticello

CITY COUNCIL

March 14, 2023

George Evans
Group 1

Mary Alice Thompson
c/o Lori Thompson
445 Martin Luther King Jr. Ave.
Monticello, FL 32344

Gloria Cox
Group 2, Mayor

Julie Conley
Group 3, Vice-Mayor

In re: 420 Martin Luther King Jr. Avenue –Dilapidated Structure

John Jones
Group 4

This letter is to provide notice that the above-referenced property in the City of Monticello, Florida has been determined to be damaged, decayed, dilapidated, and unsafe. Specifically, the structure located on the property contains severely deteriorated exterior siding, damaged foundation piers and a deteriorated roof. Because of the condition of the property, it is a public nuisance and is a hazard for occupants and the general public.

Troy Avera
Group 5

Emily Anderson
City Clerk/Treasurer

If this situation is not remedied within 45 days of the date of receipt of this letter by demolition of the structure and removal of debris, junk, or by otherwise bringing this property into compliance with appropriate local codes, the city will take formal steps to remedy the situation under either City Code Sec. 22, Article IV (Dilapidated Dwellings and Structures) or under City Code Sec. 38, Article II (Nuisances). Copies of Sec. 22, Article IV and Sec. 38, Article II are enclosed.

Seth Lawless
City Manager

If you wish to discuss resolution of this situation, do not hesitate to contact me at City Hall at 850-342-0293.

Very truly yours,

Seth Lawless
Seth Lawless
City Manager

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY												
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. 	<p>A. Signature <input checked="" type="checkbox"/> <i>Seth Lawless</i> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) <i>Jeanette Thompson</i></p> <p>C. Date of Delivery <i>3-15-23</i></p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input checked="" type="checkbox"/> No</p>												
<p>1. Article Addressed to: <i>Mary Alice Thompson c/o Lori Thompson 445 Martin Luther King, Jr Monticello, FL 32344</i></p>													
<p>2. Article Number (Transfer from service label) 9590 9402 7742 2152 1064 21</p>	<p>3. Service Type</p> <table border="0"> <tr> <td><input type="checkbox"/> Adult Signature</td> <td><input type="checkbox"/> Priority Mail Express®</td> </tr> <tr> <td><input type="checkbox"/> Adult Signature Restricted Delivery</td> <td><input type="checkbox"/> Registered Mail™</td> </tr> <tr> <td><input type="checkbox"/> Certified Mail®</td> <td><input type="checkbox"/> Registered Mail Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Certified Mail Restricted Delivery</td> <td><input type="checkbox"/> Signature Confirmation™</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery</td> <td><input type="checkbox"/> Signature Confirmation Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery Restricted Delivery</td> <td></td> </tr> </table>	<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®	<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™	<input type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery	<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Signature Confirmation™	<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery	<input type="checkbox"/> Collect on Delivery Restricted Delivery	
<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®												
<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™												
<input type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery												
<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Signature Confirmation™												
<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery												
<input type="checkbox"/> Collect on Delivery Restricted Delivery													
	<p>7017 1450 0001 2902 3765 ricted Delivery</p>												

• (850) 342-0153





City of Monticello

CITY COUNCIL

March 8, 2023

George Evans
Group 1

Gladys Roann Watson and Kent Watson
P O Box 524
Monticello, FL 32345

Gloria Cox
Group 2, Mayor

In re: 520 Martin Luther King Jr Ave – Dilapidated Structure

Julie Conley
Group 3, Vice-Mayor

This letter is to provide notice that the above-referenced property in the City of Monticello, Florida has been determined to be damaged, decayed, dilapidated, unsanitary, and unsafe. Specifically, the roof of the structure is collapsing, there is an exterior wall which is caving in, there is an open door and windows, the structure is coming off its foundation, and the property is overgrown with vegetation. Because of the condition of the property, it is a public nuisance and is a hazard for occupants and the general public.

John Jones
Group 4

Troy Avera
Group 5

Emily Anderson
City Clerk/Treasurer

If this situation is not remedied within 45 days of the date of receipt of this letter by demolition of the structure and removal of debris, junk, and overgrown vegetation, or by otherwise bringing this property into compliance with appropriate local codes, the city will take formal steps to remedy the situation under either City Code Sec. 22, Article IV (Dilapidated Dwellings and Structures) or under City Code Sec. 38, Article II (Nuisances). Copies of Sec. 22, Article IV and Sec. 38, Article II are enclosed.

Seth Lawless
City Manager

If you wish to discuss resolution of this situation, do not hesitate to contact me at City Hall at 850-342-0293.

Very truly yours,

Seth Lawless
Seth Lawless
City Manager

FR: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
Write your name and address on the reverse so we can return the card to you.
Attach this card to the back of the mailpiece, or the front if space permits.

Addressed to:
Gladys Roann & Kent Watson
Box 524
Monticello, FL 32345

9402 7742 2152 1065 37
Number (Transfer from service label)
117 1450 0001 2902 3741
11, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 Gladys Roann
 Agent
 Addressee

B. Received by (Printed Name)
Gladys Roann

C. Date of Delivery
3-13-23

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type
 Adult Signature
 Adult Signature Restricted Delivery
 Certified Mail®
 Certified Mail Restricted Delivery
 Collect on Delivery
 Collect on Delivery Restricted Delivery
 Priority Mail Express®
 Registered Mail™
 Registered Mail Restricted Delivery
 Signature Confirmation™
 Signature Confirmation Restricted Delivery

Restricted Delivery

1-800-44-1307 • (850) 342-0153

ps.net



CITY OF MONTICELLO

MEMORANDUM

TO: City Council Members
FROM: Emily Anderson
IN RE: Vacancy on Local Planning Agency

Carla Peary resigned from the Local Planning Agency in August, and I have been advertising for a replacement.

I attach a Letter of Interest received from Resident Todd McGee.



City Clerk

Emily Anderson, City Clerk
245 South Mulberry Street
Monticello, Florida 32344
Email: eanderson@mymonticello.net

Date: September 21, 2023

Emily,

I hope this letter finds you well. I saw an ad in the Monticello News recently related to an opening on the local planning agency, and submit this letter (and my attached resume) to formally express my interest in serving on the Monticello Local Planning Agency.

A little bit about me: I've worked in the Engineering, Construction, Architecture, and technology industries for all of my 30+ year career. Over the years I've been employed in both public and private sectors and have owned/operated small businesses. I'm a born and raised Monticellan, literally born in Dr. Brinson's old office on US19 North. Having been born and raised in Jefferson County, I have a desire to give back to the community so that its positive growth continues in the years to come. I also own several properties in the county which gives me a vested interest in the forward mobility of the community.

Throughout my career I've focused on being a self-starter, using personal initiative and self-motivation to improve the projects and environment within which I work. I would endeavor to bring that same level of commitment to responsibilities associated with the planning agency. In addition, over the course of my career, I've been fortunate to receive numerous awards and recognitions in state government such as Agency Team Player and Excellence in Customer Service, among others. Additional detail related to my work history and similar exposure is included in the attached resume. Please review it at your convenience and let me know if additional discussion is required on any item.

Some work experience I feel I could use to add value to the planning agency:

- 10 years as a Construction Projects Consultant with the Florida Department of Environmental Protection, Tallahassee, Florida, where I was responsible for developing scopes and selection of design and construction teams, and construction oversight of high visibility public sector projects. These projects required following and applying state and federal funding mandates, contract execution and monitoring, construction progress inspections, invoice processing, including of FDEP and Water Management District requirements and local code criteria, and etc. Project costs ranged from \$100,000 to over \$10,000,000.
- 10 years as an Engineering Specialist with the Florida Department of Transportation, where I'm responsible for reviewing progressive design plans and specifications for very large scale public sector projects including roadway, drainage, site development, permitting, utilities, and coordination with design and construction work units. Project exposure ranges from dollar values from \$20 million to over \$500 million.

- 5 years as managing partner and Construction Manager with a general contracting firm, where I ran the Tallahassee satellite office and was responsible for completing all elements required for turnkey site and sit-built home construction.
- 3 years working with DEC Engineering, Tallahassee, Florida, where I developed residential and commercial building plans, site development plans, regularly reviewed Leon County land development code requirements and applied those criteria to plans development for permit acquisition on large scale private sector projects.

For me, the benefits of service on the local planning commission are several: 1) The opportunity for continued lifelong learning, 2) Ability to give back directly to my community in a capacity within which I have served in private and public capacities.

Thanks for taking the time to consider me as a future team member for the planning agency.

Todd McGee
Monticello, Florida.
Phone: 850.363.2958; Email: toddcomm@yahoo.com