



Commission Meeting Minutes

June 23, 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
City Manager	Jordan Marlowe
City Attorney	Scott Walker
Staff:	
Director of Community Development	Stacey Hectus
Principal Planner	Jean-Paul W. Perez
Senior Planner	Uma Sarmistha
Executive Assistant	Randa Paul
Records & Administrative Coordinator	Jeannene Mironack
Intern	Addi Torres
Intern	Annah McGehee
Absent:	
City Clerk	Judy Rice

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 Farnsworth, Commissioner Long, Commissioner Mazon

MOTION PASSED 5-0

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. Presentation by Circuit 8 State Attorney Brian Kramer

Circuit 8 State Attorney Kramer presented the item orally. He also introduced Rebecca Shinholser, Executive Director of the Circuit 8 State Attorney's Office.

2. Consideration of Ordinance Establishing a Mayor's Youth Council

Annah McGehee presented with a PowerPoint.

Discussion ensued.

The Commission stated that the City Clerk's Office will keep records of all meetings of the Mayor's Youth Council.

Attorney Walker read the draft Ordinance by title only.

Motion to approve the draft Ordinance as First Reading was made by Commissioner Coleman, 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

CONSENT AGENDA

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

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

MOTION PASSED 5-0

3. June 9, 2025 Commission Meeting Minutes

4. Payment Registers

5. Extension of Norfleet Fee Credit Agreement

6. Construction Plans for Phase 1, Tanglewood Planned Development

Resolution 2025-21/File No. SD 24-05, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NEWBERRY, FLORIDA, APPROVING WITH APPROPRIATE CONDITIONS AND SAFEGUARDS CONSTRUCTION PLANS FOR PHASE 1 OF THE TANGLEWOOD PLANNED DEVELOPMENT, AS AUTHORIZED UNDER SECTION 5.17 OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS FOR THE CONSTRUCTION OF INFRASTRUCTURE AND SITE IMPROVEMENTS IN AN PLANNED DEVELOPMENT (PD) ZONING DISTRICT ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF NEWBERRY, FLORIDA, CONSISTING OF 49.9 ACRES MORE PARTICULARLY DESCRIBED IN EXHIBIT A; REPEALING ALL RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

7. **RFQ 2025-11 Historical Architectural Services and RFQ 2025-12 Historic Preservation/Survey Credentialed Firm for Davis Cemetery Restoration Project (Avalon Wood Property) Ranking, Negotiation, and Contract Award**

PUBLIC HEARINGS AND ORDINANCES

8. **Second Reading and Adoption Hearing for the Wastewater, Solid Waste, Stormwater and Potable Water and Capital Improvement Elements of the City of Newberry Comprehensive Plan**

Legislative Public Hearing for Second Reading for the Wastewater, Solid Waste, Stormwater and Potable Water and Capital Improvement Elements of the City of Newberry Comprehensive Plan

Attorney Walker read Ordinance 2025-04 by title only.

Community Development Director Hectus presented the item with a PowerPoint.

Discussion ensued.

Motion to adopt, with the changes presented, Ordinance 2025-04 was made by Commissioner Farnsworth, Seconded by Commissioner Long.

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

9. **Small-Scale Future Land Use Map Amendment from Agriculture to Commercial for a Commercial Development Entitled Crystal Lake**

Legislative First 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, requested to be sworn in. Attorney Walker swore in Mr. Thompson. Mr. Thompson presented a PowerPoint.

Discussion ensued.

Motion made by Commissioner Farnsworth, 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

10. Rezoning from Agricultural (A) to Commercial, Intensive (CI) for a Commercial Development Entitled Crystal Lake

Quasi-Judicial First 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.

Attorney Walker swore in Community Development Director Hectus, City Manager Marlowe, Principal Planner Perez. Mr. Thompson remained sworn.

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

ROLL CALL

Commissioner Clark: NONE

Commissioner Coleman: NONE

Commissioner Farnsworth: NONE

Commissioner Long: NONE

Commissioner Mazon: NONE

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

Ryan Thompson, AICP, NV5, Applicant's agent, requested his presentation for the previous item be recorded for this item.

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.

Discussion ensued.

There were no final arguments.

Discussion ensued.

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 approve Ordinance 2025-12 on First Reading 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 Farnsworth, Commissioner Long, Commissioner Mazon

MOTION PASSED 5-0

11. Revise Section 12.1 Appeals section of the Land Development Code.

Legislative, second reading of Ordinance No. 2025-13 AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, AMENDING THE TEXT OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS, AS AMENDED; TO AMEND APPENDIX B, ARTICLE 12, APPEALS, SPECIAL EXCEPTIONS, VARIANCES AND INTERPRETATIONS, SECTION 12.1 – APPEALS, RELATING TO CLEARER LANGUAGE RELATED TO THE APPEALS PROCESS; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

Attorney Walker read Ordinance 2025-13 by title only.

Community Development Director Hectus presented the item with a PowerPoint.

Discussion ensued.

Motion 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

12. Create an Agriculture Technology (AT) Zoning District

Legislative Public Hearing, second reading of Ordinance 2025-10/LDR 25-09, AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, AMENDING THE TEXT OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS, AS AMENDED; TO AMEND APPENDIX B, ARTICLE 4, ADDING SECTION 4.24 ENTITLED “AGRICULTURAL TECHNOLOGY (AT) ZONING DISTRICT,” ESTABLISHING STANDARDS FOR DEVELOPMENT WITHIN THE CORPORATE PARK FUTURE LAND USE CLASSIFICATION; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE

Attorney Walker read Ordinance 2025-10 by title only.

Community Development Director Hectus presented the item with a PowerPoint.

Discussion ensued.

Motion made by Commissioner Mazon, Seconded by Commissioner Long.

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

13. Discussion of Recreation Facilities Plan

City Manager Marlowe presented the item orally. He stated that there was \$6 Million being held for Easton Gym improvements. He requested that the Commission pause planning for the additional funding required for the Easton Gym improvements and allocate \$2 Million of those funds to Champions Park. The funds would be used to address critical safety and functional issues at Champions Park.

Discussion ensued.

In response to questions, City Manager Marlowe stated that staff is researching grants for Champions Park.

**Motion to reallocate \$2 Million from the Easton Gym
Improvements Capital Project to Champions Park for safety and
functional restoration was made by Commissioner Mazon,
Seconded by Commissioner Long.**

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

14. Incoming City Clerk Negotiations

City Manager Marlowe presented the item orally.

Motion to approve terms.

**Motion to approve the City Clerk's Terms of Employment offer to
Randa Paul was made by Commissioner Clark, Seconded by
Commissioner Long.**

Discussion ensued.

**Commissioner Clark amended the motion to add the City Clerk
shall receive the same Cost of Living (COLA) increases provided to
all other City employees pursuant to a vote by the City
Commission and the City Clerk shall receive a City-paid
contribution to the City's deferred compensation plan equal to
five percent (5.0%) of the City Clerk's base salary, Commissioner
Long seconded the amendment.**

Mayor Marden asked for public comments. There were none.

**Voting Yea on the amended motion: Commissioner Coleman,
Commissioner Clark, Commissioner Farnsworth, Commissioner
Long, Commissioner Mazon**

MOTION PASSED 5-0

COMMENTS

City Manager Marlowe introduced two of the City’s summer interns, Addi Torres and Annah McGehee.

City Attorney Walker and Records & Administrative Coordinator Mironack spoke.

Commissioner Coleman, Commissioner Clark, Commissioner Farnsworth, Commissioner Long, Commissioner Mazon, and Mayor Marden spoke.

MEETING ADJOURNMENT

The meeting was adjourned at 8:21 PM.

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

Timothy R. Marden, Mayor

Judy S. Rice, City Clerk