



# Town of Dundee

TOWN MANAGER

◆ 202 E. Main Street ◆ PO Box 1000 ◆ Dundee, Florida 33838 ◆ (863) 438-8330 ◆ Fax (863) 438-8338

October 3, 2023

Tree Board Members  
PO Box 1000  
Dundee Florida 33838-1000

Attention:

Sheila Agular  
Michelle Smith  
David Joubert

Good day Board Members,

As the Town moves forward with some awesome ideas you all have implemented, I was hoping to make a recommendation to make a change to one of the newest events your board is sponsoring. The Tree Board has the Residential Beautification Award for Dundee Residents. Per the minutes from May 18, 2022, the board recommended this award be given bi-monthly. Being that our community is yet small and unique, I was hoping to make a recommendation to award this proclamation/beautification Bi-Annually.

This will grant you all the ability to make this rewarding presentation that is as unique to our residents as Dundee is to Polk County. Having two opportunities will fulfill the ongoing participation of this program. The nominations could be voted during your October meeting and acknowledged in November then again at the April meeting to award in May. As we continue to see a higher level of participation, we could possibly move to suggest this as a quarterly event.

Thank you in advance for hearing the recommendation from staff on the structure of the beautification award.

Let me know if you have additional questions.

Sincerely,

Tandra S. Davis, M.B.A

*Town Manager*

Town of Dundee 863.438.8330

# Dundee Tree Board

# BEAUTIFICATION AWARD

## Nomination Form

### DO YOU KNOW A PROPERTY WITH AWESOME CURB APPEAL?

Dundee's Beautification program recognizes our communities' residents and businesses who make Dundee a more beautiful place to live by creating and maintaining beautiful landscaping which expresses a balance between the design, layout, color and eco-friendliness. To include projects that show civic pride by updating, restoring or beautifying buildings with improvements such as complementary additions, decks, paint schemes, shutters or planter boxes.

### WHO CAN ENTER

The Beautification Award is open to any home or business in Dundee. Properties must comply with the Town's Code of Ordinances. Home or business owners may nominate themselves or another property they consider beautiful.

Nominations made on behalf of another must be formally accepted by the nominee. By self-nominating or by accepting a nomination, you grant the Town of Dundee the right to publicly use your name, address and photographs of the property.

### JUDGING & DEADLINES

The Community Beautification Award program is administered by Dundee's Tree Board. Following review of Nominations at each bi-monthly board meeting, the Board will evaluate properties and determine the winners.

### WINNING PROPERTIES

Beautification Award winners will be announced following the board meeting. A Beautification Award sign will be displayed at winning property, along with a recognition at the following Town Commission meeting and on social media.

### QUESTIONS

For more Beautification information, contact Melissa Glogowski at (863)438-8330 ext. 238 or [Mglogowski@townofdundee.com](mailto:Mglogowski@townofdundee.com).

Deliver nomination form information along with photo(s) of the property being nominated to:

Town of Dundee - Tree Board

Attn: Melissa Glogowski

P.O. Box 1000

Dundee, FL 33838

or E-mail Nomination Info & Photos to:

[MGlogowski@TownofDundee.com](mailto:MGlogowski@TownofDundee.com)

NOMINEE NAME \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

\*Complete section below ONLY if you are nominating someone other than yourself.

NOMINATED BY \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

COMMENTS

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*AYES: Aguilar, Garrison, Smith*

*NAYS: None*

Public Works Director John Vice and Melissa Glogowski informed the board that due to unforeseen circumstances, that the trees that were to be planted at the event are not able to be picked up at this time. Questioned if the board wanted to purchase from another vendor although the cost would be higher.

***MOTION TO APPROVE waiting to purchase the trees from the original nursery and planting the trees previously purchased, made by Board Chair Aguilar. Seconded by Board Member Garrison. Passed Unanimously.***

*AYES: Aguilar, Garrison, Smith*

*NAYS: None*

Executive Administrative Assistant, Melissa Glogowski provided an update on the supplies and donations that have been received for the event. Joe Garrison will donate and pick up juice from Florida Natural.

#### **ITEM 4: DISCUSSION – 2021/2022 EVENTS AND PROJECTS**

Due to unforeseen circumstances, Public Works was unable to pick up the trees to be planted at the event. The board will pick another date to plant the trees once they can be picked up.

***MOTION TO APPROVE waiting to purchase the trees from the original nursery and planting the trees previously purchased, made by Board Member Smith. Seconded by Board Member Garrison. Passed Unanimously.***

*AYES: Aguilar, Garrison, Smith*

*NAYS: None*

#### **ITEM 4: DISCUSSION – 2021/2022 EVENTS AND PROJECTS**

Melissa Glogowski pointed out the samples of the spectrum boards that were requested at the last meeting. The board would like 1 big spectrum marker for Lake Marie and multiple smaller ones for the smaller parks. The Board would prefer to get quotes from local companies. They would like to include Sabal Palm, Live Oaks, Sand Skank, Turtles, Gopher Turtles, Sand Cranes, Osprey.

***MOTION TO APPROVE getting quotes for all three local vendors made by Board Chair Aguilar. Seconded by Board Member Smith. Passed Unanimously.***

*AYES: Aguilar, Garrison, Smith*

*NAYS: None*

#### **ITEM 5: DISCUSSION – RESIDENTIAL BEAUTIFICATION**

Discussed the sign option that was provided. The board decided on 1 sided metal signs. Award will be done bi-monthly depending on the number of nominations received. The signs will read Dundee Tree Board presents Residential/Commercial Beautification award.

***MOTION TO APPROVE changing the program to Residential/Commercial Beautification Award, made by Board Member Smith. Seconded by Board Member Garrison. Passed Unanimously.***

*AYES: Aguilar, Garrison, Smith*

*NAYS: None*

#### **ITEM 6: DISCUSSION – INVASIVE TREE SPECIES**

Marisa Barmby, Central Florida Regional Planning Council gave presentation.

**MOTION TO APPROVE** the Public Works Director to reach back out to complainant with information learned, passed by consensus.

**ITEM 7: DISCUSSION – DUTIES & RESPONSIBILITIES PERTAINING TO ORDINANCE 18-08**

**MOTION TO APPROVE** discussing approved & non-approved tree lists until after new fiscal year, made by Board Chair Aguilar. Seconded by Board Member Smith. Passed Unanimously.

AYES: Aguilar, Garrison, Smith

NAYS: None

**ITEM 8: DISCUSSION – ARBOR PRO UPDATE**

**MOTION TO APPROVE** moving in depth review of Arbor Pro website to the next meeting, made by Board Member Smith. Seconded by Board Chair Aguilar. Passed Unanimously.

AYES: Aguilar, Garrison, Smith

NAYS: None

**REPORTS FROM COMMITTEE OFFICERS**

- PUBLIC WORKS DEPARTMENT COMMENTS
- TOWN ADMINISTRATION COMMENTS
- BOARD MEMBER COMMENTS
- CHAIRPERSON COMMENTS
  - She is happy and excited for Saturday.
  - She received the Arbor Day Proclamation from the Town Commission at the April 12<sup>th</sup> meeting.
  - She is sad to see Mr. Raggs leave the board.

**ADJOURNMENT**

Motion to Adjourn at 6:43pm

Respectfully Submitted,

**Melissa Glogowski**

Melissa Glogowski, Exec. Admin. Asst.

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

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