

**AGENDA**  
**CITY OF CHIEFLAND**  
**CITY COMMISSION MEETING**  
**July 8, 2024**                      **5:30 PM**

**PAGE**

- I.            CALL TO ORDER**
- II.           INVOCATION/PLEDGE OF ALLEGIANCE**
- III.          VISITORS**
  - A. Charlie Kennedy - Candidate for Levy County Commission**
  - B. Amy Fink - First United Methodist Church Back to School Bash**
  - C. Gerry Dedenbach - CHW, Williams Family**
- IV.          PUBLIC COMMENT**
- V.           CITY MANAGER - LAURA CAIN**
  - A. Ordinance Number 24-01 - Williams Family Inv -Application CPA 24-01**  
**Amending the text of the Comprehensive Plan, Policy 1.1.b.1-Second Reading**
  - B. Ordinance Number 24-02 Comprehensive Plan Amendment 24-02**  
**Williams Family Investments - Second Reading**
  - C. Ordinance Number 24-03 Zoning Change Application Z24-01-Williams Family**
  - D. Resolution Number 24-04 Fire Assessment Resolution FY 24-25**
  - E. James Moore Engagement Letter**
- VI.          POLICE CHIEF - SCOTT ANDERSON**
- VII.          FIRE CHIEF - DWAYNE KING**
- VIII.          CITY ATTORNEY - Fugate and Fugate Law Firm**
- IX           OLD BUSINESS**
- X.           NEW BUSINESS**
  - A. Commissioners New Business**
  - B. Public Comment**
- XI.          CORRESPONDENCE**
- XII.          APPROVAL OF REGULAR MINUTES - June 24, 2024**
- XIII.          APPROVAL OF BUDGET MINUTES - June 24, 2024**
- XIV.          ADJOURN**

1-7  
8-15  
16-23  
24-28  
29-31

32-33  
34-35

Date: July 8, 2024

**AGENDA ITEM**

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**Topic: Ordinance 24-01 - Williams Family Investments - Application CPA 24-01  
Amending the Text of the Comprehensive Plan, Policy 1.1.b.1 - Second Reading**

**Background Description:**

An ordinance of the City of Chiefland, amending the text of the City of Chiefland Comprehensive Plan, pursuant to an application, CPA 24-01 by Williams Family Investments LLC and Williams Heritage LLP, under the amendment procedures established in sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for adding Policy 1.1.b.1 to establish density and intensity limits for a site specific Planned Unit Development (PUD), providing severability; repealing all ordinances in conflict and providing an effective date.

**Fiscal Impact:**

N/A

**Recommended Action:**

Motion to pass the second and final reading of Ordinance Number 24-01 establishing density and intensity limits for a site-specific Planned Unit Development.

## ORDINANCE NO. 24-01

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 24-01 BY WILLIAMS FAMILY INVESTMENTS LLC AND WILLIAMS HERITAGE LLLP, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR ADDING POLICY 1.1.b.1 TO ESTABLISH DENSITY AND INTENSITY LIMITS FOR A SITE SPECIFIC PLANNED UNIT DEVELOPMENT; 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 24-01 by CHW Professional Consultants, as agent for Williams Family Investments LLC and Williams Heritage Lllp, to amend the text of the Comprehensive Plan, Policy 1.1.b.1 is hereby added to read, as follows:

Policy 1.1.b        The Comprehensive Plan shall function in total to require higher density residential, higher intensity commercial, and heavy industrial uses to locate in areas adjacent to arterial and collector roads where public facilities are available, concentrating infrastructure to create hubs supporting implementation of the planned form of physical development.

The adopted future land use map categories shall have the following densities or intensities:

**AGRICULTURAL**

A minimum lot size of ten (10) acres.

**RESIDENTIAL**

Permissible densities will range from one (1) dwelling unit per acre in areas with limited or no central services, to a maximum of twelve (12) dwelling units per acre in areas with available central services. Two land use categories have been created to include the full range of residential densities. The density limits for each land use category is listed as follows:

CATEGORY	DENSITY LIMIT
Single Family	4 Dwelling Units per Acre
High Density	12 Dwelling Units per Acre

The subject property of Comprehensive Plan amendment 06-L1 (Hardee, Peterson and Rowe) as identified on the Future Land Use Map shall be limited to maximum density of 2.5 dwelling units per acre.

**COMMERCIAL**

Lands classified as commercial use shall be used for the sale, rental and distribution of products or performance of services. Commercial intensity will be limited to a floor area ratio of 0.60 and a maximum impervious surface area of eighty percent (80%).

**LOW INTENSITY COMMERCIAL**

Lands classified as low intensity commercial use shall be used for the sale, rental and distribution of products or performance of services. Low Intensity Commercial will be limited to a floor area ratio of 0.40 and a maximum impervious surface area of sixty percent (60%).

**INDUSTRIAL**

The minimum lot size for Industrial land use shall be 20,000 square feet and allowed to a maximum floor area ratio of 0.80 and a maximum impervious surface area of eighty percent (80%).

## RECREATIONAL

This land use will be limited to a minimum tract size of one (1) acre and a maximum impervious surface area of fifty percent (50%).

## EDUCATIONAL

This land use will be limited to a minimum tract size of one-half (0.5) acre and a 1.00 maximum floor area ratio and an eighty percent (80%) maximum impervious surface area.

## PUBLIC

This land use will be limited to a minimum tract size of one-quarter (0.25) acre and a 1.00 maximum floor area ratio and an eighty percent (80%) maximum impervious surface area.

## PLANNED UNIT DEVELOPMENT

This land use category will be limited to a minimum tract size of 20 acres. Implementation of this district will be consistent with the requirements of the Planned Unit Development zoning district. Density and intensity limits for property within this category will be established through site specific comprehensive plan policies or adopted small area plans.

**Policy 1.1.b.1 The Williams Legacy Planned Unit Development site specific land use densities and intensities shall apply to the, more or less, 2,109.58 acres of land as described in annexation Ordinance No. 23-06 and specifically described as follows:**

**A parcel of land lying in Sections 7, 17, 18, 19, 20 and 29, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: All of said Sections 17, 20 and 29 lying West of U.S. Highway 19/98 (State Road 55); and the East 3/4 of said Section 19; and the East 1/2 of said Sections 7 and 18 lying West of U.S. Highway 19/98 (State Road 55) and the East 1/2 of the Northwest 1/4 of said Section 7 lying West of U.S. Highway 19/98 (State Road 55); and the Northeast 1/4 of the Southwest 1/4 of said Section 7; and the East 1/2 of the Northwest 1/4 of the Northwest 1/4 of said Section 7.**

**Containing 2,139.48 acres, more or less.**

### **LESS AND EXCEPT**

**A parcel of land lying in Section 7, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at the Northwest corner of said Section 7; thence North 88° 39'00" East 1,858.38 feet, along the North line of said Section 7 to the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55); thence South 30°39'00" East 961.53 feet, along the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55) to the Point of Beginning; thence South 58°50'00" West 126.00 feet; thence South 30°38'53" East 315.00 feet; thence North 59°34'03" East 126.00 feet to the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55); thence North 30°39'00" West 315.00 feet,**

along the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 0.91 acre, more or less.

**LESS AND EXCEPT**

A parcel of land lying in Sections 7 and 18, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at the Southeast corner of said Section 7; thence North 89°13'02" West 696.87 feet, along the South line of said Section 7 to the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55) and the Point of Beginning; thence North 27°50'21" West 803.61 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence South 73°01'48" West 550.00 feet; thence South 27°50'21" East 1,280.55 feet; thence North 73°01'48" East 550.00 feet to the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence North 27°50'21" West 476.93 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 16.20 acres, more or less.

**LESS AND EXCEPT**

A parcel of land lying in Sections 17 and 18, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at a point of intersection of the West line of said Section 17 with the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55); thence South 83°00'23" West 501.42 feet; thence South 05°37'25" East 940.32 feet; thence South 65°22'12" East 43.39 feet; thence North 58°50'00" East 824.95 feet to the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence North 27°50'21" West 778.82 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 12.79 acres, more or less.

All said lands containing 2,109.58 acres, more or less.

The Williams Legacy Planned Unit Development site specific land use densities and intensities will be comprised of residential uses, non-residential uses, and open space/common areas as follows:

<u>USES</u>	<u>MAXIMUM PERCENTAGE</u>
<u>Residential</u>	<u>70 percent</u>
<u>Non-Residential</u>	<u>19 percent</u>
<u>Open Space/Common Area</u>	<u>11 percent</u>

The Williams Legacy Planned Unit Development will be developed in multiple phases over a 48-year period from 2030 to 2078.

### Residential

Residential uses will include 2,097 single family dwelling units and 649 multi-family dwelling units for a total of 2,746 dwelling units. Residential density shall not exceed 1.86 dwelling units per acre based on the gross acreage of the overall residential portion of the Williams Legacy Planned Unit Development which is, more or less, 1,476.71 acres. The clustering of residential units and housing types shall maximize open space and make efficient use of infrastructure as long as the overall gross density of 1.86 dwelling units per acre is not exceeded.

### Non-Residential

Non-residential uses will include General Commercial, Office, and Light Industrial Mini-Warehouse. Non-residential uses shall be limited to an intensity of no more than 0.03 floor area ratio on the non-residential portion of the Williams Legacy Planned Unit Development which is, more or less, 400.82 acres. The non-residential areas will include commercial nodes along U.S. Highway 19 and mixed-use areas to meet the needs of the residents and build a balanced community. The non-residential area shall be a maximum of 19 percent of the overall Planned Unit Development and shall contain a maximum of 523,791 square feet of neighborhood-scale and light industrial non residential use consisting of: 133,170 square feet of mini-warehouse use; 35,511 square feet of medical office use and 355,110 square feet of shopping center use.

### Open Space/Common Area

Open space/common areas will include natural landscaped areas for passive recreation and areas for active recreation. Parks will be incorporated into phased development plans including vest-pocket parks, neighborhood parks, and community parks designed in accordance with level of service standards for parks and open space outlined in Policy 1.3.e of the Recreation and Open Space Element. The open space/common area of the Williams Legacy Planned Unit Development will be, more or less, 232.05 acres.

### Development Standards

The Williams Legacy Planned Unit Development will maximize the use of existing public facilities and services to discourage the proliferation of urban sprawl and provide a clear separation between rural and urban uses as needed.

To avoid demand exceeding the City's adopted level of service standards and ensure development occurs concurrently with the availability of utilities, facilities, and services, development within the Williams Legacy Planned Unit Development will follow an incremental pattern of expansion in phases, coordinated with the City, to reflect a natural extension of existing development areas within the City.

**Development within the Williams Legacy Planned Unit Development will occur in coordination with the City and utility providers to ensure adequate land is allocated for utility facilities to support incremental growth.**

**All development shall ensure that post-development water runoff rates do not exceed pre-development runoff rates and that water quality is not degraded.**

**As a multi-year phased master planned project, traffic impacts are to be monitored in ten-year intervals to coincide with the phased development approach to ensure the roadways continue to operate at or above adopted level of service standards in the future.**

**The residential and mixed use areas will be designed around nature and shall support multi-modal access for City residents.**

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 8th day of April 2024.

PASSED AND DULY ADOPTED UPON SECOND AND FINAL READING, in regular session, with a quorum present and voting, by the City Commission this 8th day of July 2024.

Attest:

CITY COMMISSION OF THE  
CITY OF CHIEFLAND, FLORIDA

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

\_\_\_\_\_  
John C. Jones, Mayor



Date: July 8, 2024

**AGENDA ITEM**

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**Topic: Ordinance Number 24-02 Comprehensive Plan Amendment 24-02 - Williams  
Second Reading**

**Background Description:**

An ordinance of the City of Chiefland, Florida amending the City of Chiefland Comprehensive Plan, relating to an amendment of more than 50 acres of land to the Future Land Use Map of the City of Chiefland Comprehensive Plan, pursuant to an application, CPA 24-02, procedures established in sections 163.3161 through 163.3248 Florida Statutes, as amended; providing for a change in the Land Use classification from County Agricultural/Rural Residential to City Planned Unit Development of certain lands within the corporate limits of the city of Chiefland, Florida; providing severability; repealing all ordinances in conflict; and providing and effective date.

**Fiscal Impact:**

N/A

**Recommended Action:**

Motion to approve the second reading of Ordinance Number 24-02 amending the Future Land Use Map in the City of Chiefland Comprehensive Plan as requested in CPA application 24-02.

## ORDINANCE NO. 24-02

AN ORDINANCE OF THE CITY OF CHIEFLAND, FLORIDA, AMENDING THE CITY OF CHIEFLAND COMPREHENSIVE PLAN, RELATING TO AN AMENDMENT OF MORE THAN 50 ACRES OF LAND TO THE FUTURE LAND USE PLAN MAP OF THE CITY OF CHIEFLAND COMPREHENSIVE PLAN, PURSUANT TO AN APPLICATION, CPA 24-02, BY THE PROPERTY OWNERS OF SAID ACREAGE, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248 FLORIDA STATUTES, AS AMENDED; PROVIDING FOR A CHANGE IN THE LAND USE CLASSIFICATION FROM COUNTY AGRICULTURAL/ RURAL RESIDENTIAL TO CITY PLANNED UNIT DEVELOPMENT, IN ACCORDANCE WITH A SKETCH PLAN DATED FEBRUARY 19, 2024 SUBMITTED AS PART OF AN APPLICATION DATED FEBRUARY 1, 2024 AS REVISED BY ORDINANCE NO. 24-01, OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF CHIEFLAND, FLORIDA; 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 and the Concurrency Management Assessment 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, and the Concurrency Management Assessment 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 24-02, by CHW Professional Consultants, as agent for Williams Family Investments LLC and Williams Heritage Lllp, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the land use classification of certain lands, the land use classification is hereby changed from COUNTY AGRICULTURAL/RURAL RESIDENTIAL to CITY PLANNED UNIT DEVELOPMENT, in accordance with a sketch plan dated February 19, 2024 submitted as part of an application dated February 1, 2024 as revised by Ordinance No. 24-01, on property described, as follows:

A parcel of land lying in Sections 7, 17, 18, 19, 20 and 29, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: All of said Sections 17, 20 and 29 lying West of U.S. Highway 19/98 (State Road 55); and the East 3/4 of said Section 19; and the East 1/2 of said Sections 7 and 18 lying West of U.S. Highway 19/98 (State Road 55) and the East 1/2 of the Northwest 1/4 of said Section 7 lying West of U.S. Highway 19/98 (State Road 55); and the Northeast 1/4 of the Southwest 1/4 of said Section 7; and the East 1/2 of the Northwest 1/4 of the Northwest 1/4 of said Section 7.

Containing 2,139.48 acres, more or less.

LESS AND EXCEPT

A parcel of land lying in Section 7, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at the Northwest corner of said Section 7; thence North 88° 39'00" East 1,858.38 feet, along the North line of said Section 7 to the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55); thence South 30°39'00" East 961.53 feet, along the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55) to the Point of Beginning; thence South 58°50'00" West 126.00 feet; thence South 30°38'53" East 315.00 feet; thence North 59°34'03" East 126.00 feet to the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55); thence North 30°39'00" West 315.00 feet, along the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 0.91 acre, more or less.

LESS AND EXCEPT

A parcel of land lying in Sections 7 and 18, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at the Southeast corner of said Section 7; thence North 89°13'02" West 696.87 feet, along the South line of said Section 7 to the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55) and the Point of Beginning; thence North 27°50'21" West 803.61 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence South 73°01'48" West 550.00 feet; thence South 27°50'21" East 1,280.55 feet; thence North 73°01'48" East 550.00 feet to the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence North 27°50'21" West 476.93 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 16.20 acres, more or less.

LESS AND EXCEPT

A parcel of land lying in Sections 17 and 18, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at a point of intersection of the West line of said Section 17 with the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55); thence South 83°00'23" West 501.42 feet; thence South 05°37'25" East 940.32 feet; thence South 65°22'12" East 43.39 feet; thence North 58°50'00" East 824.95 feet to the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence North 27°50'21" West 778.82 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 12.79 acres, more or less.

All said lands containing 2,109.58 acres, more or less.

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; and

The effective date of this amendment, CPA 24-02, to the Future Land Use Plan Map shall be the same date as the effective date of CPA 24-01, text amendment to the Comprehensive Plan. If CPA 24-01, text amendment to the Comprehensive Plan, does not become effective, this amendment, CPA 24-02, to the Future Land Use Plan Map shall not become effective.

Section 5. 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 8th day of April 2024.

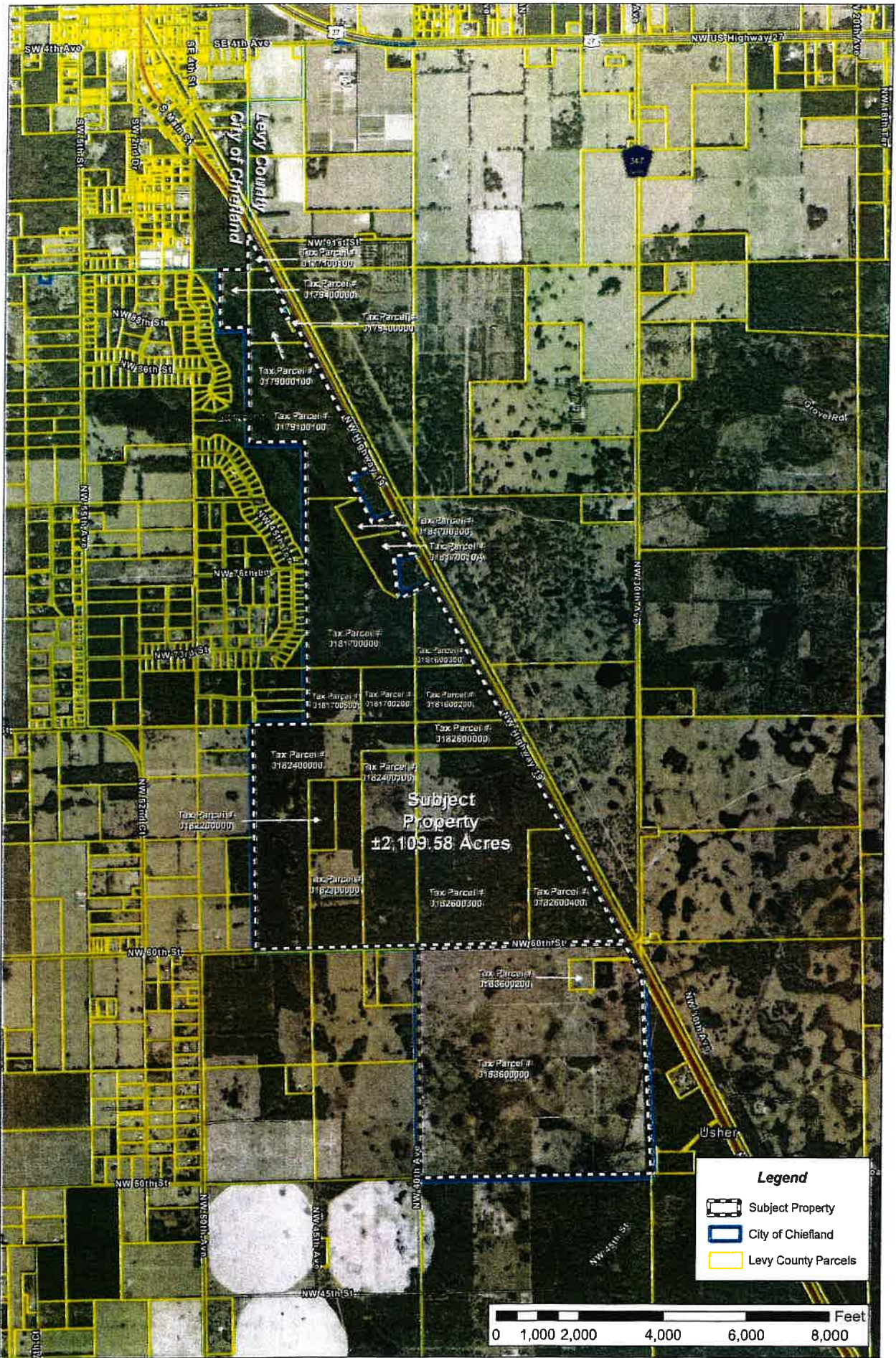
PASSED AND DULY ADOPTED UPON SECOND AND FINAL READING, in regular session, with a quorum present and voting, by the City Commission this 8th day of July 2024.

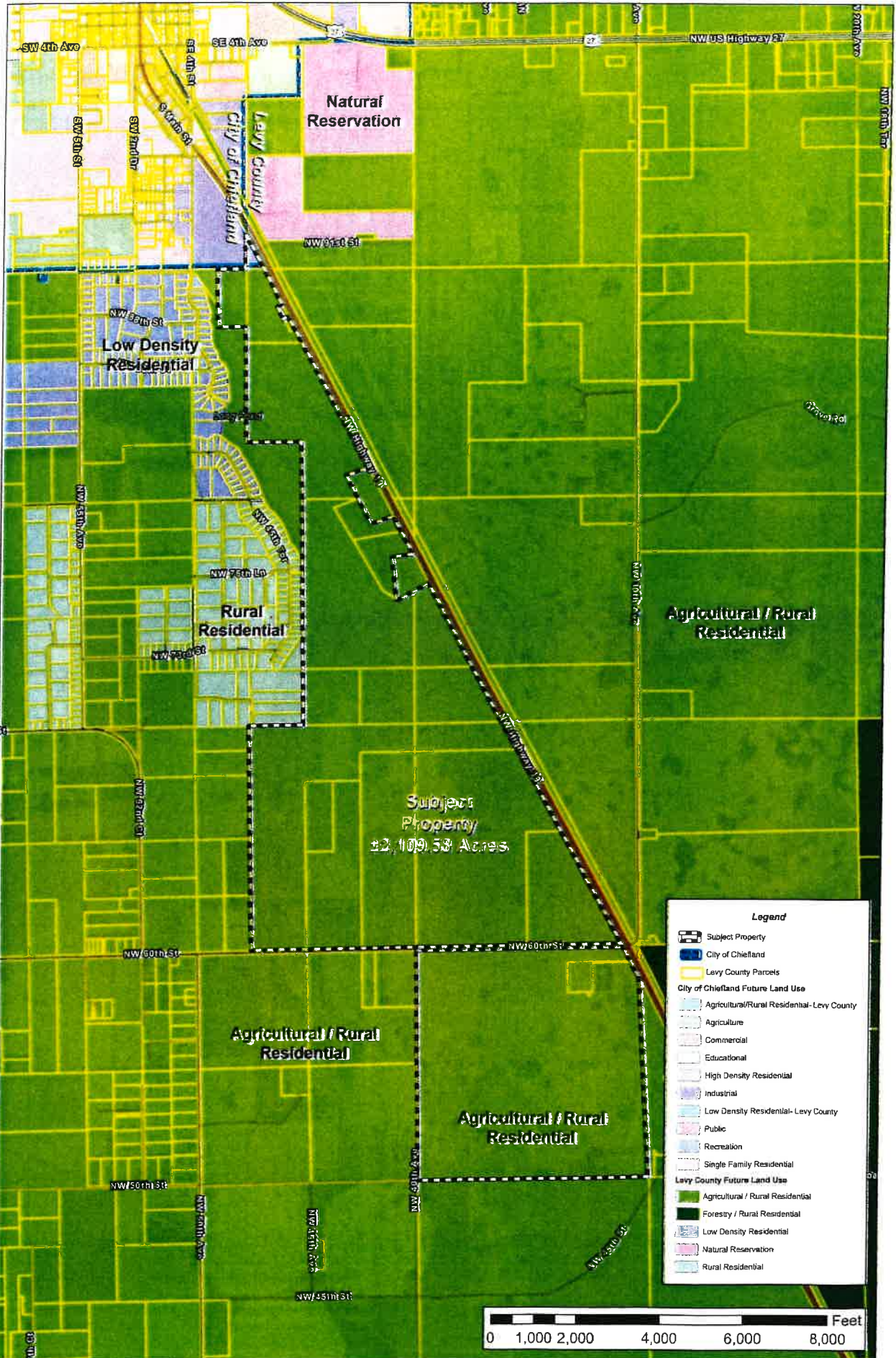
Attest:

CITY COMMISSION OF THE  
CITY OF CHIEFLAND, FLORIDA

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

\_\_\_\_\_  
John C. Jones, Mayor

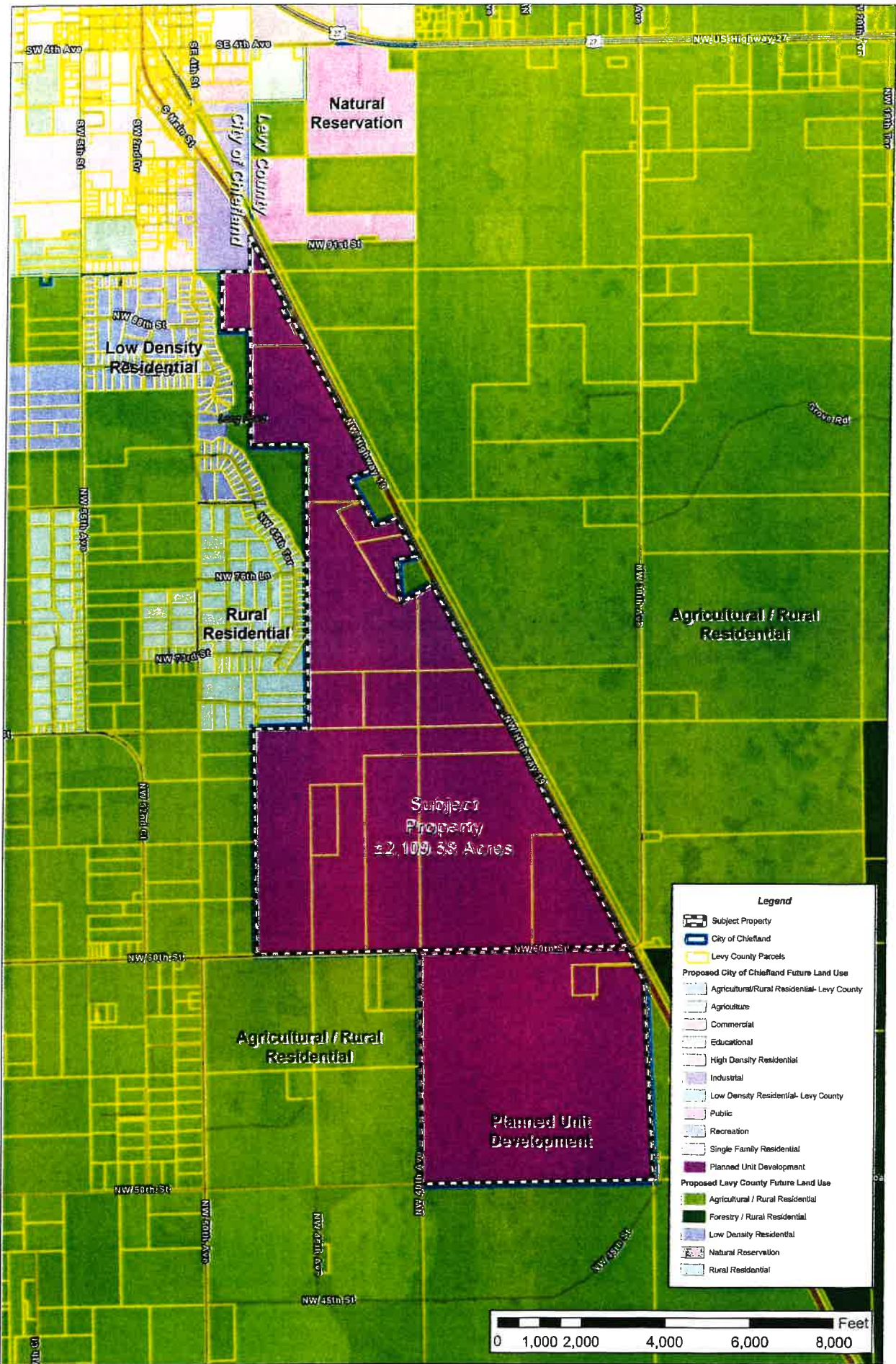




**Legend**

- Subject Property
- City of Chiefland
- Levy County Parcels
- City of Chiefland Future Land Use
  - Agricultural/Rural Residential-Levy County
  - Agriculture
  - Commercial
  - Educational
  - High Density Residential
  - Industrial
  - Low Density Residential- Levy County
  - Public
  - Recreation
  - Single Family Residential
- Levy County Future Land Use
  - Agricultural / Rural Residential
  - Forestry / Rural Residential
  - Low Density Residential
  - Natural Reservation
  - Rural Residential

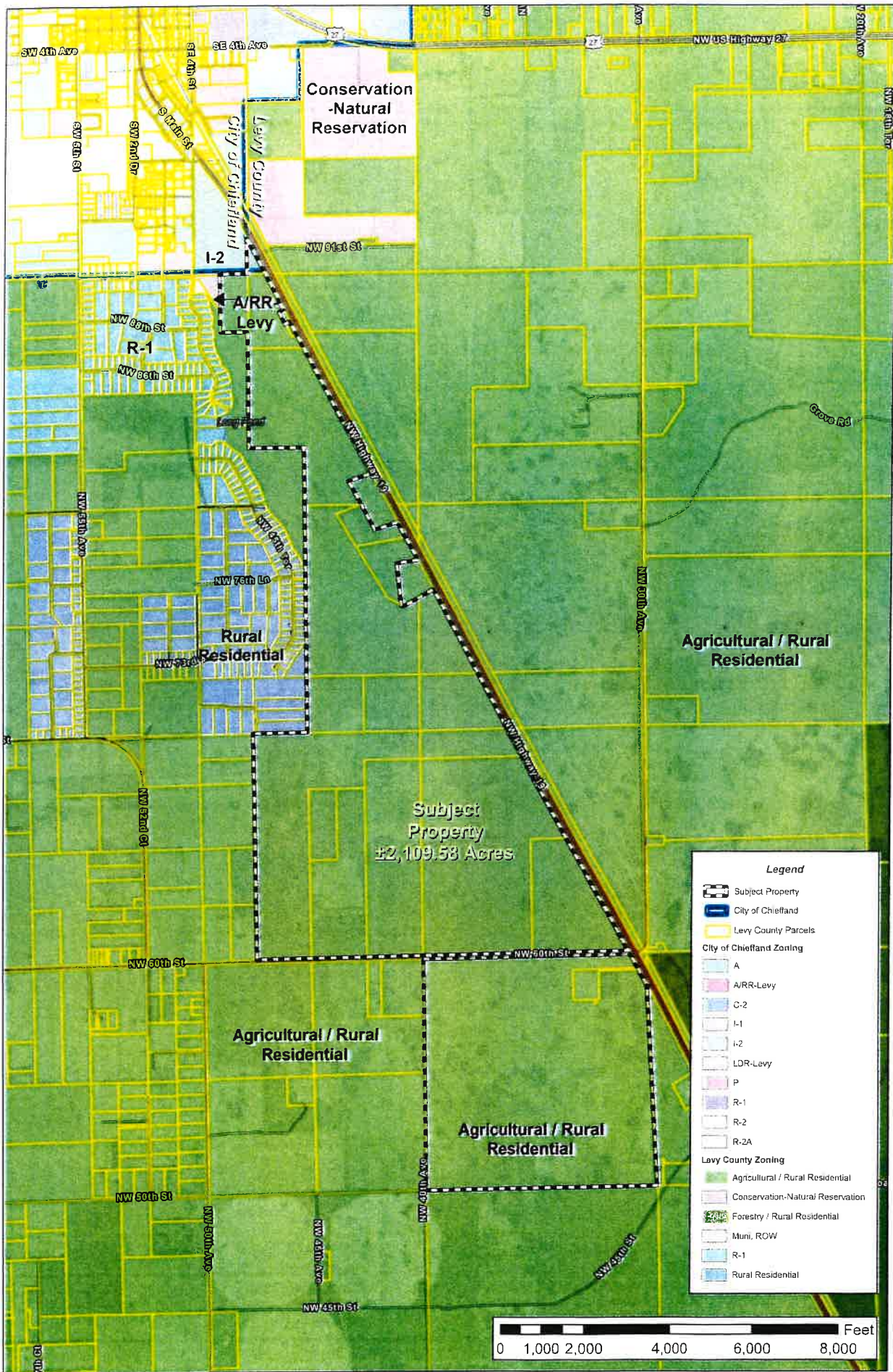




Legend	
	Subject Property
	City of Chiefland
	Levy County Parcels
Proposed City of Chiefland Future Land Use	
	Agricultural/Rural Residential - Levy County
	Agriculture
	Commercial
	Educational
	High Density Residential
	Industrial
	Low Density Residential - Levy County
	Public
	Recreation
	Single Family Residential
	Planned Unit Development
Proposed Levy County Future Land Use	
	Agricultural / Rural Residential
	Forestry / Rural Residential
	Low Density Residential
	Natural Reservation
	Rural Residential

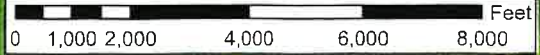






**Legend**

- Subject Property
- City of Chiefland
- Levy County Parcels
- City of Chiefland Zoning**
- A
- A/RR-Levy
- C-2
- I-1
- I-2
- LDR-Levy
- P
- R-1
- R-2
- R-2A
- Levy County Zoning**
- Agricultural / Rural Residential
- Conservation-Natural Reservation
- Forestry / Rural Residential
- Mini, ROW
- R-1
- Rural Residential



Date: July 8, 2024

**AGENDA ITEM**

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**Topic: Ordinance Number 24-03 Zoning Change Application Z24-01 - Williams**

**Background Description:**

An ordinance of the City of Chiefland, Florida amending the City of Chiefland Land Development Regulations Code, as amended; relating to an application Z24-01, by the property owner of said acreage; amending the official Zoning Map of the City of Chiefland Land Development Regulations Code; providing for rezoning from County Agricultural/Rural Residential to City Planned Unit Development (PUD) of certain land within the corporate limits of the City of Chiefland, Florida; and providing severability; repealing all ordinance in conflict; and providing an effective date.

**Fiscal Impact:**

N/A

**Recommended Action:**

Motion to pass the second reading of Ordinance Number 24-03 amending the Land Development Regulations Code and amending the official Zoning Use Map of the City of Chiefland Land Development Regulations Code as requested in Zoning Change Application Z24-01.

## ORDINANCE NO. 24-03

AN ORDINANCE OF THE CITY OF CHIEFLAND, FLORIDA, AMENDING THE CITY OF CHIEFLAND LAND DEVELOPMENT REGULATIONS CODE, AS AMENDED; RELATING TO THE REZONING OF MORE THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 24-01, BY THE PROPERTY OWNERS OF SAID ACREAGE; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CHIEFLAND LAND DEVELOPMENT REGULATIONS CODE; PROVIDING FOR CHANGING THE ZONING DISTRICT FROM COUNTY AGRICULTURAL/RURAL RESIDENTIAL TO CITY PLANNED UNIT DEVELOPMENT, IN ACCORDANCE WITH A SKETCH PLAN DATED FEBRUARY 19, 2024 SUBMITTED AS PART OF AN APPLICATION DATED FEBRUARY 22, 2024 AS REVISED BY ORDINANCE NO. 24-01, OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF CHIEFLAND, FLORIDA; 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 City of Chiefland, Florida, hereinafter referred to as the City Commission, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, requires the City Commission to prepare and adopt regulations concerning the use of land and water to implement the 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 Regulations 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 and the Concurrency Management Assessment 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, pursuant to Section 166.041, Florida Statutes, the City Commission 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 reviewed and considered all comments received during said public hearing, including the recommendation of the City Commission, serving as the Planning Board and the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; 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, Z 24-01, by CHW Professional Consultants, as agent for Williams Family Investments LLC and Williams Heritage Lllp, to amend the Official Zoning Map of the Land Development Regulations Code by changing the zoning district of certain lands, the zoning district is hereby changed from COUNTY AGRICULTURAL/RURAL RESIDENTIAL to CITY PLANNED UNIT DEVELOPMENT, in accordance with a sketch plan dated February 19, 2024 submitted as part of an application dated February 22, 2024 as revised by Ordinance No. 24-01, on property described, as follows:

A parcel of land lying in Sections 7, 17, 18, 19, 20 and 29, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: All of said Sections 17, 20 and 29 lying West of U.S. Highway 19/98 (State Road 55); and the East 3/4 of said Section 19; and the East 1/2 of said Sections 7 and 18 lying West of U.S. Highway 19/98 (State Road 55) and the East 1/2 of the Northwest 1/4 of said Section 7 lying West of U.S. Highway 19/98 (State Road 55); and the Northeast 1/4 of the Southwest 1/4 of said Section 7; and the East 1/2 of the Northwest 1/4 of the Northwest 1/4 of said Section 7.

Containing 2,139.48 acres, more or less.

LESS AND EXCEPT

A parcel of land lying in Section 7, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at the Northwest corner of said Section 7; thence North 88° 39'00" East 1,858.38 feet, along the North line of said Section 7 to the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55); thence South 30°39'00" East 961.53 feet, along the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55) to the Point of Beginning; thence South 58°50'00" West 126.00 feet; thence South 30°38'53" East 315.00 feet; thence North 59°34'03" East 126.00 feet to the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55); thence North 30°39'00" West 315.00 feet, along the Westerly right-of-way line of said U. S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 0.91 acre, more or less.

LESS AND EXCEPT

A parcel of land lying in Sections 7 and 18, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at the Southeast corner of said Section 7; thence North 89°13'02" West 696.87 feet, along the South line of said Section 7 to the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55) and the Point of Beginning; thence North 27°50'21" West 803.61 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence South 73°01'48" West 550.00 feet; thence South 27°50'21" East 1,280.55 feet; thence North 73°01'48" East 550.00 feet to the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence North 27°50'21" West 476.93 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 16.20 acres, more or less.

LESS AND EXCEPT

A parcel of land lying in Sections 17 and 18, Township 12 South, Range 15 East, Levy County, Florida. Being more particularly described as follows: Commence at a point of intersection of the West line of said Section 17 with the Westerly right-of-way line of U.S. Highway 19/98 (State Road 55); thence South 83°00'23" West 501.42 feet; thence South 05°37'25" East 940.32 feet; thence South 65°22'12" East 43.39 feet; thence North 58°50'00" East 824.95 feet to the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55); thence North 27°50'21" West 778.82 feet, along the Westerly right-of-way line of said U.S. Highway 19/98 (State Road 55) to the Point of Beginning.

Containing 12.79 acres, more or less.

All said lands containing 2,109.58 acres, more or less.

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 parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

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

The effective date of this amendment, Z 24-01, to the Official Zoning Map shall be the same date as the effective date of Future Land Use Plan Map Amendment, CPA 24-02. If Future Land Use Plan Map Amendment, CPA 24-02, does not become effective, this amendment, Z 24-01, to the Official Zoning Map shall not become effective. No development orders, development permits or land uses dependent on this amendment, Z 24-01, to the Official Zoning Map may be issued or commence before it has become effective.

Section 5. 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 ON FIRST READING, this 8th day of April 2024.

PASSED AND DULY ADOPTED, in regular session with a quorum present and voting,

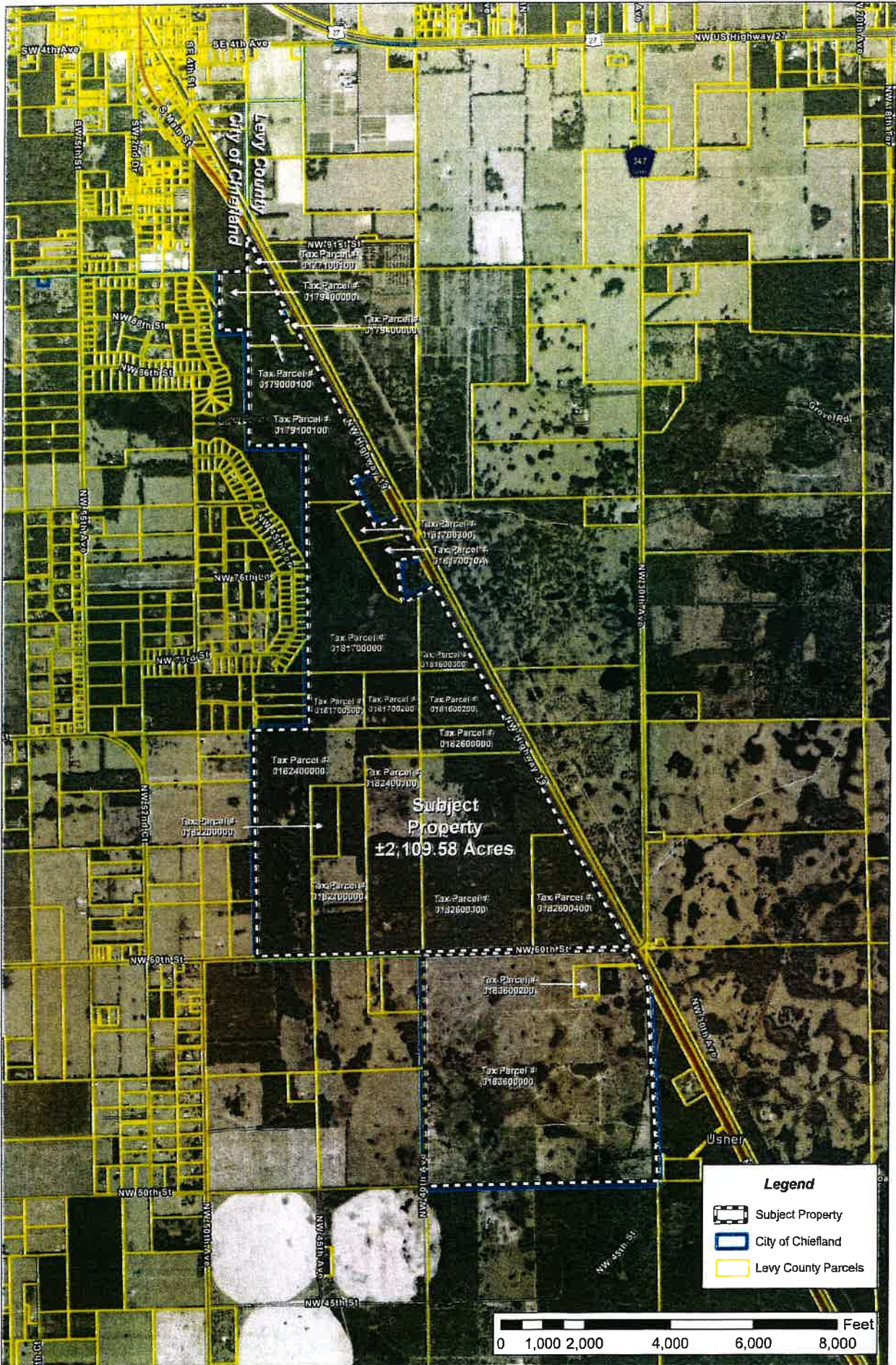
by the City Commission this 8th day of July 2024.

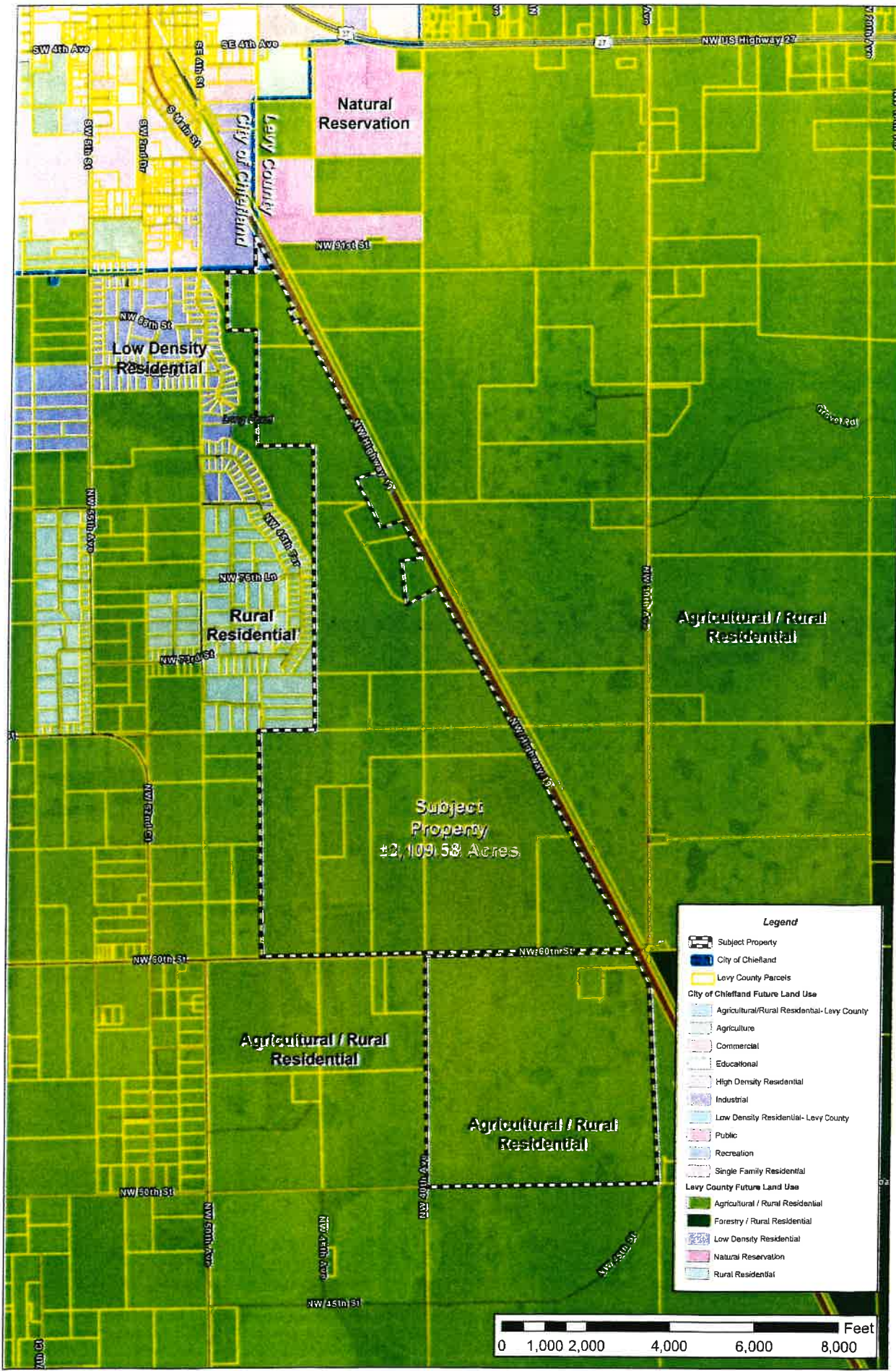
Attest:

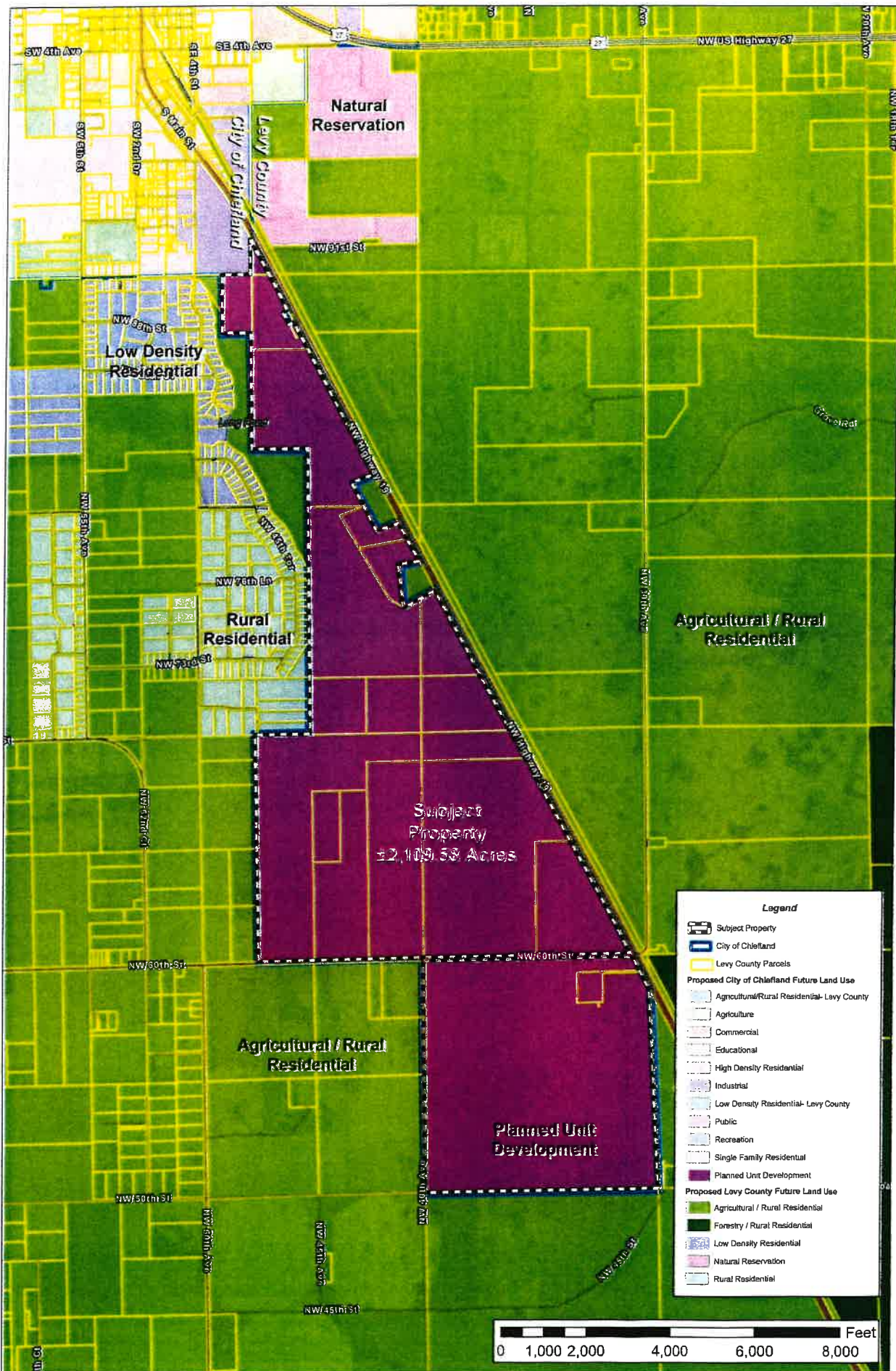
CITY COMMISSION OF THE  
CITY OF CHIEFLAND, FLORIDA

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

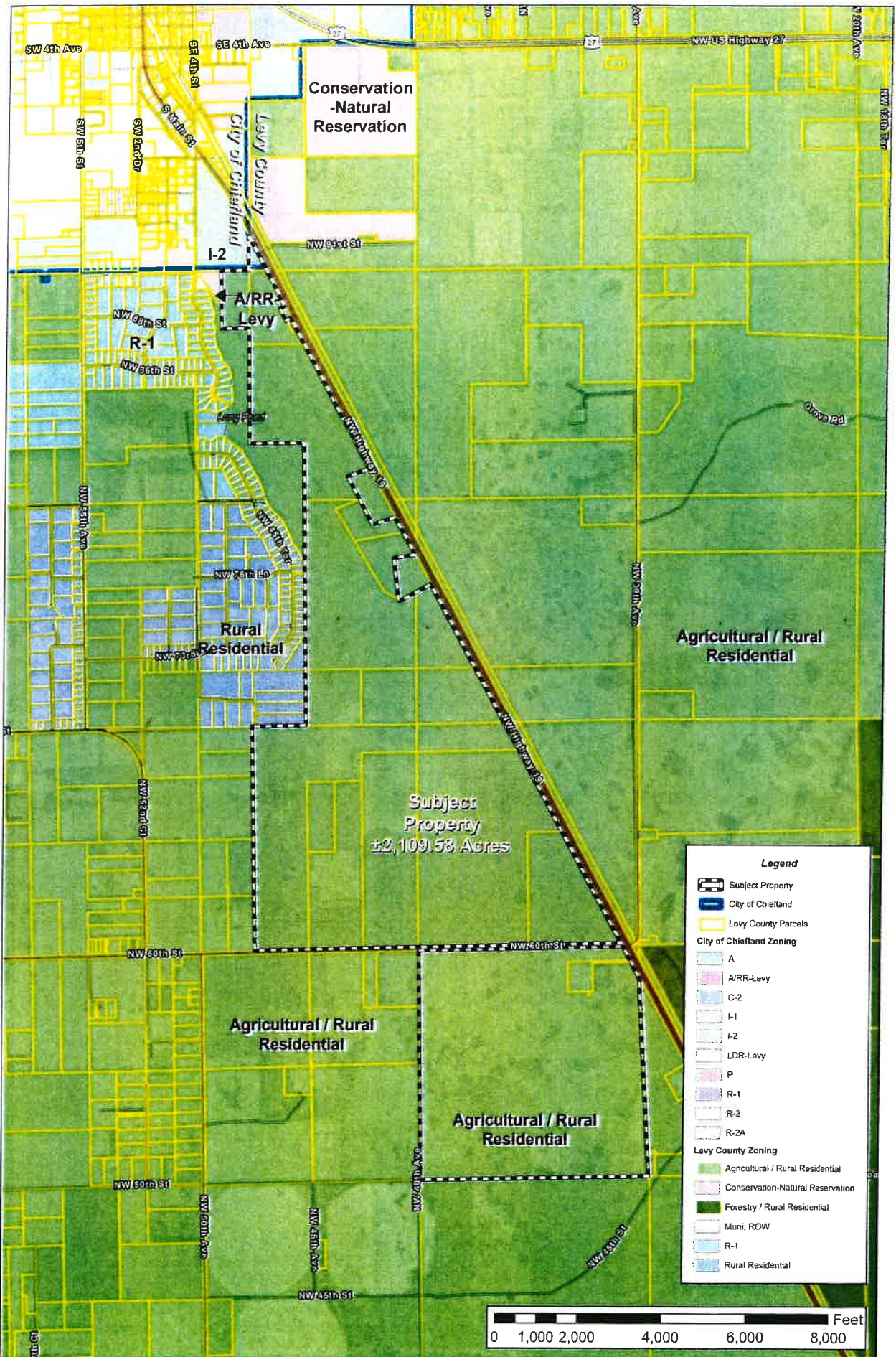
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John C. Jones, Mayor





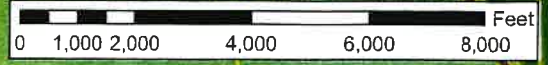






**Legend**

- Subject Property
- City of Chiefland
- Levy County Parcels
- City of Chiefland Zoning**
- A
- A/RR-Levy
- C-2
- I-1
- I-2
- LDR-Levy
- P
- R-1
- R-2
- R-2A
- Levy County Zoning**
- Agricultural / Rural Residential
- Conservation-Natural Reservation
- Forestry / Rural Residential
- Muni. ROW
- R-1
- Rural Residential



Date: July 8, 2024

## AGENDA ITEM

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**Topic: Resolution Number 24-04 Fire Assessment Resolution FY 24-25**

### **Background Description:**

This resolution will continue the process for imposing a fire assessment for fiscal year 2024-2025. The resolution provides the following:

- \$159 per dwelling unit for residential
- \$0.05 per square foot for non-residential buildings
- \$10 per vacant land parcel
- Which will generate approximately \$231,500 of estimated net revenue.

It also provides the following exemptions:

- 100% exemption for government parcels
- 100% exemption for wholly tax-exempt institutional buildings (churches and non-profits)
- 100% hardship exemption for those homesteaded properties that meet the extremely low poverty income limits.

All exemptions are options for the City Commission and are not required. If you do not want to provide these exemptions, you can include in any motion the exemptions the City wants to include, and we can make the appropriate adjustments to the resolution prior to signing.

- The resolution also sets the date of a public hearing which will be at the Commissions regularly scheduled meeting on September 9, 2024.
- The resolution also directs the City Manager to submit the fire assessment roll to the Property Appraiser for inclusion on the TRIM notice and to publish notice of the public hearing in the newspaper by August 19, 2024.

### **Recommended Action:**

Discuss the options in the resolution and make a motion to approve the fire assessment Resolution Number 24-04.

**CITY OF CHIEFLAND  
RESOLUTION 24-04**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CHIEFLAND, FLORIDA, RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS IN THE CITY OF CHIEFLAND, FLORIDA; ESTABLISHING THE ESTIMATED RATES FOR FIRE SERVICES ASSESSMENTS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; AND PROVIDING FOR AN EFFECTIVE DATE.**

**NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Chiefland, Florida, as follows:**

SECTION 1. **AUTHORITY.** This resolution is adopted pursuant to the provisions of Ordinance No. 20-04 (the "Ordinance"), the Initial Assessment Resolution (Resolution No. 2020-04), the Final Assessment Resolution (Resolution No. 2020-05), Sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

SECTION 2. **PURPOSE AND DEFINITIONS.** This resolution constitutes the Preliminary Rate Resolution as defined in the Ordinance which initiates the annual process for updating the Assessment Roll and directs the reimposition of Fire Services Assessments for the Fiscal Year beginning October 1, 2024. All capitalized words and terms not otherwise defined herein shall have the meanings set forth in the Ordinance, the Initial Assessment Resolution, and the Final Assessment Resolution. Unless the context indicates otherwise, words imparting the singular number include the plural number, and vice versa.

SECTION 3. **PROVISION AND FUNDING OF FIRE PROTECTION SERVICES.**

(A) Upon the reimposition of a Fire Services Assessment for fire protection services, facilities, or programs against Assessed Property located within the City, the City shall provide fire protection services to such Assessed Property. All or a portion of the cost to provide such fire protection services, facilities, or programs shall be funded from proceeds of the Fire Services Assessments. The remaining cost, if any, required to provide fire protection services, facilities, and programs shall be funded by available City revenues other than Fire Services Assessment proceeds.

(B) It is hereby ascertained, determined, and declared that each parcel of Assessed Property located within the City will be benefited by the City's provision of fire protection services, facilities, and programs in an amount not less than the Fire Services Assessment imposed against such parcel, computed in the manner set forth in this Preliminary Rate Resolution.

SECTION 4. **IMPOSITION AND COMPUTATION OF FIRE PROTECTION ASSESSMENTS.** Fire Protection Assessments shall be imposed against all Tax Parcels within the Property Use Categories. Fire Services Assessments shall be computed in the manner set forth in this Preliminary Rate Resolution.

SECTION 5. **LEGISLATIVE DETERMINATIONS OF SPECIAL BENEFIT AND FAIR APPORTIONMENT.** The legislative determinations of special benefit and fair

apportionment embodied in the Ordinance, the Initial Assessment Resolution, and the Final Assessment Resolution are affirmed and incorporated herein by reference.

SECTION 6. **COST APPORTIONMENT METHODOLOGY.** The Cost Apportionment embodied in Section 7 of the Initial Assessment Resolution, as amended, is affirmed and incorporated herein by reference.

SECTION 7. **PARCEL APPORTIONMENT METHODOLOGY.** The Parcel Apportionment embodied in Section 8 of the Initial Assessment Resolution, as amended, is hereby affirmed and incorporated herein by reference.

**SECTION 8. DETERMINATION OF FIRE SERVICES ASSESSED COSTS; ESTABLISHMENT OF ANNUAL FIRE SERVICES ASSESSMENTS.**

(A) The Fire Services Assessed Costs to be assessed and apportioned among benefited parcels pursuant to the Cost Apportionment and the Parcel Apportionment for the Fiscal Year commencing October 1, 2024, is the amount determined in the Estimated Fire Services Assessment Rate Schedule, attached hereto as Appendix A. The approval of the Estimated Fire Services Assessment Rate Schedule by the adoption of this Preliminary Rate Resolution determines the amount of the Fire Services Assessed Cost. The remainder of such Fiscal Year budget for fire protection services, facilities, and programs shall be funded from available City revenue other than Fire Services Assessment proceeds.

(B) The estimated Fire Services Assessments specified in the Estimated Fire Services Assessment Rate Schedule are hereby established to fund the specified Fire Services Assessed Costs determined to be assessed in the Fiscal Year commencing October 1, 2024.

(C) The estimated Fire Services Assessments established in this Preliminary Rate Resolution shall be the estimated assessment rates applied by the City Manager in the preparation of the updated Fire Services Assessment Roll for the Fiscal Year commencing October 1, 2024, as provided in Section 9 of this Preliminary Rate Resolution.

**SECTION 9. ASSESSMENT ROLL.**

(A) The City Manager is hereby directed to prepare, or cause to be prepared, an updated Assessment Roll for the Fiscal Year commencing October 1, 2024, in the manner provided in the Ordinance. The updated Assessment Roll shall include all Tax Parcels within the Property Use Categories. The City Manager shall apportion the estimated Fire Services Assessed Cost to be recovered through Fire Services Assessments in the manner set forth in this Preliminary Rate Resolution.

(B) A copy of the Ordinance, the Initial Assessment Resolution, the Final Assessment Resolution, the Preliminary Rate Resolution, documentation related to the estimated amount of the Fire Services Assessed Cost to be recovered through the imposition of Fire Services Assessments, and the updated Assessment Roll shall be maintained on file in the office of the City Manager and open to public inspection. The foregoing shall not be construed to require that the updated Fire Services Assessment Roll be in printed form if the amount of the Fire Services Assessment for each parcel of property can be determined by the use of a computer terminal available to the public.

(C) It is hereby ascertained, determined, and declared that the method of determining the Fire Services Assessments for fire protection services as set forth in this Preliminary Rate Resolution is a fair and reasonable method of apportioning the Fire Services Assessed Cost among parcels of Assessed Property located within the City.

**SECTION 10. HARDSHIP ASSISTANCE.**

(A) It is hereby ascertained, determined, and declared that it is in the best interest of the citizens of the City to assist Low Income Persons who are Owners of homesteaded Residential Property with the financial burden created by the imposition of a Fire Protection Assessment.

(B) Accordingly, there is hereby created an economic hardship program to assist Residential Property owners who meet the definition of Low Income Persons as established herein. An owner of Residential Property who meets low income level and asset guidelines specified by the City shall be eligible to receive payment of the Fire Protection Assessment by the City. Applicants for this hardship assistance shall provide written documentation satisfactory to the City Manager in order to qualify for such assistance. Any amounts provided for hardship assistance shall be paid by the City from funds other than those generated by the Fire Protection Assessment.

(C) Prior to December 1 of each year, the applicant shall file with the City Manager an application under oath demonstrating entitlement to hardship assistance as provided herein. Such application shall include the following:

- (1) The name and address of all Owners of the Residential Property;
- (2) The address and legal description for the Residential Property;
- (3) Proof of Total Household Income from all sources and other documentation required to demonstrate qualification as a Low Income Person; and
- (4) Such other information relating to the application as may be reasonably requested.

(D) The City Manager, with the assistance of other members of the administrative staff of the City, shall, within fifteen (15) days after the filing of such application, review the application and such other supporting data that may be filed therewith and make such further investigation as may be reasonably required in order to determine if the applicant is qualified for hardship assistance pursuant to this Section. If deemed qualified for the hardship assistance as outlined in this Section 10, the City shall pay the Fire Protection Assessment imposed on the qualified homesteaded property.

(E) The City Manager shall furnish his or her written decision to such applicant by United States mail, postage prepaid, addressed to the applicant at the address stated on the application on or before the expiration of twenty (20) days following the filing of the application determining if the applicant is or is not qualified for hardship assistance pursuant to this Section.

(F) Any shortfall in the expected Fire Protection Assessment proceeds due to any hardship assistance provided herein shall be supplemented by any legally available funds, or combination of such funds, and shall not be paid for by proceeds or funds derived from the Fire Protection Assessments. In the event a court of competent jurisdiction determines any assistance provided by the Board is improper or otherwise adversely affects the validity of the Fire Protection Assessment imposed for any Fiscal Year, the sole and exclusive remedy shall be the imposition of a Fire Protection Assessment upon each affected Tax Parcel in the amount of the Fire Protection Assessment that would have been otherwise imposed save for such assistance afforded to such Tax Parcel by the Board.

**SECTION 11. AUTHORIZATION OF PUBLIC HEARING.** There is hereby established a public hearing to be held at 6:00 p.m. on September 9, 2024, in the Chiefland City Commission Chambers, 214 East Park Street, Chiefland, FL, at which time the City Commission will receive and consider any comments on the Fire Services Assessments from the public and affected property owners and consider reimposing Fire Services Assessments and collecting such assessments on the same bill as ad valorem taxes.

**SECTION 12. NOTICE BY PUBLICATION.** The City Manager shall publish a notice of the public hearing authorized by Section 11 hereof in the manner and time provided in

Ordinance 20-04. The notice shall be published no later than August 19, 2024 in substantially the form attached hereto as Appendix B.

SECTION 13. **NOTICE BY MAIL.** The has determined that the truth-in-millage (“TRIM”) notice that is mailed by the Property Appraiser under Section 200.069, Florida Statutes, fulfills the notice requirements, as required by Ordinance 20-04, and directs that the City Manager arrange to have all required information included in the said TRIM notice. Such notice shall be mailed no later than August 16, 2024.

SECTION 14. **METHOD OF COLLECTION.** It is hereby declared that the Fire Services Assessments imposed on Tax Parcels in the City shall be collected and enforced pursuant to the Uniform Assessment Collection Act for the Fiscal Year beginning October 1, 2024.

SECTION 15. **APPLICATION OF ASSESSMENT PROCEEDS.** Proceeds derived by the City from the Fire Services Assessments shall be used for the provision of fire protection services, facilities, and programs within the City. In the event there is any fund balance remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund fire protection services, facilities, and programs.

SECTION 16. **SEVERABILITY.** It is the intent of the City Commission that if any section, sentence, clause, phrase or provision of this Resolution is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as a render invalid or unconstitutional the remaining provisions of this Resolution.

SECTION 17. **CONFLICT.** In any case where a provision of this Resolution is found to be in conflict with a provision of any other resolution of this City, the provisions of this Resolution shall prevail.

SECTION 18. **EFFECTIVE DATE.** This Preliminary Assessment Resolution shall take effect immediately upon its passage and adoption.

**PASSED** and **RESOLVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by the City Commission of the City of Chiefland.

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

ATTEST:

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

Approved as to form:

\_\_\_\_\_  
Norm Fugate, City Attorney

Date: July 8, 2024

## AGENDA ITEM

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### Topic: James Moore Engagement Letter

#### Background Description:

Robert Beauchamp of Beauchamp and Edwards retired from doing the City's pre-audit as of June 2024. James Moore is the City's current Annual Auditor and has given an engagement letter to also do the City's pre-audit.

FY 2025 we will need to discuss going out for a bid for all our audit services. James Moore is familiar with our accounting procedures and works well with staff. I would like you to consider allowing James Moore to complete the 2023-2024 pre-audit.

#### Fiscal Impact:

Beauchamp and Edwards pre-audit for last fiscal year was \$17,600.  
James Moore pre-audit only for the current fiscal year \$19,500.

#### Recommended Action:

Motion to approve the letter of engagement with James Moore for financial services to complete the pre-audit for FY 2023-2024.


**JAMESMOORE**

June 21, 2024

To the Honorable Mayor, City Commission, and City Manager,  
City of Chiefland, Florida:

This letter is provided in connection with our engagement letter dated August 1, 2023, to audit the financial statements of the City of Chiefland, Florida (the City) as of and for the year ended September 30, 2024. For the year ended September 30, 2024, you have requested our assistance with year-end schedules and reconciliations to accounting general ledger system. Listed below are the additional services with a total cost of \$19,500; however, if additional assistance is required then fees will be quoted prior to work being performed.

- State Revenue Accrual
- Grant Revenues Accruals/Due from other Governments
- Unbilled AR
- Allowance for doubtful accounts
- Prepaid items
- Inventory
- Fixed assets and depreciation calculations
- Long term debt
- Accounts Payable
- Accrued payroll
- Compensated absences
- Unearned revenue
- Interfund (transfers and due to/from)
- Florida Retirement System (FRS) and GASB 68 journal entries
- Annual Financial Report (AFR)
- Assistance with GASB 87 (Leases) & GASB 96 (SBITA)

Our ability to provide services in accordance with our estimated fees above is contingent on cash and pooled cash reconciling to the general ledger, beginning equity agrees to the prior year financial statements and all funds are in balance. We will also need your personnel to be readily available during the engagement to respond in a timely manner to our requests.

#### **Other Audit Matters**

We will perform the following nonattest services: assistance with preparation of financial statements, preparation of schedule of expenditures of federal awards and state financial assistance (if applicable), data collection form (if applicable), assistance with fixed asset and depreciation schedules, assistance with lease and SBITA calculation (if applicable), Annual Financial Report (AFR), and assistance with year-end schedules and reconciliations to accounting general ledger system. With respect to any nonattest services we perform, the City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual (Laura Cain) to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

This communication is for informational purposes only and to further document our understanding of services to be provided and has no impact on the initial fees established in our engagement letter dated August 1, 2023, except as noted above.



City of Chiefland, Florida  
June 21, 2024  
Page 2

This information is intended solely for the information of use of City Commission, and management, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,  
*James Moore & Co., P.L.*

JAMES MOORE & CO., P.L.

RESPONSE:

This letter correctly sets forth the understanding of the City of Chiefland, Florida.

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**CITY OF CHIEFLAND  
CITY COMMISSION MEETING  
JUNE 24, 2024**

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

**MEMBERS PRESENT:** Chris Jones, Mayor  
Lewrissa Johns, Vice Mayor/Commissioner  
Kim Bennett, Commissioner  
Norman Weaver, Commissioner  
LaWanda Jones, Commissioner

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Laura Cain, City Manager  
Belinda Wilkerson, Deputy City Clerk  
Blake Fugate, City Attorney  
Carol Gore, Planning Project Coordinator  
Scott Anderson, Police Chief  
Dwayne King, Fire Chief

Visitors - Gerry Dedenbach of CHW Engineering, representing Williams Family Investments Planned Unit Development gave a presentation outlining their plan. Mr. Dedenbach explained the phasing of the plan over a time span of 50 years all dependent on how fast the City can grow with them and support the development as in water, sewer and other necessary infrastructure. Mr. Dedenbach also explained the development will work to implement a dark sky friendly approach in their standards for street lighting and other municipal utility structures.

Commissioner Weaver asked about the commercial areas. Mr. Dedenbach stated there are designated areas for commercial and it is intended that when you live in the development you don't have to leave but he also stated the commercial areas will be accessible to the general public from Highway 19.

Commissioner Jones asked about the multi family designation and Mr. Dedenbach explained that those would most like be apartment buildings.

These citizens spoke and asked questions about the development. Tammy Boyle, Kevin McCarr, Ed Vale, Christine Switt, Stacey Peters, Beth Reid, Daniel Barron, Terea, Raelynn Worley, Brooklyn Shields, Nancy Goobler, Dan Plonk, Brian Capps, Michael, Missy Callaway, Bob Virgil, Celia, Don Altgier, Reagan Hudson, Sylvia. Some of the questions asked were Will there be a cap on the phases or will they be able to keep going?, Who takes care of the water and sewer?, Could the City adopt a dark sky friendly ordinance?, How are you going to handle getting water and sewer through the wetland areas?, How will the flooding be handled?, How many builders will there be for the development?, What is going to happen with the wildlife that lives on the property?, Can the multi family units be left out?, How does the development benefit the City?, How does the

development fit the City’s vision, Can the zoning be rural residential instead of PUD?, how will we provide jobs and healthcare?

Mr. Gerry Dedenbach answered all of the citizen’s questions.

Vice Mayor Johns made a motion to continue the meeting on July 8, 2024 @ 5:30 p.m. stating she had not heard enough from City residents. Second by Commissioner Bennett. Motion Passed. Vote 5-0. The hearing continuation will be held at 5:30 pm on July 8, 2024 at Chiefland City Hall, 214 East Park Ave.

**Police Chief - Scott Anderson -**

None

**Fire Chief - Dwayne King -**

None

**City Attorney - Fugate and Fugate Law Firm -**

Blake Fugate - None

**Old Business**

None

**New Business**

None

**Public Comment**

None

**Correspondence -**

None

**Approval of Regular Minutes for June 10, 2024 -**Motion made by Vice Mayor Johns, Second by Commissioner Weaver to approve the regular minutes from June 10, 2024. Motion passed Vote 5-0. A correction was requested by Commissioner Jones for the June 10, 2024 minutes: Under Public comment, it should state that Heather Sheppard asked about items at the Usher Center and not Maggie Allen. I have made the correction.

There being no further business to discuss, the meeting adjourned at 8:10 PM.

Attest.

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

\_\_\_\_\_  
Chris Jones, Mayor-Commissioner

**CITY OF CHIEFLAND  
CITY COMMISSION BUDGET MEETING  
JUNE 24, 2024**

The Chiefland City Commission met in Special Session at the Chiefland City Hall. Mayor Jones called the meeting to order at 8:10 P.M.

**MEMBERS PRESENT:** Chris Jones, Mayor - Commissioner  
Lewrissa Johns, Vice Commissioner  
Norman Weaver, Commissioner  
LaWanda Jones, Commissioner  
Kim Bennett, Commissioner

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Laura Cain, City Manager  
Belinda Wilkerson, Deputy City Clerk  
Carol Gore, Planning Project Coordinator

**General Fund**

The budget presented tonight is a preliminary budget using the current millage rate of 8.5493. This budget is balanced. A 5% across the board raise for eligible employees is being proposed.

Health insurance expenditures are expected before the next meeting.

**541 Streets**

No changes

**572 Recreation**

No changes

**573 Usher Center**

No changes

**Fire**

No changes.

**Utility Fund**

No changes

**533 Water**

No changes

**535 Sewer**

No changes

Industrial Park Fund

No change

There being no further business to discuss, the meeting adjourned at 8:20 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