



Commission Meeting Minutes

August 28, 2023
7:00 PM

25440 W Newberry Road
Newberry, FL 32669

QUORUM CHECK

Mayor	Jordan Marlowe
Commissioners	Mark Clark 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 Planning & Economic Development	Bryan Thomas
Assistant Director of Utilities & Public Works	Rance Green
Principal Planner	Jean-Paul Perez
Project Manager	Armon Lowry
Staff Assistant	Jeannene Mironack
Staff Assistant	Missy Claude
Absent:	
Commissioner	Rick Coleman

CALL TO ORDER

Mayor Marlowe called the meeting to order at 7:00 PM. Mayor Marlowe noted Commissioner Coleman is absent.

APPROVAL OF AGENDA

Motion to approve agenda moving Item 9 to Presentations and the addition of Item 12, Resolution 2023-54 Declaring A Local State of Emergency for The City of Newberry was made by Commissioner Mazon, Seconded by Commissioner Marden.

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

MOTION PASSED 4-0

INVOCATION

Minister Armon Lowry provided the Invocation.

PLEDGE OF ALLEGIANCE

Commissioner Clark led the pledge.

PRESENTATIONS

1. State Road 26 Twin Pairs Project Update

David Tyler, PE, Florida Department of Transportation, District 2, presented an update on the SR 26 Twin Pairs Project with a PowerPoint.

Discussion ensued.

9. Master Joint Project Agreement (JPA) with the Florida Department of Transportation (FDOT)

City Manager New presented the item. He stated that future Task Orders will include scope, cost, and FDOT's position on funding source(s). The Commission will be informed of all Task Orders and will vote on all Task Orders exceeding the City Manager's approval authority.

Discussion ensued.

Motion to authorize the City Manager or designee to execute the Master JPA was made by Commissioner Clark, Seconded by Commissioner Marden.

Mayor Marlowe asked for public comment. There was none.

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

MOTION PASSED 4-0

2. Update on Funded State Small Matching Grant for Historic Resources Survey

Principal Planner Jean-Paul W. Perez introduced Elisabeth Price, Architectural Historian, with Johnson, Mirmiran, and Thompson (JMT), who presented the findings of the Historic Resources Survey with a PowerPoint, including currently classified historic buildings and additional buildings that may fall under the historic classification.

Discussion ensued.

Dallas Lee, SHRM-CP, CPM, Assistant City Manager/CFO, responded to the Commission's inquiry regarding tax incentives.

3. Compensation Study Results

Dallas Lee, SHRM-CP, CPM, Assistant City Manager/CFO introduced Rick Campbell, Ph.D., Director, PayPointHR who reviewed the Compensation Study findings with a PowerPoint.

Discussion ensued.

PUBLIC ANNOUNCEMENTS

Lisa Darling discussed her recent reports to Codes Enforcement.

CONSENT AGENDA

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

Mayor Marlowe asked for public comment. There was none.

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

MOTION PASSED 4-0

- 4. August 14, 2023, Regular Commission Meeting Minutes**
- 5. Easton Newberry Sports Complex Multi-purpose Field Site Clearing Project Award**
- 6. Resolution 2023-52**

A Resolution Of The City Of Newberry, Florida, Providing For Merit Pay Increase For City Clerk, Commensurate With Completion Of The Certified Public Manager Program Repealing All Resolutions In Conflict And Providing An Effective Date

PUBLIC HEARINGS AND ORDINANCES

7. Adoption of Final Fire Assessment Rates for FY2024

Resolution No. 2023-05 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; Establishing The Rate Of Assessment; Reimposing Fire Rescue Assessments Against Assessed Property Located In The City Of Newberry For The Fiscal Year Beginning October 1, 2023; Approving The Assessment Roll; Providing For Severability; Providing For Conflicts; And Providing An Effective Date.

Dallas Lee, CGFO, SHRM-CP, Assistant City Manager/CFO presented the item with a PowerPoint.

Discussion ensued.

Motion to approve Resolution 2023-05 was made by Commissioner Clark, Seconded by Commissioner Mazon.

Mayor Marlowe asked for public comment. There was none.

ROLL CALL

Voting Yea: Commissioner Clark, Commissioner Marden, Commissioner Mazon

Voting Nay: Commissioner Farnsworth

MOTION PASSED 3-1

8. Participating in Alachua County Solid Waste Municipal Service Benefit Unit (MSBU).

Legislative Hearing: First Reading of Ordinance 2023-25, Providing Consent for the Entire Corporate Limits of the City of Newberry Florida, to be Included in a Non-Ad Valorem Assessment for Municipal Service Benefit Unit (MSBU) Created by Alachua County for Solid Waste Management Costs.

Attorney Walker read Ordinance 2023-25 by title only.

Dallas Lee, CGFO, SHRM-CP, Assistant City Manager/CFO presented the item with a PowerPoint.

Motion to approve Ordinance 2023 -25 on first reading. made by Commissioner Clark, Seconded by Commissioner Mazon.

Discussion ensued.

Mayor Marlowe asked for public comment. There was none.

ROLL CALL

Voting Yea: Commissioner Clark, Commissioner Farnsworth, Commissioner Mazon

Voting Nay: Commissioner Marden

MOTION PASSED 3-1

AGENDA ITEMS

10. Revision of Travel Authorization Procedures

Attorney Walker read Resolution 2023-53 by title only.

City Manager New presented the item.

Discussion ensued. The Commission directed staff to provide follow-up regarding whether a per diem could be allowed versus submitting receipts.

Motion to adopt Resolution No. 2023-53 Delegating Approval of Authority for authorizing and approving travel expenses to the City Manager, consistent with City policy and State statutes, was made by Commissioner Marden, Seconded by Commissioner Farnsworth.

Mayor Marlowe asked for public comment. There was none.

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

MOTION PASSED 4-0

11. September 11, 2023, City Commission Meeting

City Manager New presented the item.

Discussion ensued regarding upcoming required meetings and schedules.

Due to Hurricane Idalia, the Commission directed staff to reschedule the Budget Workshop from August 30th to September 5th after the Historic Architectural Review Board and Planning Board meetings.

The Commission also directed staff to cancel the September 11th Regular Commission Meeting, rescheduling all agenda items to either the September 6th Special Commission Meeting or a future Commission Meeting.

12. Resolution 2023-54, Declaring A Local State of Emergency For The City Of Newberry

Attorney Walker read Resolution 2023-54 by title only.

City Manager New presented the item.

Motion to approve Resolution 2023-54 was made by Commissioner Farnsworth, Seconded by Commissioner Marden.

Mayor Marlowe asked for public comment. There was none.

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

MOTION PASSED 4-0

COMMENTS

City Manager New, City Clerk Rice, Commissioner Clark, Commissioner Farnsworth, Commissioner Marden, Commissioner Mazon, and Mayor Marlowe made comments.

MEETING ADJOURNMENT

The meeting was adjourned at 9:31 PM.

Signed and approved on this 25th day of September, 2023.

Jordan Marlowe, Mayor

Judy S. Rice, City Clerk