



TOWN COMMISSION MEETING MINUTES

September 23 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 6:30 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION – lead by Mayor Pennant

RECOGNITION OF SERGEANT AT ARMS – Sgt. Tony Frese

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

ROLL CALL taken by Interim Town Clerk

LETTER OF CIVILITY (attached to Agenda)

PRESENT

Commissioner Wilson
Commissioner Goddard
Commissioner Richardson
Mayor Pennant

ABSENT

Vice-Mayor Quarles

Motion to excuse Vice Mayor Quarles, as he is absent due to a preplanned out of town visit made by Commissioner Goddard.

Motion Seconded by Commissioner Wilson.

Voting in favor: Commissioner Wilson, Commissioner Goddard, Commissioner Richardson, Mayor Pennant

The motion passed unanimously.

CONSENT AGENDA FOR MEETING OF SEPTEMBER 23, 2025

The agreements being approved include the following agreement:

Item A. Agreements

1. Applied Aquatic Management Agreement

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Assistant Town Attorney Seth Claytor informed the Commission that the Town Commission was considering three separate agreements.

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

Motion to Approve **Item A** of the Consent Agenda made by Commissioner Goddard.

Motion Seconded by Commissioner Richardson.

Voting in favor: Commissioner Wilson, Commissioner Goddard, Commissioner Richardson, Mayor Pennant
The motion passed unanimously.

AGENDA:

Interim Town Manager stated that there were minor language changes to RFP 25-04, but no other changes.

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

Motion to Approve the **Agenda** for September 23, 2025 with changes by Commissioner Goddard.

Motion Seconded by Commissioner Wilson.

Voting in favor: Commissioner Wilson, Commissioner Goddard, Commissioner Richardson, Mayor Pennant
The motion passed unanimously.

Agenda Item No. 1: Hispanic Heritage Month Proclamation

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

Motion to Support **Hispanic Heritage Month** by Commissioner Wilson.

Motion Seconded by Commissioner Goddard.

Mayor Pennant presented **Hispanic Heritage Month Proclamation**.

Agenda Item No. 2: RFP 25-104 Betty Ave Stormwater Drainage Project.

Public Works Director John Vice provided the analysis and description of the project into the record.

Mayor Pennant opened the floor for public comments.

Motion to Approve **RFP 25-04 – Betty Ave Stormwater Drainage Project** by Commissioner Wilson.

Motion Seconded by Commissioner Richardson.

Voting in favor: Commissioner Wilson, Commissioner Goddard, Commissioner Richardson, Mayor Pennant
The motion passed unanimously.

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Mayor Pennant opened the floor for delegations.

Gabriel Oyola commented on code enforcement.

Mayor Pennant closed the floor.

REPORTS FROM OFFICERS

Department Updates:

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Polk County Sheriff's Office – Sgt. Frese provided the call report for the previous month.

Dundee Fire Department – Interim Town Manager Carbone provided the call report for the previous month.

Public Works Department – Public Works Director Vice provided current status of the Public Work Dept. and work being completed.

Library -Library Director Torres provided updates and upcoming activities planned for the Library.

Town Attorney – Nothing to report.

Interim Town Manager – The Town Manager informed the Commission of the upcoming Mayor's Round Table scheduled for September 25, 2025. He also noted that the Ridge League of Cities Dinner will be held in October and encouraged Commissioners to watch for the invitation. An update was provided regarding the finance consulting firm, and he reminded the Commission that the Final Budget Meeting is scheduled for September 29, 2025. In closing, the Town Manager shared his planned out-of-office dates for the following week.

Commissioners – Confirmed they are looking forward to the Hispanic festival on September 27th, discussed the Polk County Supervisor of elections desire to change election dates, thanked staff for their hard work and thanked everyone for coming out

Michelle Thompson commented on economic advantage to the date change.

ADJOURNMENT at 7:37 p.m.

Respectfully submitted,

Erica Anderson

Erica Anderson, Town Clerk

APPROVAL DATE: 10/14/2025

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.