



Commission Meeting Minutes

July 14, 2025
7:00 PM

25440 West Newberry Road
Newberry, Florida 32669

QUORUM CHECK

Mayor	Tim Marden
Commissioners	Mark Clark Rick Coleman Donald Long
City Manager	Jordan Marlowe
City Clerk	Judy Rice
City Attorney	Scott Walker
Staff:	
Assistant City Manager/CFO	Dallas Lee
Assistant City Manager for Infrastructure & Development	Jamie Jones
Director of Community Development	Stacey Hectus
Principal Planner	Jean-Paul W. Perez
Director of Parks and Recreation	Rod Clark
Fire Chief	Jason Lyman
Records & Administrative Coordinator	Jeannene Mironack
Intern	Annah McGehee
Absent:	
Commissioners	Monty Farnsworth Tony Mazon

CALL TO ORDER

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

APPROVAL OF AGENDA

**Motion to approve the Agenda as published 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**

MOTION PASSED 3-0

INVOCATION

Pastor Campbell, Newberry United Methodist provided the invocation.

PLEDGE OF ALLEGIANCE

Commissioner Clark led the Pledge of Allegiance.

PRESENTATIONS

(Please limit presentations to 15 minutes)

1. Recreation Update and Proclamation

Director of Parks and Recreation Clark presented the item with a PowerPoint.

Discussion ensued.

Mayor Marden proclaimed July as the City of Newberry Parks & Recreation Month.

CONSENT AGENDA

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

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

MOTION PASSED 3-0

2. June 23, 2025 Commission Meeting Minutes

3. Amendment to Traffic Signal Maintenance and Compensation Agreement with the Florida Department of Transportation (FDOT)

PUBLIC HEARINGS AND ORDINANCES

4. Second Reading of a Small-Scale Future Land Use Map Amendment from Agriculture to Commercial for a Commercial Development Entitled Crystal Lake

***Legislative Second Reading of Ordinance 2025-11, AN ORDINANCE OF THE CITY OF
NEWBERRY, FLORIDA, AMENDING ORDINANCE NO. 4-91, AS AMENDED, RELATING TO
A SMALL-SCALE AMENDMENT TO THE FUTURE LAND USE MAP OF THE CITY OF
NEWBERRY COMPREHENSIVE PLAN; PROVIDING FOR A CHANGE IN FUTURE LAND USE
CLASSIFICATION FROM AGRICULTURE TO COMMERCIAL ON CERTAIN LANDS WITHIN
THE CORPORATE LIMITS OF THE CITY OF NEWBERRY, FLORIDA; MORE PARTICULARLY
DESCRIBED IN EXHIBIT A, CONSISTING OF 50 ACRES; PROVIDING SEVERABILITY;
REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.***

Attorney Walker read Ordinance 2025-11 by title only.

Principal Planner Perez presented the item with a PowerPoint.

Ryan Thompson, AICP, NV5, Applicant's agent, was present for questions.

**Motion to Adopt Ordinance 2025-11 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 Long**

MOTION PASSED 3-0

5. **Second Reading of a Rezoning from Agricultural (A) to Commercial, Intensive (CI) for a Commercial Development Entitled Crystal Lake**

Quasi-Judicial Second Reading of Ordinance 2025-12 AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, RELATING TO THE REZONING OF 50 CONTIGUOUS ACRES AMENDING THE OFFICIAL ZONING ATLAS OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS; PROVIDING FOR REZONING FROM AGRICULTURAL (A) ZONING DISTRICT TO THE COMMERCIAL, INTENSIVE (CI) ZONING DISTRICT ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF NEWBERRY, FLORIDA MORE PARTICULARLY DESCRIBED IN EXHIBIT A; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

Mayor Marden reviewed the quasi-judicial procedures and read through the presentation order.

Attorney Walker read Ordinance 2025-12 by title only.

City Clerk swore in Community Development Director Hectus, City Manager Marlowe, Principal Planner Perez, and Ryan Thompson, AICP, NV5, Applicant's agent.

Mayor Marden asked for ex-parte communication on the application.

ROLL CALL

Commissioner Clark: NONE

Commissioner Coleman: NONE

Commissioner Long: NONE

Principal Planner Perez presented a PowerPoint of the staff overview of the application.

Ryan Thompson, AICP, NV5, Applicant's agent, spoke.

Principal Planner Perez presented a PowerPoint of the staff recommendation for the application.

There was no third-party intervenor present.

There was no cross examination.

There were no final arguments.

Attorney Walker advised the City Commission that their decision must be based upon substantial and competent evidence.

Mayor Marden asked for public comments. There were none.

Motion to adopt Ordinance 2025-12 was made by Commissioner Long, Seconded by Commissioner Coleman.

Mayor Marden asked for public comments. There were none.

Voting Yea: Commissioner Coleman, Commissioner Clark, Commissioner Long

MOTION PASSED 3-0

6. Preliminary Fire Assessment Resolution 2025-25

A Resolution Of The City Of Newberry, Florida, Relating To The Provision Of Fire Rescue Services, Facilities And Programs In The City Of Newberry, Florida; Providing Authority, Purpose And Definitions, And Certain Legislative Findings; Establishing The Cost Apportionment And Parcel Apportionment; Establishing The Estimated Rate For Fire Rescue Assessments For The Fiscal Year Beginning October 1, 2025; Directing The Preparation Of An Assessment Roll; Providing For Hardship Assistance; Authorizing A Public Hearing And Directing The Provision Of Notice Thereof; And Providing An Effective Date.

Attorney Walker read Resolution 2025-25 by title only.

Assistant City Manager/CFO Lee presented the item with a PowerPoint.

Discussion ensued.

Motion to approve Resolution 2025-25, setting the preliminary estimated rate for Fire Rescue Assessments for the fiscal year beginning October 1, 2025, at 100% funding of \$419 for Residential Parcels, 0.47¢/sq. ft. for Commercial Parcels, 0.13¢/sq. ft. for Industrial/Warehouse, and 0.42¢/sq. ft. for Institutional Parcels, 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 Long**

MOTION PASSED 3-0

AGENDA ITEMS

7. Newberry Stormwater Facility Plan & Resolution

Assistant City Manager for Infrastructure & Development Jones introduced Amanda Boone, Senior Project Manager, Woodard & Curran.

Attorney Walker read Resolution 2025-24 by title only.

Ms. Boone presented the item with a PowerPoint.

Discussion ensued.

Assistant City Manager Jones responded to questions.

**Motion to approve Resolution 2025-24 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 Long**

MOTION PASSED 3-0

COMMENTS

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

MEETING ADJOURNMENT

The meeting was adjourned at 8:02 PM.

Signed and approved on this 14th day of July 2025.

Timothy R. Marden, Mayor

Judy S. Rice, City Clerk