# Commission Meeting

September 14, 2026
7:00 PM

25493 NW 1st Avenue, Newberry, Florida 32669

**Agenda**

**CALL TO ORDER**

**APPROVAL OF AGENDA**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**
*(Please limit presentations to 15 minutes)*

1. Proclamation calling for Redevelopment Week September 14-18, 2026
2. Constitution Week Proclamation
3. American Pharmacists Month Proclamation

**PUBLIC ANNOUNCEMENTS**
*(Please limit announcements to 2 minutes)*

**CONSENT AGENDA**

4. 08.24.2026 Commission Meeting Minutes
5. SW 30th Ave. Maintenance Map

**PUBLIC HEARINGS AND ORDINANCES**

6. **Adopt Proposed Millage Rate**

   *A Resolution Of The City Of Newberry, Florida, Adopting A Proposed General Municipal Millage Rate For The Levy Of Ad Valorem Taxes For Fiscal Year 2026-2027 Beginning On October 1, 2026 And Ending On September 30, 2027; Setting A Public Hearing; Providing Direction To The City Manager; And Providing An Effective Date.*

7. **Adopt Tentative Budget**

   *A Resolution Of The City Of Newberry, Florida, Adopting A Tentative Budget For Fiscal Year 2026-2027 Beginning On October 1, 2026 And Ending On September 30, 2027; Setting A Public Hearing; Providing Direction To The City Manager; Providing For Severability; And Providing An Effective Date.*

8. **Adopt Utility Rates**

   *Ordinance No. 2026-28 - An Ordinance Of The City Of Newberry, Florida, Amending Chapter 98 - Utilities Of The Code Of Ordinances By Revising Existing Fees, Rates And Charges For City Utility Services And Imposing A New Water Availability Charge;*

*Providing For Codification And Correction; Providing A Severability Clause; Providing A Repealing Clause; And Providing Directions To The Clerk And Effective Dates.*

9. **Adopt Compensation Schedules**

*A Resolution Of The City Of Newberry, Florida, Adopting A Compensation Plan; Providing Direction To The City Manager; Providing A Severability Clause; And Providing Effective Dates.*

10. **Adopt Fee & Fine Schedules**

*A Resolution Of The City Of Newberry, Florida, Adopting A Schedule Of Fees, Rates And Charges For Fiscal Year 2026-2027; Providing For Severability; And Providing Effective Dates.*

**11. Resolution No. 2026-35 for Petition # SDP 26-05 McDonalds**

*A Resolution of the City of Newberry, Florida, approving a site and development plan and development conditions for a project known as "McDonald's" within the Highland Park Planned Development consisting of approximately 1.26 acres identified as a portion of Alachua County Tax Parcel No. 01932-008-000; and providing an effective date.*

*Quasi-Judicial Public Hearing*

12. **Variance to Reduce Minimum Lot Size from 5 acres to 1 acre for property within the Agricultural (A) Zoning District**

Quasi-Judicial Public Hearing Resolution No. 2026-46/Petition# VAR 26-01

A resolution of the City of Newberry, Florida, approving a zoning variance for lot 6 within the "Reserve at Park West" subdivision identified as a portion of tax parcel no. 04287-000-000 located at the Northeast corner of the intersection of NW 2nd Road and NW 166th Terrace; providing an applicability clause; and providing an effective date.

13. **Construction Plans for a 6-Lot Subdivision Titled Reserve at Park West**

Quasi-Judicial Public Hearing for Resolution No. 2026-47/Petition# SD 26-03

A resolution of the City of Newberry, Florida, approving construction plans for a subdivision known as the "Reserve at Park West" consisting of approximately 26 acres identified as tax parcel no. 04287-000-000 and generally located Northeast of the intersection of State Road 26/West Newberry Road and Northwest 170th Street; providing an applicability clause; and providing an effective date.

**14. Ordinance #2026-29/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-29/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02512-001-010 located at 506 NW 266th Street, Newberry; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the*

*codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

**15. Ordinance #2026-30/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-30/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02657-005-000 located at 22515 SW 67th, Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

**16. Ordinance #2026-31/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-31/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 04399-006-000 located at 2601 SW 186th St., Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

**17. Ordinance #2026-32/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-32/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02526-000-000 and 02526-002-000, generally located northeast of the intersection of SW 282nd Street and SW 30th Avenue, Newberry; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

**18. Ordinance #2026-33/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-33/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 01928-000-000 located at 22807 W. Newberry Rd., Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

**19. Ordinance #2026-34/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-34/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following*

*described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02585-025-000 located at 28609 SW 30th Avenue, Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

## AGENDA ITEMS

20. SW 15th Avenue to Doc Karelas Drive Extension
21. Disaster Debris Management Sites MOU – Alachua County
22. Resolution 2026-48 -Property Lease

## COMMENTS

Citizens
*(Please limit your comments to 5 minutes)*

City Manager

City Attorney

City Clerk

Commission

Mayor

## MEETING ADJOURNMENT

Randa K. Paul, City Clerk

If A Person, Firm, or Corporation Desires to Take an Appeal From any Action Taken At the Above Meeting or Hearing, It May Be Necessary to Have A Verbatim Record of the Proceedings and It Is the Person, Firm, or Corporation's Duty to See that Such A Record Is Made. The City of Newberry City Commission Policy Is to End the Public Meeting At 10:30 P.M. the Evening of the Regularly Scheduled Meeting Unless Extended by the City Commission. Any Matter on the Agenda Not Acted upon Shall Be Continued to the Next Regularly Scheduled City Commission Meeting, or a Special Meeting, at the Commission's Discretion. In accordance with the Americans with Disabilities Act (ADA) and Section 286.26, Florida Statutes, persons with disabilities requiring reasonable accommodations to participate in this meeting should contact the City Clerk at 352-472-2161 or ADArequests@newberryfl.gov at least 72 business hours prior to the meeting. Such accommodations may include, but are not limited to, assistive listening devices, alternative formats of meeting materials, sign language interpretation, or physical access arrangements. If you are hearing or speech impaired, please contact the Florida Relay System at 800-955-8770. If you need special accommodations for attendance at this meeting, please contact MV Transportation, Inc. at 352-375-2784, not later than 72 business hours prior to the proceedings. .

**File Attachments for Item:**

1. Proclamation calling for Redevelopment Week September 14-18, 2026

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 8, 2026 |
| **Title:** | Proclamation calling for Redevelopment Week September 14-18, 2026 |
| **Agenda Section:** | Agenda |
| **Department:** | Finance and Administration |
| **Strategic Goal/Objective:** | GOAL D.2: Revitalization of Newberry downtown area<br>Obj. D.2.1 Preserve the historic nature of the downtown commercial district<br>Obj. D.2.2 Develop programs to assist downtown businesses with aesthetic improvements to create a desirable core destination<br>Obj. D.2.3 Improve infrastructure in the CRA district (roadway paving and improvement, extending water and sewer to unserved areas)<br>Obj. D.2.4 Establish partnerships to help Identify and acquire potential property for the development of low income/affordable housing<br>Obj. D.2.5 Create incentive programs for redevelopment of existing properties within the CRA district |
| **Presented By:** | Chelsea Bakaitis, CRA Coordinator |
| **Recommended Actions:** | Receive Proclamation of the Mayor of the City of Newberry declaring that September 14th-18th, 2026 as Florida Redevelopment Week in the City of Newberry. |

**Summary:**

Community Redevelopment Agencies and local redevelopment programs play a critical role in strengthening Florida's neighborhoods, downtowns, and commercial corridors. Through public and private investment, redevelopment initiatives help eliminate slum and blight, improve infrastructure, support small businesses, expand housing opportunities, and enhance the overall quality of life for residents and visitors.

Florida Redevelopment Week is a statewide initiative led by the Florida Redevelopment Association to highlight the successes and importance of community redevelopment efforts. The observance will provide an opportunity for local governments to showcase redevelopment projects, recognize community partners, and engage residents in understanding how redevelopment programs benefit the community.

**Attachments:**

1. Proclamation Declaring Florida Redevelopment Week, September 14-18

# PROCLAMATION OF THE CITY OF NEWBERRY, FLORIDA

## FLORIDA REDEVELOPMENT WEEK, SEPTEMBER 14-18, 2026

**Whereas,** Community Redevelopment Agencies (CRAs) and redevelopment programs play a vital role play a vital role in revitalizing neighborhoods, addressing areas of slum and blight, strengthening local economies, revitalizing downtowns, and improving the quality of life for residents and businesses throughout the State of Florida; and

**Whereas,** redevelopment initiatives encourage private investment, support small businesses, improve infrastructure, enhance public spaces, and expand housing opportunities, thereby fostering vibrant, resilient, and equitable communities; and

**Whereas,** the Florida Redevelopment Association (FRA), in partnership with municipalities, counties, and community stakeholders, promotes best practices, professional education, and collaboration to advance community redevelopment efforts throughout Florida; and

**Whereas,** Florida Redevelopment Week serves as an opportunity to recognize redevelopment achievements, highlight transformational projects, engage residents and stakeholders, and celebrate the economic, social, and cultural benefits of community revitalization; and

**Whereas,** the observance of Florida Redevelopment Week will raise awareness of the importance of community redevelopment and inspire continued public and private investment in Florida's neighborhoods, downtowns and commercial corridors; in Florida's neighborhoods, downtowns, and commercial corridors;

**NOW, THEREFORE,** be it resolved that, by virtue of the authority vested in me as Mayor of the City of Newberry, I do hereby declare that September 14th - September 18th, 2026 as Florida Redevelopment Week in the City of Newberry, State of Florida, and encourage all residents, businesses, community organizations, and public officials to recognize and celebrate the contributions of community redevelopment programs and to participate in activities highlighting the importance of revitalization efforts across our communities;

**IN WITNESS WHEREOF,** I have hereto set my hand and caused the Great Seal of the City of Newberry, Florida to be affixed unto, this fourteenth day of September in the year two thousand and twenty-six.

_____

**Honorable Timothy R. Marden, Mayor**

**Attest:**

_____

**Randa K. Paul, City Clerk**

**File Attachments for Item:**

2. Constitution Week Proclamation

# CONSTITUTION WEEK PROCLAMATION OF THE CITY OF NEWBERRY, FLORIDA

**Whereas**, The year 2026 marks the 250th anniversary of the Declaration of Independence, the founding document that proclaimed our Nation's independence and enduring principles of liberty, and September 17, 2026 marks the 239th anniversary of the signing of the Constiutution of the United States of America; and

**Whereas**, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

**Whereas**, The word democracy does not appear in any of the founding documents for good reason; and

**Whereas**, Our founders created a Constitutional Republic to ensure the majority rules while the rights of the minority are protected; and

**Whereas**, The Constitution outlines the proper role of government to protect our rights, not decide in times of crisis which rights we should have: and

**Whereas**, If the Constitution was followed it would resolve many of the challenges we face today of a federal government that is too expensive, too big, and too intrusive; and

**Whereas**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week**,**

**Now**, therefore I, Timothy R. Marden, by virtue of the authority vested in me as Mayor of the City of Newberry in the State of Florida do hereby proclaim the week of September 17th through 23rd, 2026, as

## Constitution Week

and ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

**Now**, in Witness Whereof, I have hereunto set my hand and caused the Seal of the City to be affixed this 14th day of September of the year of our Lord two thousand twenty-six.

_____

**Honorable Timothy R. Marden, Mayor**

**Attest:**

_____

**Randa K. Paul, City Clerk**

**File Attachments for Item:**

3. American Pharmacists Month Proclamation

# PHARMACISTS [illegible]TH PROCLAMATION OF THE CITY OF NEWBERRY, FLORIDA

**WHEREAS,** pharmacy is one of the oldest and most trusted health professions, serving as a vital cornerstone of community healthcare and patient well-being; and

**WHEREAS,** pharmacists are highly educated healthcare professionals who provide essential clinical services, manage complex medication therapies, prevent dangerous drug interactions, and safeguard public health through continuous quality and compliance efforts; and

**WHEREAS,** pharmacists serve in diverse and crucial settings across our communities—including community pharmacies, Critical Access Hospitals, rural clinics, long-term care facilities, and specialized health systems; and

**WHEREAS,** the dedication of pharmacists, pharmacy technicians, and support staff ensures that patients receive safe, accessible, and compassionate care every day; and

**WHEREAS,** the contributions of pharmacists significantly improve patient outcomes, reduce overall healthcare costs, and enhance the quality of life for residents throughout our community;

**NOW, THEREFORE,** be it resolved that the City of Newberry does hereby proclaim October 2026 as

**AMERICAN PHARMACISTS MONTH**

and urges all citizens to acknowledge the valuable contributions of pharmacists and express appreciation for their unwavering commitment to patient safety, health, and wellness.

**Now**, In witness whereof, we have hereunto set our hand and caused the Seal of City of Newberry to be affixed this 14th day of September 2026.

_____

**Honorable Timothy R. Marden, Mayor**

**Attest:**

_____

**Randa K. Paul, City Clerk**

**File Attachments for Item:**

4. 08.24.2026 Commission Meeting Minutes

# Commission Meeting Minutes

August 24, 2026
7:00 PM

25493 NW 1st Avenue
Newberry, Florida 32669

**QUORUM CHECK**

| | |
|---|---|
| Mayor | Tim Marden |
| Commissioners | Rick Coleman |
| | Mark Clark |
| | Monty Farnsworth |
| | Donald Long |
| | Tony Mazon |
| City Manager | Jordan Marlowe |
| City Clerk | Randa Paul |
| City Attorney | Nicolle Shalley |

**Staff:**

| | |
|---|---|
| Director of Public Works and Utilities | Rance Green |
| Director of Community Development | Stacey Hectus |
| Assistant Director of Utilities | Paul Sergile |
| Assistant Director of Finance & Administration | Amanda Hagan |
| Deputy Fire Chief | Kevin Farr |
| Community Redevelopment Agency Coordinator | Chelsea Bakaitis |
| Executive Assistant | Angie Walker |

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

Commissioner Clark requested to add a discussion topic as Item 8 onto the agenda on the topic of flock cameras.

**Motion to approve the agenda as modified made by Commissioner Clark, Seconded by Commissioner Farnsworth.**

Mayor Marden called for comments. There were none.

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

**MOTION PASSED: 5-0**

DRAFT

**INVOCATION**
Pastor Ian Campbell provided the Invocation.

**PLEDGE OF ALLEGIANCE**
Commissioner Clark led the Pledge of Allegiance.

**PUBLIC ANNOUNCEMENTS**
*(Please limit announcements to 2 minutes)*
Mayor Marden called for announcements from the public. There were none.

**CONSENT AGENDA**

1. **08.10.2026 Commission Meeting Minutes**

2. **08.12.2026 Budget Workshop Minutes**

3. **Payment Registers**

4. **Newberry SR 26 Elevated Storage Tank Award**

**Motion to approve the Consent Agenda as published made by Commissioner Farnsworth, Seconded by Commissioner Long.**

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

**MOTION PASSED: 5-0**

**PUBLIC HEARINGS AND ORDINANCES**

5. **Final Fire Assessment Resolution**

*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; Confirming The Preliminary Rate Resolution; Reimposing Fire Rescue Assessments Against Assessed Property Located In The City Of Newberry For The Fiscal Year Beginning October 1, 2026; Approving The Assessment Roll; Providing For Collection; Providing For Application Of Assessment Proceeds; Providing For Effect, Severability, Conflicts, And Providing An Effective Date.*

Mayor Marden introduced the item.

Attorney Shalley read Resolution 2026-43 into the record by title only.

Assistant Director Hagan presented orally.

**Motion to approve Resolution 2026-43 made by Commissioner Coleman, Seconded by Commissioner Clark.**

DRAFT

Discussion ensued.

**Motion modified to clarify that the 0.10 increase in millage will go directly to the isolated storage room for gear containing cancer-causing agents made by Commissioner Coleman, Seconded by Commissioner Clark.**

Discussion ensued.

Mayor Marden called for public comments.
Elmira Warren made comments.
Karen Santore made comments.

Discussion ensued.

Susan Beltz made comments.

Discussion ensued.

Tripp Norfleet made comments.

Mayor Marden called for vote to be made by roll-call:.

| | | |
|---|---|---|
| **ROLL CALL:** | **Commissioner Mazon:** | **YEA** |
| | **Commissioner Long:** | **YEA** |
| | **Commissioner Farnsworth:** | **NO** |
| | **Commissioner Clark:** | **YEA** |
| | **Commissioner Coleman:** | **NO** |

**MOTION PASSED: 3-2**

**6. Second Reading, Quasi-Judicial Hearing for an ORDINANCE NO. 2026-24/Petition# LDR 24-26 of the City of Newberry, Florida, amending the official zoning atlas by changing the zoning district from Agricultural to Planned Residential Development (PRD) on approximately 160 acres (tax parcel no. 02539-001-000) located at 23717 SW 15th Avenue; adopting land development regulations for the development commonly referred to as "CountryWay II"; providing for exclusion from codification, correction and directions to the city manager; providing a severability clause; providing a repealing clause; and providing directions to the clerk and an effective date.**

Mayor Marden introduced the item and explained the Quasi-Judicial procedures.

Attorney Shalley read Ordinance 2026-24 into the record by title only.

Clerk Paul swore in Jordan Marlowe, Stacey Hectus, Margo Patterson, and Tripp Norfleet.

Director Hectus presented with a PowerPoint.

DRAFT

Margo Patterson, NV5, presented with a PowerPoint, on behalf of the applicant.

Mayor Marden advised there are no third-party intervenors.

Mayor Marden called for public comment. There was none.

Mayor Marden called for cross-examination. There was none.

Mayor Marden called for questions from the dais. There were none.

Mayor Marden called for final arguments. There were none.

Attorney Shalley advised the decision-making body that their decisions must be based on substantial and competent evidence.

Mayor Marden called for disclosure of ex-parte communication:

**Commissioner Mazon: NONE**
**Commissioner Long: NONE**
**Commissioner Farnsworth: NONE**
**Commissioner Clark: NONE**
**Commissioner Coleman: NONE**

**Motion to approve Ordinance 2026-24 on second reading made by Commissioner Coleman, Seconded by Commissioner Clark.**

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

**MOTION PASSED: 5-0**

**AGENDA ITEMS**

**7. Suwannee River Water Management District and Florida Department of Environmental Protection Fee Reduction Program (Resolution 2026-36)**

Mayor Marden introduced the item.

Attorney Shalley read Resolution 2026-36 into the record by title only.

Director Green presented the item orally.

**Motion to approve Resolution 2026-36 made by Commissioner Farnsworth, Seconded by Commissioner Mazon.**

Mayor Marden called for comments from the dais and public. There was none.

DRAFT

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

**MOTION PASSED: 5-0**

**NEW 8. Flock Cameras**
Commissioner Clark introduced the conversation.

Discussion ensued.

**COMMENTS**
**Citizens**
*(Please limit your comments to 5 minutes)*
Mellina Parker made comments.

**City Manager**
Manager Marlowe made comments.

**City Attorney**
Attorney Shalley had none.

**City Clerk**
Clerk Paul had none.

**Commission**
Commissioner Coleman had none.
Commissioner Clark made comments.
Commissioner Farnsworth made comments.
Commissioner Long had none.
Commissioner Mazon made comments.

**Mayor**
Mayor Marden made comments.

**MEETING ADJOURNMENT**
The meeting was adjourned at 7:58PM.

Signed and approved on this ___ day of _____ 202_.

_____ _____
Timothy R. Marden, Mayor Randa K. Paul, City Clerk

DRAFT

**File Attachments for Item:**

5. SW 30th Ave. Maintenance Map

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | SW 30th Ave. Maintenance Map |
| **Agenda Section:** | Consent |
| **Department:** | Public Works – Streets & Roads |
| **Strategic Goal/Objective:** | GOAL A.2: A safe and effective transportation network |
| **Presented By:** | Jamie Jones - Assistant City Manager/Development & Infrastructure |
| **Recommended Actions:** | 1) Authorize staff to file a maintenance map for this segment of road<br>2) Authorize the Mayor and Staff to execute the maintenance map to facilitate filing and recording. |

**Summary:**
The City of Newberry has continuously maintained and improved the section of SW 30th ave from tax parcel # 02572-000-000 (end of existing maintained R/W per Maintenance Map Book 2- Page 26-29) west to the intersection of CR 337(SW 266th street) but has no official land rights to the section of R/W.

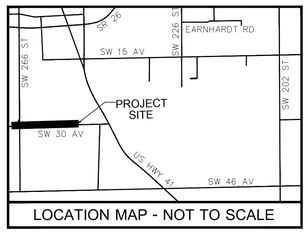
To formalize the land rights for this section of roadway, staff request authorization to file a maintenance map per process identified in Fla. Stat. § 95.361.

**Prior Commission Action/Direction:** None.

**Fiscal Impact:** No immediate fiscal impact.

**Attachments:**
1. Draft Maintenance Map

# MAINTENANCE MAP
## PORTION OF S.W. 30TH AVENUE
### SITUATED IN SECTIONS 8, 9, 16, & 17,
### TOWNSHIP 10 SOUTH, RANGE 17 EAST,
### CITY OF NEWBERRY, ALACHUA COUNTY, FLORIDA



LOCATION MAP - NOT TO SCALE

LEGEND:

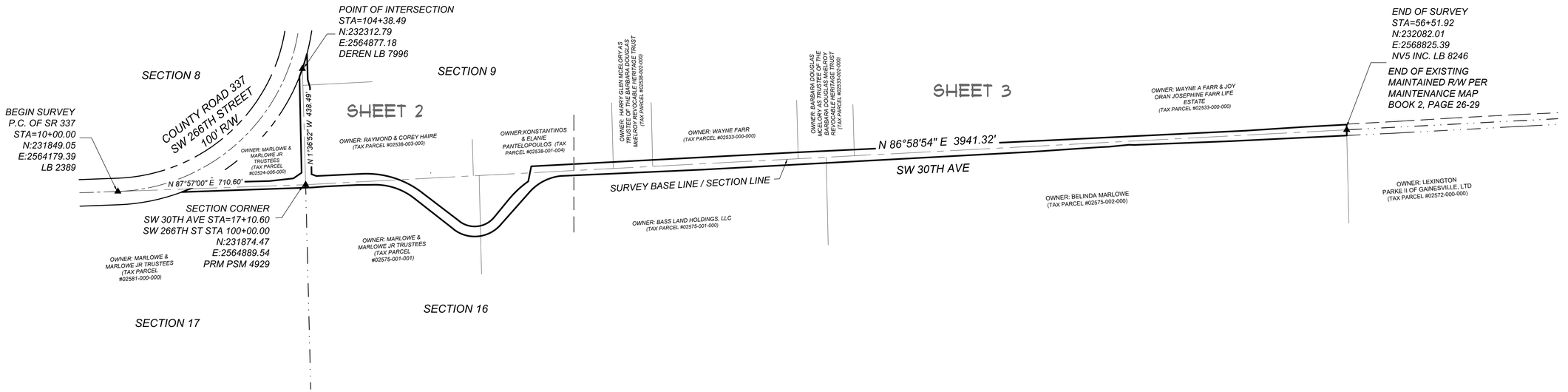
- = SET 5/8" STEEL ROD & CAP "NV5 INC LB 8246"
- = SET NAIL AND DISK STAMPED (AS NOTED)
- = FOUND 1/2" STEEL ROD & CAP (GFY LB021)
- = FOUND 4"X4" CONCRETE MONUMENT (NO ID.)

STA. = STATION
(LT) = LEFT
(RT) = RIGHT
R/W = RIGHT OF WAY

- = WOODEN POWER POLE
- OHW = OVERHEAD WIRE
- X = BARBWIRE FENCE
- = METAL FENCE
- = WOOD BOARD FENCE
- = CHIP SEALED SURFACE
- = ASPHALT SURFACE

N

GRAPHIC SCALE
0 100 200 400




## SURVEYOR'S NOTES:

1. THE LIMITS OF MAINTENANCE SHOWN HEREON WERE DESIGNATED ON SITE BY THE CITY OF NEWBERRY'S ROAD SUPERINTENDENT.

2. BEARINGS AND COORDINATES SHOWN HEREON ARE REFERENCED TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN HORIZONTAL DATUM OF 1983 (NAD 83-1986 ADJUSTMENT) FOR THE NORTH ZONE OF FLORIDA, PROJECTED FROM THE ALACHUA COUNTY DENSIFICATION SURVEY OF 1988.

3. THERE MAY BE RESTRICTIONS OTHER THAN THOSE SHOWN ON THIS SURVEY WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

4. DEED LINES SHOWN HEREON ARE APPROXIMATE AND WERE BASED ON EXISTING MONUMENTATION FOUND ACCEPTABLE TO THIS SURVEYOR, DEEDS AND PREVIOUS SURVEYS BY THIS OFFICE.

5. TAX PARCEL NUMBERS AND OWNERSHIP INFORMATION WAS OBTAINED FROM THE ALACHUA COUNTY PROPERTY APPRAISER'S WEB SITE.

6. NO UNDERGROUND INSTALLATION OF UTILITIES OR IMPROVEMENTS HAVE BEEN LOCATED EXCEPT AS SHOWN.

7. THE SURVEYOR HAS NO KNOWLEDGE OF UNDERGROUND FOUNDATIONS WHICH MAY ENCROACH.

8. NO INSTRUMENTS OF RECORD REFLECTING EASEMENTS, RIGHTS-OF-WAY, AND OR OWNERSHIP WERE FURNISHED TO THE SURVEYOR EXCEPT AS SHOWN, AND NO SEARCH OF THE PUBLIC RECORDS HAS BEEN DONE BY THE SURVEYOR.

## DEDICATION:

THIS IS TO CERTIFY THAT THESE SHEETS, NUMBERED 1 THROUGH 6 INCLUSIVE, CONSTITUTE A TRUE COPY OF THE OFFICIAL MAINTENANCE MAP FOR S.W. 30TH AVENUE FROM THE CENTERLINE OF U.S. HIGHWAY NO. 27/41 (STATE ROAD NO. 45) EASTERLY TO THE CENTERLINE OF COUNTY ROAD SW 13 (SW 202ND STREET) IN ALACHUA COUNTY, FLORIDA.

THIS PROPERTY LABELED "LIMITS OF MAINTENANCE" ON SAID SHEETS IS VESTED IN THE CITY OF NEWBERRY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, PURSUANT TO THE PROVISIONS OF SECTION 95.361, FLORIDA STATUTES.

THIS MAP CONVEYS TO THE CITY OF NEWBERRY THE MAINTENANCE LIMITS AS SHOWN ON THESE MAPS.

IN WITNESS THEREOF, WE HAVE HERE UNTO SET OUR HANDS THIS _____ DAY OF _____, 2026.

_____
CITY OF NEWBERRY BOARD
OF CITY COMMISSIONERS

ATTEST _____
CITY OF NEWBERRY BOARD
OF CITY COMMISSIONERS

THIS IS TO CERTIFY THAT THE LIMITS OF MAINTENANCE, AS DEPICTED BY THIS MAP, WERE IDENTIFIED BY THE CITY OF NEWBERRY AS HAVING BEEN MAINTAINED CONTINUOUSLY BY THE CITY OF NEWBERRY PUBLIC WORKS DEPARTMENT IN EXCESS OF SEVEN (7) YEARS WITHOUT INTERRUPTION.

THIS MAP CONSIST OF 6 SHEETS TOTAL. ONE SHEET IS NOT COMPLETE WITHOUT THE OTHERS.

_____ _____
ROAD SUPERINTENDENT DATE

FILED IN THE PUBLIC RECORDS OF ALACHUA COUNTY,

FLORIDA, THIS_____DAY OF_____, A. D., 2026 IN

MAINTENANCE MAP BOOK _____, PAGE_____.

J.K. "JESS" IRBY, ESQ., CLERK OF CIRCUIT COURT
ALACHUA COUNTY, FLORIDA.

BY:_____

## CERTIFICATION:

I HEREBY CERTIFY TO THE CITY OF NEWBERRY THAT THIS MAINTENANCE MAP WAS MADE UNDER MY DIRECTION AND THAT IT MEETS THE MINIMUM TECHNICAL STANDARDS AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS. THIS SURVEY CONSISTS OF 6 SHEETS AND IS NOT VALID WITHOUT SHEETS 1 THROUGH 6, INCLUSIVE. COPIES OF THIS SURVEY ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

_____ DATE
AARON H. HICKMAN
PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE NO. 6791
SURVEY DATE: AUGUST 7, 2026

11801 Research Drive
Alachua, Florida 326615
(352) 331-1976
www.NV5.com
LB 8246

NV5

SCALE: 1" = 200'

VERIFY SCALE
BAR IS ONE INCH ON
ORIGINAL DRAWING
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THIS SHEET ADJUST
SCALES ACCORDINGLY.
0 1"

CITY OF NEWBERRY

CERTIFIED TO:

SURVEY DATE: 08/07/2026
REVISION DATE:
PROJECT NUMBER: 20-0301

TECHNICIAN: AHH
CREW CHIEF: N/A
CHECKED BY: AHH
FIELD BOOK & PAGE: FILE

AARON H. HICKMAN
Professional Surveyor & Mapper Fla. License No. 6791

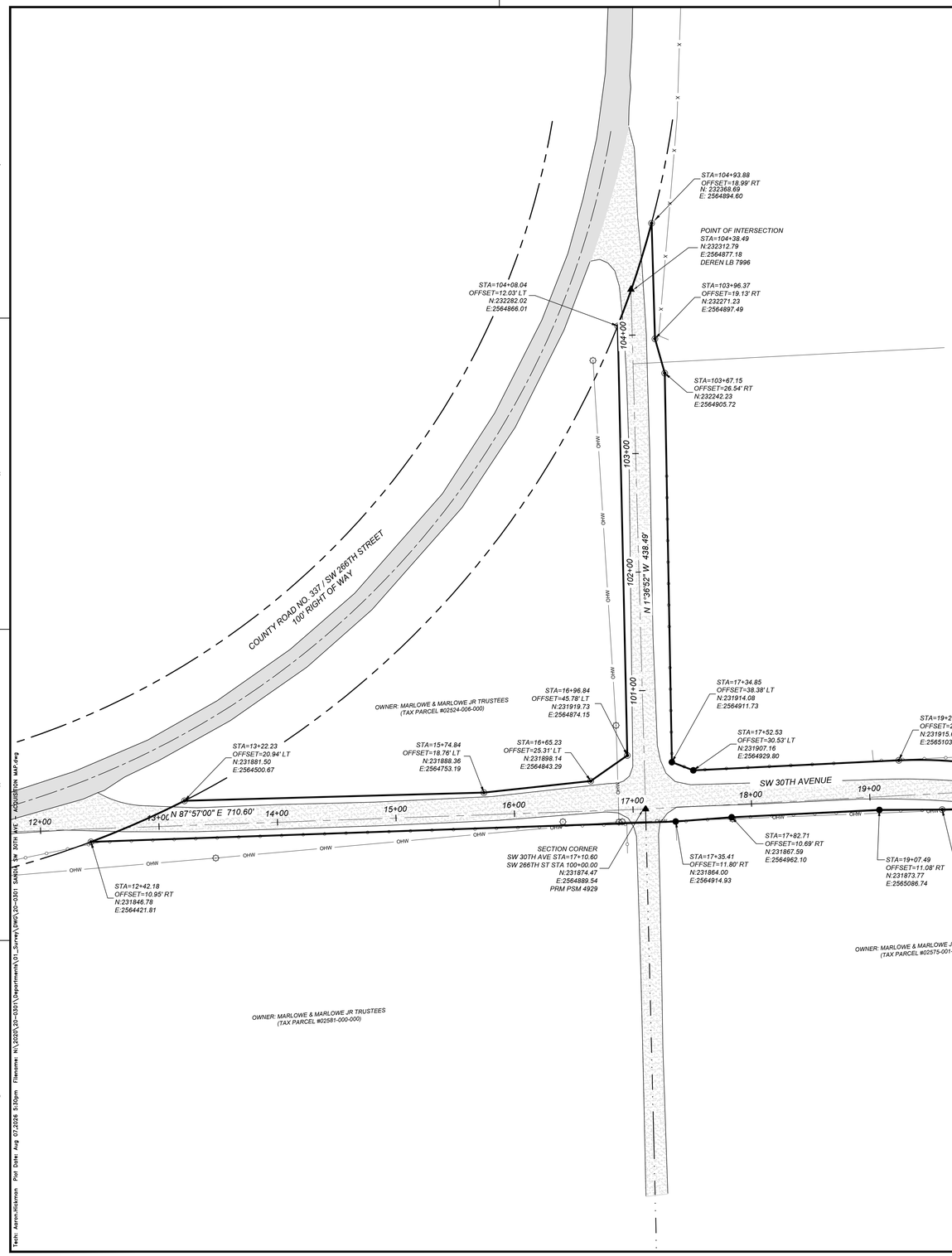
This map prepared by:

CERTIFICATE OF AUTHORIZATION NO. L.B. 5075
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SHEET NO.:
1 OF 3

Tech: Aaron.Hickman Plot Date: Aug 07,2026 5:13pm Filename: N:\2020\20-0301\Department\01_Survey\DWG\20-0301 SAMOA SW 30TH AVE - ACQUISITION MAP.dwg

# MAINTENANCE MAP
## PORTION OF S.W. 30TH AVENUE
### SITUATED IN SECTIONS 8,9, 16, &17, TOWNSHIP 10 SOUTH, RANGE 17 EAST, CITY OF NEWBERRY, ALACHUA COUNTY, FLORIDA




GRAPHIC SCALE
0 25 50 100

| CURVE DATA TABLE | | | | | | |
|---|---|---|---|---|---|---|
| CURVE | LENGTH | RADIUS | DELTA | TANGENT | CHORD | CHORD BEARING |
| C1 | 241.11' | 343.00' | 40°16'32" | 125.78' | 236.17' | N 72°43'13" W |
| C2 | 170.51' | 238.00' | 41°02'54" | 89.10' | 166.89' | N 72°31'08" W |
| C3 | 145.35' | 95.00' | 87°39'41" | 91.20' | 131.58' | N 83°38'27" E |
| C4 | 196.02' | 130.00' | 86°23'33" | 122.06' | 177.97' | N 84°44'44" E |
| C5 | 96.74' | 367.00' | 15°06'13" | 48.65' | 96.46' | S 47°23'44" W |
| C6 | 142.93' | 185.00' | 44°15'54" | 75.24' | 139.40' | S 62°42'20" W |

11801 Research Drive
Alachua, Florida 32615
(352) 331-1976
www.NV5.com
LB-8246

NV5

SCALE: 1" = 50'

VERIFY SCALE
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SCALES ACCORDINGLY.

CITY OF NEWBERRY

CERTIFIED TO:

SURVEY DATE: 08/07/2026
REVISION DATE:
PROJECT NUMBER: 20-0301

TECHNICIAN: AHH
CREW CHIEF:
CALCULATED BY: AHH
CHECKED BY: AHH
FIELD BOOK & PAGE: FILE

AARON H. HICKMAN
Professional Surveyor & Mapper Fla. License No. 6791

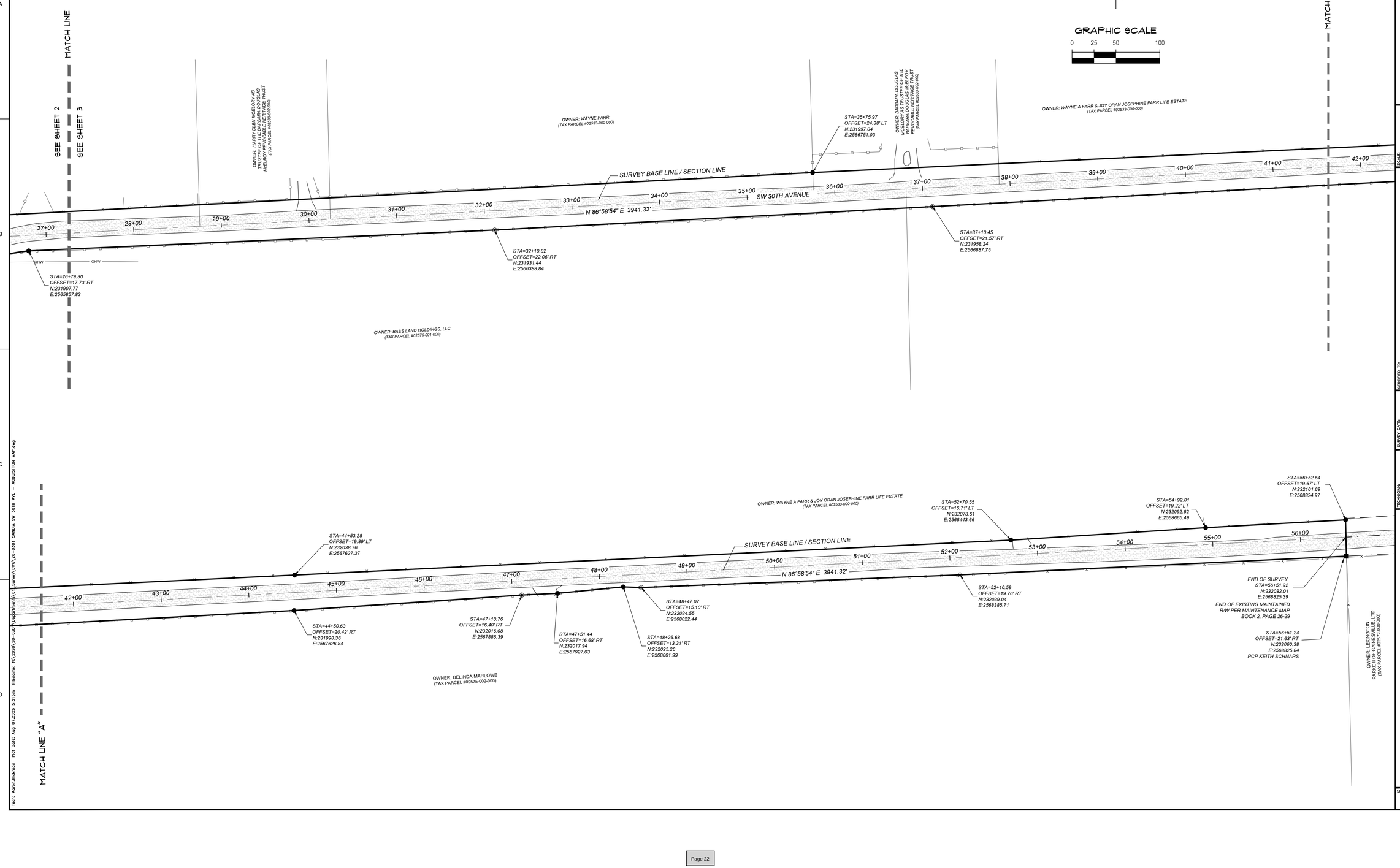
This map prepared by:

CERTIFICATE OF AUTHORIZATION NO. L.B. 8075
NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER

SHEET NO.:
2 OF 3

SEE SHEET 1 OF 3

# MAINTENANCE MAP
## PORTION OF S.W. 30TH AVENUE
### SITUATED IN SECTIONS 8,9, 16, &17, TOWNSHIP 10 SOUTH, RANGE 17 EAST, CITY OF NEWBERRY, ALACHUA COUNTY, FLORIDA




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SCALE: 1" = 50'

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING
0 1"
IF NOT ONE INCH ON THIS SHEET ADJUST SCALES ACCORDINGLY.

CITY OF NEWBERRY

CERTIFIED TO:

SURVEY DATE: 08/07/2025
REVISION DATE:
PROJECT NUMBER: 20-0301

TECHNICIAN: AHH
DRAWN BY: AHH
CHECKED BY: MJ
FIELD BOOK & PAGE: FILE

This map prepared by:

AARON H. HICKMAN
Professional Surveyor & Mapper Fla. License No. 6791

SEE SHEET 1 OF 3

CERTIFICATE OF AUTHORIZATION NO. L.B. 8246
NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OR ELECTRONIC DIGITAL SIGNATURE OF A FLORIDA LICENSED SURVEYOR AND MAPPER

SHEET NO.:
3 OF 3

Tech: AaronHickman Plot Date: Aug 07,2026 5:51pm Filename: M:\2020\20-030\Survey\SWO\20-0301 - SANDIA SW 30TH AVE - ACQUISITION MAP.dwg

**File Attachments for Item:**

6. Adopt Proposed Millage Rate

*A Resolution Of The City Of Newberry, Florida, Adopting A Proposed General Municipal Millage Rate For The Levy Of Ad Valorem Taxes For Fiscal Year 2026-2027 Beginning On October 1, 2026 And Ending On September 30, 2027; Setting A Public Hearing; Providing Direction To The City Manager; And Providing An Effective Date.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Adopt Proposed Millage Rate

*A Resolution Of The City Of Newberry, Florida, Adopting A Proposed General Municipal Millage Rate For The Levy Of Ad Valorem Taxes For Fiscal Year 2026-2027 Beginning On October 1, 2026 And Ending On September 30, 2027; Setting A Public Hearing; Providing Direction To The City Manager; And Providing An Effective Date.*

**Agenda Section:** Agenda Items

**Department:** Finance & Administration

**Strategic Goal/Objective:** All Goals

**Presented By:** Dallas Lee, Assistant City Manager/CFO

**Recommended Actions:** Adopt Res. 2026-37

**Summary:**

The City Commission is requested to adopt Resolution No. 2026-37, establishing a proposed millage rate of 5.8800 mills for Fiscal Year 2026-2027. This rate is unchanged from the current fiscal year and represents $5.88 per $1,000 of taxable property value.

Although the proposed millage rate remains unchanged, it exceeds the rolled-back rate of 5.5655 mills by 5.65%. The rolled-back rate generally represents the rate necessary to generate the prior year's property tax revenue, excluding new construction and certain other adjustments. Therefore, maintaining the current millage rate constitutes a tax increase for Truth-in-Millage (TRIM) purposes. This percentage does not represent the change in each individual property owner's tax bill. Approval of the proposed millage rate will require a super majority vote of the commission.

Based on the certified taxable value of $966,193,405, the proposed rate is projected to generate approximately $5,510,781 in property tax revenue, an increase of $676,787 over the prior year's projected revenue. These revenues support General Fund services and the proposed FY 2026-2027 budget.

Adoption of the resolution also establishes the final public hearing for Monday, September 28, 2026, at 7:00 p.m., or as soon thereafter as the matter may be heard, at Newberry City Hall, 25493 NW 1st Avenue. The resolution authorizes the City Manager or designee to publish the required notices and

provide certified copies to the parties required by state law.

Staff recommend adoption of Resolution No. 2026-37.

**Attachments:**

1. Resolution No. 2026-37
2. DR420_MMP
3. DR420
4. Property Tax Options

# RESOLUTION NO. 2026-37

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, ADOPTING A PROPOSED GENERAL MUNICIPAL MILLAGE RATE FOR THE LEVY OF AD VALOREM TAXES FOR FISCAL YEAR 2026-2027 BEGINNING ON OCTOBER 1, 2026 AND ENDING ON SEPTEMBER 30, 2027; SETTING A PUBLIC HEARING; PROVIDING DIRECTION TO THE CITY MANAGER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 200 and Sections 166.211 and 166.241, Florida Statutes, establish the process for the annual adoption of the City millage rate and budget;

**WHEREAS**, on July 27th, 2026 the City Commission adopted Resolution No. 2026-34 that set forth a proposed (maximum/not-to-exceed) millage rate, a rolled-back millage rate and scheduled the required public hearings to consider and adopt the millage rate and the budget;

**WHEREAS**, pursuant to law, the Alachua County Property Appraiser mailed a Notice of Proposed Property Taxes to each taxpayer listed on the current year's assessment role, which Notice advised of the public hearing to be conducted by the City Commission for consideration of its Proposed Millage Rate and Tentative Budget; and

**WHEREAS**, the noticed public hearing was held by the City Commission.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA AS FOLLOWS:**

**Section 1.** The Proposed Millage Rate of 5.8800 mills (which is $5.88 per $1,000 of assessed property value) to fund the Tentative Budget for Fiscal Year 2026-2027 is hereby approved.

**Section 2**. The Proposed Millage Rate approved in Section 1 is greater than the rolled-back rate of 5.5655 mills by 5.65 percent. Such percentage represents an increase in property taxes tentatively adopted by the City Commission.

**Section 3.** A public hearing for consideration and adoption of the Final Millage Rate is hereby set for Monday, September 28th, 2026, at 7:00pm or as soon thereafter as the matter may be heard, at Newberry City Hall, 25493 NW 1st Avenue, Newberry, Florida 32669.

**Section 4.** The City Manager or designee is authorized and directed to: (1) prepare and publish all required notices prior to the public hearing set in Section 3; and (2) to send a certified copy of this Resolution to any parties required by State law.

**Section 5**. This Resolution shall take effect immediately upon adoption.

**ADOPTED** by affirmative vote of a majority of a quorum present of the Newberry City Commission at its Meeting on September, 14th 2026.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa Paul, City Clerk

Approved as to Form and Legality

_____
City Attorney's Office

DR-420MM-P
R. 06/26
Rule 12D-16.002
F.A.C.
Effective 06/26
Page 1 of 3
Provisional

FLORIDA DEPARTMENT OF REVENUE

# MAXIMUM MILLAGE LEVY CALCULATION
# PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

| | |
|---|---|
| Year: 2026 | County: Alachua |
| Principal Authority Name: City of Newberry | Taxing Authority Name: City of Newberry - Operating |

| | | | | |
|---|---|---|---|---|
| 1. | Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years? | ☐ Yes | ☑ No | (1) |
| | ***IF YES,*** STOP ***STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.*** | | | |
| 2. | Current year rolled-back rate from Current Year Form DR-420, Line 16 | 5.5655 | per $1,000 | (2) |
| | ***Calculate maximum millage levy*** | | | |
| 3. | Majority vote maximum millage rate allowed *(Enter rolled-back rate from line 2)* | 5.5655 | per $1,000 | (3) |
| 4. | Two-thirds vote maximum millage rate allowed *(Multiply Line 3 by 1.10)* | 6.1221 | per $1,000 | (4) |
| 5. | Current year proposed millage rate (See page 3 for Instructions) | 6.0000 | per $1,000 | (5) |
| 6. | **Minimum vote required to levy proposed millage:** (Check one) | | | (6) |
| ☐ | a. Majority vote of the governing body: Check here if Line 5 is less than or equal to Line 3. The maximum millage rate is equal to the rolled-back rate. *Enter Line 3 on Line 7.* | | | |
| ☑ | b. Two-thirds vote of governing body: Check here if Line 5 is less than or equal to Line 4, but greater than Line 3. The maximum millage rate is equal to proposed rate. *Enter Line 5 on Line 7.* | | | |
| ☐ | c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 5 is greater than Line 4. The maximum millage rate is equal to the proposed rate. *Enter Line 5 on Line 7.* | | | |
| ☐ | d. Referendum: The maximum millage rate is equal to the proposed rate. *Enter Line 5 on Line 7.* | | | |
| 7. | The selection on Line 6 allows a maximum millage rate of *(Enter rate indicated by choice on Line 6)* | 6.0000 | per $1,000 | (7) |
| 8. | Current year gross taxable value from Current Year Form DR-420, Line 4 | $ 966,193,405 | | (8) |
| 9. | Current year proposed taxes *(Line 5 multiplied by Line 8, divided by 1,000)* | $ 5,797,160 | | (9) |
| 10. | Total taxes levied at the maximum millage rate *(Line 7 multiplied by Line 8, divided by 1,000)* | $ 5,797,160 | | (10) |
| | ***DEPENDENT SPECIAL DISTRICTS AND MUNICIPAL SERVICE TAXING UNITS (MSTUs)*** STOP ***STOP HERE. SIGN AND SUBMIT.*** | | | |
| 11. | Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. *(The sum of all Lines 9 from each district's Form DR-420MM-P)* | $ 0 | | (11) |
| 12. | Total current year proposed taxes *(Line 9 plus Line 11)* | $ 5,797,160 | | (12) |
| | ***Total Maximum Taxes*** | | | |
| 13. | Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage *(The sum of all Lines 10 from each district's Form DR-420MM-P)* | $ 0 | | (13) |
| 14. | Total taxes at maximum millage rate *(Line 10 plus line 13)* | $ 5,797,160 | | (14) |
| | ***Total Maximum Versus Total Taxes Levied*** | | | |
| 15. | Are total current year proposed taxes on Line 12 equal to or less than total taxes at the maximum millage rate on Line 14? (Check one) | ☑ YES | ☐ NO | (15) |

Continued on page 2

| SIGN HERE | | | |
|---|---|---|---|
| | **Taxing Authority Certification**<br>City of Newberry - Operating | I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S. | |
| | Signature of Chief Administrative Officer :<br>Electronically Certified by Principal Taxing Authority | | Date :<br>7/27/2026 9:18:55 PM |
| | Title:<br>Dallas Lee - Assistant City Manager/CFO | Contact Name and Contact Title:<br>Dallas Lee - Assistant City Manager/CFO | |
| | Mailing Address:<br>25493 NW 1st Ave, | Physical Address:<br>25493 NW 1st Ave, Newberry Florida 32669 | |
| | City, State, Zip:<br>Newberry Florida 32669 | Phone Number:<br>(352) 722-3922 | Fax Number: |

***Complete, certify and submit this Form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with a completed Form DR-420, Certification of Taxable Value.***

Submit the forms electronically through the Department's Oversight and Assistance System (OASYS) electronic portal using the Truth in Millage (eTRIM) application at https://eportal.oasys.floridarevenue.com/.

All TRIM forms for taxing authorities are available at:
**floridarevenue.com/property/forms**

# MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE INSTRUCTIONS



## General Instructions

Each of the following taxing authorities must complete a DR-420MM-P.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form provides for the calculation of the maximum tax levy for the current year allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

Form DR-420MM-P shows the preliminary maximum millages and taxes levied based on the proposed adoption vote. Each taxing authority must complete, sign, and submit this DR-420MM-P and DR-420, *Certification of Taxable Value* to the property appraiser.

The vote at the final hearing and the resulting maximum may change. After the final hearing, each taxing authority must file Form DR-420MM, *Maximum Millage Levy Calculation Final Disclosure*, with Form DR-487, *Certification of Compliance*, with the Department of Revenue.

## Line Instructions

**Lines 3 and 4**

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

**Line 5**

Rate cannot exceed the statutory rate of the principal taxing authority.

**Line 6**

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

**Line 7**

Enter the millage rate indicated by the box checked in Line 6. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the rolled-back rate. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 7, rather than the maximum rate, so that the comparisons on Lines 11 through 15 are accurate.

**References**

This form mentions the following documents, which are incorporated by reference in Rule 12D-16.002, Florida Administrative Code. The forms are available at floridarevenue.com/property/forms.

| Form | Form Title |
|---|---|
| DR-420 | Certification of Taxable Value |
| DR-420MM | Maximum Millage Levy Calculation - Final Disclosure |
| DR-487 | Certification of Compliance |

FLORIDA DEPARTMENT OF REVENUE

# CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

| | |
|---|---|
| Year : 2026 | County : Alachua |
| Principal Authority : City of Newberry | Taxing Authority : City of Newberry - Operating |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

| | | | | | |
|---|---|---|---|---|---|
| 1. | Current year taxable value of real property for operating purposes | $ 774,576,420 | | | (1) |
| 2. | Current year taxable value of personal property for operating purposes | $ 188,817,375 | | | (2) |
| 3. | Current year taxable value of centrally assessed property for operating purposes | $ 2,799,610 | | | (3) |
| 4. | Current year gross taxable value for operating purposes *(Line 1 plus Line 2 plus Line 3)* | $ 966,193,405 | | | (4) |
| 5. | Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.) | $ 52,710,619 | | | (5) |
| 6. | Current year adjusted taxable value *(Line 4 minus Line 5)* | $ 913,482,786 | | | (6) |
| 7. | Prior year FINAL gross taxable value from prior year applicable Form DR-403 series | $ 862,443,203 | | | (7) |
| 8. | Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0 | ☑ YES | ☐ NO | Number 1 | (8) |
| 9. | Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, *Certification of Voted Debt Millage* forms attached. If none, enter 0 | ☐ YES | ☑ NO | Number 0 | (9) |

| | | |
|---|---|---|
| SIGN HERE | **Property Appraiser Certification** | I certify the taxable values above are correct to the best of my knowledge. |
| | Signature of Property Appraiser: Electronically Certified by Property Appraiser | Date : 7/1/2026 1:00:49 PM |

## SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

| | | | |
|---|---|---|---|
| 10. | Prior year operating millage levy *(If prior year millage was adjusted then use adjusted millage from Form DR-422)* | 5.8800 per $1,000 | (10) |
| 11. | Prior year ad valorem proceeds *(Line 7 multiplied by Line 10, divided by 1,000)* | $ 5,071,166 | (11) |
| 12. | Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value *(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)* | $ 317,954 | (12) |
| 13. | Adjusted prior year ad valorem proceeds *(Line 11 minus Line 12)* | $ 4,753,212 | (13) |
| 14. | Dedicated increment value, if any *(Sum of either Line 6b or Line 7e for all DR-420TIF forms)* | $ 59,428,274 | (14) |
| 15. | Adjusted current year taxable value *(Line 6 minus Line 14)* | $ 854,054,512 | (15) |
| 16. | Current year rolled-back rate *(Line 13 divided by Line 15, multiplied by 1,000)* | 5.5655 per $1000 | (16) |
| 17. | Current year proposed operating millage rate | 6.0000 per $1000 | (17) |
| 18. | Total taxes to be levied at proposed millage rate *(Line 17 multiplied by Line 4, divided by 1,000)* | $ 5,797,160 | (18) |

| | | | | |
|---|---|---|---|---|
| 19. | TYPE of principal authority (check one) | ☐ County | ☐ Independent Special District | (19) |
| | | ☑ Municipality | ☐ Water Management District | |
| 20. | Applicable taxing authority (check one) | ☑ Principal Authority | ☐ Dependent Special District | (20) |
| | | ☐ MSTU | ☐ Water Management District Basin | |
| 21. | Is millage levied in more than one county? (check one) | ☐ Yes | ☑ No | (21) |

**DEPENDENT SPECIAL DISTRICTS AND MSTUs** STOP **STOP HERE - SIGN AND SUBMIT**

| | | | |
|---|---|---|---|
| 22. | Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. *(The sum of Line 13 from all DR-420 forms)* | $ 4,753,212 | (22) |
| 23. | Current year aggregate rolled-back rate *(Line 22 divided by Line 15, multiplied by 1,000)* | 5.5655 per $1,000 | (23) |
| 24. | Current year aggregate rolled-back taxes *(Line 4 multiplied by Line 23, divided by 1,000)* | $ 5,377,349 | (24) |
| 25. | Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. *(The sum of Line 18 from all DR-420 forms)* | $ 5,797,160 | (25) |
| 26. | Current year proposed aggregate millage rate *(Line 25 divided by Line 4, multiplied by 1,000)* | 6.0000 per $1,000 | (26) |
| 27. | Current year proposed rate as a percent change of rolled-back rate *(Line 26 divided by Line 23, **minus 1**, multiplied by 100)* | 7.81 % | (27) |

| First public budget hearing | Date : | Time : | Place : |
|---|---|---|---|
| | 9/14/2026 | 7:00 PM EST | 25493 NW 1st Ave Newberry 32669 |

**SIGN HERE**

**Taxing Authority Certification**

I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.

| | |
|---|---|
| Signature of Chief Administrative Officer : Electronically Certified by Principal Taxing Authority | Date : 7/27/2026 9:18:55 PM |
| Title : Dallas Lee - Assistant City Manager/CFO | Contact Name and Contact Title : Dallas Lee - Assistant City Manager/CFO |
| Mailing Address : 25493 NW 1st Ave, | Physical Address : 25493 NW 1st Ave, Newberry Florida 32669 |
| City, State, Zip : Newberry Florida 32669 | Phone Number : (352) 722-3922 / Fax Number : |

Instructions on page 3

“Principal Authority” is a county, municipality, or independent special district (including water management districts).

“Taxing Authority” is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

· DR-420TIF, Tax Increment Adjustment Worksheet
· DR-420DEBT, Certification of Voted Debt Millage
· DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check "Yes" if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check “Yes” if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. “Dependent special district” (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

"Independent special district” (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

“Non-voted millage” is any millage not defined as a “voted millage” in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.

**Property Tax Revenue**

| | | |
|---|---|---|
| **2027 Certified Taxable Value** | **$** | **966,193,405** |
| **2027 Adjusted Taxable Value** | **$** | **913,482,786** |
| **2026 Final Gross Taxable Value** | **$** | **862,443,203** |
| **Current Millage** | | **5.8800** |
| | | |
| FY27 Projected Revenue | $ | 5,510,781 |
| FY26 Projected Revenue | $ | 4,833,994 |
| Difference | $ | 676,787 |

| | | |
|---|---|---|
| **Simple Majority Cap / Rollback** | | **5.5655** |
| **Millage Change** | | **-0.3145** |
| FY27 Projected Revenue | $ | 5,216,029 |
| FY26 Projected Revenue | $ | 4,833,994 |
| Difference | $ | 382,035 |

| | | |
|---|---|---|
| **Super Majority Cap** | | **6.1221** |
| **Millage Change** | | **0.2421** |
| FY27 Projected Revenue | $ | 5,737,679 |
| FY26 Projected Revenue | $ | 4,833,994 |
| Difference | $ | 903,685 |

| | | |
|---|---|---|
| **Proposed** | | **5.8800** |
| **Millage Change** | | **0.0000** |
| FY27 Projected Revenue | $ | 5,510,781 |
| FY26 Projected Revenue | $ | 4,833,994 |
| Difference | $ | 676,787 |

**File Attachments for Item:**

7. Adopt Tentative Budget

*A Resolution Of The City Of Newberry, Florida, Adopting A Tentative Budget For Fiscal Year 2026-2027 Beginning On October 1, 2026 And Ending On September 30, 2027; Setting A Public Hearing; Providing Direction To The City Manager; Providing For Severability; And Providing An Effective Date.*

# RESOLUTION NO. 2026-38

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR FISCAL YEAR 2026-2027 BEGINNING ON OCTOBER 1, 2026 AND ENDING ON SEPTEMBER 30, 2027; SETTING A PUBLIC HEARING; PROVIDING DIRECTION TO THE CITY MANAGER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 200 and Sections 166.211 and 166.241, Florida Statutes, establish the process for the annual adoption of the City millage rate and budget;

**WHEREAS**, on July 27th, 2026, the City Commission adopted Resolution No. 2026-34 that set forth the proposed (maximum/not-to-exceed) millage rate, the rolled-back millage rate and scheduled the public hearings to consider and adopt the millage rate and budget;

**WHEREAS**, pursuant to law, the Alachua County Property Appraiser mailed a Notice of Proposed Property Taxes to each taxpayer listed on the current year's assessment role, which Notice advised of the public hearing to be conducted by the City Commission for consideration of its Proposed Millage Rate and Tentative Budget; and

**WHEREAS**, the noticed public hearing was held by the City Commission.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA AS FOLLOWS:**

**Section 1.** The Tentative Budget for Fiscal Year 2026-2027 attached to this Resolution is hereby approved.

**Section 2**. A public hearing for consideration and adoption of the Final Budget is hereby set for Monday, September 28th, at 7:00pm or as soon thereafter as the matter may be heard, at Newberry City Hall, 25493 NW 1st Avenue, Newberry, Florida 32669.

**Section 3.** The City Manager or designee is authorized and directed to: (1) prepare and publish all required notices prior to the public hearing set in Section 2; and (2) to send a certified copy of this Resolution to any parties required by State law.

**Section 4.** If any portion of this Resolution is held invalid or unconstitutional, such holding shall not affect the other portions of the Resolution which can be given meaning and effect without the invalid or unconstitutional portion, and to this end the provisions of this Resolution are declared severable.

**Section 5**. This Resolution shall take effect immediately upon adoption.

**ADOPTED** by affirmative vote of a majority of a quorum present of the Newberry City Commission at its Meeting on September 28th, 2026.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa Paul, City Clerk

Approved as to Form and Legality

_____
City Attorney's Office

| **REVENUES - ALL FUNDS** | | |
|---|---|---|
| TAXES | $ | 8,805,381 |
| PERMITS, FEES, AND ASSESSMENTS | $ | 4,908,880 |
| INTERGOVERNMENTAL REVENUE | $ | 13,439,165 |
| CHARGES FOR SERVICES | $ | 19,252,714 |
| FINES | $ | 5,065 |
| INTEREST | $ | 631,900 |
| TRANSFERS | $ | 1,163,817 |
| **** GRAND TOTAL **** | **$** | **48,206,922** |

| **EXPENSES - ALL FUNDS** | | |
|---|---|---|
| MAYOR & COMMISSION | $ | 186,664 |
| CITY MANAGER | $ | 486,710 |
| CITY CLERK | $ | 256,119 |
| CITY ATTORNEY | $ | 234,096 |
| FINANCE | $ | 997,132 |
| HUMAN RESOURCES | $ | 302,625 |
| LAW ENFORCEMENT | $ | 1,154,960 |
| CUSTOMER SERVICE | $ | 580,668 |
| NON-DEPARTMENTAL | $ | 1,899,779 |
| CRA | $ | 694,222 |
| NEWBERRY COMMUNITY SCHOOL | $ | 3,257,866 |
| PLANNING | $ | 658,090 |
| BUILDING | $ | 711,607 |
| CODE ENFORCEMENT | $ | 190,636 |
| RECREATION | $ | 1,652,800 |
| PARKS MAINTENANCE | $ | 654,405 |
| MLK | $ | 132,445 |
| FACILITIES | $ | 973,425 |
| UTILITY ADMIN | $ | 1,320,180 |
| ELECTRIC | $ | 15,484,295 |
| MOSQUITO CONTROL | $ | 39,507 |
| WATER | $ | 2,530,006 |
| WASTEWATER | $ | 2,966,786 |
| STREETS & ROADS | $ | 5,064,819 |
| SOLID WASTE | $ | 1,574,876 |
| CEMETERY | $ | 80,255 |
| FIRE | $ | 3,814,615 |
| **** GRAND TOTAL **** | **$** | **47,944,538** |

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2027 - 2031

# Capital Improvement Plan

Newberry, FL

## Projects By Department

| Department | Project # | Priority | 2027 | 2028 | 2029 | 2030 | 2031 | Total |
|---|---|---|---|---|---|---|---|---|
| **Administration** | | | | | | | | |
| Police Substation | *PD-2024-01* | 11 | | | | 334,750 | | **334,750** |
| Veh #903 Replacement (2018 Chevy Impala) | *CM-2028-01* | 5 | | 35,000 | | | | **35,000** |
| Week's House Renovations | *ADM-003* | 2 | 0 | 50,000 | | | | **50,000** |
| | **Administration Total** | | **0** | **85,000** | **0** | **334,750** | **0** | **419,750** |
| **Cemetery** | | | | | | | | |
| 60' Zero Turn Lawn Mower | *CEM-01* | 5 | | 16,912 | | 17,938 | | **34,850** |
| North Side - Cemetery Fence | *CEM-02* | 11 | | 118,450 | | | | **118,450** |
| West Side - Cemetery Fence | *CEM-03* | 11 | | 13,382 | | | | **13,382** |
| | **Cemetery Total** | | **0** | **148,744** | **0** | **17,937** | **0** | **166,682** |
| **CRA** | | | | | | | | |
| Barry Park Improvements | *CRA-010* | 2 | 50,000 | | | | | **50,000** |
| Bartley Lane Pocket Park | *CRA-022* | 3 | 15,000 | | | | | **15,000** |
| Beautification of Intersection of SR 26 and US Hwy 41 | *CRA-013* | 5 | | | 5,000 | 10,000 | | **15,000** |
| Dog Park | *CRA-035* | 4 | 5,000 | | | | | **5,000** |
| Downtown Wayfinding & Gateway Signage | *CRA-023* | 2 | 30,000 | 35,000 | | | | **65,000** |
| Lois Forte Park & NW 260th Street Reconstruction | *CRA-03* | 11 | | | 689,500 | | | **689,500** |
| Mural - next to Annex Building | *CRA-031* | 4 | 10,000 | | | | | **10,000** |
| NW 1st Ave. Parking Lot Construction | *CRA-041* | 1 | 100,000 | | | | | **100,000** |
| Parking Lot & Storm Basin Parcel# 2227-001-000 | *CRA-017* | 2 | 20,000 | 100,000 | | | | **120,000** |
| SANTA SLED FOR CHRISTMAS EVENTS | *CRA-044* | | 10,000 | | | | | **10,000** |
| Sidewalk Extension Program | *CRA-01* | 2 | 25,000 | 15,000 | | | | **40,000** |
| Storm Water - Hooie Property | *CRA-008* | 3 | | | 100,000 | | | **100,000** |
| Streetlight Enhancement Program | *CRA-015* | 3 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | **25,000** |
| SW 254th Festival Street | *CRA-020* | 2 | | 25,000 | 15,000 | | | **40,000** |
| Wooten House Purchase & Parking Lot Construction | *CRA-042* | 3 | 60,000 | | | | | **60,000** |
| | **CRA Total** | | **330,000** | **180,000** | **814,500** | **15,000** | **5,000** | **1,344,500** |
| **Electric** | | | | | | | | |
| Circuit Undergrounding Program | *EL-14* | 2 | 71,746 | 74,974 | 77,598 | 80,314 | 83,125 | **387,757** |
| Electric Meters | *EL-16* | 11 | 41,616 | 42,448 | 43,297 | 45,000 | 47,500 | **219,861** |
| Newberry Environmental Park - Electric Utilities | *EL-20* | 11 | 250,000 | 250,000 | | | | **500,000** |
| Recloser Maintenance Program | *EL-12* | 11 | 5,881 | 6,087 | 6,300 | 6,520 | 6,749 | **31,537** |
| Replace Fault Finder | *EL - 03* | 11 | 62,100 | | | | | **62,100** |
| Replace Skid Steer | *EL - 04* | 11 | | 150,000 | | | | **150,000** |
| Replace Utility Line Locate Wand | *EL-05* | 11 | 8,500 | | | | | **8,500** |
| Seaboard Avenue Electric Utility Improvements | *EL-06* | 2 | | 51,500 | 515,000 | | | **566,500** |
| Seconday Electric Feeder | *EL-07* | 1 | 3,310,000 | | | | | **3,310,000** |
| SR 26 Twin Pairs Relocations & Upsizing Project | *EL-10* | 1 | 7,760,263 | | | | | **7,760,263** |
| Street Lights LED Upgrade Program | *EL-13* | 2 | 19,3 | | 20,037 | 20,738 | 21,464 | 22,215 | **103,813** |

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| Department | Project # | Priority | 20 | 2028 | 2029 | 2030 | 2031 | Total |
|---|---|---|---|---|---|---|---|---|
| Transformer Replacement Program | *EL-15* | 1 | 70,837 | 73,317 | 75,883 | 78,539 | 81,288 | **379,864** |
| Truck Specialty Tool Replacements | *EL-11* | 3 | 10,000 | | | | | **10,000** |
| Utility Pole Replacement Program | *EL-17* | 3 | 10,320 | 10,784 | 11,269 | 11,776 | 12,188 | **56,337** |
| | **Electric Total** | | **11,620,622** | **679,147** | **750,085** | **243,613** | **253,065** | **13,546,532** |
| **Facilities** | | | | | | | | |
| EASTON ARCHERY FIRE ALARM REPLACEMENT | *FAC-05* | 3 | 22,000 | | | | | **22,000** |
| Facilities/PW Building Renovations | *FAC-024* | 2 | 32,500 | | | | | **32,500** |
| Floor Cleaner | *FAC-13* | 2 | | 7,800 | | | | **7,800** |
| Gateway Signage | *CAP IMP-03* | 3 | | 61,200 | | 66,300 | | **127,500** |
| HAULING TRAILER | *FAC-03* | 3 | 7,000 | | | | | **7,000** |
| HVAC Replacement Program | *FAC-11* | 2 | 35,000 | 15,000 | 15,000 | 15,000 | 15,000 | **95,000** |
| LRSH Elevator Repair | *FAC-21* | 1 | | 75,000 | | | | **75,000** |
| Municipal Building Floor Sand and Resurface | *FAC-09* | 2 | 7,750 | 8,000 | | | | **15,750** |
| Municipal Building Kitchen Upgrades | *FAC-12* | 2 | | 31,672 | | | | **31,672** |
| Municipal Building Stage Curtain System | *FAC-07* | 3 | | | | 25,750 | | **25,750** |
| Municipal Building Window Covering | *FAC-08* | 3 | | | | 25,750 | | **25,750** |
| Municipal Building Window Replacement | *FAC-06* | 2 | | 53,045 | | | | **53,045** |
| Veh #818 Crew Cab Pick-up | *FAC-15* | 2 | 56,100 | | | | | **56,100** |
| Vehicle #810 Replacement (Silverado) | *FAC-20* | 3 | | | | | 40,000 | **40,000** |
| | **Facilities Total** | | **160,350** | **251,717** | **15,000** | **132,800** | **55,000** | **614,867** |
| **Fire Department** | | | | | | | | |
| 40' x 60' Metal Aux Storage Building | *FD-24-003* | 4 | | 125,000 | | | | **125,000** |
| ALS Medical Equipment Replacement Program | *FD-25-002* | 2 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | **12,500** |
| Bay Door Replacement | *27-002* | 2 | | 102,500 | | | | **102,500** |
| Bay Floor Coating | *27-004* | 3 | | 41,200 | | | | **41,200** |
| Brush truck for Station 2 | *FD-30-0002* | 3 | | | | 360,500 | | **360,500** |
| Bunker Gear | *FD-23-02* | 1 | 12,750 | 13,000 | 13,000 | 13,500 | 13,500 | **65,750** |
| Bunker gear storage racks | *FD-27-0005* | 2 | | 9,000 | | | | **9,000** |
| Combi-tool | *27-005* | 3 | | 19,864 | | | | **19,864** |
| Command Vehicle - replacement | *FD-29-001* | 2 | 85,000 | | | | | **85,000** |
| Construction of Fire Station #2 | *FD-27-002* | 5 | | | 500,000 | | 6,000,000 | **6,500,000** |
| EMS/Fire UTV | *FD-25-001* | 3 | | 50,000 | | | | **50,000** |
| Firefighter Cancer Decontamination Equipment | *FD-002* | | 29,100 | | | | | **29,100** |
| Fire hose dolly and roller | *FD-27-0006* | 2 | | 5,770 | | | | **5,770** |
| Fire Hose Replacement Program | *FD-23-004* | 2 | 4,000 | 8,000 | 8,000 | 8,000 | 12,000 | **40,000** |
| Fire Training Facility | *FD-24-002* | 3 | 750,000 | | | | | **750,000** |
| Forcible Entry Prop | *FD-27-0007* | 2 | | 14,350 | | | | **14,350** |
| Knox Secure devices | *FD-27-0009* | 2 | 6,784 | | | | | **6,784** |
| Mobile Data Computer Replacement Program | *FD-27-001* | 2 | 5,835 | 6,010 | 6,190 | | | **18,035** |
| Outdoor Multi-Use area | *FD-26-002* | 3 | | 30,900 | | | | **30,900** |
| Replacement Beds and Lockers | *27-003* | 2 | 10,000 | 10,000 | | | | **20,000** |
| Storage area addition | *FD-27-0001* | 2 | 80,000 | | | | | **80,000** |
| TFT water thief | *FD-27-0008* | 2 | 6,2 | | | | | **6,285** |
| Unhinged Training prop | *FD-27-0010* | 2 | | 30,750 | | | | **30,750** |

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| Department | Project # | Priority | 20 | 2028 | 2029 | 2030 | 2031 | Total |
|---|---|---|---|---|---|---|---|---|
| **Fire Department Total** | | | **992,1** | **468,844** | **529,690** | **384,500** | **6,028,000** | **8,403,288** |
| **Information Technology** | | | | | | | | |
| Firewall Replacement Program | *IT-2022-02* | 1 | 5,000 | 8,907 | 9,219 | 9,542 | 9,876 | **42,544** |
| Network Infrastructure Replacement Program | *IT-2022-03* | 11 | 3,700 | 5,500 | 5,600 | 5,544 | 5,738 | **26,082** |
| Replace Server | *IT-2028-01* | 11 | 35,000 | 50,000 | | | | **85,000** |
| Workstation Replacement Program | *IT-2022-01* | 3 | 20,000 | 23,000 | 24,000 | 25,000 | 26,000 | **118,000** |
| **Information Technology Total** | | | **63,700** | **87,407** | **38,819** | **40,086** | **41,614** | **271,626** |
| **Mosquito** | | | | | | | | |
| Mosquito Sprayer | *MQ-01* | 5 | 20,000 | | | | | **20,000** |
| Replace Spray Truck | *MQ-03* | 10 | | | | 35,000 | | **35,000** |
| **Mosquito Total** | | | **20,000** | **0** | **0** | **35,000** | **0** | **55,000** |
| **Parks and Grounds Maintenance** | | | | | | | | |
| Basketball Court Renovations (FWP) | *15 PARKS* | 3 | | | 105,570 | | | **105,570** |
| Concrete Sidewalk Program | *WSPP 12* | | 10,000 | 10,000 | 10,000 | 10,000 | | **40,000** |
| Courtland | *PARK-010* | 2 | 1,200,000 | | | | | **1,200,000** |
| Easton Adult Softball Field Infield Renovation | *PARK-004* | 2 | | 26,138 | | | | **26,138** |
| Easton Gymnasium Roof Replacement | *PARK-001* | 1 | | 179,375 | | | | **179,375** |
| Electronic Locks for Outdoor Restroom | *4 PARKS* | 2 | 8,000 | 9,500 | | | | **17,500** |
| ENSC Gymnasium Floor Replacement | *1 PARKS* | 2 | | 154,500 | | | | **154,500** |
| ENSC Spectator Stand Roof Replacement | *5 PARKS* | 1 | | | 11,903 | | 45,448 | **57,351** |
| Fence Replacement Program | *PROG 2* | 2 | 22,500 | 10,000 | 10,000 | 10,000 | 10,000 | **62,500** |
| Field Sprayer | *PARK-005* | 2 | | 40,000 | | | | **40,000** |
| Freddie Warmack Baseball Field Renovations | *7 PARKS* | 2 | 25,000 | | | | | **25,000** |
| Freddie Warmack Playground Structure Replacement | *8 PARKS* | 2 | 157,000 | | | | | **157,000** |
| Freddie Warmack Renovation | *FACILITIES 2* | 1 | 35,000 | | | | | **35,000** |
| Freddie Warmack Restroom Renovation | *PARK-006* | 2 | | 20,700 | | | | **20,700** |
| Handicap Accessible Parking Program | *PARK-021* | 3 | 12,500 | 12,875 | 13,261 | 13,659 | 14,069 | **66,364** |
| JDP Pavillion | *PARK-003* | 3 | | | 27,500 | | | **27,500** |
| Lois Forte Amphitheatre | *PARK-009* | 5 | | | | 350,000 | | **350,000** |
| MLK Basketball Court and Playground Lighting | *PARK-002* | 2 | 25,400 | | | | | **25,400** |
| MOWER #651 Zero Turn Replacement | *MOWER 651* | 3 | 16,320 | | | | | **16,320** |
| MOWER #652 Zero Turn Replacement | *MOWER 652* | 3 | | 17,255 | | | | **17,255** |
| MOWER #655 Zero Turn Replacement | *MOWER 655* | 3 | | | 17,255 | | | **17,255** |
| MOWER #656 Zero Turn Replacement | *MOWER 656* | 3 | | | | 17,000 | | **17,000** |
| MOWER #660 Zero Turn Replacement | *MOWER 660* | 3 | | | | | 17,000 | **17,000** |
| New Service Truck - Ford F250 | *VEH NEW* | 3 | 50,000 | | | | | **50,000** |
| Park Enhancement Program | *PARK-019* | 3 | 12,100 | 14,971 | 15,346 | 15,729 | | **58,146** |
| Playground Equipment Replacement Program | *PROG 1* | 2 | | 9,004 | 9,274 | | | **18,278** |

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| Department | Project # | Priority | 20 | 2028 | 2029 | 2030 | 2031 | Total |
|---|---|---|---|---|---|---|---|---|
| SANDPRO Infield Grooming Machine | *TRACTOR 689* | 3 | | 40,800 | | | | **40,800** |
| Sidewalk Construction Program | *PROG 3* | 2 | 10,200 | 10,821 | 11,146 | 11,480 | 11,825 | **55,472** |
| Soccer Goal Replacement Program | *PARK-018* | 3 | 6,400 | 6,400 | 6,400 | 6,400 | | **25,600** |
| UTV#645 JD Gator | *UTV 645* | 3 | | 15,000 | | | | **15,000** |
| UTV#662 Replacement | *UTV 662* | 3 | | | 13,000 | | | **13,000** |
| VEH #504 Replacement (Inmate Van) | *VEH 504* | 3 | | | | 45,000 | | **45,000** |
| VEH #688 Replacement (Inmate Van) | *VEH 688* | 3 | | 46,125 | | | | **46,125** |
| **Parks and Grounds Maintenance Total** | | | **1,590,420** | **623,463** | **250,653** | **479,268** | **98,339** | **3,042,146** |

## Parks and Recreation

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Champions Park South | *REC-038* | 2 | 35,000 | | | 175,000 | | **210,000** |
| Concession Stand & Restroom Facility | *WSPP 3* | 3 | | | 100,000 | | | **100,000** |
| Country Way Linear Park | *RECREATION 4* | 3 | | | | 10,000 | 100,000 | **110,000** |
| Easton Newberry Gym Security Cameras | *REC-005* | 2 | | 15,682 | | | | **15,682** |
| ENSC Multipurpose Fields | *WSPP 1* | 1 | 225,000 | | | | | **225,000** |
| ENSC Pavilion | *WSPP 8* | 3 | | | 50,000 | | | **50,000** |
| ENSC Sports Field Lighting | *WSPP 9* | 2 | | 100,000 | | 100,000 | | **200,000** |
| ENSC WA/WW Utilities Extension | *RECREATION 1* | 3 | | | | 157,500 | | **157,500** |
| Generations Park/Lois Forte Park Reimagined | *REC-028* | 3 | | | 1,000,000 | 2,000,000 | | **3,000,000** |
| Gym Floor Replacement | *REC-034* | | | | 70,000 | | | **70,000** |
| Martin Luther King Jr. Community Center Additions | *RECREATION 6* | 4 | 100,000 | 600,000 | | | | **700,000** |
| MLK Bball Court Relocation and Fencing | *REC-023* | 2 | 90,000 | | | | | **90,000** |
| MLK Building Expansion | *REC-021* | 3 | 51,000 | | | | | **51,000** |
| Shade Structure Program | *PROGRAM 2* | 2 | | 35,000 | | | | **35,000** |
| Skate Park Facility | *RECREATION 9* | 3 | 40,000 | 325,000 | | | | **365,000** |
| Turf Tank Field Stripper | *REC-010* | 4 | | 13,018 | 11,275 | 11,275 | | **35,568** |
| Utility Vehicle Replacement Program | *PROGRAM 1* | 4 | | | 16,142 | | | **16,142** |
| Vehicle #697 Replacement (1998 International Bus) | *VEH 697* | 3 | | | | 30,000 | | **30,000** |
| **Parks and Recreation Total** | | | **541,000** | **1,088,699** | **1,247,416** | **2,483,775** | **100,000** | **5,460,890** |

## Planning & Zoning

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| City Limit Survey and Legal Description | *PZ-002* | 1 | 50,000 | | | | | **50,000** |
| Code Enforcement Truck Replacement | *PZ-003* | 3 | | | | 55,000 | | **55,000** |
| COMPREHENSIVE PLAN UPDATE | *PZ-2022-01* | 1 | | | 50,000 | 50,000 | | **100,000** |
| **Planning & Zoning Total** | | | **50,000** | **0** | **50,000** | **105,000** | **0** | **205,000** |

## Road & Street

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 60' HUSTLER Zero Turn | *S&R-26* | 2 | | 17,000 | 16,500 | | | **33,500** |
| ADA Sidewalk Mat Project | *S&R-16* | 5 | 6,250 | 6,250 | 6,250 | 6,250 | | **25,000** |
| Chip Seal - Holder Grade | *S&R-17* | 3 | | 321,447 | | | | **321,447** |
| CLAW TRUCK REPLACEMENT | *S&R-27* | 2 | | 284,350 | | | | **284,350** |
| CR235 & Newberry Lane Roundabout | *S&R-30* | 2 | 375,000 | | | | | **375,000** |
| Doc Karelas Dr | *S&R-10* | 11 | | | | 94,000 | 1,009,760 | **1,103,760** |
| Drainage Reconstruction Program | *S&R-22* | 11 | | 25,921 | 26,829 | 27,767 | 28,740 | **109,257** |
| F-300 AgFoodTech Innovation Park | *PW-001* | 1 | 5,590,465 | | | | | **5,590,465** |

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| Department | Project # | Priority | 20 | 2028 | 2029 | 2030 | 2031 | Total |
|---|---|---|---|---|---|---|---|---|
| Ford F-250 W/ Utility Body | *S&R-11* | 5 | 50,0 | | | | | **50,000** |
| FRONTEND LOADER REPLACEMENT | *S&R-29* | 3 | | 236,900 | | | | **236,900** |
| JOHN DEERE 5100E | *S&R-31* | 2 | 71,600 | | | | | **71,600** |
| NW 266 ROAD AND DRAINAGE RECONSTRUCTION | *PW-004* | 4 | | | 45,000 | | | **45,000** |
| NW 266th Street (NW2nd to SR26) Repave 741 LF | *S&R-01* | 11 | | | | 666,958 | | **666,958** |
| Road Line Stripper | *S&R-13* | 4 | | 7,000 | | | | **7,000** |
| Seaboard Drive Road Construction | *S&R-40* | 2 | | | | 388,000 | 3,000,000 | **3,388,000** |
| Sidewalk Extension Program | *S&R-23* | 2 | | 19,403 | 20,082 | 20,785 | 21,512 | **81,782** |
| South Seaboard Drive Lease Payment | *S&R-21* | | 100,000 | | | | | **100,000** |
| South SR26 Parking Lot | *PW-002* | 3 | 25,000 | 250,000 | | | | **275,000** |
| Stormwater Basin Fencing Program | *S&R-32* | 11 | | 16,883 | 17,389 | 17,911 | 18,448 | **70,631** |
| SUPER 104 HUSTLER MOWER | *S&R-15* | | 36,000 | | | | | **36,000** |
| SW 10th Ave / 252 St to SW 15th Ave (1,349 LF) | *S&R-03* | 11 | | | | | 65,000 | **65,000** |
| SW 15TH Ave West Construction | *S&R-60* | 11 | | 382,954 | | | | **382,954** |
| SW 1st Ave - 2,083 LF | *S&R-06* | 11 | | | | 74,520 | 733,008 | **807,528** |
| SW 254th Extension | *S&R-09* | 2 | 306,450 | | | | | **306,450** |
| SW 254th Street (SW 1st to SW 5th) 1,341 LF | *S&R-02* | 11 | | 45,000 | 455,940 | | | **500,940** |
| SW 257th Terr (SW 4th to Road Term) 646 LF | *S&R-04* | 11 | | 25,500 | 224,400 | | | **249,900** |
| SW 30th Ave (East of SR45) Chip Seal | *SR-63.00-100* | 3 | 150,000 | | | | | **150,000** |
| SW 30th Ave Road Reconstruction | *PW-003* | 2 | 321,900 | | | | | **321,900** |
| SW46th Ave Reconstruction | *S&R-20* | 11 | | 396,000 | | | | **396,000** |
| SW 4th Ave - 1,352 LF | *S&R-07* | 11 | | | | 46,000 | 460,000 | **506,000** |
| Transportation Master Plan | *S&R-18* | | 206,000 | | | | | **206,000** |
| VIBRATORY ROLLER | *S&R-28* | 2 | | 55,000 | | | | **55,000** |
| | **Road & Street Total** | | **7,238,665** | **2,089,607** | **812,390** | **1,342,190** | **5,336,466** | **16,819,319** |

## Wastewater

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Air Release Rehab Program | *WW-90* | 11 | 5,544 | 5,738 | 5,938 | 6,146 | 6,361 | **29,727** |
| FLOW/MAG METERS | *WW-145* | 3 | 5,000 | 5,000 | 5,000 | 5,000 | 5,500 | **25,500** |
| Forcemain Air Relief Valve Replacement Program | *WW-60* | 3 | 6,000 | 6,250 | 6,500 | 6,750 | 7,000 | **32,500** |
| Gravity Line Extension Program | *WW-17* | 2 | 12,051 | 12,292 | 12,538 | 12,789 | 13,044 | **62,714** |
| Gravity Manhole Rehab Program | *WW-50* | 3 | 21,218 | 21,854 | 22,510 | 23,185 | 23,881 | **112,648** |
| Ground Penetrating Radar | *WW-19* | 11 | | | 30,000 | | | **30,000** |
| Lift Station #10 Relocation | *WW-110* | 2 | 1,659,339 | | | | | **1,659,339** |
| Lift Station Control Pump Replacement Program | *WW-70* | 3 | 21,424 | 22,174 | 22,950 | 23,754 | 24,585 | **114,887** |
| Lift Station Electric Panel Replacement and Upgrad | *WW-001* | 3 | 15,750 | 16,538 | 17,364 | 18,233 | 19,144 | **87,029** |
| Lift Station Generator/Transfer Installation Progr | *WW-16* | 3 | | 76,827 | | 82,299 | | **159,126** |
| LS Valve Vault Installation Program | *WW-30* | 3 | 44,100 | 46,305 | 48,620 | 51,051 | 53,604 | **243,680** |
| Pump Repair/Replacement Program | *WW-105* | 1 | 33,075 | 34,729 | 36,465 | 38,288 | 40,203 | **182,760** |
| Rebuild Blower at WWTP | *WW-102* | 3 | 24,000 | | | | | **24,000** |
| Replace Sewer Jetter | *WW-21* | 11 | | 75,000 | | | | **75,000** |
| Replace Trailer Mounted Generator | *WW-22* | 11 | | | 65,000 | | | **65,000** |

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| Department | Project # | Priority | 20 | 2028 | 2029 | 2030 | 2031 | Total |
|---|---|---|---|---|---|---|---|---|
| Replace Vehicle #334 (2008 Intl Sludge Truck) | *WW-20* | 11 | | 200,000 | | | | **200,000** |
| SCADA System Control Panel Upgrade/Replacement | *WW-154* | 2 | 105,000 | 110,000 | 115,000 | | | **330,000** |
| Scada System Upgrade | *WW-12* | 1 | 75,000 | 750,000 | | | | **825,000** |
| SEABOARD DRIVE WW UTILITIES EXTENSION | *WW-04* | 3 | | | | 465,000 | | **465,000** |
| SR 26 TWIN PAIRS WW PROJ. LS & GRAVITY LINES | *WW-14* | 3 | 2,236,262 | | | | | **2,236,262** |
| Vac-Truck | *WW-141* | 3 | | 275,000 | | | | **275,000** |
| Wash Down Stations at Lift stations | *WW-106* | 3 | 30,000 | | 31,500 | 33,075 | | **94,575** |
| Wastewater Treatment Plant Expansion | *WW-11* | 1 | 36,840,087 | 27,297,506 | 4,759,343 | | | **68,896,936** |
| WWTP Interior Road Paving | *WW-148* | 4 | | | 250,000 | | | **250,000** |
| | **Wastewater Total** | | **41,133,850** | **28,955,211** | **5,428,727** | **765,568** | **193,319** | **76,476,681** |

## Water

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| AC PIPE INVENTORY/ REPLACEMENT PROGRAM | *WA-63.00-170* | 11 | 10,000 | | | | | **10,000** |
| Additional truck | *WA-392* | 1 | | 99,910 | | | | **99,910** |
| AMI Meters & Smartpoints | *WA-63.00-10* | 11 | 50,000 | 51,500 | 53,045 | 54,636 | 56,275 | **265,457** |
| Backhoe Replacement | *WA-01* | 11 | | | 165,000 | | | **165,000** |
| ENSC/Avalon Woods/SR 45 Watermain Loop Project | *WA-63.10-30* | 11 | | | 60,000 | 60,000 | | **120,000** |
| Fire Hydrant Replacement Program | *WA-75* | 3 | 17,888 | 18,693 | 19,347 | 20,024 | 20,725 | **96,677** |
| LARGE METER TESTING | *WA-396* | 2 | 10,000 | 10,250 | 10,500 | | | **30,750** |
| LSL/Galvanized Service Line Replacement Program | *WA-63.00-80* | 2 | 10,500 | 11,000 | 11,500 | 12,000 | 12,500 | **57,500** |
| Meter Relocation Program | *WA-63.00-40* | 3 | 6,082 | 6,356 | 7,000 | 7,000 | 7,047 | **33,485** |
| Public Works Compound Relocation | *WA-63.00-120* | 11 | 350,000 | 3,500,000 | | | | **3,850,000** |
| REMOTE PRESSURE / CL2 MONITORING SYSTEM | *WA-63.00-60* | 2 | 10,000 | | | | | **10,000** |
| SAHMG Water Resiliency Projects | *WA-399* | 3 | 250,000 | 1,600,000 | 8,075,000 | 8,075,000 | | **18,000,000** |
| Small Water Line Replacement Program | *WA-63.00-30* | 3 | 6,201 | 6,480 | 6,707 | 6,942 | 7,184 | **33,514** |
| SR 26 (EAST) 500K gal Elevated Storage Tank | *WA-10* | 1 | 5,475,000 | | | | | **5,475,000** |
| SR26 Twin Pairs Water Main Relocation Project | *WA-63.11-10* | 11 | 442,145 | 750,000 | | | | **1,192,145** |
| Update Well Controls | *WA-401* | 2 | 75,000 | | | | | **75,000** |
| Vacuum Trailer Replacement | *WA-02* | 11 | 95,000 | | | | | **95,000** |
| Valve Excercising Program | *WA-100* | 11 | 5,544 | 5,738 | 5,938 | 6,146 | 6,361 | **29,727** |
| Valve Replacement Program | *WA-20* | 1 | 18,538 | 19,187 | 19,858 | 20,553 | 21,273 | **99,409** |
| Valve Trailer Exerciser | *WA-394* | 1 | | | 115,000 | | | **115,000** |
| Veh# 812 Replacement | *WA-391* | 1 | | 72,000 | | | | **72,000** |
| Water Process Control System Upgrade Program | *WA-63.00-50* | 3 | 5,963 | 6,231 | | | | **12,194** |
| Well Upsizing & Relocation | *WA-160* | 3 | | 250,000 | 100,000 | 1,875,000 | | **2,225,000** |
| | **Water Total** | | **6,837,860** | **6,407,345** | **8,648,895** | **10,137,301** | **131,365** | **32,162,766** |
| | **GRAND TOTAL** | | **70,578,721** | **41,065,184** | **18,586,175** | **16,516,788** | **12,242,168** | **158,989,047** |

**File Attachments for Item:**

8. Amend Utility Rates

*An Ordinance of The City of Newberry, Florida, Amending Chapter 98 - Utilities of The Code of Ordinances by Revising Existing Fees, Rates and Charges for City Utility Services and Imposing a New Water Availability Charge; Providing for Codification and Correction; Providing A Severability Clause; Providing A Repealing Clause; And Providing Directions to the Clerk and Effective Dates.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Amend Utility Rates

An Ordinance of The City of Newberry, Florida, Amending Chapter 98 - Utilities of The Code of Ordinances by Revising Existing Fees, Rates and Charges for City Utility Services and Imposing a New Water Availability Charge; Providing for Codification and Correction; Providing A Severability Clause; Providing A Repealing Clause; And Providing Directions to the Clerk and Effective Dates.

**Agenda Section:** Agenda Items

**Department:** Finance & Administration

**Strategic Goal/Objective:** Goal A.4 Safe, reliable, and affordable electric services

Obj A1.2 Review and modify the rates and/or development fees to ensure funding is available for infrastructure renewal, replacement, and expansion projects

**Presented By:** Dallas Lee, Assistant City Manager

**Recommended Actions:** Approve Ordinance 2026-28

**Summary:**
Ordinance No. 2026-28 amends Chapter 98 of the City's Code of Ordinances to update electric, water, and wastewater rates and related service charges for Fiscal Year 2027. The revised fees, rates, and charges will apply to bills rendered on or after October 1, 2026. Customers were properly notified of their August bills.

Staff use financial models to forecast customer growth, consumption, wholesale power costs, and anticipated expenses to determine whether utility rates will generate sufficient revenue to cover the cost of providing service. Many utility costs are fixed regardless of consumption, while expenses such as personnel, fuel, materials, and repairs continue to increase. The proposed rate adjustments help keep the utility funds self-supporting while maintaining reliable service and providing for necessary infrastructure maintenance and replacement.

During the budget process, staff reviewed departmental requests and reduced or deferred more than

$250,000 before recommending rate adjustments. These reductions included removing proposed positions, deferring studies and professional services, and reducing maintenance and equipment requests. The proposed adjustments balance customer affordability with the financial needs of the utility systems.

The ordinance includes the following changes:

Electric rates: Adjusts customer, energy, and demand charges by customer classification. The changes reflect the findings of FMPA's Revenue Sufficiency and Cost-of-Service Study and move customer classes closer to paying their respective costs of service. Revenues also support infrastructure improvements, including the second electric feed and distribution system improvements.

Water and wastewater rates: Increases recurring rates approximately 3%, subject to rounding. These adjustments help address operating and maintenance costs while supporting future asset replacement. The proposed budgets fund 85% of depreciation to limit the immediate rate impact on customers.

Nonresidential water availability charge: Replaces the uniform $17.04 monthly customer charge with a graduated charge based on meter size, including applicable fire line connections. This approach more equitably allocates fixed system costs according to the capacity available to each customer. Smaller meters receive a lower fixed charge, while larger connections pay more.

Service fees and billing provisions: Updates account activation, connection, after-hours service, and other miscellaneous charges to better recover the costs of providing those services. The ordinance also revises certain billing and returned-payment provisions.

Staff recommends adoption of Ordinance No. 2026-28.

**Attachments:**

1. Ordinance 2026-28
2. Legal Ad

# ORDINANCE NO. 2026-28

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, AMENDING CHAPTER 98 - UTILITIES OF THE CODE OF ORDINANCES BY REVISING EXISTING FEES, RATES AND CHARGES FOR CITY UTILITY SERVICES AND IMPOSING A NEW WATER AVAILABILITY CHARGE; PROVIDING FOR CODIFICATION AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING DIRECTIONS TO THE CLERK AND EFFECTIVE DATES.**

**WHEREAS,** Section 2(b), Article VIII of the Florida Constitution; Section 166.021, Florida Statutes; and the Charter of the City of Newberry each grant the City of Newberry ("City") all governmental, corporate, and proprietary powers to enable it to conduct municipal government, except when expressly prohibited by law; including specifically, vesting the Newberry City Commission (the "City Commission") with the power to enact local legislation in the form of ordinances;

**WHEREAS,** the City Commission has adopted ordinances that are codified in a City Code of Ordinances (the "Code");

**WHEREAS**, Chapter 98 of the Code titled "Utilities" sets forth the regulations and fees, rates and charges for City operated Utility Services, including Water and Reclaimed Water, Wastewater and Industrial Wastes and Electric;

**WHEREAS**, Section 98-98 of the Code requires that the rates and charges for water and wastewater service be sufficient to provide, in each fiscal year, pledged revenue equal to or exceeding 1.15 times the sum of the city's water and wastewater debt, and be sufficient to satisfy the coverage requirements of all senior and parity debt obligations;

**WHEREAS**, Sections 98-173 and 98-194 of the Code require that the city commission review the water and wastewater system development charges every year for the purpose of determining the appropriateness of those charges;

**WHEREAS**, upon review in connection with preparation of the City's Annual Budget, City staff has recommended and the City Commission has determined that the revisions to Utility fees, rates and charges set forth in this Ordinance are necessary and/or advisable to adequately fund the cost of providing Utility services;

**WHEREAS**, this Ordinance has been prepared in accordance with Article V of the City Charter and Sec. 1-8 of the City Code; and

**WHEREAS**, pursuant to Sections 166.041(3)(a) and 50.0311, Florida Statutes, and Article V of the City Charter, this proposed Ordinance has been noticed, at least ten (10) days prior to adoption, on the Alachua County website (alachuacounty.us) notifying

the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1.** Certain portions of Sections 98-62, 98-63 and 98-70 in Article III "Electrical Service" within Chapter 98 - Utilities of the Code of Ordinances of the City of Newberry, Florida are amended to read as set forth below. Except as amended herein, the remainder of Article III remains in full force and effect.

**Sec. 98-62. Connection fee.**

(a) *Generally*. The connection fees for new electrical service shall be assessed as follows:

| | |
|---|---|
| Account activation fee | ~~$45.00~~ $100.00 |
| Service within 24 hours | No additional charge |
| Same-day service request | Additional ~~$25.00~~ $50.00 |
| After 4:00 p.m. | Additional ~~$75.00~~ $150.00 |

The account activation fees for residential accounts include a $15.00 credit application fee.

(b) *Line extension charge*. For significant overhead line construction required to provide electric service, the city charges the difference between estimated construction cost and estimated 30-month revenue.

(c) *Underground differential*. For underground service the city charges the customer the difference in actual cost of underground construction compared to the estimated cost of overhead construction.

(d) *Service transfer charge*. The city charges an account activation fee of $45.00 for transfer of an electric account from one service location to another service location.

(e) *Temporary three-day service cleaning charge*. The city charges a flat fee of $75.00 for a three-day connection period for residential and commercial accounts. If a customer exceeds the three-day period, an additional $75.00 charge will be due and services will be terminated after a total of six days. The customer must then make application for services with the city and pay applicable deposit and connection fees.

**Sec. 98-63. Rates.**

There are hereby established the following electric service rates to be charged for electric service supplied by the city:

(1) *Residential rate.* This schedule is applicable to electric service throughout the entire territory served by the city to individual (single-family) residences, apartments or farms. This rate is not applicable to business houses, licensed boarding or rooming houses, or when advertised as such, educational institutions or apartment houses, except when the latter is served by a separate meter for each apartment. Single-phase motors used may be connected only at the option of the city. All of the electrical appliances to be served under this rate are subject to approval by the city.

a. *Character of service.* Energy delivered under this schedule shall be alternating current, 60 cycles, single-phase, at a normal 120/240 volts. The city may, at its option, provide three-phase 120/240 volt service if and when readily available, but only where individual motors rated at 7.5 hp or larger are connected.

b. *Rate.*

1. *Customer charge per month per meter:*

Single phase . . . ~~10.59~~ $10.86

Three phase . . . ~~12.21~~ $12.45

2. Energy charge, per kWh: ~~$0.1141~~ $0.1170

(2) *Commercial rate.* This schedule is applicable to electric service at a single metering point throughout the entire territory served by the city for all service other than residential service and security lights.

a. *Character of service.* Service to be furnished under this schedule shall be alternating current, 60 cycle, single-phase 120/240 volts or three-phase at nominal 120/208, 120/240 or 277/480 volts, at the option of city, depending upon the class of service available.

b. *Rate.*

1. *Customer charge:* $ per month per meter:

Single phase . . . ~~$12.21~~ $12.45

Three phase . . . ~~$13.31~~ $13.58

2. *Energy charge, per kWh:* ~~$0.1253~~ $0.1278

(3) *Large power service electric rate.* This schedule is applicable to electric service throughout the entire territory served by the city to those customers having an average monthly billing demands of more than ten kWh over the course of a twelve-month period which shall be calculated during the first billing cycle of the following calendar year, when, but only when, all electric service on a given customer's premises, other than security lights, is taken and paid for under this rate schedule applied individually at one or more metering points and the currently effective general service rate schedule applied individually at each metering point. A customer requesting service under this rate schedule at a

given metering point agrees to take and pay for service at the rate specified herein for at least 12 continuous months before receiving service at said metering point under any of the city's other available rate schedules.

a. *Character of service.* Alternating current, 60 cycles, three-phase service will be provided at readily available voltages, as determined by the city.

b. *Rate.*

1. Customer charge: . . . ~~$49.90~~ $51.90

2. Demand charge, per kW: . . . ~~$11.36~~ $11.81

3. Energy charge, per kWh: . . . ~~$0.0788~~ $0.0820

c. *Primary service discount.* For service provided and metered at 2,400 volts or greater, but less than 69,000 volts, and where the customer owns the necessary transformation equipment, subject to a discount of two percent.

d. *Power factor adjustment.* A charge will be made equal to one percent of the demand charge for each one percent the average power factor is below 90 percent lagging as determined by a test made by the city or as indicated by a meter installed at the option of the city to measure power factor.

(5) *Industrial power service electric rate*. This schedule is applicable to electric service throughout the entire territory served by the city to those customers having a minimum demand of 57 percent load factor and minimum demand of 1,000 kW demand or greater, when, but only when, all electric service on a given customer's premises, other than security lights, is taken and paid for under this rate schedule at a single metering point, or if through more than one metering point, then only under this rate schedule applied individually at one or more metering points and the currently effective general service rate schedule applied individually at each metering point. Customers receiving service under this rate schedule at a given metering point agree to take and pay for service at the rate specified herein for at least 18 continuous months before receiving service at said metering point under any of the city's other available rate schedules.

a. *Character of service*. Alternating current, 60 cycles, three-phase service will be provided at readily available system voltages, as determined by the city.

b. *Rate*.

1. Customer charge . . . ~~$45.00~~ $51.90

2. Demand charge, per kW . . . ~~$9.00~~ $9.27

3. Energy charge, per kWh . . . ~~$0.0655~~ $0.0675

(8) *Electric security service.* Security lights will be provided upon request for a one-time installation fee of the actual cost of materials together with a rental fee in accordance with the table below:

| **Roadway Street Lighting** | **Monthly Fee** |
|---|---|
| 40 watt LED | ~~$9.98~~ $10.28 |
| 110 watt LED | ~~$12.75~~ $13.13 |
| 400 watt LED | ~~$16.08~~ $16.56 |
| 100-watt HPS | ~~$9.98~~ $10.28 |
| 250-watt HPS | ~~$14.42~~ $14.85 |
| 400-watt HPS | ~~$16.08~~ $16.56 |
| **Private Area/Flood Lighting** | |
| 40 watt LED | ~~$9.98~~ $10.28 |
| 110 watt LED | ~~$12.75~~ $13.13 |
| 250 watt Flood | ~~$14.42~~ $14.85 |
| 400 watt Flood | ~~$17.74~~ $18.27 |

(10) *Billing procedures:* Delinquencies; miscellaneous charges.

b. *Delinquent ~~bill~~ penalty charge; ~~bad check~~ charge for worthless payment instrument; payment arrangements, and disconnection of service*.

1. *Delinquent ~~bill~~ penalty charge:* All bills are due by ~~4:30 p.m. on the 15th of the month. If the 15th day of the month is not on a business day, payment is due the next business day~~ close of business on due date of the bill. ~~After 4:30 p.m. on the payment due date,~~ ~~d~~Delinquent ~~bills~~ payments are subject to a penalty fee of two and one-half percent of the outstanding balance or $10.00, whichever is greater.

2. ~~*Bad check c*~~*Charges for worthless payment instrument:* If payment on an account is made by ~~check and the same is returned to the city unpaid~~ a worthless payment instrument (as defined in Section 68.065, Florida Statutes), bank fees incurred by the city, together with a service charge of ~~$30.00~~ $25 if the face value does not exceed $50; $30 if the face value exceeds $50 but does not exceed $300; $40 if the face value exceeds $300; or 5 percent of the face value of the payment instrument, whichever is greater, shall be added to the customer account. After the second returned check, the city will require the customer pay with cash, cashier's check or money order only. After a period of one year, the customer's account will be reviewed for good standing and the customer may be permitted to pay by personal check.

c. *Reconnect fee*. In addition to all charges as set forth above, if service is disconnected for nonpayment, or if the premises is posted where a check is returned for insufficient funds, a service charge of ~~$45.00 during normal~~

~~business hours (8:30 a.m. to 4:30 p.m.), and $75.00~~ $150.00 if after business hours, shall be paid prior to the service being reconnected, or prior to accepting payment for a check which has been returned for insufficient funds.

d. *Meter tampering charge*. If the city finds that a meter has been tampered with, a ~~$50.00~~ $100.00 meter tampering charge will be added to the customer's account. Additional action by the state attorney's office may be considered at the option of the city.

e. *Meter test charge*. The city will conduct a meter test upon request. There shall be a ~~$45.00~~ $60.00 charge if the meter is found to be accurate and no charge if the meter is found to be inaccurate. Any fees for meter testing by a qualified independent testing facility or other electric utility shall be paid by the customer. If the meter is found to be inaccurate the city will pay the testing costs and adjustments will be made to the customer's statement.

f. *Meter reread*. The city will reread a meter at the customer's request. One reread per year is provided free of charge, but a ~~$25.00~~ $75.00 fee is charged for subsequent rereads. If the original reading is found to have been inaccurate, there shall be no charge.

g. *Personnel charges*. All services requiring meter personnel are billed at ~~$25.00 per hour~~ actual cost. All services requiring line personnel as well as services requiring overtime personnel are billed at ~~$45.00 per hour~~ actual cost.

~~h. *Energy audit*. The city provides energy audits free of charge.~~

**Sec. 98-70. - Interconnection and net metering of customer-owned renewable generation systems.**

(h) *Application and inspection fees.* Customer shall pay the following fees for the review and processing of applications for interconnection of customer-owned renewable generation systems:

Tier 1 ..... ~~$100.00~~ $105.00

Tier 2 ..... ~~$320.00~~ $335.00

Fees may be adjusted annually.

**Section 2.** Certain portions of Sections 98-151, 98-152, 98-153, 98-154, 98-155 and 98-158 in Article VI “Water and Sewer Rates and Charges” within Chapter 98 – Utilities of the Code of Ordinances of the City of Newberry, Florida are amended to read as set forth below. Except as amended herein, the remainder of Article VI remains in full force and effect.

**Sec. 98-151. Account activation fees and deposits.**

(a) *Account activation fees*. Before rendering service of water or sewer, the city' shall require an account activation fee of $45.00, which includes a $15.00 application fee and credit check. This fee will be waived if electric services are also provided by the city. The account activation fees for water and sewer services on residential and commercial accounts shall be assessed as follows:

| | |
|---|---|
| Account activation fees | ~~$45.00~~ $100.00 |
| Service within 24 hours | No additional cost |
| Same day service requested | Additional cost of ~~$25.00~~ $50.00 |
| After 4:00 p.m. service requested | Additional cost of ~~$75.00~~ $150.00 |

**Sec. 98-152. Water service connection fee.**

(a) *Residential*: There shall be a connection fee for residential water for a five-eighths-inch meter in the amount of ~~$590.00~~ $900.00, and for larger meters in the amount of ~~$590.00~~ $900.00, plus the actual costs of such connection. If roadway must be repaired due to providing connection, actual cost of repair will be added to connection fee.

(b) *Commercial*: There shall be a connection fee for commercial water in the amount of the actual costs of such connection, as determined by the city to be not less than ~~$590.00~~ $900.00, plus actual cost of connection for meters over five-eighths-inch. If roadway must be repaired due to providing connection, actual cost of repair will be added to connection fee.

(c) *New development*: Where connections are provided by developer there shall be a connection fee for residential water for a five-eighths-inch meter in the amount of $250.00 and for larger meters in the amount of $250.00, plus actual cost of such connection.

**Sec. 98-153. Sewer service connection fee.**

(a) *Residential*: There is hereby established a fee for connecting to the sanitary sewer system of the city for residential units to cover the city's costs not to exceed the sum of ~~$1,500.00~~ $2,000.00.

(b) *Commercial*: The costs of connection for all commercial units shall be the actual cost of said connections.

**Sec. 98-154. Water rates.**

Residential and commercial user rates shall be as follows:

*Customer charge*. Each residential customer must pay a customer charge for each metered point of connection to the city's water system.

| ~~**Water Consumption**~~ |
|---|

| | |
|---|---|
| Residential Customer Charge | ~~$11.76~~ $12.11 per month |
| ~~Non-Residential Customer Charge~~ | ~~$17.04 per month~~ |

*Water availability charge.* Each non-residential customer must pay a water availability charge for each metered point of connection to the city's water system, including a fire department connection/fire line, based upon water meter size associated with each connection point.

| | |
|---|---|
| ⅝" × ¾" | $15.00 per month |
| 1" | $16.50 per month |
| 1 ½" | $21.00 per month |
| 2" | $30.00 per month |
| 3" | $60.00 per month |
| 4" | $90.00 per month |
| 6" | $185.00 per month |
| 8" | $238.00 per month |

*Water consumption charge(s)*. Each customer must pay for water consumed through each connection point based upon water service type:

| | |
|---|---|
| **Residential Service** | |
| Tier 1 (0—4,000 gallons) | ~~$ 2.89~~ $2.98 per thousand gallons |
| Tier 2 (4,001—8,000 gallons) | ~~$ 4.34~~ $4.47 per thousand gallons |
| Tier 3 (8,001 gallons and above) | ~~$ 6.51~~ $6.71 per thousand gallons |
| **Nonresidential (Commercial, Industrial, Hydrant, and Fire Line) Service** | |
| Tier 1 (all consumption) | ~~$ 4.34~~ $4.47 per thousand gallons |
| Irrigation (Residential and Nonresidential) Service | |
| Tier 1 (all consumption) | ~~$ 6.51~~ $6.71 per thousand gallons |

**Sec. 98-155. Sewer rates.**

Wastewater rates and charges are hereby amended as set forth below.

(1) *Rates*. There is hereby established a schedule of monthly rates and charges for the use of or availability for the use of wastewater collection, treatment, and disposal service which in part is based on the amount of water used from the city water system as measured by the customer water meter. Wastewater service charges shall be billed to and be the responsibility of the customer responsible for paying the water bill at any specific location. These rates will apply to all locations within the corporate city limits.

a. *Wastewater customer charge*. Each customer must pay a wastewater customer charge for each metered (water meter) point of connection to the city water system.

| **Wastewater system usage charges** | |
|---|---|
| Residential Customer Charge | ~~$ 12.01~~ $12.38 per month |
| Non-Residential Customer Charge | ~~$ 18.02~~ $18.57 per month |

b. *Wastewater usage charge(s)*. Each customer must pay for wastewater discharged into the city's wastewater collection system based upon customer class:

| **Residential Service** | |
|---|---|
| Tier 1 (all consumption) | ~~$7.83~~ $8.07 per thousand gallons (capped at 15,000 gallons) |
| Nonresidential (Commercial and Industrial) Service | |
| Tier 1 (all consumption) | ~~$9.43~~ $9.72 per thousand gallons |

**Sec. 98-158. Billing procedures.**

(b) *Delinquent ~~bill~~ penalty charges, ~~bad check~~ charges for worthless payment instrument, payment arrangements and disconnection of service and reconnect charges, and exemption of services*.

(1) *Delinquent ~~bill~~ penalty charge*. All bills are due by ~~4:30 p.m. on the 15th of the month. If the 15th day of the month is not on a business day then the due date will be the next business day~~ close of business on the due date on the bill. ~~After 4:30 p.m. on such due date delinquent bills~~ Delinquent payment shall be subject to a penalty fee of two and one-half percent of outstanding balance or $10.00, whichever is greater. This penalty fee is waived if such penalty was paid for electric services.

(2) ~~*Bad check c*~~*Charges for worthless payment instrument*. If payment of said bill is made by ~~check and same is returned to the city for insufficient funds or otherwise~~ a worthless payment instrument (as defined in Section 68.065, Florida Statutes), bank fees incurred by the city, together with ~~an additional $30.00~~ a service charge of $25 if the face value does not exceed $50; $30 if the face value exceeds $50 but does not exceed $300; $40 if the face value exceeds $300; or 5 percent of the face value of the payment instrument, whichever is greater, shall be added to said bill. After the second returned check the city will require that customer pay with cash, cashier's check or money order only. After a period of one year, the customer's account will be reviewed for good standing and the customer may be allowed to pay with checks.

(3) *Payment arrangements*. Customers are allowed to make arrangements with the city for extension of the payment due date, if needed, once per quarter. ~~Such payment arrangements must be requested by the customer with the city on or before the 20th day of the month.~~ The account balance shall be paid no later than the last day of the arranged month. If such payment is not made on or before the date scheduled, the customer is subject to disconnection the next business day after payment arrangement was due without further notice by the city.

(5) *Reconnect charge*. In addition to all charges as set forth above, if service is disconnected for nonpayment, or if the premises is posted where a check is returned for insufficient funds, a service charge of $45.00 during normal business hours ~~(8:30 a.m. to 4:00 p.m.)~~, and ~~$75.00~~ $150.00 if after business hours, shall be paid prior to the service being reconnected, or prior to accepting payment for a check which has been returned for non-payment. This fee will be waived if electric services are also provided by the city.

~~Bills for the monthly charges and fees shall be submitted and shall be payable on the first day of each month, and if such monthly bill shall be and remain unpaid on and after the 15th day of such month for such service, a penalty of $3.00 shall be imposed and be added to said bill, and, the water service to the consumer shall be subject to discontinuance and shall not be reconnected after discontinuance until all past due water bills and sewage disposal fees are paid in full, together with said charge of $3.00.~~

**Section 3. Codification; Correction.** The provisions of Sections 1 and 2 of this Ordinance shall be codified in the City of Newberry Code of Ordinances; and the sections of this Ordinance may be renumbered or re-lettered and the words of this Ordinance may be changed to section, article, or some other appropriate word or phrase to accomplish codification. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney, may be corrected with authorization of the City Manager or their designee without the need for a public hearing.

**Section 4. Severability.** If any provision or portion of this Ordinance is held by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, such holding shall not affect the other portions of this Ordinance which can be given meaning and effect without the invalid, unconstitutional or unenforceable portions, and to this end the provisions of this Ordinance are declared severable.

**Section 5. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 6. Effective Date; recording.** This Ordinance shall become effective immediately upon adoption and the City Clerk is directed to record same in the City Ordinance Book; however, the fees, rates and charges adopted herein shall be applied to bills rendered on or after October 1, 2026.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on September 14, 2026.

**Adopted (Final Passage) on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on September 28, 2026.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

**ATTEST, BY THE CLERK OF THE CITY OF NEWBERRY, FLORIDA**

_____
Randa Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

# Proof of Item #8. lication

ALACHUA COUNTY
STATE OF FLORIDA
COUNTY OF ALACHUA

**PREPARED BY LEGAL NOTICE COORDINATOR:**

Before the undersigned authority personally appeared Ethan Long, who on oath says that he is the OMB Data Analyst Coordinator of Alachua County, Florida; that the attached copy of advertisement: **City of Newberry - Public Hearing - Notice of Ordinance No. 2026-28** for September 14th, 2026 was published on the publicly accessible website, https://alachuacounty.us/Pages/AlachuaCounty.aspx , of Alachua County, Florida on **09/03/26.**
Affiant further says that the website complies with all legal requirements for publication in Chapter 50, Florida Statutes.

**Signature** Ethan Long

**Date** September 9th, 2026

☐Business Impact Estimate published with the advertisement and attached.

**THIS SECTION AND BELOW PREPARED BY NOTARY**

Sworn and Subscribed before me this 9th day of September 2026, by Ethan Long who is personally known to me X or who has produced___ as identification.

Maureen Rischitelli

Signature of Notary Public

Notary Public Seal

Notary Public State of Florida
Maureen Rischitelli
My Commission HH 516258
Expires 4/15/2028

ATTACH COPY FROM WEBSITE POSTING

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+ Alachua County Access Portal
+ Arts Council
+ Business Resources
+ Citizen Services
+ County News
+ County Offices
+ Legal Disclaimers
+ Search
+ Stay Engaged
+ Transparency
+ Video Archive
+ Videos
+ Volunteering
+ Alachua County Meetings & Events
+ Open Finance Portal (/Pages/Open-Finance-Portal_unpublished.aspx)

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# City of Newberry - Public Hearing - Notice of Ordinance No. 2026-28

*Mon Sep 14th 7:00pm*

Newberry | Ordinance | Public Hearings

Newberry City Hall/City Commission Meeting Room, 25493 NW 1st Ave, Newberry, FL 32669, USA | map

Published September 3rd, 2026

**CITY OF NEWBERRY, FLORIDA**

**NOTICE OF ORDINANCE NO. 2026-28**

NOTICE IS HEREBY GIVEN that **Ordinance No. 2026-28**, the title of which hereafter appears, will be heard by the City Commission of the City of Newberry, Florida, at a **First Reading Public Hearing on Monday, September 14, 2026 at 7:00 p.m.**, or as soon thereafter as the Ordinance can be heard. The Public Hearing will be held in the City Commission Meeting Room in City Hall located at 25493 NW 1st Avenue, Newberry, Florida.



ORDINANCE

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, AMENDING CHAPTER 98 - UTILITIES OF THE CODE OF ORDINANCES BY REVISING EXISTING FEES, RATES AND CHARGES FOR CITY UTILITY SERVICES AND IMPOSING A NEW WATER AVAILABILITY CHARGE; PROVIDING FOR CODIFICATION AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING DIRECTIONS TO THE CLERK AND EFFECTIVE DATES.**

The public hearing may be continued to one or more future dates. Any interested party shall be advised that the date, time, and place of any continuation of a public hearing shall be announced during the public hearing and that no further notice concerning the matter will be published, unless said continuation exceeds six calendar weeks from the date of the above-referenced public hearing.

At the aforementioned public hearing, all interested parties may appear to be heard with respect to the proposed Ordinance. Please call 352-472-5440, or email communitydevelopment@newberryfl.gov to request a copy of the proposed Ordinance be sent to you, to submit comments prior to the public hearing, or to inquire about attending the meeting.

In accordance with Section 286.0105, Florida Statutes, should any person decide to appeal any decision made at the above referenced public hearing, such person will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons with disabilities requiring reasonable accommodation to participate in a City meeting should contact the City Clerk at (352) 472-2161 or ADArequests@newberryfl.gov at least 2 business days prior to the date of the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 711 or by calling 1-800-955-8770. If you are transportation disadvantaged and require transportation to attend the meeting, please contact MV Transportation at 352-375-2784 at least 3 business days prior to the meeting.

If Required Business Impact Attached

Print

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To receive email notifications of newly posted legal notices, **GN UP NOW**" button above

Contact Us

For any questions or concerns please contact the Legal Notices Coordinator at legalnotices@alachuacounty.us.

Click Here to View Current Emergency Orders (https://info.alachuacounty.us/emergency-orders/?_gl=1*1819lz6*_ga*MTI4MDQzMzk4NS4xNzIyODU3Njcw*_ga_8BZDCPK2VM*MTc0MDU5MzkyNS4yOTAuMS4xNzQwNTk0ODY5LjI0LjAuMA..)

Alachua County aims to continually improve the accessibility and usability of its website. If you are an individual with a disability and you experience difficulty or require assistance or accommodation in using our website, please contact the Alachua County ADA Coordinator at ADA@alachuacounty.us or call the Alachua County Equal Opportunity Office at 352-374-5275; TDD/TTY Users please call 711 Florida Relay Service.

View Alachua County's Website Accessibility Policy And Procedures (/Depts/EO/Pages/Website-Accessibility.aspx)

If you have a disability and need an accommodation in order to participate in a County program, service or public meeting, please contact the Equal Opportunity Office at 352-374-5275 at least 2 business days prior to the event. TDD users, please call 711 (Florida Relay Service).

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To make a public records request, please contact the Public Records Custodian at (352) 264-6906 or publicrecordsrequest@alachuacounty.us. Please visit the Public Records Request (/Depts/attorney/Pages/PublicRecordsRequest.aspx) webpage for more information.

This website is a public service. Please read the Legal Disclaimer. Website designed and engineered by Alachua County ITS, Applications Division Version 2014 (v1.0) Under Florida law (Statute 119.011), all information, including e-mail, written letters, documents and phone messages, sent to the Alachua County Board of County Commissioners is subject to Public Records law. This includes the sender's e-mail address, home address or phone number if shown in the message, the content of the message and any associated attachments to the mail. Also please be aware that electronic correspondence (e-mail) is made available on the Commission's public archive site immediately upon being sent. Instead, contact Alachua County Offices by phone or in writing.

As part of an ongoing accessibility initiative we are using the Siteimprove Intelligence PlatformTM to help identify and prioritize accessibility issues on our website.

**Newberry City Commission**
**Section 166.041(4), F.S. - Business Impact Estimate for Proposed Ordinance**
**For public hearing ON OR AFTER October 1, 2024**

**Instructions:** This form must be completed and signed by the City Manager or Department Head for each proposed ordinance that is placed on a City Commission meeting agenda. If the proposed ordinance falls within one of the exemptions listed below, check the applicable exemption(s) and stop there. If the proposed ordinance does NOT fall within one of the listed exemptions, then complete the Business Impact Estimate. Please email your completed, signed form to the City Clerk's Office at CityClerk@cityofnewberry.fl.gov for publication on the City's website no later than the date the notice of the proposed ordinance is published. If you have questions regarding completion of this form, contact the City Attorney's Office.

**I am familiar with the proposed ordinance identified below and completed this form to the best of my knowledge for the sole purpose of compliance with Section 166.041(4), Florida Statutes.**

Printed name: Dallas Lee
Title: Assistant City Manager/CFO
Date: 09/10/2026

**Proposed Ordinance Number and Title: ((insert – copy and paste from the ordinance))**

**ORDINANCE NO. 2026-28**

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, AMENDING CHAPTER 98 - UTILITIES OF THE CODE OF ORDINANCES BY REVISING EXISTING FEES, RATES AND CHARGES FOR CITY UTILITY SERVICES AND IMPOSING A NEW WATER AVAILABILITY CHARGE; PROVIDING FOR CODIFICATION AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING DIRECTIONS TO THE CLERK AND EFFECTIVE DATES.**

**Exemptions:** Per Section 166.041(4), F.S., the following types of ordinances are exempt from the Business Impact Estimate requirement (check the box for any exemption that applies):

- ☐ Ordinance required for compliance with the following Federal or State law or regulation:_____;
- ☐ Ordinance relates to the issuance or refinancing of debt;
- ☒ Ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ Ordinance is required to implement the following contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the County: _____;
- ☐ Emergency ordinance;
- ☐ Ordinance relates to procurement; or
- ☐ Ordinance enacted to implement the following:
  a. Development orders (which are defined in s. 163.3164, F.S. to mean any order granting, denying, or granting with conditions an application for a development permit); and Development permits (which are defined in s. 136.3164, F.S. to include any building permit,

zoning permit, subdivision approval, rezoning, certification, special exception, variance, or any other official action of local government having the effect of permitting the development of land); and Development Agreements as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;

b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the City;
c. Sections 190.005 and 190.046, F.S. regarding community development districts;
d. Section 553.73, F.S. relating to the Florida Building Code; or
e. Section 633.202, F.S. relating to the Florida Fire Prevention Code.

**Business Impact Estimate**

**1. Summary of the proposed ordinance, including a statement of the public purpose (such as serving the public health, safety, morals, and welfare):**

**2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the City, including:**

**(a) Estimate of the direct compliance costs that businesses may reasonably incur:**

**(b) Any new charge or fee imposed on businesses:**

**(c) Estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs:**

**3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

**4. Additional information (if any):**

**File Attachments for Item:**

9. Adopt Compensation Schedules

*A Resolution of The City of Newberry, Florida, Adopting A Compensation Plan; Providing Direction To The City Manager; Providing A Severability Clause; And Providing Effective Dates.*

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | Adopt Compensation Schedules<br>A Resolution of The City of Newberry, Florida, Adopting A Compensation Plan; Providing Direction To The City Manager; Providing A Severability Clause; And Providing Effective Dates. |
| **Agenda Section:** | Agenda Items |
| **Department:** | Finance & Administration |
| **Strategic Goal/Objective:** | Obj. E.2.2. – Create a learning environment for the growth and development of emerging leaders within the organization<br><br>Obj. E.4.1 – Promote and sustain employee personnel management practices to strategically generate and support greater diversity, equity, and inclusivity |
| **Presented By:** | Dallas Lee, Assistant City Manager/CFO |
| **Recommended Actions:** | Approve Resolution 2026-41 |

**Summary:**
The proposed resolution updates the City's pay classification and compensation plan for Fiscal Year 2026–2027, building on the market adjustments adopted by the City Commission last year. The plan establishes pay ranges for each job classification and sets the minimum base pay at $15.00 per hour, consistent with Florida's minimum wage effective September 30, 2026. This completes the scheduled phase-in to the constitutionally required $15.00 minimum wage.

The resolution also provides a two percent (2%) cost-of-living adjustment for all non-bargaining unit employees. This adjustment is below the 3.2 percent (3.2%) increase in the Consumer Price Index for All Urban Consumers (CPI-U) for the South Region during the 12 months ending July 2026.

Changes to the adopted pay ranges may affect starting salaries for future employees and the maximum pay available to existing employees as merit increases are considered. Existing employees will also be evaluated for merit increases up to 4% based on performance, separate from the cost-of-living adjustment.

Fire employees covered by the collective bargaining agreement remain subject to the separate pay plan established in that agreement and are excluded from this plan.

The proposed plan also adjusts the placement of several positions to improve internal equity and market alignment.

---

**Attachments:**

1. Resolution 2026-41
2. Proposed Compensation Plan

# RESOLUTION NO. 2026-41

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, ADOPTING A COMPENSATION PLAN; PROVIDING DIRECTION TO THE CITY MANAGER; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING EFFECTIVE DATES.**

**WHEREAS**, Sec. 70-33 of the City Code of Ordinances states "the city commission shall adopt by resolution all personnel policies, which shall have the force and effect of law and which may be amended by a simple majority vote of the city commission. As needed, the personnel officer or a member of the city commission may submit recommendations for revised or additional personnel policies for presentation to and consideration by the city commission";

**WHEREAS**, pursuant to Sec. 70-33 of the Code, the City Commission has adopted personnel policies, and revisions thereto, that are organized within the "City of Newberry Personnel Policies & Manual" (the "Manual");

**WHEREAS**, Section 1.3.3 of the Manual designates the City Manager to serve as the City's "personnel officer" with duties that include administration of the Personnel Policies;

**WHEREAS**, Chapter 6 of the Manual establishes a Position Classification Plan and Chapter 7 establishes a Compensation Plan, both of which are to be reviewed and updated periodically to provide an equitable pay structure with an appropriate combination of merit, experience, and cost-of-living based pay increases that will retain and attract a skilled, experienced, quality-driven, and productive work force; and

**WHEREAS,** upon review in connection with preparation of the City's Annual Budget, the City Manager, Finance Director and Human Resources Manager recommended and the City Commission has determined that the revisions to the City's Compensation Plan set forth in this Resolution are necessary and/or advisable to attract, motivate and retain qualified personnel necessary to effectively meet public service expectations and accomplish the City's mission of excellence.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA AS FOLLOWS:**

**Section 1.** The Compensation Plan for FY 2026-2027 attached to this Resolution is hereby adopted. The Compensation Plan includes a two percent (2%) cost-of-living adjustment for each City employee, the City Manager and the City Clerk. The Compensation Plan includes a four and one-half percent (4.5%) adjustment for the Mayor and each City Commissioner.

**Section 2.** The City Manager or designee is authorized and directed to implement

and administer the Compensation Plan, subject to and within the funds budgeted for that purpose in the Final Budget adopted by the City Commission. Wages and salaries for each position shall remain within the established range, unless otherwise approved by the City Manager or designee in accordance with City policy.

**Section 3**. If any portion of this Resolution is held invalid or unconstitutional, such holding shall not affect the other portions of the Resolution which can be given meaning and effect without the invalid or unconstitutional portion, and to this end the provisions of this Resolution are declared severable.

**Section 4.** This Resolution shall become effective immediately upon adoption; however, the cost-of-living increase provided in the Compensation Plan shall be effective on the first day of the first pay period after October 1, 2026.

**ADOPTED** by affirmative vote of a majority of a quorum present of the Newberry City Commission at its Meeting on September 14, 2026.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Assistant City Manager*** | Exempt | 36 | $ 53.34 | $ 66.68 | $ 80.01 | $ 110,947.20 | $ 138,684.00 | $ 166,420.80 |
| ***Asst. Director of Community Development*** | Exempt | 30 | $ 39.80 | $ 49.75 | $ 59.70 | $ 82,784.00 | $ 103,480.00 | $ 124,176.00 |
| ***Asst. Director of Finance & Administration*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Asst. Director of Parks & Recreation*** | Exempt | 30 | $ 39.80 | $ 49.75 | $ 59.70 | $ 82,784.00 | $ 103,480.00 | $ 124,176.00 |
| ***Asst. Director of Utilities*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Asst. Director of Public Works*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Building Inspector*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Building Official*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Champions Park Supervisor*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***City Commissioner*** | Exempt | | | | | $ 15,420.12 | | |
| ***Code Enforcement Officer*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Community Engagement Coordinator*** | Non-Exempt | 16 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Community Redevelopment Agency Coordinator*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Community Planner*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Custodian*** | Non-Exempt | 11 | $ 15.75 | $ 19.69 | $ 23.63 | $ 32,760.00 | $ 40,950.00 | $ 49,140.00 |
| ***Customer Service Lead*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Customer Service Manager*** | Non-Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Customer Service Representative*** | Non-Exempt | 15 | $ 19.14 | $ 23.93 | $ 28.71 | $ 39,811.20 | $ 49,764.00 | $ 59,716.80 |
| ***Deputy Fire Chief*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Director of Community Development*** | Exempt | 33 | $ 46.07 | $ 57.59 | $ 69.11 | $ 95,825.60 | $ 119,782.00 | $ 143,738.40 |
| ***Director of Finance & Administration*** | Exempt | 34 | $ 48.38 | $ 60.48 | $ 72.57 | $ 100,630.40 | $ 125,788.00 | $ 150,945.60 |
| ***Director of Human Resources*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Director of Parks & Recreation*** | Exempt | 32 | $ 43.88 | $ 54.85 | $ 65.82 | $ 91,270.40 | $ 114,088.00 | $ 136,905.60 |
| ***Director of Public Works*** | Exempt | 32 | $ 43.88 | $ 54.85 | $ 65.82 | $ 91,270.40 | $ 114,088.00 | $ 136,905.60 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Director of Utilities*** | Exempt | 34 | $ 48.38 | $ 60.48 | $ 72.57 | $ 100,630.40 | $ 125,788.00 | $ 150,945.60 |
| ***Economic Development & CRA Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Electric Apprentice*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Electric Line Worker 1*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Electric Line Worker 2*** | Non-Exempt | 27 | $ 34.38 | $ 42.98 | $ 51.57 | $ 71,510.40 | $ 89,388.00 | $ 107,265.60 |
| ***Electric Line Worker 3*** | Non-Exempt | 29 | $ 37.90 | $ 47.38 | $ 56.85 | $ 78,832.00 | $ 98,540.00 | $ 118,248.00 |
| ***Electric System Supervisor*** | Non-Exempt | 30 | $ 39.80 | $ 49.75 | $ 59.70 | $ 82,784.00 | $ 103,480.00 | $ 124,176.00 |
| ***Electric Trainee*** | Non-Exempt | 14 | $ 18.23 | $ 22.79 | $ 27.35 | $ 37,918.40 | $ 47,398.00 | $ 56,877.60 |
| ***Executive Assistant*** | Non-Exempt | 21 | $ 25.66 | $ 32.08 | $ 38.49 | $ 53,372.80 | $ 66,716.00 | $ 80,059.20 |
| ***Facilities & Grounds Manager*** | Non-Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Facilities & Grounds Supervisor*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Facilities Technician 1*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Facilities Technician 2*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Facilities Technician 3*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Financial Management Analyst*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Fire Chief*** | Exempt | 34 | $ 48.38 | $ 60.48 | $ 72.57 | $ 100,630.40 | $ 125,788.00 | $ 150,945.60 |
| ***GIS Analyst*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Grants & Funding Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Human Resources Generalist*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Human Resources & Risk Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Human Resources Technician*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Inmate Supervisor*** | Non-Exempt | 14 | $ 18.23 | $ 22.79 | $ 27.35 | $ 37,918.40 | $ 47,398.00 | $ 56,877.60 |
| ***Mayor*** | Exempt | | | | | $ 16,562.35 | | |
| ***Meter Technician*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Office Assistant*** | Non-Exempt | 10 | $ 15.00 | $ 18.75 | $ 22.50 | $ 31,200.00 | $ 39,000.00 | $ 46,800.00 |
| ***Parks Operations Supervisor*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Parks Maintenance Technician*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Permit Technician 1*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Permit Technician 2*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Plans Examiner*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Principal Planner*** | Exempt | 28 | $ 36.10 | $ 45.13 | $ 54.15 | $ 75,088.00 | $ 93,860.00 | $ 112,632.00 |
| ***Public Works Crew Leader*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Public Works Supervisor*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Public Works Technician 1*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Public Works Technician 2*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Public Works Technician 3*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Purchasing Specialist*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Recreation Program Assistant*** | Non-Exempt | 10 | $ 15.00 | $ 18.75 | $ 22.50 | $ 31,200.00 | $ 39,000.00 | $ 46,800.00 |
| ***Recreation Program Coordinator*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Recreation Programs Supervisor*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Senior Accountant*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Senior Planner*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Special Projects & Initiative Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Staff Accountant 1*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Staff Accountant 2*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Staff Assistant*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Staff Specialist*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Utility Billing Specialist*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Utility Line Locator*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Utility Systems Technician*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Warehouse Specialist*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Water/Wastewater Apprentice*** | Non-Exempt | 14 | $ 18.23 | $ 22.79 | $ 27.35 | $ 37,918.40 | $ 47,398.00 | $ 56,877.60 |
| ***Water/Wastewater Operator 1*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Water/Wastewater Operator 2*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Water/Wastewater Supervisor*** | Non-Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Water/Wastewater Technician 1*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Water/Wastewater Technician 2*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Assistant City Manager*** | Exempt | 36 | $ 53.34 | $ 66.68 | $ 80.01 | $ 110,947.20 | $ 138,684.00 | $ 166,420.80 |
| ***Asst. Director of Community Development*** | Exempt | 30 | $ 39.80 | $ 49.75 | $ 59.70 | $ 82,784.00 | $ 103,480.00 | $ 124,176.00 |
| ***Asst. Director of Finance & Administration*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Asst. Director of Parks & Recreation*** | Exempt | 30 | $ 39.80 | $ 49.75 | $ 59.70 | $ 82,784.00 | $ 103,480.00 | $ 124,176.00 |
| ***Asst. Director of Utilities*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Asst. Director of Public Works*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Building Inspector*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Building Official*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Champions Park Supervisor*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***City Commissioner*** | Exempt | | | | | $ 15,420.12 | | |
| ***Code Enforcement Officer*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Community Engagement Coordinator*** | Non-Exempt | 16 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Community Redevelopment Agency Coordinator*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Community Planner*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Custodian*** | Non-Exempt | 11 | $ 15.75 | $ 19.69 | $ 23.63 | $ 32,760.00 | $ 40,950.00 | $ 49,140.00 |
| ***Customer Service Lead*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Customer Service Manager*** | Non-Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Customer Service Representative*** | Non-Exempt | 15 | $ 19.14 | $ 23.93 | $ 28.71 | $ 39,811.20 | $ 49,764.00 | $ 59,716.80 |
| ***Deputy Fire Chief*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ~~***Director of Capital Projects & Facilities***~~ | ~~Exempt~~ | ~~33~~ | ~~$ 46.07~~ | ~~$ 57.59~~ | ~~$ 69.11~~ | ~~$ 95,825.60~~ | ~~$ 119,782.00~~ | ~~$ 143,738.40~~ |
| ***Director of Community Development*** | Exempt | 33 | $ 46.07 | $ 57.59 | $ 69.11 | $ 95,825.60 | $ 119,782.00 | $ 143,738.40 |
| ***Director of Finance & Administration*** | Exempt | 34 | $ 48.38 | $ 60.48 | $ 72.57 | $ 100,630.40 | $ 125,788.00 | $ 150,945.60 |
| ***Director of Human Resources*** | Exempt | 31 | $ 41.79 | $ 52.24 | $ 62.69 | $ 86,923.20 | $ 108,654.00 | $ 130,384.80 |
| ***Director of Parks & Recreation*** | Exempt | 32 | $ 43.88 | $ 54.85 | $ 65.82 | $ 91,270.40 | $ 114,088.00 | $ 136,905.60 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Director of Public Works*** | Exempt | 32 | $ 43.88 | $ 54.85 | $ 65.82 | $ 91,270.40 | $ 114,088.00 | $ 136,905.60 |
| ***Director of Utilities*** | Exempt | 34 | $ 48.38 | $ 60.48 | $ 72.57 | $ 100,630.40 | $ 125,788.00 | $ 150,945.60 |
| ~~***Director of Utilities & Public Works***~~ | ~~Exempt~~ | ~~34~~ | ~~$ 48.38~~ | ~~$ 60.48~~ | ~~$ 72.57~~ | ~~$ 100,630.40~~ | ~~$ 125,788.00~~ | ~~$ 150,945.60~~ |
| ***Economic Development & CRA Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Electric Apprentice*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Electric Line Worker 1*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Electric Line Worker 2*** | Non-Exempt | 27 | $ 34.38 | $ 42.98 | $ 51.57 | $ 71,510.40 | $ 89,388.00 | $ 107,265.60 |
| ***Electric Line Worker 3*** | Non-Exempt | 29 | $ 37.90 | $ 47.38 | $ 56.85 | $ 78,832.00 | $ 98,540.00 | $ 118,248.00 |
| ***Electric System Supervisor*** | Non-Exempt | 30 | $ 39.80 | $ 49.75 | $ 59.70 | $ 82,784.00 | $ 103,480.00 | $ 124,176.00 |
| ***Electric Trainee*** | Non-Exempt | 14 | $ 18.23 | $ 22.79 | $ 27.35 | $ 37,918.40 | $ 47,398.00 | $ 56,877.60 |
| ***Executive Assistant*** | Non-Exempt | 21 | $ 25.66 | $ 32.08 | $ 38.49 | $ 53,372.80 | $ 66,716.00 | $ 80,059.20 |
| ***Facilities & Grounds Manager*** | Non-Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Facilities & Grounds Supervisor*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Facilities Technician 1*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Facilities Technician 2*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Facilities Technician 3*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Financial Management Analyst*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Fire Chief*** | Exempt | 34 | $ 48.38 | $ 60.48 | $ 72.57 | $ 100,630.40 | $ 125,788.00 | $ 150,945.60 |
| ***GIS Analyst*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Grants & Funding Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Human Resources Generalist*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Human Resources & Risk Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Human Resources Technician*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Inmate Supervisor*** | Non-Exempt | 14 | $ 18.23 | $ 22.79 | $ 27.35 | $ 37,918.40 | $ 47,398.00 | $ 56,877.60 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Mayor*** | Exempt | | | | | $ 16,562.35 | | |
| ***Meter Technician*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Office Assistant*** | Non-Exempt | 10 | $ 15.00 | $ 18.75 | $ 22.50 | $ 31,200.00 | $ 39,000.00 | $ 46,800.00 |
| ***Parks Operations Supervisor*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Parks Maintenance Technician*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Permit Technician 1*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Permit Technician 2*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Plans Examiner*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Principal Planner*** | Exempt | 28 | $ 36.10 | $ 45.13 | $ 54.15 | $ 75,088.00 | $ 93,860.00 | $ 112,632.00 |
| ***Public Works Crew Leader*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Public Works Supervisor*** | Non-Exempt | 25 | $ 31.18 | $ 38.98 | $ 46.77 | $ 64,854.40 | $ 81,068.00 | $ 97,281.60 |
| ***Public Works Technician 1*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Public Works Technician 2*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Public Works Technician 3*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Purchasing Specialist*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ~~***Records & Administrative Coordinator***~~ | ~~Non-Exempt~~ | ~~21~~ | ~~$ 25.66~~ | ~~$ 32.08~~ | ~~$ 38.49~~ | ~~$ 53,372.80~~ | ~~$ 66,716.00~~ | ~~$ 80,059.20~~ |
| ***Recreation Program Assistant*** | Non-Exempt | 10 | $ 15.00 | $ 18.75 | $ 22.50 | $ 31,200.00 | $ 39,000.00 | $ 46,800.00 |
| ***Recreation Program Coordinator*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Recreation Programs Supervisor*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Senior Accountant*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Senior Planner*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Special Projects & Initiative Manager*** | Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Staff Accountant 1*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Staff Accountant 2*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |

# PROPOSED
# COMPENSATION PLAN
# Fiscal Year 2027

| Title | FLSA Status | Pay Grade | Hourly Pay Rate | | | Annual Pay | | |
|---|---|---|---|---|---|---|---|---|
| | | | Min | Mid | Max | Min | Mid | Max |
| ***Staff Assistant*** | Non-Exempt | 16 | $ 20.10 | $ 25.13 | $ 30.15 | $ 41,808.00 | $ 52,260.00 | $ 62,712.00 |
| ***Staff Specialist*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Utility Billing Specialist*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Utility Line Locator*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Utility Systems Technician*** | Non-Exempt | 24 | $ 29.70 | $ 37.13 | $ 44.55 | $ 61,776.00 | $ 77,220.00 | $ 92,664.00 |
| ***Warehouse Specialist*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Water/Wastewater Apprentice*** | Non-Exempt | 14 | $ 18.23 | $ 22.79 | $ 27.35 | $ 37,918.40 | $ 47,398.00 | $ 56,877.60 |
| ***Water/Wastewater Operator 1*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |
| ***Water/Wastewater Operator 2*** | Non-Exempt | 22 | $ 26.94 | $ 33.68 | $ 40.41 | $ 56,035.20 | $ 70,044.00 | $ 84,052.80 |
| ***Water/Wastewater Supervisor*** | Non-Exempt | 26 | $ 32.74 | $ 40.93 | $ 49.11 | $ 68,099.20 | $ 85,124.00 | $ 102,148.80 |
| ***Water/Wastewater Technician 1*** | Non-Exempt | 18 | $ 22.16 | $ 27.70 | $ 33.24 | $ 46,092.80 | $ 57,616.00 | $ 69,139.20 |
| ***Water/Wastewater Technician 2*** | Non-Exempt | 20 | $ 24.43 | $ 30.54 | $ 36.65 | $ 50,814.40 | $ 63,518.00 | $ 76,221.60 |

**File Attachments for Item:**

10. Amend Fees, Rates, and Charges

*A Resolution of The City of Newberry, Florida, Adopting A Schedule of Fees, Rates, and Charges for Fiscal Year 2026-2027, Providing for Severability; And Providing Effective Dates.*

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | Amend Fees, Rates, and Charges<br><br>A Resolution of The City of Newberry, Florida, Adopting A Schedule of Fees, Rates and Charges for Fiscal Year 2026-2027 Providing for Severability; And Providing Effective Dates. |
| **Agenda Section:** | Agenda Items |
| **Department:** | Finance & Administration |
| **Strategic Goal/Objective:** | Goal E.1. Equitable and sustainable sources of revenue for long-term financial stability. |
| **Presented By:** | Dallas Lee, Assistant City Manager/CFO |
| **Recommended Actions:** | Approve Resolution 2026-42 |

**Summary:**
Resolution No. 2026-42 adopts the City's Schedule of Fees, Rates and Charges for Fiscal Year 2026-2027. The adopted fees will apply to applications received, bills rendered, and/or services provided on or after October 1, 2026.

While the City's primary mission is to serve the community, certain services primarily benefit individual customers or businesses. The City's policy is to recover the cost of these services through user fees in proportion to the benefit received, limiting the need for support from general tax revenues. When fees fall short of service costs, the resulting subsidy reduces funding available for other community priorities that have fewer cost recovery options.

Each year, as part of the annual budget process, department heads review their respective fees against current costs and anticipated expenses. This review considers staff time, materials, equipment, and administrative support. The proposed schedule includes targeted adjustments and additional fees to better reflect the resources required to provide specific services.
Key changes include:

Recreation and facility rentals: Increases youth sports and summer sports camp registration fees by $5, adjusts adult sports fees, and updates selected facility rental, deposit, and staffing charges.

Administrative services and cemetery: Increases lien searches from $50 to $75 and individual

cemetery sites from $600 to $900, with corresponding updates to multiple-site purchases and related administrative fees.

Utility services: Updates selected meter, connection, service request, and related charges to better recover service costs. Utility consumption rates are addressed separately through the utility rate ordinance.

Fire and emergency services: Adjusts standby charges for personnel and apparatus used for events and other requested services.

Building and development review: Revises selected permit and application fees and adds charges for administrative processing, plan review, and other services. Updates include site plans, subdivisions, special exceptions, and planned developments.

Code enforcement: Updates inspection charges and adds fees for prosecution administration and reduction hearing processing.

These changes help allocate service costs to the individuals and businesses receiving the benefit while preserving general revenues for broader community needs.

Staff recommends adoption of Resolution No. 2026-42.

**Attachments:**

1. Resolution 2026-42

# RESOLUTION NO. 2026-42

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, ADOPTING A SCHEDULE OF FEES, RATES AND CHARGES FOR FISCAL YEAR 2026-2027 PROVIDING FOR SEVERABILITY; AND PROVIDING EFFECTIVE DATES.**

**WHEREAS**, the City of Newberry provides a variety of municipal services that serve a public purpose;

**WHEREAS**, the City imposes fees, rates and charges to fund the provision of municipal services and generally sets the fees, rates and charges at levels sufficient to fund the cost of providing the services; and

**WHEREAS**, the City desires to adopt a schedule of fees, rates and charges in connection with the budget for the upcoming fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA AS FOLLOWS:**

**Section 1.** The Schedule of Fees, Rates and Charges for Fiscal Year 2026-2027 attached to this Resolution is hereby adopted.

**Section 2.** If any portion of this Resolution is held invalid or unconstitutional, such holding shall not affect the other portions of the Resolution which can be given meaning and effect without the invalid or unconstitutional portion, and to this end the provisions of this Resolution are declared severable.

**Section 3.** This Resolution shall become effective immediately upon adoption; however, the fees, rates and charges adopted herein shall be applied to any applications received, bills rendered and/or services provided by the City commencing on or after October 1, 2026.

**ADOPTED** by affirmative vote of a majority of a quorum present of the Newberry City Commission at its Meeting on September 14, 2026.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE

CITY OF NEWBERRY, FLORIDA

_____
Randa Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| **Youth Sports** | **Youth Baseball** | Participant Fee | $ 105.00 | $ 110.00 | Per Participant |
| | **Youth Softball** | Participant Fee | $ 105.00 | $ 110.00 | Per Participant |
| | **Tackle Football** | Participant Fee | $ 150.00 | $ 155.00 | Per Participant |
| | **Youth Flag Football** | Participant Fee | $ 100.00 | $ 105.00 | Per Participant |
| | **Youth Soccer** | Participant Fee | $ 100.00 | $ 105.00 | Per Participant |
| | **Youth Volleyball** | Participant Fee | $ 100.00 | $ 105.00 | Per Participant |
| | **Youth Basketball** | Participant Fee | $ 110.00 | $ 115.00 | Per Participant |
| | **Tackle Cheerleading** | Participant Fee | $ 140.00 | $ 145.00 | Per Participant |
| | **T-Ball / 6U Softball** | Participant Fee | $ 75.00 | $ 80.00 | Per Participant |
| | **Summer Sports Camp** | Cheerleading | $ 75.00 | $ 80.00 | Per Participant |
| | | Basketball | $ 75.00 | $ 80.00 | Per Participant |
| | | Football | $ 75.00 | $ 80.00 | Per Participant |
| | | Volleyball | $ 75.00 | $ 80.00 | Per Participant |
| **Adult Sports** | **Adult Basketball** | Participant Fee | $ 35.00 | $ 45.00 | Individual |
| | **Adult Softball** | Team Fee | $ 350.00 | $ 360.00 | Per Team |
| | **Adult Kickball** | Team Fee | $ 300.00 | $ 310.00 | Per Team |
| | **Adult Volleyball** | Participant Fee | $ 35.00 | $ 45.00 | Individual |
| | **Adult Pickleball** | Participant Fee | $ 35.00 | $ 45.00 | Individual |
| **Rentals** | **Baseball/Softball Field Rental** | Daily Single Field Reservation | $ 250.00 | | Per Day (8 Hours) |
| | | Hourly Single Field Reservation | $ 75.00 | | Per Hour |
| | **Soccer/Football Field Rental** | Daily Single Field Reservation | $ 250.00 | | Per Field (8 Hours) |
| | | Hourly Single Field Reservation | $ 75.00 | | Per Hour |
| | **Lights** | Field Light Rental | $ 25.00 | | Per Hour |
| | **Field Setup Costs** | Field Preparation Prior to Tournament (Lining/Painting) | $ 50.00 | | Per Field |
| | | Field Tournament Maintenance (Lining/Dragging) | $ 25.00 | | Per Occurrence |
| | **Classroom Rental** | Half Day (< 4 Hrs) | $ 100.00 | | <4 hours |
| | | Full Day (> 4 Hrs) | $ 200.00 | | >4 hours |
| | **Staffing Fee** | On-Site Staff Person | $ 25.00 | $ 35.00 | Per Hour/Per Person |
| | | Custodial Staff | $ 25.00 | $ 35.00 | Per Hour/Per Person |
| | | Event Staff | $ 25.00 | $ 35.00 | Per Hour/Per Person |
| | | Maintenance Staff | $ 25.00 | $ 35.00 | Per Hour/Per Person |
| | **Gym Rental** | Half Day (< 4 Hrs) | $ 250.00 | $ 300.00 | Daily |
| | | Full Day (> 4 Hrs) | $ 500.00 | $ 600.00 | Daily |
| | | Cleaning Fee | $ 75.00 | | Per Event |
| | | Deposit | | $200 | |
| | **Freddie Warmack Park** | Full Day | $ 300.00 | $ 350.00 | Per Occurrence |
| | | Security Deposit | $ 250.00 | | Per Occurrence |
| | | Additional Days | $ 150.00 | $ 200.00 | Per Occurrence |
| | | Alcohol Deposit | $ 300.00 | | Per Occurrence |
| | **Martin Luther King Jr. Center** | Full Day | $ 300.00 | | Per Occurrence |
| | | Security Deposit | $ 200.00 | | Per Occurrence |
| | | Additional Days | $ 150.00 | | Per Occurrence |
| | | Alcohol Deposit | $ 300.00 | | Per Occurrence |
| | **Municipal Building** | Full Day (> 4 Hrs) | $ 600.00 | $ 700.00 | Per Occurrence |
| | | Security Deposit | $ 300.00 | $ 350.00 | Per Occurrence |
| | | Hourly Rental | $ 150.00 | | Hourly |
| | | Alcohol Fee | $ 150.00 | | Per Occurrence |
| | | Alcohol Deposit | $ 300.00 | | Per Occurrence |
| | **Special Events** | Single Field Reservation | $ 300.00 | | Per Event |
| | **Complex and Host Sites** | Reservation & Preparation | $ 1,500.00 | | Per Event |
| **City Clerk** | **Election Fees** | Candidate Filing Fee | No Charge | | |
| | **Lien Search Fees** | Lien Search Fees | $ 50.00 | $ 75.00 | Per Parcel |
| **Finance & Administration** | **Notary** | Notary Fee - First two Pages | $ 10.00 | | Page |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | Each additional Page | $ 2.00 | | Ea page |
| | | City Documents | No Charge | | |
| | **Bid Protest Fee** | Fee for filing bid protest (Must be certified funds) | 1% | | of contract amount |
| | **Returned Checks Service Charge** | Set according to the allowable service charge per Florida Statute, Section 832.07 | | | |
| | **Rental** | City Hall Meeting Room | $ 100.00 | | Per Hour |
| | **Credit Card Convenience Fee** | Convivence fee for use of credit cards- charged by processing company | | Fee structure to be determined by the electronic processing compa | |
| | **Late Fee** | A late fee shall be charged to all invoices not received by their due date | 1.50% | | Per Month |
| | **General Overhead** | Applied to contract/materials costs and fully-weighted personnel costs, for services billed/passed through the City | 10% | | of Invoice |
| | **Duplicate Payroll Fee** | Fee for reprocessing payroll due to lost check | $ 15.00 | | LS |
| | **Check Reissuance Fee** | Fee includes bank stop-payment charges | $ 35.00 | | LS |
| | **Copies (8.5x11 or 8.5x14 Page)** | First ten (10) sheets | Free | | |
| | | Additional sheets | 15 cents per one-sided copy, but no more than an additional 5 cents for each two-sided copy | | |
| | **Certified copies of a public record** | | $1 per copy | | |
| | **All other copies** | | Actual cost of duplication | | |
| **Public Records** | **Special Service Charge** | Special Service Charges as authorized by section 119.07(1)(b), Florida Statutes, when the nature or volume of public records requested to be inspected, examined or copied requires extensive use of information technology resources or extensive clerical or supervisory assistance by County personnel, including the requirement to safeguard records during their inspection | Actual cost of employee(s) providing service. | | |
| **Electric Service Fees** | **New Electric Service** | 2S or equivalent | $ 225.00 | $ 250.00 | per meter |
| | | 4S or equivalent | $ 275.00 | $ 600.00 | per meter |
| | | 9S or equivalent | $ 325.00 | $ 600.00 | per meter |
| | | 12S or equivalent | $ 375.00 | $ 375.00 | per meter |
| | | 16S or equivalent | $ 425.00 | $ 600.00 | per meter |
| | **Deposits** | Electric Service Deposit - Residential (Due to Credit Requirement) | $ 300.00 | | Unit |
| | | Electric Service Deposit - Non-Residential | 2-Month Average | | Unit |
| | **New Svc Connect Fee** | Electric Service Connect Fee - Residential (Non-AMI) | $ 75.00 | $ 85.00 | Unit |
| | | Electric Service Connect Fee - Non-Residential (Non-AMI) | Actual cost | | Unit |
| | | Electric Service Connect Same Day Request Fee (Non-AMI) | $ 25.00 | $ 75.00 | Unit |
| | | Electric Service Connect After Hrs Request Fee (Non-AMI) | $ 75.00 | $ 150.00 | Unit |
| | **Misc Electric Charges** | Electric Tampering Fee | $ 100.00 | | Occurrence |
| | | Meter Re-reads (after one free/yr) | $ 75.00 | | Unit |
| | | Temp Cleaning 3-day Hook up | $ 90.00 | | Each |
| | | Temp Cleaning- Additional Days | $ 25.00 | | per day |
| | | Non-Meter Access (read meter due to lock gate, bad dog, etc.) | $ 25.00 | | Occurrence |
| | | Delinquent Late Fee | $ 10.00 | | Unit/Event |
| | | Application Fee | $ 15.00 | | |
| | | Account Activation Fee | $ 45.00 | | |
| | | Meter Installation Fee | $ 150.00 | | |
| | | Trip Fee for non-AMI Meter Connection | $ 75.00 | | |
| | | New Service Processing Fee | . | | |
| | | AMI Opt Out | $ 10.00 | $ 15.00 | per month |
| | | Meter Test Charge | $ 60.00 | | |
| | | ~~Energy Audit~~ | ~~Free in a 12 month cycle, additional $45~~ | | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | House moving, property damage, meter damage, relocate meter, tampering, diversion, temporary service not usable as permanent, etc. | Actual cost + 10% | | |
| | | Underground Primary Extensions (Residential - to a single family unattached house w/max. average lot size 1/5 acre & max. of 12 units | Actual cost + 10% | | |
| | | Underground Primary Extensions (Residential - to multifamily developments w/one service installed to a ganged meter center, w/ a density of 6 units/acre & w/ a min. of 12 units | Actual cost + 10% | | |
| | **Svc Reconnect Fees** | Service Reconnect Regular Hours (non-AMI) | $ 100.00 | | Occurrence |
| | | Service Reconnect After Hours (non-AMI) | | $ 125.00 | Occurrence |
| | | Non-pay Reconnect for an AMI Meter after business hour | | $ 125.00 | |
| | | Disconnection (non-AMI) | $ 200.00 | | |
| | | Disconnection - failure to provide access | $ 200.00 | | |
| | **Electric Rates Residential** | | | | |
| | | All KWH's | $ 0.1141 | | KWH |
| | | Electric Monthly Service Fee | $ 10.59 | | Meter |
| | **Non-Residential (Non-Demand)** | | | | |
| | | All KWH's | $ 0.1253 | | KWH |
| | | Electric Monthly Service Fee | $ 12.21 | | Meter |
| | | Electric Monthly Service Fee - Single 3 Phase | $ 13.31 | | Meter |
| | **Non-Residential Large Power (Demand)** | | | | |
| | | All KWH's | $ 0.0788 | | KWH |
| | | Electric Monthly Service Fee | $ 49.90 | | Meter |
| | | All KW Demand | $ 11.36 | | KW |
| | **Industrial (Large Demand)** | | | | |
| | | All KWH-s | $ 0.0788 | | KWH |
| | | All KW Demand | $ 11.3600 | | KW |
| | | Electric Monthly Service Fee | $ 49.90 | | Meter |
| | | Private Area / Flood Lighting - Installation Fee | Actual Cost + 10% | To be set by Ordinance | |
| | **Roadway Street Lighting** | | | | |
| * Equivalent | | 40 watt LED * | $ 9.98 | | Month |
| | | 110 watt LED * | $ 12.75 | | Month |
| | | 400 watt LED * | $ 16.08 | | Month |
| | | 100 watt HPS | $ 9.98 | | Month |
| | | ** 150 watt HPS | $ 12.75 | | Month |
| | | ** 175 watt HPS | $ 13.80 | | Month |
| | | 250 watt HPS | $ 14.42 | | Month |
| | | 400 watt HPS | $ 16.08 | | Month |
| | **Private Area / Flood Lighting** | | | | |
| | | 40 watt LED * | $ 9.98 | | Month |
| | | 110 watt LED * | $ 12.75 | | Month |
| | | 250 watt Flood | $ 14.42 | | Month |
| | | 400 watt Flood | $ 17.74 | | Month |
| | | Security Light - cutoff, semi-enclosed, 100 w | Actual Cost + 10% | | |
| | | Security Light - cutoff, enclosed, 100 w | Actual Cost + 10% | | |
| | | Security Light - cutoff, enclosed, 250 w | Actual Cost + 10% | | |
| | | Security Light - cutoff, enclosed, 400 w | Actual Cost + 10% | | |
| | | Security Light - Wood pole, up to 35 ft. | Actual Cost + 10% | | |
| | | Security Light - Concrete pole, up to 35 ft. | Actual Cost + 10% | | |
| | | Outdoor Light Pole (standard wooden pole) | Actual Cost + 10% | | |
| | | Outdoor Light Pole (Lexington - Lantern Fixture, Fiberglass Pole) | Actual Cost + 10% | | |
| | | Traditional (glass globe, fixture, concrete pole) | Actual Cost + 10% | | |
| | | Roadway Lighting & Light Poles | Actual Cost + 10% | | |
| | | Outdoor Light Relocation | Actual Cost + 10% | | |
| | | Outdoor Light Repositioning on existing pole | Actual Cost + 10% | | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | Security Deposit for New Construction | $ 150.00 | | |
| | | Pole attachment | $26.90/pole as of 2022 (price/pole according to Handy-Whitman Index), + $500 for without approval | | |
| | **Net Metering** | Net Metering Application Process Fee: Tier 1 | $ 100.00 | | |
| | | Net Metering Application Process Fee: Tier 2 | $ 320.00 | | |
| | | Net Metering Application Process Fee: Tier 3 | $ 470.00 | | |
| | | Net Metering Application Study Fee: Tier 3 | $2,500 deposit & actual cost + 10% | | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| **Water Service Fees** | | | | | |
| | **New Service Fees** | New service Processing Fee | $ 75.00 | $ 100.00 | |
| | | New customer Deposit for Residential account | $ 0 - $440.00 | | |
| | | New customer Deposit for Commercial account | 6 Month Avg of UT Bills | | |
| | **Other Fees** | Residential Connection Fee | $ 590.00 | 900 or Actual Cost | |
| | | Commercial Connection Fee | $590 + Actual Cost | $900 + Actual Cost | |
| | | Account activation fee | $ 75.00 | | |
| | | Same day service requested | $ 75.00 | | |
| | | After 4:00 pm service requested | $ 120.00 | $ 125.00 | |
| | **Meter Installs** | Water Meter increasing size to 1" Meter | Actual Cost + 10% | | |
| | | Water Meter increasing size to 1 1/2" Meter | Actual Cost + 10% | | |
| | | Water Meter increasing size to 2" Meter | Actual Cost + 10% | | |
| | | Water Meter reducing size | Actual Cost + 10% | | |
| | | * Meter size 5/8 or 3/4 - in - City Install box & Yoke | $ 590.00 | $ 900.00 | |
| | | * Meter size 1 in - City Install Box & Yoke | Actual Cost + 10% | | |
| | | * Meter size 1 1/2 in - City Install Box & Yoke | Actual Cost + 10% | | |
| | | * Meter size 2 in - City Install Box & Yoke | Actual Cost + 10% | | |
| | | * Meter size 3 in - City Install Box & Yoke | Actual Cost + 10% | | |
| | | * Meter size 4 in - City Install Box & Yoke | Actual Cost + 10% | | |
| | | Hydrant Nonrefundable install & removal | $ 130.00 | $ 150.00 | |
| | | Hydrant Meter Deposit | $ 100.00 | $ 150.00 | |
| | **Misc. Fees** | Meter Service Check Fee | $ 75.00 | | |
| | | Meter Tampering Fee | $ 100.00 | | |
| | | Failure to provide access | $ 75.00 | | |
| | | Truck filling charge (1,000 gal or less) | $ 50.00 | | |
| | | Transfer account | $ 45.00 | | |
| | | Reread meter where reading is found to be correct | $ 75.00 | | |
| | | Temporarily disconnect or reconnect meter During Business hours | $ 75.00 | | |
| | | Temporarily disconnect or reconnect meter afterhours | $ 120.00 | $ 125.00 | |
| | | Temporarily (3 DAY) turn-on/off for landlord cleaning purposes | $ 85.00 | $ 95.00 | |
| | | Temporarily (1 WEEK) turn-on/off for landlord cleaning purposes | $ 160.00 | $ 175.00 | |
| | | Field visit at customer request to provide conservation service where customer failed to appear as scheduled | $ 75.00 | | |
| | | Field visits for billing related purposes | $ 75.00 | | |
| | | Commercial collection visit | $ 75.00 | | |
| | | Commercial/Residential reconnect trip (including for non-sufficient fund checks) during business hours | $ 75.00 | | |
| | | Commercial/Residential reconnection outside of normal business hours | $ 120.00 | $ 125.00 | |
| | | Commercial/Residential disconnection due to non-payment (including for non-sufficient fund checks) | $ 75.00 | | |
| | | Field visit to investigate possible meter tampering where tampering is found to be evident | $ 100.00 | | |
| | | Meter Testing (5/8"- 8") | Actual Cost + 10% | | |
| | | Temporary Water Account (for cleaning or construction) | $75 - $150 | | |
| | | Backflow Prevention Violation Fee | | $ 50.00 | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| **Wastewater** | | | | | |
| | **Misc.** | New service Processing Fee | $ 75.00 | | |
| | | Residential Connection Fee | $ 1,500.00 | $ 2,000.00 | |
| | | Commercial Connection Fee | Actual Cost +10% | | |
| | | Field visit at customer request to provide conservation service where customer failed to appear as scheduled | $ 75.00 | | |
| | **Development Fees** | | | | |
| | | Wastewater Development Fee | $ 10,499.00 | | Meter Size Related |
| | | Water Development Fee | $ 3,552.00 | | Meter Size Related |
| | **Plan Review Fees** | | | | |
| | | Water | $ 200.00 | | |
| | | Wastewater | $ 200.00 | | |
| | **Inspection Fees** | | | | |
| | | Water Inspection Fee | $ 75.00 | | per visit |
| | | Wastewater Inspection Fee | $ 75.00 | | per visit |
| **Cemetery** | **Site Purchase*** | 1 Site | $ 600.00 | $ 900.00 | Each |
| | | 4 Sites | $ 2,100.00 | $ 3,600.00 | Set |
| | | 8 Sites | $ 3,600.00 | $ 7,200.00 | Set |
| | **Recording Fee** | | $ 30.00 | $ 75.00 | Each |
| | **Site Mark Off** | | $ 75.00 | | Each |
| | **Perpetual Maintenance Fee** | | $ 300.00 | | Each |
| | **Cremation Vault*** | | $ 75.00 | | Each |
| | **Transfer of Certificate of Burial Right** | | $ 50.00 | | Each |
| | **Relinquishing a Burial Right** | include site inspection | $ 100.00 | | Each |
| | **Affidavit Agreement** | | $ 50.00 | $ 75.00 | Each |
| | **Request for Disinterment** | include witness & site inspection | $ 500.00 | | Each |
| | **Cremation Disinterment** | include witness & site inspection | $ 125.00 | | Each |
| | **Refund Processing Fee for Site Purchase & Burial Cancelation** | | $ 100.00 | | Each |
| **Streets & Roads** | **Right-of-Way Use Permit** | | $ 100.00 | | Each |
| | **Speed Study** | | $ 100.00 | | Each |
| **Mosquito Control** | **Mosquito Control Spray Fee** | | $ 1.00 | | Per month |
| **Fire & Life Safety Fees** | **Inspection Fees** | 0-25,000 Sq.Ft. (1st Inspection & 1 Re-Inspection) | $ 100.00 | | Each |
| | | 25,001-75,000 Sq.Ft. (1st Inspection & 1 Re-Inspection) | $ 125.00 | | Each |
| | | 75,001-125,000 Sq.Ft. (1st Inspection & 1 Re-Inspection) | $ 150.00 | | Each |
| | | Over 125,000 Sq.Ft. (1st Inspection & 1 Re-Inspection) | $ 175.00 | | Each |
| | | 2nd Re-Inspection and beyond, will be charged at 1.5 times the original inspection fee as outlined above | | | |
| | | Request for inspections after hours, weekends and holidays - 2 hour minimum | $ 80.00 | | Hour |
| | | Tents or Membrane Structures | $60.00 | | Each |
| | | Mobile Food Vendor/Trailer | $50.00 | | Each |
| | **Fireworks** | Fireworks Sales or Storage - Permanent Facility | $ 150.00 | | Each |
| | | Fireworks Sales - Tent or Membrane Structures | $ 100.00 | | Each |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | Fireworks Sales - Temporary small tent (12x12) | $ 50.00 | | Each |
| | | Fireworks Display | | | |
| | | Site Plan Review | $ 50.00 | | Each |
| | | Inspection | $ 60.00 | | Each |
| | | Standby - 2 hour minimum (Upon Request) | $ 250.00 | | Hour |
| | | New Fire Sprinkler Hydro and Rough Pipe | $ 75.00 | | Each |
| | | New Fire Sprinkler Final | $ 50.00 | | Each |
| | | Existing Fire Sprinkler Alteration - Hydro and Rough Pipe | $ 75.00 | | Each |
| | | Existing Fire Sprinkler Alteration - Final | $ 50.00 | | Each |
| | | Underground Fire Main - Burial Depth, Joints and Flush | $ 50.00 | | Each |
| | | Underground Fire Main - Hydro and Final | $ 60.00 | | Each |
| | **Alarms** | New Fire Alarm Rough Wire | $ 50.00 | | Each |
| | | New Fire Alarm Final | $ 50.00 | | Each |
| | | Fire Alarm Alterations - Rough Wire | $ 50.00 | | Each |
| | | Fire Alarm Alterations - Final | $ 50.00 | | Each |
| | | Commercial Exhaust Hoods | $ 60.00 | | Each |
| | | Pre-Engineered Suppression System | $ 60.00 | | Each |
| | | Pre-Engineered Suppression System Alteration | $ 60.00 | | Each |
| | | Fire Pump | $ 100.00 | | Each |
| | | Spray Booth | $ 50.00 | | Each |
| | | Fuel Tanks (All) - Above Ground and Underground | $ 50.00 | | Each |
| | | Fire Hydrant Flow Testing | $ 50.00 | | Each |
| | | Alternative Water Supply | $ 125.00 | | Each |
| | | Permits Charged by the Hour | $ 50.00 | | Each |
| | | Inspector Overtime Rate - 2 Hour Minimum | $ 80.00 | | Hour |
| | **Plan Review Fees** | Assembly Occupancies | $ 0.03 | | Square Foot |
| | | Assisted Living Facility | $ 0.06 | | Square Foot |
| | | Business Occupancies | $ 0.05 | | Square Foot |
| | | Day Care Occupancies | $ 0.08 | | Square Foot |
| | | Industrial Occupancies | $ 0.06 | | Square Foot |
| | | Mercantile Occupancies | $ 0.06 | | Square Foot |
| | | Multifamily Occupancies | $ 0.05 | | Square Foot |
| | | Commercial Alteration/Renovation | $ 0.05 | | Square Foot |
| | | Commercial Addition | $ 0.05 | | Square Foot |
| | | Commercial Exhaust Hoods | $ 50.00 | | Each |
| | | All Other Commercial | $ 0.05 | | Square Foot |
| | | Fire Alarm Systems | $50.00+$.50/Device | | Each |
| | | Fire Sprinkler Systems | $40.00+$.25/Head | | Each |
| | | Pre-Engineered Suppression System | $20.00+$5.00/Head | | Each |
| | | Pre-Engineered Suppression System Alteration | $20.00+$5.00/Head | | Each |
| | | Underground Fire Main (Fire Sprinkler/Standpipe Sys.) | $ 50.00 | | Each |
| | **Standby Fees & Misc. Fees** | 1 Brush Truck + 2 Personnel - 2 Hour Minimum | $ 150.00 | $ 175.00 | Hour |
| | | EMS Standby, 1 EMT or Paramedic | $ 75.00 | $ 85.00 | Hour |
| | | 1 Engine +1 Lieutenant, +1 D/O, +1 Firefighter - 2 Hour Minimum | $ 250.00 | $ 275.00 | Hour |
| | | 1 Tanker + D/O, +1 Firefighter - 2 Hour Minimum | $ 200.00 | $ 225.00 | Hour |
| **Building Department** | | | | | |
| **Residential New Construction** | | | | | Each |
| | | Permit fees to be calculated via the International Code Council's (ICC) preferred method. Valuation based on most current ICC data and using a multiplier of .008 | Most current ICC Valuation x .008 | | |
| | | *Example:* | | | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | *Building value of $300,000 x .008 = $2,400 permit fees* | | | |
| | | *Building value of $300,000 x .0095 = $2,850 permit fees* | | | |
| | | Residential Renovations & Additions: Valuation based on most current ICC data and/or contract amount, whichever is greater. Permit fees to be calculated like new construction but allows for adjustments by Building Official as required. | Greater of most current ICC value or contract amount x .008 | | Each |
| **Residential New Construction Fees** | | | | $500 (Initial Application Fee) *Non-refundable and up to 28 inspections | |
| | | 0 - 1800 SQ FT | | $ 2,350.00 | |
| | | 1801 - 2800 SQ FT | | $ 3,350.00 | |
| | | 2801 - 3800 SQ FT | | $ 4,350.00 | |
| | | 3801 - 4800 SQ FT | | $ 5,350.00 | |
| | | 4801 - 5800 SQ FT | | $ 6,350.00 | |
| | | 5801 - 6800 SQ FT | | $ 7,350.00 | |
| | | 6801 - 7800 SQ FT | | $ 8,350.00 | |
| | | 7801 - 8800 SQ FT | | $ 9,350.00 | |
| | | 8801 - 9800 SQ FT | | $ 10,350.00 | |
| | | 9801 & above SQ FT | | $ 11,350.00 | |
| | | Site Work Permit (per subdivision) | | $ 250.00 | |
| **Residential Construction Fees** | | | | | |
| | **Mobile/Manufactured Homes:** | | | | |
| | | New Mobile Home | $ 489.00 | | Each |
| | | MH Pre-Inspection - Outside | $380.00 ($95.00 x 4 hours, | | Each |
| | | M/H Pre-Inspection – In-town | $129.00 Inside of Town | | Each |
| | | Roof Repairs and Replacements: | | | |
| | | Re-roof | $ 189.00 | | Each |
| | **Roof-over** | | $ 279.00 *3 inspections (includes pre-inspection) | | Each |
| | **Mechanical:** | | | | |
| | | Change-out | $ 129.00 | | Each |
| | | Fuel Gas Install | $ 129.00 | | Each |
| | | Misc. HVAC | $ 129.00 | | Each |
| | **Electric:** | | | | |
| | | Agriculture Electric | $ 129.00 | | |
| | | Temporary Service | $ 129.00 | | Each |
| | | Panel/Service Replacement | $ 129.00 | | Each |
| | | Generator (Excludes Gas) | $ 159.00 | | Each |
| | | Solar System | $ 249.00 | | Each |
| | | Low Voltage | $ 129.00 | | Each |
| | | Electrical Compliance | $ 89.00 | | Each |
| | | New Service | $ 129.00 | | Each |
| | | Misc. Electric | $ 129.00 | | Each |
| | **Plumbing** | | | | |
| | | Water Service | $ 129.00 | | Each |
| | | Sewer | $ 129.00 | | Each |
| | | Backflow Prevention Device | $ 129.00 | | Each |
| | | Water Heater | $ 129.00 | | Each |
| | | Plumbing Re-pipe | $ 129.00 | | Each |
| | | Misc. Plumbing | $ 129.00 | | Each |
| | | Residential Gas | $ 129.00 | | |
| | | Miscellaneous | | | |
| | | Windows & Doors | $ 129.00 | | |
| | **Swimming Pools** | | | | |
| | | Swimming Pools/Spa Combination without gas | | $ 324.00 | |
| | | Swimming Pools/Spa Combination with gas | | $ 486.00 | |
| | | Swimming Pools/Spa Combination with solar | | $ 406.00 | |
| | | In-ground Pool | $ 429.00 | | Each |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | *4 inspections | | | |
| | | Above Ground Pool | | $ 82.00 | Each |
| | | Portable Spa | | $ 82.00 | |
| | **Accessory Structures** | | | | |
| | | Concrete patios and porches (no roof) | $ 159.00 | | |
| | | Covered Concrete patios and porches | | $ 249.00 | Each |
| | | Decks (no roof) – Over 150sf and/or 30" above ground | $ 249.00 | | Each |
| | | Decks (with roof) – Over 150sf and/or 30" above ground | | $ 325.00 | |
| | | Screen Enclosure – W/O Slab | $ 159.00 | | Each |
| | | Screen Enclosure – With Slab | $ 249.00 | | Each |
| | | Shed – (pre-manufactured) | $ 159.00 | | Each |
| | | Metal Carport – No Concrete | $ 159.00 | | Each |
| | | Pole Barn – Non-Ag Exempt | $ 249.00 | | Each |
| | | Pole Barn w/slab – Non-Ag Exempt | $ 325.00 | | |
| | | Retaining Walls – Over 4' | $ 159.00 | | Each |
| | | Misc. Accessory Structure | $ 159.00 | | Each |
| | | Residential Demolition Permit | $ 189.00 | | Each |
| **Commercial Permit Fees** | | | | | |
| | | Commercial New Construction up to 25,000 SQ FT | $500.00 (initial application fee) Most current ICC Valuation x .008 | $1500 (Initial Application Fee) *Non-refundable | Each |
| | | Commercial New Construction above 25,000 SQ FT | $500.00 (initial application fee) Most current ICC Valuation x .008 | $2500 (Initial Application Fee) *Non-refundable | Each |
| | | Site Work Permit (per lot) | | $ 500.00 | |
| | | Shell | | $.25 Per Square Foot | |
| | | Build Out | | $.25 Per Square Foot | |
| | | Commercial Alterations | $300.00 (Initial Application Fee) Most current ICC Valuation x .008 | $300 (Initial Application Fee) Non-refundable | Each |
| | | Commercial Alterations - Mechanical | | $90/750SQ FT | |
| | | Commercial Alterations - Electrical | | $90/750SQ FT | |
| | | Commercial Alterations - Plumbing | | $90/750SQ FT | |
| | | Commercial Alterations - Gas | | $90/750SQ FT | |
| | | Commercial Pre-Application Plan Review P&Z | $ 800.00 | | Each |
| | | Commerical Fire Plan Review | $ 400.00 | | Each |
| | **Temporary Building** | | | | |
| | | Jobsite office | $ 129.00 | | Each |
| | | Tents and Canopies | $ 129.00 | | Each |
| | | Misc. Temp. Structures | $ 129.00 | | Each |
| | **Roofing** | | | | |
| | | Re-Roof | $ 249.00 | $ 349.00 | Each |
| | | Roof Repairs (Over 10x10) | | | Each |
| | **Mechanical** | | | | |
| | | Change out | $ 159.00 | | Each |
| | | Fuel Gas Install | $ 249.00 | | Each |
| | | Misc. HVAC | $ 159.00 | | Each |
| | | Hood System | Calculated at Renovations Rate | | Each |
| | **Electric** | | | | |
| | | Temporary Service | $ 159.00 | | Each |
| | | Panel/Service Replacement | $ 159.00 | | Each |
| | | Generator (Excludes Gas) | $ 249.00 | | Each |
| | | Solar System | Calculated as new construction w/ $189.00 minimum | | Each |
| | | Low Voltage | $ 129.00 | | Each |
| | | Electrical Compliance | $ 129.00 | | Each |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | New Service | $ 159.00 | | Each |
| | | Misc. Electric | $ 159.00 | | Each |
| | **Plumbing** | | | | |
| | | Water Service | $ 129.00 | | Each |
| | | Sewer | $ 129.00 | | Each |
| | | Backflow Prevention Device | $ 129.00 | | Each |
| | | Water Heater | $ 129.00 | | Each |
| | | Plumbing Re-pipe | $ 129.00 | | Each |
| | | Misc. Plumbing | $ 129.00 | | Each |
| | **Swimming Pools** | | | | |
| | | Commercial Swimming Pool/Spa | | $ 568.00 | |
| | | In-ground – Concrete | Calculated at New Construc | | Each |
| | | Accessory Structures | | | |
| | | Covered porch or deck | $ 249.00 | | Each |
| | | Screen Enclosure – W/O Slab | $ 189.00 | | Each |
| | | Screen Enclosure – With Slab | $ 249.00 | | Each |
| | | Shed – pre-manufactured | $ 159.00 | | Each |
| | | Pole Barn – Non-Ag Exempt | $ 249.00 | | Each |
| | | Retaining Walls – Over 4’ | $ 189.00 | | Each |
| | | Misc. Accessory Structure | $ 159.00 | | Each |
| | | Concrete Drive, Sidewalk, etc. | $ 159.00 | | Each |
| | | Signs | $ 159.00 | | Each |
| | | Ground Mounted | | $ 270.00 | |
| | | Ground & Electrical | | $ 450.00 | |
| | | Wall | | $ 180.00 | |
| | | Wall & Electrical | | $ 360.00 | |
| | | Demolition | $ 279.00 | | Each |
| | | Administrative Fee (All Permits) | | $ 45.00 | |
| | | Plan Review (Residential) | | $ 90.00 | |
| | | Plan Review (Commercial up to 2500 SQ FT) | | $ 125.00 | |
| | | Plan Review (Commercial Above 2500 SQ FT) | | $ 250.00 | |
| | | Plan Revisions | | | |
| | | Residential | per page $25 | | Each |
| | | Commercial | per page $35 | | Each |
| | | Plan Recertification | Restamp Plans, First Page $45 Restamp Plans, Additional Pages $25 | | Each |
| | | Stop Work Order | Work Without Permit-Double Permit Fee; Release of permitted jobs $85 | | Each |
| | | Reinspection Fees | Residential $75, Commercial $85,Additional $50.00 fee for each subsequent failure of same nature. | | Each |
| | | Emergency Inspections | Residential After-Hours $375 Commercial After-Hours $435 Residential Same Day $145 Commercial Same Day $145 | | Each |
| | | Occupancy Inspections | $ 150.00 | | Each |
| **Other Service Fees** | **Documents** | | | | |
| | | Temp. Certificate of Occupancy | $ 250.00 | | Each |
| | | Research Fee | $ 35.00 | | Each |
| | | Zoning Review | $ 35.00 | | Each |
| | | Refund | | | |
| | | Returned Check fee | $75 per occurance | | Each |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | After issuance, before commencement | 80 percent (provided the permit was issued within the 6 months immediately preceding request) | | |
| | | After commencement, before first inspection | 75 percent (provided the permit was issued within the 6 months immediately preceding request and all work included in the scope of work and already performed on the site is removed) | | |
| | | Permit issued for 6 months or longer | No Refund | | |
| | | Stock & Train | $ 75.00 | $ 100.00 | Each |
| **Code Enforcement** | | | | | |
| | | Inspection fee ~~for magistrate hearing~~ | $ 70.00 | $ 75.00 | |
| | | Re-inspection fee ~~for magistrate hearing~~ | $ 75.00 | | |
| | | ~~Prosecution Cost~~ Administrative Cost | | $500, plus Magistrate cost | Each |
| | | Reduction Hearing Processing ~~Fee~~ | | $ 500.00 | Each |
| **Community Development** | | | | | |
| **COMPREHENSIVE PLAN AMENDMENTS** | | | | | |
| | | Amend the text of the Comprehensive Plan | $ 7,000.00 | | |
| | | Amend the Future Land Use Map (large scale) | $ 7,000.00 | | |
| | | Amend the Future Land Use Map (small scale) | $ 2,000.00 | | |
| **LAND DEVELOPMENT REGULATION AMENDMENTS** | | | | | |
| | | Amend the Text of the Land Development Regulations | $ 7,000.00 | | |
| | | Amend the Official Zoning Atlas (large scale) | $ 7,000.00 | | |
| | | Amend the Official Zoning Atlas (small scale) | $ 2,000.00 | | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | | | |
| **OTHER AMENDMENTS/EXCEPTIONS/VARIANCES/APPEALS** | | | | | |
| | | Special Exception | $ 2,200.00 | $ 3,000.00 | |
| | | Minor amendments to existing Special Exceptions **(see Note 2 below)** | $ 1,100.00 | $ 1,500.00 | |
| | | Variance - Administrative (residential or non-residential) | $ 500.00 | | |
| | | Variance - Single-Family Residential | $ 750.00 | | |
| | | Variance - Nonresidential/Multi-Family | $ 1,250.00 | | |
| | | Change in Non-conforming Use | $ 3,400.00 | | |
| | | Appeal (any) | $ 1,500.00 | | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | | | |
| | | ***NOTE 2:*** *Minor amendments to Special Exceptions are those that constitute a minimal change to allowable uses or conditions as determined by the City Manager.* | | | |
| **DEVELOPMENT/PLANNED** | | | | | |
| | | Planned Development/Planned Residential/Planned Rural Residential and Mixed Use | $ 6,500.00 | $ 8,000.00 | |
| | | Amendment to Planned Development/Planned Residential/Planned Rural Residential and Mixed Use (major) | $ 5,000.00 | | |
| | | Amendment to Planned Development/Planned Residential/Planned Rural Residential and Mixed Use (minor) | $ 1,500.00 | | |
| **SITE AND DEVELOPMENT PLAN APPLICATIONS** | | | | | |
| | | Less than or equal to 5,000 square feet of impervious surface | $ 1,500.00 | $ 3,000.00 | |
| | | Greater than 5,000 square feet of impervious surface | $ 3,000.00 | $ 5,000.00 | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | | | |
| **SUBDIVISION PLAT APPROVAL** | | | | | |
| | | Preliminary Plat for a ~~Minor~~ Major Subdivision (~~6~~ 3 or less lots AND new infrastructure required) (residential and non-residential), including Construction Plans review and required Public Hearings **Note 1** | $ 1,250.00 | 2000 $5,000 | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | Preliminary Plat for a Major Subdivision (~~7~~ 4 -50 lots) (residential and non-residential), including Construction Plans review and required Public Hearings **Note 1** | $ 2,400.00 | 3000 $6,000 | |
| | | Preliminary Plat for a Major Subdivision (51-100 lots) (residential and non-residential), including Construction Plans review and required Public Hearings **Note 1** | | 4000 $7,000 | |
| | | Preliminary Plat for a Major Subdivision (101-200+ lots) residential and non-residential, including Construction Plans review and required Public Hearings **Note 1** | | 6000 $9,000 | |
| | | Final Plat (administrative review only) for a Minor Subdivision (~~6~~ 3 or less lots) (residential and non-residential) **Note 1** | | $ 2,000.00 | |
| | | Final Plat (administrative review only) for a Major Subdivision (~~7~~ 4 -50 lots) (residential and non-residential) **Note 1** | | $ 3,000.00 | |
| | | Final Plat (administrative review only) for a Major Subdivision (51-100 lots) (residential and non-residential) **Note 1** | | $ 4,000.00 | |
| | | Final Plat (administrative review only) for a Major Subdivision (101-200+ lots) residential and non-residential **Note 1** | | $ 6,000.00 | |
| | | Construction Plans (residential and non-residential) **Note 1** | $ 2,000.00 | $ 3,000.00 | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs* | As charged to City and paid prior to consideration of the application | | |
| **APPLICATIONS FOR ADMINISTRATIVE SPECIAL PERMITS & CONCURRENCY CERTIFICATES** | | | | | |
| | | Special Temporary Use Permits Issued By LDR Administrator | $200 + inspection fees | | |
| | | Application for Certificate of Concurrency Management | $200.00 | | |
| | | Application for non-binding concurrency review | $250.00 | | |
| | | Certificate of Land Development Regulation Compliance | $250 + hourly if applicable | | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| **APPLICATIONS FOR SPECIAL PERMITS ISSUED BY CITY COMMISSION** | | | | | |
| | | Special Use Permit for new industrial resource based uses as defined in the Land Development Regulations | $10,000.00 | | |
| | | Permit for Essential Service | $10,000.00 | | |
| | | Cottage Industry Permits | $200.00 | | |
| | | All Other Special Permits | $200.00 | | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| **APPLICATIONS FOR HISTORIC SITES AND STRUCTURES** | | | | | |
| | | Certificate of Appropriateness | | $ 200.00 | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| **APPLICATIONS FOR VESTED RIGHTS** | | | | | |
| | | Certificate of Vested Rights - Residential Use Applications of less than or equal to 20 acres | $1,000.00 | | |
| | | Certificate of Vested Rights - Non-residential uses less than or equal to 10 acres | $2,000.00 | | |
| | | Certificate of Vested Rights - Residential and Non Residential Use Applications of greater than 20 acres | $6,500.00 | | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| **APPLICATIONS FOR DEVELOPMENT AGREEMENTS & PROPORTIONATE FAIR SHARE** | | | | | |
| | | Developer's Agreement - no inter-local required | $1,500.00 | | |
| | | Developer's Agreement - inter-local required | $6,500.00 | | |
| | | Proportionate Fair Share - no inter-local required | $1,500.00 | | |
| | | Proportionate Fair Share - inter-local required | $6,500.00 | | |
| | | Development Agreement (FS 163) | | $ 10,000.00 | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| **APPLICATIONS FOR CREATION OF CDD/Assessment Districts** | | | | | |

| Major Program | Sub-Program | Description | Amount | Requested/New Amount | UOM |
|---|---|---|---|---|---|
| | | Community Development District | $15,000.00 | | |
| | | Special Assessment District | $5,000.00 | | |
| | | Amendment to Community Development District/Special Assessment District | | 50% of initial cost | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| **MISCELLANEOUS ADMINISTRATIVE FEES** | | | | | |
| | | Zoning Approval for Alcoholic Beverages License | $75.00 | | |
| | | Zoning Approval for Alcoholic Beverages - Temporary Permit and Relocation | $50.00 | | |
| | | Section line reduction in width review | | $ 200.00 | |
| | | Zoning Verification Letter | $100 | | hourly rate after 30 minutes |
| | | Tree Permit Fee **Note 1** | | $ 100.00 | |
| | | Application for Accessory Dwelling Unit (ADU) | | $ 350.00 | |
| | | Large Format (24x36) Copies B/W | | $ 75.00 | |
| | | Large Format (24x26) Copies Color | | $ 125.00 | |
| | | ***NOTE 1:*** *For all applications, the Applicant is responsible for paying all City consultant and legal fees. These costs are in addition to the standard application fee.* | *As charged to City and paid prior to consideration of the application* | | |
| | | Fees shall cover expenses of review conducted during the one-year period commencing on the date the fee is paid; if plans are submitted for the same project more than one year from the date, a new fee shall be required. In addition, a new fee shall be required if a significant change in the scope of the project is made. As determined by the City Manager or their designee. | | | |
| | | | | New language added. | |

This schedule is not intended to be comprehensive. Other fees, charges, and rates exist in the City's Code of Ordinances. Additionally, the City Manager may set additional fees as needed. State and local sales taxes will be charged as appropriate.

The City reserves the right to exempt itself from any and all fees it imposes.

**File Attachments for Item:**

## 11. RESOLUTION NO. 2026-35 for Petition # SDP 26-05 McDonalds

*A Resolution of the City of Newberry, Florida, approving a site and development plan and development conditions for a project known as "McDonald's" within the Highland Park Planned Development consisting of approximately 1.26 acres identified as a portion of Alachua County Tax Parcel No. 01932-008-000; and providing an effective date.*

*Quasi-Judicial Public Hearing*

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | RESOLUTION NO. 2026-35 for Petition # SDP 26-05<br>A Resolution of the City of Newberry, Florida, approving a site and development plan and development conditions for a project known as "McDonald's" within the Highland Park Planned Development consisting of approximately 1.26 acres identified as a portion of Alachua County Tax Parcel No. 01932-008-000; and providing an effective date.<br><br>Quasi-Judicial Public Hearing |
| **Agenda Section:** | Public Hearings |
| **Department:** | Community Development Department |
| **Strategic Goal/Objective:** | Goal D.3 A strong, diverse local economy |
| **Presented By:** | Lauren Yeatter, AICP, Asst. Director |
| **Recommended Actions:** | Adopt Resolution No. 2026-35 granting approval of Petition No. SDP 26-05 McDonald's. |

**Summary:**
Site and development plan petition by The Seyer Group/McDonald's USA, LLC, agents on behalf of WMG Acquisitions, LLC, owner, proposing approximately 3,859 square feet of fast-foot restaurant and related site improvements on a site consisting of approximately 1.26 acres. The project is generally located on the south side of State Road 26/West Newberry Road, between Newberry Lane and Southwest 242 Street, Alachua County Tax Parcel No. 01932-010-000. Full plans and applicationavailable upon request.

At the July 6, 2026 regular meeting of the Planning and Zoning Board, a public hearing was held to consider the petition. After receiving a presentation from staff, the applicant, and public comment, the Board voted unanimously to recommend approval of the petition. Minutes of the meeting are available upon request.

**Attachments:**
1. Resolution 2026-35 with Site Plan
2. Landscape Plan
3. Building Elevations

**RESOLUTION NO. 2026-35**
Petition # SDP 26-05

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NEWBERRY, FLORIDA, APPROVING A SITE AND DEVELOPMENT PLAN AND DEVELOPMENT CONDITIONS FOR A PROJECT KNOWN AS "MCDONALD'S" WITHIN THE HIGHLAND PARK PLANNED DEVELOPMENT, CONSISTING OF APPROXIMATELY 1.26 ACRES IDENTIFIED AS ALACHUA COUNTY TAX PARCEL ID NUMBER 01932-008-000; PROVIDING FOR PRECEDENCE AND APPLICABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, with the adoption of Ordinance No. 2026-10 on April 13, 2026, Section 14.12 of the City's Land Development Regulations now empowers the City Commission to approve, to approve with appropriate conditions and safeguards, or to deny site and development plans;

**WHEREAS,** an application for Site and Development Plan was filed with the City by The Seyer Group, LLC, a Florida limited liability company ("Agent") on behalf of McDonald's USA, LLC, a Delaware limited liability company ("Leaseholder") and WMG Acquisitions LLC, a Delaware limited liability company (the "Property Owner") and was assigned File No. SDP 26-05 (the "Site and Development Plan Petition");

**WHEREAS**, pursuant to Sections 3.1 and 14.12 of the Land Development Regulations, on July 6, 2026, the Planning and Zoning Board considered the Site and Development Plan Petition in a noticed public hearing and its recommendation was forwarded to the City Commission;

**WHEREAS**, pursuant to Section 13.5 of the City's Land Development Regulations and Section 50.0311, Florida Statutes, this proposed Resolution has been noticed once, at least ten (10) days prior to adoption, on the Alachua County website (alachuacounty.us) notifying the public of a public hearing to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearing pursuant to the notice described above at which hearing the parties in interest and all others had an opportunity to be heard; and

**WHEREAS,** after due consideration at the public hearing, the City Commission issues this Resolution to memorialize its approval of the Site and Development Plan Petition.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, THAT:**

**Section 1. Legal Description.** The real property that is the subject of this Site and Development Plan consists of approximately 1.26 acres identified as Tax Parcel

Identification Number 01932-008-000 located in Newberry, Florida, and more particularly described as follows (the "Property"):

A PARCEL OF LAND LYING IN SECTION 3, TOWNSHIP 10 SOUTH, RANGE 17 EAST, ALACHUA COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SAID SECTION 3; THENCE ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 3 (A GRID BEARING) SOUTH 00°54'51" EAST A DISTANCE OF 49.58 FEET TO THE SOUTHERLY MARGIN OF STATE ROAD 26 (NEWBERRY ROAD - A VARIABLE WIDTH PUBLIC RIGHT-OF-WAY) ACCORDING TO FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY MAP, SECTION NUMBER 26070-2659; THENCE ALONG SAID SOUTHERLY MARGIN THE FOLLOWING TWO COURSES: SOUTH 88°12'37" WEST A DISTANCE OF 265.01 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 2800.69 FEET, A CHORD BEARING OF SOUTH 82°20'59" WEST AND A CHORD DISTANCE OF 576.79 FEET; THENCE WESTERLY ALONG SAID SOUTHERLY MARGIN AND ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 11°47'59" A DISTANCE OF 575.77 FEET TO THE END OF SAID CURVE AND THE POINT OF BEGINNING; THENCE DEPARTING SAID SOUTHERLY MARGIN SOUTH 13°31'13" EAST A DISTANCE OF 390.00 FEET TO A POINT ON A CURVE CONCAVE SOUTHERLY, HAVING A RADIUS OF 2424.79 FEET, A CHORD BEARING OF SOUTH 74°56'26" WEST AND A CHORD DISTANCE OF 130.24 FEET; THENCE WESTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 03°04'40" A DISTANCE OF 130.26 FEET TO THE END OF SAID CURVE; THENCE NORTH 16°35'54" WEST A DISTANCE OF 390.00 FEET RETURNING TO A POINT ON THE AFORESAID SOUTHERLY MARGIN OF STATE ROAD 26, BEING A POINT ON A CURVE CONCAVE SOUTHERLY, HAVING A RADIUS OF 2814.79 FEET, A CHORD BEARING OF NORTH 74°56'26" EAST AND A CHORD DISTANCE OF 151.21 FEET; THENCE EASTERLY ALONG SAID SOUTHERLY MARGIN AND ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 03°04'40" A DISTANCE OF 151.19 FEET TO THE POINT OF BEGINNING.

HAVING AN AREA OF 54,886 SQUARE FEET MORE OR LESS, OR 1.26 ACRES MORE OR LESS.

**Section 2. Site and Development Plan**

A. Findings. The Site and Development Plan Petition, as presented at the public hearing, is hereby found to be consistent with the City's Comprehensive Plan and is found to have met all applicable standards and requirements set forth in Section 14.12 of the City's Land Development Regulations (Appendix B of the City Code).

B. Site and Development Plan Approval. The development of an approximately 3,859 square foot fast-food restaurant and related site improvements, including

a drive-through, on the Property as generally depicted on the document titled "Site Plan" attached to this Resolution is hereby approved. All documents (including but not limited to surveys, drawings, construction details and specifications) provided to the City in connection with the Petition are hereby incorporated by reference, except to the extent of conflict with, or to the extent superseded by, any specific provision of this Resolution. All such documents are collectively referred to as the "Site and Development Plan."

C. Specific Site and Development Plan Conditions. The Site and Development Plan is subject to the following additional condition(s): NONE.

D. Building Permits; Timeframe for Completion of Development**.** In accordance with Sec. 14.12.4 of the Land Development Regulations, upon adoption of this Resolution, the Land Development Regulation Administrator is authorized to issue building permits for the development approved in the Site and Development Plan. The Property Owner shall have 12 months from the Effective Date of this Resolution to obtain all necessary building permits and complete construction of the development as evidenced by issuance of a Certificate of Occupancy or Certificate of Completion. The Land Development Regulation Administrator may extend the deadline one time, for up to an additional 12 months, upon receipt of a written request for an extension filed by the Property Owner prior to the expiration of the deadline. The written request shall explain the good cause/need for the extension.

E. Revisions to the Site and Development Plan**.** Any revision to the approved Site and Development Plan, except for "de minimis" changes (defined in Section 14.12.4 of the Land Development Regulations) requires application and review by the Planning and Zoning Board and a Site and Development Plan amendment resolution adopted by the City Commission.

F. Other Agency Permits**.** In accordance with Section 166.033, Florida Statutes, the issuance of a development permit or development order by the City does not create any right on the part of the Property Owner to obtain a permit from a state or federal agency and does not create any liability on the part of the City for issuance of the permit if the Property Owner fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. All applicable state or federal permits must be obtained before commencement of the development.

G. Unauthorized Deviation. Any deviation from the approved Site and Development Plan may cause the City to issue a stop work order until such time as the deviation is corrected or the Site and Development Plan is revised in accordance with E above.

**Section 4. Prior Approvals; Precedence.** This Resolution shall govern development of the Property. In addition, this Property is part of and subject to:

- Ordinance No. 2023-15 Highland Park Planned Development Land Use (Petition No. CPA 23-07) approved on August 14, 2023;

- Ordinance No. 2023-16 Highland Park Planned Development Zoning (Petition No. LDR 23-07) adopted on August 14, 2023 and minor amendment thereto approved by Administrative Approval Letter (Petition No. 25-04) dated June 25, 2025; and
- Resolution No. 2024-18 Construction Plans (Petition No. SD 24-01) adopted on May 28, 2024.

In the event of conflict or inconsistency, the prior Ordinances and Resolutions shall prevail over this Resolution.

**Section 5. Applicability**. This Resolution shall run with the land and shall bind the Property Owner, its successors and assigns.

**Section 6. Effective Date**. This Resolution shall become effective immediately upon adoption.

This Resolution was ADOPTED by an affirmative vote of a majority of a quorum present of the City Commission at the public hearing held on September 14, 2026.

**CITY OF NEWBERRY, FLORIDA**

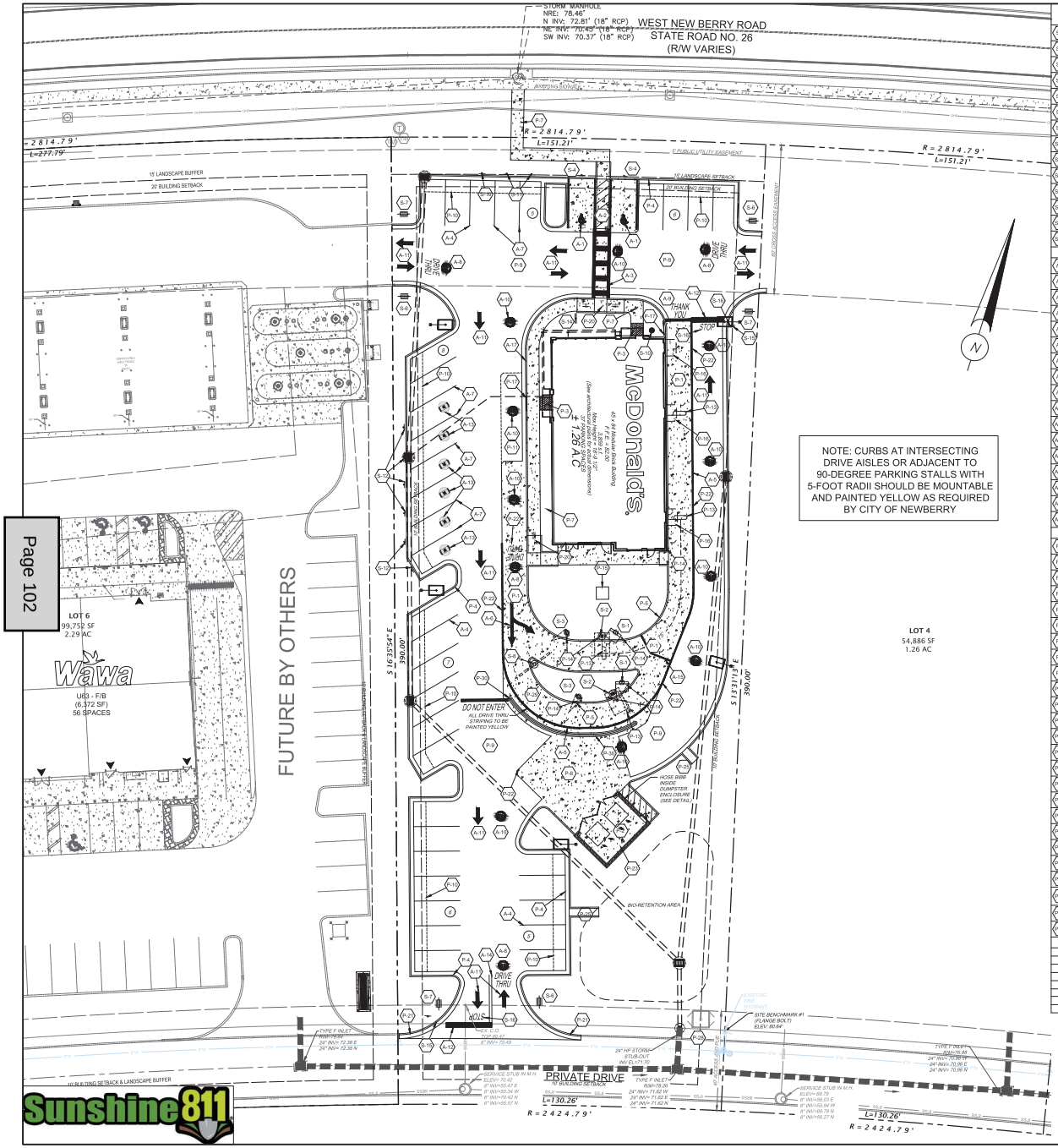
_____
Timothy R. Marden, Mayor

**ATTEST, BY THE CLERK OF THE CITY OF NEWBERRY, FLORIDA**

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office




NOTE: CURBS AT INTERSECTING DRIVE AISLES OR ADJACENT TO 90-DEGREE PARKING STALLS WITH 5-FOOT RADII SHOULD BE MOUNTABLE AND PAINTED YELLOW AS REQUIRED BY CITY OF NEWBERRY

## SITE PLAN LEGEND

NOTE: NOT ALL ITEMS IN LEGEND MAY BE INCLUDED ON PLANS

| | |
|---|---|
| S-1 | DIGITAL MENU BOARD (REFER TO STRUCTURAL PLANS FOR FOUNDATION DETAILS). |
| S-2 | SPRING BOARD CANOPY. (REFER TO STRUCTURAL PLANS FOR FOUNDATION DETAILS). |
| S-3 | DIGITAL PRESALE BOARD |
| S-4 | FTP 21-06 & FTP 22-06 - HANDICAP PARKING. SEE DETAIL ON SHEET 13 |
| S-5 | "WELCOME" SIGN (REFER TO STRUCTURAL PLANS FOR FOUNDATION DETAILS) |
| S-7 | "THANK YOU" SIGN (REFER TO STRUCTURAL PLANS FOR FOUNDATION DETAILS) |
| S-8 | DOUBLE GATEWAY SIGN (REFER TO STRUCTURAL PLANS FOR FOUNDATION DETAILS) |
| S-10 | FLAG POLE |
| G-11 | OOSP SIGNAGE. |
| G-12 | MOBILE ORDER SIGN |
| G-13 | "CAUTION PEDESTRIAN CROSSING" SIGN. |
| G-14 | STOP SIGN |
| G-15 | McDELIVERY COURIER PARKING SIGN |
| G-16 | "DO NOT ENTER" SIGN |

## STRIPING LEGEND

| | |
|---|---|
| A-1 | ADA ACCESSIBLE STALL WITH WHITE SYMBOL AND 6" BLUE & WHITE STRIPING PER ADA REQUIREMENTS (REFER TO ADA SHEET 15 FOR DETAILS) |
| A-2 | HANDICAP ACCESSIBLE AISLE-6" WHITE STRIPES @ 60°, 2' O.C. |
| A-3 | 6" WIDE PEDESTRIAN ACCESS AISLE WITH 8" WHITE STRIPES (REFER TO ADA ACCESSIBILITY PLAN FOR DETAILS) |
| A-4 | 4" WHITE PARKING STRIPE OR STRIPED AREA - 4" WHITE STRIPES (TYP) |
| A-5 | 6" YELLOW DRIVE-THRU STRIPE PAINTED ON ASPHALT FROM EDGE OF CONCRETE |
| A-6 | DOUBLE HEADED ARROW (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| A-7 | 4" YELLOW OOSP STRIPING |
| A-8 | "DRIVE THRU" W/ YELLOW DIRECTIONAL ARROW PAVEMENT MARKING |
| A-9 | "THANK YOU" PAVEMENT MARKING |
| A-10 | PARKING LOT ARROWS @ 40' - 60' (62' IDEAL) (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| A-11 | INGRESS / EGRESS ARROWS (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| A-12 | 24" STOP BAR |
| A-13 | MOBILE ORDER PAVEMENT MARKING |
| A-14 | DOUBLE YELLOW LINE |
| A-15 | MERGE POINT STRIPING (REFER TO DRIVE THRU DETAILS SHEET FOR PLACEMENT DETAILS) |
| A-16 | "STOP" PAVEMENT MARKINGS |
| A-17 | FACE-OF-CURB & 3" ALONG TOP-OF-CURB TO BE PAINTED GOLD |

## STANDARD CURB, GUTTER, SIDEWALK AND PAVING ON SITE

| | |
|---|---|
| P-1 | CONCRETE PAVING (REFER TO SOILS REPORT SPECIFICATIONS AND RECOMMENDATIONS) |
| P-2 | CONCRETE DUMPSTER PAD (REFER TO STRUCTURAL PLANS AND SOILS REPORT SPECIFICATIONS AND RECOMMENDATIONS. |
| P-3 | PAVER SIDEWALK (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| P-4 | 24" CURB & GUTTER (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| P-5 | 9" STANDING CURB |
| P-6 | 6" CURB POURED WITH MONOLITHIC SLABS |
| P-7 | CONCRETE SIDEWALK (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| P-8 | CONCRETE TRASH APRON (REFER TO TRASH CORRAL DETAILS SHEET AND SOILS REPORT SPECIFICATIONS AND RECOMMENDATIONS) |
| P-9 | ASPHALT PAVING (REFER TO SOILS REPORT SPECIFICATIONS AND RECOMMENDATIONS) |
| P-10 | 9" OPTIONAL CONCRETE DRIP APRON (REFER TO SOILS REPORT SPECIFICATIONS AND RECOMMENDATIONS) |
| P-11 | OPTIONAL CONCRETE DELIVERY TRUCK APRON (REFER TO SOILS REPORT SPECIFICATIONS AND RECOMMENDATIONS) |
| P-12 | DETECTOR LOOP (REFER TO DRIVE THRU DETAILS SHEET FOR DETAILS) |
| P-13 | 6" BOLLARD (REFER TO SITE DETAILS SHEET FOR DETAILS) |
| P-14 | CONCRETE TRANSFORMER PAD (COORDINATE EXACT SIZE AND EXACT LOCATION REQUIREMENTS WITH LOCAL POWER SERVICE PROVIDER. |
| P-15 | TRELLIS OVERHANG (REFER TO ARCHITECTURAL PLANS FOR DETAILS) |
| P-16 | 6' GUARD RAIL (REFER TO ADA DETAILS SHEET FOR DETAILS) |
| P-17 | TYPE I HC RAMP (REFER TO ADA DETAILS SHEET FOR DETAILS) |
| P-18 | TYPE II HC RAMP (REFER TO ADA DETAILS SHEET FOR DETAILS) |
| P-21 | EXTENTS OF CURB & GUTTER AND/OR ASPHALT PAVING. TIE TO EXISTING AT THIS POINT. |
| P-22 | TRANSITION FROM ASPHALT TO CONCRETE (SEE SITE DETAILS SHEET FOR DETAILS) |
| P-23 | DUMPSTER ENCLOSURE (REFER TO STRUCTURAL PLANS FOR DETAILS) EXTERIOR FINISH TO MATCH BUILDING. |
| P-24 | CONCRETE DRAINAGE FLUME (SEE SITE DETAILS SHEET FOR DETAILS) |
| P-25 | PROTECT EXISTING UTILITIES TO REMAIN - TYPICAL G.C. TO CONTACT ALL APPLICABLE UTILITY COMPANIES TO ENSURE THE UTILITIES ARE PROPERTY SHUT-DOWN PRIOR TO THE START OF ANY SITE AND/OR DEMOLITION WORK. |
| P-29 | REFER TO DRIVE THRU LAYOUT SHEET FOR STAKING INFORMATION AND DIMENSIONS. |
| P-30 | 9" RAISED MOUNTABLE CONCRETE ISLAND (SEE SITE DETAILS SHEET FOR DETAILS) |

## PLAN APPROVAL

| | SIGNATURE (2 REQUIRED) | DATE |
|---|---|---|
| REGIONAL MANAGER: | | |
| REGIONAL DEV. DIRECTOR | | |
| REGIONAL CONSTRUCTION MGR. | | |
| REGIONAL REAL ESTATE MGR. | | |
| | CO-SIGN SIGNATURES | |
| AREA CONSTRUCTION MGR. | | |
| CONTRACTOR | | |

20' 10' 0 20' 40' 60'

GRAPHIC SCALE
SCALE 1" = 20'




PROJECT NOTES:

OWNER:
NEWBERRY PLAZA LLC
902 S FRIENDSWOOD DR, SUITE E
FRIENDSWOOD, TX 77546
PHONE: (813) 344-7972
CONTACT: PAUL GROHMAN

ENGINEER:
INTEGRITY ENGINEERING & DEVELOPMENT SERVICES, INC.
CERTIFICATE OF AUTHORIZATION # PEF005669
3615 BRASELTON HIGHWAY, SUITE 201
DACULA, GEORGIA 30019
PHONE: (678) 546-0446
CONTACT: MARK ROMANO
E-MAIL ADDRESS: MARK@INTEGRITYENG.NET

PROPERTY LOCATED IN SECTION 3, TOWNSHIP 10 SOUTH, RANGE 17 EAST, ALACHUA COUNTY, FL PARCEL NO. 01932-000-000 (LOT 5).

ZONING: PLANNED DEVELOPMENT (PD)

BUILDING SETBACKS:
FRONT- 20'
SIDE- LEFT 10' ~ RIGHT 10'
REAR- 10'

PROPOSED USE IS MCDONALD'S RESTAURANT.

PROPOSED BUILDING HEIGHT 18'-9 1/2".

TOTAL TRACT CONTAINS 1.26 ACRES ACRES/DISTURBED AREA= 1.23 ACRES ±.

BOUNDARY INFORMATION OBTAINED FROM SURVEY BY ATWELL

TOPOGRAPHICAL INFORMATION OBTAINED FROM SURVEY BY ATWELL

VERTICAL DATUM FOR TOPOGRAPHY IS MEAN SEA LEVEL BASED ON NAVD88.

CONTOUR INTERVAL IS ONE (1) FEET.

THIS PROPERTY IS SHOWN ON F.I.R.M. PANEL NUMBER 12001C0265D, DATED 6/16/2006 AND IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD ZONE.

THE LOCATION OF UNDERGROUND UTILITIES SHOWN IS APPROXIMATE BASED ON SURFACE FIELD EVIDENCE AND INFORMATION SUPPLIED BY UTILITY AGENCIES. THE SURVEY MAKES NO CERTIFICATION AS TO THE COMPLETENESS OF THE LOCATIONS SHOWN HERON. APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED FOR VERIFICATION OF LOCATIONS PRIOR TO ANY CONSTRUCTION ACTIVITY.

THE CONTRACTOR SHALL VERIFY THE INVERT ELEVATIONS OF ALL EXISTING STORM AND SANITARY SEWER STRUCTURES PRIOR TO COMMENCEMENT OF STORM AND SANITARY SEWER CONSTRUCTION.

CONTRACTOR SHALL NOTIFY THE ENGINEER AND OWNER/DEVELOPER OF ANY INFORMATION FOUND IN THE FIELD THAT IS DIFFERENT FROM WHAT IS SHOWN ON THESE DESIGN PLANS.

## PARKING DATA

| REQUIREMENTS | REQUIRED | PROVIDED |
|---|---|---|
| MINIMUM PARKING REQUIRED | 1 SPACE PER 3 SEATS<br>38 / 3 = 13 SPACES | 37 SPACES |

4 PAVING SPECIFICATION

ON-SITE ASPHALT PAVING SECTION
Not to be used within Right of Way

Surface Course: 1~1/2 INCH Finished Thickness
9.5 mm Superpave (surface)

Binder Course: 2 INCH Finished Thickness
19.0 mm Superpave (Binder)

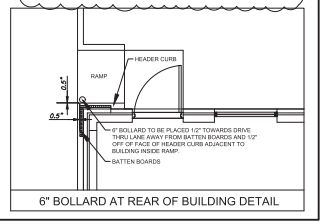
12 INCH Limerock Base, 98% of Modified Proctor and exhibit a minimum LBR of 100

ON-SITE CONCRETE PAVING SECTION
Not to be used within Right of Way

6 INCH 4000 PSI Concrete with
Fibermesh or WWF 6x6 W2.9/W2.9

12 INCH Limerock Base, 98% of Modified Proctor and exhibit a minimum LBR of 100

Maximum control joint spacing shall be 12 feet x 12 feet, 1.5" deep




6" BOLLARD AT REAR OF BUILDING DETAIL


INTEGRITY
ENGINEERING & DEVELOPMENT SERVICES, INC.
3615 Braselton Highway, Suite 201
Dacula, Ga 30019 (678) 546-0446


| NO. | DATE: | ISSUE DESCRIPTION |
|---|---|---|
| 2 | 03-17-26 | MONUMENT SIGN LOCATION FOR VARIANCE |
| 3 | 05-13-26 | ADDRESS CITY OF NEWBERRY COMMENTS |
| 4 | 06-01-26 | ADDED TRAFFIC IMPACT SUMMARY TABLE TO COVER SHEET, ADD PAVEMENT SECTIONS, ADD BOARD BATTLE |
| 5 | 06-12-26 | REMOVE MONUMENT SIGN |

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY MARK ROMANO ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

MARK ROMANO
NO. 33854

Item #11.


McDonald's USA, L.L.C.
110 North Carpenter Street, Chicago, IL 60607



These drawings and specifications are the confidential and proprietary property of McDonald's USA, L.L.C. and are unpublished works created on the date shown above. They are not to be disclosed to others and are not to be used in whole or in part, for any project other than the project for which they have been prepared and delivered by McDonald's USA, L.L.C. Any use or disclosure, including any sale or offer to sell, of these drawings and specifications, or any part thereof, for any project other than the project for which they have been prepared and delivered by McDonald's USA, L.L.C., is prohibited. Any use or disclosure will entitle McDonald's USA, L.L.C. to full indemnity and hold harmless from and against any liability, loss or damage arising therefrom and to recover attorneys' fees and disbursements incurred in connection therewith.


McDonald's
23479 W NEWBERRY RD.
NEWBERRY, FLORIDA 32669
TAX PARCEL # 01932-000-000
(LOT 5), ALACHUA COUNTY
ZONED: PLANNED DEVELOPMENT (PD)

MCD STATE SITE CODE:
09-2815

IEDS PROJECT NUMBER:
MCD-25018

SHEET TITLE:
SITE PLAN

SHEET NUMBER C-5.1

NEWBERRY
Established 1895 Florida

25493 Northwest 1 Avenue
Newberry FL 32669
Tel: 352-472-2161
www.NewberryFL.gov

# STAFF REPORT

## COMMUNITY DEVELOPMENT DEPARTMENT

**File Number:** SDP 26-05

**Request:** Site and development plan petition by The Seyer Group/McDonald's USA, LLC, agents on behalf of WMG Acquisitions, LLC, owner, proposing approximately 3,859 square feet of a fast-food restaurant and related site improvements on a site consisting of approximately 1.26 acres. The project is generally located on the south side of State Road 26/West Newberry Road, between Newberry Lane and Southwest 242 Street, Alachua County Tax Parcel No. 01932-010-000.

**Recommended Action:**
Approve the petition.

**SITE DATA TABLE**

| | |
|---|---|
| **Owner** | WMG Acquisitions, LLC |
| **Address/Location** | Not assigned/Highland Park Planned Development |
| **S/T/R** | 03/10S/17E |
| **Net Area** | ±1.26 ac |
| **Gross Area** | N/A |
| **Zoning District** | Planned Development (PD) |
| **FLU** | Planned Development |
| **Existing Use** | Vacant commercial |
| **Proposed Use** | Fast-food restaurant with drive-through |

**ADJACENT ZONING AND FUTURE LAND USE**

| | Zoning District | FLUM Designation | Existing Use |
|---|---|---|---|
| **North** | Commercial, Automotive (CA) | Commercial | Shopping plaza |
| **East** | Planned Development (PD) | Planned Development | Rural residences |
| **South** | Planned Development (PD) | Planned Development | Vacant commercial |
| **West** | Planned Development (PD) | Planned Development | Vacant commercial |

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**Introduction**
The Community Development Department has received a site and development plan petition by The Seyer Group, agent on behalf of WMG Acquisitions, LLC, owner, proposing approximately 3,859 square feet of fast-foot restaurant and related site improvements on a site consisting of approximately 1.26 acres. The project is generally located on the south side of State Road 26/West Newberry Road, between Newberry Lane and Southwest 242 Street, a portion of Alachua County Tax Parcel No. 01932-010-000. The Property has a future land use classification of Planned Development (ref. Ordinance 2023-15) and an underlying Planned Development (PD) zoning designation (ref. Ordinance 2023-16) known as the Highland Park Planned Development (f.k.a. Newberry Plaza). The Property is located within the Urban Service Area and the Gateway Overlay district and subject to the Development Order for Highland Park provided in Exhibit B, Ordinance 2023-16, adopted on August 14, 2023 ("Highland Park PD").

**Background/History**
The Property, prior to commencement of the Highland Park PD, the site was partially wood and primarily utilized for various farm operations. Most recently, the site was utilized for rotating row-crops. The existing "Gray" residence on the property has been subdivided within the overall Highland Park PD area which may be accessed from a proposed interior drive and from a north-south connection along the eastern boundary of the Highland Park PD.

*Prior Approval(s)*
The list below constitutes the development permit approvals for the Property related to the Highland Park PD:

- Future land use map amendment from Agriculture to Planned Development
  Petition No. CPA 23-07; Ordinance 2023-15 adopted on August 14, 2023.
- Rezoning from Agricultural (A) to Planned Development (PD) zoning district
  Petition No. LDR 23-07; Ordinance 2023-16 adopted on August 14, 2023.
  Preliminary Development Plan contained in Exhibit A
  Development Order contained in Exhibit B
- Construction plans for commercial development
  Petition No. SD 24-01; Resolution 2024-18 adopted May 28, 2024.
- Community Development District
  Petition No. LDR 24-27; Ordinance 2025-01 adopted February 24, 2025.
- Planned development minor amendment
  Petition No. 25-04; Administrative Approval Letter dated June 25, 2025.

**Project Description**
The petition proposes an approximately 3,859 square foot fast food restaurant with a drive-through facility. Primary access will be from the southern service road which has been constructed.

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**Infrastructure and Services Impact**
The below provides a brief summary of the analysis on infrastructure availability and determines whether mitigation is necessary. These requirements are established in the site plan standards provided in Appendix B, Article 14, Section 14.12 and Section 14.14 of same, CNCO.

*Potable Water*. Sufficient capacity exists to serve the use. Development fees will be due at time of permit issuance.

*Sanitary Sewer*. For all proposed development, capacity is reserved on a first-come, first-served basis. To reserve wastewater capacity it is necessary to execute a Wastewater Capacity Development Agreement. Development fees will be due at time of building permit issuance.

*Traffic*. The trip calculations provided by the applicant correspond to a high-turnover sit-down restaurant instead of a fast food restaurant with a drive through window, which would generate more average annual daily trips and more am/pm peak hour trips. Nevertheless, sufficient capacity exists on local public rights-of-way. Impact fees will be assessed and collected at time of building permit issuance as a means of ensuring concurrency.

*Solid Waste*. Sufficient capacity exists to serve the principal and ancillary uses. Private service contracts may be required for businesses.

*Schools*. No dwelling units are proposed, and the development will not impact school capacity.

*Recreation and Open Space*. No dwelling units are proposed, and the development will not impact recreation and open space services.

Sufficient infrastructure capacity exists to serve the property.

**Agency Review**
The site and development plan was reviewed by the city reviewing agencies and no objections were offered. Suwanee River Water Management District shall review the overall development for stormwater retention requirements. Wastewater capacity is available on a first-come-first-served basis.

**Site and Development Plan Analysis and Findings**
The city has adopted certain criteria for site and development plans. These criteria are enumerated in Appendix B, Article 14, Section 14.12, CNCO, entitled “Site and development plan approval.” These criteria establish standards for compatibility and community cohesion. Staff analyzed the use, location, and impacts generated and found the petition satisfies the criteria. It’s worth noting that a ceiling on development impacts was contemplated at time of adoption of the Highland Park PD, however, concurrency may be postponed to time of development plan review.

NEWBERRY
Established 1895 Florida

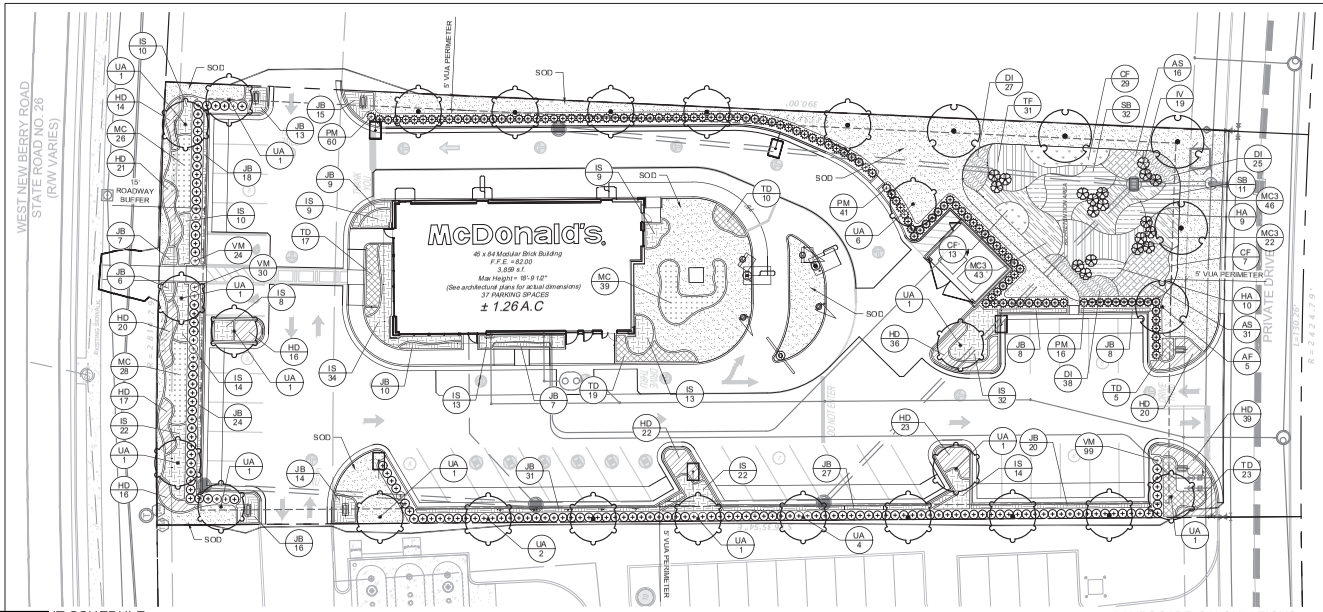
25493 Northwest 1 Avenue
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Tel: 352-472-2161
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**Comprehensive Plan Compliance**
The petition has been found to be consistent with the goals, objectives, and policies of the City of Newberry Comprehensive Plan.

**Findings and Conclusion**
Staff finds the petition consistent with the City of Newberry Comprehensive Plan, Land Development Regulations, and the Highland Park PD.

At the pleasure of the Planning and Zoning Board, a recommendation must be forwarded to the City Commission. A recommended action is provided on Page 1 of this report.

*June 25, 2026*
*Lauren Yeatter, AICP*
*Community Development Department*




NOTE: PRINTED DRAWING SIZE MAY HAVE CHANGED FROM ORIGINAL. VERIFY SCALE USING BAR SCALE ABOVE.

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850.893.4610
www.evergreendesigngroup.com
FL LA 6666711

## PLANTING & IRRIGATION GUARANTEE

THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL NEWLY INSTALLED AND EXISTING PLANTS SHALL SURVIVE FOR ONE YEAR AFTER FINAL OWNER ACCEPTANCE OF THE INSTALLATION WORK. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR APPROPRIATE WATERING OF THE LANDSCAPE THROUGH INSTALLATION OF A PROPERLY DESIGNED IRRIGATION SYSTEM. THE OWNER SHALL APPROVE THE SYSTEM DESIGN BEFORE INSTALLATION OF PLANTS OR IRRIGATION.

## IRRIGATION CONCEPT

1. AN AUTOMATIC IRRIGATION SYSTEM SHALL BE INSTALLED AND OPERATIONAL BY THE TIME OF FINAL INSPECTION. THE ENTIRE IRRIGATION SYSTEM SHALL BE INSTALLED BY A LICENSED AND QUALIFIED IRRIGATION CONTRACTOR.
2. THE IRRIGATION SYSTEM WILL OPERATE ON THE LOWEST QUALITY WATER SOURCE AVAILABLE (RECLAIMED OR SHALLOW WELL), AND THE SYSTEM WILL HAVE BACKFLOW PREVENTION DEVICES INSTALLED TO PREVENT CONTAMINATION OF THE WATER SOURCE WHERE REQUIRED BY THE JURISDICTIONAL AUTHORITY. IF THE IRRIGATION SYSTEM WILL OPERATE ON POTABLE WATER, THE SYSTEM WILL HAVE APPROPRIATE BACKFLOW PREVENTION DEVICES INSTALLED TO PREVENT CONTAMINATION OF THE POTABLE SOURCE.
3. ALL NON-TURF PLANTED AREAS SHALL BE DRIP IRRIGATED. SODDED AND SEEDED AREAS SHALL BE IRRIGATED WITH SPRAY OR ROTOR HEADS AT 100% HEAD-TO-HEAD COVERAGE.
4. ALL PLANTS SHARING SIMILAR HYDROZONE CHARACTERISTICS SHALL BE PLACED ON A VALVE DEDICATED TO PROVIDE THE NECESSARY WATER REQUIREMENTS SPECIFIC TO THAT HYDROZONE.
5. THE IRRIGATION SYSTEM SHALL BE DESIGNED AND INSTALLED, TO THE MAXIMUM EXTENT POSSIBLE, TO CONSERVE WATER BY USING THE FOLLOWING DEVICES AND SYSTEMS: MATCHED PRECIPITATION RATE TECHNOLOGY ON ROTOR AND SPRAY HEADS (WHEREVER POSSIBLE), RAIN SENSORS, AND MULTI-PROGRAM COMPUTERIZED IRRIGATION CONTROLLERS FEATURING SENSORY INPUT CAPABILITIES.

Digitally signed by Jennifer N Miller
Reason: LA6667079, State of Florida
Date: 2026.02.12 09:32:05 -05'00'

Item #11.

## NT SCHEDULE

| | CODE | QTY | BOTANICAL NAME | COMMON NAME | CONTAINER | CAL/DBH | HEIGHT | SPREAD | NATIVE | XERIC |
|---|---|---|---|---|---|---|---|---|---|---|
| TREES | | | | | | | | | | |
| | AF | 5 | ACER RUBRUM 'FLORIDA FLAME' | FLORIDA FLAME RED MAPLE | 30 GAL MIN | 2" CAL. MIN. | FL NO. 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| | UA | 23 | ULMUS ALATA | WINGED ELM | 30 GAL MIN | 2" CAL. MIN. | FL NO. 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| SYMBOL | CODE | QTY | BOTANICAL NAME | COMMON NAME | CONTAINER | SPACING | HEIGHT | SPREAD | NATIVE | XERIC |
| SHRUBS | | | | | | | | | | |
| | IV | 19 | ITEA VIRGINICA | VIRGINIA SWEETSPIRE | 5 GAL | 48" OC | | | YES | |
| | PM | 117 | PODOCARPUS MACROPHYLLUS | YEW PODOCARPUS | 3 GAL. MIN. | 36" OC | FL NO 1 | FL NO. 1 | NO | DROUGHT TOLERANT |
| | VM | 153 | VIBURNUM OBOVATUM 'MRS. SCHILLER'S DELIGHT' | MRS. SCHILLERS DELIGHT WALTER'S VIBURNUM | 3 GAL. MIN. | 36" OC | FL NO 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| ANNUALS/PERENNIALS | | | | | | | | | | |
| | CF | 49 | CANNA FLACCIDA | YELLOW CANNA | 1 GAL | 36" OC | | | NO | |
| | DI | 90 | DIETES IRIDIOIDES | FORTNIGHT LILY | 1 GAL | 24" OC | | | NO | |
| | HA | 26 | HELIANTHUS ANGUSTIFOLIUS | SWAMP SUNFLOWER | 1 GAL | 36" OC | | | YES | |
| ORNAMENTAL GRASSES | | | | | | | | | | |
| | AS | 47 | ARISTIDA STRICTA | PINELAND THREEAWN | 1 GAL | 36" OC | 18" HT MIN | | YES | |
| | MC3 | 111 | MUHLENBERGIA CAPILLARIS | PINK MUHLY GRASS | 1 GAL | 30" OC | 18" HT MIN | | YES | |
| | SB | 43 | SPARTINA BAKERI | SAND CORD GRASS | 1 GAL | 36" OC | 18" HT MIN | | YES | |
| | TF | 67 | TRIPSACUM FLORIDANA | FLORIDA GAMMA GRASS | 3 GAL | 36" OC | 24" HT MIN | | YES | |
| SYMBOL | CODE | QTY | BOTANICAL NAME | COMMON NAME | SIZE | SPACING | HEIGHT | SPREAD | NATIVE | XERIC |
| SMALL SHRUBS, ORNAMENTAL GRASSES & GROUNDCOVERS | | | | | | | | | | |
| | HD | 244 | HELIANTHUS DEBILIS | DUNE SUNFLOWER | 3 GAL. MIN. | 24" OC | FL NO. 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| | IS | 210 | ILEX VOMITORIA 'STOKES DWARF' | STOKES DWARF YAUPON HOLLY | 3 GAL. MIN. | 30" OC | FL NO. 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| | JB | 233 | JUNIPERUS CONFERTA 'BLUE PACIFIC' | BLUE PACIFIC SHORE JUNIPER | 3 GAL. MIN. | 24" OC | FL NO. 1 | FL NO. 1 | NO | DROUGHT TOLERANT |
| | MC | 93 | MUHLENBERGIA CAPILLARIS | PINK MUHLY GRASS | 3 GAL. MIN. | 30" OC | FL NO. 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| | TD | 74 | TRIPSACUM FLORIDANUM | FLORIDA GAMAGRASS | 3 GAL. MIN. | 30" OC | FL NO. 1 | FL NO. 1 | YES | DROUGHT TOLERANT |
| SOD/SEED | | | | | | | | | | |
| | SOD | 6,460 SF | STENOTAPHRUM SECUNDATUM 'FLORATAM' | FLORATAM ST. AUGUSTINE GRASS | SOLID SOD | | | | | |

ALL PLANTS SHALL MEET, OR EXCEED, FLORIDA NO. 1 GRADE AND MEET, OR EXCEED, ALL SPECIFICATIONS PROVIDED.
PLANT QUANTITIES ARE PROVIDED FOR CONVENIENCE ONLY. IN THE CASE OF A DISCREPANCY, THE DRAWING SHALL TAKE PRECEDENCE.

## LANDSCAPE CALCULATIONS

**SEC. 4.22.(A) STATE ROAD 26 AND US HIGHWAY 27/41 GATEWAY OVERLAY DISTRICT**

**(5)(f) SITE LANDSCAPING REQUIREMENTS**

PLANT MATERIAL REQUIREMENTS:
TREES: 30 GAL., 2" CAL., SELECTED FROM APPROVED LIST
SHRUBS & GROUNDCOVERS: 3 GAL.
ALL MATERIAL SHALL BE FLORIDA GRADE #1 & NATIVE OR ADAPTED SPECIES

| **(5)(g) ROADWAY BUFFERS** | **REQUIRED** | **PROVIDED** |
|---|---|---|
| *SR26 (ZONE 1 - OPTION 'A')* | | |
| LENGTH (LF): 151.21 | | |
| AREA (SF): 2,262.07 | | |
| MIN. BUFFER WIDTH (FT) | 15 | 15 |
| MIN. PLANTING WIDTH (FT) | 5 | 5 |
| SHADE TREES: 2 / 100 LF, EVEN DISTRIBUTION | 3 | 3 |
| SHRUBS, GROUNDCOVERS AND ORNAMENTAL GRASSES: MIN. 80% OF BUFFER AREA, MAX. 48" O.C. | 1,809.66 | 1842.62 (81%) |

| **(5)(i) LANDSCAPING IN VEHICULAR USE AREAS** | **REQUIRED** | **PROVIDED** |
|---|---|---|
| ***PERIMETER*** | | |
| *NOTE: VUA LANDSCAPING MAY COUNT TOWARDS BUFFER REQUIREMENTS* | | |
| *NORTH (ADJ. SR26)* | | |
| LENGTH (LF): 151.21 | | |
| MIN. PLANTING STRIP WIDTH (FT) | 5 | 5 |
| SHADE TREES: 2 / 100 LF, 25'-55' APART | 3 | 3 |
| SHRUBS: SINGLE ROW MAX. 48" O.C., MIN. 50% OPAQUE AT PLANTING | YES | YES |
| *EAST (ADJ. COMMERCIAL LOT IN PD)* | | |
| LENGTH (LF): 390.00 | | |
| MIN. PLANTING STRIP WIDTH (FT) | 5 | 5 |
| SHADE TREES: 2 / 100 LF, 25'-55' APART | 8 | 8 |
| SHRUBS: SINGLE ROW MAX. 48" O.C., MIN. 50% OPAQUE AT PLANTING | YES | YES |
| *WEST (ADJ. COMMERCIAL LOT IN PD)* | | |
| LENGTH (LF): 390.00 | | |
| MIN. PLANTING STRIP WIDTH (FT) | 5 | 5 |
| SHADE TREES: 2 / 100 LF, 25'-55' APART | 8 | 8 |
| SHRUBS: SINGLE ROW MAX. 48" O.C., MIN. 50% OPAQUE AT PLANTING | YES | YES |
| *SOUTH (ADJ. PRIVATE R.O.W.)* | | |
| LENGTH (LF): 130.26 | | |
| MIN. PLANTING STRIP WIDTH (FT) | 5 | 5 |
| SHADE TREES: 2 / 100 LF, 25'-55' APART | 3 | 3 |
| SHRUBS: SINGLE ROW MAX. 48" O.C., MIN. 50% OPAQUE AT PLANTING | YES | YES |
| ***INTERIOR*** | | |
| 1 SHADE TREE PER ISLAND | | |

| **(5)(l)(v) SIGNAGE LANDSCAPING** | **REQUIRED** | **PROVIDED** |
|---|---|---|
| ALL FREESTANDING SIGNS SHALL HAVE MIN. 3' BUFFER AROUND THE BASE, MIXTURE OF SHRUBS, GROUNDCOVER AND/OR ORNAMENTAL GRASSES | YES | YES |


INTEGRITY
ENGINEERING & DEVELOPMENT SERVICES, INC.
3615 Braselton Highway, Suite 201
Dacula, Ga.30019 (678) 546-0446


| NO. | DATE: | ISSUE DESCRIPTION |
|---|---|---|
| 1 | 04-11-2025 | SUBMIT TO MCDONALD'S |
| 2 | 05-19-2025 | RESUBMIT TO MCDONALD'S |
| 3 | 05-29-2025 | RESUBMIT TO MCDONALD'S |
| 4 | | |

REGISTERED LANDSCAPE ARCHITECT
JENNIFER N. MILLER
LA 6667079
STATE OF FLORIDA

McDonald's USA
One Glenlake Parkway, Suite 500


These drawings and specifications are the confidential and proprietary property of McDonald's USA, LLC and shall not be copied or reproduced without written authorization. The contents of these documents are intended for use in connection with the construction of a McDonald's restaurant at a specific site. Use of these drawings for reference or example on another project requires the services of properly licensed architects and engineers. Reproduction of the contents of these documents for reuse on another project or use at additional sites is prohibited.




McDonald's
23479 W NEWBERRY RD.
NEWBERRY, FLORIDA 32669
TAX PARCEL # 01932-000-000
(LOT 5), ALACHUA COUNTY
Zoned: PLANNED DEVELOPMENT (PD)

MCD STATE SITE CODE: 09-2815

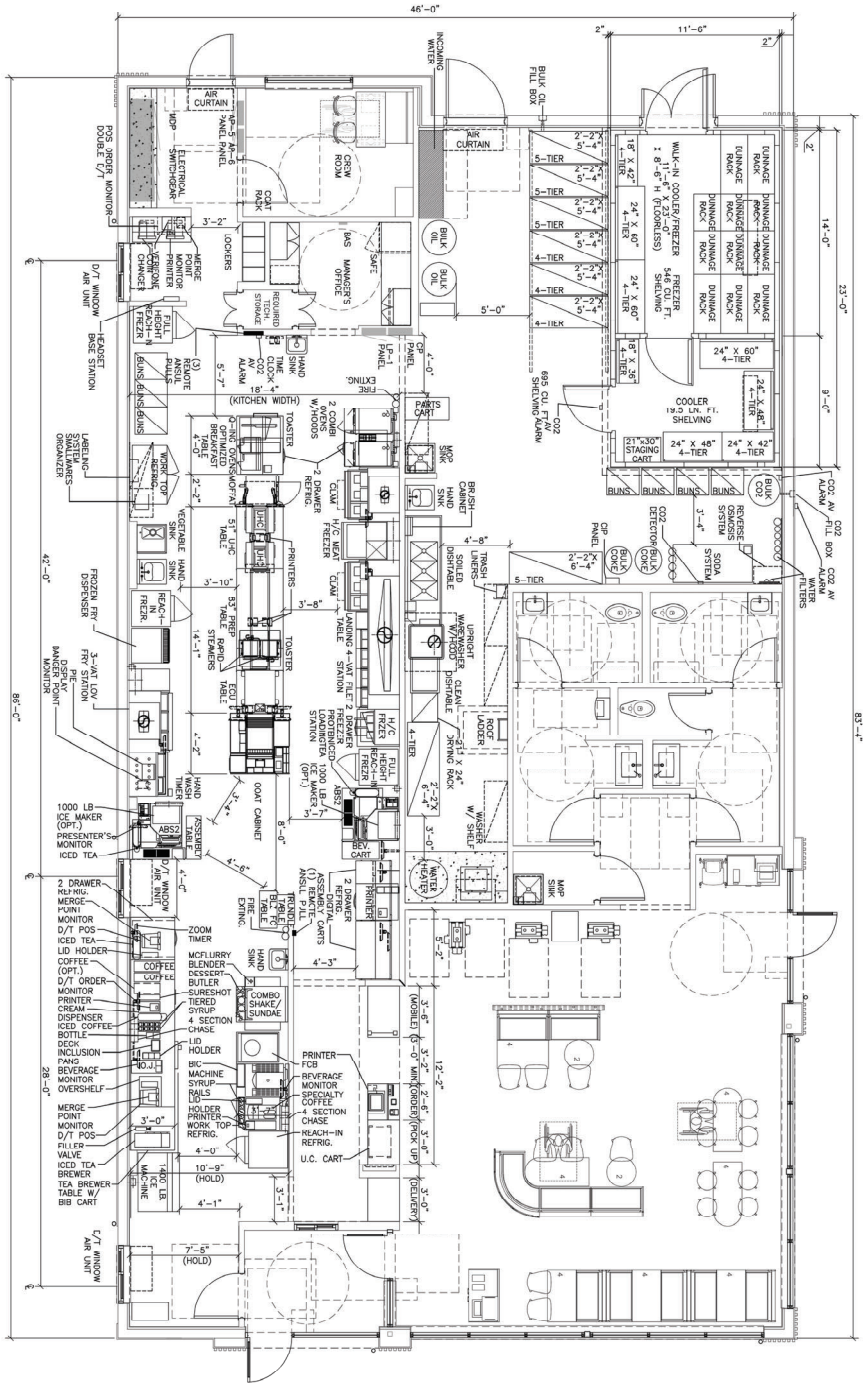
IEDS PROJECT NUMBER: MCD-25018

SHEET TITLE: LANDSCAPE PLAN

SHEET NUMBER: LP-1

## KEYED NOTES

K CUSTOMER KIOSK & DECOR LAYOUT FOR REFERENCE ONLY. VERIFY KIOSK PLACEMENT PER USRD APPROVED KIOSK REVIEW




1 K1.0 1/4" = 1'-0"

## KITCHEN COVER SHEET

| | | | |
|---|---|---|---|
| SHEET NO. K1.0 KITCHEN COVER SHT | TITLE: McDONALD'S NEWBERRY, FL #43976 / 4584 MASONRY / STEEL | DRAWN BY: CB | PREPARED FOR: McDonald's USA, LLC |
| 09-2815.0M.0 | DESCRIPTION: CMU BEARING WALLS; STEEL ROOF TRUSS FRAMING; CONCRETE BLOCK/STUCCO/BATTEN | STD ISSUE DATE: - | |
| | SITE ID: 09-2815 | REVIEWED BY: DA | |
| | SITE ADDRESS: 23099 FL-26, NEWBERRY, FL 32680 | DATE ISSUED: 02/10/26 | |

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STATE OF FLORIDA REGISTERED ARCHITECT #0025564

EXPIRATION DATE: 02/28/27

P/M DESIGN
8181 W BROWARD BLVD
SUITE 390
PLANTATION, FL 33324
PHONE: 786.553.1733
EMAIL: PMDESIGNGROUP.COM
JEFF LEIBERMAN, ARCHITECT

Professional of Record

| REV | DATE | DESCRIPTION | BY |
|---|---|---|---|
| | 02/10/26 | FACILITY DRAWINGS | CB |
| | 03/09/26 | USRD SET | DA |




Front Elevation



Rear Elevation







Side Elevation

PM DESIGN
Architectural Solutions Group

EXPIRATION DATE: 02/28/27
STATE OF FLORIDA
REGISTERED ARCHITECT
SIGNATURE DATE: 03/09/26

**McDonald's Newberry** # 43976
23999 FL-26
Newberry, FL 32680




Front Elevation






Rear Elevation




Drive-Thru Side Elevation




Non-Drive-Thru Side Elevation





PM DESIGN
Architectural Solutions Group

EXPIRATION DATE: 02/28/27
STATE OF FLORIDA
REGISTERED ARCHITECT
SIGNATURE DATE: 03/09/26

**McDonald's Newberry** # 43976
23999 FL-26
Newberry, FL 32680

**File Attachments for Item:**

12. Variance to Reduce Minimum Lot Size from 5 acres to 1 acre for property within the Agricultural (A) Zoning District

Quasi-Judicial Public Hearing Resolution No. 2026-46/Petition# VAR 26-01

A resolution of the City of Newberry, Florida, approving a zoning variance for lot 6 within the "Reserve at Park West" subdivision identified as a portion of tax parcel no. 04287-000-000 located at the Northeast corner of the intersection of NW 2nd Road and NW 166th Terrace; providing an applicability clause; and providing an effective date.

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | Variance to Reduce Minimum Lot Size from 5 acres to 1 acre for property within the Agricultural (A) Zoning District<br><br>Quasi-Judicial Public Hearing Resolution No. 2026-46/Petition# VAR 26-01<br>A resolution of the City of Newberry, Florida, approving a zoning variance for lot 6 within the "Reserve at Park West" subdivision identified as a portion of tax parcel no. 04287-000-000 located at the Northeast corner of the intersection of NW 2nd Road and NW 166th Terrace; providing an applicability clause; and providing an effective date. |
| **Agenda Section:** | Public Hearings |
| **Department:** | Community Development Department |
| **Strategic Goal/Objective:** | Goal D.3 A strong, diverse local economy |
| **Presented By:** | Stacey Hectus, AICP Community Development |
| **Recommended Actions:** | Approve, approve with conditions, continue, or deny Petition No. VAR 26-01. |

**Summary:**
The Community Development Department received a variance petition from Menadier Engineering, LLC, agent, on behalf of ACR Property Group, LLC, owner, requesting reduction of the minimum lot size of a parcel from 5 acres to 1 acre and a reduction in the minimum lot width from 270 ft. to 256 ft. for a property within the Agricultural (A) zoning district. The project is generally located at the northeast corner of State Road 26/West Newberry Road and Northwest 170 Street, identified as Alachua County Tax Parcel No. 04287-000-000. A companion construction plan petition proposing the subdivision of approximately 26 acres has been received (Petition No. SD 26-03, known as Reserve at Park West). A detailed analysis of the request is provided in the attached staff report.

**Attachments:**
1. Staff Report
2. Application with Variance Justification

3. Map & Legal Description

**RESOLUTION NO. 2026-46**
Petition# VAR 26-01

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, APPROVING A ZONING VARIANCE FOR LOT 6 WITHIN THE "RESERVE AT PARK WEST" SUBDIVISION IDENTIFIED AS A PORTION OF TAX PARCEL NO. 04287-000-000 LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF NW 2ND ROAD AND NW 166TH TERRACE; PROVIDING AN APPLICABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Section 12.4.1 of the City's Land Development Regulations (the "LDRs"), the City Commission may, in limited circumstances, grant a variance from zoning requirements (except for uses) as will not be contrary to the public interest;

**WHEREAS,** an application for a zoning variance requesting a reduced lot size for one lot within the "Reserve at Park West" subdivision was filed with the City by Menadier Engineering, LLC ("Agent") on behalf of ACR Property Group, LLC, a Florida limited liability company (the "Property Owner") and was assigned File No. VAR 26-01 (the "Petition");

**WHEREAS**, in accordance with Florida law and Section 13.2 of the LDRs, variance review by a City Commission is quasi-judicial and requires a noticed public hearing;

**WHEREAS**, in accordance with Section 50.0311, Florida Statutes, and Section 13.5 of the LDRs, this proposed Resolution has been noticed once, at least ten (10) days prior to adoption, on the Alachua County website (alachuacounty.us) notifying the public of a public hearing to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearing pursuant to the notice described above at which hearing the parties in interest and all others had an opportunity to be heard; and

**WHEREAS,** after due consideration at the public hearing, the City Commission issues this Resolution to memorialize its approval of the Petition.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, THAT:**

**Section 1. Variance approval**

**A. Findings.** The Petition, as presented at the public hearing, is hereby found to have met each of the following limited circumstances (as set forth in Section 12.4.1 of the LDRs) that justify the approval of a zoning variance:

1) The variance will not be contrary to the public interest;
2) The variance is necessary owing to conditions peculiar to the Property and not the result of actions of the Property Owner; and
3) A literal enforcement of the LDRs would result in unnecessary and undue hardship by depriving the Property Owner of rights commonly enjoyed by other properties in the same zoning district.

**B. Legal Description.** The real property that is the subject of Petition consists of 1.05 acres identified as a portion of Alachua County Tax Parcel No. 04287-000-000 located at the Northeast corner of the intersection of NW 2nd Road and NW 166th Terrace, Newberry, Florida, and more particularly depicted as Lot 6 on the attachment to this Resolution (the "Property.")

**C. Description of Variance.** The following approved variance is the minimum necessary to allow reasonable use/development of the Property:

Notwithstanding the minimum lot size requirement of 5 acres and the minimum lot width requirement of 270 feet in the Agricultural Zoning District, the Property Owner is hereby authorized to plat Lot 6 in the Reserve at Park West Subdivision as a 1.05 acre lot with the specific dimensions shown on the attachment to this Resolution (the "Variance.")

**D. Final Plat Required.** Final Plat review and approval is required in accordance with Article V of the LDRs.

**E. Other Agency Permits.** In accordance with Section 166.033, Florida Statutes, the issuance of a development permit or development order by the City does not create any right on the part of the Property Owner to obtain a permit from the County, or a State or Federal agency and does not create any liability on the part of the City for issuance of the permit if the Property Owner fails to obtain requisite approvals or fulfill the obligations imposed by the County or a State or Federal agency or undertakes actions that result in a violation of County, State or Federal law. All applicable County, State or Federal permits must be obtained before commencement of the development.

**F. Unauthorized Deviation.** Any deviation from the approved Variance and Conditions, if any, may cause the City to issue a stop work order until such time as the deviations are corrected.

**Section 2. Applicability**. This Resolution shall run with the land and shall bind the Property Owner, its successors and assigns.

**Section 3. Effective Date**. This Resolution shall become effective immediately upon adoption.

This Resolution was ADOPTED by an affirmative vote of a majority of a quorum present of the City Commission at the public hearing held on **September 14, 2026**.

**CITY OF NEWBERRY, FLORIDA**

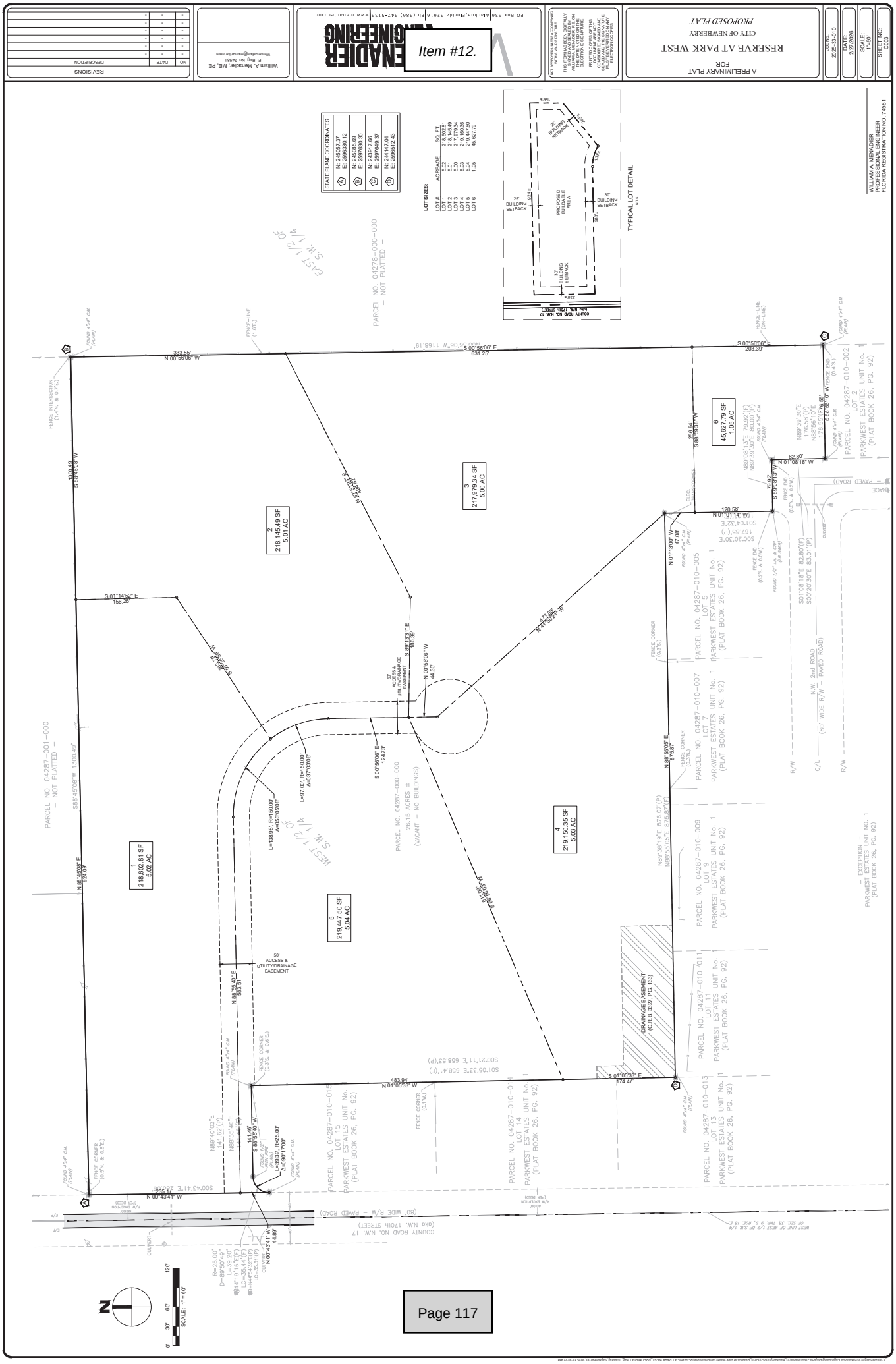
_____
Timothy R. Marden, Mayor

**ATTEST, BY THE CLERK OF THE CITY OF NEWBERRY, FLORIDA**

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office


A PRELIMINARY PLAT
FOR
RESERVE AT PARK WEST
CITY OF NEWBERRY
PROPOSED PLAT
JOB No. 2035-33-010
DATE: 2/27/2035
SCALE: 1" = 60'
SHEET NO. 1 OF 2
ENGINEERING
Item #12.
William A. Menadier, ME. PE
Menadier@menadier.com
PO Box 536 Alachua, Florida 32616 Ph.:(386) 347-5133 www.menadier.com
NO. DATE DESCRIPTION
REVISIONS
STATE PLANE COORDINATES
A N: 246057.37 E: 2396330.12
B N: 245953.93 E: 2396663.90
C N: 243917.66 E: 2397949.37
D N: 244147.04 E: 259612.43
LOT SIZES:
LOT # ACREAGE SQ. FT.
LOT 1 5.02 218,602.81
LOT 2 5.01 218,145.49
LOT 3 5.00 217,979.34
LOT 4 5.03 219,135.30
LOT 5 5.04 219,447.50
LOT 6 1.05 45,627.79
TYPICAL LOT DETAIL
COUNTY ROAD NO. N.W. 17 (aka N.W. 170th STREET)
PROPOSED BUILDABLE AREA
25' BUILDING SETBACK
30' BUILDING SETBACK
WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581
PARCEL NO. 04278-000-000 — NOT PLATTED —
EAST 1/2 OF S.W. 1/4
WEST 1/2 OF S.W. 1/4
PARCEL NO. 04287-001-000 — NOT PLATTED —
PARCEL NO. 04287-000-000 26.15 ACRES ± (VACANT - NO BUILDINGS)
1 218,602.81 SF 5.02 AC
2 218,145.49 SF 5.01 AC
3 217,979.34 SF 5.00 AC
4 219,135.30 SF 5.03 AC
5 219,447.50 SF 5.04 AC
6 45,627.79 SF 1.05 AC
50' ACCESS & UTILITY/DRAINAGE EASEMENT
80' ACCESS & UTILITY/DRAINAGE EASEMENT
DRAINAGE EASEMENT (O.R.Bk. 3527, PG. 133)
N.W. 2nd ROAD (80' WIDE R/W — PAVED ROAD)
COUNTY ROAD NO. N.W. 17 (aka N.W. 170th STREET)
(80' WIDE R/W — PAVED ROAD)
PARCEL NO. 04287-010-002 LOT 2 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-005 LOT 5 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-007 LOT 7 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-009 LOT 9 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-011 LOT 11 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-013 LOT 13 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-015 LOT 15 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
— EXCEPTION — PARKWEST ESTATES UNIT NO. 1 (PLAT BOOK 26, PG. 92)
SCALE: 1" = 60'
Page 117

NEWBERRY Florida
Established 1895
25493 NW 1st Avenue
Newberry FL 32669
Tel: 352-472-2161
www.NewberryFL.gov

# STAFF REPORT

## COMMUNITY DEVELOPMENT DEPARTMENT

**File Number:** VAR 26-01

**Request:** Variance request by Menadier Engineering, Inc., agent, on behalf of ACR Property Group, LLC, owner, to reduce the required minimum lot size provided in Appendix B, Article 4, Section 4.4.6, City of Newberry Code of Ordinances, from 5 acres to 1 acre and for a reduction in required lot width from 270 ft. width to 256 ft. width for a property within the Agricultural (A) zoning district generally located at the northeast corner of State Road 26/West Newberry Road and Northwest 170 Street identified by Alachua County Tax Parcel Number 04287-000-000.

**Recommended Action:** Approve, approve with conditions, continue, or deny.

### SITE DATA TABLE

| | |
|---|---|
| **Owner** | ACR Property Group, LLC |
| **Address/Location** | Generally located at the northeast corner of State Road 26/West Newberry Road and Northwest 170 Street. More specifically located at the intersection of NW 166th Ter. and NW 2nd Rd. at the back side of the existing Alachua County Parkwest Estates neighborhood. |
| **S/T/R** | Section 33, Township 09 South, Range 18 East |
| **Net Area** | ±26.1 acres |
| **Gross Area** | N/A |
| **Zoning District** | Agricultural (A) |
| **Special Districts or Overlay** | This parcel is outside the USA and not located in the Gateway Overlay |
| **FLUM Designation** | Agriculture |
| **Existing Use** | Vacant |
| **Proposed Use** | Detached single-family residence. |

### ADJACENT ZONING AND FUTURE LAND USE

| | Zoning District | FLUM Designation | Existing Use |
|---|---|---|---|
| **North** | A (County) | Agriculture | Rural residences |
| **East** | A (County) | Agriculture | Rural residences |
| **South** | A (County) | Agriculture | Rural residences |
| **West** | A (County) | Agriculture | Rural residences |

**Introduction**

Menadier Engineering, Inc. ("Agent"), on behalf of ACR Property Group, LLC ("Owner") (collectively referred to as "Applicant"), is requesting approval of two variances:

1. A variance to reduce the required Agricultural minimum 5-acre lot area to 1.05 acres.
2. A variance to the required lot width in Agricultural from 270 ft. to 256 ft.

The lot is a portion of a proposed subdivision of the greater 26.1-acre, more or less, generally located at the northeast corner of State Road 26/West Newberry Road and Northwest 170 Street and is identified as Alachua County Tax Parcel Number 04287-006-000 ("Property"). More specifically located at the intersection of NW 166$^{th}$ Ter. and NW 2$^{nd}$ Rd. at the northeast corner of the existing Alachua County Parkwest Estates neighborhood. The property has a zoning designation of Agricultural (A) and a future land use designation of Agriculture. Appendix B, Article 4, Section 4.4.6 provides a required minimum lot area of five (5) acres and width of 270 ft. for properties in the Agricultural (A) zoning district.

The subject property is vacant and is covered entirely by vegetation and canopy. The owner intends to make the lot publicly available to the market for purchase and construction of a detached single-family residence. The subject property would access Northwest 166 Terrace, a county public right-of-way and internal to the Parkwest Estates Unit No. 1 (Plat Book 26, Page 92, Official Records of Alachua County, Florida). The subject property is a portion of what was intended to be Unit No. 2 or the second phase of the Parkwest Estates subdivision and is situated at the terminus of Northwest 166 Terrace. The property is located outside of the Urban Service Area and Overlay district. Water and wastewater services must be provided on-site and shall be permitted by the appropriate agencies.

Staff has encouraged the Applicant to coordinate with Parkwest Estates Owner's Association to ensure compatibility with or incorporation into the Master Declaration of Covenants, Conditions and Restrictions for Parkwest Estates recorded in Official Records Book 3327, Page 21 of the Official Records of Alachua County, Florida.

The Owner has provided justification to the variance criteria enumerated in Appendix B, Article 12, Section 12.4.2. "*Variances to the subdivision regulations" of* the City of Newberry Code of Ordinances. An analysis and findings are provided in this report.

The proposed subdivision of the 26.1-acre parcel entitled Reserve at Park West ("Companion Petition") is a companion petition being reviewed concurrently with this petition; however, this petition is not dependent on the adoption of the Companion Petition. The Companion will provide 5-acre parcels and a paved, private access road, consistent with the City of Newberry Code of Ordinances.

**Background/History**

Figure 2 below shows the location of the Parkwest Estates in relation to Alachua County. The final plat for Parkwest Estates Unit No. 1, which includes 15 of the 32 total lots approved, was recorded in February 2006. Alachua County approvals were not provided by the Applicant. It has been confirmed that the unplatted portions of Parkwest Estates were not deemed vested by Alachua County and the prior owner was unable to proceed with the remaining 17 lots. The Property remained undeveloped and was annexed into the City around 2017.

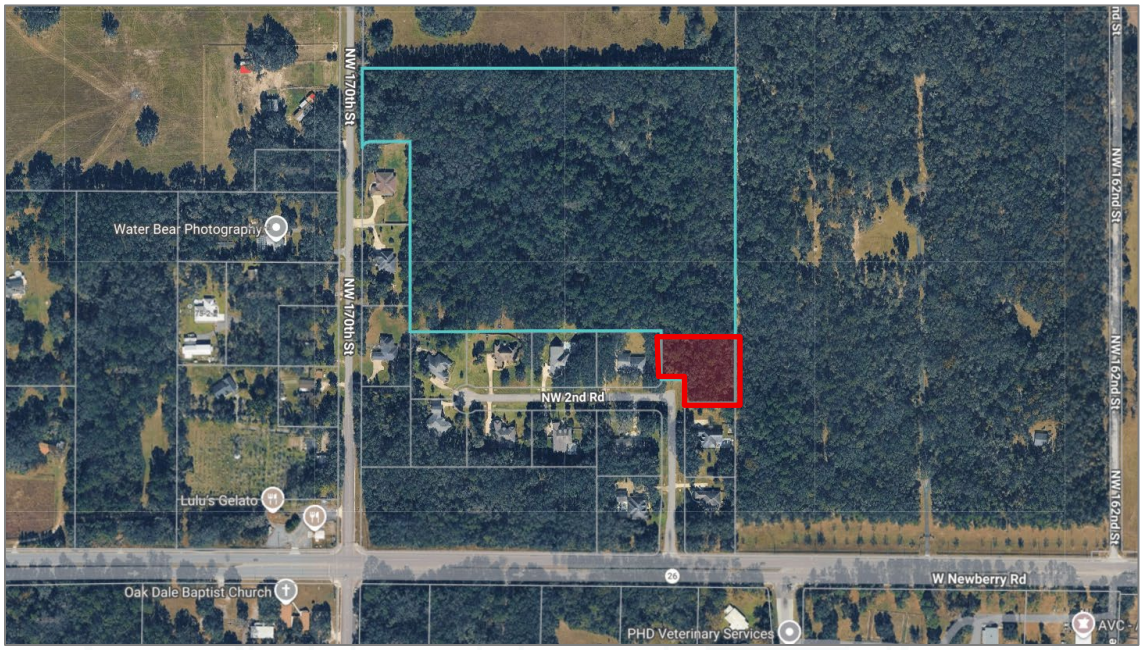



***Figure 1.*** *Aerial image of parcel 04287-000-000. Alachua County Map Genius.*

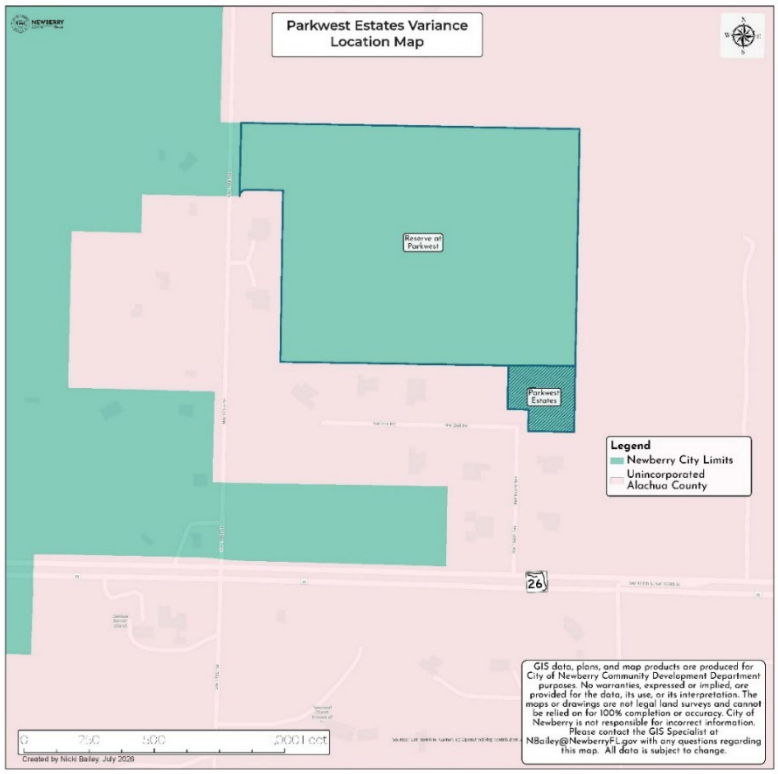



***Figure 2:*** *Parkwest Estates Location Map City of Newberry and Unincorporated Alachua County*

**Criteria Analysis (items in *italics* are copied from the applicant's application)**

The below analysis summarizes the criteria, the applicant's justification, and provides a finding whether the justification meets the standards of variances established in the criteria. The complete responses are contained in the application attached included in the agenda item. Staff copied them from the applicants justification for ease of reading below.

Criterion 1: Special conditions and circumstances exist which are peculiar to the land involved and which are not applicable to other lands in the same zoning district.

> Justification Provided by the Applicant:
> *The subject property has unique physical and historical conditions that distinguish it from other properties in the Agricultural zoning district. The property was previously approved by the County as Phase 2 of the adjacent Parkwest Estates subdivision, which was designed around one-acre residential lots. Although that approval has expired, the prior subdivision layout, access points, and relationship to the existing roadway network continue to affect how the southeast portion of the property can be reasonably developed.*
>
> *The proposed 1.05-acre lot is located at the southeast corner of the property, directly*

*next to the existing one-acre lots in Parkwest Estates and the N.W. 166th Terrace roadway network. This portion of the site functions more naturally with the existing subdivision than with the proposed five-acre lots to the north. Requiring this area to be included in the five-acre lot layout would create an irregular lot pattern and would not reflect the established development pattern along N.W. 166th Terrace.*

Staff find the justification provided satisfies the criteria establishing circumstances that exist which are peculiar to the land and not applicable to other lands in the same zoning district.

Criterion 2: The special conditions and circumstances do not result from the actions of the applicant.

Justification Provided by the Applicant:
*The conditions supporting this variance were created by the prior County approval, the expiration of that approval, and the existing development pattern established before the current applicant pursued this subdivision. The one-acre subdivision pattern to the south and the way the southeast corner of the property relates to N.W. 166th Terrace were not created by the applicant. The applicant is not seeking to reestablish one-acre lots across the full property. The proposed layout complies with the City's current five-acre Agricultural standard for approximately 96% of the property. Relief is requested only for the remaining approximately 4%, which is the 1.05-acre southeast corner that relates directly to the prior subdivision layout and the existing Parkwest Estates neighborhood.*

Staff find the justification provided satisfies the criteria establishing the need for variance is not entirely a result of an action by the owner.

Criterion 3: Granting the variance requested will not confer on the applicant any special privilege that is denied by the land development regulations to other lands, buildings, or structures in the same zoning district.

*Granting the variance would not give the applicant a special privilege. The request is limited to one 1.05-acre lot in the portion of the property that directly connects to the existing one-acre subdivision pattern. The applicant is not requesting a broader increase in density or a full return to the prior one-acre lot layout.*

*The variance would allow this specific corner of the property to be developed in a way that reflects its history, location, and access relationship to Parkwest Estates. The remaining five lots will meet or exceed the five-acre minimum required in the*

*Agricultural zoning district. A property with the same prior subdivision history, existing access pattern, and relationship to an established one-acre neighborhood could reasonably seek similar relief.*

Staff find the justification provided satisfies the criteria establishing the owner will not benefit from special privilege denied to other residents.

Criterion 4: Literal interpretation of the provisions of the land development regulations would deprive the applicant of rights commonly enjoyed by other properties in the zoning district under the terms of the land development regulations and would work unnecessary and undue hardship on the applicant.

Justification Provided by the Applicant:
*Strictly applying the five-acre minimum to the southeast corner would create unnecessary hardship by forcing this area into a lot pattern that does not fit its location or existing access relationship. This portion of the property is designed to connect N.W. 166th Terrace and the existing Parkwest Estates subdivision, not the proposed internal road serving the five-acre lots.*

*Without the variance, the southeast corner would either be underused or folded into a larger agricultural lot in a way that creates an inefficient layout. The request allows this portion of the property to be used in a practical manner while maintaining the five-acre Agricultural lot pattern across the rest of the site.*

Staff find the justification provided satisfies the criteria establishing the owner would be deprived of rights commonly enjoyed by other residents and subject to undue hardship if the variance were to be denied.

Criterion 5: The variance granted is the minimum variance that will make possible the reasonable use of the land.

Justification Provided by the Applicant:
*The applicant is not requesting to divide the full property into one-acre lots.*
*The proposed subdivision includes five lots that comply with the City's five-acre minimum, with relief requested only for the single 1.05-acre lot at the southeast corner.*

*This limited request addresses the only portion of the property that is directly tied to the prior subdivision layout and the existing Parkwest Estates roadway network. It allows that corner to follow the established one-acre pattern while preserving the*

*larger five-acre lot pattern for the remainder of the property.*

*Staff find the justification provided satisfies the criteria establishing the request represents the minimum variance necessary.*

Criterion 6: The granting of the variance will be in harmony with the general intent and purpose of the land development regulations and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

Justification Provided by the Applicant:
*The variance is consistent with the intent of the Land Development Regulations because it supports an orderly transition between the existing one-acre residential lots to the south and the proposed five-acre Agricultural lots to the north. The 1.05-acre lot will access N.W. 166th Terrace and function with the existing Parkwest Estates subdivision, while the remaining lots will maintain the larger rural lot pattern.*

*The request is not expected to create negative impacts to the area or public welfare. It involves one single-family lot, will generate minimal traffic, and will not affect the proposed internal road serving the five-acre lots. The variance allows the site to be developed in a way that reflects the property's prior approval history, existing access pattern, and surrounding development context while maintaining the overall intent of the Agricultural zoning district.*

Staff find the justification provided satisfies the criteria establishing the variance is harmonious with the character of the area and would not negatively impact public interest.

Additional considerations from the Applicant:
*Additionally, please consider the following Findings of Facts concerning our request:*

1. *Compatibility – The subject property is zoned "A" Agricultural and is located within a rural residential area with similar subdivisions. The zoning district requires a minimum lot area of 5 acres and a minimum lot width of 270 feet. This variance requests that the southernmost lot be permitted to have a minimum lot area of 1.05 acres and a minimum lot width of approximately 256 feet, while the remaining five (5) lots all exceed the 5-acre minimum requirement. The location of the proposed 1.05- acre lot makes it highly compatible with the surrounding development pattern. The lot is situated along the southern boundary of the parent parcel and directly adjacent to the existing Parkwest*

*Estates Unit 1 subdivision, where the lots have an average size of approximately one acre. As a result, the proposed lot is consistent with the character and scale of development along N.W. 166th Terrace and N.W. 2nd Rd. Rather than introducing a new development pattern, the requested variance effectively completes the existing one-acre residential neighborhood, while the remaining five lots establish a new lower-density rural subdivision with 5-acre minimum lots. The proposed configuration therefore provides a logical transition between the existing one-acre neighborhood and the larger rural lots to the north.*

2. *Ingress/Egress – Access to the 1.05-acre lot will be provided from the existing N.W. 166th Terrace, consistent with the existing Parkwest Estates subdivision. The remaining five (5) lots will be accessed from N.W. 170th Street via a proposed internal road terminating in a cul-de-sac. Importantly, the proposed internal road does not provide access to the 1.05-acre lot, which further delineates the separation between the new 5-acre subdivision and the existing one-acre neighborhood to the south.*
3. *Traffic – The proposed 1.05-acre residential lot is expected to generate approximately one (1) AM peak hour trip and one (1) PM peak hour trip, which represents a negligible impact on the surrounding roadway network and existing traffic conditions along N.W. 166th Terrace.*

**Agency Review**

This petition has been reviewed by the appropriate municipal reviewing agencies and no objections were offered. Concurrency review will occur at time of building permit application and impact fees will apply to new construction occurring on the property. This petition was sent to the appropriate Alachua County agencies for review and comment. Per Alachua County Public Works, connection to Northwest 166 Terrace, a county public right-of-way, will be reviewed at time of right-of-way/driveway permit submittal. No objections were received from the Alachua County agencies.

**Consistency with Comprehensive Plan and LDRs**

The Agriculture land use provides for exceptions to the required density of one (1) unit per five (5) acres (“1du:5ac”) which apply to family or heir lot splits (permitting down to 1 acre lots) and flexible zoning districts which allow for clustering of lots (also permittable down to 1 acre lots) within the Agriculture land use. However, the clustered lot subdivisions must still comprise of the total land area necessary to meet the maximum permitted density (1du:5ac). While such exceptions are not present in this case, a future owner may be able to establish a family lot split in this area. Approving this petition would allow the Owner the opportunity to utilize otherwise underutilized land which will have de minimis impact and demonstrates compatibility with abutting land subdivision patterns in Parkwest Estates. Should the Planning and Zoning Board and City Commission find this petition does not violate the intent of the Agriculture land use and

Future Land Use Element, future of the development shall comply with all other development standards provided in the Land Development Regulations provided in Appendix B of the City of Newberry Code of Ordinances.

**Findings**

Staff finds the petition represents subdivision of land that is compatible with subdivision patterns in the immediate area adjacent to the Parkwest Neighborhood and provides an opportunity to create a logical and complete terminus to a residential road, Northwest 166 Terrace. Consistency with the City of Newberry Comprehensive Plan shall be determined by the City Commission. Staff did discuss with the applicant an additional alternative of leaving this piece as part of the newly proposed five lot, five acre subdivision to the north. The applicant did not feel that was practical. Staff find the petition meets the intent and spirit of the land use policies established in the Comprehensive Plan and all future development shall comply with the Land Development Regulations in effect at the time of development plan submittal. Granting approval of the petition would not negatively impact public interest.

*August 15, 2026, Stacey Hectus, AICP, Director, Community Development Department*

25493 NW 1st Avenue
Newberry FL 32669
Tel: 352-472-2161
www.NewberryFL.gov

# MAP



NEWBERRY Florida
Established 1895

25493 NW 1st Avenue
Newberry FL 32669
Tel: 352-472-2161
www.NewberryFL.gov

LEGAL DESCRIPTION

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA. LESS AND EXCEPT THE NORTH 869.70 FEET.

AND;

LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY.

AND;

LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY.

AND;

LESS AND EXCEPT THE PROPERTY DESCRIBED IN WARRANTY DEED RECORDED IN O.R. BOOK 2194, PAGE 254, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

AND;

LESS AND EXCEPT THE PROPERTY CONTAINED IN PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

AND;

LESS AND EXCEPT THE LANDS LYING SOUTH AND WEST OF PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA AND LYING EAST OF COUNTY ROAD NW 17 AND LYING NORTH OF STATE ROAD NO. 26.

ALACHUA COUNTY PARCEL INFORMATION:

PARCEL NO. 04287-000-000
https://mapgenius.alachuacounty.us/#parcelid=04287-000-000

# CITY OF NEWBERRY

# VARIANCE PETITION

Name of Applicant(s): ACR PROPERTY GROUP LLC

Address: 13521 SW 6TH RD

City, State, Zip Code: NEWBERRY, FL 32669

Telephone:

Title Holder's Representative (Agent), if applicable: Sergio Cruz

Address: 13800 TECH CITY CIR BLDG D - SUITE 302

City, State, Zip Code: ALACHUA, FL 32615

Telephone: 386-347-5133

A Variance is requested in conformity with the Land Development Regulations to permit a variance of a 1.05-acre parcel with a minimum lot width of 256 feet within the “A” Agricultural zoning district on the property described below, and in conformity with the site plan dated 02/27/2026.

LOCATION AND USE

Legal Description: ATTACHED WORD DOCUMENT

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.
LESS AND EXCEPT THE NORTH 869.70 FEET.
AND
LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY.
AND
LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY.
AND
LESS AND EXCEPT: THE PROPERTY DESCRIBED IN WARRANTY DEED RECORDED IN O.R. BOOK 2194, PAGE 254, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.
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LESS AND EXCEPT: THE PROPERTY CONTAINED IN PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.
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Total acreage of land to be considered under this petition: 26.15

Future Land Use Plan Map Category: Rural/Agriculture

Zoning District : Agriculture (A)

VARIANCE
PETITION

A previous petition for a variance:

_____ was made with respect to these premises, Petition No.

X ____ was not made with respect to these premises.

I hereby certify that all of the above statements and the statements contained in any documents or plans submitted herewith are true and correct to the best of my knowledge and belief.

If title holder(s) are represented by an agent, a letter of such designation from the title holder(s) addressed to the Land Development Regulation Administrator must be attached.

Sergio Cruz
Applicant/Agent Name (Type or Print Name)

Sergio Cruz
Applicant/Agent Signature

3/6/2026
Date

FOR OFFICE USE ONLY

Date Filed: _____
Variance Petition No. _____
Fee Amount: _____
Receipt No.: _____
Date of Board of Adjustment Public Hearing: _____
Date Notice published: _____
Newspaper: _____
Board of Adjustment decision: _____
(Granted/Denied)

# NOTICE TO APPLICANTS

# FOR

# VARIANCES

1. A variance is a relaxation of the terms of the land development regulations where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property or structures thereon so that the spirit of the land development regulations shall be observed and substantial justice done. Establishment or expansion of a use otherwise prohibited or not permitted shall not be allowed by variance.

2. The following criteria must be met in order to grant a Variance.

   a. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same zoning district;

   b. The special conditions and circumstances do not result from the actions of the applicant;

   c. Granting the variance requested will not confer on the applicant any special privilege that is denied by the land development regulations to other lands, buildings or structures in the same zoning district;

   d. Literal interpretation of the provisions of the land development regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development regulations and would work unnecessary and undue hardship on the applicant;

   e. The variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure; and

   f. The granting of the variance will be in harmony with the general intent and purpose of the land development regulations, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

PRELIMINARY DOCUMENTS
NOT FOR FINAL RECORDING

# A CITY OF NEWBERRY PRELIMINARY PLAT

FOR:

# RESERVE AT PARK WEST

PREPARED FOR:

## ACR PROPERTY GROUP, LLC

**LEGAL DESCRIPTION:**

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.

LESS AND EXCEPT THE NORTH 869.70 FEET.

AND

LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY.

AND

LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY.

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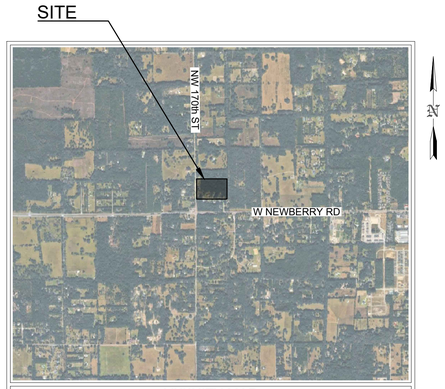
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VICINITY MAP
N.T.S.

SECTION 33, TOWNSHIP 09 S, RANGE 18 E

LOCATION SKETCH

INDEX

| SHEET NO. | CONTENTS |
|---|---|
| C001 | COVER SHEET |
| C002 | PROPOSED PLAT |

**PROJECT DATA:**

PROJECT NAME: RESERVE AT PARK WEST

OWNER: ACR PROPERTY GROUP LLC
13521 SW 6TH RD
NEWBERRY, FL 32669

PARCEL NO.: 04287-000-000

PARCEL AREA: 1,139,094 S.F. (26.15 AC)

FUTURE LAND USE: RURAL/AGRICULTURE

ZONING: AGRICULTURE (A)

MAXIMUM HEIGHT: 72-FT
MINIMUM LOT AREA: 5 AC
MINIMUM LOT WIDTH: 270-FT
MAXIMUM LOT COVERAGE: 20 PERCENT

BUILDING SETBACKS:

FRONT: 30-FT
REAR: 25-FT
SIDE: 25-FT

PROPOSED USE: 5 LOT RESIDENTIAL SUBDIVISION

PROPERTY LIES TOTALLY WITHIN FLOOD ZONE 'X' PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 12001C0270D DATED JUNE 16, 2006.

ACCESSIBILITY: SITE WILL BE ACCESSED ALONG NW 170TH ST

OUTDOOR LIGHTING: NO OUTDOOR LIGHTING IS PROPOSED.

INTERNAL ROAD LENGTH: 1008-FT

**OPERATIONS & MAINTENANCE ENTITY:**

ACR PROPERTY GROUP LLC
13521 SW 6TH RD
NEWBERRY, FL 32669

**PROJECT NOTES:**

1. THIS PROPOSED SUBDIVISION CONTAINS 5 LOTS, 1 TRACT AND 1,008-FT OF INTERNAL ROADWAY, AND IS CONTAINED WITHIN 26.15 ACRES.
2. THE PERMITTING AND CONSTRUCTION OF THE LOT IMPROVEMENTS SHALL BE BY THE OWNERS. NO OTHER IMPROVEMENTS ARE PROPOSED FOR THIS PLAT.
3. UTILITY SERVICES FOR THE LOTS ARE AND SHALL BE FROM THE ADJOINING ROAD RIGHTS-OF-WAY.
4. PERMANENT REFERENCE MONUMENTS SHALL BE SET AND SHOWN ON THE FINAL PLAT, WITH THEIR RESPECTIVE STATE PLANE COORDINATES, IN ACCORDANCE WITH CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS AND CHAPTER 177, FLORIDA STATUTES.
5. ALL BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, FLORIDA NORTH ZONE, NAD 83, AND DERIVED FROM THE L-NET GIS NETWORK.
6. THERE ARE NO STORMWATER EASEMENTS LOCATED WITHIN THIS PLAT. THERE IS AN 0.45 ACRE DRAINAGE EASEMENT LOCATED ON THE SOUTHWEST CORNER OF THE TRACT.
7. LANDS SHOWN AND DESCRIBED HEREON ARE LOCATED WITHIN THE WEST HALD OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.

**OWNERS CERTIFICATE:**

I HEREBY CERTIFY THAT I, MY SUCCESSORS AND ASSIGNS SHALL PERPETUALLY MAINTAIN THE IMPROVEMENTS AS SHOWN ON THIS PLAN.

_____
ACR PROERTY GROUP LLC DATE

**ENGINEER'S CERTIFICATE:**

I HEREBY CERTIFY THAT THIS PLAN AND CALCULATIONS WERE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE REQUIREMENTS OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS, EXCEPT AS WAIVED.

811
Know what's **below.**
**Call** before you dig.

PROJECT NUMBER: 2025-33-010

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DESCRIPTION | DATE |
|---|---|---|
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |

William A. Menadier, ME, PE
FL Reg. 74581
Wmenadier@menadier.com

MENADIER ENGINEERING
PO Box 636 | Alachua, Florida 32616 | Ph.(386) 347-5133 | www.menadier.com

NOT APPROVED UNLESS ACCOMPANIED WITH A VALID SIGNATURE.

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY WILLIAM A. MENADIER, P.E. ON THE DATE NOTED ON THE ELECTRONIC SIGNATURE.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES

A PRELIMINARY PLAT
FOR
RESERVE AT PARK WEST
CITY OF NEWBERRY
*COVER SHEET*

JOB No.
2025-33-010

DATE:
2/27/2026

SCALE:
N.T.S

SHEET NO:
C001

C:\Users\Public\Documents\Menadier Engineering\Projects - Documents\33_Newberry\2025-33-010_Reserve at Park West\CAD\Prelim Plat\PRESERVE AT PARK WEST - PRELIM PLAT.dwg, Tuesday, September 30, 2025 11:30:22 AM

N

0' 30' 60' 120'

SCALE: 1" = 60'

| STATE PLANE COORDINATES | |
|---|---|
| A | N: 245057.37<br>E: 2596330.12 |
| B | N: 245085.69<br>E: 2597630.30 |
| C | N: 243917.66<br>E: 2597649.37 |
| D | N: 244147.04<br>E: 2596512.43 |

**LOT SIZES:**

| LOT # | ACREAGE | SQ. FT. |
|---|---|---|
| LOT 1 | 5.02 | 218,602.81 |
| LOT 2 | 5.01 | 218,145.49 |
| LOT 3 | 5.00 | 217,979.34 |
| LOT 4 | 5.03 | 219,150.35 |
| LOT 5 | 5.04 | 219,447.50 |
| ADDITIONAL | 1.05 | 45,627.79 |

TYPICAL LOT DETAIL
N.T.S.

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DATE | DESCRIPTION |
|---|---|---|
| - | - | - |

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A PRELIMINARY PLAT
FOR
# RESERVE AT PARK WEST
CITY OF NEWBERRY
*PROPOSED PLAT*

JOB No.
2025-33-010

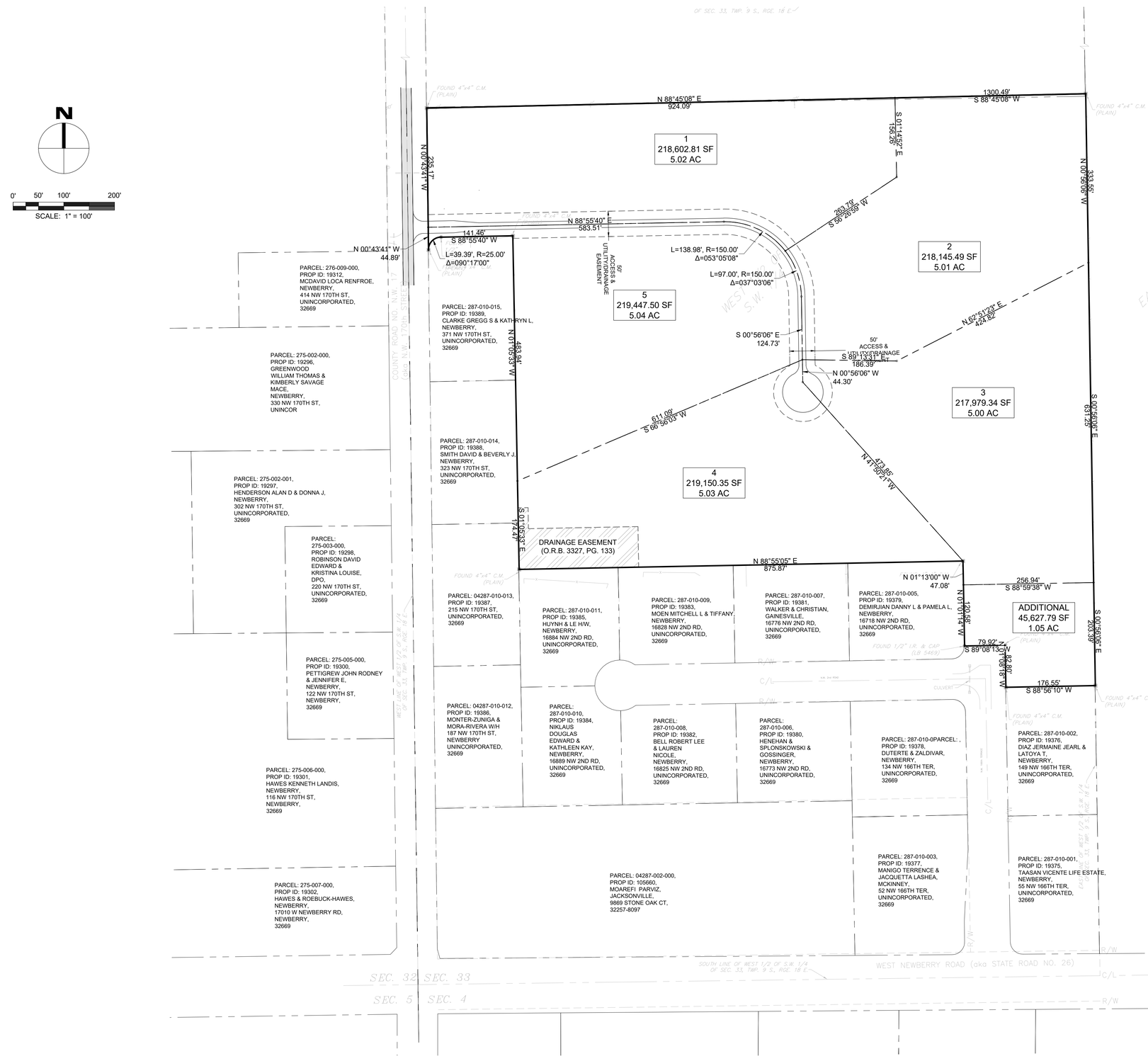
DATE:
2/27/2026

SCALE:
1"=60'

SHEET NO:
C003



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**LOT SIZES:**

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WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DATE | DESCRIPTION |
|---|---|---|
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
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| - | - | - |
| - | - | - |

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Wmenadier@menadier.com

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A PRELIMINARY PLAT FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*PARCELS EXHIBIT*

JOB No. 2025-33-010

DATE: 2/27/2026

SCALE: 1"=80'

SHEET NO: -----

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# Alachua County
# Public Works Department

**Public Works**
**Ramon D. Gavarrete, P.E.**
Public Works Director /
County Engineer
rgavarrete@alachuacounty.us
Tel. (352) 374-5245
Fax: (352) 337-6243

**Public Works**
**Brian C. Kauffman, P.E.**
*Public Works Assistant Director*
bkauffman@alachuacounty.us
Tel. (352) 548-1306
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**Road & Bridge**
**Daniel S. Maltese**
*Operations Manager*
dmaltese@alachuacounty.us
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**Fleet Management**
**Jonathan Dotzler**
*Fleet Manager*
jdotzler@alachuacounty.us
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**Administration**
**Kenneth Fair, CPA, CGFO**
*Fiscal Manager*
kfair@alachuacounty.us
Tel. (352) 374-5245
Fax: (352) 337-6244

**Survey**
**vacant**
*County Surveyor*
vacant
Tel. (352) 374-5245
Fax: (352) 337-6243

June 2, 2026

William A. Menadier, P.E.
Menadier Engineering
PO Box 636
Alachua, Florida 32616

RE: Class II Right of Way connection to NW 170th Street for Reserve at Park West
(Ref: DRV26-000161)

Mr. Menadier,

By copy of this letter, a Class II driveway connection permit is hereby issued to the ACR Property Group LLC for the construction of improvements on NW 170th Street. Please note that an on-site **pre-construction meeting will be required** and an ACPW approved MOT plan will be required prior to beginning construction. An electronic copy of the approved plan will be transmitted via our Citizenserve portal.

Please notify the Construction Inspections Office of Alachua County Public Works at 352-548-1244, **48 hours prior to the commencement of construction** to schedule the on-site pre-construction meeting. If you have any other questions, please call 352-548-1245.

Sincerely,

Lalit Lalwani, P. E.
Civil Engineer III

xc: Aaron G. Burke w/Enclosures
ACR Property Group LLC

**Menadier Engineering, LLC**
13800 Tech City Circle Bldg D Suite 302
Alachua, Fl 32616
(386) 347-5133
www.menadier.com

May 21, 2026

City of Newberry Community Development Department
25493 NW 1st Avenue
Newberry, FL 32669

**RE: Reserve at Park West**
**Variance Request – Finding of Facts**

Planning Staff,

The following information is provided in support of our request for a Variance to allow a 1.05-acre lot along the southern boundary of Parcel ID: 04287-000-000. As shown on the submitted preliminary plat, the proposed development consists of a five (5) lot subdivision accessed from N.W. 170th Street (County Road N.W. 17), along with one additional 1.05-acre lot located along the southern property boundary that is not served by the internal road and will be accessed from N.W. 166th Terrace. As shown in Exhibit A, the previously approved subdivision layout contemplated one-acre lots in this area, and the proposed 1.05-acre lot fits within that historical layout while also aligning with the existing Parkwest Estates subdivision pattern. Please consider the following responses concerning how this request meets the variance criteria:

a. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same zoning district;
**The subject property has unique physical and historical conditions that distinguish it from other properties in the Agricultural zoning district. The property was previously approved by the County as Phase 2 of the adjacent Parkwest Estates subdivision, which was designed around one-acre residential lots. Although that approval has expired, the prior subdivision layout, access points, and relationship to the existing roadway network continue to affect how the southeast portion of the property can be reasonably developed.**

**The proposed 1.05-acre lot is located at the southeast corner of the property, directly next to the existing one-acre lots in Parkwest Estates and the N.W. 166th Terrace roadway network. This portion of the site functions more naturally with the existing subdivision than with the proposed five-acre lots to the north. Requiring this area to be included in the five-acre lot layout would create an irregular lot pattern and would not reflect the established development pattern along N.W. 166th Terrace.**

b. The special conditions and circumstances do not result from the actions of the applicant;
**The conditions supporting this variance were created by the prior County approval, the expiration of that approval, and the existing development pattern established before the current applicant pursued this subdivision. The one-acre subdivision pattern to the south and the way the southeast corner of the property relates to N.W. 166th Terrace were not created by the applicant. The applicant is not seeking to reestablish one-acre lots across the full property. The proposed layout complies with the City's current five-acre Agricultural standard for approximately 96% of the property. Relief is requested only for the remaining approximately 4%, which is the 1.05-acre southeast corner that relates directly to the prior subdivision layout and the existing Parkwest Estates neighborhood.**

**c.** Granting the variance requested will not confer on the applicant any special privilege that is denied by the land development regulations to other lands, buildings or structures in the same zoning district;
**Granting the variance would not give the applicant a special privilege. The request is limited to one 1.05-acre lot in the portion of the property that directly connects to the existing one-acre subdivision pattern. The applicant is not requesting a broader increase in density or a full return to the prior one-acre lot layout.**

**The variance would allow this specific corner of the property to be developed in a way that reflects its history, location, and access relationship to Parkwest Estates. The remaining five lots will meet or exceed the five-acre minimum required in the Agricultural zoning district. A property with the same prior subdivision history, existing access pattern, and relationship to an established one-acre neighborhood could reasonably seek similar relief.**

d. Literal interpretation of the provisions of the land development regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development regulations and would work unnecessary and undue hardship on the applicant;
**Strictly applying the five-acre minimum to the southeast corner would create unnecessary hardship by forcing this area into a lot pattern that does not fit its location or existing access relationship. This portion of the property is designed to connect N.W. 166th Terrace and the existing Parkwest Estates subdivision, not the proposed internal road serving the five-acre lots.**

**Without the variance, the southeast corner would either be underused or folded into a larger agricultural lot in a way that creates an inefficient layout. The request allows this portion of the property to be used in a practical manner while maintaining the five-acre Agricultural lot pattern across the rest of the site.**

e. The variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure; and
**The requested variance is the minimum needed to allow a reasonable subdivision layout. The applicant is not requesting to divide the full property into one-acre lots. The proposed subdivision includes five lots that comply with the City's five-acre minimum, with relief requested only for the single 1.05-acre lot at the southeast corner.**

**This limited request addresses the only portion of the property that is directly tied to the prior subdivision layout and the existing Parkwest Estates roadway network. It allows that corner to follow the established one-acre pattern while preserving the larger five-acre lot pattern for the remainder of the property.**

f. The granting of the variance will be in harmony with the general intent and purpose of the land development regulations, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.
**The variance is consistent with the intent of the Land Development Regulations because it supports an orderly transition between the existing one-acre residential lots to the south and the proposed five-acre Agricultural lots to the north. The 1.05-acre lot will access N.W. 166th Terrace and function with the existing Parkwest Estates subdivision, while the remaining lots will maintain the larger rural lot pattern.**

**The request is not expected to create negative impacts to the area or public welfare. It involves one single-family lot, will generate minimal traffic, and will not affect the proposed internal road serving the five-acre lots. The variance allows the site to be developed in a way that reflects the property's prior approval history, existing access pattern, and surrounding development context while maintaining the overall intent of the Agricultural zoning district.**

Additionally, please consider the following Findings of Facts concerning our request:

1. Compatibility – The subject property is zoned "A" Agricultural and is located within a rural residential area with similar subdivisions. The zoning district requires a minimum lot area of 5 acres and a minimum lot width of 270 feet. This variance requests that the southernmost lot be permitted to have a minimum lot area of 1.05 acres and a minimum lot width of approximately 256 feet, while the remaining five (5) lots all exceed the 5-acre minimum requirement. The location of the proposed 1.05-acre lot makes it highly compatible with the surrounding development pattern. The lot is situated along the southern boundary of the parent parcel and directly adjacent to the existing Parkwest Estates Unit 1 subdivision, where the lots have an average size of approximately one acre. As a result, the proposed lot is consistent with the character and scale of development along N.W. 166th Terrace and N.W. 2nd Rd. Rather than introducing a new development pattern, the requested variance effectively completes the existing one-acre residential neighborhood, while the remaining five lots establish a new lower-density rural subdivision with 5-acre minimum lots. The proposed configuration therefore provides a logical transition between the existing one-acre neighborhood and the larger rural lots to the north.

2. Ingress/Egress – Access to the 1.05-acre lot will be provided from the existing N.W. 166th Terrace, consistent with the existing Parkwest Estates subdivision. The remaining five (5) lots will be accessed from N.W. 170th Street via a proposed internal road terminating in a cul-de-sac. Importantly, the proposed internal road does not provide access to the 1.05-acre lot, which further delineates the separation between the new 5-acre subdivision and the existing one-acre neighborhood to the south.

3. Traffic – The proposed 1.05-acre residential lot is expected to generate approximately one (1) AM peak hour trip and one (1) PM peak hour trip, which represents a negligible impact on the surrounding roadway network and existing traffic conditions along N.W. 166th Terrace.

Based on the information provided above, we respectfully request approval of this Variance to allow a 1.05-acre parcel with a minimum lot width of 256 feet within the "A" Agricultural zoning district. If you have any questions, please feel free to contact me.

Sincerely,
**MENADIER ENGINEERING**

William A. Menadier, P. E.
Principal Engineer

**Menadier Engineering, LLC**
13800 Tech City Circle Bldg D Suite 302
Alachua, Fl 32616
(386) 347-5133
www.menadier.com

March 6, 2026

City of Newberry Community Development Department
25493 NW 1st Avenue
Newberry, FL 32669

**RE: Reserve at Park West**
**Variance Request – Legal Description**

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.

LESS AND EXCEPT THE NORTH 869.70 FEET.

AND

LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY.

AND

LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY.

AND

LESS AND EXCEPT: THE PROPERTY DESCRIBED IN WARRANTY DEED RECORDED IN O.R. BOOK 2194, PAGE 254, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

AND

LESS AND EXCEPT: THE PROPERTY CONTAINED IN PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

AND

LESS AND EXCEPT: THE LANDS LYING SOUTH AND WEST OF PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA AND LYING EAST OF COUNTY ROAD NW 17 AND LYING NORTH OF STATE ROAD NO. 26.

**File Attachments for Item:**

13. Construction Plans for a 6-Lot Subdivision Titled Reserve at Park West

Quasi-Judicial Public Hearing for RESOLUTION NO. 2026-47/Petition# SD 26-03

A resolution of the City of Newberry, Florida, approving construction plans for a subdivision known as the "Reserve at Park West" consisting of approximately 26 acres identified as tax parcel no. 04287-000-000 and generally located Northeast of the intersection of State Road 26/West Newberry Road and Northwest 170th Street; providing an applicability clause; and providing an effective date.

**RESOLUTION NO. 2026-47**
Petition# SD 26-03

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, APPROVING CONSTRUCTION PLANS FOR A SUBDIVISION KNOWN AS THE "RESERVE AT PARK WEST" CONSISTING OF APPROXIMATELY 26 ACRES IDENTIFIED AS TAX PARCEL NO. 04287-000-000 AND GENERALLY LOCATED NORTHEAST OF THE INTERSECTION OF STATE ROAD 26/WEST NEWBERRY ROAD AND NORTHWEST 170TH STREET; PROVIDING AN APPLICABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Section 5.14.3 of the City's Land Development Regulations (the "LDRs"), "major subdivisions which (i) propose less than 10 lots, (ii) are not located within the Urban Service Area, (iii) are not proposed to connect to potable water and/or sanitary sewer system, and (iv) do not require a public or private asphalt roadway for access to the proposed lots shall be deemed a Minor Subdivision" and "shall not have to comply with sections 5.16 [preliminary plat procedure] and 5.17 [construction plans procedures];

**WHEREAS,** an application for subdivision review (under the above referenced Section 5.14.3 of the LDRs) for the "Reserve at Park West" subdivision was filed with the City by Menadier Engineering, LLC ("Agent") on behalf of ACR Property Group, LLC, a Florida limited liability company (the "Property Owner") and was assigned File No. SD 26-03 (the "Petition");

**WHEREAS**, upon review of the application by City staff, it was determined that construction plan review under Section 5.17 of the LDRs is necessary because the Property Owner is choosing to construct an asphalt roadway for access to the proposed lots;

**WHEREAS**, in accordance with Florida law, construction plan review by a City Commission is quasi-judicial and requires a noticed public hearing;

**WHEREAS**, in accordance with Section 50.0311, Florida Statutes, this proposed Resolution has been noticed once, at least ten (10) days prior to adoption, on the Alachua County website (alachuacounty.us) notifying the public of a public hearing to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearing pursuant to the notice described above at which hearing the parties in interest and all others had an opportunity to be heard; and

**WHEREAS,** after due consideration at the public hearing, the City Commission

issues this Resolution to memorialize its approval of the Petition.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, THAT:**

**Section 1. Construction Plans approval for the "Reserve at Park West" Subdivision**

**A. Findings.** The Petition, as presented at the public hearing, is hereby found to have met all applicable standards and requirements set forth in Section 5.17 and other applicable sections of the City's Land Development Regulations (Appendix B of the City Code).

**B. Legal Description.** The real property that is the subject of Petition consists of approximately 26 acres identified as Alachua County Tax Parcel No. 04287-000-000 generally located northeast of the intersection of State Road 26/West Newberry Road and NW 170th Street, Newberry, Florida, is described below and is depicted on the attachment to this Resolution (the "Property"):

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.

LESS AND EXCEPT THE NORTH 869.70 FEET; AND

LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY; AND

LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY; AND

LESS AND EXCEPT: THE PROPERTY DESCRIBED IN WARRANTY DEED RECORDED IN O.R. BOOK 2194, PAGE 254, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA; AND

LESS AND EXCEPT: THE PROPERTY CONTAINED IN PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA; AND

LESS AND EXCEPT: THE LANDS LYING SOUTH AND WEST OF PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA AND LYING EAST OF COUNTY ROAD NW 17 AND LYING NORTH OF STATE ROAD NO. 26.

**C. Construction Plan Documents.** The Construction Plans for the "Reserve at Park West" Subdivision consisting of the following documents are hereby approved:

- "A City of Newberry Construction Plan for Reserve at Park West" prepared by Menadier Engineering with a signed and sealed date of 6/18/2026 (consisting of 10 pages);
- "Autoturn Exhibit" prepared by Menadier Engineering with a signed and sealed date of 6/18/2026 (consisting of 1 page); and
- "Stormwater Operation and Maintenance Plan" prepared by Menadier Engineering with a signed and sealed date of 4/28/2026 (consisting of 10 pages.)

A complete set of the approved Construction Plans, stamped "Approved for Construction by the City of Newberry", shall be retained on file with the City.

**D. Additional Conditions**. The Construction Plans are subject to the below listed additional conditions. Following approval of this Resolution, the Property Owner shall incorporate the additional conditions (if any) into the Construction Plans and provide the Revised Construction Plans to City staff. If the Revised Construction Plans conform to this Resolution, City staff shall stamp the Final Plans "Approved for Construction by the City of Newberry" and a complete set shall be retained on file with the City.

**No additional conditions.**

**E. Revisions.** In accordance with Sec. 5.17.5 of the Land Development Regulations, any revisions to the approved Construction Plans requires application and review and approval by the City Commission.

**F. Final Plat Required.** Final Plat review and approval is required in accordance with Article V of the Land Development Regulations.

**G. Other Agency Permits.** In accordance with Section 166.033, Florida Statutes, the issuance of a development permit or development order by the City does not create any right on the part of the Property Owner to obtain a permit from a state or federal agency and does not create any liability on the part of the City for issuance of the permit if the Property Owner fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. All applicable state or federal permits must be obtained before commencement of the development.

**H. Prior Approvals.** This Resolution shall govern development of the Property. In addition, the Property is subject to Resolution No. 2026-46 which granted a Variance to allow Lot 6 to be platted as 1.05 acres.

**I. Unauthorized Deviation.** Any deviation from the approved Construction Plans may cause the City to issue a stop work order until such time as the deviations are corrected or the Construction Plans are revised in accordance with Section 1.E. above.

**Section 2. Applicability**. This Resolution shall run with the land and shall bind the Property Owner, its successors and assigns.

**Section 3. Effective Date**. This Resolution shall become effective immediately upon adoption.

This Resolution was ADOPTED by an affirmative vote of a majority of a quorum present of the City Commission at the public hearing held on September 14, 2026.

**CITY OF NEWBERRY, FLORIDA**

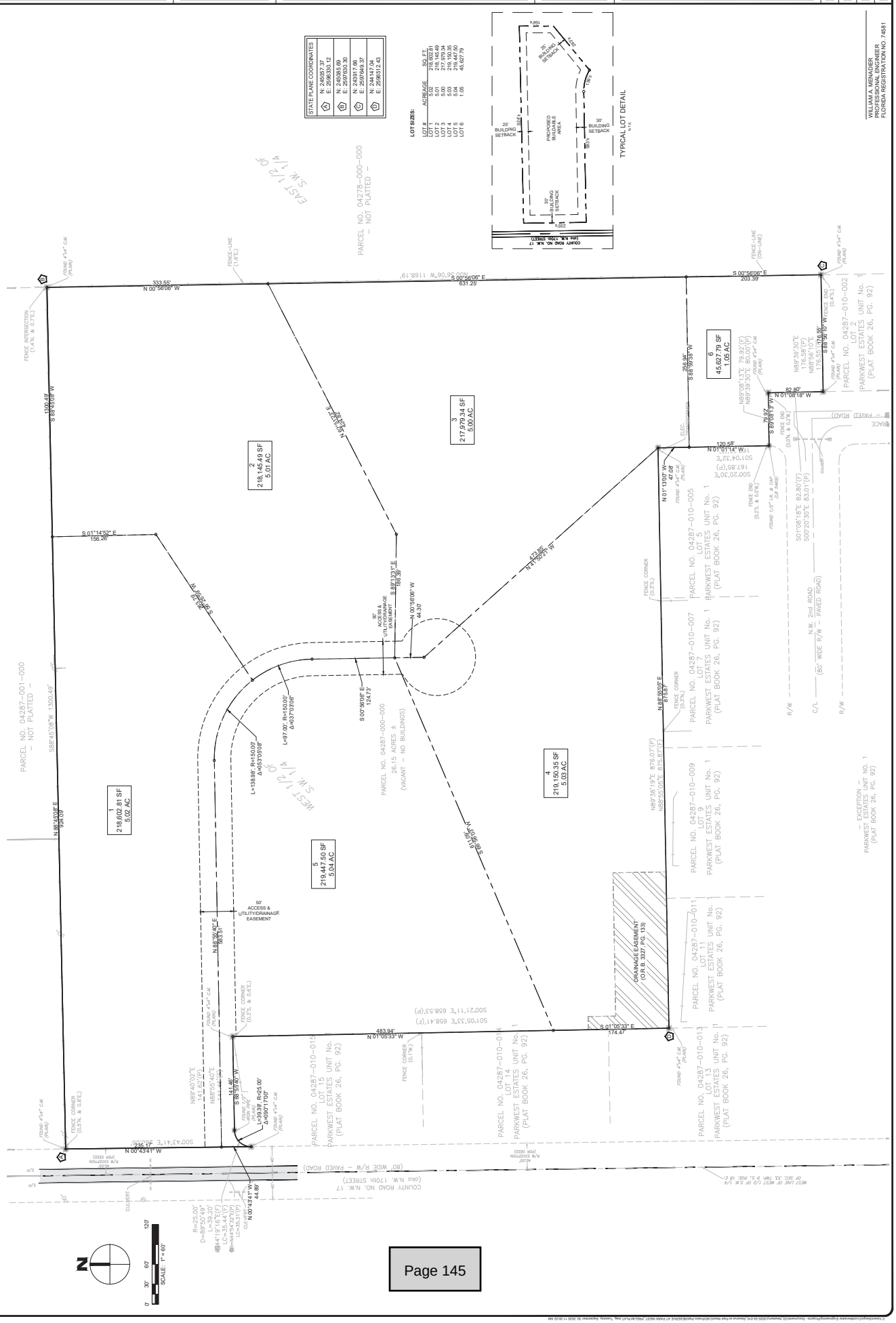
_____
Timothy R. Marden, Mayor

**ATTEST, BY THE CLERK OF THE CITY OF NEWBERRY, FLORIDA**

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office


A PRELIMINARY PLAT FOR
RESERVE AT PARK WEST
CITY OF NEWBERRY
PROPOSED PLAT
JOB No: 2035-33-010
DATE: 2/27/2035
SCALE: 1"=60'
SHEET NO: 0000
ENGINEERING
PO Box 536 Alachua, Florida 32616 Ph.:(386) 347-5133 www.menadier.com
William A. Menadier, ME. PE
Pl. Reg. No. 74581
Wmenadier@menadier.com
REVISIONS
NO. DATE DESCRIPTION
THE ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY WILLIAM A. MENADIER, JR. ON THE DATE NOTED ON THE ELECTRONIC COPIES.
PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.
NOT APPROVED UNLESS ACCOMPANIED BY A VALID CERTIFICATE OF AUTHORIZATION
WILLIAM A. MENADIER PE REGISTERED, FLORIDA ENGINEER FLORIDA REGISTRATION NO. 74581
STATE PLANE COORDINATES
A N: 246057.37 E: 2396330.12
B N: 246053.90 E: 2397663.93
C N: 243917.66 E: 2397949.37
D N: 244147.04 E: 2396512.43
LOT SIZES:
LOT # ACREAGE SQ. FT.
LOT 1 5.02 218,602.81
LOT 2 5.01 218,145.49
LOT 3 5.00 217,979.34
LOT 4 5.03 219,135.30
LOT 5 5.04 219,447.50
LOT 6 1.05 45,627.79
TYPICAL LOT DETAIL
COUNTY ROAD NO. N.W. 17 (aka N.W. 170th STREET)
PARCEL NO. 04278-000-000 — NOT PLATTED —
EAST 1/2 OF S.W. 1/4 OF
WEST 1/2 OF S.W. 1/4 OF
PARCEL NO. 04287-001-000 — NOT PLATTED —
PARCEL NO. 04287-000-000 26.15 ACRES ± (VACANT - NO BUILDINGS)
1 218,602.81 SF 5.02 AC
2 218,145.49 SF 5.01 AC
3 217,979.34 SF 5.00 AC
4 219,135.30 SF 5.03 AC
5 219,447.50 SF 5.04 AC
6 45,627.79 SF 1.05 AC
50' ACCESS & UTILITY/DRAINAGE EASEMENT
80' ACCESS & UTILITY/DRAINAGE EASEMENT
DRAINAGE EASEMENT (O.R.Bk. 3527, PG. 133)
PARCEL NO. 04287-010-002 LOT 2 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-005 LOT 5 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-007 LOT 7 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-009 LOT 9 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-011 LOT 11 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-013 LOT 13 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
PARCEL NO. 04287-010-015 LOT 15 PARKWEST ESTATES UNIT No. 1 (PLAT BOOK 26, PG. 92)
— EXCEPTION — PARKWEST ESTATES UNIT NO. 1 (PLAT BOOK 26, PG. 92)
N.W. 2nd ROAD (80' WIDE R/W — PAVED ROAD)
COUNTY ROAD NO. N.W. 17th STREET (aka N.W. 170th STREET)
SCALE: 1" = 60'

PRELIMINARY DOCUMENTS
NOT FOR FINAL RECORDING

# A CITY OF NEWBERRY PRELIMINARY PLAT

FOR:

# RESERVE AT PARK WEST

PREPARED FOR:

# ACR PROPERTY GROUP, LLC

**DRAINAGE EASEMENT LEGAL DESCRIPTION (O.R.B. 3327, PAGE 133):**

COMMENCE AT THE NW CORNER OF LOT 11, PARKWEST ESTATES UNIT NO. 1, AS PER PLAT BOOK 26, PAGE 92 FOR A POINT OF BEGINNING, THENCE RUN N 00° 21' 11" W 121.54 FEET; THENCE N 89°39' 20" E 20 FEET; THENCE S 00°02' 11" E 41.53 FEET; THENCE N 89°38' 39" E 216.24 FEET; THENCE S 00°75' 37" E 80 FEET; THENCE S 89°36' 39" W 236.11 FEET ALONG THE NORTH LINES OF LOTS 9 AND 11 TO THE POINT OF BEGINNING.

**LEGAL DESCRIPTION:**

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.

LESS AND EXCEPT THE NORTH 869.70 FEET.

AND

LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY.

AND

LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY.

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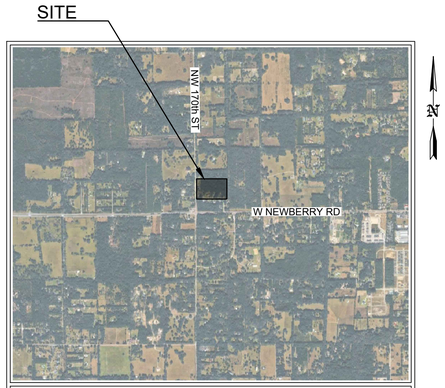
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(NET AREA = 25.70 ACRES)




VICINITY MAP
N.T.S.

SECTION 33, TOWNSHIP 09 S, RANGE 18 E

LOCATION SKETCH

INDEX

| SHEET NO. | CONTENTS |
|---|---|
| C001 | COVER SHEET |
| C002 | PROPOSED PLAT |

**PROJECT DATA:**

PROJECT NAME: RESERVE AT PARK WEST

OWNER: ACR PROPERTY GROUP LLC
13521 SW 6TH RD
NEWBERRY, FL 32669

PARCEL NO.: 04287-000-000

PARCEL AREA: 1,139,094 S.F. (26.15 AC)

FUTURE LAND USE: RURAL/AGRICULTURE

ZONING: AGRICULTURE (A)

MAXIMUM HEIGHT: 72-FT
MINIMUM LOT AREA: 5 AC
MINIMUM LOT WIDTH: 270-FT
MAXIMUM LOT COVERAGE: 20 PERCENT

BUILDING SETBACKS:

FRONT: 30-FT
REAR: 25-FT
SIDE: 25-FT

PROPOSED USE: 6 LOT RESIDENTIAL SUBDIVISION

PROPERTY LIES TOTALLY WITHIN FLOOD ZONE 'X' PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 12001C0270D DATED JUNE 16, 2006.

ACCESSIBILITY: SITE WILL BE ACCESSED ALONG NW 170TH ST

OUTDOOR LIGHTING: NO OUTDOOR LIGHTING IS PROPOSED.

INTERNAL ROAD LENGTH: 1008-FT

**OPERATIONS & MAINTENANCE ENTITY:**
ACR PROPERTY GROUP LLC

**PROJECT NOTES:**

1. THIS PROPOSED SUBDIVISION CONTAINS 6 LOTS, 1 TRACT AND 1,008-FT OF INTERNAL ROADWAY, AND IS CONTAINED WITHIN 26.15 ACRES.
2. THE PERMITTING AND CONSTRUCTION OF THE LOT IMPROVEMENTS SHALL BE BY THE OWNERS. NO OTHER IMPROVEMENTS ARE PROPOSED FOR THIS PLAT.
3. UTILITY SERVICES FOR THE LOTS ARE AND SHALL BE FROM THE ADJOINING ROAD RIGHTS-OF-WAY.
4. PERMANENT REFERENCE MONUMENTS SHALL BE SET AND SHOWN ON THE FINAL PLAT, WITH THEIR RESPECTIVE STATE PLANE COORDINATES, IN ACCORDANCE WITH CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS AND CHAPTER 177, FLORIDA STATUTES.
5. ALL BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, FLORIDA NORTH ZONE, NAD 83, AND DERIVED FROM THE L-NET GIS NETWORK.
6. THERE ARE NO STORMWATER EASEMENTS LOCATED WITHIN THIS PLAT. THERE IS AN 0.45 ACRE DRAINAGE EASEMENT LOCATED ON THE SOUTHWEST CORNER OF THE TRACT.
7. LANDS SHOWN AND DESCRIBED HEREON ARE LOCATED WITHIN THE WEST HALD OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA.

**OWNERS CERTIFICATE:**

I HEREBY CERTIFY THAT I, MY SUCCESSORS AND ASSIGNS SHALL PERPETUALLY MAINTAIN THE IMPROVEMENTS AS SHOWN ON THIS PLAN.

_____
ACR PROERTY GROUP LLC DATE

**ENGINEER'S CERTIFICATE:**

I HEREBY CERTIFY THAT THIS PLAN AND CALCULATIONS WERE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE REQUIREMENTS OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS, EXCEPT AS WAIVED.

WILLIAM A. MENADIER LICENSE No. 74581 STATE OF FLORIDA PROFESSIONAL ENGINEER

2026-04-28

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

Know what's below. Call before you dig.

PROJECT NUMBER: 2025-33-010



REVISIONS

| NO. | DATE | DESCRIPTION |
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A PRELIMINARY PLAT
FOR
RESERVE AT PARK WEST
CITY OF NEWBERRY
*COVER SHEET*

JOB No.
2025-33-010

DATE:
2/27/2026

SCALE:
N.T.S

SHEET NO:
C001

C:\Users\Sergio\Civil\Menadier Engineering\Projects - Documents\13. Newberry\2025-33-010, Reserve at Park West\CAD\Plan Plat\RESERVE AT PARK WEST - PRELIM PLAT.dwg, Tuesday, September 30, 2025 11:39:22 AM

N

0' 30' 60' 120'

SCALE: 1" = 60'

PARCEL NO. 04287-001-000
– NOT PLATTED –

FENCE INTERSECTION (1.4'N. & 0.7'E.)

FOUND 4"x4" C.M. (PLAIN)

FENCE CORNER (0.5'N. & 0.8'E.)

N 88°45'08" E
924.09'

S88°45'08"W 1300.49'

1300.49'
S 88°45'08" W

S 01°14'52" E
156.26'

N 00°56'06" W
333.55'

1
218,602.81 SF
5.02 AC

CULVERT

E/P

E/P

40.00' R/W EXCEPTION (PER DEED)

N 00°43'41" W
235.17'

S00°43'41"E 235.17'

R=25.00'
D=89°50'49"
L=39.20'
=N44°19'16"E(F)
LC=35.44'(F)
CB=N44°54'32"E(P)
LC=35.31'(P)

CULVERT

N89°40'02"E
141.62'(P)

N88°55'40"E
141.46'(F)

FOUND 4"x4" C.M. (PLAIN)

N 88°55'40" E
583.51'

141.46'
S 88°55'40" W

FOUND 1/2" IRON PIPE (PLAIN)

FENCE CORNER (0.3'S. & 0.6'E.)

N 00°43'41" W
44.89'

L=39.39', R=25.00'
Δ=090°17'00"

FOUND 4"x4" C.M. (PLAIN)

50' ACCESS & UTILITY/DRAINAGE EASEMENT

L=138.98', R=150.00'
Δ=053°05'08"

263.79'
S 56°26'39" W

FENCE–LINE (1.6'E.)

2
218,145.49 SF
5.01 AC

L=97.00', R=150.00'
Δ=037°03'06"

WEST 1/2 OF S.W. 1/4

EAST 1/2 OF S.W. 1/4

PARCEL NO. 04278-000-000
– NOT PLATTED –

PARCEL NO. 04287-010-015
LOT 15
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

5
219,447.50 SF
5.04 AC

S 00°56'06" E
124.73'

N 62°51'23" E
424.62'

PARCEL NO. 04287-000-000
26.15 ACRES ±
(VACANT – NO BUILDINGS)

50' ACCESS & UTILITY/DRAINAGE EASEMENT

S 89°13'31" E
186.39'

N 00°56'06" W
44.30'

1168.19'
S 00°56'06" E

COUNTY ROAD NO. N.W. 17
(aka N.W. 170th STREET)
(80' WIDE R/W — PAVED ROAD)

N 01°05'33" W
483.94'

FENCE CORNER (0.1'W.)

S01°05'33"E 658.41'(F)
S00°21'11"E 658.53'(P)

611.09'
S 66°56'03" W

3
217,979.34 SF
5.00 AC

423.85'
N 41°59'27" W

PARCEL NO. 04287-010-014
LOT 14
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

40.00' R/W EXCEPTION (PER DEED)

4
219,150.35 SF
5.03 AC

S 01°05'33" E
447.41'

DRAINAGE EASEMENT
(O.R.B. 3327, PG. 133)

FOUND 4"x4" C.M. (PLAIN)

N89°38'19"E 876.07'(P)
N88°55'05"E 875.87'(F)

N 88°55'05" E
875.87'

FENCE CORNER (0.3'N.)

FENCE CORNER (0.3'S.)

N 01°13'00" W
47.08'

FOUND 4"x4" C.M. (PLAIN)

ELEC. TRANSFORMER

256.94'
S 88°59'38" W

6
45,627.79 SF
1.05 AC

N 01°10'14" W
128.58'

S00°20'30"E 167.85'(P)
S01°04'32"E

S 00°56'06" E
202.33'

FENCE–LINE (ON–LINE)

N89°08'13"E 79.92'(F)
N89°39'30"E 80.00'(P)

FOUND 4"x4" C.M. (PLAIN)

FENCE END (0.2'S. & 0.0'W.)

FOUND 1/2" I.R. & CAP (LB 5469)

79.92'
S 89°08'13" W

FENCE END (0.0'N. & 0.2'W.)

N 01°08'18" W
82.80'

S01°08'18"E 82.80'(F)
S00°20'30"E 83.01'(P)

N89°39'30"E
176.58'(P)
N88°56'10"E
176.55'

176.55'
S 88°56'10" W

FENCE END (0.4'S.)

FOUND 4"x4" C.M. (PLAIN)

FOUND 4"x4" C.M. (PLAIN)

R/W

C/L

N.W. 2nd ROAD
(80' WIDE R/W – PAVED ROAD)

R/W

CULVERT

PARCEL NO. 04287-010-002
LOT 2
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

– EXCEPTION –
PARKWEST ESTATES UNIT NO. 1
(PLAT BOOK 92)

PARCEL NO. 04287-010-013
LOT 13
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

PARCEL NO. 04287-010-011
LOT 11
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

PARCEL NO. 04287-010-009
LOT 9
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

PARCEL NO. 04287-010-007
LOT 7
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

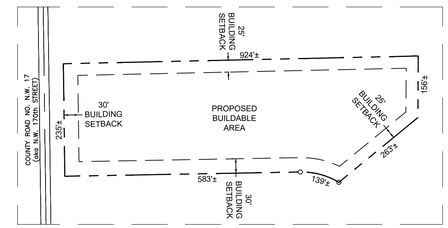
PARCEL NO. 04287-010-005
LOT 5
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

WEST LINE OF WEST 1/2 OF S.W. 1/4 OF SEC. 33, TWP. 9 S., RGE. 19 E.

| STATE PLANE COORDINATES | |
|---|---|
| A | N: 245057.37<br>E: 2596330.12 |
| B | N: 245085.69<br>E: 2597630.30 |
| C | N: 243917.66<br>E: 2597649.37 |
| D | N: 244147.04<br>E: 2596512.43 |

**LOT SIZES:**

| LOT # | ACREAGE | SQ. FT. |
|---|---|---|
| LOT 1 | 5.02 | 218,602.81 |
| LOT 2 | 5.01 | 218,145.49 |
| LOT 3 | 5.00 | 217,979.34 |
| LOT 4 | 5.03 | 219,150.35 |
| LOT 5 | 5.04 | 219,447.50 |
| LOT 6 | 1.05 | 45,627.79 |




TYPICAL LOT DETAIL
N.T.S.

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DATE | DESCRIPTION |
|---|---|---|
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A PRELIMINARY PLAT
FOR
# RESERVE AT PARK WEST
CITY OF NEWBERRY
*PROPOSED PLAT*

JOB No.
2025-33-010

DATE:
2/27/2026

SCALE:
1"=60'

SHEET NO:
C003

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# A CITY OF NEWBERRY CONSTRUCTION PLAN

FOR:

# RESERVE AT PARK WEST

PREPARED FOR:

# ACR PROPERTY GROUP, LLC

**CONTACT INFORMATION:**

A. TOPOGRAPHIC BOUNDARY SURVEY, INCLUDING PROPERTY LINES, LEGAL DESCRIPTION EXISTING UTILITIES, SITE TOPOGRAPHY WITH SPOT ELEVATIONS, OUTSTANDING PHYSICAL FEATURES AND EXISTING STRUCTURE LOCATIONS WAS PROVIDED BY THE FOLLOWING COMPANY, AS CONTRACTORS TO THE OWNER.

COMPANY NAME: MENADIER ENGINEERING
ADDRESS: 13800 TECH CITY CIR BUILDING D, UNIT 302
CITY, STATE ZIP: ALACHUA, FL 32615
CONTACT: TIFFANY@MENADIER.COM
TELEPHONE: (386) 347-5133

B. ADDITIONAL PROJECT INFORMATION AND/OR COORDINATION HAS ALSO BEEN PROVIDED BY THE FOLLOWING AGENCY(IES):

AGENCY: CITY OF NEWBERRY COMMUNITY DEVELOPMENT DEPARTMENT
ADDRESS: 25493 NW 1ST AVENUE
CITY, STATE ZIP: NEWBERRY, FL 32669
CONTACT: JPEREZ@NEWBERRYFL.GOV
TELEPHONE: (352) 472-5440

AGENCY: SUWANNEE RIVER WATER MANAGEMENT DISTRICT
ADDRESS: 9225 CR 49
CITY, STATE ZIP: LIVE OAK, FL 32060
CONTACT: SARA.FERSON@SRWMD.ORG
TELEPHONE: (386) 362-1001

**PROJECT NOTES:**

1. NO BUILDABLE NON-RESIDENTIAL AREAS ARE PROPOSED WITHIN THE PROJECT BOUNDARIES.
2. RESIDENTIAL BUILDABLE AREAS ARE SHOWN ON THE MASTER PLAN. BUILDABLE AREA SHALL BE WITHIN EACH INDIVIDUAL LOT, AND SHALL COMPLY WITH THE MINIMUM SETBACK REQUIREMENTS SPECIFIED IN THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS SECTION 4.4.7.
3. THERE ARE NO SPECIFIED VEHICULAR OR DROP OFF AREAS.
4. THERE ARE NO EXISTING STORMWATER MANAGEMENT BASINS WITHIN THE PROJECT BOUNDARIES. A ROADSIDE SWALE IS PROPOSED FOR THE PRIVATELY MAINTAINED ACCESS DRIVE WITHIN THE PROPOSED INGRESS / EGRESS EASEMENT.

**TRAFFIC STATEMENT:**

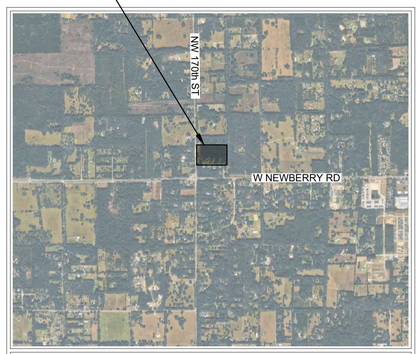
PROPOSED DEVELOPMENT
SINGLE-FAMILY DETACHED HOUSING (ITE CODE 210, 11TH EDITION)
PER DWELLING UNIT
6 DWELLING UNITS

WEEKDAY AVERAGE
TRIP DISTRIBUTION: 50% ENTERING / 50% EXITING
AVERAGE VTPD = 0.92 LN (6) + 2.68 = 76 VTPD
ENTERING = 38 VTPD
EXITING = 38 VTPD

WEEKDAY A.M PEAK HOURS
TRIP DISTRIBUTION: 25% ENTERING / 75% EXITING
A.M VTPH = 0.91 LN (6) + 0.12 = 6 VTPH
ENTERING = 1 VTPH
EXITING = 5 VTPH

WEEKDAY P.M PEAK HOURS
TRIP DISTRIBUTION: 63% ENTERING / 37% EXITING
P.M VTPH = 0.94 LN (6) + 0.27 = 7 VTPH
ENTERING = 4 VTPH
EXITING = 3 VTPH

SITE




VICINITY MAP
N.T.S.

SECTION 33, TOWNSHIP 09 S, RANGE 18 E

LOCATION SKETCH

INDEX


| SHEET NO. | CONTENTS |
|---|---|
| C001 | COVER SHEET |
| C002 | DEMOLITION & EROSION CONTROL PLAN |
| C003 | OVERALL LAYOUT PLAN |
| C004 | LAYOUT PLAN |
| C005 | GRADING & DRAINAGE PLAN |
| C006 | PLAN & PROFILE ( 1 OF 2) |
| C007 | PLAN & PROFILE ( 2 OF 2) |
| C008 | ROAD SECTIONS |
| C009 | LOT 6 DRIVEWAY CONNECTION |
| D001 | CONSTRUCTION DETAILS |


811
Know what's **below.**
**Call** before you dig.

PROJECT NUMBER: 2025-33-010

**PROJECT DATA:**

PROJECT NAME: RESERVE AT PARK WEST

OWNER: ACR PROPERTY GROUP LLC
13521 SW 6TH RD
NEWBERRY, FL 32669

PARCEL NO.: 04287-000-000

PARCEL AREA: 1,139,094 S.F. (26.15 AC)

FUTURE LAND USE: RURAL/AGRICULTURE

ZONING: AGRICULTURE (A)

MAXIMUM HEIGHT: 72-FT
MINIMUM LOT AREA: 5 AC
MINIMUM LOT WIDTH: 270-FT
MAXIMUM LOT COVERAGE: 20 PERCENT

BUILDING SETBACKS:

FRONT: 30-FT
REAR: 25-FT
SIDE: 25-FT

PROPOSED USE: 6 LOT RESIDENTIAL SUBDIVISION

PROPERTY LIES TOTALLY WITHIN FLOOD ZONE 'X' PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 12001C0270D DATED JUNE 16, 2006.

ACCESSIBILITY: SITE WILL BE ACCESSED ALONG NW 170TH ST

OUTDOOR LIGHTING: NO OUTDOOR LIGHTING IS PROPOSED.

INTERNAL ROAD LENGTH: 1008-FT

**OPERATIONS & MAINTENANCE ENTITY:**

ACR PROPERTY GROUP LLC
13521 SW 6TH RD
NEWBERRY, FL 32669

**GENERAL NOTES:**

1. ALL AREAS DISTURBED BY CONSTRUCTION OF THIS PROJECT WHICH ARE NOT OTHERWISE PAVED SHALL BE IMMEDIATELY SODDED FOLLOWING FINAL GRADING. ALLOW FOR THICKNESS OF SOD WITH A 2-INCH UNDERCUT. SOD SHALL BE ARGENTINA BAHIA UNLESS OTHERWISE NOTED AND SHALL BE REGULARLY WATERED BY THE CONTRACTOR THROUGHOUT CONSTRUCTION DURATION.
2. ALL CONCRETE SHALL BE 3000 p.s.i. - 28 DAY STRENGTH UNLESS OTHERWISE NOTED.
3. TO PREVENT EROSION DURING CONSTRUCTION, SILT FENCING SHALL BE INSTALLED AS INDICATED AND MAINTAINED UNTIL THE COMPLETION OF ALL SITE CONSTRUCTION.
4. ALL STRIPING SHALL BE 6" WIDE TRAFFIC PAINT, UNLESS OTHERWISE INDICATED, APPLIED WITH DOUBLE COAT A MINIMUM OF 24 HOURS APART IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND FDOT DESIGN STANDARDS; LATEST EDITIONS. HANDICAPPED MARKINGS AND HANDICAPPED SIGNS SHALL CONFORM WITH FDOT's FTP-20-06 AND FTP-22-06 AND STANDARD PLANS 711-001.
5. ALL TRAFFIC CONTROL DEVICES SHALL BE PER THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), LATEST EDITION.
6. ALL CONSTRUCTION TRAFFIC SHALL ENTER AND EXIT THE SITE FROM THE NW 170TH ST ENTRANCE.
7. ALL STORMWATER MANAGEMENT SYSTEMS SHALL BE COMPLETED PRIOR TO THE CONSTRUCTION OF IMPERVIOUS AREAS.
8. THIS PROJECT WILL BE SERVED WATER AND SEWER BY PRIVATE POTABLE WATER WELLS AND SEPTIC TANK & DRAINFIELD SYSTEMS (PERMITTED BY OTHERS).
9. ALL CONSTRUCTION COVERED BY THESE PLANS SHALL COMPLY WITH THE MATERIAL REQUIREMENTS AND QUALITY CONTROL STANDARDS CONTAINED IN THE CITY OF NEWBERRY CODE OF ORDINANCES, AS APPLICABLE.
10. TRAFFIC SIGNS SHALL BE INSTALLED ON 2" ROUND ALUMINUM POSTS, 14-FT IN LENGTH. ALL SIGNS SHALL MEET CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS.
11. IT IS THE CONTRACTORS RESPONSIBILITY TO VERIFY THE LOCATION AND BURIAL DEPTH OF ALL UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.
12. ALL STOP BARS SHALL BE 24" WIDE WHITE LEAD FREE THERMOPLASTIC.

**ENGINEER'S CERTIFICATE:**

I HEREBY CERTIFY THAT THIS PLAN AND CALCULATIONS WERE COMPLETED IN ACCORDANCE WITH ALL APPLICABLE REQUIREMENTS OF THE CITY OF NEWBERRY LAND DEVELOPMENT REGULATIONS, EXCEPT AS WAIVED.

WILLIAM A. MENADIER
LICENSE
NO. 74581
STATE OF FLORIDA
PROFESSIONAL ENGINEER

2026-06-18

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DESCRIPTION | DATE |
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A CONSTRUCTION PLAN FOR
RESERVE AT PARK WEST
CITY OF NEWBERRY
*COVER SHEET*

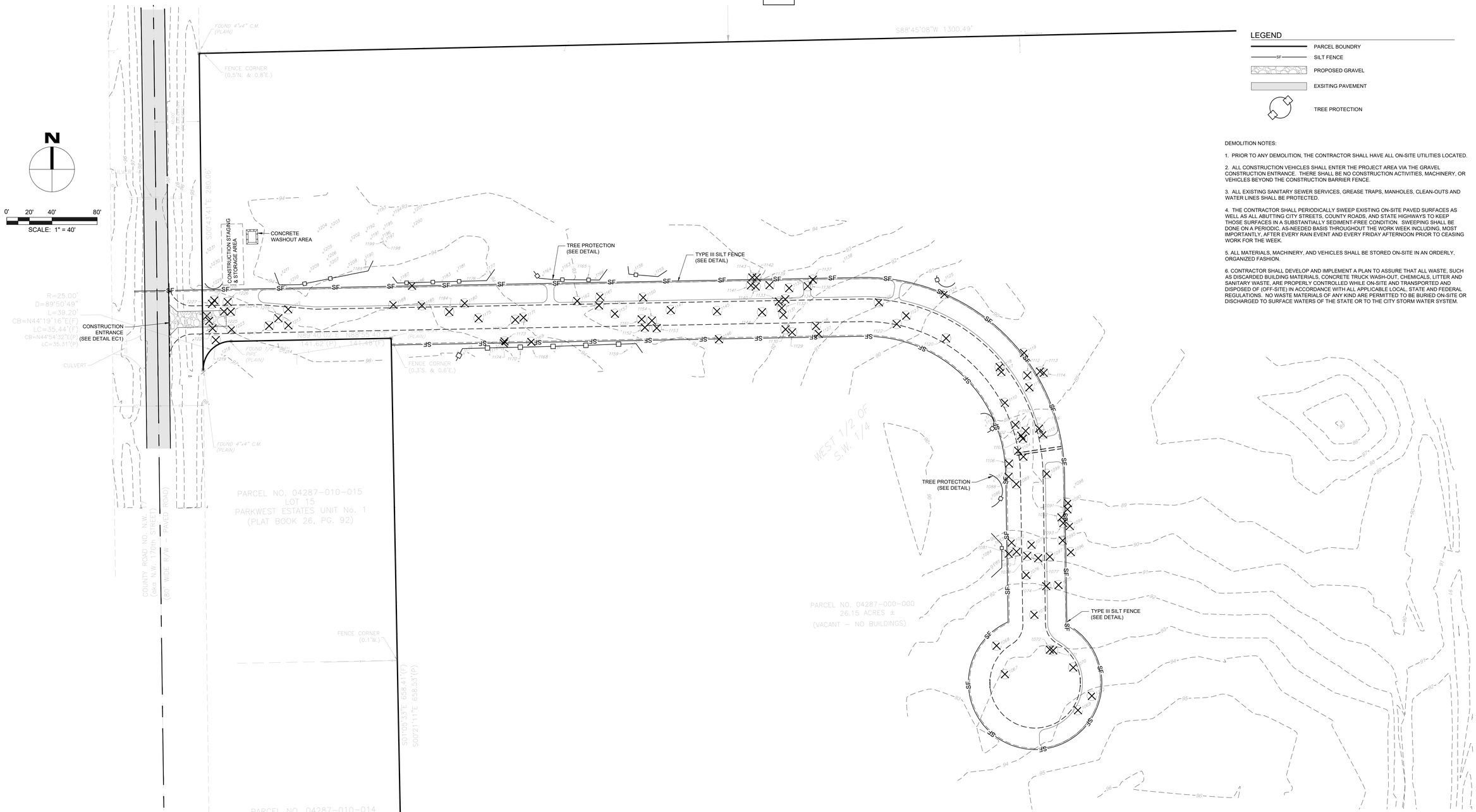
JOB No.
2025-33-010

DATE:
12/15/2025

SCALE:
N.T.S

SHEET NO:
C001

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## LEGEND

- PARCEL BOUNDRY
- SF — SILT FENCE
- PROPOSED GRAVEL
- EXSITING PAVEMENT
- TREE PROTECTION

DEMOLITION NOTES:

1. PRIOR TO ANY DEMOLITION, THE CONTRACTOR SHALL HAVE ALL ON-SITE UTILITIES LOCATED.
2. ALL CONSTRUCTION VEHICLES SHALL ENTER THE PROJECT AREA VIA THE GRAVEL CONSTRUCTION ENTRANCE. THERE SHALL BE NO CONSTRUCTION ACTIVITIES, MACHINERY, OR VEHICLES BEYOND THE CONSTRUCTION BARRIER FENCE.
3. ALL EXISTING SANITARY SEWER SERVICES, GREASE TRAPS, MANHOLES, CLEAN-OUTS AND WATER LINES SHALL BE PROTECTED.
4. THE CONTRACTOR SHALL PERIODICALLY SWEEP EXISTING ON-SITE PAVED SURFACES AS WELL AS ALL ABUTTING CITY STREETS, COUNTY ROADS, AND STATE HIGHWAYS TO KEEP THOSE SURFACES IN A SUBSTANTIALLY SEDIMENT-FREE CONDITION. SWEEPING SHALL BE DONE ON A PERIODIC, AS-NEEDED BASIS THROUGHOUT THE WORK WEEK INCLUDING, MOST IMPORTANTLY, AFTER EVERY RAIN EVENT AND EVERY FRIDAY AFTERNOON PRIOR TO CEASING WORK FOR THE WEEK.
5. ALL MATERIALS, MACHINERY, AND VEHICLES SHALL BE STORED ON-SITE IN AN ORDERLY, ORGANIZED FASHION.
6. CONTRACTOR SHALL DEVELOP AND IMPLEMENT A PLAN TO ASSURE THAT ALL WASTE, SUCH AS DISCARDED BUILDING MATERIALS, CONCRETE TRUCK WASH-OUT, CHEMICALS, LITTER AND SANITARY WASTE, ARE PROPERLY CONTROLLED WHILE ON-SITE AND TRANSPORTED AND DISPOSED OF (OFF-SITE) IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS. NO WASTE MATERIALS OF ANY KIND ARE PERMITTED TO BE BURIED ON-SITE OR DISCHARGED TO SURFACE WATERS OF THE STATE OR TO THE CITY STORM WATER SYSTEM.

| TREES TO BE REMOVED | |
|---|---|
| Point # | Raw Description |
| 1067 | TREE 40" LAURAL OAK |
| 1068 | TREE 17" PINE |
| 1069 | TREE 14" PINE |
| 1070 | TREE 17" PINE |
| 1071 | TREE 10" LAURAL OAK |
| 1072 | TREE 14" CHERRY |
| 1073 | TREE 15" LAURAL OAK |
| 1074 | TREE 14" PINE |
| 1075 | TREE 15" PINE |
| 1076 | TREE 18" PINE |
| 1077 | TREE 10" PINE |
| 1078 | TREE 10" PINE |
| 1079 | TREE 13" PINE |
| 1080 | TREE 10" PINE |
| 1081 | TREE 14" PINE |
| 1082 | TREE 18" PINE |
| 1088 | TREE 17" PINE |
| 1089 | TREE 12" PINE |
| 1090 | TREE 17" PINE |
| 1091 | TREE 13" PINE |

| TREES TO BE REMOVED | |
|---|---|
| Point # | Raw Description |
| 1092 | TREE 12" PINE |
| 1093 | TREE 12" PINE |
| 1094 | TREE 15" PINE |
| 1095 | TREE 16" PINE |
| 1096 | TREE 16" PINE |
| 1097 | TREE 12" PINE |
| 1099 | TREE 11" WATER OAK |
| 1101 | TREE 12" PINE |
| 1102 | TREE 10" PINE |
| 1103 | TREE 10" PINE |
| 1104 | TREE 13" PINE |
| 1105 | TREE 13" PINE |
| 1106 | TREE 11" PINE |
| 1107 | TREE 13" PINE |
| 1110 | TREE 17" CHERRY |
| 1111 | TREE 20" PINE |
| 1112 | TREE 13" PINE |
| 1113 | TREE 11" CHERRY |
| 1114 | TREE 16" PINE |
| 1115 | TREE 14" PINE |

| TREES TO BE REMOVED | |
|---|---|
| Point # | Raw Description |
| 1116 | TREE 16" PINE |
| 1117 | TREE 14" PINE |
| 1118 | TREE 10" CHERRY |
| 1119 | TREE 11" PINE |
| 1120 | TREE 20" PINE |
| 1122 | TREE 10" WATER OAK |
| 1123 | TREE 14" CHERRY |
| 1124 | TREE 11"CEDAR |
| 1126 | TREE 20"PINE |
| 1127 | TREE 13"PINE |
| 1128 | TREE 21"PINE |
| 1129 | TREE 16"PINE |
| 1130 | TREE 11"PINE |
| 1131 | TREE 17"PINE |
| 1132 | TREE 10"PINE |
| 1133 | TREE 12"PINE |
| 1134 | TREE 16"PINE |
| 1135 | TREE 13"PINE |
| 1136 | TREE 17"PINE |
| 1137 | TREE 16"PINE |

| TREES TO BE REMOVED | |
|---|---|
| Point # | Raw Description |
| 1139 | TREE 11"PINE |
| 1140 | TREE 13"PINE |
| 1141 | TREE 17"PINE |
| 1142 | TREE 14"PINE |
| 1143 | TREE 15"PINE |
| 1144 | TREE 17"CHERRY |
| 1145 | TREE 18"PINE |
| 1146 | TREE 14"PINE |
| 1147 | TREE 16"WATER OAK |
| 1150 | UNVERIFIED |
| 1151 | TREE 21" WATER OAK |
| 1152 | TREE 10" WATER OAK |
| 1153 | TREE 12" WATER OAK |
| 1154 | TREE 12" CHERRY |
| 1157 | TREE 14" PINE |
| 1160 | TREE 12" MIMOSA |
| 1161 | UNVERIFIED |
| 1162 | UNVERIFIED |
| 1169 | TREE 12" WATER OAK |
| 1171 | TREE 13" PINE |

| TREES TO BE REMOVED | |
|---|---|
| Point # | Raw Description |
| 1172 | TREE 15" PINE |
| 1173 | TREE 13" WATER OAK |
| 1174 | TREE 10" WATER OAK |
| 1175 | TREE 10" PINE |
| 1180 | TREE 15" PINE |
| 1184 | TREE 11" PINE |
| 1185 | TREE 31" LAURAL OAK |
| 1186 | TREE 12" CHERRY |
| 1188 | TREE 20" LAURAL OAK |
| 1212 | TREE 17" LAURAL OAK |
| 1213 | TREE 18" LAURAL OAK |
| 1215 | TREE 13" LAURAL OAK |
| 1217 | TREE 16" WATER OAK |
| 1219 | TREE 17" LAURAL OAK |
| 1220 | TREE 12" LAURAL OAK |
| 1221 | TREE 10" LAURAL OAK |
| 1222 | TREE 13" LAURAL OAK |
| 1223 | TREE 14" LAURAL OAK |
| 1224 | TREE 12" LAURAL OAK |
| 1225 | TREE 18" LAURAL OAK |

| TREES TO BE REMOVED | |
|---|---|
| Point # | Raw Description |
| 1226 | TREE 12" LAURAL OAK |
| 1227 | TREE 18" LAURAL OAK |
| 1228 | TREE 11" LAURAL OAK |
| 1232 | TREE 18"PINE |

| TREES TO REMAIN | |
|---|---|
| Point # | Raw Description |
| 1083 | TREE 14" PINE |
| 1084 | TREE 14" PINE |
| 1085 | TREE 14" PINE |
| 1086 | TREE 16" PINE |
| 1087 | TREE 24" WATER OAK |
| 1098 | TREE 10" PINE |
| 1108 | TREE 18" PINE |
| 1109 | TREE 14" PINE |
| 1125 | TREE 14"PINE |
| 1138 | TREE 10"CHERRY |
| 1146 | TREE 14"PINE |
| 1155 | TREE 12" WATER OAK |
| 1156 | TREE 12" WATER OAK |
| 1158 | TREE 11" WATER OAK |
| 1159 | TREE 15" CHERRY |
| 1163 | TREE 16" CHERRY |
| 1164 | TREE 13" CHERRY |
| 1165 | TREE 10" PINE |
| 1166 | TREE 15" PINE |
| 1167 | TREE 11" LAURAL OAK |

| TREES TO REMAIN | |
|---|---|
| Point # | Raw Description |
| 1168 | TREE 17" CHERRY |
| 1170 | TREE 11" WATER OAK |
| 1176 | TREE 16" WATER OAK |
| 1177 | TREE 16" WATER OAK |
| 1178 | TREE 10" WATER OAK |
| 1179 | TREE 23" WATER OAK |
| 1181 | TREE 15" PINE |
| 1183 | TREE 11" CHERRY |
| 1187 | TREE 10" CHERRY |
| 1189 | TREE 10" LAURAL OAK |
| 1190 | TREE 22" LAURAL OAK |
| 1191 | TREE 11" LAURAL OAK |
| 1192 | TREE 12" LAURAL OAK |
| 1193 | TREE 19" LAURAL OAK |
| 1194 | TREE 10" CHERRY |
| 1195 | TREE 12" LAURAL OAK |
| 1196 | TREE 14" LAURAL OAK |
| 1197 | TREE 16" LIVE OAK |
| 1198 | TREE 16" LIVE OAK |
| 1199 | TREE 16" LIVE OAK |

| TREES TO REMAIN | |
|---|---|
| Point # | Raw Description |
| 1200 | TREE 14" LAURAL OAK |
| 1201 | TREE 14" WATER OAK |
| 1202 | TREE 18" LAURAL OAK |
| 1203 | TREE 10" CHERRY |
| 1204 | TREE 11" LAURAL OAK |
| 1205 | TREE 15" LAURAL OAK |
| 1206 | TREE 11" LAURAL OAK |
| 1207 | TREE 25" LAURAL OAK |
| 1208 | TREE 12" LAURAL OAK |
| 1209 | TREE 19" LAURAL OAK |
| 1210 | TREE 22" LAURAL OAK |
| 1211 | TREE 12" LAURAL OAK |
| 1214 | TREE 15" LAURAL OAK |
| 1218 | TREE 16" LAURAL OAK |
| 1229 | TREE 13" 15" LAURAL OAK |
| 1230 | TREE 21" LAURAL OAK |
| 1231 | TREE 19" LAURAL OAK |

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DATE | DESCRIPTION |
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A CONSTRUCTION PLAN FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*DEMOLITION & EROSION CONTROL PLAN*

JOB No.
2025-33-010

DATE:
12/15/2025

SCALE:
1"=40'

SHEET NO:
C002

C:\Users\Pat\Bosco Sites\Reserve at Park West\CADD\RESERVE AT PARK WEST - SITE PLAN.dwg, Tuesday, September 30, 2025 11:30:22 AM

N

0' 30' 60' 120'

SCALE: 1" = 60'

LEGEND

- PARCEL BOUNDRY
- EXSITING PAVEMENT
- PROPOSED ASPHALT PAVEMENT (SEE DETAIL SD29A)

1
220,571.544 SF
5.06 AC

2
218,785.172 SF
5.02 AC

3
217,720.616 SF
5.00 AC

4
217,955.742 SF
5.00 AC

5
218,292.416 SF
5.01 AC

6
45,627.785 SF
1.05 AC

N 88°45'08" E
924.09'

1300.49'
S 88°45'08" W

S 01°14'52" E
196.28'

N 00°00'00" W
383.59'

S 00°56'06" E
631.25'

N 00°43'41" W
280.89'

COUNTY ROAD NO. N.W. 17
(aka N.W. 170th STREET)

N 00°43'41" W
44.89'

R20'

25' DRIVE ACCESS

50'

16' DRIVE ACCESS

N 87°38'19" W
50.09'

141.46'
S 88°55'40" W

483.51'
S 88°55'40" W

S 88°55'40" W
50.00'

L=39.39', R=25.00'
Δ=090°17'00"

ACCESS & UTILITY/DRAINAGE EASEMENT
65'

UNOBSTRUCTED FIRE ACCESS
20'

L=136.20', R=147.04'
Δ=053°04'18"

269.77'
S 66°24'00" W

L=95.06', R=146.98'
Δ=037°03'26"

16' DRIVE ACCESS

S 00°56'06" E
124.73'

50' ACCESS & UTILITY/DRAINAGE EASEMENT

S 89°15'08" E
189.38'

N 00°56'06" W
32.06'

R40'

N 67°51'23" E
425.62'

409.49'
S 67°23'05" W

409.49'
N 41°30'05" W

483.51'
N 88°55'40" W

S 01°43'57" E
1124.79'

DRAINAGE EASEMENT
(O.R.B. 3327, PG. 133)

N 88°55'05" E
875.87'

N 01°13'00" W
47.08'

256.94'
S 88°59'38" W

N 01°13'00" W
280.90'

S 00°56'06" E
280.90'

SEE DRIVEWAY CONNECTION ON SHEET C009

79.97'
S 89°08'13" W

R10'

N 01°08'18" W
82.80'

R10'

176.55'
S 88°56'10" W

N.W. 2nd ROAD

R/W

C/L

REVISIONS

| NO. | DESCRIPTION | DATE |
|---|---|---|
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| - | - | - |
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A CONSTRUCTION PLAN FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*OVERALL LAYOUT PLAN*

JOB No.
2025-33-010

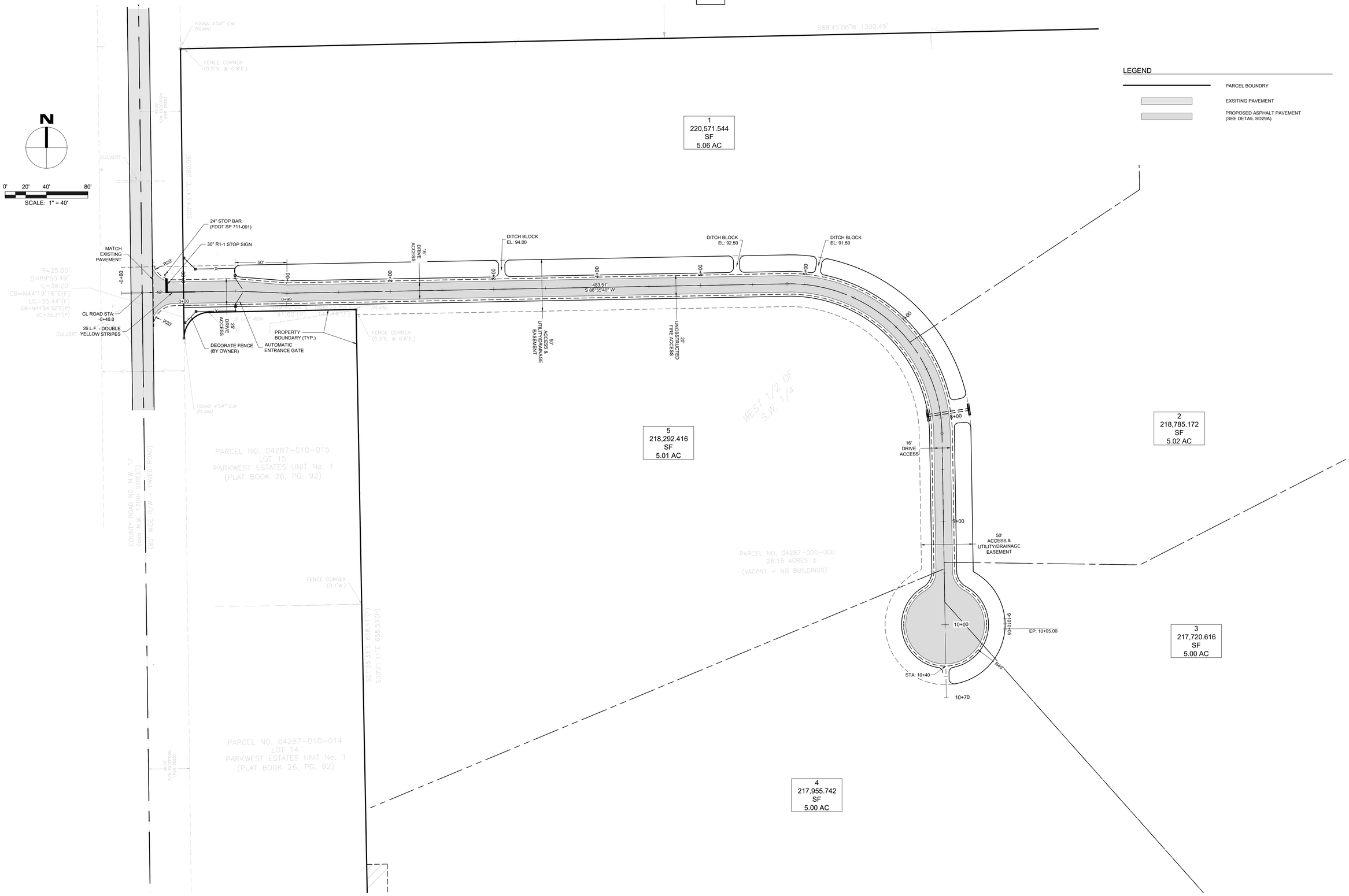
DATE:
12/15/2025

SCALE:
1"=60'

SHEET NO:
C003

WILLIAM A. MENADIER
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FLORIDA REGISTRATION NO. 74581

C:\Users\Public\Bluebeam Software\Menadier Engineering\Projects - Documents\33 Newberry\2025-33-010, Reserve at Park West\CAD\RESERVE AT PARK WEST - SITE PLAN.dwg, Tuesday, September 30, 2025 11:30:22 AM




## LEGEND

- PARCEL BOUNDRY
- EXSITING PAVEMENT
- PROPOSED ASPHALT PAVEMENT (SEE DETAIL SD29A)

| REVISIONS | | |
|---|---|---|
| NO. | DATE | DESCRIPTION |
| - | - | - |

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A CONSTRUCTION PLAN FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*LAYOUT PLAN*

JOB No.
2025-33-010

DATE:
12/15/2025

SCALE:
1"=40'

SHEET NO:
C004

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

C:\Users\Pw.Bfisco.Scan\Menadier Engineering\Projects - Documents\33 Newberry\2025\33-010, Reserve at Park West\CAD\RESERVE AT PARK WEST - SITE PLAN.dwg, Tuesday, September 30, 2025 11:39:22 AM

N

0' 20' 40' 80'

SCALE: 1" = 40'

LEGEND

- PARCEL BOUNDRY
- EXSITING PAVEMENT
- PROPOSED ASPHALT PAVEMENT (SEE DETAIL SD29A)

1
220,571.544
SF
5.06 AC

2
218,785.172
SF
5.02 AC

3
217,720.616
SF
5.00 AC

4
217,955.742
SF
5.00 AC

5
218,292.416
SF
5.01 AC

S88°45'08"W 1300.49'

S00°43'41"E 280.06'

S00°21'11"E 658.41'(P)
S00°21'11"E 658.53'(P)

COUNTY ROAD NO. N.W. 17
(aka N.W. 170th STREET)
(80' WIDE R/W - PAVED ROAD)

FOUND 4"x4" C.M. (PLAIN)

FENCE CORNER (0.5'N. & 0.8'E.)

FENCE CORNER (0.3'S. & 0.6'E.)

FENCE CORNER (0.1'W.)

CL ROAD STA: -0+40.0

R=25.00'
D=89°50'49"
L=39.20'
CB=N44°19'16"E(F)
LC=35.44'(F)
CB=N44°54'32"E(P)
LC=35.31'(P)

CULVERT

R20'

50' DRIVE ACCESS

18' DRIVE ACCESS

50' ACCESS & UTILITY/DRAINAGE EASEMENT

20' UNOBSTRUCTED FIRE ACCESS

DITCH BLOCK EL: 94.00

DITCH BLOCK EL: 92.50

DITCH BLOCK EL: 91.50

0+00 0+50 1+00 1+50 2+00 2+50 3+00 3+50 4+00 4+50 5+00 5+50 6+00 6+50 7+00 7+50 8+50 9+00 9+50 10+00

93.00 93.00 92.00 92.00 91.00 91.00 89.00 97.20 95.85 94.50 94.85 95.20 94.74 94.28 93.83 93.37 92.91 92.46 92.00 91.67 91.33 91.00 91.50 89.00 92.00 92.38 92.75 91.00 91.50 93.13 92.00 93.50 92.25 93.50

S 88°15'40" W 49.

39 L.F. - 24" HDPE @ 0.52%

24" CONC. HEADWALL (FDOT SP 430-030)

24" CONC. HEADWALL (FDOT SP 430-030)

16' DRIVE ACCESS

50' ACCESS & UTILITY/DRAINAGE EASEMENT

R40'

WEST 1/2 OF S.W. 1/4

PARCEL NO. 04287-010-015
LOT 15
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

PARCEL NO. 04287-010-014
LOT 14
PARKWEST ESTATES UNIT No. 1
(PLAT BOOK 26, PG. 92)

PARCEL NO. 04287-000-000
26.15 ACRES ±
(VACANT – NO BUILDINGS)

40.00' R/W DEDICATION PER PLAT

DRAINAGE EASEMENT

WILLIAM A. MENADIER
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FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DESCRIPTION | DATE |
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A CONSTRUCTION PLAN FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*GRADING & DRAINAGE*

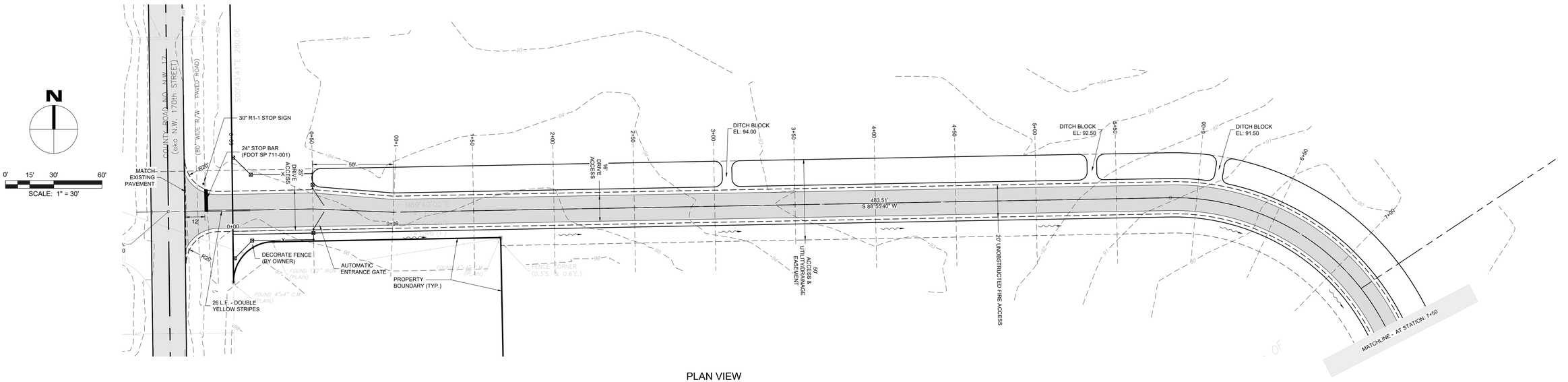
JOB No.
2025-33-010

DATE:
12/15/2025

SCALE:
1"=40'

SHEET NO:
C005

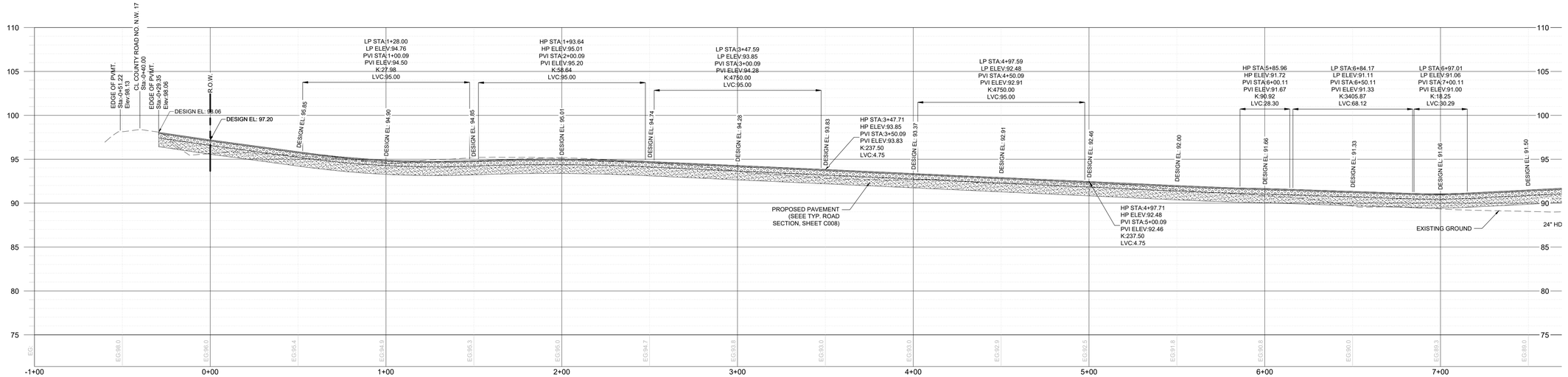
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PLAN VIEW
SCALE: 1" = 30'

LEGEND

- EXSITING PAVEMENT
- PROPOSED ASPHALT PAVEMENT (SEE DETAIL SD29A)




STA. 0+00.00 to STA. 7+50.00
Horizontal Scale: 1" = 30'
Vertical Scale: 1" = 6'

WILLIAM A. MENADIER
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FLORIDA REGISTRATION NO. 74581

REVISIONS

| NO. | DATE | DESCRIPTION |
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A CONSTRUCTION PLAN FOR
# RESERVE AT PARK WEST
CITY OF NEWBERRY
*PLAN & PROFILE (1 OF 2)*

JOB No.
2025-33-010

DATE:
12/15/2025

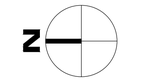
SCALE:
1"=30'

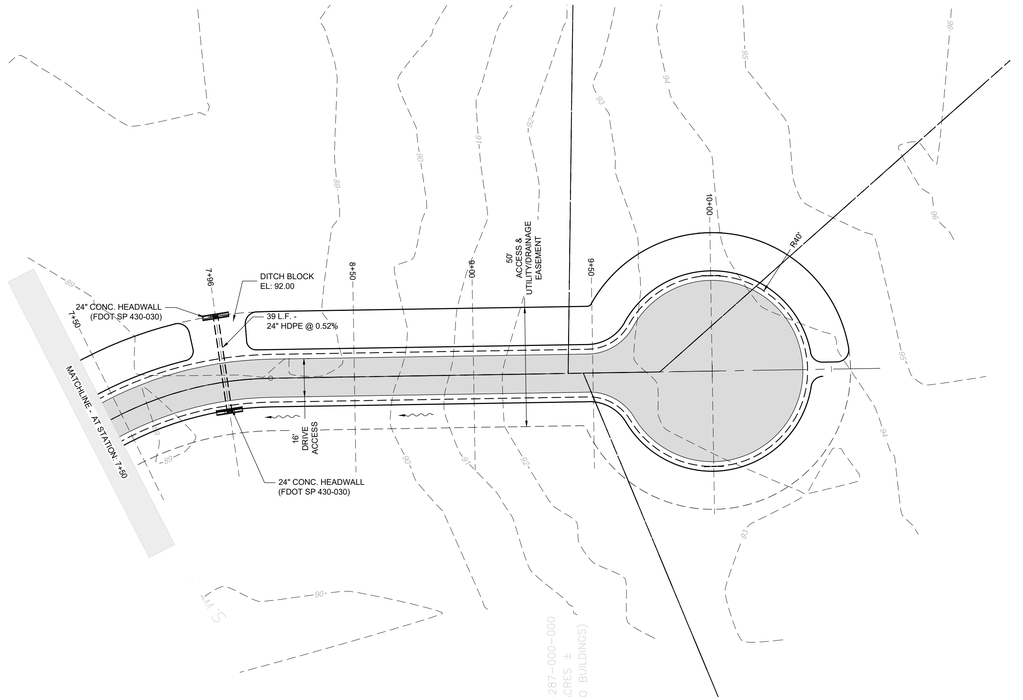
SHEET NO:
C006

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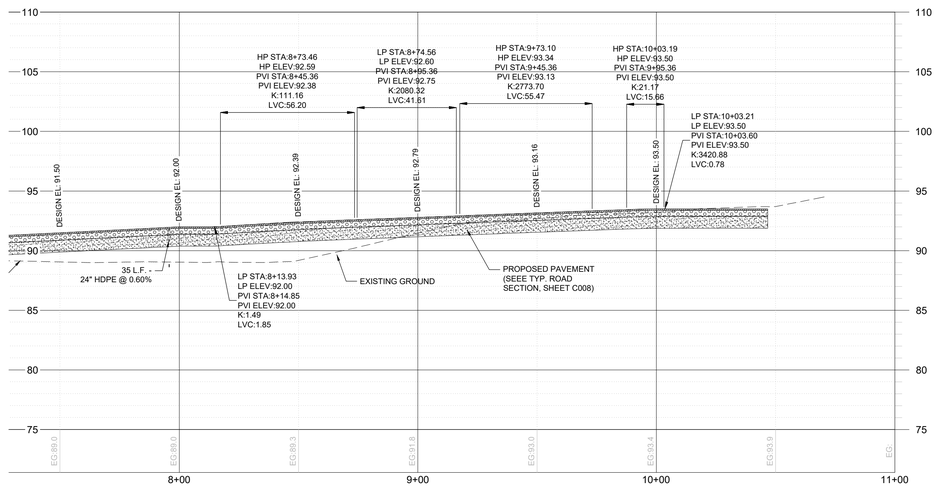
LEGEND

PROPOSED ASPHALT PAVEMENT
(SEE DETAIL SD29A)




PLAN VIEW
SCALE: 1" = 30'




STA. 7+50.00 to STA. 10+08.00
Horizontal Scale: 1" = 30'
Vertical Scale: 1" = 6'



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REVISIONS

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A CONSTRUCTION
PLAN FOR
# RESERVE AT PARK WEST
CITY OF NEWBERRY
*PLAN & PROFILE (2 OF 2)*

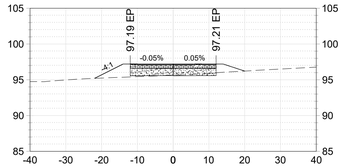
JOB No.
2025-33-010

DATE:
12/15/2025

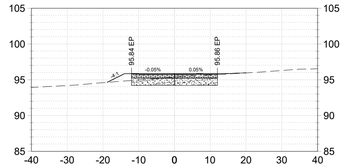
SCALE:
1"=30'

SHEET NO:
C007

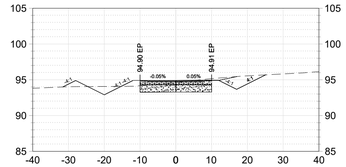
WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581



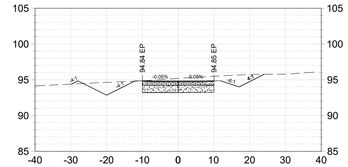

STA:0+00.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'



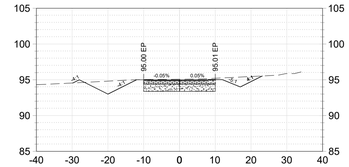

STA:0+50.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'



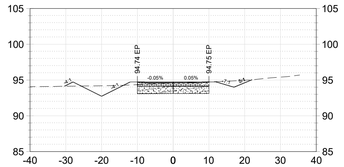

STA:1+00.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'



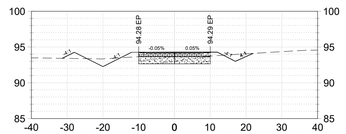

STA:1+50.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'



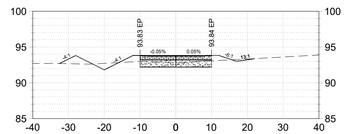

STA:2+00.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'



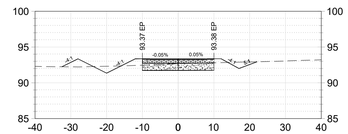

STA:2+50.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'



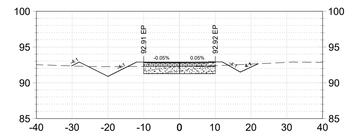

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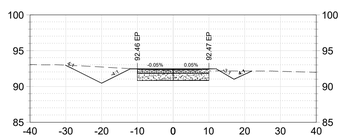

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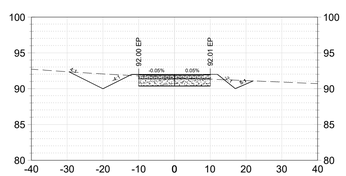

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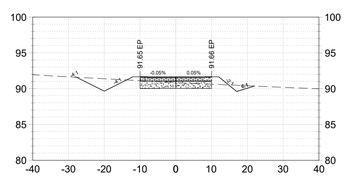

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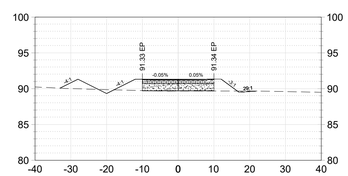

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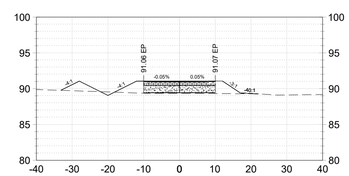

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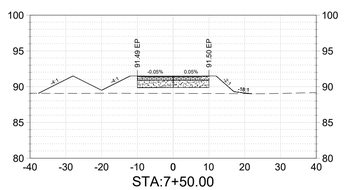

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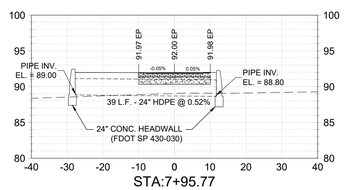

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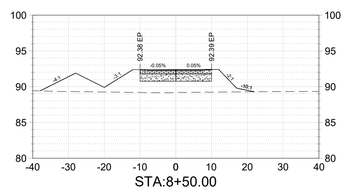

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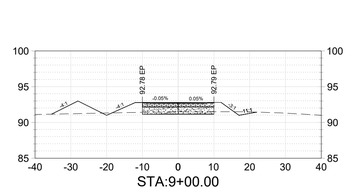

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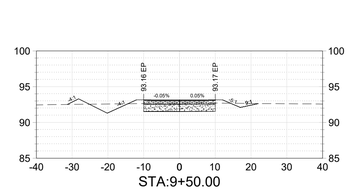

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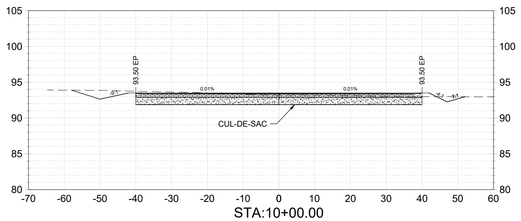

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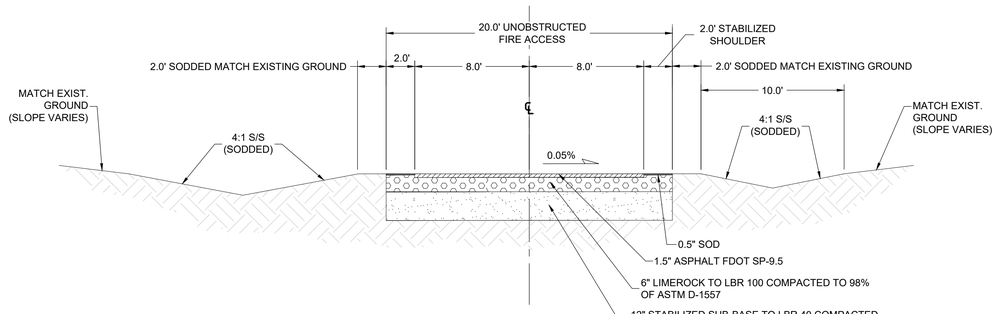

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STA:9+50.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'




STA:10+00.00
SCALE: HORIZONTAL: 1" = 20'
VERTICAL: 1" = 2'




TYPICAL ROAD SECTION
HORIZ. SCALE: 1" = 5'
VERT. SCALE: N.T.S

REVISIONS

| NO. | DATE | DESCRIPTION |
|---|---|---|
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |

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A CONSTRUCTION PLAN FOR
# RESERVE AT PARK WEST
CITY OF NEWBERRY
*SECTION VIEWS*

JOB No.
2025-33-010

DATE:
12/15/2025

SCALE:
1"= 20'

SHEET NO:
C008

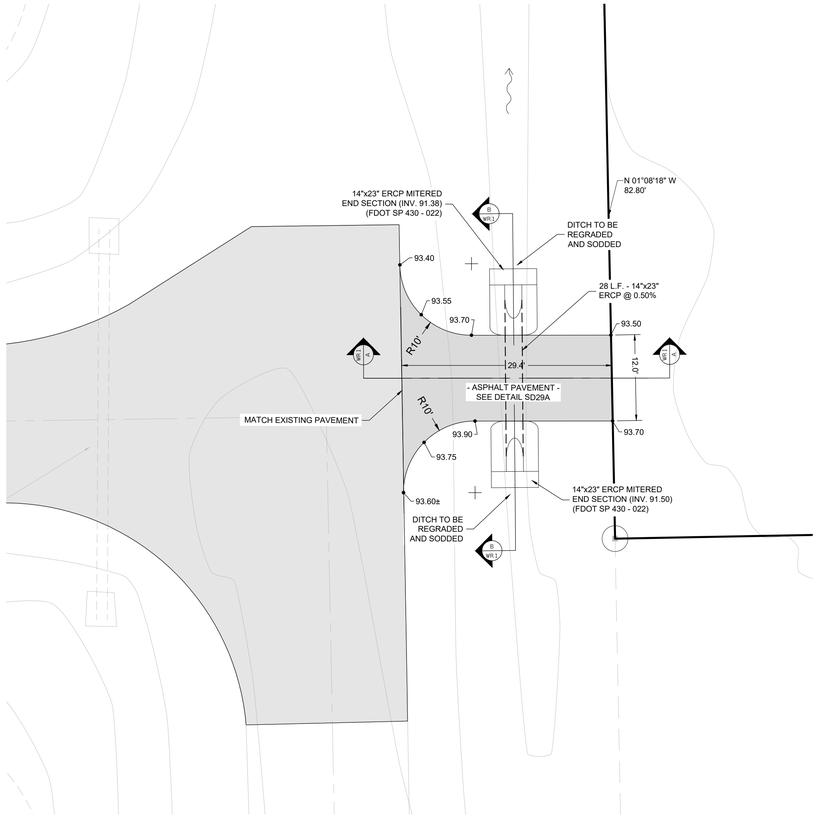
WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

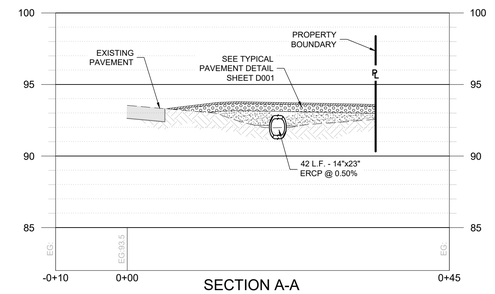
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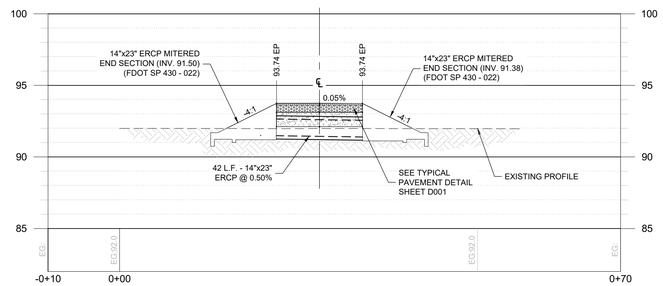
0' 5' 10' 20'

SCALE: 1" = 10'




SECTION A-A
Horizontal Scale: 1" = 10'
Vertical Scale: 1" = 5'




SECTION B-B
Horizontal Scale: 1" = 10'
Vertical Scale: 1" = 5'

LEGEND

- PARCEL BOUNDRY
- EXSITING PAVEMENT
- PROPOSED ASPHALT PAVEMENT (SEE DETAIL SD29A)

REVISIONS

| NO. | DATE | DESCRIPTION |
|---|---|---|
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
| - | - | - |
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| - | - | - |

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A CONSTRUCTION PLAN FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*LOT 6 DRIVEWAY CONNECTION*

JOB No.
2025-33-010

DATE:
12/15/2025

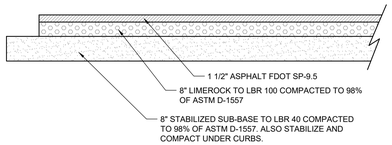
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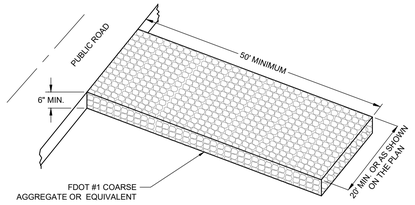
WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581



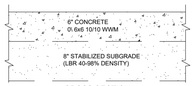
C:\Users\Paul\Box\Box-Sole\Menadier Engineering\Projects - Documents\33 Newberry\2025-33-010, Reserve at Park West\CAD\RESERVE AT PARK WEST - SITE PLAN.dwg, Tuesday, September 30, 2025 11:20:22 AM




TYPICAL PAVEMENT SECTION SC09A
N.T.S.

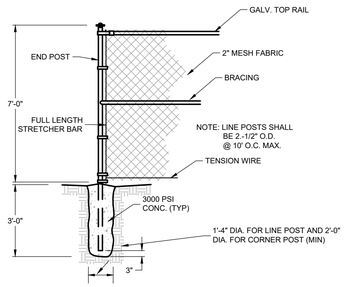



STABILIZED CONSTRUCTION ENTRANCE EC01
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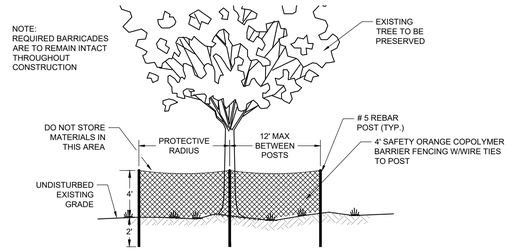



CROSS SECTION

DETAIL
CONCRETE PAVEMENT
N.T.S.




CHAIN LINK FENCE DETAIL SD21
N.T.S.




ALL PROTECTED TREES, PRESERVED UNDERSTORY VEGETATION, AND TREES RETAINED FOR TREE CREDIT SHALL BE PROTECTED FROM INJURY DURING ANY LAND CLEARING AND CONSTRUCTION PROCESS IN THE FOLLOWING MANNER.

A. A TEMPORARY BARRIER SHALL BE CONSTRUCTED TO PREVENT DISTURBANCE OF THE SOIL EQUAL TO THE DRIP LINE. THE BARRIERS SHALL BE IN PLACE PRIOR TO LAND CLEARING AND REMAIN IN PLACE THROUGHOUT CONSTRUCTION.

B. THE DEVELOPER SHALL NOT CAUSE OR ALLOW THE CLEANING OF EQUIPMENT, STORAGE OR DISPOSAL OF MATERIALS OR WASTE MATERIALS SUCH AS PAINT, SOLVENTS, ASPHALT, CONCRETE, MORTAR, OR ANY OTHER MATERIAL THAT MAY ENDANGER THE HEALTH OF TREES OR VEGETATION WITHIN THE DRIP LINE OF PROTECTED TREES.

C. THE PROTECTED AREA SHALL BE MAINTAINED AT ITS ORIGINAL GRADE WITH NO TRENCHING OR CUTTING OF ANY ROOTS, AND THERE SHALL BE NO STORAGE OF FILL OR COMPACTION OF SOIL. IN NO EVENT SHALL MOTORIZED VEHICLES OR EQUIPMENT BE ALLOWED TO PARK ON OR TRAVERSE THAT AREA WITHIN THE DRIP LINE OF PROTECTED TREES, NOR SHALL ANY DIRT OR OTHER MATERIALS BE STORED WITHIN THE BARRIERS.

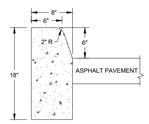
D. NO ATTACHMENT, WIRES (OTHER THAN PROTECTIVE GUY WIRES), SIGNS OR PERMITS SHALL BE FASTENED TO A TREE.

E. ALL CLEARING AND GRUBBING WITHIN PROTECTED TREE AREA WILL BE DONE WITH HAND TOOLS ONLY.

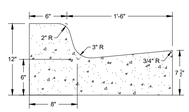
F. ALL ROOT SYSTEMS OUTSIDE THE PROTECTIVE RADIUS WHICH OCCUR IN AREAS OF PROPOSED IMPROVEMENTS SHALL BE PRUNED BY A QUALIFIED TREE SURGEON PRIOR TO EXCAVATION.

G. STANDARDS FOR PROTECTION OF TREES ON DISTURBED SITES ARE CONTAINED IN THE PUBLICATION "TREE PROTECTION MANUAL FOR BUILDERS AND DEVELOPERS", PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, LATEST EDITION, AND AVAILABLE THROUGH THE FLORIDA DEPARTMENT OF AGRICULTURE, DIVISION OF FORESTRY.

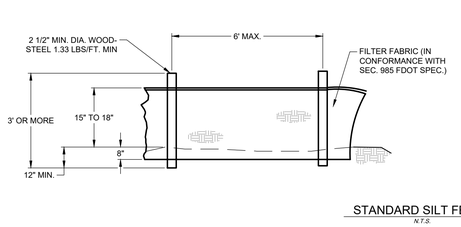
TREE PROTECTION
N.T.S.



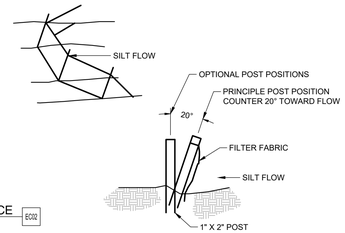

DETAIL
TYPE "D" CURB
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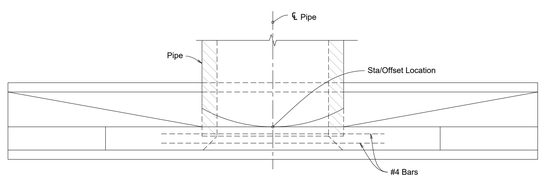



STANDARD TYPE "F" CURB
DETAIL
N.T.S.

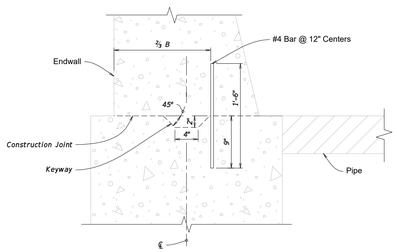



STANDARD SILT FENCE EC02
N.T.S.



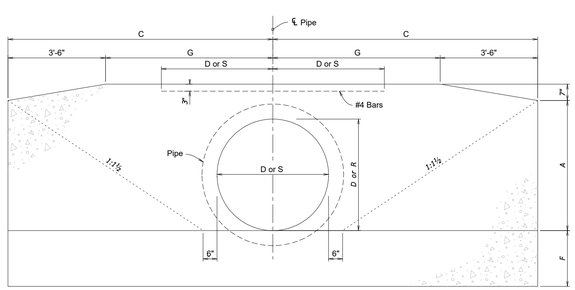




PLAN

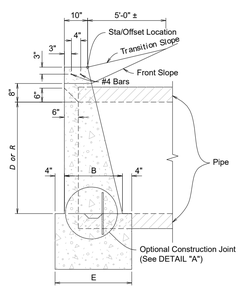



NOTE: Keyway and Dowels are required for optional construction joint.

DETAIL "A"

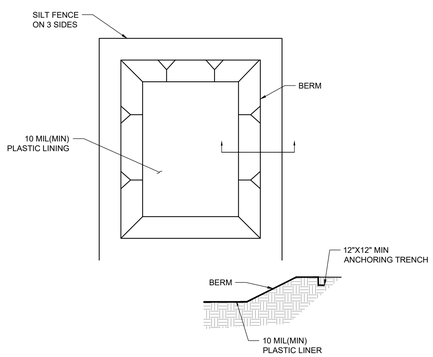



FRONT ELEVATION




SIDE ELEVATION

CONCRETE ENDWALL DETAILS
FDOT 430-030




NOTES:
1. PLACE CONCRETE WASHOUT AT LEAST 50' AWAY FROM BODIES OF WATER, PROTECTED AREAS, WETLANDS, AND STORM INLETS.
2. ENTIRE LOT/AREA IS BORDERED BY SILT FENCE.
3. SIGNAGE MUST BE PRESENT THAT DESIGNATES CONCRETE/STUCCO/PAINT WASHOUT.
4. DUMPSTER KEPT ON LOT/AREA FOR CLEANUP.
5. USE 2-4 INCH ROCKS FOR ROCK BREAK INSTALLED 15' DEEP AND FLARES AT THE ROAD.
6. GEOTEXTILE FABRIC LAID UNDER ROCK TO PREVENT ROCKS FROM PRESSING INTO SOIL.
7. CONCRETE WASHOUT PIT IS 10'X10' (OR LARGER) AND SUFFICIENT TO HOLD WASTE VOLUME BASED ON COMMUNITY.
8. LINER INSTALLED UNDER PIT (USE 10-MIL THICKNESS WITH NO HOLES OR TEARS IN LINER).
9. LINER WRAPS UP/AROUND THE SIDE OF THE BERM OF THE CONCRETE WASHOUT AND IS ANCHORED DOWN BY A TURN DOWN.
10. CLEAN WASHOUT WHEN IT REACHES 75% CAPACITY.
11. FOR ABOVE GROUND BERM, PLASTIC SHALL COVER TOP AND OUTSIDE OF BERM AND SHALL BE ANCHORED AT THE OUTSIDE BASE OF THE BERM.

CONCRETE WASHOUT SW
N.T.S.

REVISIONS

| NO. | DESCRIPTION | DATE |
|---|---|---|
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| ' | ' | ' |
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| ' | ' | ' |

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Wmenadier@menadier.com

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PO Box 6361 Alachua, Florida 32616 Ph.(386) 347-5133 www.menadier.com

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A CONSTRUCTION PLAN FOR
# RESERVE AT PARK WEST
CITY OF NEWBERRY
*CONSTRUCTION DETAILS*

JOB No.
2025-33-010

DATE:
12/15/2025

SCALE:
N.T.S.

SHEET NO:
D001

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

C:\Users\PaulBlanco.StaffMenadier Engineering\Projects - Documents\2-Newberry\2025-33-010 Reserve at Park West\CAD\RESERVE AT PARK WEST -SITE PLAN.dwg, Tuesday, September 30, 2025 11:29:22 AM

# STORMWATER OPERATION & MAINTENANCE PLAN
## FOR

## RESERVE AT PARK WEST

NEWBERRY, FLORIDA

MENADIER ENGINEERING, LLC
13800 TECH CITY CIR 302 BLDG D
ALACHUA, FL 32616

# ENGINEERING CERTIFICATION

I hereby certify that I am a licensed Professional Engineer in the State of Florida practicing under Menadier Engineering, LLC and that I have supervised the preparation of and approved the evaluations, findings, opinions, and technical advice hereby reported for:

Project: Reserve at Park West Rural Subdivision
Stormwater Operation & Maintenance Report
Menadier Engineering Project No. 2025-33-010

Project Location: NW 170th Street
Newberry, Florida

Parcel ID No. 04287-000-000

Permit No.: SRWMD




Signature of Engineer: _____ 2026-04-28

William A. Menadier, PE
Principal Engineer
Florida Registration No. 74581

This item has been digitally signed and sealed by William A. Menadier, PE on the date noted adjacent to the seal.

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STORMWATER FACILITIES/COMPONENTS ..... 3
STORMWATER FACILITIES MAINTENANCE/TOOLS ..... 3
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MAINTENANCE SCHEDULES ..... 5
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2. Inlet and Outlet Structures ..... 6
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# INTRODUCTION AND BACKGROUND

This Operation and Maintenance Plan outlines the required procedures to support the long-term functionality of stormwater management system designed for the site referenced above. The intent of this plan is to ensure that all stormwater infrastructure continues to operate as intended, protecting both the site and surrounding areas from flooding and water quality impacts. All outlined procedures comply with applicable municipal, state, and environment regulations.

This project is located approximately 0.25 miles north of State Road 26 along NW 170th Street in Newberry, Florida. The project area is currently vacant with scattered tree coverage. The site is rolling and generally slopes northeasterly across the site to a localized low within the project boundary.

The intent of this project is to create a rural subdivision. The project site is comprised of one parcels totaling 26.15 +/- acres. Access will be provided by an 14-ft wide paved access road. A roadside swale is proposed to meet the nitrogen and phosphorous reduction requirements as well as water quality treatment standards.

Parcel ID No.'s: 04287-000-000

Site Area: 26.15 +/- acres

# RESPONSIBLE PARTIES

Responsible entity for maintaining the stormwater management system(s) and conducting inspections:

- Name: Jose Rivero
- Organization: ACR Property Group, LLC
- Address: 13521 SW 6th Rd, Newberry, FL 32669
- Email address: pepe@riverocg.com

# STORMWATER FACILITIES/COMPONENTS

The proposed stormwater management system utilizes a combination of storage and conveyance swales to manage on-site runoff. Storage swales are located along the north side of the proposed roadway and are designed to provide storage and infiltration. These swales incorporate sodded ditch blocks to promote stormwater retention and reduce flow velocities. Conveyance is provided via sodded swales along the south side of the proposed paved access road, which direct runoff toward a 24-inch HDPE pipe. The pipe conveys flows to a natural low point on the site for final discharge. The overall stormwater system is designed to detain and treat runoff in accordance with applicable criteria, with total storage volume calculated to achieve a 12-hour recovery period.

# STORMWATER FACILITIES MAINTENANCE/TOOLS

To ensure the effective and safe execution of maintenance activities associated with the stormwater management system, the following equipment and tools shall be available and utilized by maintenance personnel. The tools are necessary for the inspection, cleaning, vegetation management, and minor repairs of the stormwater infrastructure components, including the retention basin, overflow structures, and conveyance systems.

Typical Equipment and Tools:

- Portable Gas or Battery-Powered String Trimmer / Brush Cutter:
  For trimming vegetation in areas not accessible by large mowing equipment.
- Walk-Behind or Riding Mower:

For routine mowing around the retention area and gently sloped embankments.
- Hand Tools (Shovels, Rakes, Pruners):
  For minor sediment removal, trimming, and debris clearing.
- Utility Pump (as needed):
  For temporary water removal during maintenance.
- Aluminum Skimmer Cleaning Tools (Brushes, Hose, Bucket):
  For cleaning the skimmer and overflow weir.
- Personal Protective Equipment (PPE):
  Gloves, steel-toe boots, high-visibility vests, etc., for worker safety.
- Litter and Debris Collection Tools:
  Trash grabbers and disposal bags.
- Inspection Checklist and Log Forms:
  To document maintenance activities and observations.

# DESCRIPTION OF MAINTENANCE ACTIVITIES

This section describes the maintenance activities required for all stormwater facilities/components. This includes tasks like mowing, weeding, mulching, shrub and tree trimming, replanting, sediment and debris removal, and inlet/outlet cleaning to prevent clogging and impeded flows.

- Catch Basins (Info from *GSI Maintenance and Planting Manual*, 2023)
  - Typical maintenance of catch basins includes trash removal if a screen or other debris capturing device is used, and removal of sediment using a vacuum truck. Identify obstructions and clear them immediately. Maintenance logs should be maintained to note the amount of sediment collected and the date of removal.

- Infiltration Basin/Dry Retention (*GSI Maintenance and Planting Manual*, 2023)
  - Remove sediment, debris, and blockages from associated catch basins, curb inlets, and pipes to maintain conveyance. Replace pea gravel or topsoil (when clogged). Ensure inlets are clear of debris, including sediment and oil/grease. Stabilize the surrounding area. Mow grass and remove grass clippings on filter strip areas, if applicable. Repair undercut and erosion areas at inflow/outflow structures. Upon failure, perform total rehabilitation of the basin and restore design storage capacity. Excavate the basin bottom to expose clean soil.

- Infiltration (Dry Retention) Basins (Info from *GSI Maintenance and Planting Manual*, 2023)
  - Dry retention basins are designed to hold and infiltrate runoff without permanent standing water. Regular mowing, removal of litter and sediment, and inspection of inflow and outflow structures are essential. Care should be taken not to compact basin floors, which would reduce infiltration rates. Eroded areas must be stabilized, and invasive vegetation controlled. Maintenance should ensure that the basin remains free draining within 72 hours after a rainfall event.

- Stormwater Ponds (Info from *GSI Maintenance and Planting Manual*, 2023)
  - Stormwater ponds serve as long-term detention and treatment systems. Maintenance includes routine removal of floating debris, sediment accumulation, and management of aquatic vegetation to prevent clogging or loss of volume. Shorelines must be stabilized, and embankments inspected for erosion, animal burrows, or structural deterioration. Outlet control structures must be cleared and function properly to regulate discharge. Safety features, including signage and fencing, may require periodic review.

# MAINTENANCE SCHEDULES

| Activity | Frequency | Details |
|---|---|---|
| **Inspect basin structure and embankments** | Monthly / After storms | Check for erosion, cracking, or settlement. Repair as needed. |
| **Inspect and clean inlet/outlet structures** | Monthly / After storms | Remove blockages, sediment, or debris; check for damage or wear. |
| **Mow and maintain vegetation** | Monthly (growing season) | Keep grass and vegetation trimmed to discourage pests and maintain access. |
| **Remove trash and debris** | Biweekly / As needed | Clear trash, leaves, and floatables from basin, inlets, and outlets. |
| **Check for standing water** | Monthly / After storms | Ensure water drains within 72 hours. Investigate persistent pooling. |
| **Inspect overflow weir and skimmer** | Monthly / After storms | Remove leaves or debris; ensure proper function. |
| **Check for sediment accumulation** | Semi-annually | Measure depth; remove if capacity is reduced or if sediment reaches limits. |
| **Inspect and maintain riprap or energy dissipators** | Semi-annually | Ensure materials are in place and function as designed. |
| **Annual vegetation inspection** | Annually | Evaluate plant health and invasive species; replant or remove as needed. |
| **Sediment removal (if needed)** | Every 5–10 years or as required | Based on inspections and sediment depth measurements. |
| **Inspect and maintain retaining wall** | Semi-annually / After storms | Check for structural integrity, cracks, erosion at the base, and signs of movement. Repair as needed to maintain stability. |
| **Inspect and maintain chain link fence** | Quarterly / After storms | Ensure fence is intact, posts are secure, and gates function properly. Repair or replace damaged sections to maintain site security. |

# INSPECTION REQUIREMENTS

Entities of stormwater management system shall conduct inspections as needed to ensure that the stormwater management system, and each component thereof, continues to function as designed and permitted. This section details the inspection process, including specific inspection items for all components of the stormwater management system. If testing or sampling is required, the acceptable range, or minimum/maximum values established within the stormwater management report are listed as follows:

## 1. Retention Basin

- Inspection Frequency: Monthly / After Major Rainfall Events
- Inspection Items:
    - Inspect the basin for signs of standing water lasting more than 72 hours.
    - Examine basin slopes and bottom for erosion, settlement, or animal activity.
    - Evaluate vegetative cover; trim overgrowth and remove invasive species.
    - Check for signs of algae blooms, odors, or mosquito presence.
    - Measure sediment accumulation; schedule removal if volume loss exceeds 20%.
- Testing / Acceptable Ranges:
    - Infiltration Rate: Standard Minimum of 0.5 in/hr.
      (Stormwater Management Report: $K_h$ is 1.34 in/hr. $K_v$ is 1.665 in/hr.)

## 2. Inlet and Outlet Structures

- Inspection Frequency: Monthly / After Major Rainfall Events
- Inspection Items:
    - Remove debris and sediment from grates, pipes, and culverts.
    - Inspect for structural damage, corrosion, or misalignment.
    - Verify unobstructed flow through structures during storm events.
    - Ensure all connections are intact and properly sealed.

## 3. Chain Link Fence

- Inspection Frequency: Quarterly / After Major Storm Events
- Inspection Items:
    - Check for damaged or missing fencing material.
    - Ensure fence posts are secure and upright.
    - Test gates for full operation and secure locking mechanisms.

## 4. Sediment Monitoring

- Inspection Frequency: Semi-Annually
- Inspection Items:
    - Measure sediment depth at designated monitoring points.
    - Trigger removal if sediment reaches design threshold
      “EPA recommends removing sediments when sediment trap reaches 50% capacity or accumulation exceeds 25% of total basin volume” (e.g., 6 inches in forebay).
    - Record all measurements and compare them against report limits.

# FREQUENCY OF INSPECTIONS

This section identifies the inspection frequency. An example table with common BMPs and Accepted Inspection Frequencies is listed below, Table 12-1: Inspection frequencies for common BMPs. These frequencies can be altered by the permitting Agency based on the considerations in subsection 12.5 (h) of AH Volume I. Inspection Frequency should be no longer than five years.

Table 12-1: Inspection Frequencies for common BMPs

| TYPE OF SYSTEM | INSPECTION FREQUENCY |
|---|---|
| Dry Retention basins | Once every 3 years |
| Exfiltration trenches | Once every 2 Years |
| Underground retention | Once every Year |
| Sand or Media Filters | Once every Year |
| Underdrain System | Once every 2 Years |
| Underground vault/chambers | Once every Year |
| Pump Systems | Twice every Year |
| Swales (treatment) | Once every 3 years |
| Wet Detention systems | Once every 3 years |
| Wet Detention systems with littoral zones | Once every 2 years |
| Vegetated Natural Buffers | Once every 5 years |
| Manufactured Devices | As manufacturer recommends in specifications, minimum once every year |
| Dam Systems | Once every Year |
| All other | Once every Year |

# FUTURE CAPITAL AND MAINTENANCE EXPENDITURES

- Routine Maintenance (Annually)

| Activity / Item | Estimated Cost |
|---|---|
| **Vegetation Management (mowing, trimming, invasive removal)** | $1,200 |
| **Sediment and debris removal from basin, inlets, outlets** | $1,000 |
| **Trash and floatables removal** | $600 |
| **Fence inspection and minor repairs** | $400 |
| **Inlet/outlet inspection and cleaning** | $800 |
| **Skimmer and weir debris clearance** | $500 |

- Periodic Inspection and Testing (Annual & Semi-Annual)

| Activity / Item | Estimated Cost |
|---|---|
| **Professional inspection of retention basin** | $750 |
| **Water quality testing (pH, turbidity, TSS)** | $900 |
| **Sediment depth monitoring (as per High Springs protocol)** | $600 |
| **Infiltration testing (1.665 in/hr vertical, 1.34 in/hr horizontal)** | $950 |

- Capital Repairs and Replacements (Every 5–10 Years)

| Activity / Item | Estimated Cost |
|---|---|
| **Major sediment removal and hauling** | $6,000 |
| **Outlet/inlet structure replacement or retrofit** | $4,500 |
| **Retaining wall structural repair** | $7,500 |
| **Fence replacement (full perimeter)** | $3,000 |
| **Vegetation replanting or erosion control upgrades** | $2,000 |
| **Skimmer replacement or upgrade** | $1,500 |

- Contingency & Emergency Repairs (As Needed)

| Activity / Item | Estimated Cost |
|---|---|
| **Emergency wall stabilization** | $5,000 |
| **Flood damage response and drainage correction** | $4,000 |
| **Vector control (mosquito abatement)** | $500 |

This summary provides estimated costs consistent with the Florida Department of Transportation (FDOT) Cost Estimate Guidelines – Section 12.3.5. It includes projected annual operation and maintenance costs and long-term repair or replacement costs over the expected useful life of the stormwater management system.

- Estimated Annual Operation and Maintenance Cost

Based on the required maintenance and inspection tasks for the stormwater retention basin system, including vegetation management, sediment and debris removal, water quality testing, minor structural repairs, and routine inspections, the estimated annual cost of operating and maintaining the system is as follows:

- Estimated Annual O&M Cost: $6,000 – $8,000

This range accounts for both routine tasks and periodic inspections/testing necessary to ensure compliance and functionality.

- Estimated Repair and Replacement Cost Over System Life

Over an expected useful life of 25 years, major repair and replacement activities will include sediment removal, retaining wall and inlet/outlet structure repairs, fence replacement, and skimmer upgrades.

- Estimated Total Long-Term Capital Cost (25-Year Life): $30,000 – $40,000

This estimate includes periodic major sediment removal, structural repairs to key infrastructure, and system upgrades aligned with aging component life cycles.

- Notes

• These estimates are intended for planning purposes and reflect average maintenance scenarios.
• Costs may vary based on local labor, materials, and climatic conditions.
• FDOT requirements for long-term functionality and access should be reviewed alongside these values.

# APPENDICES

APPENDIX: Form 62-330.311(3) - Inspection Checklists

- Submittal of the Operation and Maintenance Inspection Certification, form 62.330.331(1) including the inspection checklist form [62.330.311(3)] or the equivalent to the applicable permitting agency.
- Only need to attach the sections of this form that are relevant to the project site.

APPENDIX: Maintenance Log

- Example form below to be kept with the maintenance plan to maintain record of operation.

| | |
|---|---|
| Site Name | |
| Address | |
| Begin Date | End Date |

| Date | BMP ID | BMP Description | Maintained By | Maintenance Done | Comments Or Repair Actions Taken |
|---|---|---|---|---|---|
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| | | | | | |

**Menadier Engineering, LLC**
13800 Tech City Circle Bldg D Suite 302
Alachua, Fl 32616
(386) 347-5133
www.menadier.com

April 7, 2026

City of Newberry Community Development Department
25493 NW 1st Avenue
Newberry, FL 32669

**RE: Reserve at Park West (Parcel: 04287-000-000)**
**Preliminary Plat & Construction Plans Application**
**Reference Number: REFERENCE-26-0172**
**Record Number: CON-26-02**

Dear Staff,

Thank you for your timely review of the above-referenced project. In response to the revised request for additional information received on April 20, 2026, we submit the following:

***City of Newberry***

**Advisory Comments:**

1. If applicable, impact and development fees will be assessed during review of building permit(s) for new construction and collected at time of building permit issuance.
   **RESPONSE: Acknowledged.**

2. Resubmittals may be emailed utilizing a shared drive link. SmartGov may not allow for resubmittal due to a known issue the City is working to resolve.
   **RESPONSE: Acknowledged.**

3. Once approved, the civil engineering drawings shall serve as authorization to construct at-grade improvements included in the plans' scope of work.
   a. Two (2) hardcopy, signed and sealed, sets must be delivered to the City for review and final approval stamp and signature by authorized staff. One (1) set will be retained and one (1) will be returned. If additional hardcopies are desired by the agent/owner, include at this time to avoid additional fees or delays.
   b. A final plat application must be recorded in public records prior to the issuance of a building permit unless otherwise advanced through the process.
   c. Vertical construction shall require a building permit to be submitted to the Building Department for review and approval. If applicable, municipal permit, impact, and development fees will be collected at time of permit issuance.

   **RESPONSE: Acknowledged.**

4. Drainage easement (ORB 3327, Page 133, ACOR) shall be memorialized on the face of the final plat to the beneficiaries named in the instrument.
   **RESPONSE: Acknowledged.**

5. Note said drainage easement encumbering Lot 4 may not be utilized, filled, modified, or otherwise changed. Confirm with Alachua County that access is not required.
   **RESPONSE: Acknowledged.**

6. Alachua County comments have been attached and may be addressed with the respective agencies at the appropriate times designated in the comments.
   **RESPONSE: Acknowledged.**

7. Additional comments may be forthcoming based on address of comments provided in this report, attached memorandums, and marked-up plans.
   **RESPONSE: Acknowledged.**

8. A special taxing district or municipal service tax unit may be enacted should the road fail to be maintained in a condition acceptable to the City.
   **RESPONSE: Acknowledged.**

**Application Comments:**

1. Provide draft of HOA docs if available. Not necessary at this time, but would benefit future applications if draft is available for review now. It must be included with final plat application.
   **RESPONSE: Acknowledged. HOA documents will be provided at the time of the final plat application.**

2. Provide draft of access and utility easement agreement.
   **RESPONSE: Acknowledged. Access and utility easement agreement will be provided at the time of the final plat application.**

**Architectural Plan Set Comments:**

1. Not applicable.
   **RESPONSE: Acknowledged.**

**Civil Plan Set Comments:**

Cover Sheet

1. Project data states 5 lots where 6 lots are proposed. Correct.
   **RESPONSE: Acknowledged. Project data has been revised. See Sheet C001.**

2. At the end of the legal description, provide net area of property in acres.
   **RESPONSE: Acknowledged. Please see Sheet C001.**

Sheet C005

1. All required drainage for the proposed access roadway shall located adjacent to the roadway.
   **RESPONSE: Acknowledged. All required drainage is adjacent to roadway.**

2. Utilize same drawing convention between the 6th lot as with other lots.
   **RESPONSE: Acknowledged. The same drawing convention is used for all the lots.**

3. Label the 6th lot as Lot 6.
   **RESPONSE: Acknowledged. Additional lot has been replaced with Lot 6.**

4. Access and Utility Easement shall be cited on the face of the final plat.
   **RESPONSE: Acknowledged.**

**Landscape Plan Set Comments:**

1. Not applicable.
   **RESPONSE: Acknowledged.**

**Fire Comments:**

1. Provide a road with a minimum unobstructed width of 20 feet with and overhead clearance of 14 feet throughout the development per NFPA 1-18.
   **RESPONSE: Acknowledged. The typical road section has been revised to provide a total 20-foot unobstructed fire access width, consisting of 14 feet of paved roadway and a 6-foot stabilized load-bearing fire access shoulder. The stabilized access is provided on one side due to the stormwater management areas located along the opposite side of the roadway and will be constructed to support fire apparatus access. Please see Sheet C008 for typical road section.**

2. Verify cul-de-sac turning radius is adequate for largest ACFR apparatus.
   **RESPONSE: Acknowledged. The cul-de-sac turn radius is adequate for large ACFR vehicles. Please see Autoturn exhibit.**

3. Provide Knox entry system for any community gates.
   **RESPONSE: Acknowledged. Knox entry system will be provided.**

**Public Works & Utilities Comments:**

1. Not applicable.
   **RESPONSE: Acknowledged.**

***Alachua County***

**Public Works Department:**

1. A Class II driveway connection permit will need to be applied with Alachua County Public Works for connection to NW 170th Street. The connection will be evaluated for a safe driveway connection once the application is made.
   **RESPONSE: Acknowledged. Driveway connection permit has been submitted to Alachua County (DRV26-000113).**

2. The Drainage Easement (DE) conveyed to the county must be left alone. It needs to be part of the plat. Surveyor should research this DE and put the note on the plat. How does the water get to this DE?
   **RESPONSE: Acknowledged. The existing drainage easement will remain in place and will be shown on the plat. The drainage easement legal description has been added to the Cover Sheet of the plat. The easement is in the southwest low point of the property, which is a low point, and stormwater naturally drains to this area based on existing site topography.**

3. We cannot grant access to the ~1-acre parcel because NW 166 Terrace (public road) is part of Park West Estates Unit 1 subdivision and the HOA of that subdivision may object to this request.
   **RESPONSE: Acknowledged. NW 166 Terrace is a public road with an existing stub-out to the proposed 1-acre parcel, which indicates it was intended to serve future development in this direction. Based on coordination with County staff, access from NW 166 Terrace would not need approval from Park West Estates HOA.**

**Environmental Protection Department:**

1. The Alachua County Stormwater Quality code is countywide and applies within municipalities. Per Sec. 77.28, within 30 calendar days of submitting an application for a final development plan, or its equivalent in the municipalities, that includes a stormwater management system or stormwater facility, the applicant shall submit to the county: (a) Project site plans clearly indicating the proposed BMPs used to meet stormwater treatment performance standards; (b) Calculated nitrogen and phosphorous load reductions for each of the BMPs used and for the overall stormwater management system, including supporting documentation and data; (c) Operation & maintenance requirements for each BMP used and the entity responsible for the implementation of the requirements; (d) An affidavit from a registered professional engineer, architect, or landscape architect in the State of Florida certifying that the stormwater system meets all of the requirements of the Alachua County Stormwater Treatment Code.
   **RESPONSE: Acknowledged. Stormwater report and Construction plans were previously submitted that address points (a) and (b). Please see Operations &**

**Maintenance Manual and affidavit from registered professional engineer that address points (c) and (d), respectively.**

2. Project site lies within Sensitive Karst Area. Per Section 77.27(d), projects using retention BMPs within Sensitive Karst Areas must treat the first inch of runoff from the project area with one or more low impact design techniques separate from the dry retention basin(s). Pre-treatment method should be designed to drive denitrification (which requires anaerobic conditions and a carbon source) for pre-treatment before going to pond and eventually groundwater in the Sensitive Karst Area.
   **RESPONSE: Acknowledged. The proposed vegetated roadside swales provide pretreatment prior to infiltration and are designed to treat the first flush volume and meet water quality requirements. Each swale retains and recovers the required treatment volume within 72 hours and achieves greater than 95% nutrient reduction. See Stormwater Report pages 3–4 for the design summary and pages 9–22 for first-flush and pollution abatement calculations.**

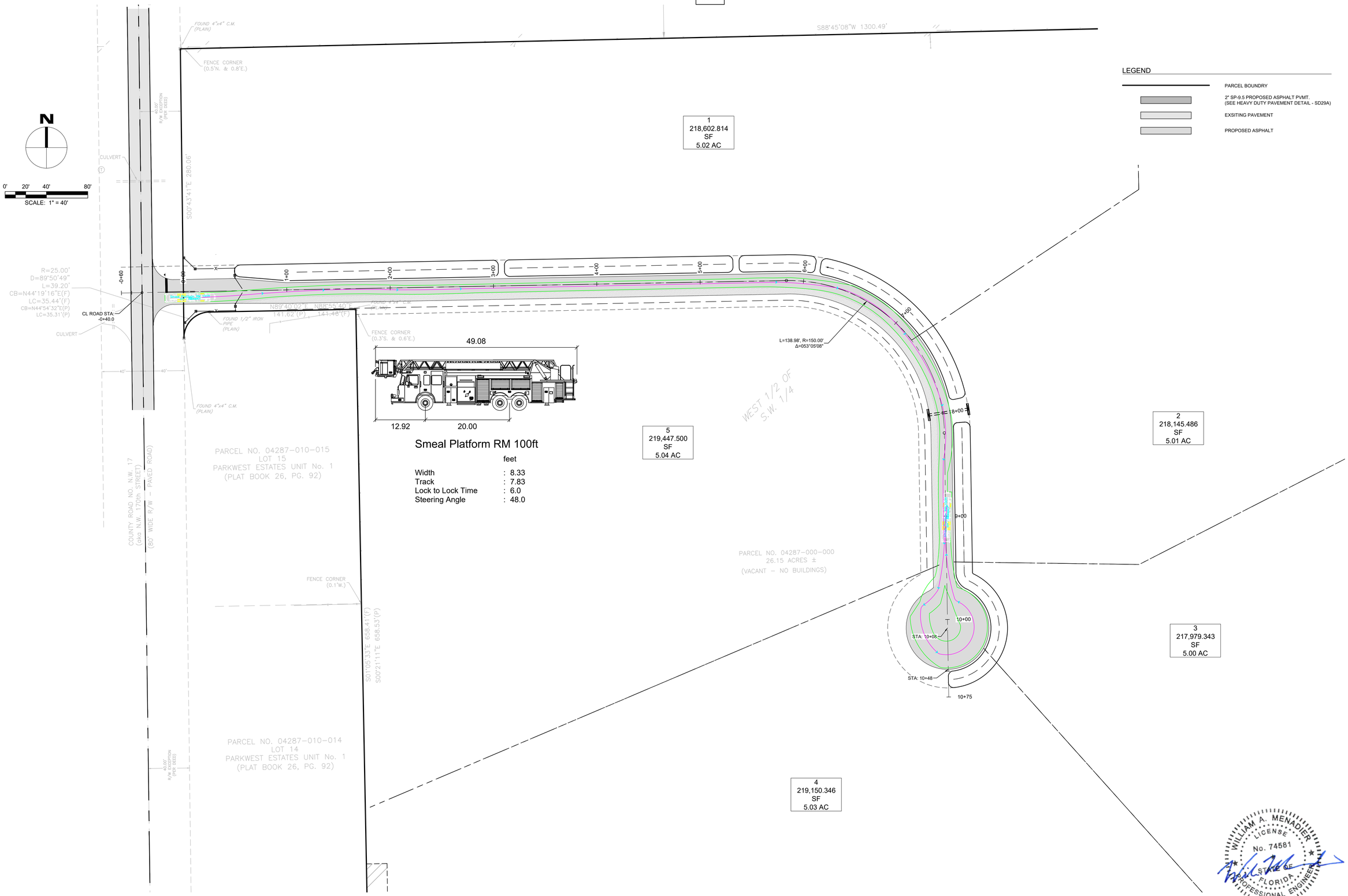
3. Project is subject to countywide Chapter 77, Water Quality Code, Article VI, Irrigation Design Standards, which applies to both lots and common areas and outlines standards for new irrigation systems and additions to existing systems, including limiting permanent irrigation to 50% of the permeable area of a lot or project. An irrigation system application must be submitted through the County's CitizenServe Portal prior to installation. There is no fee for temporary irrigation, and it is exempt from those requirements, but needs to be registered in CitizenServe. Contact Eliana Bardi at ebardi@alachuacounty.us, 352-264-6810 for more information.
   **RESPONSE: Acknowledged.**

4. Project is subject to countywide Chapter 77, Water Quality Code, Article VII, Homeowner's Association Florida-Friendly Landscaping Code, which states that "HOAs and local governments cannot prohibit a homeowner from implementing FFL on their lot and cannot require homeowners to install a permanent irrigation system." HOA documents for new subdivisions shall include this language and a reference to the code. Contact Eliana Bardi at ebardi@alachuacounty.us, 352-264-6810 for more information.
   **RESPONSE: Acknowledged. HOA documents provided at the final plat stage shall include this language and reference to the code.**

Based on our responses above, please continue your review of this project.

Sincerely,
**MENADIER ENGINEERING**

William A. Menadier, P. E.
Principal Engineer




REVISIONS

| NO. | DESCRIPTION | DATE |
|---|---|---|
| - | - | - |

William A. Menadier, ME, PE
FL Reg. 74581
Wmenadier@menadier.com

MENADIER ENGINEERING
PO Box 636 Alachua,Florida 32616 Ph.(386) 347-5133 www.menadier.com

NOT APPROVED UNLESS ACCOMPANIED WITH A VALID SIGNATURE.

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY WILLIAM A. MENADIER, P.E. ON THE DATE NOTED ON THE ELECTRONIC SIGNATURE.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES

A CONSTRUCTION PLAN FOR

# RESERVE AT PARK WEST

CITY OF NEWBERRY

*AUTOTURN EXHIBIT*

WILLIAM A. MENADIER LICENSE No. 74581 STATE OF FLORIDA PROFESSIONAL ENGINEER

2026-04-28

WILLIAM A. MENADIER
PROFESSIONAL ENGINEER
FLORIDA REGISTRATION NO. 74581

JOB No. 2025-33-010

DATE: 12/15/2025

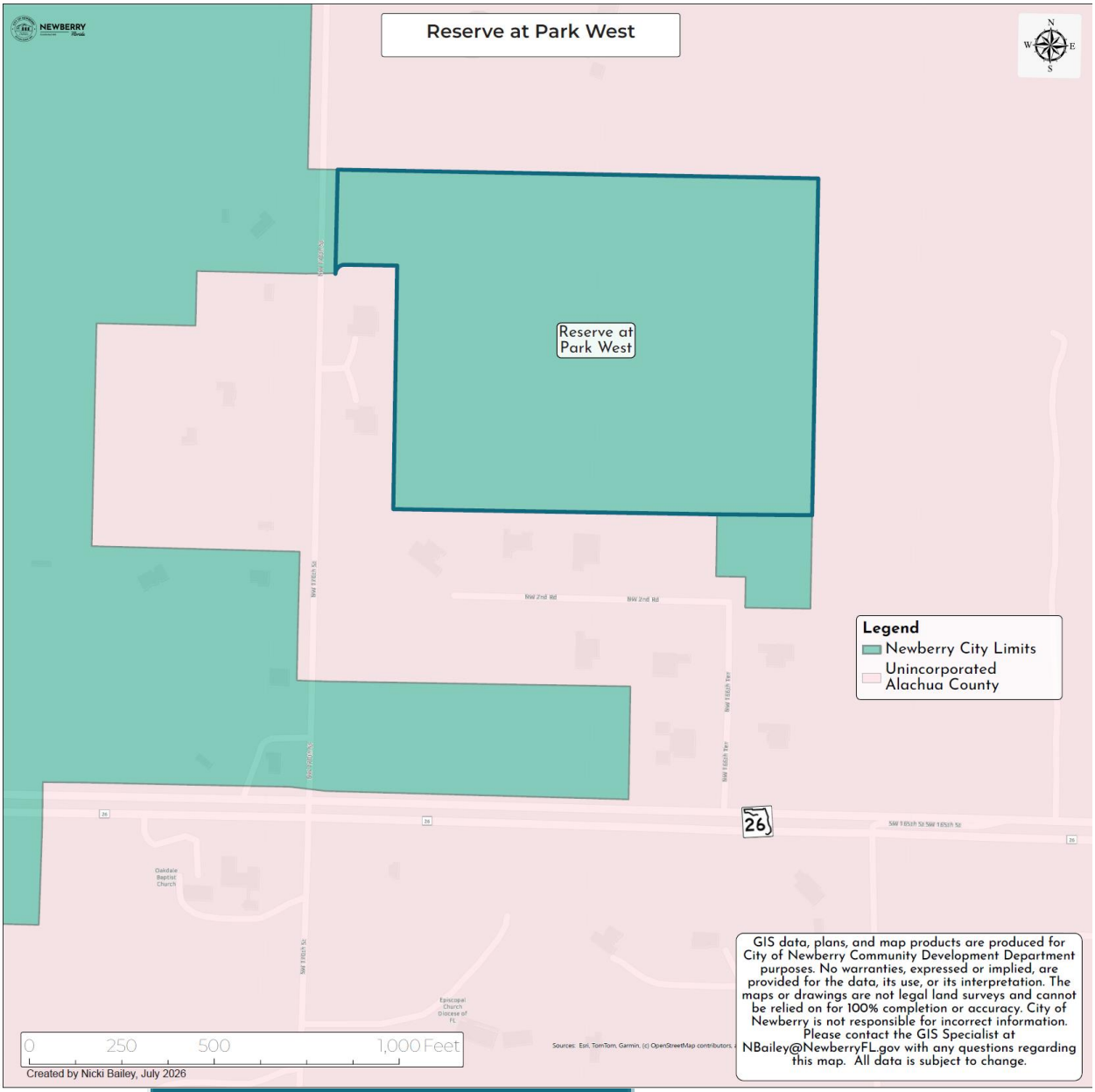
SCALE: 1"=40'

SHEET NO: EX 1

C:\Users\WilliamMenadier\Menadier Engineering\Projects - Documents\33 - Newberry\2025-33-010 Reserve at Park West\CAD\RESERVE AT PARK WEST - AUTOTURN.dwg, Tuesday, September 30, 2025 11:39:22 AM

25493 NW 1st Avenue
Newberry FL 32669
Tel: 352-472-2161
www.NewberryFL.gov

## MAP



NEWBERRY Florida
Established 1895

25493 NW 1st Avenue
Newberry FL 32669
Tel: 352-472-2161
www.NewberryFL.gov

**LEGAL DESCRIPTION**

THE WEST HALF OF THE SOUTHWEST QUARTER (W 1/2 OF SW 1/4) OF SECTION 33, TOWNSHIP 9 SOUTH, RANGE 18 EAST, ALACHUA COUNTY, FLORIDA. LESS AND EXCEPT THE NORTH 869.70 FEET.

AND;

LESS AND EXCEPT THE WEST 40.00 FEET FOR COUNTY ROAD NW 17 RIGHT-OF-WAY.

AND;

LESS AND EXCEPT THE SOUTH 50.00 FEET FOR STATE ROAD NO. 26 RIGHT-OF-WAY.

AND;

LESS AND EXCEPT THE PROPERTY DESCRIBED IN WARRANTY DEED RECORDED IN O.R. BOOK 2194, PAGE 254, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

AND;

LESS AND EXCEPT THE PROPERTY CONTAINED IN PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA.

AND;

LESS AND EXCEPT THE LANDS LYING SOUTH AND WEST OF PARKWEST ESTATES UNIT NO. 1, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 26, PAGE 92, PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA AND LYING EAST OF COUNTY ROAD NW 17 AND LYING NORTH OF STATE ROAD NO. 26.

**ALACHUA COUNTY PARCEL INFORMATION:**

**PARCEL NO. 04287-000-000**
https://mapgenius.alachuacounty.us/#parcelid=04287-000-000

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | Construction Plans for a 6-Lot Subdivision Titled Reserve at Park West<br>Quasi-Judicial Public Hearing for RESOLUTION NO. 2026-47/Petition# SD 26-03<br>A resolution of the City of Newberry, Florida, approving construction plans for a subdivision known as the "Reserve at Park West" consisting of approximately 26 acres identified as tax parcel no. 04287-000-000 and generally located Northeast of the intersection of State Road 26/West Newberry Road and Northwest 170th Street; providing an applicability clause; and providing an effective date. |
| **Agenda Section:** | Public Hearings |
| **Department:** | Community Development Department |
| **Strategic Goal/Objective:** | Goal D.3 A strong, diverse local economy |
| **Presented By:** | Stacey Hectus, AICP, Community Development Department Director |
| **Recommended Actions:** | Approve, approve with conditions, continue, or deny Resolution # 2026-47/Petition No. SD 26-03. |

**Summary:**
The Community Development Department received a construction plan petition by Menadier Engineering, LLC, agent on behalf of ACR Property Group, LLC, owner, proposing a 6-lot subdivision and related site improvements. The project is generally located at the northeast corner of State Road 26/West Newberry Road and Northwest 170 Street. Identified as Alachua County Tax Parcel No. 04287-000-000. A companion variance to reduce the minimum required lot size of Lot 6 from 5 acres to 1 acre and width from 270 ft. to 256 ft. will be heard prior to his item. This site was formally Phase 2 of Park West Estates (unincorporated) and Lot 6 is intended to connect to Northwest 166 Place, a public right-of-way. The Petition is consistent with the Comprehensive Plan and Land Development Regulations provided the variance petition is approved.

**Attachments:**
1. Map & Legal Description
2. Application
3. Construction Plan Set

**File Attachments for Item:**

**14. Ordinance #2026-29/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-29/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02512-001-010 located at 506 NW 266th Street, Newberry; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Ordinance #2026-29/Petition 26-41: Voluntary Annexation.

Legislative, First Reading of Ordinance # 2026-29/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02512-001-010 located at 506 NW 266th Street, Newberry; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.

**Agenda Section:** Public Hearings

**Department:** Community Development Department

**Strategic Goal/Objective:** GOAL D.1
Future-focused roadmap for community planning
GOAL D.3
A strong, diverse local economy

**Presented By:** Stacey Hectus, AICP, Community Development Director

**Recommended Actions:**

1. Approve or Deny the annexation of Tax Parcel No. 02512-001-010 located at 506 NW 266th Street, Newberry into the City of Newberry Corporate Limits. Ordinance # 2026-29.

**Summary:**

The Community Development Department has received six requests (7 parcels) for voluntary annexation in separate areas of the City of Newberry, each contiguous to the municipal boundaries, see the attached Ordinance. The total land area being annexed under the six ordinances is approximately ±91.13 acres. The proposed annexations serve to strengthen contiguity and improve overall compactness of the municipal boundary in the subject areas per Ch. 171 Florida Statutes.

Once those petitions were received, staff notified the appropriate County staff at the Alachua County Growth Management Department. No objections to the proposed voluntary annexations were stated. Public notice requirements per Ch. 171, Florida Statutes was strictly followed, and public notice was sent to Alachua County Board of County Commission and printed in the Alachua County Today on August 20

and August 27, 2026, for each request. Additionally, public notice was also placed on the Alachua County website for four weeks, and a paper copy of the notice was placed in the City Hall lobby. Copies of advertisements and notices are available at the Community Development department upon request.

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**Attachments:**

1. Ordinance 2026-29

**ORDINANCE NO. 2026-29**
Petition #26-41 (Annexation #41)

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF THE FOLLOWING DESCRIBED REAL PROPERTY FROM UNINCORPORATED ALACHUA COUNTY INTO THE CORPORATE LIMITS OF THE CITY OF NEWBERRY: TAX PARCEL NO. 02512-001-010 LOCATED AT 506 NW 266TH STREET, NEWBERRY; MAKING NECESSARY FINDINGS; PROVIDING FOR APPLICABLE LAWS AND REGULATIONS; PROVIDING FOR AMENDMENT TO THE CORPORATE LIMITS, DIRECTIONS TO THE CODIFIER AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND DIRECTIONS TO THE CITY CLERK.**

**WHEREAS,** Section 171.044, Florida Statutes, provides the procedure for voluntary annexations;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, the owner of the real property described in this Ordinance submitted a petition to the City requesting annexation into the corporate limits of the City of Newberry;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, at least 10 days prior to publishing notice of this Ordinance, the City provided a copy of that notice, via certified mail, to the Board of County Commissioners of Alachua County;

**WHEREAS**, in accordance with Policy 1.6.3 of the Intergovernmental Coordination Element in the City's Comprehensive Plan (Appendix A to the Code of Ordinances), City staff informed Alachua County's Growth Management Division of the requested annexation and inquired if there were any issues to be addressed;

**WHEREAS**, no portion of the real property proposed to be annexed lies within the Alachua County Growth Management Area set forth in Article I, Sec. 1.5.B of the County Charter;

**WHEREAS**, in accordance with Section 171.044, Florida Statutes, the City has published notice of this proposed Ordinance once a week for two consecutive weeks in Alachua County Today notifying the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearings pursuant to the notice described above at which hearings the parties in interest and all others had an opportunity to be heard; and

**WHEREAS**, the City Commission finds that annexation is in the best interest of the City, will promote the orderly planning and development of the City; and the City is reasonably prepared to provide necessary municipal services to the annexed property.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1. Findings necessary for Annexation.** The City Commission hereby finds that each parcel of real property listed in Section 2 of this Ordinance meets the requirements of voluntary annexation as set forth in Section 177.044, Florida Statutes, namely:

A. The real property is wholly located in the unincorporated area of Alachua County; is contiguous to the City of Newberry; is reasonably compact; and its annexation will not create an enclave;

B. The petition for annexation contains the signatures of all owners of that parcel.

**Section 2. Annexation.** Each parcel of real property listed below is hereby annexed into the corporate limits of the City of Newberry. Each parcel is labeled and depicted on the map attached to this Ordinance.

**Tax Parcel No. 02512-001-010** owned by **Maloney Builders Group LLC, a Florida limited liability company** consisting of approximately 6.35 acres located at 506 NW 266th Street, Newberry, that is legally described as:

A tract of land situated in Section 5, Township 10 South, Range 17, East, Alachua County, Florida. Said tract of land being more particularly described as follows:

Commence at the Northeast corner of the aforementioned Section 5, Township 10 South, Range 17 East, for a point of reference and run South 0.1 deg., 51 min., 51 sec., East, along the East line of said Section 5, a distance of 277.98 feet to the True Point of Beginning; thence continue South 01 deg., 05 min., 51 sec. East, along said East line a distance of 353.72 feet; thence run South 87 deg.; 47 min., 58 sec., West parallel with the North line of said Section 5, a distance of 780.83 feet; thence run North 01 deg., 26 min., 04 sec., West, parallel with the West line of the NE 1/4 of said Section 5, a distance of 353.69 feet; thence run North 87 deg., 47 min., 58 sec. East, parallel with said North line a distance of 782.92 feet to the True Point of Beginning.

**Section 3. Applicable Laws and Regulations**. In accordance with Section 171.062, Florida Statutes, each annexed parcel shall be subject to all laws, ordinances and regulations in force in the City and is entitled to the same privileges and benefits as other parts of the City upon the effective date of this Ordinance, except that, the Alachua County Comprehensive Land Use Plan and Zoning and Subdivision regulations shall continue to apply until the City adopts a Comprehensive Plan Amendment that includes the annexed area.

**Section 4. Revision to Corporate Limits; Directions to Codifier; Correction.** The corporate limits of the City are hereby revised to include each parcel listed in Section 2 above, and the codifier is directed to add a reference to this Ordinance Number and its date of adoption to Sec. 1-14 titled “Annexations” in the City of Newberry Code of Ordinances. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney, may be corrected without the need for a public hearing or further action by the City Commission.

**Section 5. Severability.** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**Section 6. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 7. Effective Date; Directions to the City Clerk.** This Ordinance shall become effective immediately upon adoption. The City Clerk is directed to record this Ordinance in the City Ordinance Book and, within 7 calendar days after adoption, is directed to send a certified copy of this Ordinance to (a) the Florida Department of State; (b) the Clerk of the Circuit Court in Alachua County; and (c) to the Chief Administrative Officer of Alachua County.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on September 14, 2026.

**Adopted on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on September 28, 2026.

**CITY OF NEWBERRY, FLORIDA**

_____

Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____

Randa K. Paul, City Clerk

Approved as to form and legality

_____

City Attorney's Office

# Proposed Parcels for Voluntary Annexation 41




GIS data, plans, and map products are produced for City of Newberry Community Development Department purposes. No warranties, expressed or implied, are provided for the data, its use, or its interpretation. The maps or drawings are not legal land surveys and cannot be relied on for 100% completion or accuracy. City of Newberry is not responsible for incorrect information. Please contact the GIS Specialist at NBailey@NewberryFL.gov with any questions regarding this map. All data is subject to change.

**File Attachments for Item:**

**15. Ordinance #2026-30/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-30/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02657-005-000 located at 22515 SW 67th, Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Ordinance #2026-30/Petition 26-41: Voluntary Annexation.

Legislative, First Reading of Ordinance # 2026-30/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02657-005-000 located at 22515 SW 67th, Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.

**Agenda Section:** Public Hearings

**Department:** Community Development Department

**Strategic Goal/Objective:** GOAL D.1
Future-focused roadmap for community planning
GOAL D.3
A strong, diverse local economy

**Presented By:** Stacey Hectus, AICP, Community Development Director

**Recommended Actions:**

1. Approve or Deny the annexation of Tax Parcel No. 02657-005-000 located at 22515 SW 67th, Newberry into the City of Newberry Corporate Limits. Ordinance # 2026-30.

**Summary:**

The Community Development Department has received six requests (7 parcels) for voluntary annexation in separate areas of the City of Newberry, each contiguous to the municipal boundaries, see the attached Ordinance. The total land area being annexed under the six ordinances is approximately ±91.13 acres. The proposed annexations serve to strengthen contiguity and improve overall compactness of the municipal boundary in the subject areas per Ch. 171 Florida Statutes.

Once those petitions were received, staff notified the appropriate County staff at the Alachua County Growth Management Department. No objections to the proposed voluntary annexations were stated. Public notice requirements per Ch. 171, Florida Statutes was strictly followed, and public notice was sent to Alachua County Board of County Commission and printed in the Alachua County Today on August 20

and August 27, 2026, for each request. Additionally, public notice was also placed on the Alachua County website for four weeks, and a paper copy of the notice was placed in the City Hall lobby. Copies of advertisements and notices are available at the Community Development department upon request.

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**Attachments:**

1. Ordinance 2026-30

**ORDINANCE NO. 2026-30**
Petition #26-41 (Annexation #41)

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF THE FOLLOWING DESCRIBED REAL PROPERTY FROM UNINCORPORATED ALACHUA COUNTY INTO THE CORPORATE LIMITS OF THE CITY OF NEWBERRY: TAX PARCEL NO. 02657-005-000 LOCATED AT 25515 SW 67th AVENUE, NEWBERRY; MAKING NECESSARY FINDINGS; PROVIDING FOR APPLICABLE LAWS AND REGULATIONS; PROVIDING FOR AMENDMENT TO THE CORPORATE LIMITS, DIRECTIONS TO THE CODIFIER AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND DIRECTIONS TO THE CITY CLERK.**

**WHEREAS,** Section 171.044, Florida Statutes, provides the procedure for voluntary annexations;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, the owners of the real property described in this Ordinance submitted a petition to the City requesting annexation into the corporate limits of the City of Newberry;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, at least 10 days prior to publishing notice of this Ordinance, the City provided a copy of that notice, via certified mail, to the Board of County Commissioners of Alachua County;

**WHEREAS**, in accordance with Policy 1.6.3 of the Intergovernmental Coordination Element in the City's Comprehensive Plan (Appendix A to the Code of Ordinances), City staff informed Alachua County's Growth Management Division of the requested annexation and inquired if there were any issues to be addressed;

**WHEREAS**, no portion of the real property proposed to be annexed lies within the Alachua County Growth Management Area set forth in Article I, Sec. 1.5.B of the County Charter;

**WHEREAS**, in accordance with Section 171.044, Florida Statutes, the City has published notice of this proposed Ordinance once a week for two consecutive weeks in **Alachua County Today** notifying the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearings pursuant to the notice described above at which hearings the parties in interest and all others had an opportunity to be heard; and

**WHEREAS**, the City Commission finds that annexation is in the best interest of the City, will promote the orderly planning and development of the City; and the City is reasonably prepared to provide necessary municipal services to the annexed property.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1. Findings necessary for Annexation.** The City Commission hereby finds that each parcel of real property listed in Section 2 of this Ordinance meets the requirements of voluntary annexation as set forth in Section 177.044, Florida Statutes, namely:

A. The real property is wholly located in the unincorporated area of Alachua County; is contiguous to the City of Newberry; is reasonably compact; and its annexation will not create an enclave;

B. The petition for annexation contains the signatures of all owners of that parcel.

**Section 2. Annexation.** Each parcel of real property listed below is hereby annexed into the corporate limits of the City of Newberry. Each parcel is labeled and depicted on the map attached to this Ordinance.

**Tax Parcel No. 02657-005-000** owned by **Erie Jack Mays, Jr. and Deborah Mays, as Trustee of the Mays Trust, dated April 14, 2026** consisting of approximately 10 acres located at 25515 SW 67th Avenue, Newberry, that is legally described as:

The W 1/2 of the E 1/2 of the SW 1/4 of the NE 1/4 of Section 28, Township 10 South. Range 17 East. Alachua County, Florida;

**Section 3. Applicable Laws and Regulations**. In accordance with Section 171.062, Florida Statutes, each annexed parcel shall be subject to all laws, ordinances and regulations in force in the City and is entitled to the same privileges and benefits as other parts of the City upon the effective date of this Ordinance, except that, the Alachua County Comprehensive Land Use Plan and Zoning and Subdivision regulations shall continue to apply until the City adopts a Comprehensive Plan Amendment that includes the annexed area.

**Section 4. Revision to Corporate Limits; Directions to Codifier; Correction.** The corporate limits of the City are hereby revised to include each parcel listed in Section 2 above, and the codifier is directed to add a reference to this Ordinance Number and its date of adoption to Sec. 1-14 titled “Annexations” in the City of Newberry Code of Ordinances. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney,

may be corrected without the need for a public hearing or further action by the City Commission.

**Section 5. Severability.** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**Section 6. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 7. Effective Date; Directions to the City Clerk.** This Ordinance shall become effective immediately upon adoption. The City Clerk is directed to record this Ordinance in the City Ordinance Book and, within 7 calendar days after adoption, is directed to send a certified copy of this Ordinance to (a) the Florida Department of State; (b) the Clerk of the Circuit Court in Alachua County; and (c) to the Chief Administrative Officer of Alachua County.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 14, 2026.**

**Adopted on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 28, 2026.**

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

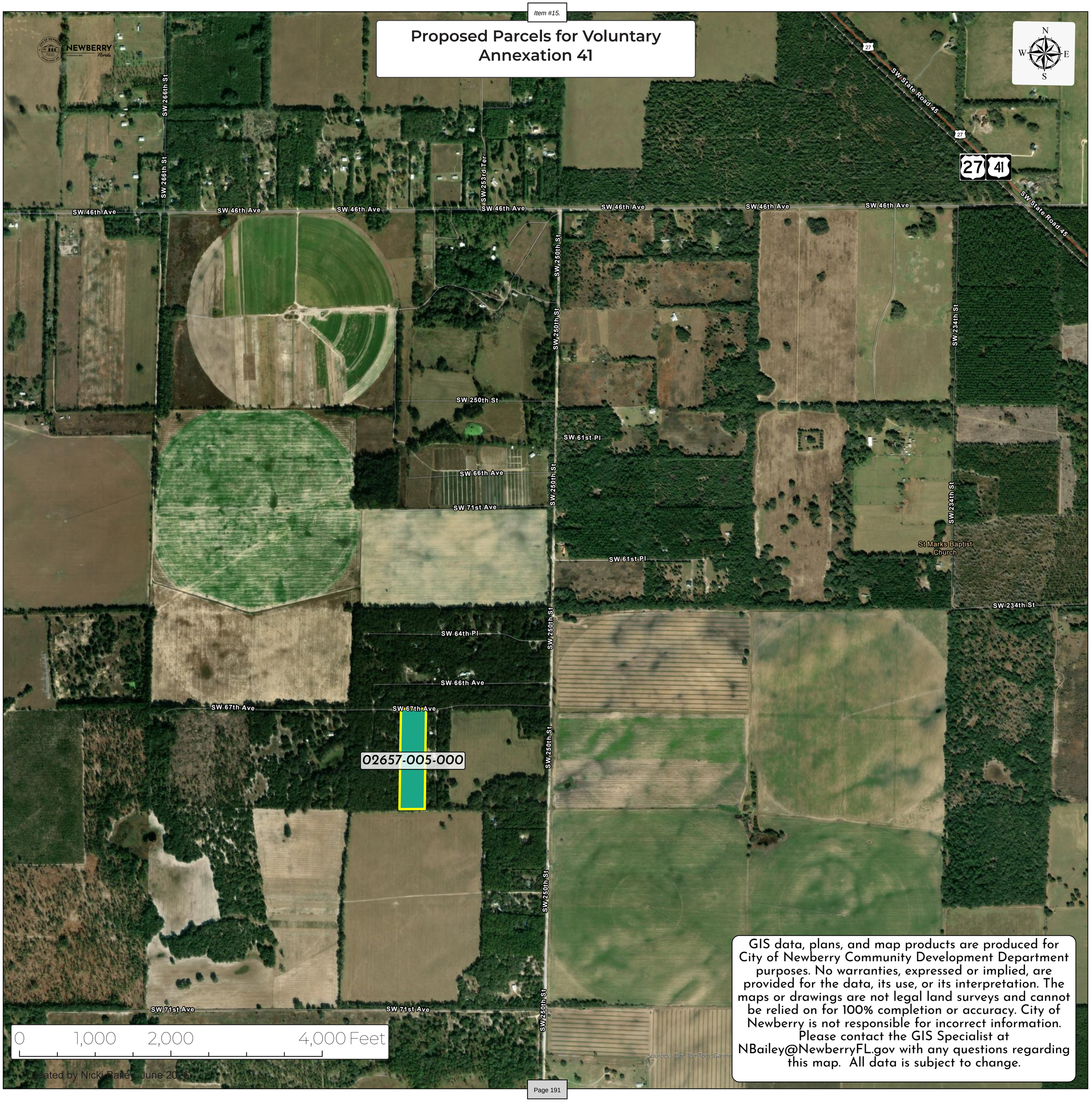
ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

# Proposed Parcels for Voluntary Annexation 41




Created by Nicki Bailey June 2025

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**File Attachments for Item:**

**16. Ordinance #2026-31/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-31/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 04399-006-000 located at 2601 SW 186th St., Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | Ordinance #2026-31/Petition 26-41: Voluntary Annexation.<br><br>Legislative, First Reading of Ordinance # 2026-31/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 04399-006-000 located at 2601 SW 186th St., Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk. |
| **Agenda Section:** | Public Hearings |
| **Department:** | Community Development Department |
| **Strategic Goal/Objective:** | GOAL D.1<br>Future-focused roadmap for community planning<br>GOAL D.3<br>A strong, diverse local economy |
| **Presented By:** | Stacey Hectus, AICP, Community Development Director |
| **Recommended Actions:** | 1. Approve or Deny the annexation of Tax Parcel No. 04399-006-000 located at 2601 SW 186th St., Newberry into the City of Newberry Corporate Limits. Ordinance # 2026-31. |

**Summary:**

The Community Development Department has received six requests (7 parcels) for voluntary annexation in separate areas of the City of Newberry, each contiguous to the municipal boundaries, see the attached Ordinance. The total land area being annexed under the six ordinances is approximately ±91.13 acres. The proposed annexations serve to strengthen contiguity and improve overall compactness of the municipal boundary in the subject areas per Ch. 171 Florida Statutes.

Once those petitions were received, staff notified the appropriate County staff at the Alachua County Growth Management Department. No objections to the proposed voluntary annexations were stated. Public notice requirements per Ch. 171, Florida Statutes was strictly followed, and public notice was sent to Alachua County Board of County Commission and printed in the Alachua County Today on August 20

and August 27, 2026, for each request. Additionally, public notice was also placed on the Alachua County website for four weeks, and a paper copy of the notice was placed in the City Hall lobby. Copies of advertisements and notices are available at the Community Development department upon request.

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**Attachments:**

1. Ordinance 2026-31

**ORDINANCE NO. 2026-31**
Petition #26-31 (Annexation #41)

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF THE FOLLOWING DESCRIBED REAL PROPERTY FROM UNINCORPORATED ALACHUA COUNTY INTO THE CORPORATE LIMITS OF THE CITY OF NEWBERRY: TAX PARCEL NO. 04399-006-000 LOCATED AT 2601 SW 186th STREET, NEWBERRY; MAKING NECESSARY FINDINGS; PROVIDING FOR APPLICABLE LAWS AND REGULATIONS; PROVIDING FOR AMENDMENT TO THE CORPORATE LIMITS, DIRECTIONS TO THE CODIFIER AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND DIRECTIONS TO THE CITY CLERK.**

**WHEREAS,** Section 171.044, Florida Statutes, provides the procedure for voluntary annexations;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, the owners of the real property described in this Ordinance submitted a petition to the City requesting annexation into the corporate limits of the City of Newberry;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, at least 10 days prior to publishing notice of this Ordinance, the City provided a copy of that notice, via certified mail, to the Board of County Commissioners of Alachua County;

**WHEREAS**, in accordance with Policy 1.6.3 of the Intergovernmental Coordination Element in the City's Comprehensive Plan (Appendix A to the Code of Ordinances), City staff informed Alachua County's Growth Management Division of the requested annexation and inquired if there were any issues to be addressed;

**WHEREAS**, no portion of the real property proposed to be annexed lies within the Alachua County Growth Management Area set forth in Article I, Sec. 1.5.B of the County Charter;

**WHEREAS**, in accordance with Section 171.044, Florida Statutes, the City has published notice of this proposed Ordinance once a week for two consecutive weeks in **Alachua County Today** notifying the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearings pursuant to the notice described above at which hearings the parties in interest and all others had an opportunity to be heard; and

**WHEREAS**, the City Commission finds that annexation is in the best interest of the City, will promote the orderly planning and development of the City; and the City is reasonably prepared to provide necessary municipal services to the annexed property.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1. Findings necessary for Annexation.** The City Commission hereby finds that each parcel of real property listed in Section 2 of this Ordinance meets the requirements of voluntary annexation as set forth in Section 177.044, Florida Statutes, namely:

A. The real property is wholly located in the unincorporated area of Alachua County; is contiguous to the City of Newberry; is reasonably compact; and its annexation will not create an enclave;

B. The petition for annexation contains the signatures of all owners of that parcel.

**Section 2. Annexation.** Each parcel of real property listed below is hereby annexed into the corporate limits of the City of Newberry. Each parcel is labeled and depicted on the map attached to this Ordinance.

**Tax Parcel No. 04399-006-000** owned by **Scott Daniel Burford and Amber T. Burford, a married couple**, consisting of approximately 6 acres located at 2601 SW 186th Street, Newberry, that is legally described as:

> That part of Section 8, Township 10 South, Range 18 East, Alachua County, Florida, being more particularly described as follows:
>
> Commence at the Southwest corner of Section 8 for a point of reference; thence run North 01 degrees 32 minutes 44 seconds West, along the West line of said Section 8, a distance of 1326.36 feet to the Southwest corner of the South half of the Northwest Quarter of the Southwest Quarter (S1/2 of NW1/4 of SW1/4) of said Section 8 and the point of beginning; thence from the said point of beginning continue North 01 degrees 32 minutes 44 seconds West, along the said West line of Section 8 a distance of 200.35 feet; thence run North 89 degrees 15 minutes 45 seconds East, parallel to the South line of the South Half of the Northwest Quarter of the Southwest Quarter of said Section 8, a distance of 1305.76 feet to an intersection with a fence line; thence run Southerly, along the said fence line, a distance of 200.33 feet to an intersection

with the South line of the South Half of the Northwest Quarter of the Southwest Quarter of said Section 8; thence run South 89 degrees 15 minutes 45 seconds West, along the said South line of the Northwest Quarter of the Southwest Quarter of Section 8, a distance of 1303.54 feet to the point of beginning.

**Section 3. Applicable Laws and Regulations**. In accordance with Section 171.062, Florida Statutes, each annexed parcel shall be subject to all laws, ordinances and regulations in force in the City and is entitled to the same privileges and benefits as other parts of the City upon the effective date of this Ordinance, except that, the Alachua County Comprehensive Land Use Plan and Zoning and Subdivision regulations shall continue to apply until the City adopts a Comprehensive Plan Amendment that includes the annexed area.

**Section 4. Revision to Corporate Limits; Directions to Codifier; Correction.** The corporate limits of the City are hereby revised to include each parcel listed in Section 2 above, and the codifier is directed to add a reference to this Ordinance Number and its date of adoption to Sec. 1-14 titled “Annexations” in the City of Newberry Code of Ordinances. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney, may be corrected without the need for a public hearing or further action by the City Commission.

**Section 5. Severability.** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**Section 6. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 7. Effective Date; Directions to the City Clerk.** This Ordinance shall become effective immediately upon adoption. The City Clerk is directed to record this Ordinance in the City Ordinance Book and, within 7 calendar days after adoption, is directed to send a certified copy of this Ordinance to (a) the Florida Department of State; (b) the Clerk of the Circuit Court in Alachua County; and (c) to the Chief Administrative Officer of Alachua County.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 14, 2026**.

**Adopted on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 28, 2026**

**CITY OF NEWBERRY, FLORIDA**

_____

Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____

Randa K. Paul, City Clerk

Approved as to form and legality

_____

City Attorney's Office

# Annexation 41




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Created by Nicki Bailey, July 2026

**File Attachments for Item:**

**17. Ordinance #2026-32/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-32/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02526-000-000 and 02526-002-000, generally located northeast of the intersection of SW 282nd Street and SW 30th Avenue, Newberry; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Ordinance #2026-32/Petition 26-41: Voluntary Annexation.

Legislative, First Reading of Ordinance # 2026-32/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02526-000-000 and 02526-002-000, generally located northeast of the intersection of SW 282nd Street and SW 30th Avenue, Newberry; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.

**Agenda Section:** Public Hearings

**Department:** Community Development Department

**Strategic Goal/Objective:** GOAL D.1
Future-focused roadmap for community planning
GOAL D.3
A strong, diverse local economy

**Presented By:** Stacey Hectus, AICP, Community Development Director

**Recommended Actions:**

1. Approve or Deny the annexation of Tax Parcel No. 02526-000-000 and 02526-002-000, generally located northeast of the intersection of SW 282nd Street and SW 30th Avenue, Newberry into the City of Newberry Corporate Limits. Ordinance # 2026-32.

**Summary:**

The Community Development Department has received six requests (7 parcels) for voluntary annexation in separate areas of the City of Newberry, each contiguous to the municipal boundaries, see the attached Ordinance. The total land area being annexed under the six ordinances is approximately ±91.13 acres. The proposed annexations serve to strengthen contiguity and improve overall compactness of the municipal boundary in the subject areas per Ch. 171 Florida Statutes.

Once those petitions were received, staff notified the appropriate County staff at the Alachua County

Growth Management Department. No objections to the proposed voluntary annexations were stated. Public notice requirements per Ch. 171, Florida Statutes was strictly followed, and public notice was sent to Alachua County Board of County Commission and printed in the Alachua County Today on August 20 and August 27, 2026, for each request. Additionally, public notice was also placed on the Alachua County website for four weeks, and a paper copy of the notice was placed in the City Hall lobby. Copies of advertisements and notices are available at the Community Development department upon request.

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**Attachments:**

1. Ordinance 2026-32

# ORDINANCE NO. 2026-32

Petition # 26-41 (Annexation #41)

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF THE FOLLOWING DESCRIBED REAL PROPERTY FROM UNINCORPORATED ALACHUA COUNTY INTO THE CORPORATE LIMITS OF THE CITY OF NEWBERRY: TAX PARCEL NO. 02526-000-000 AND TAX PARCEL NO. 02526-002-000 GENERALLY LOCATED NORTHEAST OF THE INTERSECTION OF SW 282ND STREET AND SW 30TH AVENUE, NEWBERRY; MAKING NECESSARY FINDINGS; PROVIDING FOR APPLICABLE LAWS AND REGULATIONS; PROVIDING FOR AMENDMENT TO THE CORPORATE LIMITS, DIRECTIONS TO THE CODIFIER AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND DIRECTIONS TO THE CITY CLERK.**

**WHEREAS,** Section 171.044, Florida Statutes, provides the procedure for voluntary annexations;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, the owners of the real property described in this Ordinance submitted a petition to the City requesting annexation into the corporate limits of the City of Newberry;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, at least 10 days prior to publishing notice of this Ordinance, the City provided a copy of that notice, via certified mail, to the Board of County Commissioners of Alachua County;

**WHEREAS**, in accordance with Policy 1.6.3 of the Intergovernmental Coordination Element in the City's Comprehensive Plan (Appendix A to the Code of Ordinances), City staff informed Alachua County's Growth Management Division of the requested annexation and inquired if there were any issues to be addressed;

**WHEREAS**, no portion of the real property proposed to be annexed lies within the Alachua County Growth Management Area set forth in Article I, Sec. 1.5.B of the County Charter;

**WHEREAS**, in accordance with Section 171.044, Florida Statutes, the City has published notice of this proposed Ordinance once a week for two consecutive weeks in **Alachua County Today** notifying the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearings pursuant to the notice described above at which hearings the parties in interest and all others had an opportunity to be heard; and

**WHEREAS**, the City Commission finds that annexation is in the best interest of the City, will promote the orderly planning and development of the City; and the City is reasonably prepared to provide necessary municipal services to the annexed property.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1. Findings necessary for Annexation.** The City Commission hereby finds that each parcel of real property listed in Section 2 of this Ordinance meets the requirements of voluntary annexation as set forth in Section 177.044, Florida Statutes, namely:

A. The real property is wholly located in the unincorporated area of Alachua County; is contiguous to the City of Newberry; is reasonably compact; and its annexation will not create an enclave;

B. The petition for annexation contains the signatures of all owners of that parcel.

**Section 2. Annexation.** Each parcel of real property listed below is hereby annexed into the corporate limits of the City of Newberry. Each parcel is labeled and depicted on the map attached to this Ordinance.

**Tax Parcel No. 02526-000-000** owned by the **Clarkson-Bergman Family Partnership, Ltd, a Florida limited partnership**, consisting of approximately 10 acres generally located Northeast of the intersection of SW 282nd Street and SW 30th Avenue, Newberry, that is legally described as:

> A part of the SW 1/4 of the SW 1/4 of Section 8, Township 10 South, Range 17 East, Alachua County, Florida, being more particularly described as follows:
>
> Commence at the Southeast corner of the SW 1/4 of the SW 1/4 of Section 8, Township 10 South, Range 17 East and run North 01°35'50" West, along the East line thereof, 50.00 feet to the North right of way line of S.W. 30th Avenue (100' right of way); thence run South 87°57'37" West, along said North right of way line, a distance of 40.00 feet to the Point of Beginning; thence continue South 87°57'37" West, along said North right of way line, a distance of 417.45 feet; thence run North 01°35'50" West, parallel with said East line of the Southwest Quarter of the Southwest Quarter, a distance of 1044.00 feet; thence run North 87°57'37" East, parallel with said North right of way line, a distance of 417.45 feet; thence run South 01°35'50" East, parallel with said East line, a distance of 1044.00 feet to the Point of Beginning.

**AND Tax Parcel No. 02526-002-000** owned by the **Clarkson-Bergman Family Partnership, Ltd, a Florida limited partnership**, consisting of approximately 26.83 acres generally located Northeast of the intersection of SW 282nd Street and SW 30th Avenue, Newberry, that is legally described as:

A part of the Southwest Quarter of the Southwest Quarter (SW 1/4 of the SW 1/4) of Section 8, Township 10 South, Range 17 East, Alachua County, Florida, being more particularly described as follows:

Commence at the Southeast corner of said Southwest Quarter of Southwest Quarter (SW 1/4 of SW 1/4) and run thence North 01°35'50" West, along the East line thereof 50.00 feet to the North Right-of-Way line of SW 30th Avenue (100' R/W), and the Point of Beginning; thence South 87°57'37" West, along said Right-of-Way line, 40.00 feet; thence North 01°35'50" West, parallel to said East line, 1044.00 feet; thence South 87°57'37" West, 417.45 feet; thence South 01°35'50" East, 1044.00 feet to said North Right-of-Way line; thence South 87°57'37" West, along said Right-of-Way line, 169.65 feet to the beginning of a curve, concave Southeasterly and having a radius of 766.20 feet; thence Southwesterly along and with the arc of said curve and along said Right-of-Way line through a central angle of 18°18'14", an arc distance of 244.77 feet; thence North 05°46'33" West, 199.19 feet; thence South 87°57'37" West, 443.56 feet to the West line of said Section 8; thence North 01 °37'43" West, along said West line, 1121.25 feet to the Northwest corner of said Southwest Quarter of Southwest Quarter (SW 1/4 of SW 1/4); thence North 87°52'38" East, 1326.14 feet to the Northeast corner of said Southwest Quarter of Southwest Quarter (SW 1/4 of SW 1/4); thence South 01°35'50" East, along the East line of said Southwest Quarter of Southwest Quarter (SW 1/4 of SW 1/4), 1283.18 feet to the Point of Beginning.

**Section 3. Applicable Laws and Regulations**. In accordance with Section 171.062, Florida Statutes, each annexed parcel shall be subject to all laws, ordinances and regulations in force in the City and is entitled to the same privileges and benefits as other parts of the City upon the effective date of this Ordinance, except that, the Alachua County Comprehensive Land Use Plan and Zoning and Subdivision regulations shall continue to apply until the City adopts a Comprehensive Plan Amendment that includes the annexed area.

**Section 4. Revision to Corporate Limits; Directions to Codifier; Correction.** The corporate limits of the City are hereby revised to include each parcel listed in Section 2 above, and the codifier is directed to add a reference to this Ordinance Number and its date of adoption to Sec. 1-14 titled "Annexations" in the City of Newberry Code of Ordinances. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney, may be corrected without the need for a public hearing or further action by the City Commission.

**Section 5. Severability.** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**Section 6. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 7. Effective Date; Directions to the City Clerk.** This Ordinance shall become effective immediately upon adoption. The City Clerk is directed to record this Ordinance in the City Ordinance Book and, within 7 calendar days after adoption, is directed to send a certified copy of this Ordinance to (a) the Florida Department of State; (b) the Clerk of the Circuit Court in Alachua County; and (c) to the Chief Administrative Officer of Alachua County.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 14, 2026.**

**Adopted on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 28, 2026.**

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

# Annexation 41

02526-002-000

02526-000-000

ALACHUA

28130 Lot
27117 Lot
27215 Lot
27404 Lot
27364 Lot
27420 Lot
28906 Lot
27414 Lot
27224 Lot
27812 Lot
27316 Lot
27922 Lot
27904 Lot
27428 Lot
27410 Lot
28104 Lot
SW 30th Ave
SW 30th Ave
SW 30th Ave
SW 30th Ave
SW 30th Ave
28301 Lot
27409 Lot
27411 Lot
SW 282nd St
SW 282nd St
27367 Lot
27221 Lot
27205 Lot
3208 Lot
3211 Lot
3316 Lot
3407 Lot

GIS data, plans, and map products are produced for City of Newberry Community Development Department purposes. No warranties, expressed or implied, are provided for the data, its use, or its interpretation. The maps or drawings are not legal land surveys and cannot be relied on for 100% completion or accuracy. City of Newberry is not responsible for incorrect information. Please contact the GIS Specialist at NBailey@NewberryFL.gov with any questions regarding this map. All data is subject to change.

0 0.1 0.2 0.4 Miles

Created by Nicki Bailey, July 2026

**File Attachments for Item:**

**18. Ordinance #2026-33/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-33/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 01928-000-000 located at 22807 W. Newberry Rd., Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Ordinance #2026-33/Petition 26-41: Voluntary Annexation.

Legislative, First Reading of Ordinance # 2026-33/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 01928-000-000 located at 22807 W. Newberry Rd., Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.

**Agenda Section:** Public Hearings

**Department:** Community Development Department

**Strategic Goal/Objective:** GOAL D.1
Future-focused roadmap for community planning
GOAL D.3
A strong, diverse local economy

**Presented By:** Stacey Hectus, AICP, Community Development Director

**Recommended Actions:**

1. Approve or Deny the annexation of Tax Parcel No. 01928-000-000 located at 22807 W. Newberry Rd., Newberry into the City of Newberry Corporate Limits. Ordinance # 2026-33.

**Summary:**

The Community Development Department has received six requests (7 parcels) for voluntary annexation in separate areas of the City of Newberry, each contiguous to the municipal boundaries, see the attached Ordinance. The total land area being annexed under the six ordinances is approximately ±91.13 acres. The proposed annexations serve to strengthen contiguity and improve overall compactness of the municipal boundary in the subject areas per Ch. 171 Florida Statutes.

Once those petitions were received, staff notified the appropriate County staff at the Alachua County Growth Management Department. No objections to the proposed voluntary annexations were stated. Public notice requirements per Ch. 171, Florida Statutes was strictly followed, and public notice was sent to Alachua County Board of County Commission and printed in the Alachua County Today on August 20

and August 27, 2026, for each request. Additionally, public notice was also placed on the Alachua County website for four weeks, and a paper copy of the notice was placed in the City Hall lobby. Copies of advertisements and notices are available at the Community Development department upon request.

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**Attachments:**

1. Ordinance 2026-33

**ORDINANCE NO. 2026-33**
Petition #26-41 (Annexation #41)

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF THE FOLLOWING DESCRIBED REAL PROPERTY FROM UNINCORPORATED ALACHUA COUNTY INTO THE CORPORATE LIMITS OF THE CITY OF NEWBERRY: TAX PARCEL NO. 01928-000-000 LOCATED AT 22807 WEST NEWBERRY ROAD, NEWBERRY; MAKING NECESSARY FINDINGS; PROVIDING FOR APPLICABLE LAWS AND REGULATIONS; PROVIDING FOR AMENDMENT TO THE CORPORATE LIMITS, DIRECTIONS TO THE CODIFIER AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND DIRECTIONS TO THE CITY CLERK.**

**WHEREAS,** Section 171.044, Florida Statutes, provides the procedure for voluntary annexations;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, the owners of the real property described in this Ordinance submitted a petition to the City requesting annexation into the corporate limits of the City of Newberry;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, at least 10 days prior to publishing notice of this Ordinance, the City provided a copy of that notice, via certified mail, to the Board of County Commissioners of Alachua County;

**WHEREAS**, in accordance with Policy 1.6.3 of the Intergovernmental Coordination Element in the City's Comprehensive Plan (Appendix A to the Code of Ordinances), City staff informed Alachua County's Growth Management Division of the requested annexation and inquired if there were any issues to be addressed;

**WHEREAS**, no portion of the real property proposed to be annexed lies within the Alachua County Growth Management Area set forth in Article I, Sec. 1.5.B of the County Charter;

**WHEREAS**, in accordance with Section 171.044, Florida Statutes, the City has published notice of this proposed Ordinance once a week for two consecutive weeks in **Alachua County Today** notifying the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearings pursuant to the notice described above at which hearings the parties in interest and all others had an opportunity to be heard; and

**WHEREAS**, the City Commission finds that annexation is in the best interest of the City, will promote the orderly planning and development of the City; and the City is reasonably prepared to provide necessary municipal services to the annexed property.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1. Findings necessary for Annexation.** The City Commission hereby finds that each parcel of real property listed in Section 2 of this Ordinance meets the requirements of voluntary annexation as set forth in Section 177.044, Florida Statutes, namely:

A. The real property is wholly located in the unincorporated area of Alachua County; is contiguous to the City of Newberry; is reasonably compact; and its annexation will not create an enclave;

B. The petition for annexation contains the signatures of all owners of that parcel.

**Section 2. Annexation.** Each parcel of real property listed below is hereby annexed into the corporate limits of the City of Newberry. Each parcel is labeled and depicted on the map attached to this Ordinance.

**Tax Parcel No. 01928-000-000** owned by **John Charles Palmer** consisting of approximately 14.83 acres located at 22807 West Newberry Road, Newberry, that is legally described as:

A PARCEL OF LAND LOCATED IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 17 EAST, ALACHUA COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE NORTHWEST ¼ OF SAID SECTION 2; THENCE SOUTH 00°50'58" EAST, A DISTANCE OF 49.91 FEET TO SOUTH RIGHT-OF-WAY LINE OF STATE ROAD NO. 26 (R/W VARIES); THENCE SOUTH 88°13'34" WEST, ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 23.03 FEET; THENCE CONTINUE SOUTH 88°13'34" WEST, A DISTANCE OF 362.99 FEET; THENCE CONTINUE SOUTH 88°13'34" WEST, A DISTANCE OF 188.33 FEET TO THE POINT OF BEGINNING; THENCE, LEAVING SAID SOUTH RIGHT-OF-WAY LINE, SOUTH 00°52'16" EAST, A DISTANCE OF 870.90 FEET; THENCE SOUTH 88°13'34" WEST, A DISTANCE OF 741.85 FEET; THENCE NORTH 00°52'16" WEST, A DISTANCE OF 870.90 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF SAID STATE ROAD NO. 26; THENCE NORTH 88°13'34" EAST, ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 741.85 FEET TO THE POINT OF BEGINNING.

SAID PARCEL BEING SUBJECT TO THE FOLLOWING EASEMENT FOR PURPOSES OF INGRESS AND EGRESS TO THE GRAVESITE OF MARTHA HODGE PALMER (AS FURTHER DESCRIBED HEREIN) IN ACCORDANCE WITH FLORIDA STATUTE 704.08:

A 15-FOOT-WIDE EASEMENT FOR INGRESS AND EGRESS LOCATED IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 17 EAST, ALACHUA COUNTY, FLORIDA, LYING 15 FEET WEST AND NORTH OF THE FOLLOWING DESCRIBED LINE:

COMMENCE AT THE NORTHEAST CORNER OF THE NORTHWEST ¼ OF SAID SECTION 02; THENCE SOUTH 00°50'58" EAST, A DISTANCE OF 49.91 FEET TO SOUTH RIGHT-OF-WAY LINE OF STATE ROAD NO. 26 (R/W VARIES); THENCE SOUTH 88°13'34" WEST, ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 23.03 FEET; THENCE CONTINUE SOUTH 88°13'34" WEST, A DISTANCE OF 36 2.99 FEET; THENCE CONTINUE SOUTH 88°13'34" WEST, A DISTANCE OF 188.33 FEET TO THE POINT OF BEGINNING; THENCE, LEAVING SAID SOUTH RIGHT-OF-WAY LINE, SOUTH 00°52'16" EAST; A DISTANCE OF 767.67 FEET; THENCE SOUTH 88°13'34" WEST, A DISTANCE OF 206.23 FEET TO THE POINT OF TERMINUS.

DESCRIPTION OF GRAVESITE OF MARTHA HODGE PALMER, SAID DESCRIPTION BEING A PART OF AND INCLUDED WITHIN THE PARCEL:

COMMENCE AT THE NORTHEAST CORNER OF THE NORTHWEST ¼ OF SAID SECTION 02; THENCE SOUTH 00°50'58" EAST, A DISTANCE OF 49.91 FEET TO SOUTH RIGHT-OF-WAY LINE OF STATE ROAD NO. 26 (R/W VARIES); THENCE SOUTH 88°13'34" WEST, ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 23.03 FEET; THENCE CONTINUE SOUTH 88°13'34" WEST, A DISTANCE OF 362.99 FEET; THENCE CONTINUE SOUTH 88°13'34" WEST, A DISTANCE OF 188.33 FEET; THENCE, LEAVING SAID SOUTH RIGHT-OF-WAY LINE, SOUTH 00°52'16" EAST, A DISTANCE OF 767.67 FEET; THENCE SOUTH 88°13'34" WEST, A DISTANCE OF 206.23 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 84°58'25" WEST, A DISTANCE OF 20.00 FEET; THENCE NORTH 05°01'35" WEST, A DISTANCE OF 20.00 FEET; THENCE NORTH 84°58'25" EAST, A DISTANCE OF 20.00 FEET; THENCE SOUTH 05°01'35" EAST, A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING.

**Section 3. Applicable Laws and Regulations**. In accordance with Section 171.062, Florida Statutes, each annexed parcel shall be subject to all laws, ordinances and regulations in force in the City and is entitled to the same privileges and benefits as other parts of the City upon the effective date of this Ordinance, except that, the Alachua County Comprehensive Land Use Plan and Zoning and Subdivision regulations shall continue to apply until the City adopts a Comprehensive Plan Amendment that includes the annexed area.

**Section 4. Revision to Corporate Limits; Directions to Codifier; Correction.** The corporate limits of the City are hereby revised to include each parcel listed in Section 2 above, and the codifier is directed to add a reference to this Ordinance Number and its date of adoption to Sec. 1-14 titled "Annexations" in the City of Newberry Code of Ordinances. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney, may be corrected without the need for a public hearing or further action by the City Commission.

**Section 5. Severability.** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**Section 6. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 7. Effective Date; Directions to the City Clerk.** This Ordinance shall become effective immediately upon adoption. The City Clerk is directed to record this Ordinance in the City Ordinance Book and, within 7 calendar days after adoption, is directed to send a certified copy of this Ordinance to (a) the Florida Department of State; (b) the Clerk of the Circuit Court in Alachua County; and (c) to the Chief Administrative Officer of Alachua County.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 14, 2026**.

**Adopted on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 28, 2026**.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

# Proposed Parcels for Voluntary Annexation 41

NEWBERRY Florida

N
W E
S

NW 6th Ln
NW 233rd Ter
NW 232nd Ter
NW 5th Pl
NW 4th Pl
NW 3rd Ave
NW 231st Ct
W Newberry Rd
SW 234th St
SW 226th St
Milam Funeral Home
26

01928-000-000

0 400 800 1,600 Feet

Created by Nicki Bailey, June 2026

Sources: Esri, TomTom, Garmin

GIS data, plans, and map products are produced for City of Newberry Community Development Department purposes. No warranties, expressed or implied, are provided for the data, its use, or its interpretation. The maps or drawings are not legal land surveys and cannot be relied on for 100% completion or accuracy. City of Newberry is not responsible for incorrect information. Please contact the GIS Specialist at NBailey@NewberryFL.gov with any questions regarding this map. All data is subject to change.

**File Attachments for Item:**

**19. Ordinance #2026-34/Petition 26-41: Voluntary Annexation.**

*Legislative, First Reading of Ordinance # 2026-34/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02585-025-000 located at 28609 SW 30th Avenue, Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.*

# Commission Agenda Item

**Meeting Date:** September 14, 2026

**Title:** Ordinance #2026-34/Petition 26-41: Voluntary Annexation.

Legislative, First Reading of Ordinance # 2026-34/ Petition 26-41. An Ordinance of the City of Newberry, Florida, providing for the voluntary annexation of the following described real property from unincorporated Alachua County into the Corporate Limits of the City of Newberry: Tax Parcel No. 02585-025-000 located at 28609 SW 30th Avenue, Newberry, FL; making necessary findings; providing for applicable laws and regulations; providing for amendment to the Corporate Limits, directions to the codifier and correction; providing a severability clause; providing a repealing clause; and providing an effective date and directions to the City Clerk.

**Agenda Section:** Public Hearings

**Department:** Community Development Department

**Strategic Goal/Objective:** GOAL D.1
Future-focused roadmap for community planning
GOAL D.3
A strong, diverse local economy

**Presented By:** Stacey Hectus, AICP, Community Development Director

**Recommended Actions:**

1. Approve or Deny the annexation of Tax Parcel No. 02585-025-000 located at 28609 SW 30th Avenue, Newberry into the City of Newberry Corporate Limits. Ordinance # 2026-34.

**Summary:**

The Community Development Department has received six requests (7 parcels) for voluntary annexation in separate areas of the City of Newberry, each contiguous to the municipal boundaries, see the attached Ordinance. The total land area being annexed under the six ordinances is approximately ±91.13 acres. The proposed annexations serve to strengthen contiguity and improve overall compactness of the municipal boundary in the subject areas per Ch. 171 Florida Statutes.

Once those petitions were received, staff notified the appropriate County staff at the Alachua County Growth Management Department. No objections to the proposed voluntary annexations were stated. Public notice requirements per Ch. 171, Florida Statutes was strictly followed, and public notice was sent to Alachua County Board of County Commission and printed in the Alachua County Today on August 20

and August 27, 2026, for each request. Additionally, public notice was also placed on the Alachua County website for four weeks, and a paper copy of the notice was placed in the City Hall lobby. Copies of advertisements and notices are available at the Community Development department upon request.

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**Attachments:**

1. Ordinance 2026-34

**ORDINANCE NO. 2026-34**
Petition # 26-41 (Annexation #41)

**AN ORDINANCE OF THE CITY OF NEWBERRY, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF THE FOLLOWING DESCRIBED REAL PROPERTY FROM UNINCORPORATED ALACHUA COUNTY INTO THE CORPORATE LIMITS OF THE CITY OF NEWBERRY: TAX PARCEL NO. 02585-025-000 LOCATED AT 28609 SW 30TH AVENUE, NEWBERRY; MAKING NECESSARY FINDINGS; PROVIDING FOR APPLICABLE LAWS AND REGULATIONS; PROVIDING FOR AMENDMENT TO THE CORPORATE LIMITS, DIRECTIONS TO THE CODIFIER AND CORRECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND DIRECTIONS TO THE CITY CLERK.**

**WHEREAS,** Section 171.044, Florida Statutes, provides the procedure for voluntary annexations;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, the owners of the real property described in this Ordinance submitted a petition to the City requesting annexation into the corporate limits of the City of Newberry;

**WHEREAS,** in accordance with Section 171.044, Florida Statutes, at least 10 days prior to publishing notice of this Ordinance, the City provided a copy of that notice, via certified mail, to the Board of County Commissioners of Alachua County;

**WHEREAS**, in accordance with Policy 1.6.3 of the Intergovernmental Coordination Element in the City's Comprehensive Plan (Appendix A to the Code of Ordinances), City staff informed Alachua County's Growth Management Division of the requested annexation and inquired if there were any issues to be addressed;

**WHEREAS**, no portion of the real property proposed to be annexed lies within the Alachua County Growth Management Area set forth in Article I, Sec. 1.5.B of the County Charter;

**WHEREAS**, in accordance with Section 171.044, Florida Statutes, the City has published notice of this proposed Ordinance once a week for two consecutive weeks in Alachua County Today notifying the public of the First Reading and Second Reading public hearings to be held in Newberry City Hall, located at 25493 NW 1st Avenue, Newberry, Florida;

**WHEREAS,** the City Commission held the public hearings pursuant to the notice described above at which hearings the parties in interest and all others had an opportunity to be heard; and

**WHEREAS**, the City Commission finds that annexation is in the best interest of the City, will promote the orderly planning and development of the City; and the City is reasonably prepared to provide necessary municipal services to the annexed property.

**NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA, AS FOLLOWS:**

**Section 1. Findings necessary for Annexation.** The City Commission hereby finds that each parcel of real property listed in Section 2 of this Ordinance meets the requirements of voluntary annexation as set forth in Section 177.044, Florida Statutes, namely:

A. The real property is wholly located in the unincorporated area of Alachua County; is contiguous to the City of Newberry; is reasonably compact; and its annexation will not create an enclave; and

B. The petition for annexation contains the signatures of all owners of that parcel.

**Section 2. Annexation.** Each parcel of real property listed below is hereby annexed into the corporate limits of the City of Newberry. Each parcel is labeled and depicted on the map attached to this Ordinance.

**Tax Parcel No. 02585-025-000,** owned by **The Hermitage, LLC, a Florida limited liability company**, consisting of approximately 17 acres, located at 28609 SW 30th Avenue, Newberry, that is legally described as:

> Commence at the NW corner of the NE1/4 of Section 18, Township 10 South, Range 17 East, and run South 00°44’12” East, 1325.94 feet to a concrete monument; thence run South 00°43’15” East, 676.61 feet to the Point of Beginning; thence continue South 00°43’15 East, 648.44 feet; thence run North 81°13’10” East along the South line of said NE ¼, 1171.78 feet; thence run North 03°36’48” West, a distance of 645.36 feet; thence run South 81°11’02” West, 1138.99 feet to the Point of Beginning, lying and being in the NE ¼ of Section 18, Township 10 South, Range 17 East, Alachua County, Florida.

**Section 3. Applicable Laws and Regulations**. In accordance with Section 171.062, Florida Statutes, each annexed parcel shall be subject to all laws, ordinances and regulations in force in the City and is entitled to the same privileges and benefits as other parts of the City upon the effective date of this Ordinance, except that, the Alachua County Comprehensive Land Use Plan and Zoning and Subdivision regulations shall continue to apply until the City adopts a Comprehensive Plan Amendment that includes the annexed area.

**Section 4. Revision to Corporate Limits; Directions to Codifier; Correction.** The corporate limits of the City are hereby revised to include each parcel listed in Section 2 above, and the codifier is directed to add a reference to this Ordinance Number and its date of adoption to Sec. 1-14 titled "Annexations" in the City of Newberry Code of Ordinances. Typographical errors and other matters of a non-substantive nature that do not affect the intent of this Ordinance, as determined by the City Clerk or City Attorney, may be corrected without the need for a public hearing or further action by the City Commission.

**Section 5. Severability.** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

**Section 6. Conflict.** All ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict with this Ordinance herewith are hereby repealed to the extent of such conflict.

**Section 7. Effective Date; Directions to the City Clerk.** This Ordinance shall become effective immediately upon adoption. The City Clerk is directed to record this Ordinance in the City Ordinance Book and, within 7 calendar days after adoption, is directed to send a certified copy of this Ordinance to (a) the Florida Department of State; (b) the Clerk of the Circuit Court in Alachua County; and (c) to the Chief Administrative Officer of Alachua County.

**Approved on First Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 14, 2026.**

**Adopted on Second Reading** by an affirmative vote of a majority of a quorum present of the City Commission at its regular meeting on **September 28, 2026**.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa K. Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

# Annexation 41

ALACHUA

02585-025-000

SW 30th Ave
SW 282nd St
SW 286th St
28301 Lot
3208 Lot
28917 Lot
28721 Lot
29303 Lot
29423 Lot
28805 Lot
29011 Lot
29105 Lot
28819 Lot
29207 Lot
3316 Lot
28703 Lot
28965 Lot
29325 Lot
29023 Lot
3315 Lot
28605 Lot
28609 Lot
3678 Lot
3723 Lot
3623 Lot
3627 Lot
3824 Lot
3705 Lot
3900 Lot
3906 Lot
3843 Lot
3908 Lot
3970 Lot
3920 Lot
3910 Lot
3974 Lot
3956 Lot
3825 Lot
4103 Lot
4112 Lot
3924 Lot
4117 Lot
4118 Lot
4218 Lot
4207 Lot
28702 Lot
4306 Lot
28718 Lot
28624 Lot
4428 Lot
4315 Lot

0 0.1 0.2 0.4 Miles

GIS data, plans, and map products are produced for City of Newberry Community Development Department purposes. No warranties, expressed or implied, are provided for the data, its use, or its interpretation. The maps or drawings are not legal land surveys and cannot be relied on for 100% completion or accuracy. City of Newberry is not responsible for incorrect information. Please contact the GIS Specialist at NBailey@NewberryFL.gov with any questions regarding this map. All data is subject to change.

Created by Nicki Bailey, July 2026

**File Attachments for Item:**

20. SW 15th Avenue to Doc Karelas Drive Extension

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | SW 15th Avenue to Doc Karelas Drive Extension |
| **Agenda Section:** | Agenda Item |
| **Department:** | Utilities and Public Works |
| **Strategic Goal/Objective:** | Infrastructure<br>A.2.2 Increase road connectivity and reduce traffic circulation problems. |
| **Presented By:** | Rance Green, Director of Utilities and Public Works |
| **Recommended Actions:** | Provide direction to staff regarding whether to proceed with pursuing the necessary right-of-way and further evaluating the extension of SW 15th Avenue to Doc Karelas Drive. |

**Summary:**
Staff has been in discussions with Mr. Everett regarding the potential extension of SW 15th Avenue to Doc Karelas Drive. Mr. Everett has indicated that he is willing to provide the necessary right-of-way through his property to facilitate the roadway connection.

The proposed extension would provide an additional connection between SW 15th Avenue and Doc Karelas Drive and would further the City's efforts to improve roadway connectivity as Newberry continues to grow. Securing the necessary right-of-way would allow the City to begin evaluating the feasibility of the project, including preliminary roadway alignment, engineering, utility considerations, construction costs, and potential funding opportunities.

At this time, staff is not requesting authorization to construct the roadway. Staff is seeking direction from the City Commission regarding whether the Commission would like staff to continue discussions with the property owner, pursue acquisition/dedication of the necessary right-of-way, and begin developing additional information regarding the feasibility and potential cost of the project.

**Prior Commission Action/Direction:**
None.

**Fiscal Impact:**
Fiscal impacts will be evaluated as part of the project's feasibility analysis, which will include preliminary roadway alignment, engineering and utility considerations, estimated construction costs, and the identification of potential funding opportunities.

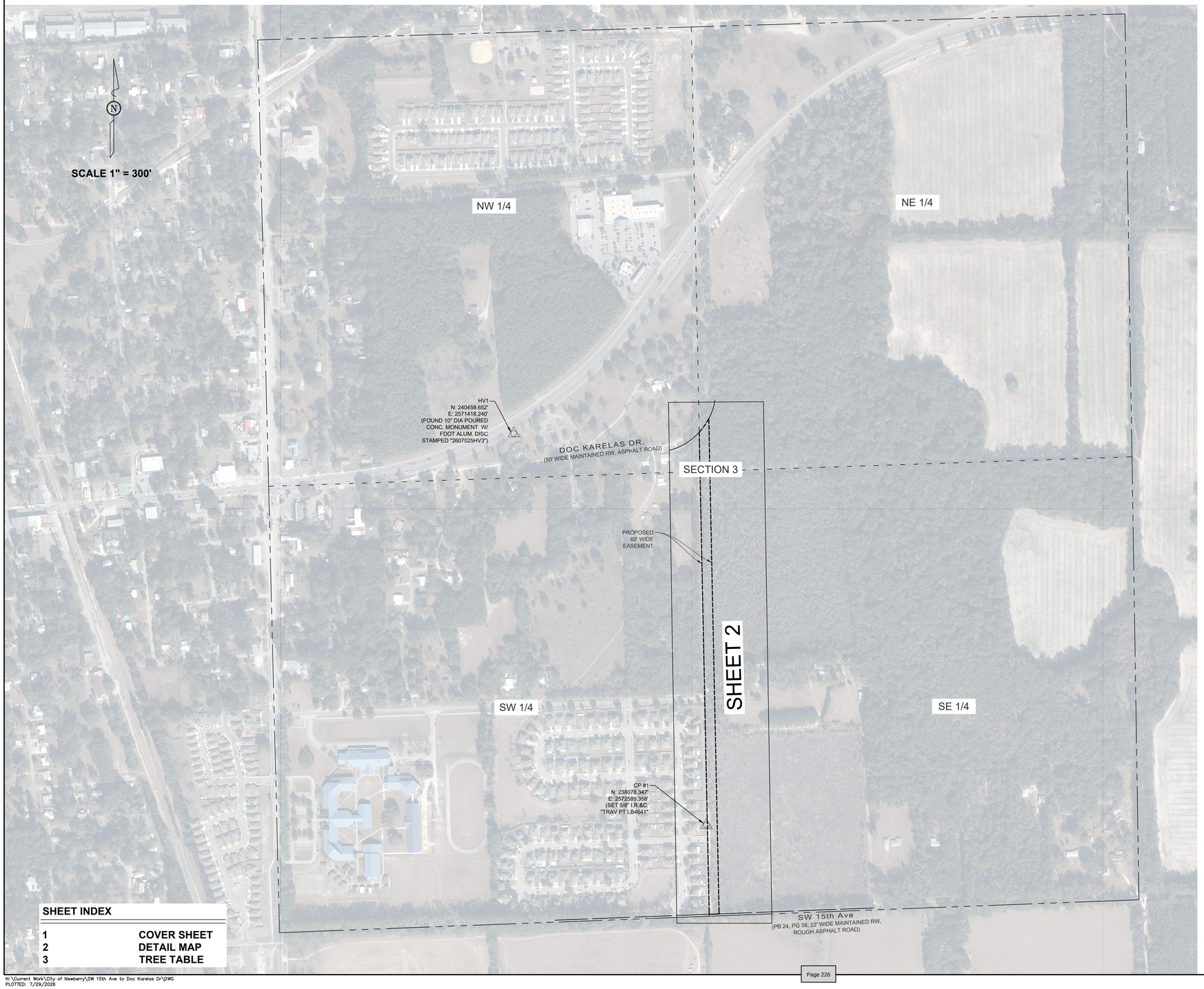
**Attachments:**

1. Specific Purpose Survey – 15th Ave to Doc Karelas Dr

# SPECIFIC PURPOSE SURVEY

## CITY OF NEWBERRY 15TH AVE TO DOC KARELAS DR EASEMENT

LYING IN A PORTION OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 17 EAST
CITY OF NEWBERRY, ALACHUA COUNTY, FLORIDA




**SHEET INDEX**


| | |
|---|---|
| 1 | COVER SHEET |
| 2 | DETAIL MAP |
| 3 | TREE TABLE |


LEGEND

| | | | |
|---|---|---|---|
| BENCHMARK | SUBJECT PROPERTY LINE | ABV | ABOVE |
| CONTROL POINT | RIGHT-OF-WAY LINE | AC | ACRE |
| DISK FOUND | SECTION LINE | ASPH | ASPHALT |
| ANCHOR FOUND | QUARTER SECTION LINE | BK | BOOK |
| ARROW FOUND | QTR-QTR SECTION LINE | BM | BENCHMARK |
| AXLE FOUND | PROPERTY LINE | C&G | CURB & GUTTER |
| BOLT FOUND | DEED LINE | CHB | CHORD BEARING |
| CONCRETE MONUMENT FOUND | EXISTING EASEMENT LINE | CHD | CHORD DISTANCE |
| COTTON SPINDLE FOUND | PROPOSED EASEMENT LINE | CMP | CORRUGATED METAL PIPE |
| CUT "X" FOUND | SETBACK LINE | CONC | CONCRETE |
| IRON PIPE FOUND | FLOOD LIMITS LINE | CPP | CORRUGATED PLASTIC PIPE |
| IRON ROD FOUND | COUNTY LINE | CP | CLAY PIPE |
| NAIL FOUND | CORPORATE LIMITS | CTV | CABLE TELEVISION |
| NOTCH FOUND | TOWNSHIP LINE | DB | DEED BOOK |
| RAILROAD RAIL FOUND | CENTERLINE | DRV | DRIVEWAY |
| RAILROAD SPIKE FOUND | EDGE OF SURFACE | ELEC | ELECTRICAL |
| RIGHT-OF-WAY MARKER FOUND | BUILDING FOOTPRINT | ENT | ENTRANCE |
| OLD STONE FOUND | BUILDING EAVE/SOFFIT | EOP | EDGE OF PAVEMENT |
| CONCRETE MONUMENT SET | CHAIN LINK FENCE | EX | EXISTING |
| CUT "X" SET | WIRE/WROUGHT IRON FENCE | FDN | FOUNDATION |
| IRON ROD / PIPE SET | WOODEN/PRIVACY FENCE | FH | FIRE HYDRANT |
| MAG SPIKE SET | GUARDRAIL | FL | FLOW LINE |
| TRANSMISSION STRUCTURE | TREELINE | FO | FIBER OPTIC CABLE |
| UTILITY POLE | SHRUB/VEGETATION LINE | FP | FENCE POST |
| UTILITY POLE w/ LIGHT | FIELD EDGE | GV | GAS VALVE |
| UTILITY POLE w/ XFMR | TOP OF SLOPE | HDW | HEADWALL |
| UTILITY POLE w/ LIGHT & XFMR | BOTTOM OF SLOPE | HWY | HIGHWAY |
| LIGHT POLE | DITCH FLOWLINE | INV | INVERT |
| GUY POLE | CREEK FLOWLINE | L | LENGTH |
| GUY WIRE | EDGE OF WATER | LDSP | LANDSCAPING |
| CONTROL BOX | OH* OVERHEAD UTILITIES w/ TYPE | MED | MEDIAN |
| HANDHOLE w/ LABEL | SVC OVERHEAD UTILITY SERVICE | N/F | NOW OR FORMERLY |
| PEDESTAL w/ LABEL | XX UNDERGROUND UTILITIES w/ TYPE | O&C | OIL & CHIP |
| UNDERGROUND CATV MARKER | UNDERGROUND UTILITY SERVICE | PB | PLAT BOOK |
| UNDERGROUND FIBER MARKER | PIPE GREATER THAN 15" Ø w/ SIZE | PG | PAGE |
| UNDERGROUND TEL. MARKER | | PR | PROPOSED |
| PAD MOUNT TRANSFORMER | | PVMT | PAVEMENT |
| ELECTRIC METER | | PVT | PRIVATE |
| UNDERGROUND ELEC. MARKER | | R | RADIUS |
| COUNDUIT MARKER RTE | | RCP | REINFORCED CONCRETE PIPE |
| CONDUIT RISER | | ROW | RIGHT-OF-WAY |
| GAS DRIP | | RR | RAILROAD |
| GAS METER | | SAN | SANITARY |
| GAS VALVE | | SHLD | SHOULDER |
| GAS PIPELINE MARKER | | SIG | SIGNAL |
| MANHOLE | | STM | STORM |
| CURB INLET / AREA INLET | | STR | STRUCTURE |
| CURB INLET - GRATE | | TEL | TELEPHONE |
| CURB INLET - GRATE SQ | | VCP | VITRIFIED CLAY PIPE |
| MANHOLE GRATE | | WV | WATER VALVE |
| CLEAN OUT | | (123') | RECORD DIMENSION |
| FLARED END SECTION | | | |
| DITCH FLOW DIRECTION | | | |
| TRAFFIC SIGNAL - MAST ARM | | | |
| TRAFFIC SIGNAL | | | |
| PEDESTRIAN SIGNAL | | | |
| SIGNAL CONTROL BOX | | | |
| FIRE HYDRANT | | | |
| WELL | | | |
| WATER METER | | | |
| WATER SPRINKLER | | | |
| WATER VALVE | | | |
| WATER PIPELINE MARKER | | | |
| YARD LIGHT | | | |
| BOLLARD w/ SIZE | | | |
| STREET SIGN | | | |
| DECIDUOUS TREE w/ SIZE | | | |

## SURVEYOR'S NOTES:

1. THE FIELD SURVEY WAS COMPLETED ON 07/28/2026.
2. THE PURPOSE OF THIS SPECIFIC PURPOSE SURVEY (AS PER THE CLIENT'S REQUEST) IS TO LOCATE TREES AND ESTABLISH THE SECTION LINES ALONG THE WEST LINE OF THE NE AND SE QUARTER OF SECTION 3 FOR THE PURPOSE OF ESTABLISHING A PROPOSED EASEMENT.
3. THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE "STANDARDS OF PRACTICE", AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN RULE 5J-17.050 THROUGH 5J-17.053, OF THE FLORIDA ADMINISTRATIVE CODE.
4. THIS SURVEY MAP AND REPORT OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
5. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
6. COPYRIGHT © 2026 BY VOLKERT, INC.
7. THE COORDINATE SYSTEM UTILIZED HEREON IS RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, NORTH ZONE, NORTH AMERICAN DATUM OF 1983, 2011 AS DERIVED BY REAL-TIME KINEMATIC GLOBAL POSITIONING SYSTEM ("RTK GPS") SURVEY METHODS USING THE PUBLIC FLORIDA DEPARTMENT OF TRANSPORTATION'S FLORIDA PERMANENT REFERENCE NETWORK ("FPRN"). THE CORRECTED POSITIONS COMPUTED BY THESE NETWORKS WERE VERIFIED THROUGH A REDUNDANCY OF MEASUREMENTS ON PRIMARY CONTROL ALONG WITH CONSISTENT HORIZONTAL CHECKS TO SECONDARY CONTROL POINTS ON SITE. ALL DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET.
8. AERIAL IMAGERY SHOWN HEREON WAS PROVIDED BY FDOT AND IS SHOWN FOR INFORMATIONAL PURPOSES. THE IMAGERY WAS FLOWN IN 2023.
9. THIS SURVEY DELINEATES THE LOCATIONS OF THE LEGAL DESCRIPTIONS ON THE GROUND, BUT DOES NOT DETERMINE OWNERSHIP OR PROPERTY RIGHTS.
10. ADJOINING PROPERTY INFORMATION WAS OBTAINED FROM THE ALACHUA COUNTY PROPERTY APPRAISER'S OFFICE.
11. THE PROPERTY SURVEYED MAY CONTAIN WETLANDS OR OTHER ENVIRONMENTALLY SENSITIVE AREAS SUBJECT TO THE JURISDICTION OF GOVERNMENTAL AGENCIES. THE LIMITS OF SAID AREAS, IF ANY, HAVE NOT BEEN LOCATED OR SHOWN HEREON.

## SURVEYOR IN RESPONSIBLE CHARGE:

FOR THE FIRM
VOLKERT, INC.
CERTIFICATE OF AUTHORIZATION NO. LB 4641

Date: 2026.07.29 15:38:53 -04'00'

BY: _____
STEPHEN DEES,
PROFESSIONAL SURVEYOR AND MAPPER FLORIDA LICENSE NO. LS 7316

STEPHEN A DEES
License Number 7316
STATE OF FLORIDA
Professional Surveyor and Mapper

| REV. | DATE | REVISION DESCRIPTION |
|---|---|---|
| | | |

DRAWN BY: SD
CHECKED BY: SD
DATE: 07/29/2026

CLIENT: Newberry FLORIDA

**PROPOSED EASEMENT FROM SW 15TH AVE. TO DOC KARELAS DR.**

**SPECIFIC PURPOSE SURVEY**

VOLKERT
3501 SOUTH MAIN ST., SUITE 2
GAINESVILLE, FL 32601

PROJECT NUMBER: 1205555.00
FILE NAME: VS-SW15TODOCKARELAS-01.DWG
SHEET NO. 1 of 3




| REV. | DATE | REVISION DESCRIPTION |
|---|---|---|
| | | |

DRAWN BY: SD

CHECKED BY: SD

DATE: 07/29/2026

CLIENT: Newberry FLORIDA

**PROPOSED EASEMENT FROM SW 15TH AVE. TO DOC KARELAS DR.**

**SPECIFIC PURPOSE SURVEY**

VOLKERT
3501 SOUTH MAIN ST., SUITE 2
GAINESVILLE, FL 32601

PROJECT NUMBER: **1205555.00**

FILE NAME: **VS-SW15TODOCKARELAS-01.DWG**

SHEET NO. **2 of 3**



H:\Current Work\City of Newberry\SW 15th Ave to Doc Karelas Dr\DWG
PLOTTED: 7/29/2026

| TREE # | SIZE (INCHES) | COMMON NAME |
|---|---|---|
| 27 | 9 | CHERRY |
| 28 | 11 & 7 | OAK |
| 29 | 10 | DECIDUOUS |
| 30 | 7 | OAK |
| 31 | 13 | OAK |
| 32 | 8 | OAK |
| 33 | 10 | OAK |
| 34 | 9 | OAK |
| 35 | 8 | OAK |
| 36 | 12 & 7 | OAK |
| 37 | 12 | OAK |
| 38 | 7 | OAK |
| 39 | 10 | CHERRY |
| 40 | 7 | OAK |
| 41 | 11 & 7 | OAK |
| 42 | 6 | OAK |
| 43 | 6 | CHERRY |
| 44 | 9 | CHERRY |
| 45 | 13 & 8 | OAK |
| 46 | 6 | OAK |
| 47 | 7 | OAK |
| 48 | 6 | OAK |
| 49 | 6 | OAK |
| 50 | 6 | OAK |
| 51 | 7 | OAK |
| 52 | 7 | OAK |
| 53 | 8 | OAK |
| 54 | 7 | OAK |
| 55 | 7 | OAK |
| 56 | 8 | HACKBERRY |
| 57 | 8 | OAK |
| 58 | 6 | OAK |
| 59 | 7 | CHERRY |
| 60 | 6 | CHERRY |
| 72 | 6 | CHERRY |
| 73 | 9 | OAK |
| 74 | 11 | OAK |
| 75 | 11 | OAK |
| 76 | 28 | OAK |
| 77 | 14 | OAK |
| 78 | 13 | OAK |
| 79 | 11 | OAK |
| 86 | 30 | OAK |
| 87 | 8 | OAK |
| 88 | 22 | OAK |
| 184 | 54 | LIVE OAK |
| 185 | 7 | OAK |
| 186 | 8 | OAK |
| 187 | 9 | OAK |
| 188 | 6 | OAK |
| 189 | 12 | CABBAGE PALM |
| 190 | 12 | CABBAGE PALM |
| 191 | 6 | CHERRY |
| 192 | 7 | OAK |
| 193 | 6 | OAK |
| 194 | 8 | OAK |
| 195 | 6 | OAK |
| 196 | 7 | OAK |
| 197 | 7 | OAK |
| 198 | 9 | OAK |
| 199 | 8 | OAK |
| 200 | 10 | OAK |
| 201 | 11 | OAK |
| 202 | 8 & 8 | OAK |
| 203 | 6 | CHERRY |
| 204 | 6 | CHERRY |
| 205 | 12 | OAK |
| 206 | 7 & 6 | DECIDUOUS |
| 207 | 6 | OAK |
| 208 | 9 | OAK |
| 209 | 6 | OAK |
| 210 | 6 | OAK |
| 211 | 8 | CHERRY |
| 212 | 12 | CHERRY |
| 213 | 6 | OAK |
| 214 | 7 | OAK |
| 215 | 13 | OAK |
| 216 | 8 & 7 | OAK |
| 217 | 10 | OAK |
| 218 | 6 | OAK |
| 219 | 6 | OAK |
| 220 | 6 | OAK |
| 221 | 10 | OAK |
| 222 | 18 | OAK |
| 223 | 6 | OAK |
| 224 | 7 | OAK |
| 225 | 6 | OAK |
| 226 | 6 | OAK |
| 227 | 9 | CHERRY |
| 228 | 6 | OAK |
| 229 | 12 | OAK |
| 230 | 6 | OAK |
| 231 | 11 | HACKBERRY |
| 232 | 10 | OAK |
| 233 | 6 | OAK |
| 234 | 6 | OAK |
| 235 | 6 | OAK |
| 236 | 7 | OAK |
| 237 | 10 | OAK |

| TREE # | SIZE (INCHES) | COMMON NAME |
|---|---|---|
| 238 | 6 | OAK |
| 239 | 9 | OAK |
| 240 | 10 | OAK |
| 241 | 6 | CHERRY |
| 242 | 7 | OAK |
| 243 | 7 | OAK |
| 244 | 7 | OAK |
| 245 | 8 | OAK |
| 246 | 8 | OAK |
| 247 | 7 | OAK |
| 248 | 6 | OAK |
| 249 | 6 | OAK |
| 250 | 6 | OAK |
| 251 | 7 | OAK |
| 252 | 9 | OAK |
| 253 | 12 | OAK |
| 254 | 6 | CHERRY |
| 284 | 8 | OAK |
| 285 | 12 | OAK |
| 286 | 6 | OAK |
| 287 | 26 | OAK |
| 288 | 24 | OAK |
| 289 | 10 | OAK |
| 290 | 10 | CHERRY |
| 291 | 12 | CHERRY |
| 292 | 6 | OAK |
| 293 | 12 | CHERRY |
| 294 | 11 | OAK |
| 295 | 12 & 12 | CHERRY |
| 296 | 6 | OAK |
| 297 | 8 | OAK |
| 314 | 6 | HACKBERRY |
| 315 | 6 & 5 | HACKBERRY |
| 316 | 22 | OAK |
| 317 | 6 | UNKNOWN |
| 318 | 12 | CHERRY |
| 319 | 9 | CHERRY |
| 320 | 20 | DECIDUOUS |
| 333 | 7 | OAK |
| 334 | 18 | OAK |
| 337 | 24 | OAK |
| 338 | 6 | OAK |
| 339 | 10 | OAK |
| 340 | 10 | OAK |
| 341 | 6 | OAK |
| 342 | 7 | OAK |
| 343 | 9 | OAK |
| 344 | 8 | OAK |
| 345 | 9 | OAK |
| 346 | 22 | CHERRY |
| 347 | 12 | OAK |
| 348 | 20 | CHERRY |
| 349 | 7 | OAK |
| 350 | 9 | CHERRY |
| 351 | 11 | CHERRY |
| 352 | 7 | CHERRY |
| 353 | 10 | CHERRY |
| 354 | 7 | OAK |
| 355 | 13 | OAK |
| 356 | 14 | CHERRY |
| 407 | 7 & 7 | CHERRY |
| 408 | 8 | OAK |
| 409 | 15 | OAK |
| 410 | 6 | OAK |
| 411 | 12 | OAK |
| 412 | 6 | OAK |
| 413 | 18 | OAK |
| 414 | 10 | CHERRY |
| 415 | 6 & 3 | CHERRY |
| 416 | 7 | CHERRY |
| 417 | 8 | OAK |
| 418 | 8 | CHERRY |
| 419 | 8 | OAK |
| 420 | 8 | OAK |
| 421 | 6 | OAK |
| 422 | 9 | OAK |
| 423 | 7 | OAK |
| 424 | 7 | OAK |
| 425 | 13 | OAK |
| 426 | 6 | OAK |
| 427 | 7 | CHERRY |
| 428 | 9, 7, 7, & 7 | OAK |
| 429 | 12 | OAK |
| 430 | 14 | OAK |
| 431 | 6 & 5 | CHERRY |
| 432 | 8 | OAK |
| 433 | 6 | OAK |
| 434 | 9 & 7 | CHERRY |
| 435 | 6 | OAK |
| 436 | 10 | OAK |
| 437 | 7 | OAK |
| 438 | 6 | OAK |
| 439 | 6 & 3 | OAK |
| 440 | 7 & 4 | CHERRY |
| 441 | 7 | OAK |
| 442 | 13 | OAK |
| 443 | 6 | OAK |
| 444 | 6 | OAK |
| 445 | 6 | OAK |

| TREE # | SIZE (INCHES) | COMMON NAME |
|---|---|---|
| 446 | 7 | OAK |
| 447 | 7 | OAK |
| 448 | 10 & 5 | CHERRY |
| 449 | 7 & 6 | OAK |
| 450 | 6 | CHERRY |
| 451 | 8 | CHERRY |
| 452 | 9 | OAK |
| 453 | 6 | CHERRY |
| 454 | 6 | OAK |
| 455 | 11 & 7 | OAK |
| 456 | 7 | OAK |
| 457 | 8 | OAK |
| 458 | 8 | CHERRY |
| 459 | 6 | OAK |
| 460 | 7 | OAK |
| 461 | 6 | OAK |
| 462 | 6 | OAK |
| 463 | 7 | OAK |
| 464 | 6 | OAK |
| 465 | 7 | OAK |
| 466 | 6 | OAK |
| 467 | 6 | OAK |
| 468 | 7 & 6 | OAK |
| 469 | 6 | OAK |
| 470 | 6 | OAK |
| 471 | 8 | OAK |
| 472 | 9 | OAK |
| 473 | 6 | OAK |
| 474 | 6 | OAK |
| 475 | 6 | OAK |
| 476 | 6 | OAK |
| 477 | 6 | OAK |
| 478 | 6 | OAK |
| 479 | 6, 5, & 5 | CHERRY |
| 480 | 6 | OAK |
| 481 | 7 | OAK |
| 482 | 6 | OAK |
| 483 | 6 | OAK |
| 484 | 7 | MAGNOLIA |
| 485 | 8 | OAK |
| 486 | 7 | OAK |
| 487 | 6 | OAK |
| 488 | 6, 5, & 5 | CHERRY |
| 489 | 7, 6, & 5 | CHERRY |
| 490 | 7 | CHERRY |
| 491 | 6 | OAK |
| 492 | 6 | OAK |
| 493 | 8 | OAK |
| 494 | 6 | OAK |
| 495 | 8 | OAK |
| 496 | 10 | OAK |
| 497 | 10 | OAK |
| 498 | 6 | CHERRY |
| 499 | 6 & 3 | OAK |
| 500 | 9 | OAK |
| 501 | 8 | OAK |
| 502 | 6 & 5 | CHERRY |
| 503 | 6 | OAK |
| 504 | 6 | OAK |
| 505 | 7 | OAK |
| 506 | 7 & 7 | OAK |
| 507 | 6 | OAK |
| 508 | 7 | CHERRY |
| 509 | 6 | OAK |
| 510 | 7 | OAK |
| 511 | 7 | OAK |
| 512 | 10 | OAK |
| 513 | 7 & 7 | CHERRY |
| 514 | 7 & 7 | CHERRY |
| 515 | 7 | OAK |
| 516 | 9 | OAK |
| 517 | 6 | CHERRY |
| 518 | 7 & 5 | CHERRY |
| 519 | 7 | OAK |
| 520 | 7 | OAK |
| 521 | 10 | OAK |
| 522 | 6 | OAK |
| 523 | 8 | OAK |
| 524 | 6, 6, & 6 | CHERRY |
| 525 | 6 | CHERRY |
| 526 | 6 | OAK |
| 527 | 10 | OAK |
| 528 | 6, 5, & 5 | CHERRY |
| 529 | 6 | OAK |
| 530 | 7 | OAK |
| 531 | 9 | OAK |
| 532 | 6 & 5 | CHERRY |
| 533 | 8 | OAK |
| 534 | 8 | OAK |
| 535 | 7 & 7 | CHERRY |
| 536 | 6, 5, 5, 5, & 5 | CHERRY |
| 537 | 6 | CHERRY |
| 538 | 8, 5, & 3 | CHERRY |
| 539 | 10 | OAK |
| 540 | 10 & 10 | OAK |
| 541 | 7, 5, & 5 | CHERRY |
| 542 | 7 | OAK |
| 543 | 7 & 7 | OAK |
| 544 | 6 | CHERRY |

| TREE # | SIZE (INCHES) | COMMON NAME |
|---|---|---|
| 545 | 9 | CHERRY |
| 546 | 7 & 4 | CHERRY |
| 547 | 9 | OAK |
| 548 | 6 | OAK |
| 549 | 8 | OAK |
| 550 | 10 | OAK |
| 551 | 7 | CHERRY |
| 552 | 6 | OAK |
| 553 | 10 | OAK |
| 554 | 7 | CHERRY |
| 555 | 6 | CHERRY |
| 556 | 7 & 5 | CHERRY |
| 557 | 6 | CHERRY |
| 558 | 8 | OAK |
| 559 | 6 | CHERRY |
| 560 | 6 | CHERRY |
| 561 | 7, 6, & 6 | CHERRY |
| 562 | 6 | OAK |
| 563 | 6 | OAK |
| 564 | 6 & 6 | CHERRY |
| 565 | 6 & 5 | CHERRY |
| 566 | 6 | OAK |
| 567 | 8 & 8 | CHERRY |
| 568 | 12 | OAK |
| 569 | 9 | OAK |
| 570 | 7 | CHERRY |
| 571 | 9 | OAK |
| 572 | 6 | OAK |
| 573 | 9 | OAK |
| 574 | 9 | OAK |
| 575 | 7 & 6 | CHERRY |
| 576 | 7 & 6 | DECIDUOUS |
| 577 | 11 | OAK |
| 578 | 6 | OAK |
| 579 | 7 | CHERRY |
| 580 | 6 | CHERRY |
| 581 | 6 | CHERRY |
| 582 | 6 | CHERRY |
| 583 | 10 | DECIDUOUS |
| 584 | 10 | CHERRY |
| 585 | 8 | OAK |
| 586 | 7 | OAK |
| 587 | 7 | CHERRY |
| 588 | 6 | CHERRY |
| 589 | 7 | CHERRY |
| 590 | 7 | OAK |
| 591 | 6 | OAK |
| 592 | 6 | OAK |
| 593 | 7 | CHERRY |
| 594 | 6 | CHERRY |
| 595 | 6 | CHERRY |
| 596 | 10 | DECIDUOUS |
| 597 | 6 | OAK |
| 598 | 6 | CHERRY |
| 599 | 15 | OAK |
| 600 | 13 | OAK |
| 601 | 7 | OAK |
| 602 | 7 | OAK |
| 603 | 8 | OAK |
| 604 | 8 | CHERRY |
| 605 | 7, 7, & 7 | CHERRY |
| 606 | 9 | OAK |
| 607 | 8 | OAK |
| 608 | 6 | OAK |
| 609 | 6 | OAK |
| 610 | 12 | OAK |
| 611 | 6 | CHERRY |
| 612 | 10 | OAK |
| 613 | 6 | DECIDUOUS |
| 614 | 6 | OAK |
| 615 | 7 | OAK |
| 616 | 6 | CHERRY |
| 617 | 8 | OAK |
| 618 | 7 | OAK |
| 619 | 6 | CHERRY |
| 620 | 8 | OAK |
| 621 | 7, 6, & 6 | CHERRY |
| 622 | 9 | CHERRY |
| 623 | 7 | OAK |
| 624 | 6 | OAK |
| 625 | 10 | OAK |
| 626 | 12 | CHERRY |
| 627 | 6 | OAK |
| 628 | 6 | CHERRY |
| 629 | 7 | CHERRY |
| 630 | 7 | CHERRY |
| 631 | 9 | OAK |
| 632 | 8 | OAK |
| 633 | 8 & 5 | OAK |
| 634 | 6 | CHERRY |
| 635 | 6 | CHERRY |
| 636 | 6 | OAK |
| 637 | 15 | OAK |
| 638 | 7 | DECIDUOUS |
| 639 | 6 | CHERRY |
| 640 | 8 | OAK |
| 641 | 6 & 4 | CHERRY |
| 642 | 7 | CHERRY |
| 643 | 6 | CHERRY |

| TREE # | SIZE (INCHES) | COMMON NAME |
|---|---|---|
| 644 | 7 | OAK |
| 645 | 6 | OAK |
| 646 | 6 | OAK |
| 647 | 8 | CHERRY |
| 648 | 7 | CHERRY |
| 649 | 6 | OAK |
| 650 | 9 | OAK |
| 651 | 7 & 4 | CHERRY |
| 652 | 6 | OAK |
| 653 | 12 | OAK |
| 654 | 6 & 5 | CHERRY |
| 655 | 8 | CHERRY |
| 656 | 12 | OAK |
| 657 | 8 & 6 | CHERRY |
| 658 | 7 | OAK |
| 659 | 7 | CHERRY |
| 660 | 8 | OAK |
| 661 | 7, 6, 5, & 5 | CHERRY |
| 662 | 11 | OAK |
| 663 | 11 & 9 | OAK |
| 664 | 7 | CHERRY |
| 665 | 6 | DECIDUOUS |
| 666 | 6 | CHERRY |
| 667 | 9 | CHERRY |
| 668 | 8 & 6 | CHERRY |
| 669 | 6 | CEDAR |
| 670 | 10 | OAK |
| 671 | 6 | DECIDUOUS |
| 672 | 15 | OAK |
| 673 | 7 & 5 | DECIDUOUS |
| 674 | 11 | OAK |
| 675 | 15 | OAK |
| 676 | 40 | LIVE OAK |
| 677 | 11 | OAK |
| 678 | 6 | OAK |
| 679 | 6 | OAK |
| 680 | 9 | PALM |
| 681 | 9 | OAK |
| 682 | 9 | OAK |
| 683 | 9 | OAK |
| 684 | 36 | OAK |
| 685 | 6 | DECIDUOUS |
| 686 | 6 | OAK |
| 687 | 18 | OAK |
| 688 | 15 | OAK |
| 689 | 9 | CHERRY |
| 690 | 6 | OAK |
| 691 | 12 | OAK |
| 692 | 24 | OAK |
| 693 | 12 | PALM |
| 694 | 30 | OAK |
| 695 | 8 | HACKBERRY |
| 696 | 8 | PALM |
| 697 | 22 | OAK |
| 698 | 6 | HACKBERRY |
| 699 | 22 | OAK |
| 700 | 16 | PALM |
| 701 | 18 | OAK |
| 702 | 8 | OAK |
| 703 | 7 | OAK |
| 704 | 15 | OAK |
| 705 | 15 | OAK |
| 706 | 11 | OAK |
| 707 | 7 | OAK |
| 708 | 10 | CHERRY |
| 709 | 12 | OAK |
| 710 | 26 | OAK |
| 711 | 16 | OAK |
| 712 | 14 | OAK |
| 713 | 6 | PALMETTO |
| 714 | 6 | PALMETTO |
| 715 | 7 | CHERRY |
| 716 | 24 | OAK |
| 717 | 15 | CEDAR |
| 718 | 8 | CHERRY |
| 719 | 14 | OAK |
| 720 | 13 | OAK |
| 721 | 9 | OAK |
| 722 | 21 | OAK |
| 723 | 12 | CHERRY |
| 724 | 9 | OAK |
| 725 | 12 | OAK |
| 726 | 14 | OAK |
| 727 | 6 | OAK |
| 728 | 9 | OAK |
| 729 | 24 | PINE |
| 730 | 8 | OAK |
| 731 | 10 | OAK |
| 732 | 10 | OAK |
| 733 | 17 | OAK |
| 734 | 10 | HACKBERRY |
| 735 | 8 & 7 | HACKBERRY |
| 746 | 12 | OAK |
| 747 | 9 | CHERRY |
| 748 | 11 | OAK |
| 749 | 10 | OAK |
| 750 | 22 & 18 | OAK |

(SEE SHEET 1 FOR NOTES)

(SEE SHEET 2 FOR TREE LOCATION)

REVISION DESCRIPTION | DATE | REV.

DRAWN BY: SD

CHECKED BY: SD

DATE: 07/29/2026

CLIENT: Newberry FLORIDA

PROPOSED EASEMENT FROM SW 15TH AVE. TO DOC KARELAS DR.

SPECIFIC PURPOSE SURVEY

VOLKERT
3501 SOUTH MAIN ST., SUITE 2
GAINESVILLE, FL 32601

PROJECT NUMBER: 1205555.00

FILE NAME: VS-SW15TODOCKARELAS-01.DWG

SHEET NO. 3 of 3

H:\Current Work\City of Newberry\SW 15th Ave to Doc Karelas Dr\DWG
PLOTTED: 7/29/2026

**File Attachments for Item:**

21. Disaster Debris Management Sites MOU – Alachua County

# Commission Agenda Item

| | |
|---|---|
| **Meeting Date:** | September 14, 2026 |
| **Title:** | Disaster Debris Management Sites MOU – Alachua County |
| **Agenda Section:** | Agenda Item |
| **Department:** | Utilities and Public Works |
| **Strategic Goal/Objective:** | Leadership<br>E.3.3 Foster and maintain inter-governmental relationships |
| **Presented By:** | Rance Green, Director of Utilities and Public Works |
| **Recommended Actions:** | Staff recommend the City Commission approve the Memorandum of Understanding with Alachua County and the participating municipalities for the use of Disaster Debris Management Sites and authorize the Mayor and City Clerk to execute the agreement. |

**Summary:**
Alachua County and the municipalities within the County, including the City of Newberry, are proposing a Memorandum of Understanding (MOU) regarding the use of Disaster Debris Management Sites (DDMS) following a hurricane or tropical storm. Recent changes to Florida law require counties and municipalities to maintain authorization for at least one debris management site and allow municipalities to jointly satisfy this requirement through an agreement with the County.

Under the MOU, the City of Newberry would be permitted to utilize Alachua County's pre-authorized debris management sites for the temporary storage and management of vegetative storm debris following a declared emergency. One of the County's authorized sites is located in Newberry at 2429 SW 266th Street, with an authorized capacity of approximately 322,670 cubic yards.

The County would maintain and control the debris sites, including activation, access, operating hours, traffic management, and other operational requirements. The City would remain responsible for collecting and transporting its debris, monitoring debris quantities and eligibility, complying with FEMA documentation requirements, and paying costs associated with debris generated within the City.

**Prior Commission Action/Direction:**
Interlocal agreement between Alachua County and the City of Newberry for Disaster Debris Removal, Disposal and Monitoring was approved and signed on October 28, 2024.

**Fiscal Impact:**
There is no fee charged by Alachua County for the City's use of the County's debris

management sites under this agreement. The MOU is effective for one year and may be renewed annually as part of the required DDMS preauthorization process.

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**Attachments:**

1. Alachua County and City of Newberry Interlocal Agreement
2. Draft MOU Between Alachua County and City of Newberry

RECORDED IN OFFICIAL RECORDS
INSTRUMENT # 3590296 12 PG(S)
November 7, 2024 11:22:37 AM
Book 5186 Page 210
J.K. JESS IRBY, ESQ.--Clerk Clerk Of Court
ALACHUA COUNTY, Florida

# INTERLOCAL AGREEMENT BETWEEN ALCHUA COUNTY AND THE CITY OF NEWBERRY FOR DISASTER DEBRIS REMOVAL, DISPOSAL AND MONITORING

THIS INTERLOCAL AGREEMENT ("Agreement") is entered on the date indicated below by and between Alachua County, a charter county and political subdivision of the State of Florida (the "County"), and City of Newberry, a municipal corporation of the State of Florida ("Municipality"), collectively herein after referred to as the "Parties" and individually referred to as a "Party".

## WITNESSETH:

**WHEREAS**, on September 23, 2024, the Governor of the State of Florida issued Executive Order 24-208, as amended by Executive Order 24-209 issued on September 24, 2024, declaring multiple Florida counties, including Alachua, to be under a state of emergency due to the impacts of Tropical Storm Helene, that subsequently developed into a major hurricane before making landfall in Florida; and

**WHEREAS**, on September 24, 2024, the Alachua County Board of County Commissioners issued Emergency Order 2024-06 declaring a general state of emergency throughout Alachua County due to the impending impacts of Tropical Storm Helene that developed into a major hurricane before making landfall in Florida; and

**WHEREAS**, Hurricane Helene produced high winds and heavy rains within Alachua County, including the Municipality that created a significant amount of disaster related debris; and

**WHEREAS**, the clearance, removal and disposal of the debris is in the public interest because it poses an immediate threat to lives, public health, and safety; and

**WHEREAS**, the clearance, removal and disposal of the debris in private rights of way within private gated communities is in the public interest because it poses an immediate threat to lives, public health, and safety; and

**WHEREAS,** the County previously issued RFP 17-75 to competitively solicit and procure annual disaster debris removal, reduction and disposal services and, pursuant to that competitive process, entered into the Agreement for Disaster Debris Removal, Reduction, and Disposal Services with AshBritt, Inc. dated October 4, 2016, and designated by the County as Agreement/Contract No. 10046 (the "Disaster Debris Removal Contract"); and

**WHEREAS**, effective July 13, 2022, the Disaster Debris Removal Contract was amended for various purposes, including: to extend the term of the agreement through September 30, 2028, require the Ashbritt, Inc. to require compliance with U.S. Department of Homeland Security E-Verify System, and to incorporate FHWA-1273 Required Contract Provisions Federal Aid Construction Contracts (the "First Amendment to the Disaster Debris Removal Contract"; and

**WHEREAS**, the County previously issued RFP 25-74 to competitively solicit and procure annual monitoring of disaster debris recovery activities and, pursuant to that competitive process, entered into the Agreement for Contractual Services Between Alachua County and Tetra Tech, Inc. for Monitoring of Disaster Debris Recovery Activities dated

October 8, 2024, and designated by the County as Agreement/Contract No. 14348 (the "Disaster Debris Monitoring Contract"; and

**WHEREAS**, the Municipality has reviewed the solicitations, proposals, and evaluations related to the selection and award of the Disaster Debris Removal Contract and the Disaster Debris Monitoring Contract by the County and endorses the processes, selections and awards; and

**WHEREAS**, the Municipality desires to assign to the County, and the County desires to assume from the Municipality, the responsibility to clear, remove, dispose and monitor disaster debris created by Hurricane Helene within the Municipality, including such debris located on private rights of way within private gated communities; and

**WHEREAS**, the Municipality desired to assign to the County, and the County desires to assume from the Municipality, all of the Municipality's rights to apply for, obtain, and retain public assistance benefits from the State of Florida and the Federal Government regarding the clearing, removal, disposal and monitoring of disaster debris from within the Municipality, including debris located on private rights of way within private gated communities; and

**WHEREAS**, at its public meeting held on October 8, 2024, the Alachua County Board of County Commissioners agreed to accept responsibility for debris clearing, removal, disposal and monitoring in the Municipality, to apply for and obtain public assistance for said activities within the Municipality, and authorized the County Manager to enter into this Interlocal Agreement on behalf of the County; and

**WHEREAS**, the Municipality represents and warrants that it has authorized all of its residents to place incident-related debris on or adjacent to public rights-of-way; and

**WHEREAS**, the Municipality finds that it is in the public interest to clear, remove, and dispose of disaster debris from both public rights of way and private rights of way, including private rights of way located within private gated communities, within the geographic boundary of the Municipality, and to assign all of its rights and responsibilities related thereto to the County, including the right to seek and obtain public assistance to reimburse the clear, remove, dispose and monitor disaster debris from within the Municipality; and

**WHEREAS**, in accordance with Section 163.01, Florida Statutes, Florida Interlocal Cooperation Act of 1969, local governments may enter into interlocal agreements to make the most use of their powers by enabling the local governments to cooperate with other localities on a basis of mutual advantage and thereby, to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

**WHEREAS**, the County and the Municipality enter into this Interlocal Agreement regarding disaster debris removal, disposal and monitoring services.

**NOW THEREFORE**, the County and the Municipality agree as follows:

1. **Recitals**. The foregoing recitals are true and correct and are incorporated into this Agreement.

2. **Term and Termination**. This Agreement shall become effective after it is approved and executed by both Parties and filed with the Clerk of the Circuit County of Alachua County, Florida as required by section 163.01(11), Florida Statutes (the "Effective Date"). This Agreement shall remain in effect for a period of three years with an option to renew for an additional three-year period unless, terminated earlier as provided below.

3. **Scope of Services**.

A. For purpose of this Agreement, "Services" means emergency debris removal activities, as described in FEMA *Public Assistance Program and Policy Guide*, Version 4, Effective June 1, 2020 (FP 104-00-2) (hereinafter referred to as "FEMA Guidance"), to clear, remove, dispose and monitor vegetative debris (*e.g.*, trees, tree limbs) that is located within, or placed adjacent to, a public right of way or private right to which the public has unrestricted access (*i.e.*, no locks, gates, or guards). For the purposes of this Agreement, "disaster debris" includes only vegetative debris that was created within the geographic boundary of the Municipality by Hurricane Helene and DOES NOT include any other type of disaster debris (*e.g.*, C&D, white goods, vehicle wreckage). Disaster debris includes vegetative debris from private residential properties that is placed on public right of ways or unrestricted private right of ways; it does not include debris place on such rights of ways from commercial property.

B. The Services also include the bracing of or the clearance, removal, disposal and monitoring of tree limbs, branches, stumps, or trees that are still in place, but damaged to the extent that they pose an immediate threat. It is the duty and responsibility of the Municipality to notify the County of all such limbs, branches, stumps or trees and, if determined by the County to pose an immediate threat to lives, the public health and safety, or improved property, then the County shall brace or remove and dispose of same in accordance with FEMA Guidance.

C. The Municipality shall deliver to the County a list of all gated communities within the geographic boundary of the Municipality. The list shall include the name(s), address(es), telephone number(s), and email address(es) of representatives for each gated community. The Services shall not be applicable to private roads that restricts access by the public (*e.g.*, gated communities) unless the Municipality delivers to the County a Right of Access Agreement executed by a duly authorized representative of the private property owner(s). A copy of the form Right of Access Agreement that shall be used and delivered to the County is attached hereto as **Exhibit A**.

4. **Assignment and Assumption of Disaster Debris Removal and Public Assistance**. The Parties agree as follows:

A. The Municipality authorizes and assigns to the County, and the County accepts and assumes from the Municipality, all of the Municipality's duties, obligations, responsibilities and rights to perform the Services within the geographic boundary of the Municipality commencing on the Effective Date of this Agreement.

B. The Municipality authorizes and assigns to the County, and the County assumes from the Municipality, all rights to seek, apply for, obtain, and retain any and all public assistance that is or may become available from or through the State of

Florida or from the United States Federal Government pertaining to the performance of the Services by the County. The Parties acknowledge, agree and understand that the Municipality performed emergency debris removal and monitoring prior to the Effective Date of this Agreement that was generated by Hurricane Helene. The County shall not seek, apply for, obtain or retain any public assistance for the emergency debris removal and monitoring that was performed by the Municipality prior to the Effective Date of this Agreement. The Municipality expressly reserve unto itself the right to seek, apply for, obtain, and retain any and all public assistance that is or may become available from or through the State of Florida or from the United States Federal Government for the emergency debris removal performed by the Municipality prior to the Effective Date of this Agreement.

C. The County intends to perform the Services through one or more of the County's Emergency Debris Removal Contractors and through the County's Emergency Debris Monitoring Contractor. The Municipality agrees, represents and warrants that it will not perform any of the Services within the geographic boundary of the Municipality after the Effective Date of this Agreement.

D. Hurricane Helene generated a substantial quantity of vegetative debris throughout the County and its nine municipalities. The Municipality acknowledges, understands and agrees that, in addition to providing Services within the Municipality, the County has the legal responsibility to perform the same or similar services throughout the unincorporated areas of the County and the County may also assume responsibility to perform the same or similar services within one or more municipalities located within the County. The Municipality acknowledges, understands and agrees that the County has finite resources to perform the Services and that those same finite resources will be used to perform services throughout the unincorporated and incorporated parts of the County. Accordingly, the County does not agree to commence the Services or complete the Services by a certain date or within a certain period of time after the Effective Date of this Agreement. The County intends allocate its finite resources in a manner that the County determines, in the County's sole discretion, are reasonably to perform and complete its responsibilities to perform services throughout the County, including the Services that are the subject of this Agreement, and the Municipality acknowledges, understands and agrees that it may take a substantial period of time for the County to complete the Services within the Municipality.

E. The Municipality shall inform its residents of the following rules regarding the placement of debris along rights of way:

1) Regular yard trash size and weight restrictions are waived;
2) Do not place vegetative debris in plastic bags;
3) Place all vegetative debris on the curb or roadside, not in the street. Do not block traffic or street access
4) Do not place vegetative debris on or near utility boxes, utility lines, cable lines, telephone lines, or other obstructions. Do not place vegetative debris under overhead utilities or over underground utilities.

F. The County agrees to make payments necessary in order to have the debris cleared, removed/hauled, disposed and monitored by the County's contractors, pending receipt of Public Assistance grant funding from federal and/or state agencies.

G. The County may submit to Federal and/or State agencies applications for public assistance to offset the County's cost of providing the Services. The County's obligations under this Agreement are not contingent upon approval or receipt of Public Assistance grant funding from any Federal and/or State agencies. By this Agreement, the Municipality has assigned all of its rights to apply for such Public Assistance grant funding to the County; therefore, the Municipality shall not apply for, seek, request, or submit any such requests for Public Assistance grant funding to Federal and/or State agencies for the Service. The Municipality agrees to cooperate with all County's efforts to seek and obtain Public Assistance grant funding for the cost of providing the Services from State and/or Federal agencies and, upon request from the County, the Municipality shall execute all documents necessary or convenient for the County to seek or obtain such Public Assistance grant funding from any applicable State and/or Federal agency.

5. **Liability**. The Municipality fully retains all sovereign immunity protections afforded to it as a municipal corporation of the State of Florida. The County fully retains all sovereign immunity protections afforded to it as a charter county and a political subdivision of the State of Florida. This Agreement shall not be interpreted or deemed to constitute a waiver of sovereign immunity or authorization for claims by third parties. All claims against either Party that are permissible pursuant to the partial waiver of sovereign immunity set forth in section 768.28, Florida Statutes, must strictly comply with the procedure found in section 768.28, Florida Statutes.

6. **Default and Termination**.

A. Termination for Default: The failure of either Party to comply with any provision of this Agreement will place that Party in default. Prior to terminating this Agreement, the non-defaulting Party shall give written notice of the default to the other Party, giving specific reference to the provision which gave rise to the default. The defaulting Party must be given at least 30 calendar days to cure the default. The County Manager and his/her designee is authorized to provide notice of default on behalf of County and notice may be sent electronically. If the default is not corrected within the allotted time, the County Manager is authorized to provide written notice of termination of this Agreement on behalf of County. The effective date of termination will be the date specified in the notice of termination or, if no date is specified in the notice, then the effective date of termination will be the date that the notice of termination is received by the Contractor.

B. Termination for Convenience: Either Party may terminate this Agreement upon thirty (30) calendar days written notice to the other Party. Upon the date of termination, the County shall have no further duty, obligation or responsibility to perform Services under this Agreement, and the Municipality shall be automatically vested with the duty, obligation and responsibility to clear, remove, dispose of, and monitor any disaster debris remaining within the geographic boundary of the Municipality. The County's right to seek, apply for, obtain, and retain any and all public assistance that is or may become available from the State of Florida or the United States Federal Government for any and all Services performed by the County prior to the date of termination of this Agreement shall survive termination and continue to remain in full force and effect

through Public Assistance Award Closeout and the expiration of all applicable Public Assistance monitoring, audit, and de-obligation periods has expired for the Services performed by the County under this Agreement.

C. Termination for Unavailability of Funding: If funds to finance this Agreement become unavailable, as determined by the County, County may terminate this Agreement upon no less than 24 hours written notice to Contractor. County Manager and his/her designee is authorized to provide notice of termination on behalf of the County and notice may be electronically given. The effective date of termination of this Agreement will be the date specified in the notice of termination or, if no date is specified in the notice, then the termination date will be the date that the notice of termination is received by the Municipality. Upon the date of termination, the County shall have no further duty, obligation or responsibility to perform any Services under this Agreement, and the Municipality shall be automatically vested with the duty, obligation and responsibility to clear, remove, dispose of, and monitor any disaster debris remaining within the geographic boundary of the Municipality. The County's right to seek, apply for, obtain, and retain any and all public assistance that is or may become available from the State of Florida or the United States Federal Government for any and all Services performed by the County prior to the date of termination of this Agreement shall survive termination and continue to remain in full force and effect through Public Assistance Award Closeout and the expiration of all applicable Public Assistance monitoring, audit, and de-obligation periods has expired for the Services performed by the County under this Agreement.

7. **Amendment and Assignment**. The Agreement can only be amended or modification by a mutual written agreement of the Parties. Neither Party will assign or transfer any interest in this Agreement.

8. **Force Majeure**. The Parties will exercise every reasonable effort to meet their respective duties under this Agreement but will not be liable for delays resulting from force majeure or other causes beyond their reasonable control, including, but not limited to acts of nature, fires, hurricanes, strikes, national disasters, pandemics, wars, riots, transportation problems and any other cause whatsoever beyond the reasonable control of the Parties. Any such cause will reasonably extend the performance of the delayed duty to the extent of the delay so incurred and so agreed by the Parties.

9. **Construction**. The provisions of this Agreement have been carefully and fully negotiated between the Parties. The terms of this Agreement are to be fairly construed in accordance with their fair meaning and intent and shall not be construed more strictly against one Party than against the other Parties merely due to fact that it may have been prepared by one of the Parties. It is recognized that the Parties have substantially contributed to the preparation of this Agreement and have had a full opportunity to review it.

10. **Public Records**. Each Party, as a public entity, shall keep and maintain public records as required by Florida law. In accordance with §119.0701, Florida Statutes, if the County is deemed to be acting as a contractor on behalf of the Municipality or acting as a contractor on behalf of the Municipality, the County shall keep and maintain public records related to this Agreement as required by law and retain them as provided by the General Record Schedule established by the Department of State. Upon request from Municipality's custodian of public records, the County will provide the custodian(s) with a copy of the requested public records or allow the records to be

inspected or copied within a reasonable time unless exempted under Chapter 119, Florida Statutes, or as otherwise exempt or confidential or protected as provided by federal or state of Florida law.

11. **Audit & Reporting**. The Municipality agrees to cooperate with the County with all requirements of a federal or state funding entity, as applicable, including any reporting and providing access to and the right to examine relevant documents related to the Services and as specifically required by the federal or state funding/granting agency.

12. **Governing Law; Venue**. Each Party will comply will all federal, state, and local laws, ordinance, regulations, rules, and code requirements. This Agreement is governed by the laws of the State of Florida and venue for any and all actions arising under this Agreement shall be in a court of competent jurisdiction in and for Alachua County, Florida. In the event of any legal proceedings arising from or related to this Agreement, each Party shall bear its own attorneys' fees.

13. **Electronic Signatures**. The Parties agree that an electronic version of this Agreement shall have the same legal effect and enforceability as a paper version. The Parties further agree that this Agreement, regardless of whether in electronic or paper form, may be executed by use of electronic signatures. Electronic signatures shall have the same legal effect and enforceability as manually written signatures. Delivery of this Agreement or any other document contemplated hereby bearing a manually written or electronic signature, by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

14. **Counterparts**. This Agreement may be executed in any number of and by the different Parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same instrument. The Parties agree that those executing this Agreement have full authority to do so and to bind such Party.

15. **Notice**. Except as otherwise provided in this Agreement, any notice, including notice of default or termination, from either Party to the other Party must be in writing and sent to the following addresses, and shall be deemed to be given when: (a) if by email, when the email is sent; (b) delivered by hand delivery; (c) delivered by registered or certified mail, return receipt requested, postage prepaid or (d) by overnight express delivery service (e.g., UPS; Federal Express):

**To the County**:

County Manager
12 SE 1st Street
2nd Floor
Gainesville, Florida 32602-2877
Email: mlieberman@alachuacounty.us

and

Solid Waste Director
[insert your address]
Email: Gus@alachuacounty.us

**To the Municipality**:

City Manager
25440 West Newberry Road
Newberry, Florida 32669
mnew@newberryfl.gov

Either Party may change or update their party representative information by providing written notice of the change to the other Party using the methods set forth herein.

**IN WITNESS WHEREOF**, the Parties have made and executed this Agreement on the respective dated shown under each signature: The County, through its Board of County Commissioners and the Municipality, through its City Commission.

| **COUNTY:** | **MUNICIPALITY:** |
|---|---|
| **ALACHUA COUNTY, FLORIDA** | **CITY OF NEWBERRY, FLORIDA** |
| By: _____ For<br>Mary Alford, Chair<br>Alachua County Board of County Commissioners | By: _____<br>Jordan Marlowe, Mayor<br>City of Newberry |
| Date: 11/7/2024 | Date: 10/28/2024 |
| Approved as to form:<br>_____<br>Alachua County Attorney's Office | |
| Attest:<br>_____<br>J.K. "Jess" Irby, Esq., Clerk | Attest:<br>_____<br>Clerk |
| | Approved as to form:<br>_____<br>Newberry City Attorney |

Exhibit A – Right of Access to Private Property Agreement (Three Pages)

# Right-of-Entry Agreements for Private Communities

**Purpose:**

The purpose of this form is to provide a standardized agreement for Local Governments to utilize with private communities for reimbursement of Right-of-Way Debris Removal costs. This agreement is general in nature and may change for individual Applicants based on local codes and standards. Per FEMA Public Assistance Wildfire Policy Guidance, Private Property Debris Removal (PPDR) must still be determined to be eligible by FEMA due to the severity of the incident.

**Definitions:**

- **Applicant (Local Government):** The municipality that is gaining entry to the private community for the purpose of Right-of-Way Debris Removal.
- **Private Community:** The community whose event-generated debris is being removed.

# Right-of-Entry Agreements for Private Communities

**Applicant (Local Government) Name:** Alachua County Board of County Commissioners

**Local Government/Contractor Representative and Title:** Gus Olmos, Solid Waste & Resource Recovery Director

**Date:** _____

| | |
|---|---|
| **Private Community Name** | |
| **Community Owner Name** | |
| **Authorized Agent's Name and Title** | |
| **Property Address** | |
| **Phone Number** | |
| **Email Address** | |

I (We), _____ certify that I (we) am (are) [or authorized agent of] the owner(s), of the property commonly identified as _____ [name of community], Alachua County, State of Florida, (hereinafter referred to as the "Property") and do hereby grant and give freely and without any coercion whatsoever, the right of access, entry to, and use of said property to Alachua County, its agents, contractors, and subcontractors thereof, for the purpose of removing and clearing any and all disaster-generated debris of whatever nature from the Property, in accordance with FEMA Public Assistance Program and Policy Guide, FP 104-009-1, January 2016, as may be necessary in the accomplishment of the foregoing. This Right-of-Way Entry Agreement shall be automatically renewed June 1st of each calendar year subsequent to the date signed below unless and until terminated in writing by the owner/authorized agent of the Property.

IT IS FULLY UNDERSTOOD THAT THIS PERMIT IS NOT AN OBLIGATION TO PERFORM DEBRIS CLEARANCE, NOR IS IT A GUARANTEE OF ELIGIBILITY.

The undersigned agrees and warrants to indemnify and hold harmless the Federal Government, Federal Emergency Management Agency, State of Florida, Alachua County, their agencies, contractors and subcontractors, against all claims, demands, costs and any and all damage of any type, whatsoever, either to the Property or persons situated thereon and hereby release, discharge and waive any and all action, either legal or equitable which might arise out of any use or activities on the above described property. The undersigned will mark all or any disaster damaged sewer lines, water lines, and other utility lines to be used as future reference points on the property.

FROC
PREPARE TO RECOVER

Version 2

# Right-of-Entry Agreements for Private Communities

I/WE (HAVE___, HAVE NOT___) (WILL NOT___) receive(d) any compensation for debris removal from any other source including SBA, ASCS, private insurance, individual and family grant program, or any other Public Assistance Program. I/we will report any insurance settlements paid to me/us or my/our family or any corporation in which I/we have an interest for debris removal from this property that has been performed at Federal, State, County, or Municipal expense. My/Our current property insurance policy information is:

**Insurance Company:** _____

**Policy Number:** _____

I understand that Federal law (42 United States code 5155 et seq.) requires me to reimburse _____ the cost of removing the disaster-generated debris to the extent covered in my insurance policy. I also understand that I must provide a copy of the proof/statement of loss from my insurance company to _____. If I have received payment, or when I receive payment, for debris removal from my insurance company, or any other source, I agree to notify and send payment and proof/statement of loss to _____. I understand that all disaster related funding, including that for debris removal from private property, is subject to audit.

Acknowledgment of Prohibition on Fraud, Intentional Misstatements: The undersigned is fully aware that an individual who fraudulently or willfully misstates any fact in connection with this agreement be subject to penalties under state and federal law, including civil penalties, imprisonment for not more than five years, or both, as provided under 18 U.S.C. § 1001.

IN WITNESS WHEREOF, the parties hereto have executed this Right-of-Way Entry Agreement on _____.

WITNESSES:

_____

**Community Representative Signature and Title**

_____

**Local Government/Contractor Representative Signature and Title**

# MEMORANDUM OF UNDERSTANDING BETWEEN ALACHUA COUNTY AND THE CITIES OF GAINESVILLE, ARCHER, HIGH SPRINGS, NEWBERRY, HAWTHORNE, WALDO, MICANOPY AND LACROSSE, FOR THE USE OF DISASTER DEBRIS MANAGEMENT SITES, NO 14842

This Memorandum of Understanding ("MOU"), by and between ALACHUA COUNTY, a charter county under the laws of the state of Florida, by and through its Board of County Commissioners, hereinafter referred to as the "County," and the City of Gainesville, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "Gainesville") , , the City of Archer, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "Archer"), the City of High Springs, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "High Springs"), the City of Newberry, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "Newberry") Hawthorne, the City of Waldo, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "Waldo"), the Town of Micanopy, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "Micanopy") and the Town of LaCrosse, a municipal corporation of the State of Florida, by and through its governing board, (hereinafter referred to as the "LaCrosse") (hereinafter, the cities and towns referenced above may be referred to individually as a "City" or collectively as the "Cities")(the County and the Cities may be hereinafter individually referred to as a "Party" and collectively as the "Parties").

**WHEREAS,** the County requested and received authorization from the State of Florida Department of Environmental Protection (the 'FDEP") to identify specific County sites as Disaster Debris Management Site(s) (DDMS) for 2025; and

**WHEREAS**, the DDMS will be used as locations for collection and handling of vegetative disaster debris from hurricane/storm for the County and the Cities; and

**WHEREAS**, to maintain authorization to operate DDMS the County must ensure compliance with the established State of Florida guidelines; and

**WHEREAS**, Florida Senate Bill 180 2025 (now codified, in part, in §403.7071(8)(b), Florida Statutes)(hereinafter referred to as "SB 180") requires that each county and municipality shall apply to the Florida Department of Environmental Protection for authorization of at least one debris management site and shall annually seek preauthorization for any previously approved debris management sites, as allowed by the department; and

**WHEREAS**, SB 180 states that a municipality may jointly apply for authorization of a debris management site with a county or at least one adjacent municipality, if the parties develop and approve a memorandum of understanding. Such memorandum must clearly outline the capacity of the debris management site and location of the site relative to each party. The

memorandum of understanding must be approved annually as part of the preauthorization process.

**WHEREAS**, the Cities wish to jointly apply with the County for the authorization of debris management sites in Alachua County.

**NOW, THEREFORE**, in consideration of the mutual promises herein contained, and for other good and valuable consideration, the receipt of which is hereby acknowledge by the Parties agree as follows:

1. **Purpose:**
   1.1. The purpose of this MOU is to provide the framework by which the Cities may use the DDMS identified by the County for the management of vegetative disaster debris. Following the Governor's Declaration of an Emergency for Alachua County for a natural disaster classified as a tropical storm or hurricane by the National Weather Service ("Storm"), the County will make a portions of its DDMS sites available to the Cities for the storage of vegetative debris produced by the Storm ("Debris"), as more particularly set forth herein.

2. **General Understandings and Responsibilities:**

   2.1. **County's Rights and Responsibilities**

   2.1.1. Except as otherwise provide in section 2.3.2, the County shall have the responsibility to establish and maintain each DDMS in accordance with the Pre-Authorization for Disaster Debris Management Sites (DDMS) notification dated February 25, 2026, attached hereto as **Exhibit "1",** as may be updated with annual renewals, and the Florida Department of Environmental Protection Guidance for Establishment, Operation, and Closure of Disaster Debris Management Sites dated October 5, 2024, attached hereto as **Exhibit "2".**

   2.1.2. County DDMS Established Sites. The following DDMS sites have been pre-authorized by the Florida Department of Environmental Protection as set forth in **Exhibit 1**:

   2.1.2.1. Site Name: ECO-LOOP PROPERTY-107467
   Site Address: 5401 NE 63RD AVENUE Gainesville, FL, 32609
   Capacity: 96,801 cubic yards

   2.1.2.2. Site Name: ALACHUA COUNTY - NEWBERRY DDMS-108535
   Site Address: 2429 SW 266TH STREET Newberry, FL, 32669
   Capacity: 322,670 cubic yards

   2.1.2.3. Site Name: ALACHUA COUNTY NW-29653

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Site Address: 15404 CR 235A OFF CR 235A 3/4 MILE SOUTH OF US 441 Alachua, FL, 32615
Capacity: 32,267 cubic yards

2.1.2.4. Site Name: CR 225 AND 73RD AVENUE PUBLIC WORKS DDMS (20 ACRE PIT)-95561
Site Address: 4100 NE 73RD AVENUE Gainesville, FL, 32609
Capacity: 129,068cubic yards

2.1.2.5. Site Name: ALACHUA COUNTY SW-29652
Site Address: STATE ROAD 24, 2.2 MILES SW OF US 27 Archer, FL, 32618
Capacity: 64,534 cubic yards

2.1.3. Disaster Debris Management Sites may be subject to physical, environmental, or regulatory capacity limitations.

2.1.3.1. The County may establish operational controls governing:

2.1.3.1.1. Truck routing
2.1.3.1.2. Delivery schedules
2.1.3.1.3. Daily debris volumes
2.1.3.1.4. Traffic management
2.1.3.1.5. Safety requirements

2.1.4. County, as DDMS permit holder, shall have sole authority to control site activation, site access, and to establish and control site operating conditions. The Cities must comply with all permit terms and conditions and applicable regulatory directives regarding the operation and use of the County's DDMS. Use of a DDMS by any of the Cities or its contractors requires prior written authorization from the County, which may include site specific conditions, operating hours, and monitoring requirements.

2.2. **Cities Responsibilities**:

2.2.1. Each City shall be independently responsible for the management of Debris originating within its jurisdiction.

2.2.2. Each City shall be responsible for Debris collection operations within its jurisdiction and for transporting Debris to authorized facilities.

2.2.3. Each City shall provide or contract for Debris monitoring services sufficient to verify Debris eligibility, quantities, and proper handling.

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2.2.4. Each City shall be solely responsible for ensuring compliance with all applicable policies, procedures, and documentation requirements of the Federal Emergency Management Agency Public Assistance Program.

2.2.5. Each City shall remain responsible for the segregation, recycling, beneficial reuse, and final disposal of Debris generated within its jurisdiction.

2.2.6. Each City shall be responsible for all costs associated with Debris operations originating within its jurisdiction.

2.2.7. When a City uses haulers or monitoring firms that differ from those designated by the County or by other Cities, the City shall notify the County in writing prior to mobilization and shall develop non- overlapping ticketing/monitoring protocols and on-site segregation measures, obtain written County approval of said protocols and measures, and then implement said protocols and measures to prevent commingling BEFORE the City's haulers or monitoring firms may use the County's DDMS.

2.2.8. Each City has the duty and obligation to know of, understand and comply with all permits, applicable regulatory directives, regulations, and laws regarding the operation and use of the County's DDMS, including but not limited to the requirements set forth in **Exhibits 1 and 2**.

2.2.9. Each City shall be solely responsible for its Debris at all times, including but not limited to while the Debris is being stored at a County DDMS.

2.2.10. The Cities may not store anything else, including any other type of debris or waste, except for Debris produced by a Storm.

2.3. **The Parties**:

2.3.1. The Parties agree to coordinate disaster debris management planning activities to improve preparedness and efficiency. Each City shall maintain its own debris management planning procedures addressing collection, transportation, monitoring, and disposal. City plans should, where practicable, be consistent with County debris management planning efforts.

2.3.2. Following completion of disaster debris operations, each Party shall be responsible for restoring that portion of the County's DDSM sites that it used. Such restoration must be in accordance with applicable environmental regulations and authorization conditions, including but not limited to the restoration requirements set forth in **Exhibit 1** and **Exhibit 2**. All Debris, residual materials, and equipment shall be removed within applicable regulatory timeframes, as determined by the County in its reasonable discretion. The County may coordinate closure activities; however, each City remains responsible for Debris originating within its jurisdiction.

2.3.3. Participation in this Agreement does not guarantee access to unlimited site capacity following a disaster event. Each City may be required to utilize alternative

debris management sites if directed to do so by the County to maintain, in the County's sole and reasonable discretion, operational efficiency or regulatory compliance.

2.3.4. Each Party shall ensure segregation of distinct debris streams (vegetative, construction & demolition (C&D), white goods, hazardous/universal wastes, electronic wastes, etc.) and shall prohibit commingling of ineligible or regulated wastes with eligible debris. Each Party shall be responsible for immediate removal and proper disposition, at their expense, of any commingled/contaminated loads.

2.3.5. All Parties and their contractors shall operate DDMS and site activities in compliance with applicable federal, state and local requirements, including FEMA Public Assistance documentation standards, FDEP DDMS guidance in **Exhibit 2**, OSHA safety regulations, and EPA/DOT requirements for hazardous/universal wastes. Each Party shall be responsible for collecting the documentation necessary for FEMA/state reimbursement.

2.3.6. To the maximum extent permitted by law, the Cities agree to assume liability for and indemnify, hold harmless, and defend the County, its commissioners, employees, agents, contractors, representatives and attorneys from and against all liability and expenses, including reasonable attorneys' fees, in connection with any and all claims, demands, damage, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising out of the negligence or deliberate acts or omissions of the Cities, their elected officials, mayors, employees, agents, contractors, representatives and attorneys with regards to the Cities use of the County's DDMS sites. Nothing contained herein shall in any way waive any immunity from or limitation of liability that each Party enjoys presently under the Florida Constitution, Florida Statutes, particularly with respect to Chapter 768, Florida Statutes, or the doctrine of sovereign immunity. The obligations contained in this section shall survive termination of the MOU or a Party's withdrawal from this MOU.

**3. <u>Term</u>**:

**3.1.** This MOU shall be effective upon execution by all Parties and shall remain in effect for a period of one year.

**3.2.** The MOU may be amended and renewed annually following DDMS preauthorization.

**3.3.** Except as otherwise provided herein, any City may withdraw from this MOU by providing all other Parties at least 30 days' written notice of its intent to withdraw. The County may terminate this MOU for convenience by providing at least 30 days' written notice to the Cities. Termination under this clause will not affect any obligations incurred under this MOU prior to termination.

**4. <u>Fee</u>**. The County will not charge any of the Cities a fee for using the County's DDMS sites in accordance with this MOU.

5. **Independent Contractors:** The Parties expressly intend that as to this MOU, the Parties are independent contractors. This Agreement does not constitute a joint venture or partnership between the Parties. The no students, invitees, agents, servants, contractors, or employees of one party shall be deemed an agent, servant, contractor, or employee of the other Parties.

6. **Legal Compliance:** The Parties acknowledge and understand that they must be able to fulfill their responsibilities under this MOU in accordance with the provisions of the law and regulations that govern their activities. Nothing in the MOU is intended to negate or otherwise render ineffective any such provisions or operating procedures. The Parties assume full responsibility for their own performance under the terms of this MOU.

7. **Notice**. Unless otherwise provided in this MOU, any notice, demand, request, or other communication required or permitted by this Agreement or by law shall be in writing, and shall be deemed to be given when (a) delivered in person with signed proof of delivery, (b) delivered by United States certified or registered mail, return receipt requested, postage prepaid, or (c) delivered by a commercial courier service (such as Federal Express or UPS) to the following addresses:

County:

County Manager
12 SE 1st Street
2nd Floor
Gainesville, Florida 32602-2877

Copy to:

Director of Solid Waste

City of Archer:

City of Gainesville:

City of Hawthorne:

City of High Springs:

Town of LaCrosse:

Town of Micanopy:

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City of Newberry:

City of Waldo:

To change or update either of the addresses above, the notifying party shall provide notice of the change in writing to the other Parties using the methods set out above. The date of notice shall be the date the notifying party sends notice to the receiving Parties. If the notifying party delivers personal notice to the receiving Parties, the receiving Parties shall have received notice upon receipt thereof.

8. **Severability:** If any provision of this MOU is declared void by a court of law, all other provisions will remain in full force and effect.

9. **Governing Law and Venue:** This MOU shall be governed and construed in accordance with the laws of the State of Florida. Sole and exclusive venue for any action arising under the MOU or the Cities use of the County's DDMS shall be in a court of competent jurisdiction in and for Alachua County, Florida.

10. **Sovereign Immunity:** Each Party fully retains all sovereign immunity protections afforded to it as a municipal corporation of the State of Florida, and a charter county and a political subdivision of the State of Florida, respectively. This MOU shall not be interpreted or deemed to constitute a waiver of sovereign immunity, a waiver of the limits of liability, or authorization for claims by third parties. All claims against any Party that are permissible pursuant to the partial waiver of sovereign immunity set forth in §768.28, Florida Statutes, must strictly comply with the procedures found in §768.28, Florida Statutes.

11. **Insurance**. Each Party represents and warrants to the other Parties that it is self-funded or insured for liability insurance in accordance with § 768.28 Florida Statues. Each party assumes any and all risks of personal injury (including death) and property damages (including destruction) attributable to the negligent acts or omissions of its officers, employees, servants, and agents thereof in the performance of this MOU; however, this provision shall not be interpreted or deemed to constitute a waiver by any Party of its sovereign immunity, its limits of liability, authorization of claims by third parties, or any other provision of §768.28, Florida Statutes.

12. **Non-Discrimination:** The parties agree not to discriminate against any person on grounds of race, ethnicity, national origin, color, religion, age, disability, sex, pregnancy status, gender identity, sexual orientation, marital status, genetic information, political opinions or

affiliations, veteran status, or other legally protected classes under the laws of the State of Florida or the federal government.

13. **Amendments:** The Parties may amend this MOU only by mutual written agreement that is signed by all of the Parties.

14. **Attachments**. All exhibits attached to this MOU are incorporated into and made part of this MOU by reference.

15. **Public Records:** The parties are subject to Florida's Public Records Law (Chapter 119, F.S.). The public shall have access to public records, including those related to this MOU, unless the records are exempt and/or confidential under the law. This MOU may be unilaterally canceled by any party for refusal by another party to allow public access to all documents, papers, letters or other materials subject to the provisions of Chapter 119, Florida Statutes, and made or received by a party in conjunction with this MOU.

16. **Captions and Section Headings:** Captions and section headings used herein are for convenience only and shall not be used in construing this MOU.

17. **No Third-Party Beneficiaries:** This MOU does not create any relationship with, or any rights in favor of, any third party. This MOU is intended solely for the benefit of the Parties hereto and is not for the benefit of, nor may any provision hereof be enforced by, any other person.

18. **Construction:** This MOU shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by one of the parties. It is recognized that both parties have substantially contributed to the preparation of this MOU.

19. **Assignment:** Neither party may assign or transfer any of its rights, duties or obligations under this MOU, in whole or in part, without the prior written consent of the other party. This MOU shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.

20. **Force Majeure:** No party shall be liable for loss or damage suffered as a result of any delay or failure in performance under the MOU due directly or indirectly from acts of God, accidents, fire, explosions, earthquakes, floods, water, wind, lightning, civil or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, terrorism, pandemics or health crises, strikes, or labor disputes.

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21. **Waiver of Right to Trial by Jury**. Each Party waives its rights to demand trial by jury regarding any action arising from this MOU or the Parties use of the County's DDMS.

22. **Entire Agreement:** This MOU constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior written or oral agreements, understandings, communications, or representations between the parties relating to such subject matter. This MOU supersedes any prior agreements between the Parties relating to matters addressed herein.

23. **Counterparts and Electronic Signatures**. This MOU may be executed in any number of and by the different Parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same instrument. The Parties agree that an electronic version of this MOU shall have the same legal effect and enforceability as an original paper version. The Parties further agree that this MOU, regardless of whether in electronic or paper form, may be executed by use of electronic signatures. Electronic signatures shall have the same legal effect and enforceability as manually written signatures. The County shall determine the means and methods by which electronic signatures may be used to execute this MOU and shall provide the Cities with instructions on how to use said method. Delivery of this MOU or any other document contemplated hereby bearing an manually written or electronic signature by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the original paper document bearing an original or electronic signature.

24. **Signature Authority:** Each signatory to this MOU represents and warrants that he or she possesses all necessary capacity and authority to act for, sign, and bind the respective entity or person on whose behalf he or she is signing.

[This space was intentionally left blank – signature pages to follow]

**IN WITNESS WHEREOF**, the City of Newberry, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF NEWBERRY, FLORIDA**

By: _____
, Mayor

Date: _____

ATTEST:

_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM

_____
Newberry City Attorney

**IN WITNESS WHEREOF**, the City of Archer, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF Archer, FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:

_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM

_____
Archer City Attorney

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**IN WITNESS WHEREOF**, the City of Gainesville, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF Gainesville, FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:
_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM
_____
Gainesville Attorney

**IN WITNESS WHEREOF**, the City of Hawthorne, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF Hawthorne, FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:
_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM
_____
Hawthorne City Attorney

DRAFT

**IN WITNESS WHEREOF**, the City of High Springs, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF High Springs , FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:

_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM

_____
High Springs City Attorney

**IN WITNESS WHEREOF**, the City of LaCrosse, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF High LaCrosse , FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:

_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM

_____
LaCrosse City Attorney

DRAFT

**IN WITNESS WHEREOF**, the City of Micanopy, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF Micanopy , FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:

_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM

_____
Micanopy City Attorney

**IN WITNESS WHEREOF**, the City of Waldo, through its City Commission, authorized its Mayor and the Clerk to execute this Agreement by action taken at a City Commission Meeting held on _____ ____, 2026.

**CITY OF Waldo, FLORIDA**

By: _____
_____, Mayor

Date: _____

ATTEST:

_____
_____, City Clerk
(SEAL)

APPROVED AS TO FORM

_____
Waldo City Attorney

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EXHIBIT 1: Pre-Authorization for Disaster Debris Management Sites (DDMS)

FLORIDA DEPARTMENT OF
Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

**Ron DeSantis**
Governor

**Jay Collins**
Lt. Governor

**Alexis A. Lambert**
Secretary

Sent via email to: dlw@alachuacounty.us

Date:February 25, 2026

DAVID WOOD
5620 NW 120TH LANE
GAINESVILLE FL 32653

RE: 2026 - Pre-Authorization for Disaster Debris Management Sites (DDMS)

Dear DAVID WOOD

This is to notify you that on February 25, 2026, the Department of Environmental Protection (the Department) received your request for pre-authorization of a disaster debris management site(s) (DDMS) for 2026. Disaster debris includes hurricane/storm-generated debris and all other types of disaster debris.

The Department has evaluated your request for a DDMS at the following location(s):

**Site Name**: CR 225 AND 73RD AVENUE PUBLIC WORKS DDMS (20 ACRE PIT)-95561
**Site Address**: 4100 NE 73RD AVENUE
Gainesville, FL, 32609
**Waste Planned for Management**: Yard Trash
**On-Site Contact**: Brian Kauffman
(352) 548-1306, bkauffman@alachuacounty.us
**DEP/Local Program Contact**: Anna Mcclure, (904)256-1608, anna.c.mcclure@floridadep.gov

**Site Name**: ALACHUA COUNTY NW-29653
**Site Address**: 15404 CR 235A OFF CR 235A 3/4 MILE SOUTH OF US 441
Alachua, FL, 32615
**Waste Planned for Management**: Yard Trash
**On-Site Contact**: David Wood
(352) 213-1999, dwood@alachuacounty.us
**DEP/Local Program Contact**: Anna Mcclure, (904)256-1608, anna.c.mcclure@floridadep.gov

**Site Name**: ALACHUA COUNTY - NEWBERRY DDMS-108535
**Site Address**: 2429 SW 266TH STREET
Newberry, FL, 32669
**Waste Planned for Management**: Yard Trash
**On-Site Contact**: Jamie Jones
(352) 472-1537, jjones@newberryfl.gov
**DEP/Local Program Contact**: Anna Mcclure, (904)256-1608, anna.c.mcclure@floridadep.gov

**Site Name**: ALACHUA COUNTY SW-29652
**Site Address**: STATE ROAD 24, 2.2 MILES SW OF US 27 Archer, FL, 32618
**Waste Planned for Management**: Yard Trash
**On-Site Contact**: David Wood
(352) 213-1999, dwood@alachuacounty.us
**DEP/Local Program Contact**: Anna Mcclure, (904)256-1608, anna.c.mcclure@floridadep.gov

**Site Name**: ECO-LOOP PROPERTY-107467
**Site Address**: 5401 NE 63RD AVENUE Gainesville, FL, 32609
**Waste Planned for Management**: Yard Trash
**On-Site Contact**: David Wood
(352) 548-1280, dwood@alachuacounty.us
**DEP/Local Program Contact**: Anna Mcclure, (904)256-1608, anna.c.mcclure@floridadep.gov

Unless you receive a subsequent notification from the Department concerning the status of these sites, you may consider them pre-authorized as disaster debris management sites.

In the event of a major storm event or other disaster which results in the Department issuing an Emergency Final Order (the Order) for your county, you may begin using a temporary DDMS as necessary, while also requesting issuance of a field authorization from the Department. Once activated, a DDMS is subject to the following conditions, in addition to the requirements of the Order and Florida Statute 403.7071:

1) **The Department must be notified when the site is opened and begins accepting debris, and when the site is closed and all debris has been removed;**
2) Standing water must not be allowed to accumulate in or within 50 feet of areas used to store or process disaster debris;
3) Access must be controlled to prevent unauthorized dumping and scavenging;
4) A DDMS must have spotters to correctly identify and segregate waste types for appropriate management;
5) Once the site is open, a spotter must be located in the area where the waste is being deposited in order to spot and remove prohibited waste items;
6) A DDMS is limited to managing the waste identified above for each site; any putrescible waste received at the DDMS must be removed within 48 hours, and all other types of prohibited waste should be managed in accordance with the guidance document (see link below);
7) Unless otherwise approved by the Department in response to a written request from you, the DDMS must cease operation and all disaster debris must be removed from the sites on or before the expiration date of an Order that has been executed by the Department, unless it is modified or extended by further authorization.

Failure to comply with the conditions of the field authorization, or failure to adequately close a site by the required closure date, may result in enforcement action by the Department.

The Department has also prepared a guidance document on the establishment, operation, and closure of a DDMS for disaster debris. This guidance document includes recommended practices, which you are expected to follow as much as practicable, as well as additional requirements from the Order. A copy of this guidance document is available on the DEP website

https://floridadep.gov/waste/permitting-compliance-assistance/documents/guidance-establishment-operation-and-closure

This guidance is not a substitute for federal requirements and guidance, including those from the Federal Emergency Management Agency (FEMA).

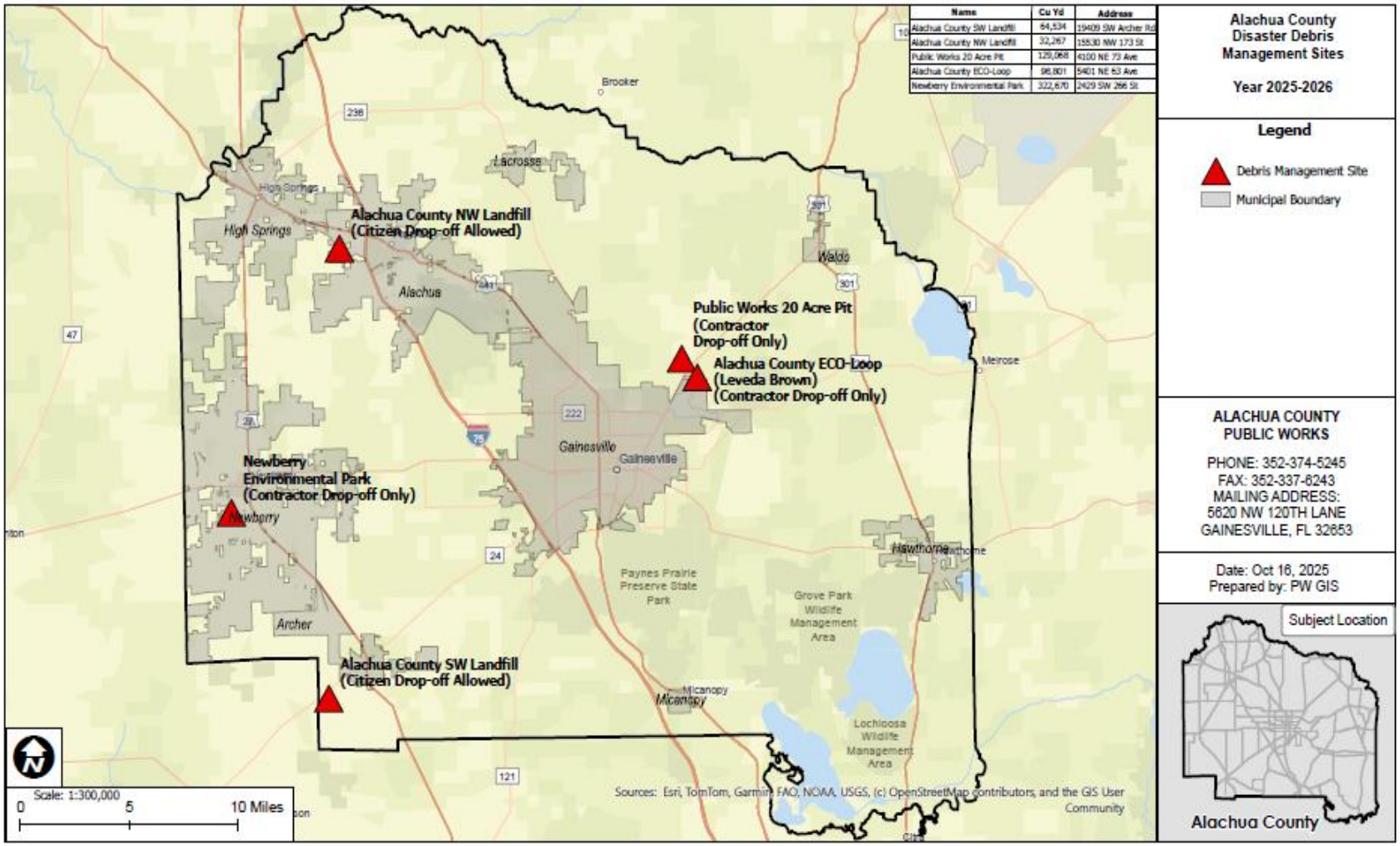

Name | Cu Yd | Address
Alachua County SW Landfill | 64,534 | 19400 SW Archer Rd
Alachua County NW Landfill | 32,267 | 15530 NW 173 St
Public Works 20 Acre Pit | 129,068 | 4100 NE 73 Ave
Alachua County ECO-Loop | 98,801 | 5401 NE 63 Ave
Newberry Environmental Park | 322,670 | 2429 SW 266 St
Alachua County Disaster Debris Management Sites
Year 2025-2026
Legend
Debris Management Site
Municipal Boundary
Alachua County NW Landfill (Citizen Drop-off Allowed)
Public Works 20 Acre Pit (Contractor Drop-off Only)
Alachua County ECO-Loop (Leveda Brown) (Contractor Drop-off Only)
Newberry Environmental Park (Contractor Drop-off Only)
Alachua County SW Landfill (Citizen Drop-off Allowed)
Brooker
Lacrosse
High Springs
Alachua
Waldo
Melrose
Gainesville
Hawthorne
Newberry
Archer
Micanopy
Paynes Prairie Preserve State Park
Grove Park Wildlife Management Area
Lochloosa Wildlife Management Area
Scale: 1:300,000
0 5 10 Miles
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community
ALACHUA COUNTY PUBLIC WORKS
PHONE: 352-374-5245
FAX: 352-337-6243
MAILING ADDRESS:
5620 NW 120TH LANE
GAINESVILLE, FL 32653
Date: Oct 16, 2025
Prepared by: PW GIS
Subject Location
Alachua County

EXHIBIT 2: Florida Department of Environmental Protection Guidance for Establishment, Operation, and Closure of Disaster Debris Management Sites (DDMS)

# Florida Department of Environmental Protection Guidance for Establishment, Operation, and Closure of Disaster Debris Management Sites (DDMS)

**October 5, 2024**

General Information

1. Pursuant to 403.7071, Florida Statutes (F.S.), solid waste generated as a result of a storm event that is the subject of an emergency final order issued by the Department of Environmental Protection (Department) must be managed with field authorizations for disaster debris management sites (DDMSs). These DDMSs may be used for the temporary storage and management of storm-generated debris, including the chipping, grinding, or burning of vegetative debris.

2. Field authorizations for DDMSs may only be issued by the Department subsequent to an Executive Order by the Governor declaring a state of emergency and an Emergency Final Order[1] by the Secretary of the Department authorizing DDMSs. In addition, DDMSs must be authorized by the Department in order for the owner/operator of the DDMS to receive public assistance funds from the Federal Emergency Management Agency (FEMA).

3. Field authorizations may be issued prior to or following a site inspection by Department personnel or a delegated local program for DDMSs. Such staging areas are to be used for temporary storage of Hurricane-generated debris and chipping, grinding, or burning of Hurricane-generated vegetative debris.

4. Requests for authorization of DDMSs should be made by a local, state or federal government official responsible for disaster debris management within the jurisdiction (e.g., county, city, DOT District, school district, etc.) where the DDMS is located. Such DDMSs do not need to be owned by the government but must have oversight by the government with jurisdiction (or it's designated contractors). The government that requested the DDMS will have ultimate responsibility for compliance with statutes and rules. The Division of Emergency Management (DEM) may begin using a DDMS in advance of a field authorization from the Department as long as the site meets the criteria provided in this guidance document, as applicable. Within 10 days, DEM shall provide the documentation required in paragraph 7 to the Department. Should additional time be required, DEM may request a time extension from the Department.

5. The Department strongly encourages local, state and federal government officials responsible for disaster debris management (government official) to use the Department's pre-authorization process to establish and pre-authorize new DDMSs or to complete annual pre-authorization of previously pre-authorized DDMSs. Typically, the Department sends out reminders each year, before the start of hurricane season.

6. DDMS authorizations may include specific conditions for operation and closure and may include a required closure date which extends past the expiration date of the issued Emergency Final Order.

[1] Emergency Final Orders can be obtained from the Department's website at the following address: https://floridadep.gov/hurricane. The Emergency Final Orders also include information on the management of domestic wastewater residuals.

Process for Pre-Authorization of New DDMSs

- The government official submits a request to the Department for a new DDMS. If the local, state or federal government (ex., Leon County, Duval County Schoolboard, FDOT) already has one or more existing DDMSs, evaluation of a new DDMS may be requested through the Department's Business Portal at the following link: http://www.fldepportal.com. If the local, state or federal government does not have any existing DDMSs, then the initial request may be submitted via e-mail to their local DEP District or delegated County office.
- In either case, the requestor will be asked to provide the information identified in Item 7 below, for each proposed DDMS.
- The local DEP District or delegated County will review the information, request clarification if necessary and may conduct an inspection of the proposed site(s);
- Upon approval, the local DEP District or delegated County will issue a pre-authorization letter for each DDMS.
- In the event of an Emergency Final Order that includes the county where the DDMS(s) is/are located, the government with responsibility for the DDMSs must notify the local DEP District or delegated County regarding which pre-authorized DDMSs it intends to use.
- The local DEP District or delegated County authorizes each of the identified DDMSs by issuing a Field Authorization.

Process for Annual Pre-Authorization for Existing DDMSs

- On an annual basis, government officials are asked to review their existing DDMSs. This can be accomplished through the Department's Business Portal at the following link: http://www.fldepportal.com
- The government official must provide any necessary updates for each DDMS through their local District or delegated County contact, including information in Item 7, below, not previously provided;
- The government official identifies the DDMSs that it would like to have pre-authorized for that year.
- Once the DDMSs are selected and submitted, the portal will issue a pre-authorization letter for each DDMS.
- In the event of an Emergency Final Order, the government official must notify the local DEP District or delegated County regarding which pre-authorized DDMSs it intends to operate.
- The local DEP District or delegated County activates each of the identified DDMSs by issuing a Field Authorization.

Process for Field Authorization of DDMSs

- Field authorizations may be requested by contacting the local DEP District or delegated County subsequent to an Executive Order by the Governor declaring a

state of emergency and an Emergency Final Order by the Secretary of the Department.

- Verbal requests will only be accepted in an emergency situation and must be followed by a submittal of the information in Item 7.
- Records of all field authorizations are created and maintained by Department or delegated County staff. These records and all submitted supporting documentation are stored in Oculus, the Department's publicly accessible document management system.

7. The following information must be provided with all new DDMS requests. For previously approved DDMSs, this information must be provided, if not previously submitted, and/or updated as appropriate.

   a. A map that illustrates the site layout and key features on or near the property. The map should show, as applicable:
      - Site boundary and boundary of the area within the site that will be used for debris management and processing;
      - Structures, such as paved areas or buildings;
      - Sensitive features on the property or nearby, including wetlands, water bodies, potable wells, etc.
      - Debris management area(s) that are labeled as to the nature of the debris that will be placed there;
      - Processing area(s); and
      - Traffic flow, including entrance, exit and roadways within the site.

   b. A plan for operation of the DDMS. The plan should describe, as applicable:
      - Function of the site – management of debris, processing of debris, or both;
      - Type of processing that will be conducted;
      - Types of wastes that will be managed;
      - Process for managing unexpected or unauthorized waste;
      - Entities that are authorized to bring debris to the site;
      - Location where site records will be kept; and
      - Days and hours of operation.

   c. The location of the DDMS including the address and, if possible, its latitude and longitude or directions from major roadways.

   d. The name, telephone number, and e-mail address of the site contact/manager.

   e. If the proposed DDMS location is not owned by the government requesting the DDMS, provide a copy of a lease/approval for use as a DDMS by the legal owner of the property.

   f. Report any evidence of federally or state-listed wildlife observed or reported on the site. If federally or state-listed species have been observed, describe coordination with either the U.S. Fish and Wildlife Service (FWS) and/or the Florida Fish and

Wildlife Conservation Commission (FWC) staff and actions taken as a result of that coordination. If state-listed species have been observed, confirm that all appropriate FWC rules, guidelines, and permitting requirements for that species have been followed. Species specific guidelines are available at:
https://myfwc.com/conservation/value/fwcg/guidelines/
https://myfwc.com/wildlifehabitats/wildlife/species-guidelines/

Requests for technical assistance requests on general fish and wildlife can be emailed to ConservationPlanningServices@MyFWC.com.

Location of DDMSs

8. If possible, it is advisable to test the soil, groundwater, and/or surface water at a proposed DDMS prior to receipt of storm debris to establish pre-existing conditions.

9. DDMSs for debris other than yard trash and uncontaminated vegetative debris must not be located within 500 feet of a potable water well, unless otherwise approved by the Department. DDMSs for yard trash and uncontaminated vegetative debris must not be located within 100 feet of a potable water well, unless otherwise approved by the Department.

10. DDMSs for debris other than yard trash and uncontaminated vegetative debris must not be located within 200 feet of a natural or artificial body of water, unless otherwise approved by the Department. DDMSs for yard trash and uncontaminated vegetative debris must not be located within 50 feet of a natural or artificial body of water, unless otherwise approved by the Department.

11. DDMSs should not be located on the right-of-way of any public highway, road, or alley, unless otherwise approved by the Department on a case-by-case basis.

12. In no case shall a DDMS be located in a water body or wetlands.

13. If prehistoric or historic artifacts, vessel remnants, or any other physical remains that could be associated with Native American cultures, early colonial or American settlement, or maritime history are encountered at any time within the project area, the project should cease all activities involving disturbance in the immediate vicinity of such discoveries. The owner or operator, or other designee, should contact the Florida Department of State, Division of Historical Resources, Compliance and Review Section at (850) 245-6333, as well as the appropriate authorizing agency. The project activities should not resume in the vicinity of the discovery without verbal and/or written authorization from the Department of State.

14. Compliance with state laws regulating the take of fish and wildlife is the responsibility of the owner or operator of a DDMS. Please refer to Chapter 379, F.S., and Chapter 68A-27, Florida Administrative Code (F.A.C.) for definitions of "take" and protections for fish

and wildlife listed species. FWC staff are available to provide technical assistance on wildlife surveys, potentially affected state-listed species, or decision support information if state-listed species are observed on site. If listed species of fish and wildlife are observed at a DDMS, please call the FWC Regional Species Conservation Biologist (see https://myfwc.com/license/wildlife/protected-wildlife-permits/contacts/), the FWC Wildlife Alert Hotline (888) 404-3922 or *FWC or #FWC on a cellphone, or email Tip@MyFWC.com. Requests for technical assistance or site inspections can be emailed to ConservationPlanningServices@MyFWC.com.

Operation of DDMSs

15. DDMSs should have:
    a. Stormwater controls, such as silt fences, to prevent discharge of contaminated runoff into water bodies where such discharge may cause violations of Department standards (example: turbidity);
    b. Control methods for the offsite migration of dust, wood chips or other debris residuals from vehicular traffic and from the handling of debris and ash;
    c. Access control to prevent unauthorized dumping and scavenging; and,
    d. Spotters to correctly identify and segregate waste types for appropriate management.

16. All reasonable steps must be taken to minimize the release of contaminants from the disaster debris at the DDMS. If contaminants are released into the environment, the entity operating the DDMS must take immediate steps to contain the release and notify the Department within 24 hours.

17. The owner or operator of each DDMS should keep records of the amount and type of waste received, waste sent off-site for disposal or recycling, and waste left on-site. Such records can be very valuable for demonstrating that the DDMS has been operated in accordance with applicable regulations and orders. These records should be kept at a location designated by the site manager and made available for review by Department staff upon request.

18. Only construction and demolition debris, land clearing debris, yard trash, vegetative debris, or Class III waste may be stored at a DDMS. Class I waste (such as household garbage, putrescible waste, or mixed wastes containing these materials) must be removed from a DDMS and disposed of as soon as practicable to prevent odor, vectors and sanitary nuisances. Again, spotters should be used at the DDMSs to correctly identify and segregate waste types for appropriate management. The following instructions must be used, as applicable:

    a. Class I wastes, including all mixed wastes, must be disposed of at a Class I landfill or, except for asbestos-containing materials, in a waste-to-energy facility that is authorized to accept such wastes.

b. Non-recyclables and residuals generated from segregation of disaster debris must also be disposed of in a Class I landfill or waste-to-energy facility.

c. Metals or other non-combustible materials segregated from the ash residue may be disposed of in a permitted lined landfill that is authorized to accept such wastes.

d. Uncontaminated yard trash may be disposed of in permitted lined or unlined landfills, permitted land clearing debris facilities, permitted construction and demolition debris disposal facilities, or permitted or certified waste-to-energy facilities authorized to accept the material.

e. Uncontaminated yard trash and clean wood may be processed and managed at a registered yard trash processing facility in accordance with applicable rules.

f. Construction and demolition debris that is mixed with other disaster debris need not be segregated from other solid waste prior to disposal in a lined landfill. Construction and demolition debris that is either source-separated or is separated from other disaster debris at an authorized DDMS, may be managed at a permitted Class III landfill or construction and demolition debris disposal or recycling facility upon approval by the Department of the methods and operational practices used to inspect the waste during segregation.

g. Unsalvageable refrigerators and freezers containing solid waste such as rotting food that may create a sanitary nuisance may be disposed of in a Class I landfill; provided, however, that chlorofluorocarbons and capacitors are removed and recycled to the greatest extent practicable using techniques and personnel meeting the requirements of 40 CFR Part 82.

h. Boats must have all hazardous materials, batteries, and petroleum products removed prior to any debris processing, and all engines and bilge areas must be thoroughly cleaned, drained, and/or removed prior to arrival at a DDMS. Once these items have been removed, the remaining debris must be disposed of at a Class I or Class III landfill. Grinding debris from the dismantling of a boat, where unconfined particulate emissions or public nuisances are created, is prohibited.

i. Burning of storm-generated yard trash, other vegetative debris, and untreated wood from construction and demolition debris is allowed in air curtain incinerators (ACIs) if the conditions of the appropriate Emergency Final Order are followed. The following additional information is provided for operation of ACIs:

    i. The ACI burn area should have a minimum setback distance of 50 feet from the debris piles, any wildlands, brush, combustible structure, or paved public roadway, and 300 feet from the nearest occupied building, unless otherwise specified by the local Fire Department.

ii. Pursuant to 403.7071, F.S., within 10 days after commencing ACI burning of storm-generated yard trash, other storm-generated vegetative debris or untreated wood from C&D debris, the local government shall notify the Department in writing describing the general nature of the materials burned, the location and method of burning, and the name, address, and telephone number for the local government representative concerning the work.

iii. Ash residue generated from the combustion of storm-generated vegetative debris in accordance with the requirements of the Emergency Final Order may be disposed of in an appropriately permitted disposal facility.

iv. Alternatively the ash residue from the combustion of storm-generated vegetative debris in accordance with the requirements of the Emergency Final Order may be placed in or on soils to provide a beneficial use in any areas approved by the Department and local government officials except in wellfield protection areas, wetlands, or water bodies. The rate of application of the ash should be addressed when seeking approval from the Department or local government officials. The use of the ash residue in this manner must be considered beneficial rather than disposal.

v. As required in the Emergency Final Order, ash from the combustion of other disaster debris shall be disposed of in a Class I landfill.

vi. Smoke from open burning with an air curtain incinerator shall not cause a public nuisance. DDMS operators should review the Division of Air Resource Management's Post-Storm Guidance on Open Burning at a DDMS for site selection criteria to identify appropriate locations for open burning activities.

vii. Operation of an air curtain incinerator shall be done in accordance with applicable regulations and the Division of Air Resource Management's Post-Storm Guidance on Air Curtain Incinerators.

j. Open pile burning of storm-generated vegetative debris must receive prior authorization from the Florida Forest Service.

i. Piles should have a minimum setback of 300 feet from registered Source-Separated Organics Processing Facilities (SOPF) and any occupied buildings, 100 feet from any paved public roadway, and 50 feet from any wildlands, brush or combustible structure.

ii. Ash resulting from this burning may be disposed or used as described above for ACIs.

iii. Open pile burning of any debris is prohibited at DDMSs located at permitted landfills, unless otherwise/specifically approved by the Department.

i. Smoke from open pile burning shall not cause a public nuisance. DDMS operators should review the Division of Air Resource Management's Post-Storm Guidance on Open Burning at a DDMS for site selection criteria to identify appropriate locations for open burning activities.

viii. Open pile burning shall be done in accordance with applicable regulations and the Division of Air Resource Management's Post-Storm Guidance on Open Pile Burning.

k. Chipping and/or grinding of uncontaminated disaster-generated vegetative debris is encouraged to help reduce the volume of the material. The Department recommends the following guidelines for the temporary storage and management of the volume reduced material:

i. In accordance with National Fire Protection Association[2], mulch and chip piles should not exceed 25 feet in height, 150 feet in width, and 250 feet in length. A clear space of not less than 15 feet shall be maintained between piles and exposing structures, yard equipment, or stock, and piles should be subdivided by fire lanes having at least 30 feet of clear space at the base around each pile. These piles should not be compacted.

ii. Smoking should only be allowed in designated areas well away from the combustible material.

iii. Possible uses of the size reduced material include: (1) a soil amendment where it is disked into the soil or mixed with potting soil; (2) as mulch for weed control, moisture retention, soil temperature control, erosion control, or slope stabilization; (3) fuel; (4) feedstock for composting operations; (5) animal bedding material; and (6) pulp wood.

iv. Use of the size reduced material as a soil amendment must be at normally accepted agronomic rates as determined by industry practice. Recommendations for appropriate application rates by the Institute of Food and Agricultural Sciences[3] may be used and can be obtained from the local IFAS Agricultural Extension agent.

v. Upon request and approval by the Department, vegetative debris may be placed in or on soils to provide a beneficial use pursuant to Chapter, 62-709, F.A.C. The rate of application of the mulch should be addressed when seeking approval from the Department or local government officials. The use of mulch must be considered beneficial rather than disposal. Mulch must not be placed in water bodies or wetlands.

[2] NFPA 1, 31.3.7.2, 31.3.6.5.4, 31.3.6.4.3

[3] The web address for IFAS is http://www.ifas.ufl.edu/

l. Class I waste containing household garbage and rotting food may attract Florida black bears and increase the potential for negative human-wildlife interactions. If a DDMS site is located in an area with abundant bears, then the site manager should follow FWC recommendations on how to avoid human-bear conflicts, available on the bear management website at:
https://myfwc.com/wildlifehabitats/wildlife/bear/managing/
Contact ConservationPlanningServices@MyFWC.com for information on bear abundance and other technical assistance.

Closure of DDMSs

19. DDMSs are temporary locations that can be used for the duration of an Emergency Final Order or as otherwise approved by the Department. The following guidelines apply to the closing of temporary DDMSs:

a. Owner/operators of the DDMSs must contact the Department prior to closing a DDMS to discuss and coordinate what will be required for closure including environmental sampling, if needed.

b. All disaster debris must be removed by the expiration of the Emergency Final Order, unless otherwise approved by the Department.

c. Requests to beneficially use ash from burning uncontaminated vegetative debris and mulch produced from processing uncontaminated vegetative debris on-site, may be made in writing to the Department. The Department will consider these requests on a case-by-case basis.

d. Areas that were only used to manage uncontaminated vegetative debris, or ash from burning solely vegetative debris, will not require any environmental sampling after the debris or ash is removed unless there is reason to believe that the area may have become contaminated (e.g., significant visible staining or known contaminant releases in the area).

e. Areas that were used to manage mixed debris or ash from burning mixed debris will normally require environmental sampling after the debris or ash is removed unless there is reason to believe that no contamination of the area occurred (e.g., the area is paved with asphalt or concrete and there is no visible evidence of staining or known contaminant releases). See Attachment 1 for details on environmental sampling.

f. The Department must be informed in writing when all closure activities at the DDMS are completed. If environmental sampling was conducted as part of the closure activities, then the closure notice should include the results of this sampling, unless otherwise approved by the Department.

g. The area used for or affected by the operation of the DDMS must be fully restored upon cessation of the use of the area.

h. Failure to comply with the conditions of the DDMS authorization or failure to adequately close by the required closure date may result in enforcement actions by the Department.

DRAFT

**Attachment 1**

Florida Department of Environmental Protection
Sampling Protocols for Disaster Debris Management Site (DDMS) Closure

- If required, initial soil sampling shall be analyzed for the following:
    - Resource Conservation and Recovery Act (RCRA) metals as defined in 40 CFR 261.24, Table 1*, using USEPA Test Methods 6010 and 6020
    - Volatile Organic Compounds (VOC's), using USEPA Test Method 8260
    - Semi-Volatile Organic Compounds (SVOC's), using USEPA Test Method 8270

Note: If the analyses above exhibit concentrations above the applicable leachability-based soil CTLs, then the following additional analyses should be completed: direct leachability testing by USEPA Test Method 1312, Synthetic Precipitation Leaching Procedure (SPLP) extraction, or USEPA Test Method 1311, Toxicity Characteristic Leaching Procedure (TCLP) extraction if the contamination is derived from used oil or similar petroleum products, followed by the appropriate analyses of the leachate. In addition, sampling of groundwater for RCRA metals, VOC's, and SVOC's may be required depending upon the results of soil samples. The same USEPA Test Methods used for soils listed above shall be used for groundwater.

- Initial sampling collection shall be conducted in accordance with 62-160, Florida Administrative Code and the Department's Standard Operating Procedures for field activities or equivalent procedures:

  https://floridadep.gov/dear/florida-dep-laboratory/content/dep-laboratory-quality-assurance-manual-and-sops

  https://floridadep.gov/dear/quality-assurance

- Sampling must be taken from the suspected contaminated area(s) of the site or at the discretion of the Department.

- The following sampling frequency is based on the area(s) of debris management or storage that require sampling:
    - Less than 1/3 acre: 3 samples
    - Between 1/3 acre and 1 acre: 4 samples
    - Greater than 1 acre: 4 samples plus 1 sample for each additional ½ acre of area

*40 CFR 261.24, Table 1 defines Toxicity Characteristic Contaminants as Arsenic, Barium, Cadmium, Chromium, Lead, Mercury, Selenium and Silver

**File Attachments for Item:**

22. Resolution 2026-48 -Property Lease

# Commission Agenda Item

**Meeting Date:** 9/14/2026

**Title:** Resolution 2026-48 -Property Lease

**Agenda Section:** Agenda Item

**Strategic Goal:** Goal A - Infrastructure
GOAL A.1: Protect water quality by implementing water and wastewater improvements

**Department:** ACM Development & Infrastructure

**Presented By:** Jamie Jones

**Recommended Action:**

1) Approve Resolution 2026-48 authorizing the City Manager to execute a property lease with AtkinsRealis USA for use of the house located 26306 SW 30th Ave. to house the Resident Project Representative for the WWTP construction project for the duration of the construction.

**Summary:** One of the reasons for this authorization is to provide onsite housing for the project management of our regional WWTP construction project.
Staff have negotiated a lease for the use of the existing home to house the project manager for the WWTP construction project for the duration of the construction and is asking authorization to execute the lease.

**Prior Commission Action/Direction:** On 7/13/2026 the City Commission approved the contract to purchase the real property consisting of approximately 8.83 acres, more or less, being all of Alachua County Property Appraiser Parcel ID #02538-001-004 (located 26306 SW 30th Ave).

**Fiscal Impact:** Provide onsite housing for the project management of our regional WWTP construction project. Also, provide the opportunity for housing quarters of future fire station.

**Attachments:**

1) Resolution 2026-48
2) Exhibit A

# RESOLUTION NO. 2026-48

**A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, DECLARING CERTAIN REAL PROPERTY AS SURPLUS AND AUTHORIZING THE NON-COMPETITIVE DISPOSITION OF THAT REAL PROPERTY BY LEASE TO ATKINS REALIS USA TO SERVE A CITY PROJECT; PROVIDING DIRECTION TO THE CITY MANAGER; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Newberry City Commission adopted Ordinance No. 2026-23 on June 8, 2026 (to be codified in Chapter 2 of the Code of Ordinances) that establishes policies to govern the acquisition or disposition of interests in real property by the City (the "Policies");

**WHEREAS**, pursuant to Sec. 2-154.B and Sec. 2-155.B of the Policies, the City Commission may, by adoption of a resolution, declare real property to be surplus and authorize its disposition, without competitive process, to serve a City project; and

**WHEREAS**, consistent with the Policies, the City Commission finds that it is in the best interest of the City to declare the real property described below as surplus and authorize its disposition to serve the City project described below.

**NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA AS FOLLOWS:**

**Section 1.** Real Property. Pursuant to City Commission approval on July 13, 2026 the City purchased Tax Parcel ID# 02538-001-004 by Warranty Deed recorded on September 1, 2026 in OR Book 5289, Page 2626 in the Official Records of Alachua County, Florida (the "Property.")

**Section 2.** Request; Public Purpose; Consideration. As explained in the July 13th City Commission Agenda item, one of the potential goals of the acquisition of the Property was to provide housing for the on-site project management of the City's Wastewater Treatment Plant Expansion project (the "Project".). The project management contractor, AtkinsRealis USA, Inc., has confirmed its interest in leasing a portion of the Property to house its employee serving as the on-site Resident Project Representative. The City finds that such use would serve the City Project and finds that the rent amount and other terms and conditions set forth in the Residential Lease attached to this Resolution constitute adequate consideration for such use.

**Section 3**. Surplus. The portion of the Property described in the attached Residential Lease is hereby declared surplus pursuant to Sec. 2-154 of the Policies.

**Section 4**. Disposition; Direction. The City Manager is authorized to execute the Residential Lease in the form attached to this Resolution. The City Manager, or their designee, is authorized and directed to take all other actions necessary to manage and administer the Lease, including the granting of any extension allowed under the Lease.

**Section 5**. Severability. If any word, phrase, clause, paragraph, section or provision of this Resolution or the application hereof to any person or circumstances is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the Resolution which can be given without the valid or unconstitutional provisions or application, and to this end the provisions of this Resolution are declared severable.

**Section 6.** Conflict. All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**Section 7.** Effective Date. This Resolution shall become effective immediately upon adoption.

**ADOPTED** by affirmative vote of a majority of a quorum present of the Newberry City Commission at its Regular Meeting on September 14, 2026.

**CITY OF NEWBERRY, FLORIDA**

_____
Timothy R. Marden, Mayor

ATTEST, BY THE CLERK OF THE
CITY OF NEWBERRY, FLORIDA

_____
Randa Paul, City Clerk

Approved as to form and legality

_____
City Attorney's Office

**Residential Lease – Single-family detached dwelling**

THE LEASE IMPOSES IMPORTANT LEGAL OBLIGATIONS. IN ADDITION, MANY RIGHTS AND RESPONSIBILITIES OF THE PARTIES ARE GOVERNED BY CHAPTER 83, PART II, RESIDENTIAL LANDLORD AND TENANT ACT, FLORIDA STATUTES.

**WHEREAS**, by Task Order Number 4 accepted on February 10, 2026, the City of Newberry contracted with AtkinsRealis USA, Inc., a Florida corporation, formerly known as Atkins North America, Inc. to provide certain construction related services, including providing a full-time Resident Project Representative, for the City's Wastewater Treatment Plant Expansion (the "Project");

**WHEREAS**, the City recently acquired certain real property in close proximity to the Project Site; and

**WHEREAS**, the parties find it mutually beneficial for Atkins to lease a portion of the City real property to provide housing for its employee serving as the Resident Project Representative.

**NOW THEREFORE**, the parties agree as follows:

1. **PARTIES**. This is a lease (the "Lease") between the **City of Newberry, Florida, a municipal corporation** ("Landlord") and **AtkinsRealis USA, Inc., a Florida corporation** ("Tenant.")

2. **PROPERTY LEASED; EXCLUDED LAND**. Landlord leases to Tenant the portion of Alachua County Tax Parcel ID #02538-001-004 consisting of the buildings and land located within the fenced area depicted by a black line on the attachment to this Lease (the "Property"), together with the furniture and appliances within the dwelling. The Property, furniture and appliances are collectively referred to as the "Premises."

   The remaining portion of Alachua County Tax Parcel ID #02538-001-004 (the portion NOT within the black line fenced area) shall remain solely in the possession and use of the City and is NOT a portion of the Property or the Premises for purposes of this Lease.

3. **OCCUPANCY**. The Premises shall be occupied only by the employee of the Tenant who is assigned to serve as the full-time Resident Project Representative, and their spouse and children, if any (collectively the "Occupants.") This Lease does not create any legal rights or obligations of the Occupants; Landlord will look to the Tenant for performance of all obligations of this Lease.

4. **TERM**. This is a twelve- month lease with a term beginning on _____, 2026 and ending on _____, 2027 (the "Lease Term").

5. **RENT PAYMENTS, TAXES AND CHARGES**.

Tenant shall pay total rent in the amount of $24,000 (excluding taxes) for the Lease Term. The rent shall be payable by Tenant in full ($24,000) upon signing this Lease, or in 12 monthly installments, payable on the 1st day of each month in the amount of $2,000 per installment.

Under current State law, long-term (6 months +) leases are exempt from sales tax. If State law changes, Landlord will notify Tenant and Landlord will begin collection of said taxes from Tenant.

Tenant shall make rent and tax payments required under the Lease by check, money order, cashier's check, or other method agreed to by the Landlord. Payment is not considered made until the funds are collected.

If Tenant makes a rent payment with a worthless check, Landlord can require Tenant to pay all future payments by money order, cashier's check or official bank check and to pay bad check fees not to exceed the amount prescribed by Section 68.065, Florida Statutes.

6. **MONEY DUE PRIOR TO OCCUPANCY**. Not applicable.

7. **LATE FEES**. Not applicable.

8. **PETS AND SMOKING**. Tenant may keep pets or animals on the Premises only if approved in writing in advance by the Landlord. No smoking is permitted in the Premises.

9. **NOTICES**. In accordance with Section 83.505, Florida Statutes, the Landlord and Tenant both voluntarily elect to receive electronic delivery of legal notices. Requests for maintenance or repair of the Premises should be made per Section 11 below.

   Landlord agrees to receive notices required by this Lease or under part II of chapter 83, Florida Statutes, from the Tenant by e-mail. The Landlord designates the following representatives and their e-mail addresses for receipt of notices from the Tenant:

   Primary: Jamie Jones, Assistant City Manager – jjones@newberryfl.gov
   Secondary: Jordan Marlowe, City Manager – MarloweJH@newberryfl.gov

   Tenant agrees to receive notices required by this Lease or under part II of chapter 83, Florida Statutes, from the Landlord by e-mail. The Tenant designates the following representative(s) and their e-mail address(es) for receipt of notices from the Landlord:

   Primary: _____
   Secondary: _____

   Either party may revoke their agreement to receive notices by e-mail by providing written notice to the other party which is effective upon delivery of such written notice

and does not affect the validity of any notice that was previously sent by e-mail.

Either party may update their representatives and/or their e-mail addresses designated for electronic delivery at any time by providing written notice to the other party specifying the new e-mail address, which takes effect upon delivery of such notice.

10. **UTILITIES**. During the Lease Term, Landlord shall pay for electric, solid waste and internet service; and Tenant shall pay for any other utility services.

11. **MAINTENANCE**. Landlord shall be responsible for compliance with Section 83.51, Florida Statutes, and shall be responsible for maintenance and repair of the Premises. For any maintenance or repair requests, Tenant shall contact Jamie Jones, Assistant City Manager via email at jjones@newberryfl.gov or by phone at 352-258-4486 or _____via email at_____ or by phone at _____.

12. **ASSIGNMENT**. Tenant may not assign the Lease or sublease all or any part of the Premises.

13. **KEYS AND LOCKS**. Landlord shall furnish Tenant one set of keys to the dwelling, one garage door opener and the entrance gate code. At the end of the Lease Term, the keys and garage door opener shall be returned to the Landlord.

14. **LEAD-BASED PAINT**. Not applicable, the residential dwelling was constructed in 2001.

15. **LANDLORD'S ACCESS TO THE PREMISES**. Landlord's representatives may enter the Premises in the following circumstances:

    a. At any time, for the protection or preservation of the Premises.
    b. After reasonable notice to Tenant, at reasonable times for the purpose of repairing the Premises.
    c. To inspect the Premises; make necessary or agreed-upon repairs, decorations, alterations, or improvements; supply agreed services; or exhibit the Premises to prospective or actual purchasers, mortgagees, tenants, workers, or contractors under any of the following circumstances: with Tenant's consent; in case of emergency; or when Tenant unreasonably withholds consent.

16. **USE OF THE PREMISES**. Tenant shall use the Premises for residential purposes. Tenant shall have exclusive use and right of possession to the Premises. The Premises shall be used so as to comply with all state, county, municipal laws and ordinances, and all covenants and restrictions affecting the Premises. Tenant may not paint or make any alterations or improvements to the Premises without first obtaining the Landlord's written consent to the alteration or improvement. However, Tenant may hang pictures and install window treatments in the Premises without Landlord's consent, provided Tenant removes all such items before the end of the Lease Term and repairs all

damage resulting from the removal. Tenant agrees not to use, keep, or store on the Premises any dangerous, explosive, toxic material which would increase the probability of fire or which would increase the cost of insuring the Premises.

17. **DAMAGE/RISK OF LOSS/INSURANCE**. Tenant is responsible for loss, damage, or injury caused by its negligence or willful conduct, or that of its Occupant. Tenant, or its Occupant, should carry insurance covering Tenant/Occupant's personal property and liability.

18. **PROHIBITED ACTS BY LANDLORD**. Landlord is prohibited from taking certain actions as described in Section 83.67, Florida Statutes.

19. **CASUALTY DAMAGE**. If the Premises are damaged or destroyed other than by wrongful or negligent acts of Tenant or persons on the Premises with Tenant's consent, so that the use of the Premises is substantially impaired, Tenant may terminate the Lease within 30 days after the damage or destruction and Tenant will immediately vacate the Premises. If Tenant vacates, Tenant is not liable for rent that would have been due after the date of termination. Tenant may vacate the part of the Premises rendered unusable by the damage or destruction, in which case Tenant's liability for rent shall be reduced by the fair rental value of the part of the Premises that was damaged or destroyed.

20. **DEFAULTS/REMEDIES**. Should a party to the Lease fail to fulfill their responsibilities under the Lease or need to determine whether there has been a default of the Lease, refer to Part II, Chapter 83, entitled Florida Residential Landlord and Tenant Act which contains information on defaults and remedies.

21. **SUBORDINATION**. Not applicable.

22. **LIENS**. THE INTEREST OF THE LANDLORD SHALL NOT BE SUBJECT TO LIENS FOR IMPROVEMENTS MADE BY THE TENANT AS PROVIDED IN SECTION 713.10, FLORIDA STATUTES.

23. **EXTENSION/TERMINATION**. The Lease can be extended for up to two additional one-year terms by a written amendment signed by both Landlord and Tenant. At the time of extension, the rental rate and other terms may also be amended by the Parties. Either party may terminate this Lease upon 30 days written notice to the other party.

24. **ATTORNEYS' FEES**. In any lawsuit brought to enforce the Lease or under applicable law, the party in whose favor a judgment or decree has been rendered may recover reasonable court costs, including attorneys' fees, from the non-prevailing party.

25. **MISCELLANEOUS**.
    a. Time is of the essence of the performance of each party's obligations under the Lease.
    b. The Lease shall be binding upon and for the benefit of the successors and

permitted assigns of Landlord and Tenant, subject to the requirements specifically mentioned in the Lease.

c. Whenever used, the singular number shall include the plural or singular and the use of any gender shall include all appropriate genders.
d. The agreements contained in the Lease set forth the complete understanding of the parties and may not be changed or terminated orally.
e. No agreement to accept surrender of the Premises from Tenant will be valid unless in writing and signed by Landlord.
f. All questions concerning the meaning, execution, construction, effect, validity, and enforcement of the Lease shall be determined pursuant to the laws of Florida.
g. A copy of the Lease and any signatures hereon shall be considered for all purposes originals.
h. As required by law, Landlord makes the following disclosure: "RADON GAS." Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county health department.

IN WITNESS WHEREOF, the authorized representative of each party have executed this Lease.

Signed in the presence of:

**AtkinsRealis USA, Inc., a Florida corporation**

_____
Print Name:

_____
By: _____
Its: _____

_____
Print Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me on _____, 2026, by _____.
( ) who is personally known to me.
( ) who produced_____ as identification

_____
Signature of Notary Public

**City of Newberry, Florida**

_____
Jordan Marlowe, City Manager

STATE OF FLORIDA
COUNTY OF ALACHUA

The foregoing instrument was acknowledged before me on _____ 2026, by Jordan Marlowe, on behalf of the City of Newberry.

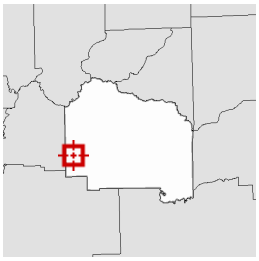
( ) who is personally known to me.
( ) who produced_____ as identification

_____
Signature of Notary Public

AYESHA SOLOMON
ALACHUA COUNTY
PROPERTY APPRAISER
KNOWLEDGEABLE - COMMUNITY FOCUSED - COMMITTED




**Overview**



**Legend**

- Parcel Lines
- Parcels
- Lakes

| | | | | | |
|---|---|---|---|---|---|
| **Parcel ID** | 02538-001-004 | **Prop ID** | 10044 | **Owner Address** | PANTELOPOULOS KONSTANTINOS & ELAINE |
| **Sec/Twp/Rng** | 09-10-17 | **Class** | SINGLE FAMILY | | 26306 SW 30TH AVE |
| **Property Address** | 26306 SW 30TH AVE NEWBERRY | **Acreage** | 8.83 | | NEWBERRY, FL 32669 |

**District** 8700 - NEWBERRY

**Brief Tax Description** COM SW COR SEC N 88 DEG 07 MIN 21 SEC E 634.19 FT POB N 88 DEG 07 MIN 21 SEC E 529.42 FT N 00 DEG 23 MIN 14 SEC W 726.24 FT S 88 DEG 07 MIN 21 SEC W 530.38 FT S 00 DEG 27 MIN 44 SEC E 726.22 FT POB OR 5036/1377

(Note: Not to be used on legal documents)

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