



## Meeting Agenda Coversheet

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| <b>MEETING DATE:</b>                                                                                                                                                                     |  | November 3, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | <b>Submitted By:</b> John Vice, Public Works Director |        |
| <b>SUBJECT:</b><br><i>This will be the name of the Item as it will appear on the Agenda</i>                                                                                              |  | The Town Commission will consider approval of a temporary closure of the following streets for the Christmas Festival on December 12, 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                       |        |
| <b>STAFF RECOMMENDATION:</b><br>(MOTION READY)                                                                                                                                           |  | Motion to approve the road closure of Main Street from 1 <sup>st</sup> St. to 3 <sup>rd</sup> St. and Center St. from Shepard Ave. to Merrill Ave.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                       |        |
| <b>SUMMARY and/or JUSTIFICATION:</b>                                                                                                                                                     |  | <p>The Town Commission will consider temporarily closing the following streets for the 2026 Christmas Festival on December 12, 2026:</p> <ol style="list-style-type: none"> <li>1. Main Street – From 1st Street to 3rd Street</li> <li>2. Center Street – From Shepard Avenue to Merrill Avenue</li> </ol> <p>The roads will be closed on Saturday, December 12, 2026, from 12:00 PM (noon) to 11:00 PM.</p> <p>If approval is granted, the Polk County Sheriff's Office and the Dundee Fire Department will be formally advised of the temporary closures to ensure public safety and proper traffic maintenance.</p> <p>Additionally, a Road Closure Permit with the Florida Department of Transportation (FDOT) is required for the closure of Main Street and Center Street. This permit will be applied for immediately following commission approval and must be officially issued by FDOT prior to the event.</p> |  |                                                       |        |
| <b>SELECT, if applicable</b>                                                                                                                                                             |  | <b>AGREEMENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | <b>BUDGET:</b>                                        |        |
|                                                                                                                                                                                          |  | <b>STAFF REPORT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | <b>PROCLAMATION:</b>                                  |        |
|                                                                                                                                                                                          |  | <b>EXHIBIT(S):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | <b>OTHER:</b>                                         |        |
| <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>                                             |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                       |        |
| <b>SELECT, if applicable</b>                                                                                                                                                             |  | <b>RESOLUTION:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | <b>ORDINANCE: 26-14</b>                               |        |
| <b>IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE</b><br><i>(If Item is <b>not</b> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank.)</i> |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                       |        |
| <b>FISCAL IMPACT (if any):</b>                                                                                                                                                           |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                       | \$0.00 |