



## Meeting Agenda Coversheet

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| <b>MEETING DATE:</b>                                                                                                                                                                     |  | July 7, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | <b>Submitted By:</b> Ken Cassel, Town Manager |      |
| <b>SUBJECT:</b><br><i>This will be the name of the Item as it will appear on the Agenda</i>                                                                                              |  | DISCUSSION & ACTION, RESOLUTION 26-17 RATIFYING PRIOR OFFICIAL DOCUMENTS AND AUTHORIZING EXECUTION BY THE MAYOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                                               |      |
| <b>STAFF RECOMMENDATION:</b><br>(MOTION READY)                                                                                                                                           |  | Staff recommends approval of Resolution No. 26-17 authorizing Mayor Joe Garrison to execute previously approved official documents from the prior Mayor's tenure, as necessary, for administrative completion and recordkeeping purposes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                               |      |
| <b>SUMMARY and/or JUSTIFICATION:</b>                                                                                                                                                     |  | <p>The Town Commission is requested to consider Resolution No. 26-17, authorizing Mayor Joe Garrison to execute certain ordinances, resolutions, agreements, contracts, and other official documents previously approved by the Town Commission during the prior Mayor's tenure but which may not have been fully executed.</p> <p>During a review of the Town's official records, staff identified certain previously approved documents that require mayoral execution to ensure administrative completion, proper recordkeeping, and maintenance of complete municipal records. The proposed resolution authorizes the current Mayor to sign such documents solely for administrative and ministerial purposes.</p> <p>Approval of this resolution does not alter, amend, reapprove, or otherwise modify any lawful action previously taken by the Town Commission. Rather, it serves to memorialize and complete execution of documents already approved through prior Commission action.</p> |  |                                               |      |
| <b>SELECT, if applicable</b>                                                                                                                                                             |  | <b>AGREEMENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  | <input checked="" type="checkbox"/>           |      |
|                                                                                                                                                                                          |  | <b>STAFF REPORT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <input type="checkbox"/>                      |      |
|                                                                                                                                                                                          |  | <b>EXHIBIT(S):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | <input type="checkbox"/>                      |      |
|                                                                                                                                                                                          |  | <b>BUDGET:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | <input type="checkbox"/>                      |      |
|                                                                                                                                                                                          |  | <b>PROCLAMATION:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <input type="checkbox"/>                      |      |
|                                                                                                                                                                                          |  | <b>OTHER:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | <input checked="" type="checkbox"/>           |      |
| <b>IDENTIFY EACH ATTACHMENT.</b><br><i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>                                             |  | Resolution 26-17<br>1. CDBG-DR, MS022 Agreement<br>2. CDBG-DR, MS023 Agreement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                               |      |
| <b>SELECT, if applicable</b>                                                                                                                                                             |  | <b>RESOLUTION: 26-17</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | <input checked="" type="checkbox"/>           |      |
|                                                                                                                                                                                          |  | <b>ORDINANCE:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  | <input type="checkbox"/>                      |      |
| <b>IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE</b><br><i>(If Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank.)</i> |  | A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA, RATIFYING AND AUTHORIZING THE MAYOR TO EXECUTE CERTAIN PRIOR OFFICIAL DOCUMENTS; AUTHORIZING IMPLEMENTATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                               |      |
| <b>FISCAL IMPACT (if any):</b>                                                                                                                                                           |  | There is no fiscal impact as a result of this item.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                               | 0.00 |