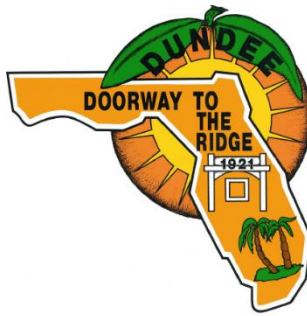




TOWN COMMISSION SPECIAL MEETING MINUTES

September 29, 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 Commissioner Wilson

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
Vice-Mayor Quarles
Mayor Pennant

CONSENT AGENDA FOR MEETING OF SEPTEMBER 10, 2025

The minutes being reviewed include minutes from the following meetings:

Item A. Minutes

1. September 10, 2025, Town Commission Meeting
2. September 18, 2025, Town Commission Special Meeting

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

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

Motion Seconded by Commissioner Goddard.

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

The motion passed unanimously.

AGENDA:

Interim Town Manager stated that no changes were made to Agenda for September 29, 2025. Physical copies of the budget, and Resolution 25-36 were provided to the Commission.

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

Motion to Approve the **Agenda** for September 29, 2025 by Commissioner Goddard.

Motion Seconded by Commissioner Wilson.

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

The motion passed unanimously.

Mayor Pennant read **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 **4.74%** more than the rolled back rate of **7.5428** 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 expenses of the Town.

Agenda Item No. 1: Resolution 25-34 – Adoption of Final Millage Rate FY 2025-26

Attorney Claytor read **Resolution 25-34** in its entirety into the record.

Interim Town Manager Carbone read the analysis into the record.

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

Motion to Approve **Resolution 25-34 – Adoption of Final Millage Rate FY 2025-26** by Vice-Mayor Quarles.

Motion Seconded by Commissioner Goddard.

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

The motion passed unanimously.

Agenda Item No. 2: Resolution 25-35 – Adoption of Final Budget FY 2025-26.

Attorney Claytor read **Resolution 25-35** in its entirety into the record.

Interim Town Manager Carbone read the analysis into the record.

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

Motion to Approve **Resolution 25-35 – Adoption of Final Budget FY 2025-26** by Commissioner Goddard.

Motion Seconded by Commissioner Wilson.

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

The motion passed unanimously.

Agenda Item No. 3: Resolution 25-36 – Woodland Ranch Estates Ph. 1 (East) Final Plat

Town of Dundee Town Commission, September 29, 2025, at 6:30 p.m.

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Attorney Claytor read the title of **Resolution 25-36** into the record.

Development Services Director Peterson read the analysis into the record.

Mr. Claytor put on record that a member of the development team for the project was present to answer any questions.

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

Motion to Approve **Resolution 25-36 – Woodland Ranch Estates Ph. 1 (East) Final Plat** with the condition that the conveyance of that certain utility lift station tract be recorded concurrently with the plat by Vice-Mayor Quarles.

Motion Seconded by Commissioner Goddard.

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

The motion passed unanimously.

Motion to authorize the Town Manager to take any necessary further action(s) regarding **Resolution 25-36 – Woodland Ranch Estates Ph. 1 (East) Final Plat** which includes, but is not limited to, accepting and authorizing the recordation of any deed(s) conveying fee simple title to the utility lift station tract by Commissioner Goddard.

Motion Seconded by Vice-Mayor Quarles.

Voting in favor: Commissioner Wilson, Commissioner Goddard, Commissioner Richardson, Vice Mayor Quarles, 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 public comment; being none, the floor was closed.

Mayor Pennant closed the floor.

REPORTS FROM OFFICERS

Polk County Sheriff's Office – No comments.

Town Attorney – discussed **Resolution No. 25-22** (supporting SB 180 litigation).

- Informed Town Commission that council has received a copy of the complaint for Senate Bill 180. He will forward to the Town Manager for him to distribute to the commission. Litigation has been filed.

Interim Town Manager – Reminded Town Commission of the Ridge League of Cities Dinner scheduled for October 9, 2025. Thanked them for their faith and trust in him for the past 7 months.

Department Updates

Development Services Director Peterson - Thanked Interim Town Manager Carbone for taking the position and leading the town.

Commissioners – Thanked Interim Town Manager Carbone and Ms. Peterson for their leadership of the town. Thanked staff for all their hard work. Mr. Carbone notified commission that employee Melissa has been promoted to Deputy Town Clerk effective 10/01/2025. Commission commented on the success of the Hispanic Heritage Celebration.

- **Alethea Pugh** – Questioned Comm. Richardson regarding Citizens Academy. Commissioner Richardson stated she is in the process of setting that up again. Ms. Pugh provided information on food drive she is holding on November 7th.

ADJOURNMENT at 7:22 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.