



TOWN COMMISSION MEETING MINUTES

February 28, 2023 at 6:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER AT 6:30PM by Mayor Pennant

PLEDGE OF ALLEGIANCE lead by Mayor Pennant

INVOCATION given by Commissioner Goddard

RECOGNITION OF SERGEANT AT ARMS – Deputy Williams

ORDINANCE #13-08, PUBLIC SPEAKING INSTRUCTIONS given by Mayor Pennant

ROLL CALL taken by Interim Town Clerk Douthat

PRESENT

Steve Glenn

Bert Goddard

Willie Quarles

Mary Richardson

Sam Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Bartholomew Delcamp, Curator of Collections & Exhibitions at the Polk County History Center presented invitations to the Commission for the new *Cities of Polk* exhibition at the history center and gave a brief history on the exhibit.

With no further comments from delegation, Mayor Pennant closed the floor.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR FEBRUARY 28, 2023

A. Minutes

1. October 11, 2022 Town Commission Meeting
2. October 20, 2022 Planning and Zoning Meeting

3. October 25, 2022 Town Commission Meeting
4. November 8, 2022 Town Commission Meeting
5. January 17, 2023 Planning and Zoning/Tree Board Joint Workshop

B. Agreements

1. Johnson Controls PSA Renewal

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

MOTION TO APPROVE the consent agenda for the meeting of February 28, 2023, motion made by Glenn, Seconded by Goddard. Passed Unanimously.

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

APPROVAL OF AGENDA FOR FEBRUARY 28, 2023

Town Manager Davis reported no changes to the agenda

MOTION TO APPROVE the regular meeting agenda for the meeting of February 28, 2023, motion made by Goddard, Seconded by Glenn. Passed Unanimously.

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

1. RECOGNITION OF THE DR. MLK JR ESSAY WINNERS

Town Manager Davis presented the three first place winners of the Committed Citizen Of Dundee Dr Martin Luther King, Jr. essay contest celebrating Black History Month.

Mayor Pennant presented each winner with a framed certificate.

2. RECOGNITION OF BILLY IVEY

Town Manager Davis gave the analysis.

Fire Chief Carbone presented Billy Ivey with an award for his retirement after 52 years of service to the Town.

Mayor Pennant opened the floor for delegation to congratulate Mr. Ivey

Kevin Kitto, 150 Kitto Lane, thanked Mr. Ivey for his service and wished him well.

Town Commission thanked Mr. Ivey for his service to the Town.

NEW BUSINESS

3. PRESENTATION, YEAR IN REVIEW

Town Manager Davis gave the analysis and made a presentation of her accomplishments over the last fiscal year, 2021-2022

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

4. TOWN MANAGER EVALUATION, FY 2021 – 2022

Mayor Pennant gave the analysis and read the scores from Town Manager Davis' annual evaluation.

Mayor Pennant opened the floor for comments from the public.

Kevin Kitto, 150 Kitto Lane, praised the Town Manager for her work and suggested she deserved more than five percent increase.

Bob Edwards, 1130 Allegro Place, praised the Town Manager for her work and suggested she deserved more than five percent increase.

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

Commissioner Quarles verified that five percent was the maximum allowed.

MOTION TO APPROVE a five percent increase for the Town Manager *motion made by Glenn, Seconded by Goddard. Passed Unanimously.*
Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

5. ORDINANCE 23-02, POTABLE WATER LEVEL OF SERVICE AMMENDMENT TRANSMITTAL AND PUBLIC HEARING

Assistant Town Attorney Claytor read the legal description of Ordinance 23-02

ORDINANCE 23-02

AN ORDINANCE OF THE TOWN OF DUNDEE, FLORIDA, AMENDING THE 2030 COMPREHENSIVE PLAN OF THE TOWN OF DUNDEE, FLORIDA, AND THE TOWN OF DUNDEE LAND DEVELOPMENT CODE, RELATING TO LEVEL OF SERVICE FOR POTABLE WATER SUPPLY BY AMENDING THE POTABLE WATER SUPPLY LEVEL OF SERVICE FROM 140 GALLONS PER CAPITA PER DAY (GPCD) TO 115 GPCD; PROVIDING FOR TRANSMISSION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR REVIEW AND COMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND FOR THE ADMINISTRATVIE CORRECTION OF SCRIVERNER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Planner Peterson gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Misael Ortega, Jr. 1008 Harmon Ave, questioned with the new construction coming to the Town would we be able to maintain the 115 level.

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

MOTION TO APPROVE Ordinance 23-02 Level Of Service Comp Plan Amendment *made by Quarles, Seconded by Goddard. Passed Unanimously.*
Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

6. ORDINANCE 23-03, CAPITAL IMPROVEMENTS ELEMENT

Assistant Town Attorney Claytor read the legal description of Ordinance 23-03

ORDINANCE NO. 23-03

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA AMENDING THE 2030 COMPREHENSIVE PLAN OF THE TOWN OF DUNDEE, FLORIDA, SAID AMENDMENT BEING KNOWN AS "AMENDMENT 23-03CIE"; SPECIFICALLY AMENDING THE ADOPTED CAPITAL IMPROVEMENTS ELEMENT AND UPDATING THE 5-YEAR CAPITAL IMPROVEMENTS PLAN; PROVIDING FOR CONFLICTS, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Planner Peterson 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 *Ordinance 23-Capital Improvements Element Amendment made by Glenn, Seconded by Goddard. Passed Unanimously.*
Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

7. DISCUSSION AND ACTION, NANCY AVENUE BALL PARK

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Misael Ortega, Jr., 1008 Harmon Ave, gave a summation of why they use the park, why they cleaned it and what it means to the community.

Carlotta Moton, 222 Betty Ave, commented on the benefits of the park and how the community appreciates it.

Carmen Ortega, 1008 Harmon Ave, invited everyone to come out to the park.

Seeing no public come forth, the floor was closed.

Commissioner Glenn thanked those who spent time cleaning up the park and encouraged the residents to stay in touch with the Town with any issues at the park.

Vice-Mayor Richardson asked about the cost of lighting for the park and if vendors would be at the park.

Town Manager Davis said she would look into adding lighting into the next budget.

Assistant Town Attorney Claytor stated that if the Town decided to allow vendors, the Town would need contractual indemnifications amongst others from approved vendors.

MOTION TO APPROVE *Reopening Nancy Avenue Ball Park made by Glenn, Seconded by Goddard. Passed Unanimously.*
Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

8. DISCUSSION AND ACTION, SHINGLE SELECTION

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 the green shingles for the Sheriff's Department *made by Quarles, seconded by Glenn. Passed Unanimously.*

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

Motion to approve the Charcoal Black shingles for the Community Center *made by Quarles, seconded by Glenn. Passed Unanimously.*

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

REPORTS FROM OFFICERS

Polk County Sheriff's Office - None

Dundee Fire Department - Fire Chief Carbone gave an update to the run totals for the department.

Town Attorney - None

Town Manager Davis gave the following updates:

- Status update on Lake Dell treatment
- Ridge League of Cities Dinner will be in Bartow March 9, 2023
- The grand reopening of the Historic Train Depot is March 18, 2023 from 10am to 12pm
- The Town received the Certificate of Achievement for Financial Reporting Excellence

Commissioner Goddard congratulated the Dr Martin Luther King Jr essay winners, the Town Manager on her excellent review and thanked the families who helped get the Nancy Avenue Park cleaned up.

Dreena Brown, 217 Betty Ave, stated that her water was disconnected for nonpayment and was not turned on again by the end of business. Town Manager Davis assured her that her water would be on that night.
Mayor

Vice Mayor Richardson asked for an update on the MLK speed bumps.

Town Manager Davis stated that they are in process.

ADJOURNMENT at 8:13pm.

Respectfully Submitted,

Trevor Douthat
Trevor Douthat, Interim Town Clerk

APPROVAL DATE: _____