



# Commission Meeting Minutes

April 08, 2024  
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	Mike New
City Clerk	Judy Rice
City Attorney	Scott Walker
Staff:	
Assistant City Manager, Chief Financial Officer	Dallas Lee
Director of Parks and Recreation	Travis Parker
Assistant Director of Utilities & Public Works	Rance Green
Executive Assistant	Randa Paul

## 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 Commissioner Mazon, Seconded by Commissioner Clark.**

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

**MOTION PASSED 4-0**

## INVOCATION

Tim Marden provided the invocation.

## PLEDGE OF ALLEGIANCE

Commissioner Clark led the pledge.

## **PRESENTATIONS**

*(Please limit presentations to 15 minutes)*

### **1. Proclamation Declaring April as Child Abuse Prevention Month**

Jenny McGovern, Director of Development & Engagement, Partnership for Strong Families, Inc. presented the item with a PowerPoint.

Mayor Marlowe proclaimed April as “Child Abuse Prevention Month” in Newberry.

Discussion ensued.

Commissioner Coleman joined the dais at 7:10 PM.

### **2. City of Newberry and Community Redevelopment Agency Annual Comprehensive Financial Reports for Fiscal Year Ended September 30, 2023**

Dallas Lee, CGFO, Assistant City Manager/CFO introduced Barbara Boyd, CPA, Partner with Purvis, Gray & Co. Ms. Boyd presented the item with a PowerPoint. The Summary of Auditor’s Results concluded in unmodified (“clean”) opinions for both the City of Newberry’s and the Newberry Community Redevelopment Agency’s Annual Comprehensive Financial Reports for Fiscal Year Ended September 30, 2023.

Mayor Marlowe and City Manager New congratulated Assistant City Manager/CFO Lee and the Finance team for their efforts.

Discussion ensued.

### **3. Proclamation Declaring April 26, 2024, as “The Great American Cleanup” Day in Newberry**

Mayor Marlowe proclaimed Friday, April 26, 2024 as the “Great American Cleanup Day” in Newberry.

Rance Green, Assistant Director of Utilities & Public Works, announced the Great American Cleanup Day dates and activities.

Discussion ensued.

## **CONSENT AGENDA**

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

Mayor Marlowe asked for public comment. There was none.

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

**MOTION PASSED 5-0**

### **4. March 25, 2024 Commission Meeting Minutes**

### **5. Statewide Mutual Aid Agreement – Florida Dept of Emergency Management**

## **PUBLIC HEARINGS AND ORDINANCES**

### **6. Surplus Funds Investment Policy Ordinance**

*Legislative and First Hearing: Ordinance 2024-13*

*An Ordinance Of The City Commission For the City Of Newberry, Florida, Providing Regulations Regarding The Permitted Investment Of Surplus Funds And Authorizing The Adoption Of Investment Procedures; Creating Section 2-121 Of The City Of Newberry Code Of Ordinances Regarding Permitted Investment Of Surplus Funds; Repealing All Ordinances In Conflict And Providing An Effective Date*

Attorney Walker read Ordinance 2024-13 by title only.

Dallas Lee, Assistant City Manager/CFO, CGFO, CPM, presented the item.

Discussion ensued.

**Motion to approve Ordinance 2024-13 on first reading made by Commissioner Coleman, Seconded by Commissioner Marden.**

Mayor Marlowe asked for public comment. There was none.

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

**MOTION PASSED 5-0**

## **AGENDA ITEMS**

### **7. Construction Contract for the Easton Newberry Sports Complex Parking Improvements**

Travis Parker, Director of Parks and Recreation, presented the item with a PowerPoint.

Discussion ensued.

**Motion to (1) Authorize the exception to the City of Newberry Purchasing Policy, (2) Authorize the City Manager to execute a contract with Coleman Construction for the construction of the Easton parking lot, and (3) Authorize the City Manager to execute change orders up to 10% of the contract amount, was made by Commissioner Marden, Seconded by Commissioner Mazon.**

Mayor Marlowe asked for public comment. There was none.

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

**MOTION PASSED 5-0**

**COMMENTS**

City Manager New, Commissioner Coleman, Commissioner Clark, Commissioner Marden, Commissioner Mazon, and Mayor Marlowe made comments. City Clerk Rice and Assistant City Manager/CFO Lee responded to questions.

**MEETING ADJOURNMENT**

The meeting was adjourned at 8:10 PM.

Signed and approved on this 15th day of April 2024.

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Jordan Marlowe, Mayor

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Judy S. Rice, City Clerk