

# DUNDEE TOWN COMMISSION

LOCATION: DUNDEE TOWN HALL  
202 MAIN STREET, DUNDEE, FLORIDA



## TOWN COMMISSION MINUTES REPORT FOR SEPTEMBER 13, 2022

**CALL TO ORDER:** Mayor Pennant called the meeting to order at 6:33 PM.

**PLEDGE OF ALLEGIANCE** Mayor Pennant

**INVOCATION:** Vice Mayor Richardson

**RECOGNITION OF SERGEANT AT ARMS:** Deputy Weston

**PUBLIC SPEAKING INSTRUCTIONS:** Mayor Pennant

**ROLL CALL:** Jenn Garcia

*Town Commissioners Present:*

Commissioner Glenn

Commissioner Goddard

Commissioner Richardson

Vice Mayor Quarles

Mayor Pennant

*Town Commissioners Absent:*

NONE

*Town Staff Members Present:*

Tandra Davis, Town Manager

Seth Claytor, Assistant Town Attorney

Jenn Garcia, Town Clerk

John Vice, Public Works Director

Eneida Padilla Nieves, Interim Finance Director

Trevor Douthat, Utilities Supervisor

Melissa Glogowski, Executive Administrative Assistant

Tracy Mercer, Special Projects

### **DELEGATION QUESTIONS & COMMENTS FROM THE FLOOR**

*(Each speaker shall be limited to three (3) minutes)*

*Mayor Pennant opened the floor for comments from the public, seeing no additional public come forth the floor was closed.*

### **ITEM 01: APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR SEPTEMBER 13, 2022**

Town Manager Davis reported that the minutes have been removed from the consent agenda because they are still under legal review.

Agreements for approval:

- National Multiple Sclerosis Society 2023 Citrus Bike Tour Rest Stop Agreement
- Department of Revenue Communications Tax Agreement

Mayor Pennant opened the floor for comments from the public, seeing no additional public come forth the floor was closed.

***MOTION TO APPROVE the consent agenda with changes for the meeting of September 13, 2022, made by Vice Mayor Richardson. Seconded by Commissioner Quarles. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

#### **APPROVAL OF AGENDA FOR September 13, 2022**

Mayor Pennant asked Town Manager Davis if there were any additions or changes to the regular meeting agenda.

Town Manager Davis reported the following changes:

- ITEM 10, Staff Report was added
- ITEM 13, Developer's Agreement was updated
- ITEM 14, Developer's Agreement was updated

***MOTION TO APPROVE the regular meeting agenda with changes for the meeting of September 13, 2022, made by Commissioner Glenn. Seconded by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

Mayor Pennant made the Mayor's Statement:

State Law requires the first substantive issue to be discussed at this hearing is the percentage increase in the millage over the rolled back rate and the reasons ad valorem taxes are being increased. The Town of Dundee's proposed operating millage is **7.9000 mills** which is **5.55%** more than the rolled back rate of **7.4851 mills**. The ad valorem proceeds resulting from the difference between the proposed rate and the rolled back rate will be used to offset increased operating costs of the Town.

#### **ITEM 02: RESOLUTION 22-35, ADOPTION OF TENTATIVE MILLAGE RATE FY 2022 - 2023**

Assistant Attorney Claytor read Resolution 22-35.

##### **RESOLUTION 22-35**

A RESOLUTION OF THE TOWN OF DUNDEE POLK COUNTY, FLORIDA ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR THE TOWN OF DUNDEE, POLK COUNTY, FLORIDA, FOR FISCAL YEAR 2022 – 2023 PROVIDING FOR AN EFFECTIVE DATE

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public.

**Jessica Fowler, 315 7th Street South**, requested to be informed of what the actual millage rate is. Town Manager Davis responded that the proposed millage rate is 7.9000 and the budget cannot be balanced at the lower roll-back rate.

Seeing no further public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-35, adopting the tentative levying of ad valorem taxes for fiscal year 2022 - 2023 made by Commissioner Quarles. Seconded by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 03: RESOLUTION 22-36, ADOPTION OF TENTATIVE BUDGET FY 2022 – 2023**

Assistant Attorney Claytor read Resolution 22-36.

**RESOLUTION 22-36**

A RESOLUTION OF THE TOWN OF DUNDEE POLK COUNTY, FLORIDA, ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2022-2023; PROVIDING FOR AN EFFECTIVE DATE

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-36, adopting the tentative budget for fiscal year 2022 - 2023 made by Commissioner Goddard. Second by Commissioner Quarles. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 04: RESOLUTION 22-33 – STORMWATER UTILITY FEE ROLL CERTIFICATION**

Assistant Attorney Claytor read the legal title of Resolution 22 - 33.

**RESOLUTION NO. 22 - 33**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA, RELATING TO THE REIMPOSITION OF STORMWATER FEES WITHIN THE TOWN OF DUNDEE, FLORIDA; PROVIDING AUTHORITY; PROVIDING FOR DEFINITIONS AND INTERPRETATION; PROVIDING FOR COMPLIANCE WITH THE UNIFORM ASSESSMENT COLLECTION ACT; REIMPOSING STORMWATER FEES AGAINST PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN OF DUNDEE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND CONFIRMING THE RATE; APPROVING THE FINAL ROLL; CONFIRMING AND SUPPLEMENTING THE PRELIMINARY RESOLUTION; PROVIDING FOR EFFECT OF ANNUAL RESOLUTION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-33 approving the stormwater utility fee roll certification made by Commissioner Glenn. Second by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 05: RESOLUTION 22-34, FIRE ASSESSMENT FEE ROLL CERTIFICATION FY 2022 – 2023**

Assistant Attorney Claytor read the legal title of Resolution 22-34.

**RESOLUTION NO. 22-34**

A RESOLUTION OF THE TOWN OF DUNDEE, FLORIDA, RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS FOR THE TOWN OF DUNDEE; ESTABLISHING LEGISLATIVE FINDINGS; IMPOSING FIRE PROTECTION SERVICES ASSESSMENTS AGAINST ASSESSED PROPERTY LOCATED WITHIN THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022; APPROVING THE RATE OF ASSESSMENT; APPROVING THE ASSESSMENT ROLL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Town Manager Davis gave the analysis.

There was discussion of the Commission with regard to the residential rates.

Town Manager Davis stated that the budget was prepared with the \$100/per dwelling unit rate.

**Sandi Neubarth of GSG** explained that residential is based on a per dwelling unit and nonresidential is at a per square foot basis and the cap is 52,500 square feet for non-residential per building. The \$100/per dwelling unit and commercial is \$.07/per square foot for commercial.

Commissioner Glenn clarified that this new program is a source of funding that the Town has not had before. Therefore, he proposes that we begin with \$100 and make changes as needed considering this is reconsidered annually.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-34 approving the fire assessment fee roll certification at the \$100 rate for fiscal year 2022 – 2023 made by Mayor Pennant. Second by Commissioner Quarles Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 06: DISCUSSION & ACTION, IMPACT CHURCH EVENT ROAD CLOSURE REQUEST**

Town Manager Davis gave the analysis.

Pastor Gary Peck of Impact Church, 2748 Cummins Road, Winter Haven, addressed the Commission explaining the event.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE the temporary road closure request at 1<sup>st</sup> Street and Dundee Road for the impact church event on October 01, 2022 from 9:00am – 4:00pm made by Commissioner Glenn. Second by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 07: ORDINANCE 22-26, CONTINUED PUBLIC HEARING, WOODLAND RANCH ESTATES CDD ESTABLISHED**

Assistant Attorney Claytor read the legal title of Ordinance 22-26.

**ORDINANCE NO. 22-26**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA ESTABLISHING THE WOODLAND RANCH ESTATES COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES (2021); PROVIDING A TITLE; PROVIDING FINDINGS; CREATING AND NAMING THE DISTRICT; DESCRIBING THE EXTERNAL BOUNDARIES OF THE DISTRICT; DESCRIBING THE FUNCTIONS AND POWERS OF THE DISTRICT; DESIGNATING FIVE PERSONS TO SERVE AS THE INITIAL MEMBERS OF THE DISTRICT'S BOARD OF SUPERVISORS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ADMINISTRATIVE CORRECTION OF THE SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Ordinance 22-26 establishing the Woodland Ranch Estates Community Development District made by Commissioner Goddard. Second by Commissioner Quarles. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 08: ORDINANCE 22-27, CONTINUED PUBLIC HEARING, WEIBERG ROAD CDD ESTABLISHED**

Assistant Attorney Claytor read the legal title of Ordinance 22-27.

**ORDINANCE NO. 22-27**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA ESTABLISHING THE WEIBERG ROAD COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES (2021); PROVIDING A TITLE; PROVIDING FINDINGS; CREATING AND NAMING THE DISTRICT; DESCRIBING THE EXTERNAL BOUNDARIES OF THE DISTRICT; DESCRIBING THE FUNCTIONS AND POWERS OF THE DISTRICT; DESIGNATING FIVE PERSONS TO SERVE AS THE INITIAL MEMBERS OF THE DISTRICT'S BOARD OF

SUPERVISORS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Ordinance 22-27 establishing the Weiberg Road Community Development District made by Commissioner Quarles. Second by Vice Mayor Richardson. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

#### **ITEM 09: RESOLUTION 22-32, LEGACY HILL PARKS & RECREATION REQUEST**

Assistant Attorney Claytor read the legal title of Resolution 22-32.

RESOLUTION NO. 22-32

A RESOLUTION APPROVING THE REQUEST BY HUNTER ENGINEERING, LLC, ON BEHALF OF T-TWO GROVES, LLC AND THOMAS A. THAYER, JR. TO OBTAIN TOWN COMMISSION APPROVAL OF THE PARKS AND RECREATION REQUEST RELATED TO THE PROPOSED LEGACY HILL OF DUNDEE SUBDIVISION, ON APPROXIMATELY 133.69 +/- ACRES OF LAND, LOCATED ADJACENT TO STATE ROAD HIGHWAY 17 (RIDGE SCENIC HIGHWAY) ON THE EAST BETWEEN ALMBURG ROAD TO THE NORTH AND SOUTH OF STALNAKER ROAD, FURTHER DESCRIBED AS POLK COUNTY PROPERTY APPRAISER PARCEL IDENTIFICATION NUMBERS 272835-000000-041060, 272835-000000-041070, 272835-000000-042010, 272835-000000-042020, 272902-000000-031010, 272902-000000-031030, 272902-000000-031040, 272835-000000-042040, 272835-000000-042060, 272835-000000-044050, 272902-000000-033020, AND 272902-000000-033010; AND PROVIDING FOR AN EFFECTIVE DATE.

Lorraine Peterson, Town Planner, gave the analysis.

Marisa Barmby of Central Florida Regional Planning Council stated that the applicant could not attend due to a family emergency.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-32 Legacy Hill Parks and Recreation request with conditions made by Commissioner Goddard. Second by Vice Mayor Richardson. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

#### **ITEM 10: RESOLUTION 22-38, SEASONS AT HILLTOP FINAL PLAT**

Assistant Attorney Claytor read the legal title of Resolution 22-38.

RESOLUTION NO. 22-38

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA, APPROVING THAT CERTAIN PLAT ENTITLED "SEASONS AT HILLTOP SUBDIVISION" FOR FILING IN ACCORDANCE WITH CHAPTER 177, FLORIDA STATUTES AND APPLICABLE

PROVISIONS OF THE TOWN OF DUNDEE CODE OF ORDINANCES AND TOWN OF DUNDEE UNIFIED LAND DEVELOPMENT CODE; PROVIDING FOR THE INCORPORATION OF RECITALS; PROVIDING FOR CONDITIONS; PROVIDING FOR AUTHORIZATION; PROVIDING FOR THE REPEAL OF ALL RESOLUTIONS IN CONFLICT HERewith; PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVERNER'S ERRORS; AND ESTABLISHING AN EFFECTIVE DATE.

Assistant Attorney Claytor clarified that a developer's agreement is one (1) of the conditions of Resolution 22-38.

Marisa Barmby of CFRPC, gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-38 approving the final subdivision plan subject to conditions for recording for the Seasons at Hilltop Groves Subdivision made by Commissioner Goddard. Second by Commissioner Quarles. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

**ITEM 11: RESOLUTION 22-37, EMERGENCY SERVICES BY JAN & JEFF SERVICES, INC FOR INSTALLATION OF A VARIABLE FREQUENCY DRIVE AT RINER WATER PLANT**

Assistant Attorney Claytor read the legal title of Resolution 22-37.

**RESOLUTION NO. 22-37**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA MEMORIALIZING A DECLARATION OF EMERGENCY AS TO THE PURCHASE AND INSTALLATION OF A 100 HP ATV630 VARIABLE FREQUENCY DRIVE FOR THE RINER WATER PLANT; MAKING A FINDING OF EMERGENCY UNDER STATE LAW AND SECTION 2-159(c)(2) OF THE CODE OF ORDINANCES OF THE TOWN OF DUNDEE; AND CONFIRMING THE EXPENDITURE OF \$28,000.00; AND AUTHORIZING THE TOWN MANAGER TO ACCEPT ESTIMATE NO. 638 FROM JAN AND JEFF SERVICES, INC.; AND AUTHORIZING THE TOWN MANAGER TO TAKE ALL NECESSARY FURTHER ACTION(S) RELATED TO THE PURCHASE AND INSTALLATION OF THE 100 HP ATV630 VARIABLE FREQUENCY DRIVE FOR THE RINER WATER PLANT

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE Resolution 22-37 approving the emergency services of Jan and Jeff Services, Inc for the installation of a variable frequency drive at the Riner Water plant made by Commissioner Glenn. Second by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*  
*NAYES: None*

## **ITEM 12: RESOLUTION 22-39, FLORIDA CITY GOVERNMENT WEEK**

Assistant Attorney Claytor read the legal title of Resolution 22-39.

### **RESOLUTION 22-39**

**A RESOLUTION OF THE TOWN OF DUNDEE RECOGNIZING FLORIDA CITY GOVERNMENT WEEK, OCTOBER 17 – 23, 2022, AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION**

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

Vice-Mayor Richardson inquired of what activities and functions the Town was planning in honor of Florida City Government Week.

Mayor Pennant stated that some students from the elementary school were coming to Town Hall to learn what about the Town Government and roles of the Mayor and Commission. He invited Vice Mayor Richardson to participate in this event with him.

***MOTION TO APPROVE Resolution 22-39 recognizing Florida City Government Week, October 17 – 23, 2022 made by Commissioner Glenn. Second by Vice Mayor Richardson. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*  
*NAYES: None*

## **ITEM 13: DISCUSSION & ACTION, DUNDEE LAKES WATER ERC EXTENSION DEVELOPER'S AGREEMENT**

Town Manager Davis gave the analysis.

Assistant Attorney Claytor stated that this is an agreement regarding the extension of certain equivalent residential connections for reserved capacity in the Town of Dundee's water treatment plant for 153,000 gallons per day. This agreement would be renewing the ERCs for two years and paying all idle capacity fees and prepaying for 24 calendar months.

Shelton Rice, Attorney with Peterson and Meyers Law Firm, 225 East Lemon Street, Lakeland, representing the applicant. Thanked staff for their assistance on this item and requested approval from the Commission.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.



***MOTION TO APPROVE the Dundee Lakes Water ERC Extension Developer's Agreement made by Commissioner Quarles. Second by Commissioner Glenn. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Pennant*

*NAYES: None*

Vice Mayor Richardson exited the room at 7:44 pm and returned at 7:51pm and was not present for the vote.

#### **ITEM 14: DISCUSSION & ACTION, SEASONS AT HILLTOP SEWER ERC EXTENSION DEVELOPER'S AGREEMENT**

Assistant Attorney Claytor gave an analysis. This is the amendment to the original agreement regarding reserved capacity in the Town of Dundee's wastewater treatment plant. The total amount to be paid, after the deduction of the 18-month moratorium, would be \$59,940.00 to bring it current. This is to renew 74 wastewater ERCS 1686 – 1759. The renewal will be for 12 calendar months.

Marisa Barmby of CFRPC explained that the Town charges idle capacity quarterly, therefore calculations of the idle capacity fees due were based on the end of this quarter, September 24, 2022.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE the Seasons at Hilltop Sewer ERC Extension Developer's Agreement made by Commissioner Quarles. Second by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

#### **ITEM 15: DISCUSSION & ACTION, AGRICULTURE WELLS AGREEMENT**

Town Manager Davis gave the analysis.

Assistant Attorney Claytor stated this is a general form agreement which is required by the SWFWMD and applicable to each development that chooses to convey and close their agricultural wells. It is an advantage to the developers/property owner to convey and close agricultural wells on their property and convey/transfer the capacity therein to the Town.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE the Agriculture Wells Agreement Form made by Commissioner Goddard. Second by Commissioner Quarles. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

## **ITEM 16: DISCUSSION & ACTION, RFP 22-05 LIFT STATION GENERATOR**

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO AUTHORIZE the Town Manager to release RFP 22-05 made by Commissioner Glenn. Second by Vice Mayor Quarles. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

## **ITEM 17: DISCUSSION & ACTION, SEMCO CHANGE REQUEST #1 OF THE HISTORIC DEPOT RENOVATION**

Town Manager Davis gave the analysis.

Public Works Director, John Vice, explained that the support wall and the foundation footers are gone. This change request from Semco will correct the issue and bring the building up to code. This is something that could not be predetermined.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

***MOTION TO APPROVE SEMCO Change Request number one for the Historic Depot renovation made by Commissioner Quarles. Second by Commissioner Goddard. Passed Unanimously.***

*AYES: Glenn, Goddard, Quarles, Richardson, Pennant*

*NAYES: None*

## **ITEM 18: DISCUSSION, CIVIC PLUS AGENDA SOFTWARE AGENDA LAYOUT**

Town Manager Davis gave the analysis.

The Commission discussed the new agenda layout from the Civic Plus Agenda Software.

### **REPORTS FROM OFFICERS**

- **POLK COUNTY SHERIFFS OFFICE- Deputy Weston**
  - Sergeant Anderson is recovering well.
  - Vice Mayor Richardson requested that the PCSO animal control investigate the wild hogs that are damaging property along MLK.  
Fire Chief Carbone recommended contacting Fish and Wildlife. Deputy Weston will contact the PCSO agricultural department for assistance.
- **DUNDEE FIRE DEPARTMENT- Fire Chief Joe Carbone**
  - Reported 46 total service calls, 726 total calls to date this year.
- **TOWN ATTORNEY- Assistant Attorney Claytor**
  - Assistant Attorney Claytor reported Winter Haven Interconnect Agreement had a scrivener's error related to the location of the interconnect which will be located in the

City of Winter Haven and not within the corporate limits of the Town of Dundee. The error will be corrected. The agreement was being heard by the City of Winter Haven City Commission that same night.

- **TOWN MANAGER- Tandra Davis**

- September 15<sup>th</sup>, Dundee Elementary Academy 2nd grade will be for a presentation with Mayor Pennant.
- September 15<sup>th</sup> - 100% walkthrough of trail from Lake Trask to Scenic Hwy.
- September Special Magistrate meeting has been cancelled.
- Josh Larsen is no longer with the town- the Town anticipates hiring a new code officer soon.
- Bus stop benches have all been installed.
- Library lockers were installed in the breezeway earlier that day.
- Working on Christmas- appreciate Commissioner Goddard's efforts to assist with the Christmas celebrations.

- **COMMISSIONERS**

- **Commissioner Goddard**

- Thanked all in attendance.
- Congratulated Lorraine Peterson on a job well done with her first presentation.
- Thanked Detective Weston and Town Staff.

- **Commissioner Glenn**

- Thanked all in attendance.

- **Commissioner Quarles**

- Thanked all in attendance.

- **Vice Mayor Richardson**

- Appreciative of the bench's installation completed.


- **MAYOR**

- Encouraged staff to begin the water projects as soon as possible with no delay.
- Thanked all in attendance.

**ADJOURNMENT**

Meeting adjourned at 8:25pm.

Respectfully Submitted,

  
Jenn Garcia, Town Clerk

APPROVAL DATE: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_