TOWN COMMISSION MEETING MINUTES

June 2, 2026, 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 Garrison

INVOCATION led by Mervin Raggs

RECOGNITION OF SERGEANT AT ARMS, Sgt. Frese

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

ROLL CALL taken by Town Clerk Erica Anderson

PRESENT

Mayor Joe Garrison

Vice Mayor Ray Hunt

Commissioner Julia Hunt

Commissioner Annette Wilson

Commissioner Mary Richardson

ALSO PRESENT:

Town Manager Ken Cassel

Town Attorney

Town Clerk Erica Anderson

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR
(Each speaker shall be limited to three (3) minutes)

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR JUNE 2, 2026

The minutes being reviewed include minutes from the following meetings:

A. MINUTES

1. April 21, 2026, Town Commission Meeting Minutes

2. May 5, 2026, Town Commission Meeting Minutes

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

Commissioner Richardson moved to approve the minutes of April 21, 2026, and May 5, 2026, seconded by Commissioner Wilson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

APPROVAL OF AGENDA

The following changes were made to the agenda.

Item #8: Coversheet was added, and the duplicate staff report was removed.

Item #10: Resolution 26-16 was added

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

Commissioner Wilson moved to approve the agenda with changes, seconded by Vice Mayor Hunt.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

1. **PROCLAMATIONS**
   a. **JUNETEENTH PROCLAMATION** - Mayor Garrison presented the Juneteenth Proclamation, with Mr. Robinson accepting the proclamation. Mr. Robinson and Mr. Raggs also provided comments.

PUBLIC HEARING

2. **DISCUSSION & ACTION, ORDINANCE 26-05 706 CITRUS AVENUE FUTURE LAND USE MAP AMENDMENT 2ND READING/ADOPTION continued…**

Attorney Smith read the ordinance title into the record. Development Services Director Peterson presented the item. **[This item is continued from the May 5, 2026, Town Commission Meeting.]**

The Applicant, The Town of Dundee, is requesting an amendment/correction to the Future Land Use Map for property located in the Town of Dundee. The current FLU is Commercial/Industrial Corridor, with the proposed FLU being Medium Density Residential (MDR), as it would be consistent with the Town of Dundee's Comprehensive Plan, Land Development Code, and compatible with the surrounding land uses. The proposed site is located on 1.57 +/- acres of land, east of Highway 27, north of Dundee Road, and on the north side of Citrus Avenue, in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcel 27-28-29-848000-000060.

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

Commissioner Richardson moved to approve the agenda with changes, seconded by Commissioner Wilson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, and Vice Mayor Hunt.

Abstaining: Mayor Garrison

The motion passed.

NEW BUSINESS

3. **DISCUSSION & ACTION, ORDINANCE 26-10 CODE OF ORDINANCE REVISIONS PLATS**

Attorney Smith read the ordinance title into the record. Town Manager Cassel provided the analysis.

The proposed ordinance amends Chapter 2, Article II, Section 2-162 of the Town of Dundee Code of Ordinances relating to budgetary control and government fund accounting procedures.

The purpose of the ordinance is to modernize and clarify the Town's financial management and accounting practices by authorizing the establishment of additional governmental accounting funds as necessary to comply with applicable Governmental Accounting Standards Board (GASB) standards, generally accepted accounting principles (GAAP), state reporting requirements, audit requirements, and accepted municipal accounting practices.

The ordinance further clarifies the Town Manager's administrative authority regarding line-item transfers within approved funds, the establishment of accounting fund classifications for proper financial reporting purposes, and procedures related to interfund transfers requiring Town Commission approval through the budget amendment process.

Adoption of the ordinance will assist the Town in maintaining compliance with current governmental accounting standards, improving financial transparency, enhancing fiscal accountability, and supporting proper financial reporting and audit practices.

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Michelle Thompson

Mayor Garrison closed public comments,

Vice Mayor Hunt moved to approve Ordinance 26-10, seconded by Commissioner Wilson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

4. **DISCUSSION & ACTION, ORDINANCE 26-06 AN APPLICANT-INITIATED FUTURE LAND USE MAP AMENDMENT FOR ESTES GROVE SUBDIVISION**

Attorney Smith read the ordinance title into the record. Development Services Director Peterson presented the item.

The Applicant, Heather Wertz of Absolute Engineering, Inc., is requesting an amendment to the Future Land Use Map for property located in the Town of Dundee. The current FLU is Multi-Use Village Center (MU-VC), with the proposed FLU being Low Density Residential (LDR) it would be consistent with the Town of Dundee's Comprehensive Plan, Land Development Code, and compatible with the surrounding land uses. The proposed site is located in the southeast quadrant of the Town of Dundee, on the east and west sides of Lake Mabel Loop Road and the north and south sides of Canal Road, in Sections 36, 01, and 02, Townships 28 and 29, Range 27, further described as portions of parcels: 272836-000000-040000, 272901-000000-013000,272902-000000-011010, 272902-000000-011040, and all of parcel 272901-000000-012000.

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Suzetta Hinson

Mayor Garrison closed public comments.

Vice Mayor Hunt moved to approve Ordinance 26-06, seconded by Commissioner Wilson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

5. DISCUSSION & ACTION, ORDINANCE 26-09 AN APPLICANT INITIATED MAJOR PUD AMENDMENT TO ORDINANCE 15-05 FOR ESTES GROVE SUBDIVISION

Attorney Smith read the ordinance title into the record. Development Services Director Peterson presented the item.

The developer is requesting a Major Modification to PUD Ordinance No. 15-05, including: •Addition of Parcels-272835-000000-023010& 272901-000000-012000 •Moving a 15-acre school site & 5-acre public use site from the east side of Lake Mabel Loop Road to the west side of Lake Mabel Loop Road, north of Almburg Road. •Defining lot layout and lot sizes per original PUD conditions. •Changes to external access points. •Reduction in overall project density. •Add Welsh Road extension right-of-way dedication. •Adding project phasing. The total acreage of the parcels is 638.76. The parcels are on the southeast side of the Town of Dundee, west of Lake Pierce and east of Lake Annie. They are located on the east and west sides of Lake Mabel Loop Road and on the north and south sides of Cana Road. The present use of the parcels is citrus groves. The adjacent parcels have land use designations of Dundee LDR to the west and south, and County A/RR to the north and east. The proposed land use change to LDR designates 5 units per acre. The Major Modification of PUD Ordinance 15-05 will satisfy the intent of the land development code, as well as meet the need for residential, commercial, and school property growth in the area. Roadway and utility infrastructure will be determined based on detailed traffic analysis and engineered construction plans. The project will be constructed in 4 phases, starting in 2026 and will complete each phase per year thereafter, ending in 2030.

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

Commissioner Wilson moved to approve Ordinance 26-09, seconded by Vice Mayor Hunt.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

6. DISCUSSION & ACTION, ORDINANCE 26-07 TOWN INITIATED TEXT AMENDMENT TO SECTION 3.06.07 OF THE LAND DEVELOPMENT CODE

Attorney Smith read the ordinance title into the record. Development Services Director Peterson presented the item.

The Town is proposing a text amendment to the Town of Dundee Land Development Code (LDC) specifically regarding Section 3.06.07. Currently, the code contains a blanket prohibition on underground seepage systems. The proposed amendment seeks to allow these systems under strict engineering and environmental criteria to provide developers and the Town with modern, space-efficient stormwater management options

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Mervin Raggs

Michelle Thompson

Mayor Garrison closed public comments.

Commissioner Wilson moved to approve Ordinance 26-07, seconded by Commissioner Richardson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

7. DISCUSSION & ACTION, RESOLUTION 26-14 AN APPLICANT-INITIATED REQUEST FOR CERTIFIED SUBDIVISION PLAN (CSP) APPROVAL, LEGACY HILL SUBDIVISION

Attorney Smith read the resolution title into the record. Development Services Director Peterson presented the item.

The Applicant, Bryan Hunter, Hunter Engineering Inc., on behalf of Legacy Hill of Dundee LLC, is requesting approval of the Certified Subdivision Plan (CSP) for Legacy Hill Subdivision. The proposed subdivision is located on 133.49+/- acres of land and is located west of Lake Mabel Loop Rd, south side of Almburg Rd., east side of Highway 17 (N Scenic Hwy.), and on the north side of Stalnaker Rd. further described as parcels: 272835-000000-041060, 272835-000000-041070, 272835-000000-042010, 272835-000000-042020, 272835-000000-042040, 272835-000000-042060, 272835-000000-044050, 272902-000000-031010, 272902-000000-031040, 272902-000000-033010, 272902-000000-033020, and 272902-000000-031030. The property has a Future Land Use of Low Density Residential (LDR) and a Zoning designation of Residential Single Family (RSF-3).

The proposed project includes 492 single-family units and 6.17 +/- acres of open space (5.71+/- acres required) to be owned and maintained by the Homeowners Association (HOA). The Town Commission approved the Concept Plan/Park Dedication on August 31, 2022, through Resolution 22-32, and the Preliminary Site Plan (PSP) letter was administratively approved and sent out on September 27, 2023.

Vice Mayor Hunt opened the floor for public comment; the following persons spoke before the commission

Jill Kitto

Commissioner Wilson moved to approve Resolution 26-14, seconded by Commissioner Hunt.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, and Vice Mayor Hunt.

Abstaining: Mayor Garrison

The motion passed.

8. DISCUSSION & ACTION, SITE DEVELOPMENT PLAN APPROVAL FOR WAWA AND BIG DAN’S CAR WASH

Development Services Director Peterson presented the item.

The Applicant, Matthew Dundee Investments, LLC is requesting approval of a site development plan for the construction of a Wawa Gas Station and Big Dan's Carwash. The proposed site is located at the northeast corner of Highway 27 and Dundee Road on 2.86 +/- acres in the Town of Dundee in Section 29, Township 28, Range 27, further described as parcels: 272829-848000-001430, 272829-848000-001060, 272829-848000-001082, 272829-848000-001080,272829-848000-001102,272829-848000-001101,272829-848000-001121,272829-848000-001122,272829-848000-001142,272829-848000-001141,272829-848000-001371,272829-848000 001372,272829-848000-001390.

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Mark Cousins

Mayor Garrison closed public comments.

Commissioner Wilson moved to approve the site development plan, seconded by Vice Mayor Hunt.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

9. DISCUSSION & ACTION, RESOLUTION 26-15 THE LANDINGS AT LAKE MABEL LOOP PERFORMANCE BOND ACCEPTANCE

Attorney Smith read the resolution title into the record. Development Services Director Peterson presented the item.

KB Home Orlando, LLC has submitted a Performance Bond to the Town of Dundee for infrastructure and public improvements associated with the development known as Landings at Lake Mabel Loop Phase 2. Pursuant to the Town of Dundee Land Development Code and applicable development requirements, the developer is required to provide financial security to guarantee the construction and completion of required public infrastructure and related improvements associated with the development. Town staff and the Town's consultants have reviewed the submitted Performance Bond and determined that the bond form and amount satisfy applicable Town requirements and approved development conditions. Acceptance of the Performance Bond provides financial assurance to the Town that the required public infrastructure and improvements will be completed in accordance with approved plans, specifications, and Town standards. The proposed resolution authorizes acceptance of the Performance Bond and authorizes the Town Manager to take all actions necessary to implement the purposes of the Resolution.

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

Vice Mayor Hunt moved to approve Resolution 26-15, seconded by Commissioner Richardson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

10. DISCUSSION & ACTION, RESOLUTION 26-16 DEVELOPERS AGREEMENT FOR THE RESERVE

Attorney Smith read the resolution title into the record. Development Services Director Peterson presented the item.

The Town of Dundee and Dundee Reserve Holdings, LLC previously entered into a Transportation Infrastructure Proportionate Share and Impact Fee Credit Developer's Agreement dated February 19, 2026, and recorded on February 20, 2026, in Official Records Book 13889, Page 1460.

The proposed First Amendment does not alter the Developer's proportionate share obligations, transportation impact fee credit provisions, reimbursement obligations, or required transportation improvements. Rather, the amendment modifies certain timing provisions contained within the Agreement.

Specifically, the amendment revises the timing requirements associated with the Escrow Agreement and title evidence requirements by providing that such obligations shall occur within sixty (60) days following the Developer providing written notice to the Town of its intent to proceed with construction of the improvements identified in Section 4.7.1 of the Agreement. The amendment provides additional flexibility regarding the implementation and scheduling of the escrow and title evidence requirements while maintaining all substantive obligations contained in the original Agreement. Town staff recommends approval.

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Shelton Rice

Mayor Garrison closed public comments.

Commissioner Wilson moved to approve the site development plan, seconded by Vice Mayor Hunt.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

11. DISCUSSION & ACTION, RIDGE LEAGUE OF CITIES AND BOARD APPOINTMENTS OF THE COMMISSION

Town Manager Cassel presented this item to the commission.

The legislative assignments are considered annually. The following chart indicates the committee and appointment of the commission.

Camp Endeavor Liaison – Vice Mayor Hunt

Dundee Elementary Academy (SAC) – Commissioner Wilson

Dundee Ridge Middle School (SAC) – Commissioner Wilson

Polk County Transportation Planning Organization (TPO) - Vice Mayor Hunt

Polk Transit Board of Directors – Commissioner Julai Hunt

Ridge League of Cities Board of Directors – Mayor Garrison and Commissioner Wilson (alternate)

Ridge Scenic Highway Committee – Julia Hunt

US 27 East Ridge Advocacy Group – Commissioner Richardson

Polk County Water Co-Op Board of Directors – Mayor Garrison

Town of Dundee Library Liaison – Commissioner Richardson

Polk County Citizen Relation Advisory Committee – Commissioner Richardson

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

Commissioner Wilson moved to approve the legislative appointments, seconded by Commissioner Richardson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

12. DISCUSSION & ACTION, COMMISSION BUDGET AND SPENDING

Town Manager Cassel presented this item to the commission.

This item is commission-initiated to discuss the Town Commission's spending budget for Ridge League of Cities Dinners and Legislative Conferences.

Discussion ensued among the Commission regarding the Commission's budget, budgetary constraints, and expenditures related to conference attendance that exceeded the allocated travel and training budget.

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Debra Casey

Michelle Smith

Michelle Thompson

Brenda Carter

Mayor Garrison closed public comments.

Vice Mayor Hunt moved to honor the current Ridge League of Cities Dinner RSVP's and to suspend all commission spending until after the new budget, seconded by Commissioner Hunt.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Vice Mayor Hunt, and Mayor Garrison.

Voting against: Commissioner Richardson

The motion passed 4-1.

13. DISCUSSION & ACTION, HIGHLAND AVENUE SPLASH PAD & PARK NAME CHANGE

Town Manager Cassel presented this item to the commission.

Staff is requesting Commission consideration of renaming the newly constructed Highland Avenue Splash Pad & Park to Glanton Park, in honor and memory of Roy Lee Glanton, recognizing his years of dedicated service to the Town of Dundee and his commitment to the community and its youth.

Renaming the park as Glanton Park would serve as a meaningful and lasting tribute to Roy Lee Glanton's legacy, honoring his years of service, dedication to the community, and commitment to enhancing the quality of life in Dundee.

Mayor Garrison opened the floor for public comment; the following persons spoke before the commission.

Michelle Thompson

Archie Sapp

Mayor Garrison closed public comments.

Commissioner Hunt moved to approve the Highland Park Splash Pad Renaming and include the Glanton family in the renaming ceremony, seconded by Commissioner Richardson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

14. DISCUSSION & ACTION, ROAD RESURFACING PROJECT IFB 26-01

Public Works Director Vice presented this item to the commission.

Town staff have prepared and reviewed Invitation for Bids (IFB) No. 26-01 for the resurfacing of Melina Avenue, Elinor Avenue, Grace Avenue, and Garrison Avenue.

Funding for this project is included within the Street Department's annual budget, approved by the Town Commission during the Fiscal Year 2025–2026 budget process.

These roadways were identified for resurfacing due to their overall deteriorating condition, including potholes, surface failures, and deterioration along the center sections of the roadway.

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

Vice Mayor Hunt moved to approve the Road Resurfacing Project IFB 26-01, seconded by Commissioner Richardson.

Voting in favor: Commissioner Hunt, Commissioner Wilson, Commissioner Richardson, Vice Mayor Hunt, and Mayor Garrison

The motion passed unanimously.

15. DISCUSSION & ACTION, CODE REVIEW COMMITTEE APPOINTMENTS

The commission discussed board appointments for the new Code Review Committee. The following persons were appointed by the commission.

Mervin Raggs - Mayor Garrison

Tony Perez - Vice Mayor Hunt

Jill Kitto - Commissioner Richardson

[Jackie Nichols] – Commissioner Wilson

Joanne Clanton – Commissioner Hunt

REPORTS FROM OFFICERS

Polk County Sheriff's Office – Report for May 2026

- 193 calls for service
- 244 traffic stops
- 18 arrests
- 1833 community contacts

Dundee Fire Department – Report for May 2026

- 106 calls for service
- 9 fire
- 74 medical
- 3 public services
- 20 non-emergencies

Town Attorney – Attorney Smith shared the following updates.

- Reviewed approximately 47 urgent emails since the last commission meeting.
- Reviewed 13 super urgent emails.
- Attended ceremonial events

Town Manager – Town Manager Cassel provided the following updates.

- Ridge League of Cities Dinner is June 4th at 6 pm @ the Tom Fellows Event Center in Davenport.
- Sunshine Law Public Records Training is June 15th @ 9 am, if going, please let the clerk know.
- There is a request from Polk County Schools to utilize the Dundee Community Center and have the fees waived for a date(s) in August.
- Form 1 financial statements are due by July 1st; an email was sent to you.
- We are still gathering information for the live streaming, and we can have numbers for the commission before the budget.
- Town Offices will be closed on Friday, June 19^{th,} in observance of Juneteenth.
- Juneteenth Heritage Celebration: Friday, June 19^{th,} from 2 pm-5 pm at the Dundee Community Center. Cosponsored by CCOD FL & Town of Dundee
- Town offices will be closed on Friday, July 3^{rd,} in observance of the 4th of July holiday.
- 4th of July Annual Celebration: Saturday, July 4^{th,} from 5 pm-9pm at Lake Marie.

Commissioners

Commissioner Hunt – She reminded everyone that, despite differing opinions and approaches, the Commission shares the common goal of doing what is best for the Town. She encouraged professionalism, respectful communication, and the use of proper channels when addressing concerns. She thanked staff and emphasized the importance of focusing on the Town's needs, rather than wants, during the budget process.

Commissioner Wilson – She thanked everyone for their patience throughout the evening's Commission meeting and for attending and participating in the process. She offered an apology for her earlier outburst, stating that while she did not apologize for the substance of her remarks, she did apologize for the manner in which they were expressed. She concluded by thanking Town staff and members of the community for their attendance and participation.

Commissioner Richardson – She thanked the residents and Town staff for attending the meeting. She stated that this marks her fifth year serving on the Commission and noted that, since the beginning, there have been challenges as a result of her asking questions. Addressing Commissioner Hunt, she said that she wants to work as a team, and that she knows she can be vocal, transparent, and willing to be direct when necessary. She said we can't be personal; we have to stick with the policies. She stressed the importance of fairness and stated that she will continue to speak up when she believes it is necessary. She expressed concerns regarding the Mayor's approach, stating that while he has made some positive decisions, she believes personal matters have at times influenced his actions. She concluded by requesting information from the Town Manager regarding the Community Redevelopment Agency (CRA) for consideration during the upcoming budget discussions.

Vice Mayor Hunt – thanked staff for their hard work, said he appreciates the town manager, and thanked everyone for coming out.

Mayor – stated that he cares deeply for everyone and holds no ill will toward anyone. He remarked that, while he values his relationships within the community, his role as Mayor is to serve the Town by making decisions based on facts and what is in the best interest of the Town, rather than seeking popularity or personal approval. He further stated that he would like to organize a future retreat to encourage collaboration and communication. He also shared that he has met with several churches and is exploring opportunities to establish a food drive within the Town, as well as initiatives aimed at assisting vulnerable and homeless members of the community.

ADJOURNMENT at 9:41 p.m.

Respectfully submitted,

Erica Anderson

Erica Anderson, Town Clerk

APPROVAL DATE: July 7, 2026

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 accommodation 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.