

**AGENDA  
CITY OF CHIEFLAND  
CITY COMMISSION MEETING  
October 11, 2021 6:00 PM**

**PAGE**

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- 1 III. STUDENT OF THE MONTH - September (Vice Mayor Weaver)
  - A. Sammylynn Cannon - Chiefland Elementary School
  - B. Klaire Mullis - Chiefland Middle School
  - C. Madyson Prem - Chiefland High School
- IV. VISITORS
  - A. Wilbur Deen, Levy County Coordinator - Usher Center for census redistricting
  - B. Beverly Goodman - Tri County Resource Center
  - C. Michael Dockery - Chiefland Neighborhood Task Force
- 2-5 V. CITY MANAGER - LAURA CAIN
  - A. Ordinance Number 21-05 CPA 21-01 Amending the Comprehensive Plan Property Rights Element - First Reading
  - 6-9 B. Ordinance Number 21-06 Establishing prices for cemetery lots
  - 10-13 C. Ordinance Number 21-03- Changing the date of City Election
  - 14-15 D. Commercial Lease Addendum - Coarsey Fiberglass Unlimited
  - 16-18 E. Commercial Lease Addendum - Nature Coast Services, LLC.
- VI. POLICE CHIEF - SCOTT ANDERSON
- VII. FIRE CHIEF - JAMES HARRIS
- VIII. CITY ATTORNEY - NORM D. FUGATE
- IX. OLD BUSINESS
- X. NEW BUSINESS
  - A. Commissioners New Business
  - B. Public Comment
- XI. CORRESPONDENCE
- 19-22 XII. APPROVAL OF REGULAR MINUTES - September 27, 2021
- 23-24 APPROVAL OF BUDGET MINUTES - September 27, 2021
- XIII. ADJOURN

**STUDENT OF THE MONTH**  
**September 2021**

**Chiefland Elementary School**

Sammylyn Cannon

5<sup>th</sup> Grade

Nominated by: April Rogers

Daughter of: Mr. & Mrs. Cannon

**Achievements:**

Sammylyn was chosen by her classmates as our representative for "Respectful." Sammylyn is always known to follow the rules, use her manners to adults, treat classmates respectfully, and to always help those in need. Sammylyn is a perfect example of the "respectful" trait. We are proud of Sammylyn and are glad that she is a part of our classroom family!

**Chiefland Middle/High School**

Klaire Mullis

7<sup>th</sup> Grade

Nominated by: 7<sup>th</sup> Grade Teachers

Daughter of: Mr. & Mrs. Mullis

**Achievements:**

Klaire is a great student and role model. She works hard and is friendly with everyone. She goes above and beyond to improve her academic status. She is positive with her peers and all adults on campus. Klaire plays volleyball and softball and is on the yearbook staff.

**Chiefland Middle/High School**

Madyson Prem

10<sup>th</sup> Grade

Nominated by: High School Teachers

Daughter of: Ms. Belinda Prem

**Achievements:**

Madyson Prem is being recognized as our first Student of the Month. She demonstrates great academic goals and perseverance. She is a successful dual enrollment student and active in our drama program. Madyson can be counted on to encourage and help other students. She is friendly to staff and peers and encourages her peers to do their best. Her kind spirit and gentle nature makes her a peer many confide in. Its students like Madyson who help make our campus a better place. Keep up the good work, Madyson.

\*There is a \$20 Walmart Gift Card behind your certificate, compliments of the Chiefland Rotary Club.

Date: October 11, 2021

**AGENDA ITEM**

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**Topic: Public Hearing - Ordinance Number 21-05 Amending the City of Chiefland Comprehensive Plan Amendment- Property Rights Element - First Reading**

**Background Description:**

Pursuant to Amendment Application Number CPA 21-01, Ordinance Number 21-05 amends the City of Chiefland Comprehensive Plan Amendment.

**Fiscal Impact:**

None

**Recommended Action:**

Consider the first reading of Ordinance Number 21-05 amending the Comprehensive Plan Amendment.

## ORDINANCE NO. 21-05

AN ORDINANCE OF THE CITY OF CHIEFLAND, FLORIDA, RELATING TO AMENDING THE TEXT OF THE CITY OF CHIEFLAND COMPREHENSIVE PLAN, PURSUANT TO AN APPLICATION, CPA 21-01 BY THE CITY COMMISSION, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR ADDING A PROPERTY RIGHTS ELEMENT TO THE COMPREHENSIVE PLAN PER SECTION 163.3161(10), FLORIDA STATUTES, AS AMENDED AND SECTION 187.101(3), FLORIDA STATUTES, AS AMENDED; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended empowers the City Commission of the City of Chiefland Florida, hereinafter referred to as the City Commission, to prepare, adopt and implement a comprehensive plan;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, empowers and requires the City Commission to prepare, adopt and implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the City;

WHEREAS, the City Commission, has been designated as the Planning Board of the City of Chiefland, Florida, hereinafter referred to as the Planning Board;

WHEREAS, the Planning Board, has been designated as the Local Planning Agency of the City of Chiefland, Florida, hereinafter referred to as the Local Planning Agency;

WHEREAS, pursuant to Section 163.3174, Florida Statutes, as amended and the Land Development Regulation Code, the City Commission, serving as the Planning Board and the Local Planning Agency, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the City Commission, serving as the Planning Board and the Local Planning Agency, reviewed and considered all comments received during said public hearing concerning said application for an amendment, as described below, and recommended to the City Commission approval of said application for an amendment, as described below;

WHEREAS, the City Commission held the required public hearings, with public notice having been provided, under the procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended, on said application for amendment, as described below, and at said public hearings, the City Commission reviewed and considered all comments received during said public hearings, including the recommendation of the City Commission, serving as the Planning Board and Local Planning Agency, concerning said application for an amendment, as described below;

WHEREAS, the City Commission has determined and found said application for an amendment, as described below, to be compatible with the Land Use Element objectives and policies, and those of other affected elements of the Comprehensive Plan; and

WHEREAS, the City Commission has determined and found that approval of said application for an amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF CHIEFLAND, FLORIDA, AS FOLLOWS:

Section 1. Pursuant to an application, CPA 21-01 by the City Commission, to amend the text of the Comprehensive Plan, a Property Rights Element is hereby added to read, as follows:

## XI

### PROPERTY RIGHTS ELEMENT

#### INTRODUCTION

The following goal, objective and policies constitute the Property Rights Element, in accordance with the legislative intent expressed in Section 163.3161(10), Florida Statutes, as amended, and Section 187.101(3), Florida Statutes, as amended.

#### PROPERTY RIGHTS GOAL, OBJECTIVE AND POLICIES

GOAL XI - RECOGNIZE AND RESPECT JUDICIALLY ACKNOWLEDGED AND CONSTITUTIONALLY PROTECTED PRIVATE PROPERTY RIGHTS.

OBJECTIVE XI.1 In local decision making, the City shall consider the statement of rights as enumerated in Policy XI.1.1, Policy XI.1.2, Policy XI.1.3, and Policy XI.1.4.

Policy XI.1.1 In local decision making, the City shall consider the right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

Policy XI.1.2 In local decision making, the City shall consider the right of a property owner to use, maintain, develop and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

Policy XI.1.3 In local decision making, the City shall consider the right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

Policy XI.1.4 In local decision making, the City shall consider the right of a property owner to dispose of his or her property through sale or gift.

Section 2. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 3. Conflict. All ordinances or portions of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall become effective upon adoption.

The effective date of this plan amendment, if the amendment is not timely challenged, shall be thirty-one (31) days after the state land planning agency notifies the local government that the plan amendment package is complete. If the amendment is timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance.

Section 5. Codifier. All text shown in ~~bold and strike through~~ is to be deleted. All text shown in **bold and underline** is adopted.

Section 6. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED UPON FIRST READING on the 11th day of October 2021.

PASSED AND DULY ADOPTED UPON SECOND AND FINAL READING, in regular session, with a quorum present and voting, by the City Commission this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

Attest:

CITY COMMISSION OF THE  
CITY OF CHIEFLAND, FLORIDA

\_\_\_\_\_  
Laura Cain, City Clerk

\_\_\_\_\_  
Chris Jones, Mayor

Date: October 11, 2021

**AGENDA ITEM**

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**Topic: Ordinance Number 21-06 - Establishing Prices for Cemetery Lots  
Second and Final Reading**

**Background Description:**

First reading of Ordinance Number 21-06 passed on September 27<sup>th</sup>.

**Fiscal Impact:**

By raising the rates of the cemetery lots it will increase the cemetery revenue

**Recommended Action:**

Motion to approve the second and final reading of Ordinance Number 21-06 establishing prices for cemetery lots.

**ORDINANCE NO. 21-06**

**AN ORDINANCE OF THE CITY OF CHIEFLAND, FLORIDA  
AMENDING THE CITY CODE OF ORDINANCES REGARDING THE  
CITY CEMETERY; ESTABLISHING PRICES FOR CEMETERY LOTS;  
PROVIDING FOR DEEDS OF CONVEYANCE; PROVIDING AN  
EFFECTIVE DATE**

**WHEREAS**, the City of Chiefland, Florida, (the "City"), is a municipality organized and existing under the laws of the State of Florida; and

**WHEREAS**, pursuant to Fla. Stat., Chapter 497, and its home rule powers, generally, the City possesses the power to operate a City Cemetery; and

**WHEREAS**, the City Commission has determined that it should adopt an ordinance to implement procedures and establish prices for issuance of deeds for Cemetery lots;

**NOW THEREFORE**, be it ordained by the City Commission of the City of Chiefland, Florida, as follows:

**Section 1. Sales of Cemetery Lots.** Sale of all Cemetery Lots shall be by the City Manager or designee. The City Manager or designee may refuse to sell any grave space to any person or corporation if the sale would be detrimental to the cemetery, or if the sale constitutes speculation in cemetery property. The fees for Cemetery lots shall be as set forth in Exhibit A, attached and may be amended from time to time by resolution of the City Commission.

**Section 2. Deeds of conveyance.** The Mayor is authorized to execute deeds of conveyance on behalf of the City to the purchasers of lots within the cemetery, which conveyances shall be valid for all purposes as the act and deed of the City when the City Clerk affixes his/her signature and the seal of the City thereto.

**Section 3. Effective Date:** This ordinance shall be effective upon adoption.



**APPROVED AT FIRST READING ON SEPTEMBER 27, 2021.**

**PASSED AND ADOPTED AT SECOND READING ON OCTOBER \_\_\_\_, 2021.**

**ATTEST:**

**CITY OF CHIEFLAND, FLORIDA,**

\_\_\_\_\_  
**Laura Cain, City Manager**

\_\_\_\_\_  
**Chris Jones, Mayor**

**LEGAL REVIEW:**

\_\_\_\_\_  
**Norm D. Fugate, City Attorney**

**EXHIBIT A****CHIEFLAND CEMETERY LOT RATES**

- SINGLE                      LEVY COUNTY RESIDENTS                      \$300    1 BURIAL                      4' X 16'
  
- SINGLE                      NON-LEVY COUNTY RESIDENTS                      \$500    1 BURIAL                      4' X 16'
  
- 1/4 LOT                      LEVY COUNTY RESIDENTS                      \$900    4 BURIALS                      16' X 16'

Date: October 11, 2021

**AGENDA ITEM**

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**Topic: Ordinance Number 21-03 - Changing the Date of the City Election  
Second and Final Reading**

**Background Description:**

First reading of Ordinance Number 21-03 passed at the September 27<sup>th</sup> meeting changing the election date from the first Tuesday in August to the first Tuesday in April beginning at the 2022 election.

**Fiscal Impact:**

No fiscal impact to the city.

**Recommended Action:**

Motion to approve Ordinance Number 21-03 changing the date and qualifying time of the City Election second and final reading.

ORDINANCE 21-03

1  
2  
3 AN ORDINANCE OF THE CITY OF CHIEFLAND, FLORIDA  
4 AMENDING THE CITY CHARTER AND THE CITY CODE OF  
5 ORDINANCES REGARDING ELECTIONS; CHANGING THE DATES  
6 OF CITY ELECTIONS; CHANGING TERMS OF OFFICE  
7 NECESSITATED BY THE CHANGE OF ELECTION DATES;  
8 ADOPTING ELECTION PROCEDURES BY ORDINANCE; REPEALING  
9 PRIOR ELECTION PROCEDURES RESOLUTIONS; PROVIDING AN  
10 EFFECTIVE DATE

11  
12 WHEREAS, the City of Chiefland, Florida, (the "City"), is a municipality organized and  
13 existing under the laws of the State of Florida; and

14 WHEREAS, Section 166.031, Florida Statutes, provides for a methodology of Charter  
15 amendments, which normally require a referendum vote; and

16 WHEREAS, Section 166.021, Florida Statutes, provides that an amendment changing  
17 the election dates and changing terms of office necessitated by such change in election dates may  
18 be accomplished without a referendum vote of the electors of the City; and

19 WHEREAS, the present City Charter provides that the City's general election shall be  
20 held in August each year; and

21 WHEREAS, the City Commission has determined that it should change the City election  
22 dates to the first Tuesday of April each year, and to change the terms of office as necessitated by  
23 the change in election dates; and

24 WHEREAS, the City Commission has, by resolution, previously established election  
25 procedures, which procedures it now wishes to adopt by ordinance;

26 NOW THEREFORE, be it ordained by the City Commission of the City of Chiefland,  
27 Florida, as follows:

28 SECTION 1. Amendment of City Charter: Section 6, subsections (1) & (2) of the City  
29 Charter are hereby amended as follows, with deleted words being shown as ~~struck~~ and added words  
30 being shown as underlined:

31 Section 6. [Elections.]

32  
33 (1) The First election of Municipal officers under this Act shall held on the 1st Tuesday in  
34 August of 1982, and shall be to elect Commissioners for terms as set forth in Section 5,

35 Paragraph 1 of this Act. Beginning in 2022, ~~The~~ annual election shall be held on the first  
 36 Tuesday of April ~~August~~ of each and every year thereafter.

37  
 38 (2) Commissioners shall appoint a Clerk and two Inspectors to conduct the annual election and  
 39 regulate the said election in a manner consistent with all State Laws governing elections. The  
 40 candidate in each group who has a majority of the votes cast in his group shall be the elected  
 41 Commissioner for the group. In cases where there is no majority, the City Commission shall  
 42 provide for a runoff between the candidates having the two highest votes cast in the group, and  
 43 this runoff shall be set for the ~~fourth~~ third Tuesday in April ~~August~~. The candidate receiving the  
 44 majority of the votes cast in the group in this election shall be the Commissioner for the group.

45  
 46 **SECTION 2. Amendment of Code of Ordinances-Taking Office:** Section 2-52 of the  
 47 City's Code of Ordinances is hereby amended as follows, with deleted words being shown as  
 48 ~~struck~~ and added words being shown as underlined:

49 Sec. 2-52. - Organization.

50 Members of the city commission elected at each annual election held on the first Tuesday of  
 51 April ~~August~~ of each year shall take office on the second ~~first~~ Monday of May ~~September~~  
 52 following the election.

53 The city commission shall elect annually on the first meeting of May ~~September~~ of each year one  
 54 of their members as mayor-commissioner and another of their members as vice-mayor-  
 55 commissioner.

56 **SECTION 3. Amendment of Code of Ordinances-Election Procedures:** The  
 57 following election procedures are hereby adopted:

58 (a) All City elections shall be conducted according to the election laws of the State of  
 59 Florida, except as otherwise provided by City Charter or ordinance.

60  
 61 (b) In accordance with the City Charter, which provides that the City Manager is the  
 62 chief administrative officer of the city, and is also the Ex Officio City Clerk the City Manager,  
 63 (as City Clerk), is hereby confirmed and designated as the supervisor of all City elections. The  
 64 City Clerk is further authorized to make arrangements for the Levy County Supervisor of  
 65 Elections to provide assistance, supervision, training and advice in the administration of any  
 66 election.

67  
 68 (c) Each person seeking to qualify for nomination or election to the City Commission  
 69 shall file qualification papers with, and pay the required fee, to the City Clerk (or his/her  
 70 designee) at any time after noon of the first day of qualifying, which shall be the 71<sup>st</sup> day prior to  
 71 the election, but not later than noon of the 68<sup>th</sup> day prior to the date of the election.

72  
 73 (d) Prior to any City election, the City Commission shall appoint three (3) persons  
 74 qualified under Florida law to serve as the City Canvassing Board. The City Attorney shall serve

75 as legal counsel to the Canvassing Board. The Canvassing Board shall be responsible for (i)  
76 reviewing and determining by majority vote the validity of any absentee ballot which is  
77 questioned by the City Clerk or properly challenged by a candidate or elector; (ii) ruling on any  
78 protest or question relating to the election process which cannot be resolved by the City Clerk;  
79 and (iii) receiving, canvassing and certifying the election results as provided by the City Clerk to  
80 the Canvassing Board. The City Clerk will be responsible for the scheduling of Canvassing  
81 Board meetings, which meetings will be conducted in accordance with Florida Statute Chapter  
82 286.

83  
84 (e) The Canvassing Board shall be responsible for the certification of the election  
85 returns. The Canvassing Board shall deliver the certified results to the City Commission.

86  
87 (f) The City Clerk shall designate and appoint individuals as may be required to perform  
88 the duties of poll workers and election workers as set forth in applicable Florida statutes. All  
89 such individuals shall be trained in compliance with Florida statutes.

90  
91 (g) The City Clerk will be responsible for administering the vote by mail voting process  
92 as set forth in Fla. Stat. §101.62, et seq. To the extent practicable, the City Clerk and the  
93 Canvassing Board shall perform the duties of canvassing vote by mail ballots in accordance with  
94 the procedures set forth in Fla. Stat. §101.68.

95  
96 **SECTION 4. Repeal of Resolutions 04-02 & 14-05:** City Resolutions 04-02 & 14-05  
97 are hereby repealed.

98 **SECTION 5. Effective Date:** This ordinance shall be effective upon adoption.

99 **APPROVED AT FIRST READING ON SEPTEMBER 13, 2021.**

100 **PASSED AND ADOPTED AT SECOND READING ON SEPTEMBER 27, 2021.**

101  
102  
103  
104 **ATTEST:**

**CITY OF CHIEFLAND, FLORIDA,**

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108 **Laura Cain, City Manager**

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107 \_\_\_\_\_  
108 **Chris Jones, Mayor**

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110 **LEGAL REVIEW:**

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113 \_\_\_\_\_  
**Norm D. Fugate, City Attorney**

Date: October 11, 2021

**AGENDA ITEM**

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**Topic: Commercial Lease Agreement Addendum - Coarsey Fiberglass Unlimited**

**Background Description:**

The following addendum to the lease agreement with Coarsey Fiberglass Unlimited amends only the monthly insurance reimbursement amount due to the increased annual insurance.

**Fiscal Impact:**

No fiscal impact to the City.

**Recommended Action:**

Motion to approve the Addendum F of the Commercial Lease Agreement between the City of Chiefland and Coarsey Fiberglass Unlimited.

ADDENDUM F

For And Between

**ROBERT COARSEY d/b/a COARSEY FIBERGLASS UNLIMITED  
HEREINAFTER KNOWN AS "TENANT"**

And

**THE CITY OF CHIEFLAND  
HEREINAFTER KNOWN AS "LANDLORD"**

A Commercial Lease Agreement was made between the Landlord and Tenant for the Tenant to lease a commercial site at the City of Chiefland Industrial Park, known as Building Number 4 and 5, located at **510 S.E. 4<sup>th</sup> Court**.

This **Addendum F** will hereby amend the current Commercial Lease Agreement between the Landlord and Tenant, as follows:

**III. Rent:**

**C.** **2021/2022** Insurance Premium Reimbursement Building Number 4 and Building Number 5 and Roof Over is \$2,407 annually or **\$200.58 per month** to be added to the monthly rent as follows:

Building Number 4 Rent Total	\$ 515.00
Building Number 5 Rent Total	\$ 412.00
Roof Over Rent Total	\$ 111.24
Sales Tax Total	\$ 72.68
2021/2022 Insurance Reimbursement	<u>\$ 200.58</u>
<b>Total Monthly Rent</b>	<b>\$1,311.50 Beginning 10/01/21</b>

Both the Tenant and the Landlord agree to the terms of this Addendum F. All other issues addressed in the original Commercial Lease Agreement between the Landlord and Tenant dated September 27, 2015 shall remain in full force and effect.

**WITNESSES:**

**LANDLORD  
City of Chiefland**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Mayor - Commissioner

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

Attest: \_\_\_\_\_  
City Manager

**WITNESSES:**

**TENANT  
Coarsey Fiberglass Unlimited**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Robert Coarsey, Owner

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



Date: October 11, 2021

**AGENDA ITEM**

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**Topic: Commercial Lease Agreement - Nature Coast Services, LLC**

**Background Description:**

The following addendum to the lease agreement with Nature Coast Services, LLC amends only the monthly insurance reimbursement due to the City. There is no change to the monthly rent.

**Fiscal Impact:**

No fiscal impact to the City.

**Recommended Action:**

Motion to approve Addendum A of the Commercial Lease Agreement between the City of Chiefland and Nature Coast Services, LLC.

ADDENDUM A

For And Between

NATURE COAST SERVICES, LLC  
HEREINAFTER KNOWN AS "TENANT"

And

THE CITY OF CHIEFLAND  
HEREINAFTER KNOWN AS "LANDLORD"

A Commercial Lease Agreement was made between the Landlord and Tenant on \_\_\_\_\_ for the Tenant to lease a commercial site, known as **Building Number 1, Building Number 2**, located at **511 S.E. 4<sup>th</sup> Court** and **Building Number 3**, located at **513 S.E. 4<sup>th</sup> Court**

This **Addendum A** will hereby amend the current Commercial Lease Agreement between the Landlord and Tenant, as follows:

**III. Rent:**

- A. 2021/2022 insurance premium reimbursement for **Building Number 1** is \$526.50 annually or **\$39.33 per month** to be added to the monthly rent, **beginning October 1, 2021**; and,
- B. Insurance premium reimbursement for **Building Number 2** is \$526.50 annually or **\$43.88 per month** to be added to the monthly rent, **beginning October 1, 2021**, as follows:
- C. Insurance premium reimbursement for **Building Number 3** is \$779 annually or \$64.92 per month to be added to the monthly rent, **beginning October 1, 2021** as follows:

BLDG #	LEASE YEAR	BUILDING SQUARE FOOTAGE	RATE PER SF PER YEAR	ANNUAL TOTAL	MONTHLY SUB-TOTAL	SALES TAX	MONTHLY INSURANCE	TOTAL RENT MONTHLY
2	7/25/21-07/25/22	2,500	-	\$6,180.00	\$515.00	\$36.05	\$43.88 (21/22 FY)	\$594.93
3	7/25/21-7/25/22	2,250	\$1.19	\$2,688.36	\$224.03	\$15.68	(\$64.92) (20/21 FY)	\$304.63
1	9/1/21-7/25/22	2,250	\$1.19	\$8,400.00	\$700.00	\$49.00	(\$43.88) (20/21 FY)	\$792.88

Both the Tenant and the Landlord agree to the terms of this Addendum A. All other terms addressed in the original Commercial Lease Agreement signed and dated \_\_\_\_\_ remain in full force and effect.

WITNESS:

**LANDLORD**  
City of Chiefland

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Mayor - Commissioner

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

Attest: \_\_\_\_\_  
City Manager

WITNESS:

**TENANT**  
Nature Coast Services, LLC

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

George S. Shultz, Jr., Authorized Member

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

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

George S. Shultz, III, Manager

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

**CITY OF CHIEFLAND  
CITY COMMISSION MEETING  
SEPTEMBER 27, 2021**

The Chiefland City Commission met in Regular Session at the Chiefland City Hall. Mayor Jones called the meeting to order at 6:00 P.M.

**MEMBERS PRESENT:** Chris Jones, Mayor/Commissioner  
Norman Weaver, Vice Mayor/Commissioner  
Rollin Hudson, Commissioner  
Lewrissa Johns, Commissioner  
Lance Hayes, Commissioner

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Laura Cain, City Manager  
Belinda Wilkerson, Deputy City Clerk  
James Harris, Fire Chief  
Donald S. Anderson, Police Chief  
Norm Fugate, City Attorney  
Seth Sache, Accounting Specialist  
Carol Gore, Planning Project Coordinator

**Visitors - Amie Fike, First United Methodist Church.** The First United Methodist Church Trunk or Treat Event will be held on Saturday, October 30, 2021. The Church asked the Commission for permission to close the city streets around their pavilion for the trunk or treat event. Set up will be at 5:00 p.m. with the event running from 6:00 p.m. to 8:00 p.m. Vice Mayor Weaver made a motion to approve the road closures, seconded by Commissioner Johns. Motion passed with a 5-0 vote.

**Michael Dockery with the newly formed Chiefland Neighborhood Task Force**

Mr. Dockery stated that he was there representing the newly formed Chiefland Neighborhood Task Force and was really looking forward to working with the Commissioners here. Mr. Dockery stated "I think there's a whole lot of room where we'll be able to work across the aisle from one another. This ain't been happening. Hopefully we can bridge that gap." Mr. Dockery stated that there's some things that we'll be addressing city wide but more specifically South Chiefland, so we're looking forward to being able to work with you guys. Two main areas of concern are 1) identify how to bring business to South Chiefland and 2) unite the City Commission and the citizens. Mayor Jones stated that he believed all of the Commissioners are easy to work with and invited Mr. Dockery to attend the next Vision Committee meeting when it gets scheduled because the City Commission is not the deciding factor in businesses coming into the city. Mr. Dockery inquired about the lighting at Buie park compared to Strickland Park stating that the lights remain on at Strickland a lot longer than they do at Buie Park. Ms. Cain advised Mr. Dockery that the lighting systems at the two parks are completely different. The lights at Buie park have to be controlled from a web-based program. This is the lighting system that was chosen during the FRDAP grant to re-do the park. Ms. Cain advised Mr. Dockery that all they needed to do was to call City Hall if there is an event

going on where they need the lights on past 10:00 PM, which is the cutoff time at both parks.

Mr. Dockery also questioned why there were poles blocking the driveway at Buie Park. Mr. Dockery was advised that the area he is referring to as the driveway is not a driveway at all but a non-motorized walkway instead. When the grant was obtained for the park, the engineers made a non-motorized multi use trail not to be driven on. Mayor Jones advised Mr. Dockery that the pole had to be put up per former Mayor Ms. Betty Walker because there was an event where four wheelers and motorcycles got onto the walking trail and into the park and ripped it apart. Mr. Dockery then had concerns that wheelchairs and scooters cannot go through the area where the poles are located. Mayor Jones advised Mr. Dockery that at no point in time were the poles intended to keep out people in a wheelchair or a scooter. There was concern on Mr. Dockery's part that there was no access at Buie but there was at Strickland Park. Mr. Dockery was advised that the gate remains locked at Strickland Park also to keep vehicles from driving where there are children playing. Mr. Dockery made a suggestion that the city install some type of surveillance at Buie to stop the vandalism.

Commissioner Hayes asked what would happen if one of the poles in question was removed. City Manager Cain advised she would go out and measure the poles in the morning and make sure that there is wheelchair and scooter access.

**Alice Monyei – Levy County Voter Registration Coordinator-** Ms. Monyei Advised the Commission that she is also a part of the neighborhood task force and that they would be bringing up issues that they feel need addressed in Chiefland. Ms. Monyei also stated that she is the Levy County Voter Registration Coordinator working in every city in Levy County with teams that have been set up to get people registered to vote and they were doing really well in Chiefland. Ms. Monyei stated "next election there's going to be some issues, not issues as far as people voting because we're going to get them out, it's gonna be done. So, things are gonna change." Ms. Monyei was asked by City Manager Cain what the issues were and was told "you'll understand them later by and by" by Ms. Monyei.

Ms. Monyei wanted to know why there were no minutes posted online and that she had called and spoke to someone that she thought was Ms. Cain. Ms. Cain advised Ms. Monyei that she had not spoken to her about the minutes. Ms. Monyei stated that the issue is that the minutes are not online, and they used to be. While she is out registering people to vote they are telling her what they need and what they want but they need access to what is going on in the commission meetings. Ms. Cain advised anyone to come to the meetings. Ms. Monyei wants the city to have a live feed. Ms. Monyei stated that at the next meeting they would be either doing a Facebook live or a you tube because people work until 5 p.m. and our meeting starts at 6 p.m. so they can't make it. Ms. Monyei asked the commission for a consensus on the city providing that service at the next meeting. Attorney Fugate advised the commission that they could set up to do a live feed or someone else could set up and broadcast if there were no disturbances. Ms. Monyei asked the Commission to look into having a live feed as in a zoom meeting because there is so much going on that the people don't know about specifically the special assessment exemption, and she feels no one is trying to get the information out to the citizens.

Commissioner Hudson asked Ms. Monyei if she was working with Supervisor of Elections, Tammy Jones. Ms. Monyei stated that she had a zoom meeting with her that day but that no, she did not work for Ms. Jones. Ms. Monyei stated that she was appointed by the Democratic Party, but she doesn't push for democratic registration just voter registration.

Ms. Monyei invited the Commission to a public forum on October 30, 2021, at 5:00-6:00 P.M. at Buie Park for citizens to address their concerns to the Commission. The Fall Halloween Festival will be taking place at that time.

**City Manager - Laura Cain - Ordinance No. 21-06 Cemetery lot rates**

City Manager Cain advised the Commission that this was the first reading for the changes to the cemetery lot rates that they approved on August 9<sup>th</sup>. Commissioner Johns made a motion to approve the new rates. Commissioner Hayes seconded. Motion passed with a 5-0 vote. Attorney Fugate asked if there was a burial permit. Attorney Fugate will add language for the next reading.

**Laura Cain - Ordinance No. 21-04 Changing the date of the City Election**

City Manager Cain advised the Commission that this ordinance is to change the city elections from the first Tuesday in August to the first Tuesday in April. Vice Mayor Weaver made a motion to approve changing the city election date from the first Tuesday in August to the first Tuesday in April. Second made by Commissioner Johns. Motion passes 4-1 Commissioner Hudson voting no

**Police Chief - Scott Anderson**

None

**Fire Chief - James Harris**

None

**City Attorney - Norm Fugate**

None

**Old Business**

Vice Mayor Weaver asked about the fence removal at Buie Park. City Manager Cain advised Vice Mayor Weaver that our FRDAP grant runs for twenty years and will not expire until 2026. City Manager Cain will reach out to FRDAP to see if there is an option to remove the fence earlier.

**New Business**

**Mayor Jones - Committee Liaison Appointment** - Commissioners voted on the liaison for the following committees:

Annexation - Rollin Hudson remains the liaison.

Recreation - Norman Weaver remains the liaison.

Vision - Chris Jones remains the liaison.

Chamber of Commerce - Lewrissa Johns remains the liaison.

Commissioner Hudson made a motion to dis-ban the Train Depot Committee, seconded by Commission Johns. Motion passed, vote 5-0.

Levy County Tourism - There was not a liaison appointed at this meeting. This liaison will be decided at a later date.

**Public Comment**

None.

**Correspondence**

None

**Approval of Regular Minutes - September 13, 2021**

Commissioner Johns made a motion to approve the regular minutes from September 13, 2021, as written. Vice Mayor Weaver seconded. Motion passed 5-0

**Approval of Budget Minutes - September 13, 2021**

Commissioner Johns made a motion to approve the budget minutes from September 13, 2021, as written. Vice Mayor Weaver seconded. Motion passed 5-0.

**Approval of Special CM Evaluation Minutes - September 13, 2021**

Commissioner Johns made a motion to approve the special minutes from September 13, 2021, as written. Vice Mayor Weaver seconded. Motion passed 5-0.

There being no further business to discuss, the meeting adjourned at 7:33 PM.

Attest.

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Laura Cain, City Manager

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Chris Jones, Mayor-Commissioner

Recorded by: Belinda Wilkerson, Deputy City Clerk

CITY OF CHIEFLAND  
CITY COMMISSION BUDGET MEETING  
September 27, 2021

The Chiefland City Commission met in Regular Session at the Chiefland City Hall. Mayor Jones called the meeting to order at 7:42 P.M.

**MEMBERS PRESENT:** Chris Jones, Mayor – Commissioner  
Norman Weaver, Vice Mayor – Commissioner  
Lewrissa Johns, Commissioner  
Rollin Hudson, Commissioner  
Lance Hayes, Commissioner

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Laura Cain, City Manager  
Belinda Wilkerson, Deputy City Clerk  
Seth Sache, Accounting Specialist  
Carol Gore, Planning Project Coordinator  
Scott Anderson, Police Chief  
James Harris, Fire Chief

**Resolution 21-22 Adopting a Final Millage Rate of 7.9075 Mills for Fiscal Year 2021-2022**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CHIEFLAND, LEVY COUNTY, FLORID, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF CHIEFLAND, FOR FISCAL YEAR 2021-2022; AND PROVIDING AN EFFECTIVE DATE**

The final millage rate of 7.9075 mills for FY 2021-2022 is 4.61% greater than the roll back rate. Vice Mayor Weaver made a motion to approve Resolution Number 21-22 adopting a final millage rate of 7.9075 for fiscal year 2021-2022. Commissioner Hayes seconded. Motion passed 4-1, Commissioner Hudson voting No.

**Balanced Budget** - No changes to any funds since the last budget meeting.

**Resolution Number 21-13 Adopting a Final Budget for Fiscal Year 2021-2022**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CHIEFLAND, LEVY COUNTY, FLORIDA, ADOPTING A FINAL BUDGET FOR THE CITY OF CHIEFLAND FOR FISCAL YEAR 2021-2022; AND PROVIDING AN EFFECTIVE DATE**

Resolution 21-13 adopted a final budget for the City of Chiefland for fiscal year 2021-2022. Commissioner Johns made a motion to approve Resolution Number 21-13 adopting a final budget for fiscal year 2021-2022. Commissioner Hayes seconded. Motion passed 5-0.



There being no further business to discuss, the meeting adjourned at 7:48 PM.

Attest;

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Laura Cain, City Manager

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Chris Jones, Mayor-Commissioner

Recorded by: Belinda Wilkerson, Deputy City Clerk