



TOWN COMMISSION MEETING MINUTES

March 11, 2025, at 6:30 PM

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

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

CALL TO ORDER at 6:29 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION led by Vice Mayor Goddard

RECOGNITION OF SERGEANT AT ARMS – Sgt. Raymundo

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

ROLL CALL taken by Town Clerk Erica Anderson

PRESENT

Vice-Mayor Goddard

Mayor Pennant

Commissioner Richardson

Commissioner Pugh

Commissioner Quarles

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Mayor Pennant opened the floor for delegations, seeing none, the floor was closed.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR MARCH 11, 2025

Item A. Minutes for February 25, 2025

Mayor Pennant opened the floor for public comment; being none, the floor was closed.

A motion was made to approve the consent agenda by Vice Mayor Goddard, seconded by Commissioner Quarles.

Voting in favor: Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, Mayor Pennant

The motion passed unanimously.

A motion to add Task Order #1 to the agenda and approve Items B and C was made by Commissioner Quarles, seconded by Vice Mayor Goddard.

Item B. CHA Task Order #6 Water Audit

Item C. Task Order #1

Voting in favor: Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, Mayor Pennant

The motion passed unanimously.

APPROVAL OF AGENDA

The following changes were made to the agenda:

- CHA Task Order #6 was added to agreements
- Robert A. Stevens & Associates Task Order # 1 was added to agreements

Mayor Pennant opened the floor for public comment: being none, the floor was closed.

A motion to approve the agenda with changes was made by Vice Mayor Goddard, seconded by Commissioner Quarles.

Voting in favor: Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, Mayor Pennant

The motion passed unanimously.

NEW BUSINESS

1. DISCUSSION & ACTION, LEASE AGREEMENT – YOU THRIVE FLORIDA

Public Works Director Vice provided the analysis for this item.

You Thrive Florida is seeking to lease the community center located at 603 Lake Maire Blvd for a weekly senior event and wellness day. This weekly event has previously been organized by the Catholic Charities of Central Florida and is currently active. The change is that the organizer will shift from Catholic Charities of Central Florida to You Thrive Florida.

Staff received a request to allow You Thrive Florida to continue providing wellness services for local seniors. They meet every Thursday at the community center from 10am to 3pm. This provides seniors with a space to connect with one another, where they can access resources from doctors, nutrition specialists, and important information that helps ensure they have the support they need, whether they are facing difficulties or simply unaware of available programs to help them live their best lives. This program facilitates their connections and overall well-being.

A motion to conditionally approve the agreement subject to two (2) conditions, as follows: (1) in the event the Town determines that the Community Center is not available, the applicant will accept an alternate location for the subject event(s) and/or service(s); and (2) the Certificate of Insurance (COI) identifies the Town and its elected officials, agents, and employees as Additional Insureds – which shall be subject to review and approval by the Town Attorney was made by Vice Mayor Goddard and seconded by Commissioner Quarles.

Voting in favor were Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, and Mayor Pennant.

The motion passed unanimously.

2. DISCUSSION & ACTION, XTREME CAR CENTER, INC. SITE DEVELOPMENT PLAN

Vice Mayor Goddard motioned to place this item at the top of the agenda, with a second from Commissioner Richardson.

Voting in favor were Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, and Mayor Pennant.

The motion passed unanimously.

Assistant Town Manager Lorraine Peterson presented this item and provided the analysis.

Mayor Pennant opened the floor for delegation.

Ms. Annette Wilson spoke in favor of the project.

Mayor Pennant closed the floor for delegation.

A motion was made to conditionally approve the Xtreme Car Care Site Development Plan subject to conditions, as follows: (1) a resolution shall be presented to the Town Commission effective *nunc pro tunc* the date the current Special Exception expired which extends the Special Exception; and (2) immediately following the satisfaction of the first condition, the applicant will commence with permitted construction of the identified improvements. Voting in favor: Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, Mayor Pennant

The motion passed unanimously.

3. DISCUSSION & ACTION, SUMMER CAMP FOR THE TOWN OF DUNDEE

Commissioner Pugh presented this item to the Town Commission for approval.

The county will provide a summer camp for the Town of Dundee. A discussion ensued amongst the commission concerning monetary support for families who are residents of the Town of Dundee.

Mayor Pennant opened the floor for delegation.

Ms. Michelle Thompson and Ms. Annette Wilson spoke in support of the Summer Camp.

Mayor Pennant closed the floor for delegation.

A motion was made to direct the Town Attorney to prepare a Resolution in Support in order to support and approve the Summer Camp Program, which shall be subject to Town appropriations, and further authorize the Town Manager to take any necessary further action(s) to effectuate the intent of the Resolution.

Voting in favor: Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, Mayor Pennant

The motion passed unanimously.

REPORTS FROM OFFICERS

Town Attorney

Town Attorney Claytor updated the commission on the status of the Auditor Selection.

Department Updates

Public Works Director John Vice provided an update on the bridge, it has been delivered and installed.

TownManager

Assistant Town Manager Lorraine Peterson provided the following updates.

Ridge League Dinner is this Thursday 3/13/2025 in Bartow

Tree Board will participate in Dundee Elementary Academy's STREAM Night on Thursday, 3/13/2025.

We have received multiple applications for the Finance Director position, we are in the process of reviewing those candidates. Once the review is complete, we will begin setting up interviews next week.

Commissioners

[Due to technology issues, Commissioner comments were not obtained.]

ADJOURNMENT at 8:05 p.m.

Respectfully submitted,

Erica Anderson

Erica Anderson, Town Clerk

APPROVAL DATE: March 25, 2025

PUBLIC NOTICE: Please be advised that if you desire to appeal any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases, a verbatim record is required. You must make your own arrangements to produce this record. (Florida statute 286.0105)

If you are a person with disability who needs any accommodations in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the town clerk's office at 202 east main street, Dundee, Florida 33838 or phone (863) 438-8330 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.

