

**Regular Meeting Minutes**  
**May 18, 2023**  
**7:00 p.m.**

**1. Call to order and announce quorum is present.**

Mayor Cardwell called the meeting to order at 7:03pm, and announced a quorum was present. Those in attendance were: Mayor Crystal Cardwell, Mayor Pro Tem Chris Raines, Councilmember Nathaniel Butler, Councilmember Richard Sidebottom, Councilmember Jennifer Hill, City Admin Staff Brittany Mayhue and Michelle Peterson, Code Enforcement Officer Devon Kennedy and City Secretary Jenni Moore.

**2. Pledge of allegiance and invocation.**

Mayor Cardwell led the pledge and Councilmember Hill led the invocation.

**3. Mayor Update.**

Mayor Cardwell shared an email from Laura Pixler regarding an update on the library. Mayor shared that the email talked about successful events the library has had, that there are 10 women volunteers helping keep the library open and that they are selling some of the donated books to make money to help pay for some supplies at the library. Mayor Cardwell also shared that she spoke with Judge Clark and updated him about the library. Mayor Cardwell also discussed that earlier that day she had a good conversation with developers and public works director regarding upcoming developments.

**4. Public Comments.**

There were no public comments.

**5. Consider and act on the following items:**

**A. Council Meeting Minutes for April 20, 2023, and May 10, 2023.**

**B. Accounts Payables for April 2023.**

**C. Financial Statements for April 2023.**

**D. Staff Reports- Municipal Court, Building Permits, Code Enforcement, and Public Works for April 2023.**

Councilmember Hill motioned to approve agenda item number 5 as a whole. Mayor Pro Tem Raines second the motion. All approved. Motion was passed.

**6. Issue Oaths of Office and Statement of Officers.**

The City Secretary issued the Statement of Officers and Oath of office to Mayor Cardwell and Mayor Pro Tem Raines.

**7. Discuss, consider and act on a recommendation and vote to elect the Mayor Pro Tem for time period from May 2023 through May 2025.**

Councilmember Sidebottom made a motion to reappoint Chris Raines as the Mayor Pro Tem for the time period of May 2023 through May 2025. Councilmember Hill second the motion. All approved. The motion passed.

**8. Discuss, consider and act on a request from Shirley and Kyle Palpan to place a new mobile home at 446 Country Living Dr.**

Kyle Palpan spoke about wanting to move to Newark and stated that he and his mother Shirley would be residing in this home. Council asked if this home met all the requirements and code enforcement officer Kennedy stated that it did. Chris Raines made a motion to approve the request from Shirley and Kyle Palpan to place a new mobile home at 446 Country Living Drive. Councilmember Sidebottom 2<sup>nd</sup> the motion. All approved. The motion passed.

**9. PUBLIC HEARING, DISCUSSION AND ACTION: The Council will conduct a public hearing, discuss and take action on an amendment to the City of Newark Code of Ordinances, Chapter 14, "Zoning", Exhibit A, "Zoning Ordinance," Section 27, "Accessory Building Regulations," deleting in its entirety Subsection 27.3, "Limits on Number and Size of Accessory Buildings."**

Mayor Cardwell opened the public hearing at 7:18pm. The following individuals addressed the council during the public hearing.

Mauricio Hernandez (525 Oak Hills Dr.) spoke in support of eliminating this ordinance as he stated that the 70/30 rule along with the setback ordinances in place should keep this problem under control.

Douglas Guterrez (503 Oak Hills Dr.) spoke regarding his support for eliminating this ordinance also. Mr. Guterrez stated that he has been waiting to complete a 20x30 shop and that he was told to wait for this meeting for this ordinance to be changed to eliminate barriers and extra fees.

There were no other public comments for this public hearing.

Mayor Cardwell closed the public hearing at 7:51pm.

Mayor Pro Tem Raines made a motion to approve the amendment by eliminating Chapter 14, "Zoning", Exhibit A, "Zoning Ordinance," Section 27, "Accessory Building Regulations," deleting in its entirety Subsection 27.3, "Limits on Number and Size of Accessory Buildings." Councilmember Sidebottom second the motion. All approved. The motion passed.

**10. Discuss, consider and act on rescheduling or canceling the June 15, 2023 City Council meeting.**


Mayor Cardwell announced she would not be able to attend the June 15<sup>th</sup> meeting, along with several staff members. Councilmember Hill made a motion to cancel the June 15<sup>th</sup> Council Meeting. Mayor Pro Tem Raines second the motion. All approved. The motion passed.

**11. Meeting Adjourn.**

Mayor Cardwell adjourned the meeting at 7:54pm.

APPROVED:

  
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Crystal Cardwell, Mayor

  
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Date

  
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Jenni Moore, City Secretary