



# Commission Meeting Minutes

February 24, 2025  
7:00 PM

25440 West Newberry Road,  
Newberry, Florida 32669

## QUORUM CHECK

Mayor	Jordan Marlowe
Commissioners	Mark Clark Rick Coleman Monty Farnsworth Tim Marden Tony Mazon
City Manager	Dallas Lee
City Clerk	Judy Rice
City Attorney	Scott Walker
Staff:	
Assistant City Manager for Public Works and Utilities	Jamie Jones
Director of Community Development	Stacey Hectus
Assistant Director of Utilities & Public Works	Rance Green
Grants and Funding Manager	Jane Sullivan
Planner & Community Redevelopment Agency Specialist	Chelsea Bakaitis
Principal Planner	Jean-Paul W. Perez
GIS Specialist	Nicki Bailey
Building Official	David Meyer
Building Inspector	Tony Carpenter
Permit Tech II	Michael Booth
Permit Tech I	Ashley Monk
Records & Administrative Coordinator	Jeannene Mironack

## CALL TO ORDER

Mayor Marlowe called the meeting to order at 7:00 PM.

## APPROVAL OF AGENDA

**Motion to approve the Agenda as published was made by  
Motion made by Commissioner Marden, Seconded by  
Commissioner Coleman.**

Mayor Marlowe asked for public comment. There was none.

**Voting Yea: Commissioner Clark, Commissioner Coleman,  
Commissioner Farnsworth, Commissioner Marden**

**MOTION PASSED 4-0**

Commissioner Mazon entered and joined the dais at 7:01 PM.

### **INVOCATION**

Pastor Ralph Williams provided the invocation.

### **PLEDGE OF ALLEGIANCE**

Commissioner Clark led the Pledge of Allegiance.

### **PRESENTATIONS**

*(Please limit presentations to 15 minutes)*

#### **1. Introduction of Building Division Team**

Director of Community Development Hectus introduced the Building Division staff:

- Ashley Monk, Building Permit Tech I
- Michael Booth, Building Permit Tech II
- Tony Carpenter, Building Inspector
- David Meyer, Building Official

#### **2. FMEA Restoring Communities Award**

Assistant Director of Utilities and Public Works Green presented the item orally.

#### **3. Mayor's Proclamation**

LeAnne Williams, Florida Association of City Clerks, Northeast District Director presented a Resolution honoring Judy Suggs Rice for 35 years of service to Newberry.

Mayor Marlowe presented a City of Newberry Proclamation honoring Judy Suggs Rice for 35 years of service.

Discussion ensued.

### **PUBLIC ANNOUNCEMENTS**

*(Please limit announcements to 2 minutes)*

Chris Mack, President of the Newberry Main Street Organization, thanked the City for the assistance with the Blues & BBQ Festival.

### **CONSENT AGENDA**

**Motion to approve the Consent Agenda was made by  
Commissioner Mazon, Seconded by Commissioner Marden.**

**Voting Yea: Commissioner Clark, Commissioner Coleman,  
Commissioner Farnsworth, Commissioner Marden,  
Commissioner Mazon**

**MOTION PASSED 5-0**

- 4. February 10, 2025 Commission Meeting Minutes**
- 5. Payment Registers**
- 6. Florida League of Cities - Legislative Bill Summaries**
- 7. Authorizing submittal of USDA RBDG Grant Application**

***Resolution 2025-08 A Resolution Of The City Commission Of The City Of Newberry, Florida; Authorizing The City Manager To Make Application To The U.S. Department Of Agriculture (Usda) Rural Business Development Grant (Rbdg) Program For Funding Business Opportunity And Business Enterprise Projects That Serve Rural Areas; Repealing All Resolutions In Conflict; Providing An Effective Date.***

## **PUBLIC HEARINGS AND ORDINANCES**

### **8. An Ordinance to Establish the Highland Park Community Development District**

***Legislative: Second reading of Ordinance 2025-01/LDR 24-27, establishing the community development district, a special taxing district, for the Highland Park Planned Development.***

Attorney Walker read Ordinance 2025-01 by title only.

Principal Planner Perez presented the item with a PowerPoint.

Attorney Jennifer Kilinski, Kilinski | Van Wyk, applicant's counsel, responded to questions.

Travis Hastay, PE, CHW NV5 Project Manager was available for questions.

Discussion ensued.

**Motion to enact Ordinance 2025-01 establishing the community development district for the Highland Park Planned Development, on second reading, was made by Commissioner Clark, Seconded by Commissioner Mazon.**

Discussion ensued.

Attorney Kilinski responded to questions.

Mayor Marlowe asked for public comment. There was none.

### **ROLL CALL VOTE**

**Voting Yea: Commissioner Clark, Commissioner Coleman, Commissioner Farnsworth, Commissioner Mazon**

**Voting Nay: Commissioner Marden**

**MOTION PASSED 4-1**

## **AGENDA ITEMS**

### **9. Parking in Downtown Newberry**

Planning Specialist Bakaitis presented the item with a PowerPoint.

Discussion ensued.

Planning Specialist Bakaitis and Assistant City Manager for Public Works and Utilities Jones responded to questions from the dais.

Mayor Marlowe asked for public comment. Lisa Tate and Jeff Tate spoke.

**10. Proposed Joint Meeting with Alachua County Board of County Commissioners**

City Manager Lee presented the item orally.

Discussion ensued.

By consensus the Commission expressed support for a Joint Meeting on May 12, 2025, at 7 PM. They directed staff to inquire about holding the meeting at the UF/IFAS Extension Office for Alachua County, at 22712 W Newberry Road.

By consensus the Commission directed City Manager Lee to request that the agenda include discussion of SW 15<sup>th</sup> Avenue, with the Board of County Commissioners having a prior briefing on this roadway by their staff.

**COMMENTS**

City Manager Lee, Commissioner Coleman, Commissioner Clark, Commissioner Marden, Commissioner Mazon, and Mayor Marlowe made comments.

**MEETING ADJOURNMENT**

The meeting was adjourned at 8:19 PM.

Signed and approved on this 10th day of March 2025.

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Jordan Marlowe, Mayor

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Judy S. Rice, City Clerk