



Commission Meeting Minutes

April 28, 2025
7:00 PM

25440 West Newberry Road,
Newberry, Florida 32669

QUORUM CHECK

Mayor

Tim Marden

Commissioners

Mark Clark
Rick Coleman
Monty Farnsworth
Donald Long
Tony Mazon

Interim City Manager

Dallas Lee

City Clerk

Judy Rice

City Attorney

Scott Walker

Managerial Consultant

Jordan Marlowe

Staff:

Assistant City Manager for Public Works and Utilities

Jamie Jones

Director of Capital Project & Facilities

Joe Lovelady

Director of Community Development

Stacey Hectus

Director of Recreation

Rod Clark

Fire Chief

Jason Lyman

Deputy Fire Chief

Kevin Farr

Acting Director of Finance & Administration

Amanda Hagan

Code Enforcement Officer

Greta Moreau

Economic Development Coordinator

Uma Sarmistha

Grants and Funding Manager

Jane Sullivan

Events Coordinator

Crystal Rushing

Executive Assistant

Randa Paul

CALL TO ORDER

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

APPROVAL OF AGENDA

Mayor Marden requested the agenda be amended to:

- Move Item 21 to after Item 14; and
- Add a new Item after 4, University of Florida Historic Preservation Student Presentation.

**Motion to approve the Agenda as Amended was made by
Commissioner Mazon, Seconded by Commissioner Clark.**

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

PRESENTATIONS

(Please limit presentations to 15 minutes)

1. Proclamation Supporting Josh Taylor's Applications with the Guinness Book of World Records

Mayor Marden read a Proclamation supporting Josh Taylor's applications with the Guinness Book of World Records.

2. National Fallen Firefighters' Day Proclamation

Mayor Marden read a Proclamation declaring May 4th, 2025, as National Fallen Firefighters' Day Proclamation.

3. State Road 26/Newberry Road Intersection Traffic Control Evaluation Review & Coordination

Assistant City Manager for Public Works and Utilities Jones introduced Ali Brighton, P.E., Kimley-Horn, who presented the item with a PowerPoint.

Discussion ensued.

4. University of Florida Urban Planning Students' Class Project on Form-Based Code

Item 4 was heard before Item 3 due to a technical issue.

Dr. Abhinav Alakshendra, Associate Professor and Director of the University of Florida's Center for International Design and Planning, introduced UF graduate student JT Girman who presented the item with a PowerPoint.

The project team also included these students: Brenda Lugano, Ryan Chisholm, Abiral Aashish, Jade Li, and Hugo Lennon.

NEW. University of Florida Historic Preservation Student Presentation

Dr. Clarissa Carr, Research Assistant Professor, Historic Preservation Program, introduced Natalie Cecil, UF Master of Interior Design student, who created an ArcGIS website "StoryMap" of Newberry's Historic District. Ms. Cecil presented the item with a PowerPoint.

PUBLIC ANNOUNCEMENTS

(Please limit announcements to 2 minutes)

Gerry Dedenbach, Naim Erched, and Chris Mack made announcements.

CONSENT AGENDA

**Motion to approve the Consent Agenda was made by
Commissioner Coleman, Seconded by Commissioner Clark.**

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

MOTION PASSED 5-0

- 5. April 14, 2025 Commission Meeting Minutes**
- 6. April 21, 2025 Newberry 101 Workshop Minutes**
- 7. Payment Registers**
- 8. Florida League of Cities - Legislative Bill Summaries**
- 9. Declare Certain Items as Surplus**
- 10. 2025 Drinking Water Week**
- 11. Public Works Week**
- 12. Proclamation for Historic Preservation Month**
- 13. Municipal Clerks' Week Proclamation**

PUBLIC HEARINGS AND ORDINANCES

14. Budget Amendment and Quarterly Budget Update

Resolution 2025-12, A Resolution Of The City Commission Of The City Of Newberry, Florida, Adopting Amendments To The Fiscal Year 2024-2025 Budget; And Providing For Severability, Conflicts, An Effective Date.

Attorney Walker read Resolution 2025-12 by title only.

Commissioner Mazon left the dais at 8:15 PM.

Acting Director of Finance Hagan presented the item with a PowerPoint.

**Motion to approve Resolution 2025-12 was made by
Commissioner Long, Seconded by Commissioner Clark.**

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 4-0

Commissioner Mazon returned to the dais at 8:17 PM.

15. Authorizing Application for CDBG Neighborhood Revitalization

Resolution No. 2025-16, A Resolution Of The City Commission Of The City Of Newberry, Florida, Authorizing The City Manager To Make Application To Florida Commerce Small Cities Community Development Block Grant Program For Funding Neighborhood Revitalization New Street Pavement, Sidewalks And Wastewater Collection/Transmission; Repealing All Resolutions In Conflict; And Providing An Effective Date.

Attorney Walker read Resolution 2025-16 by title only.

Grants and Funding Manager Sullivan presented the item with a PowerPoint.

Discussion ensued.

**Motion to approve the City of Newberry CDBG
Neighborhood Revitalization project via Resolution 2025-16
for submittal to Florida Commerce Small Cities CDBG
Program was made by Commissioner Clark, Seconded by
Commissioner Coleman.**

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

16. Vacant Property Registration Ordinance Update

Legislative Hearing, First Reading of Ordinance 2025-007, An Ordinance Of The City Of Newberry, Florida, Repealing Chapter 14, Article Ii, Division 4, Section 14-135 And Creating Chapter 14, Article Ii, Division 6, City Of Newberry, Florida, To Be Entitled, "Registration Of Foreclosing Mortgages And Vacant Property"; Providing For Purpose, Intent And Applicability Of The Ordinance Requiring The Registration And Maintenance Of Certain Real Property By Mortgagees And Vacant Property By Owners; Providing For Penalties And Enforcement, As Well As The Regulation, Limitation And Reduction Of Registrable Real Property Within The City Of Newberry; Providing For Severability, Repealer, Codification, And An Effective Date.

Attorney Walker read Ordinance 2025-07 by title only.

Community Development Director Hectus presented the item with a PowerPoint.

Discussion ensued.

Mayor Marden asked for public comments. There were none.

**Motion to approve Ordinance 2025-007 on First Reading
was made by Commissioner Mazon, Seconded by
Commissioner Long.**

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

MOTION PASSED 5-0

17. Abandoned Vehicles Ordinance Update

Legislative Hearing, First Reading of Ordinance 2025-006, An Ordinance Of The City Of Newberry, Florida, Repealing And Replacing Chapter 94, Article V, Abandoned Vehicles, Section 94-121 – 94-125 Of The Code Of Ordinances City Of Newberry, Florida, Providing For Definitions, Prohibitions, Impoundment And Applicability Of The Ordinance, Laying Out The Process For Abandoned Vehicles Within The City Of Newberry, Providing For Severability, Repealing All Ordinances In Conflict, Codification, And An Effective Date.

Attorney Walker read Ordinance 2025-06 by title only.

Code Enforcement Officer Moreau presented the item with a PowerPoint.

Discussion ensued.

Principal Planner Perez responded to questions.

Discussion continued.

Motion to approve Ordinance 2025-006 on First Reading was made by Commissioner Coleman, Seconded by Commissioner Farnsworth.

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

18. Large Scale Retail (Big Box) Ordinance

~~**Quasi-Judicial**~~ **Legislative Public Hearing: First reading of Ordinance 2025-05/ LDR 25-01, staff presentation on Large Scale Retail (Big Box) and requested edits to the Overlay District.**

Commissioner Clark left the dais at 9:05 PM, returning at 9:07 PM.

Attorney Walker read Ordinance 2025-05 by title only.

Community Development Director Hectus and Principal Planner Perez presented the item with a PowerPoint.

Discussion ensued.

Motion to approve Ordinance 2025-05 on First Reading was made by Commissioner Farnsworth, Seconded by Commissioner Coleman.

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

19. Highland Park Planned Development Construction Plans for Residential Phases 1 through 3

Resolution 2025-14/SD 24-15, an application by NV5, agent, on behalf of Newberry Plaza LLC, owner, for approval of construction plans for the infrastructure and site improvements for Phase 1 through 3 of the Highland Park Planned Development on ±77.28 acres; a portion of Parcel No. 01932-000-000.

Attorney Walker read Resolution 2025-14 by title only.

Principal Planner Perez presented the item with a PowerPoint.

Discussion ensued.

Motion to approve Resolution 2025-14 and authorize the City Manager to approve the Developer's Agreement was made by Commissioner Clark, Seconded by Commissioner Mazon.

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

AGENDA ITEMS

20. Easton Sports Development Foundation (ESDF) Negotiations Follow-up

Director of Recreation Clark presented the item with a PowerPoint.

Discussion ensued.

By consensus, the Commission directed staff to continue negotiations and provide an update to the Commission in the second week of June.

21. Planning and Zoning Board Members Appointment

Resolution 2025-05, A Resolution of the City Commission of the City of Newberry, Florida, appointing members to the Planning and Zoning Board of the City of Newberry, Florida, establishing calendar year appointment terms; repealing all resolutions in conflict; and providing an effective date.

Attorney Walker read Resolution 2025-05 in its entirety, indicating where appointments should be inserted in the Resolution.

Community Development Director Hectus presented the item with a PowerPoint.

Discussion ensued.

The Commission approved Resolution 2025-05 in three motions.

Motion to approve extension to April 2026 of two Planning and Zoning Board members whose terms expired in April 2024, Anne Polo and Kathi Thomas, was made by Commissioner Coleman, Seconded by Commissioner Clark.

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

Motion to appoint two Planning and Zoning Board members for two-year terms to expire in April 2027, Naim Erched and Mellina Parker, was made by Commissioner Clark, Seconded by Commissioner Long.

Mayor Marden asked for public comments. There were none.

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

Voting Nay: Commissioner Farnsworth

MOTION PASSED 4-1

Discussion ensued.

Jessica Carey, applicant for the Planning and Zoning Board one-year term filling the vacancy spoke.

**Motion to appoint one Planning and Zoning Board member
for a one-year term filling the vacancy, to expire in April
2027, Jessica Carey, was made by Commissioner Coleman,
Seconded by Commissioner Clark.**

Mayor Marden asked for public comments. There were none.

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

MOTION PASSED 5-0

22. Discuss Hiring Process for City Clerk

City Clerk Rice presented the item orally.

Discussion ensued.

By consensus, the Commission stated that the Commissioners will meet with Clerk Rice individually to discuss the job description and minimum qualifications/salary. A Special Meeting will be scheduled for this matter.

COMMENTS

Interim City Manager Lee, Commissioner Mazon, Commissioner Long, Commissioner Farnsworth, Commissioner Clark, Commissioner Coleman, and Mayor Marden made comments.

MEETING ADJOURNMENT

The meeting was adjourned at 10:20 PM.

Signed and approved on this 27th day of May 2025.

Timothy R. Marden, Mayor

Judy S. Rice, City Clerk