



TOWN COMMISSION MEETING AGENDA

AMENDED

September 24, 2024 at 6:30 PM

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

RECOGNITION OF SERGEANT AT ARMS

ORDINANCE #13-08, PUBLIC SPEAKING INSTRUCTIONS

ROLL CALL

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

APPROVAL OF AGENDA

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

- **PROCLAMATION, HISPANIC HERITAGE MONTH**
- **PROCLAMATION, SUICIDE PREVENTION AWARENESS MONTH**
- **RECOGNITION, RESIDENTIAL BEAUTIFICATION AWARD**

FY2024-2025 MILLAGE AND BUDGET

1. **MAYOR'S STATEMENT**
2. **RESOLUTION 24-23, ADOPTION OF FINAL MILLAGE RATE FOR FY 2024 – 2025**
3. **RESOLUTION 24-24, ADOPTION OF FINAL BUDGET, FY 2024 –2025**

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR SEPTEMBER 24, 2024

A. MINUTES

1. **August 29, 2024 Town Commission Public Workshop AMENDED**
2. **August 29, 2024 Town Commission Special Meeting AMENDED**
3. **September 10, 2024 TC Public Workshop to Discuss Transportation Impact Fees**
4. **September 10, 2024 TC Public Workshop to Discuss Moratorium**
5. **September 10, 2024 Town Commission Meeting**

B. AGREEMENTS

1. **Applied Aquatic Renewal Agreement**
2. **Water Supply Allocation Agreement – KB Home Orlando, LLC (Landings at Lake Mabel Loop)**

NEW BUSINESS

4. **DISCUSSION & ACTION, ORDINANCE 24-10, TRANSPORTATION IMPACT FEES**
5. **DISCUSSION & ACTION, EVALUATION & APPRAISAL REPORT (EAR) OF THE TOWN'S COMPREHENSIVE PLAN**
6. **DISCUSSION & ACTION, PURCHASE OF 2024 F-150 BUILDING INSPECTOR TRUCK**
7. **DISCUSSION & ACTION, LEAD AND COPPER RULE REVISIONS (LCRR) STARTING OCTOBER 16, 2024, EPA AND FDEP WILL IMPLEMENT NEW PUBLIC NOTIFICATIONS FOR SUPPLIERS OF PUBLIC DRINKING WATER**

REPORTS FROM OFFICERS

Polk County Sheriff's Office
Dundee Fire Department
Town Attorney
Department Updates
Town Manager
Commissioners
Mayor

ADJOURNMENT

PUBLIC NOTICE: Please be advised that if you desire to appeal from 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.



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

Item 1.

AGENDA ITEM TITLE:	PROCLAMATION, HISPANIC HERITAGE MONTH
SUBJECT:	Town of Dundee to Proclaim September 2024 Hispanic Heritage Month
STAFF ANALYSIS:	<p>Staff requests that the Mayor and Town Commission proclaim September 15 to October 15, 2024, as Hispanic Heritage Month in the Town of Dundee.</p> <p>National Hispanic Heritage Month, which begins in the United States each year on Sept. 15, celebrates Latino people in the United States, recognizing their diverse cultures and histories. Started in 1968 by Congress as Hispanic Heritage Week, it was expanded to a month in 1988. The celebration begins in the middle of September to coincide with independence days in several Latin American countries: Guatemala, Honduras, El Salvador, Nicaragua and Costa Rica celebrate theirs on Sept. 15, followed by Mexico on Sept. 16, Chile on Sept. 18 and Belize on Sept. 21.</p>
FISCAL IMPACT:	No Fiscal Impact
STAFF RECOMMENDATION:	Recommends support
ATTACHMENTS:	Hispanic Heritage Month 2024

PROCLAMATION



WHEREAS, during National Hispanic Heritage Month, the Town of Dundee recognizes that Hispanic heritage is American heritage, and we see that influence in almost every aspect of our lives; and

WHEREAS, each year, Americans observe National Hispanic Heritage Month by celebrating the histories, cultures, and contributions of American citizens whose ancestors came from Mexico, Spain, the Caribbean, and Central and South America; and

WHEREAS, the observation started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 through the legislative encouragement of Congressman Esteban Torres of California, to cover the period at which it is celebrated today (September 15th – October 15th); and

WHEREAS, the day of September 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on September 16 and 18, respectively; and

WHEREAS, in the words of famed Mexican designer, Marisol Peralta, “Your individuality is important, but so is belonging. Recognize the parts of your culture that have shaped your past, and the parts you want to carry with you into the future.”; and

NOW, THEREFORE, be it proclaimed by the Town of Dundee, that on this day, we recognize September 15, 2024 thru October 15, 2024 as

HISPANIC HERITAGE MONTH

in recognition of the indelible footprints of Hispanic Culture in our daily lives.

IN WITNESS WHEREOF, I have hereunto set my hand caused the seal of the Town of Dundee, Florida to be affixed this 24th day of September 2024.

TOWN OF DUNDEE, FLORIDA

Samuel Pennant, Mayor

Attest:

Lita O'Neill, Town Clerk



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

Item 2.

AGENDA ITEM TITLE:	PROCLAMATION, SUICIDE PREVENTION AWARENESS MONTH
SUBJECT:	Town of Dundee Proclaims September 2024 as Suicide Prevention Awareness Month
STAFF ANALYSIS:	<p>In observance of the memory of all those lost to suicide and their loved ones who still grieve, the Town of Dundee proclaims September 2024 as Suicide Prevention Awareness Month.</p> <p>We recognize Suicide Prevention Month as a time to continue learning about suicide prevention. In the United States, someone dies by suicide every 11 minutes. Suicide affects every race, gender, ethnic group, and orientation, so it's important to know and spread the word that suicide is preventable, and that help is available.</p> <p>This year the federal government launched the first-ever national 988 Day, which provides an opportunity to create buzz and raise awareness about the 988 Suicide & Crisis Lifeline. We encourage everyone to talk to friends and family about the crisis lifeline, as well as to do something to care for your own mental health.</p>
FISCAL IMPACT:	No Fiscal Impact
STAFF RECOMMENDATION:	Recommends support
ATTACHMENTS:	Suicide Prevention Month Proclamation 2024

PROCLAMATION



***WHEREAS**, September is known as National Suicide Prevention Awareness Month, which helps promote resources and awareness around the issues of suicide prevention, as well as instructs us how to help others and how to talk about suicide without increasing the risk of harm; and*

***WHEREAS**, Suicidal thoughts can affect anyone regardless of age, gender, or background; and*

***WHEREAS**, Suicide is the third leading cause of death among young people; and*

***WHEREAS**, Dundee, Florida is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, pack leaders, and parents, as partners in supporting our community in simply being available to one another; and*

***WHEREAS**, local and national organizations like Suicide Prevention Services are on the front lines of a battle that many still refuse to discuss in public; and*

***WHEREAS**, the youth of our community should understand that throughout life, everyone faces struggles and fights unseen battles; and*

***WHEREAS**, I encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few weeks and to genuinely convey their appreciation for their existence by any gesture they deem appropriate.*

***NOW, THEREFORE**, I, Samuel Pennant, Mayor of the Town of Dundee, do hereby proclaim the month of September 2024 as*

SUICIDE PREVENTION MONTH

***IN WITNESS WHEREOF**, I have hereunto set my hand caused the seal of the Town of Dundee, Florida to be affixed this 24th day of September 2024.*

TOWN OF DUNDEE, FLORIDA

Samuel Pennant, Mayor

Attest:

Lita O'Neill, Town Clerk



TOWN COMMISSION MEETING

September 10, 2024 at 6:30 PM

AGENDA ITEM TITLE: RECOGNITION, RESIDENTIAL BEAUTIFICATION AWARD

SUBJECT: The Tree Board selected the next Residential Beautification Award Winners – Frank and Amy Pasta of 1602 Ellington Drive.

STAFF ANALYSIS: Dundee’s Beautification program recognizes our communities’ residents and businesses who make Dundee a more beautiful place to live by creating and maintaining beautiful landscaping. Projects may include elements that show civic pride or simply improve buildings and structures, such as decks, shutters, or planter boxes.

The Beautification Award is open to any home or business in Dundee. Properties must comply with the Town’s Code of Ordinances. The Community Beautification Award program is administered by Dundee’s Tree Board. Beautification nominations are reviewed two times each year – in February and August. The Tree Board evaluates properties and determines the winners.

FISCAL IMPACT: No Fiscal Impact

STAFF RECOMMENDATION: None

ATTACHMENTS: Pictures of the Winning Yard for August 2024

Item 3.







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 **6.21%** more than the rolled back rate of **7.4381** 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.



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

- AGENDA ITEM TITLE:** RESOLUTION 24-23, ADOPTION OF FINAL MILLAGE RATE FOR FY 2024 - 2025
- SUBJECT:** The Town Commission will consider and take public comment on the final millage rate for Fiscal Year 2024 – 2025.
- STAFF ANALYSIS:** The Public Hearing will be advertised in accordance with the Florida Statutes regarding the method of fixing tax millage. This Public Hearing is the second of two required Public Hearings with the first taking place on September 10, 2024, at 6:30pm.
- Revenues from ad-valorem taxes for FY 24 – 25 are estimated at \$381,183,083 and are based upon the proposed millage rate of 7.9000, which is greater than the “rolled-back” rate of 7.4381 mills by 6.21%.
- Tentative Millage Rate Calculation
 $\$381,183,083 \times 0.0079000 = \$3,001,3462$ (95%=\$2,860,779.00)
- “Rolled-back” Rate Calculation
 $\$381,183,083 \times 0.0074381 = \$2,835,289$ (95%=\$2,693,524.00)
- FISCAL IMPACT:** No Fiscal Impact
- STAFF RECOMMENDATION:** Approval of Resolution 24-23 adopting the final millage rate for FY 2024 – 2025
- ATTACHMENTS:** Resolution 24-23

RESOLUTION 24-23

A RESOLUTION OF THE TOWN OF DUNDEE POLK COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE TOWN OF DUNDEE, POLK COUNTY, FLORIDA, FOR FISCAL YEAR 2024-2025; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Dundee of Polk County, Florida, on September 24, 2024, adopted Fiscal Year Final Millage Rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Town of Dundee of Polk County, Florida, held a public hearing as required by Florida Statute 200.065, and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the Town of Dundee, Polk County, Florida, has been certified by the Polk County Property Appraiser to the Town of Dundee as \$381,183,083.

NOW, THEREFORE, BE IT RESOLVED, by the Town of Dundee, Polk County, Florida, that:

1. The Fiscal Year 2024 -2025 operating millage rate is 7.9000 mills, which is greater than the rolled back rate of 7.4381 by 6.21%.
2. The voted debt service millage is zero (0).
3. This Resolution will take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 24th day of September 2024.

Time Adopted ___:___P.M.

TOWN OF DUNDEE, FLORIDA

Samuel E. Pennant, Mayor

ATTEST:

Lita O’Neill, Town Clerk

APPROVED AS TO FORM:

Seth Claytor, Town Attorney



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

- AGENDA ITEM TITLE:** RESOLUTION 24-24, ADOPTION OF FINAL BUDGET, FY 2024 – 2025
- SUBJECT:** The Town Commission will consider and take public comment on the final budget for Fiscal Year 2024 – 2025.
- STAFF ANALYSIS:** This Public Hearing is the second of two required Public Hearings with the first having been held on September 10, 2024 at 6:30pm.
- Revenues from ad-valorem taxes for the FY 24 – 25 are estimated at 381,183,083 and are based upon the proposed millage rate of 7.9000, which is greater than the “rolled-back” rate of 7.4381 mills by 6.21%.
- The final budget for the Town of Dundee, FL is \$14,024,068.
- FISCAL IMPACT:** No Fiscal Impact
- STAFF RECOMMENDATION:** Approval of Resolution 24-24 adopting the final budget for Fiscal Year 2024 – 2025
- ATTACHMENTS:** Resolution 24-24
2024 – 2025 Budget Summary

RESOLUTION 24-24

A RESOLUTION OF THE TOWN OF DUNDEE POLK COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024-2025; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the final budget of the Town of Dundee, Florida, Fiscal Year commencing October 1, 2024, on file in the Office of the Town Clerk, is hereby adopted by reference as the official budget of the Town of Dundee, Florida, for Fiscal Year 2024 -2025.

WHEREAS, the Town of Dundee, Polk County Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2024 -2025 in the amount of \$14,024,068.00.

NOW, THEREFORE, BE IT RESOLVED, by the Town of Dundee, Polk County, Florida, that:

- 1. The Fiscal Year 2024 -2025 Tentative Budget be adopted.
- 2. This Resolution will take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 24th day of September 2024.
Time Adopted ___:___P.M.

TOWN OF DUNDEE, FLORIDA

Samuel E. Pennant, Mayor

ATTEST:

Lita O’Neill, Town Clerk

APPROVED AS TO FORM:

Seth Claytor, Town Attorney

**BUDGET SUMMARY - FISCAL YEAR 2024-2025
TOWN OF DUNDEE**

General fund 7.9000
Voted fund 0

ESTIMATED REVENUES:	General Fund	Impact Fee Fund	Fire Special Fund	Enterprise Fund	Total Budget
TAXES: Millage 7.9000 per \$1,000					
Ad Valorem Taxes	\$ 3,011,346			\$ -	\$ 3,011,346
Local Option, Use, & Fuel Taxes	\$ 285,040			\$ -	\$ 285,040
Utility Services Taxes	\$ 962,493			\$ -	\$ 962,493
Communication Services Taxes	\$ 151,760			\$ -	\$ 151,760
Local Business Taxes				\$ -	\$ -
Other General Taxes				\$ -	\$ -
Permits Fees	\$ 488,379			\$ -	\$ 488,379
Franchise Fees	\$ 399,000			\$ -	\$ 399,000
Impact Fee		\$ 1,306,084		\$ -	\$ 1,306,084
Special Assessment			\$ 255,469	\$ 180,000	\$ 435,469
Intergovernmental Revenues	\$ 314,668			\$ 2,526,306	\$ 2,840,974
Charges for Service	\$ 180,450			\$ 3,219,885	\$ 3,400,335
Judgement Fines and Forfeitures	\$ 17,500			\$ 86,000	\$ 103,500
Miscellaneous Revenues	\$ 30,250			\$ -	\$ 30,250
Other Sources	\$ -			\$ -	\$ -
TOTAL SOURCES:	\$ 5,840,886	\$ 1,306,084	\$ 255,469	\$ 6,012,191	\$ 13,414,630
Transfers In:		\$ -	\$ 609,438		\$ 609,438
Fund Balances/Reserves/Net Assets					\$ -
TOTAL REVENUES, TRANSFERS, AND BALANCES:	\$ 5,840,886	\$ 1,306,084	\$ 864,907	\$ 6,012,191	\$ 14,024,068
ESTIMATED EXPENDITURE/EXPENSES:					
Administration	\$ 1,074,017	\$ -	\$ -	\$ -	\$ 1,074,017
Public Safety	\$ 1,046,718	\$ -	\$ 781,407	\$ -	\$ 1,828,125
Culture/Recreation	\$ 607,683	\$ -	\$ -	\$ -	\$ 607,683
Development Services	\$ 924,925	\$ -	\$ -	\$ -	\$ 924,925
Transportation	\$ 715,800	\$ -	\$ -	\$ -	\$ 715,800
Water		\$ -	\$ -	\$ 1,020,607	\$ 1,020,607
Wastewater		\$ -	\$ -	\$ 609,880	\$ 609,880
Sanitation		\$ -	\$ -	\$ 462,303	\$ 462,303
Stormwater		\$ -	\$ -	\$ 272,130	\$ 272,130
Other Charges	\$ 11,074	\$ -	\$ -	\$ 50,000	\$ 61,074
Capital Outlay	\$ 357,500	\$ 861,644	\$ 17,000	\$ 2,894,306	\$ 4,130,450
Debt Service	\$ 212,876	\$ -	\$ 66,500	\$ 333,213	\$ 612,589
TOTAL EXPENDITURES	\$ 4,950,593	\$ 861,644	\$ 864,907	\$ 5,642,439	\$ 12,319,583
Transfers Out	\$ 609,438			\$ -	\$ 609,438
Fund Balances/Reserve/Net Assets	\$ 280,855	\$ 444,440		\$ 369,752	\$ 1,095,047
TOTAL APPROPRIATED EXPENDITURES	\$ 5,840,886	\$ 1,306,084	\$ 864,907	\$ 6,012,191	\$ 14,024,068
TRANSFERS, RESERVES and BALANCES:	\$ 5,840,886	\$ 1,306,084	\$ 864,907	\$ 6,012,191	\$ 14,024,068

The Tentative, adopted and/or final budgets are on file in the office of the above referenced taxing authority as a public record.



TOWN COMMISSION SPECIAL MEETING MINUTES

August 29, 2024 at 5:30 PM

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

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

CALL TO ORDER at 5:34 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION led by Commissioner Richardson

RECOGNITION OF SERGEANT AT ARMS - Sgt. Anderson

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

ROLL CALL taken by Town Clerk O'Neill

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.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR AUGUST 29, 2024

Motion to approve the minutes on the consent agenda for August 29, 2024 Town Commission Special Meeting made by Glenn, seconded by Goddard. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

The Mayor opened the floor for public comment regarding the agreements; being none, the floor was closed.

Motion to approve the agreements on the consent agenda for August 29, 2024 Town Commission Special Meeting made by Commissioner Quarles, seconded by Commissioner Goddard. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

TC Special Meeting 08 29 2024

Page 1 of 6

The Mayor opened the floor for public comment regarding two board appointments on the consent agenda; being none, the floor was closed. Commissioner Glenn asked if either applicant was in attendance at the meeting. Town Manager Davis stated no.

Motion to approve the board appointments on the consent agenda for August 29, 2024 Town Commission Special Meeting made by Commissioner Goddard, seconded by Commissioner Glenn. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

APPROVAL OF AGENDA

The Mayor asked the Town Manager if there were any changes to the agenda. Town Manager Davis stated that a correction to the dates listed in Item 3 was made. The Mayor opened the floor for public comment; being none, the floor was closed.

Motion to approve the agenda for August 29, 2024 Town Commission Special Meeting made by Commissioner Glenn, seconded by Commissioner Richardson. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

NEW BUSINESS

1. DISCUSSION & ACTION, DUNDEE LAKES POTABLE WATER ERC RENEWAL AGREEMENT

Town Manager provided the analysis.

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

Motion was made to approve the Dundee Lakes Potable Water ERC Renewal Agreement by Commissioner Goddard, seconded by Commissioner Glenn. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

2. DISCUSSION & ACTION, DRAFT ORDINANCE 24-09, MORATORIUM

The Mayor asked Attorney John Murphy to provide the analysis on this item. Attorney Murphy reminded those in attendance that this portion of the meeting is the public hearing required to meet statutory requirements for the ordinance. The Attorney read Ordinance 24-09 by title into the record:

“AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA, ENACTING THE PENDING ORDINANCE DOCTRINE AND ESTABLISHING A

MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR ANNEXATIONS, REZONINGS, BUILDING PERMITS, PLANNED DEVELOPMENTS, MASTER PLANNED COMMUNITIES, DEVELOPMENT ORDER(S), AND DEVELOPMENT PERMIT(S); PROVIDING EXEMPTIONS; PROVIDING FOR VESTED RIGHTS AND PROCEDURES; PROVIDING FOR THE INCORPORATION OF FACTUAL RECITALS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR CODIFICATION; PROVIDING BUSINESS IMPACT ESTIMATE; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Development Director, Lorraine Peterson, presented a PowerPoint regarding matters pertaining to this Ordinance that included a review of potential water sources for future development and explained the purpose of the temporary moratorium.

The presentation also provided background on the Town's water use permit (WUP) and explained how the proposed ordinance would affect future development in Dundee. Ms. Peterson noted that the Planning and Zoning Board, at a duly noticed public meeting, held on August 26, 2024, unanimously voted to recommend approval of Ordinance 24-09.

Town Manager Davis asked Ms. Tracy Mercer, Utilities Director, to address agricultural wells in the Town limits. Ms. Mercer explained that the Southwest Florida Water Management District (SWFWMD), the Central Florida Water Initiative, and the Florida Department of Environmental Protection/Polk County Health Department all govern how the Town of Dundee manages its water resources. Ms. Mercer further explained the process for transferring permitted water from agricultural wells within the Dundee water service area to the Town. The Town Manager clarified information about percentages of permitted water, which may be based on age and location of wells.

Attorney Murphy commented that SWFWMD ultimately regulates the available water that would be permitted from the agricultural wells to be transitioned to public drinking water supply. Attorney Murphy stated that Town staff has been working in conjunction with the SWFWMD staff, to transition existing agricultural wells to public drinking water supply.

Mr. Glenn Lawhorn, 11000 Jim Edwards Road, Haines City, stated that he learned that the age of the well determines the percentage of permitted water. Mr. Lawhorn also made comments about the high cost of water projected in the future. He supports the moratorium 100%.

Mr. Ryan Renardo, R-Squared Engineering, has been working on the Caldwell Ridge Subdivision since 2022. Mr. Renardo asked that his project continue to move forward and noted that this project has been through one round of review. Town Manager Davis asked Ms. Peterson about the status of the Caldwell Ridge Subdivision.

Commissioner Quarles asked about when this ordinance would go into effect and how an extension would occur. Ms. Peterson responded that upon second reading on September 10, 2024, the ordinance would be in effect if the

Town Commission approves its passage. She further noted that only one 12-month extension would currently take effect if passed, as well as noting that the full 12 months may not be required dependent upon the conditions set forth in the Ordinance. Town staff will monitor and evaluate the need for a moratorium on an ongoing basis.

Motion was made to approve Ordinance 24-09 by Commissioner Quarles, seconded by Commissioner Richardson. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

3. DISCUSSION & ACTION, SCHEDULE SPECIAL PUBLIC WORKSHOP DATES TO DISCUSS TRANSPORTATION IMPACT FEES

The Town Manager provided the analysis. The dates for public workshops have been scheduled for Tuesday, September 10, 2024, at 5:30 p.m. and Tuesday, September 24, 2024, at 6:00 p.m.

Attorney Murphy commented for the record that these workshops are statutorily required per Section 163.31801 of the Florida Statutes.

The Mayor opened the floor for public comment. Town Manager Davis shared comments that resident, Mr. Frank Miller, requested to be put on the record. The resident is asking the Commission to employ traffic calming devices as needed. The Town Manager noted that she invited Mr. Miller to participate in the visioning process.

Motion was made to approve the special public workshop dates to discuss transportation impact fees made by Commissioner Goddard, seconded by Commissioner Richardson. Passed unanimously.

Voting in favor: Quarles, Richardson, Glenn, Goddard, Pennant

4. DISCUSSION ONLY, BOARD MEMBERSHIPS & GOVERNMENT-IN-THE-SUNSHINE

Attorney Murphy reviewed the Government-in-the-Sunshine Laws as it pertains to the Town's Boards, including the Visioning Board. The Attorney reviewed the three legal requirements for Government-in-the-Sunshine: 1) notice the meeting, 2) ensure the meeting is open to the public, 3) take and publish minutes of the meeting.

Attorney Murphy stated that members of the Visioning Board should not also be members of the Planning and Zoning Board. He added that Town Planning and Zoning Board members should not participate in the Visioning Board by attending meetings.

Discussion ensued about the different ways that the visioning process may occur.

The Mayor opened the floor for discussion.

Michelle Thomas, 406 4th Street South, Dundee, appreciated the advice given by Attorney Murphy. Ms. Thomas stated that clear boundaries are important for board memberships, which are appointed by the Town Commission.

Alethea Pugh, 1367 Swan Lake Circle, Dundee, requested to officially withdraw her application from the Town Planning and Zoning Board so she may stay on the Visioning Board.

The Mayor invited other comments from the public.

Bob Kampsen, 402 North 8th Street, Dundee, commented on an issue with school traffic. Mr. Kampsen stated that he would like to get traffic slowed down. He requested a 4-way stop at Frederick and 4th Avenue.

Discussion ensued about speeding and traffic issues. Town Manager Davis stated she will look at the completed traffic study regarding speed humps on 8th Street. Attorney Murphy noted that there are specific requirements that must be followed in order for the Town to provide for a four-way stop.

Michelle Thompson, 406 4th Street South, Dundee, stated a 4-way stop was placed at 4th & Allen Ave. years ago.

Mr. Carl Dicks, 710 East Frederick Avenue, Dundee, has been a resident for almost 65 years. Mr. Dicks stated he is concerned about school traffic on 8th Street and Frederick Avenue and stated speed control devices are needed.

Lisa Necci, 312 3rd Street North, Dundee, has a problem with school bus drop off and pickup. Ms. Necci has pictures of the traffic congestion that blocks her driveway. Sgt. Anderson noted that parents are trying to avoid the long carline. Ms. Necci further commented that roads do not have good drainage, notably Polk Avenue and 3rd Street. She stated that a neighbor at 310 3rd Street North is also experiencing flooding issues after a rain.

REPORTS FROM OFFICERS

Polk County Sheriff's Office

Sgt. Anderson stated he has not spoken to school staff about any traffic calming. Sgt. Anderson noted that the issues that Ms. Necci brought up are school board issues, and he would be able to contact the school if needed.

Dundee Fire Department

Chief Carbone gave updates on service calls. He also noted that the new fire truck was purchased. The Mayor noted that it has been 32 years since a new fire truck was purchased.

Town Attorney

Attorney Murphy had nothing to report but wished everyone a happy Labor Day.

Department Updates

None

Town Manager

Town Manager Davis noted that the Ridge League of Cities is sponsoring a Fall Harvest dinner in Zolfo Springs. The FLC President will be the keynote speaker. The Town Manager invited everyone to spread the word about the Visioning Board and effort.

Commissioners

- Commissioner Glenn welcomed the new Town Clerk and thanked Attorney Murphy for bringing his knowledge. He also thanked staff for all they do, in particular Ms. Mercer and Ms. Peterson.
- Commissioner Quarles – He thanked everyone for coming out to the meeting tonight.
- Commissioner Richardson thanked those in attendance. She is happy to be serving as the liaison to the Visioning Board, as she hopes to bring a better quality of life for Dundee residents. Commissioner Richardson thanked Attorney Murphy for his wise counsel, and she also invited the Commissioners (by themselves individually) to take a tour of the parks. She wished everyone a happy Labor Day.
- Vice-Mayor Goddard thanked Attorney Murphy, staff, and residents.

Mayor

Mayor Pennant made comments about the fact that the moratorium will not affect current residents. The Mayor assured residents that the work being done with the moratorium is to ensure the Town is able to maintain service to existing residents.

ADJOURNMENT at 7:26 p.m.

Respectfully submitted,

Lita O'Neill

Lita O'Neill, Town Clerk

APPROVAL DATE: 09/10/2024

***PUBLIC NOTICE:** Please be advised that if you desire to appeal from 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 a 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 St., 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.

Item A.



PUBLIC WORKSHOP MINUTES

August 29, 2024 at 5:00 PM

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

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

CALL TO ORDER at 5:02 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

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

ROLL CALL taken by Town Clerk O'Neill

In attendance: Quarles, Richardson, Goddard, Pennant

Not present: Glenn

The Mayor asked the Town Manager if Commissioner Glenn had notified her of his absence. She stated not at this time.

APPROVAL OF AGENDA

Motion to approve the agenda for the public workshop made by Goddard, seconded by Quarles. Passed unanimously.

Voting in favor: Quarles, Richardson, Goddard, Pennant

NEW BUSINESS

DISCUSSION ONLY, MORATORIUM FOR DEVELOPMENT

Mayor Pennant invited legal staff, Mr. John Murphy, to provide background on the temporary moratorium.

Attorney Murphy provided a general background of Ordinance 24-09. The Attorney noted that the public workshop about the temporary moratorium was publicly noticed as required, as was the special meeting of the Town Commission taking place following the workshop.

Attorney Murphy reviewed a history of the former citrus groves that have agricultural wells, some of which he understood are in the process of being transferred to the Town with the expectation that any available water could

be included in the Town's water supply in the future if approved by the SWFWMD. The Attorney noted certain exemptions are identified in the ordinance as well as certain vested rights.

Attorney Murphy commented that he and Attorney Seth Claytor have worked closely with Town of Dundee staff to draft the ordinance. He noted that Town staff had been working with the development community regarding the drafting of provisions in this Ordinance.

Mayor Pennant opened the floor by inviting members of the public to speak.

Jessie Skubna, 28390 Hwy 27, Dundee, FL, asked what it means to meet concurrency for a commercial property. Ms. Lorraine Peterson responded. Attorney Murphy reviewed the commercial zoning designations within the Town, and he commented that properties with a Town Commercial zoning designation are exempt from this Ordinance. However, sufficient water, wastewater, adequate transportation, adequate public facilities to allow for a site plan (i.e., concurrency) will still be required to be demonstrated per applicable law. Ms. Skubna described two parcels. Attorney Murphy recommended she meet with Town staff to discuss her specific questions.

Commissioner Glenn arrived at 5:19 p.m.

Glenn Lawhorn, 11000 Jim Edwards Road, Haines City, spoke in support of the moratorium. Mr. Lawhorn stated that he contacted Polk County and SWFWMD about water transfer from agricultural wells. He further stated that the cost of water from the Polk Regional Water Cooperative will be very expensive.

Clark Tallman, 3264 Lynrock Road, Dundee, spoke in support of the moratorium. Mr. Tallman raised concern about traffic and road issues.

ADJOURNMENT at 5:26 p.m.

Respectfully submitted,

Lita O'Neill

Lita O'Neill, Town Clerk

APPROVAL DATE: 9/10/2024

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PUBLIC WORKSHOP - TRANSPORTATION IMPACT FEE MINUTES

September 10, 2024 at 5:30 PM

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

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

CALL TO ORDER at 5:30 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

ORDINANCE #13-08, PUBLIC SPEAKING INSTRUCTIONS

The Mayor explained that if any member of the public would like to speak, then rather than use the comment cards, please raise hands to speak.

ROLL CALL taken by Town Clerk O'Neill

PRESENT

Willie Quarles
Bert Goddard
Sam Pennant

ABSENT

Mary Richardson
Steve Glenn

Town Manager Davis noted that both Commissioner Richardson and Commissioner Glenn would not be able to attend the workshop.

NEW BUSINESS

1. DISCUSSION ONLY, ORDINANCE 24-10, TRANSPORTATION IMPACT FEES

Mayor Pennant stated that transportation impact fees would be discussed and asked Assistant Town Attorney Claytor to provide background.

Attorney Claytor provided a brief introduction by stating that the Florida Impact Fee Act, Section 163.31801, requires two publicly noticed public workshops to discuss the demonstrated-need study and the extraordinary

circumstances necessitating the need to increase the Town of Dundee Transportation Impact Fee(s) in excess of the phase-in limitations.

Attorney Claytor introduced Mr. Alex Anaya with ESRP to present the 2024 Transportation Impact Fee Update for the Town of Dundee.

Mr. Anaya, a professional engineer in the state of Florida, stated that the primary goal of the transportation study is to secure adequate funding needed to maintain standard levels of service, as mandated by the Town's Comprehensive Plan. Mr. Anaya's presentation reviewed the population forecast for the Town of Dundee and noted how the Town's growth compared to the growth across Polk County, which between 2010 and 2020, was roughly 30% more than the rest of Polk County, including unincorporated areas.

Attorney Claytor asked Mr. Anaya to confirm that the transportation study and update to same states that population growth is projected to grow by 199% by the year 2045, which is unprecedented growth and presents extraordinary circumstances for the Town. Mr. Anaya stated that between 2022 and 2045, Dundee's population is projected to grow by a factor of four to a total population of 25,000 inhabitants.

Developer Director Lorraine Peterson noted that this figure does not include other proposed developments that have approached the Town.

Mayor Pennant asked whether the transportation study and update focuses on Dundee municipal roads or if it includes other roads. Mr. Anaya responded that the transportation study and update looked at all roads within the Town network, which includes county roads, state roads, and local roads. However, the proposed impact fee study only considered county roads and local roads within the Town limits for purposes of determining the proposed fee schedule(s). Mr. Anaya noted that the proposed transportation impact fee schedule is included in the presentation.

Mr. Anaya discussed the Town-wide Traffic Analysis and Adequacy Determination Technical Report. Mr. Anaya presented a slide that analyzed existing and future conditions. ESRP additionally performed a level of service analysis through 2045 and determined deficient segments within the Town limits. He provided a list of capacity improvements and cost estimates, which totaled \$141 million for the whole improvement plan from present through 2045, for an average cost per year of \$6.7 million.

Mayor Pennant sought clarification regarding who is responsible for paying the impact fees, and Mr. Anaya responded that the developers are responsible for the payment of impact fees for new development.

Mr. Anaya defined transportation impact fees as one-time local-government fees that are assessed and collected when a development or commercial building is built or expanded.

Attorney Claytor noted that new legislation is going to require the Town of Dundee to enter into an updated interlocal agreement with Polk County by the end of next fiscal year. At that time, the Town of Dundee will most likely need to review and update its transportation impact fees.

Commissioner Quarles asked what the proposed transportation impact fee will total? Mr. Anaya stated the fee schedule is included in the presentation. Mr. Anaya noted that ESRP prepared a document called "The Town of Dundee Transportation Impact Fee Study and Fee Schedule Updated Technical Report." Mr. Anaya presented the fee schedule and noted that the fees may be increased once every four years. They can also be decreased at any time.

Attorney Claytor noted that mobility fees and transportation impact fees are mutually exclusive, and the transportation impact fee study should be updated biannually. Attorney Claytor further noted that Section 163.31801 (as amended) states that an impact fee shall not be increased before that 4-year period.

Town Manager Davis asked Mr. Anaya to clarify how transportation impact fees may be updated. Mr. Anaya responded that transportation impact fees may be decreased, but if they are increased, a detailed study showing extraordinary circumstances is required and two public workshops are required to be held.

Attorney Claytor asked Mr. Anaya to state how long he has worked in the transportation engineering field. Mr. Anaya stated that he has worked in the transportation engineering field for about twenty years. He further noted that he is a professional engineer in the state of Florida and the state of Kentucky, as well as a traffic operations engineer, which is an international certification.

Attorney Claytor asked Mr. Anaya whether the circumstances the Town of Dundee is facing would be considered, in Mr. Anaya's professional and expert opinion, extraordinary circumstances. Mr. Anaya responded in the affirmative.

Commissioner Quarles asked for a copy of the presentation, and the Town Manager responded that the Town Clerk would provide copies to the Commission for review.

ADJOURNMENT at 6:01 p.m.

Respectfully submitted,

Lita O'Neill
Lita O'Neill, Town Clerk

APPROVAL DATE: _____

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DRAFT



PUBLIC WORKSHOP - MORATORIUM MINUTES

September 10, 2024 at 6:00 PM

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

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

CALL TO ORDER at 6:02 p.m.

ROLL CALL taken by Town Clerk O'Neill

PRESENT

Willie Quarles

Bert Goddard

Sam Pennant

ABSENT

Mary Richardson

Steve Glenn

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

NEW BUSINESS

1. DISCUSSION ONLY, ORDINANCE 24-09, MORATORIUM

Mayor Pennant asked staff to present information.

Ms. Lorraine Peterson, Development Director, presented a PowerPoint that provided an explanation of the background resulting in the Town's need to adopt Ordinance 24-09, Temporary Development Moratorium.

Ms. Peterson noted that, due to the historically high number of projects approved or proposed within the corporate limits of the Town of Dundee, the Town has reached its daily allocable potable water capacity under the consumptive water use permit (WUP) issued by the SWFWMD.

Ms. Peterson further explained how the Town is proposing to mitigate its need for and/or expand its public water supply.

Beginning on the effective date of Ordinance 24-09, the moratorium has a 12-month term, unless terminated by the Town Commission via ordinance.

Ms. Peterson reviewed which projects and/or type(s) of development not affected by the moratorium and made note of the Town's current water sources. Ms. Peterson further stated that one of the reason(s) for the Town's need to adopt the moratorium is to provide a reasonable period of time for the Town to construct a potable water interconnect in accordance with the interlocal agreement between the City of Winter Haven and the Town of Dundee in order to receive up to 500,000 gallons of potable drinking water per day.

Ms. Peterson also noted that the Town of Dundee is also applying to SWFWMD for transfer(s) of potable water capacity from agricultural wells in order to accommodate the unprecedented residential growth of the Town. Discussion ensued about the percentage (%) of the permitted capacity subject to transfer from the agricultural wells.

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

Mayor Pennant stated that the moratorium is trying to secure the water resources for residents today.

ADJOURNMENT at 6:13 p.m.

Respectfully submitted,

Lita O'Neill
Lita O'Neill, Town Clerk

APPROVAL DATE: _____

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TOWN COMMISSION MEETING MINUTES

September 10, 2024 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 led by Mayor Pennant

Mayor Pennant requested that attendees remain standing for a moment of silence in honor of those who lost their lives on 9-11.

RECOGNITION OF SERGEANT AT ARMS – Sgt. Anderson

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

ROLL CALL taken by Town Clerk O'Neill.

PRESENT

Willie Quarles

Mary Richardson

Bert Goddard

Sam Pennant

ABSENT

Steve Glenn

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.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR SEPTEMBER 10, 2024

MOTION TO APPROVE the minutes on the consent agenda for September 10, 2024 Town Commission meeting made by Vice Mayor Goddard, Seconded by Commissioner Quarles. Passed unanimously.

Voting Yea: Quarles, Richardson, Goddard, Pennant

MOTION TO APPROVE the agreements, board appointments, and board resignations on the consent agenda made by Vice Mayor Goddard, seconded by Commissioner Richardson. Passed unanimously.

Voting Yea: Quarles, Richardson, Goddard, Pennant

A. MINUTES

1. August 29, 2024 Town Commission Public Workshop
2. August 29, 2024 Town Commission Special Meeting

B. AGREEMENTS

1. Reserve at Dundee Lakes Concurrency Developer's Agreement
2. Reserve at Dundee Lakes Water Supply Allocation Agreement

C. BOARD APPOINTMENTS

1. Merissa Green – Visioning Board
2. Clark Tallman – Visioning Board

D. BOARD RESIGNATIONS

1. Annette Wilson – Visioning Board Resignation
2. Dretextel Robinson – Visioning Board Resignation

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

1. RECOGNITION, DUNDEE ELEMENTARY ACADEMY

Mayor Pennant recognized Dundee Elementary Academy for achieving an “A” school grade and recognized Principal Lana Headley Tatom for the excellent dedication to the students with a special plaque, gift basket, and award from the Town Commission on behalf of the Town of Dundee.

2. RECOGNITION, DUNDEE RIDGE MIDDLE ACADEMY

Mayor Pennant recognized Dundee Ridge Middle Academy for achieving a “B” school grade and recognized Principal Stacy Gideons for the excellent dedication to her students with a special plaque, gift basket, and award from the Town Commission on behalf of the Town of Dundee.

3. TREE BOARD RESIDENTIAL BEAUTIFICATION AWARD – AUGUST 2024

The Mayor planned to award Frank and Amy Pasta the Residential Beautification Award for August 2024. Town Manager Davis noted that Ms. Pasta was unable to attend to receive the award, and the item may be tabled until the next meeting.

APPROVAL OF AGENDA

Town Manager Davis reported that the Mayor's Statement and Item #16 were added and Resolution 24-22 was added to Item #9 on the agenda. She requested to table the beautification award until the next meeting.

MOTION TO APPROVE the regular meeting agenda with changes for the meeting of September 10, 2024 made by Goddard, Seconded by Quarles. Passed unanimously.

Voting Yea: Quarles, Richardson, Goddard, Pennant

NEW BUSINESS

4. MAYOR'S STATEMENT

TC Regular Meeting, September 10, 2024 at 6:30 p.m.

Mayor Pennant read the Mayor's Statement into the record.

5. DISCUSSION & ACTION, RESOLUTION 24-20, ADOPTION OF TENTATIVE MILLAGE RATE FY 2024 - 2025

Assistant Town Attorney Claytor read Resolution 24-20 in its entirety into the record.

The Finance Manager, Jessica Bell, provided the analysis.

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

***MOTION TO APPROVE** Resolution 24-20 made by Vice Mayor Goddard, Seconded by Commissioner Quarles. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

Time adopted: 6:50 p.m.

6. DISCUSSION & ACTION, RESOLUTION 24-21, ADOPTION OF TENTATIVE BUDGET FY 2024 – 2025

Assistant Town Attorney Claytor read Resolution 24-21 in its entirety into the record.

Town Manager Davis asked the Finance Manager, Jessica Bell, to provide the analysis.

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

***MOTION TO APPROVE** Resolution 24-21 made by Commissioner Quarles, Seconded by Vice Mayor Goddard. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

Time adopted: 6:55 p.m.

7. DISCUSSION & ACTION, RESOLUTION 24-18, STORMWATER UTILITY FEE ROLL CERTIFICATION

Assistant Town Attorney Claytor read Resolution 24-18 by title into the record.

Town Manager Davis provided the analysis.

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

***MOTION TO APPROVE** Resolution 24-18 made by Vice Mayor Goddard, Seconded by Commissioner Quarles. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

8. DISCUSSION & ACTION, RESOLUTION 24-19, FIRE ASSESSMENT FEE ROLL CERTIFICATION FY 2024 – 2025

Assistant Town Attorney Claytor read Resolution 24-19 by title into the record.

Town Manager Davis provided the analysis.

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

***MOTION TO APPROVE** Resolution 24-19 made by Commissioner Quarles, Seconded by Vice Mayor Goddard. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

9. DISCUSSION & ACTION, RESOLUTION 24-22, CONCURRENCY MANAGEMENT

Assistant Town Attorney Claytor read Resolution 24-22 by title into the record.

Town Manager Davis provided the analysis.

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

***MOTION TO APPROVE** Resolution 24-22 made by Commissioner Richardson, Seconded by Vice Mayor Goddard. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

10. DISCUSSION & ACTION, ORDINANCE 24-09, MORATORIUM

Assistant Town Attorney Claytor read Ordinance 24-09 by title into the record.

Development Director, Lorraine Peterson, presented a PowerPoint presentation providing background information on the moratorium. The Mayor opened the floor to questions or comments from delegation.

Mayor Pennant opened the floor for public comment.

Mr. Shelton Rice, Attorney with Peterson and Myers, 225 East Lemon Street, Lakeland, representing the Reserve at Dundee Lakes, spoke in support of the moratorium. Attorney Rice stated his appreciation for efforts of Town staff.

Town Manager Davis requested the floor to speak to the Town Commission and it was granted. Ms. Davis applauded the Town Commission for the direction provided and noted it is vital for the Town of Dundee.

Seeing no further comment, the floor was closed.

***MOTION TO APPROVE** Ordinance 24-09 made by Vice Mayor Goddard, Seconded by Commissioner Richardson. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

11. DISCUSSION & ACTION, ORDINANCE 24-10, TRANSPORTATION IMPACT FEES

Attorney Claytor read Ordinance 24-10 by title into the record.

Town Manager Davis provided the analysis. She noted that Florida law requires that the Town hold two public workshops and two public hearings prior to the Town Commission taking action to increase the Transportation Impact Fee(s) in excess of the phase-in limitations.

Town Manager Davis stated that the duly noticed public workshop meetings were scheduled for September 10, 2024, at 5:30 p.m. and September 24, 2024 at 6:00 p.m.

Assistant Town Attorney Claytor noted that, pursuant to Florida Statute, Section 163.1380, an increase to the Transportation Impact Fee(s) exceeding the phase-in limitations must be necessitated by extraordinary circumstances identified in a demonstrated need study.

Attorney Claytor also noted that, pursuant to Florida Statute, Section 163.1380, an increase to the Transportation Impact Fee(s) exceeding the phase-in limitations must be approved by a two-thirds vote of the Town Commission.

Mr. Alex Anaya, representing the consulting firm, ESRP Corporation, was engaged by the Town to develop the Transportation Impact Fee Study and Update Report, presented a PowerPoint. Mr. Anaya noted that the Town of Dundee is experiencing extraordinary circumstances, including significant future development projected within Town limits, unprecedented population growth, and significant increase in travel demand. Mr. Anaya reviewed population projections and analysis of existing deficiencies and future level of service. One of Mr. Anaya's presentation slides showed the growth rate of the Town of Dundee (40.84%) outpaced the growth rate of Polk County (20.42%) from 2010 to 2020. The estimated population of the Town is projected to grow to 24,921 by 2045. A cost estimate for capacity improvements totaled \$141,516,226.00.

Transportation Impact Fees are proposed in the Town of Dundee Transportation Impact Fee Study and Fee Schedule Update Technical Report. Mr. Anaya explained that transportation impact fees are one-time fees that are assessed and collected when a development is built or expanded. These fees are based on projected costs for maintaining levels of service.

Mayor Pennant opened the floor to public comments.

Annette Wilson, 408 Dr. Martin Luther King Street, asked whether the greater impact would come from new development or current residents. Attorney Claytor responded that impact fees are paid by new development that impact infrastructure.

Michelle Thompson, 406 4th Street South, commented about her concerns about the large percentage increase in the 'Senior Adult Housing' category. Town Manager Davis clarified details about the numbers on the 'Proposed vs. Current TIF Comparison' slide in Mr. Anaya's presentation.

Seeing no further comment, the floor was closed.

MOTION TO APPROVE Ordinance 24-10 made by Vice Mayor Goddard, Seconded by Commissioner Quarles. Passed unanimously.

Voting Yea: Quarles, Richardson, Goddard, Pennant

12. DISCUSSION & ACTION, “KICK CANCER” KICKBALL TOURNAMENT, CCOD EVENT APPLICATION

Town Manager Davis provided the analysis.

Event date changed from Saturday, October 5, 2024, to Sunday, October 6, 2024. Hours changed to 9am-6pm.

CCOD (Concerned Citizens of Dundee) representative, Tyrone Henderson, 220 Betty Avenue, was asked to take the podium to state updates about the event.

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

***MOTION TO APPROVE** the CCOD Event Application and road closure made by Vice Mayor Goddard, Seconded by Commissioner Richardson. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

13. DISCUSSION & ACTION, THANKSGIVING FAMILY DINNER

Town Manager Davis provided the analysis.

Commissioner Richardson is hoping to accommodate up to 300 individuals for a home cooked meal. She is seeking support from donors in the community. She would not need Town staff the day of the event but is requesting that staff sets up and breaks down at the Dundee Community Center.

Commissioner Richardson stated that she decided that the event could be held on November 16th or 23rd and would accommodate up to 200 individuals.

Mayor Pennant commented that there is liability involved, so he would recommend this would have to be a private event.

Town Manager Davis commented that Commissioner Richardson is not requesting a donation of the facility. Ms. Davis stated that Town employees are offered a discount when renting the facility. Discussion ensued about whether the Commissioners are employees because if they are, then the Town would be able to extend the discount to the Commissioners too.

Assistant Town Attorney explained that if you are receiving a W-2 instead of a Form 1099, the W-2 suggests that Commissioners are employees, albeit part-time employees. Attorney Claytor stated that if the Town Commission would like a more formal opinion, then he would provide that at their direction.

Mayor Pennant opened the floor for public comment.

Annette Wilson, 408 Dr. Martin Luther King Street, stated that if renting the Dundee Community Center is an issue for Town Commissioners or staff, then she would apply for the rental for the proposed event.

Seeing no further comment, the floor was closed.

No action was taken.

14. DISCUSSION & ACTION, CAMP ENDEAVOR CAR SHOW AND TRUNK OR TREAT EVENT

Town Manager Davis provided the analysis.

The Mayor opened the floor for public comment.

A representative from Camp Endeavor, Bob Caszatt, stated that he is happy to work with Town staff on this event.

Seeing no further comment, the floor was closed.

***MOTION TO APPROVE** the event partnership between Camp Endeavor and the Town of Dundee to hold a Car Show and Trunk or Treat Event made by Vice Mayor Goddard, Seconded by Commissioner Quarles. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

15. DISCUSSION ONLY, DUNDEE COMMUNITY CAREER EXPO

Town Manager Davis provided the analysis.

Ms. Davis invited Ms. Alethea Pugh, 1367 Swan Lake Circle, event coordinator for the job fair, to speak. Ms. Pugh provided details about the event, which will take place at the Main Street Center in Dundee.

Mayor Pennant asked about whether Ms. Pugh is working with Career Source Polk, and she responded yes. Ms. Pugh stated that she is hoping to secure 15-20 employers for the event.

This item was for informational purposes. No action was taken.

16. DISCUSSION & ACTION, VETERAN'S DAY WREATH LAYING/5K COLOR WALK AND RUN/BRICK FUNDRAISER

Town Manager Davis provided the analysis. Ms. Davis sought direction from the Town Commission about the types of brick pavers to use for the fundraiser. The cost for the in-ground style would be \$65-\$75 each with up to three lines of text. The ½-inch thick tiles would be \$35-\$45. Town Manager noted that this item is presented now to allow for 4 weeks of fundraising, which will allow enough time to order and install prior to the November 9th Veterans' Day holiday wreath laying. Comments from the Commission instructed the Town Manager to move forward with the sale of the in-ground bricks for \$65 each.

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

***MOTION TO APPROVE** the Brick Fundraiser made by Commissioner Quarles, Seconded by Vice Mayor Goddard. Passed unanimously.*

Voting Yea: Quarles, Richardson, Goddard, Pennant

REPORTS FROM OFFICERS

Polk County Sheriff's Office
Dundee Fire Department

- Chief Joe Carbone provided call numbers.
- He offered to pay for the Thanksgiving event rental at the Dundee Community Center.

Town Attorney
Department Updates
Town Manager

- Congratulated Commissioner Richardson for appointment to the policy committee of the Florida League of Cities
- Congratulated Matt Jones for his recent promotion to Parks and Recreation Director after 3 ½ years working in the Public Works Department

Commissioners

- Commissioner Richardson mentioned she received a gold certificate for elected officials, in addition to serving on the policy committee for the third year.
- Commissioner Quarles thanked everyone for attending and participating in the process.
- Vice-Mayor Goddard thanked everyone for attending the meeting.
- Mayor Pennant noted he will be at The Depot Museum for Market Day on Saturday, September 14th for the Centennial Event, ‘Donuts with the Mayor.’

ADJOURNMENT at 8:34 p.m.

Respectfully submitted,

Lita O’Neill

Lita O’Neill, Town Clerk

APPROVAL DATE: _____

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Item B.

TF:: (800) 408-8882 T:: (863) 533-8882 F:: (863) 534-3322

September 6, 2024

City of Dundee
PO Box 1000
Dundee, FL 33838

RE: Aquatic Plant Management Agreement

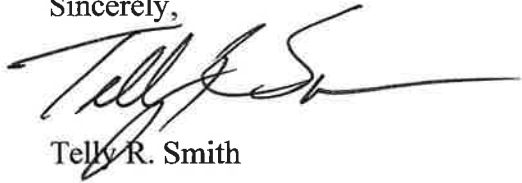
The present term for aquatic plant maintenance for the site(s) associated with your property is due for automatic renewal in October 2024. It is the desire of AAM, Inc., to continue the maintenance program. Per term and condition 14 on the back of your agreement, even if we do not receive a signed copy back your contract will automatically renew.

AAM has decided to waive the 3% increase for this coming year. We also would like to thank you for your loyalty with AAM, Inc.

Please review the proposal. If there are any questions, concerns or need for clarification, do not hesitate to call. If all meets with your approval, sign and return the **FILE COPY** of the agreement to our office.

We look forward to being of continued service. If you have any questions, please contact our office.

Sincerely,



Telly R. Smith

Enclosure





Renewal

P.O. Box 1469
Eagle Lake, FL 33839
1-800-408-8882

Item B.



FILE COPY

AQUATIC PLANT MANAGEMENT AGREEMENT

Submitted to:

Date: September 6, 2024

Name City of Dundee
Address PO Box 1000
City Dundee, FL 33838
Phone 863-287-9069

This Agreement is between Applied Aquatic Management, Inc. hereafter called "AAM" and City of Dundee hereafter called "Customer".

The parties hereto agree as follows

A. AAM agrees to provide aquatic management services for a period of 12 months in accordance with the terms and conditions of this Agreement in the following sites:

Lake Marie
Dundee, FL 33838

B. The AAM management program will include the control of the following categories of vegetation for the specified sum:

- 1. Submersed vegetation control NA
- 2. Emerged vegetation control Included
- 3. Floating vegetation control Included
- 4. Filamentous algae control NA
- 5. Shoreline grass & brush control Included

Service shall consist of quarterly inspections and/or treatments as needed to maintain control of noxious growth throughout the term of our service.

C. Customer agrees to pay AAM the following amounts during the term of this Agreement:

The terms of this agreement shall be: 10/01/2024 thru 09/30/2025
Agreement will automatically renew as per Term & Condition 14.

Start-up Charge	NA	Due at the start of work	
Maintenance Fee	\$685.00	Due	quarterly as billed x 4.
Total Annual Cost	\$2,740.00		

****All callbacks 21 days after service will be charged extra based on time and material.**

Invoices are due and payable within 30 days. Overdue accounts may accrue a service charge of 1 1/2% per month

D. AAM agrees to commence treatment within NA days, weather permitting, from the date of execution or receipt of the proper permits.

E. Customer acknowledges that he has read and is familiar with the additional terms and conditions printed on the reverse side which are incorporated in this agreement.

Submitted: Telly R. Smith

Date: 9/6/2024

Accepted

Date:

AAM

Customer

Terms and Conditions

Item B.

1. The AAM Aquatic Plant Management Program will be conducted in a manner consistent with good water management practice using only chemicals which have a wide margin of safety for fish, waterfowl and human life and in conformance with applicable State and Federal Laws, regulations and rules. AAM agrees to indemnify Customer for any violation of such laws, rules or regulations.
2. Federal & State regulations require that various time-use restrictions be observed during & following treatment. AAM agrees to notify Customer of such restrictions verbally &/or by posting the restrictions at several readily visible locations on the perimeter of each body of water at the time of treatment. It shall be the Customer's responsibility to observe the restrictions throughout the required period. Customer understands & agrees that notwithstanding any other provisions of this Agreement, AAM does not assume any liability by any party to be notified, or to observe, the regulations.
3. The AAM Aquatic Plant Management Program is devised so that water areas are brought into a maintenance configuration as rapidly after their start, consistent with responsible management practices. Some forms of vegetation (particularly grasses & cattail) have visible residues after chemical treatment. Customer is responsible for removing such residues.
4. In addition to the amounts noted on the face of this Agreement, Customer shall also pay fees, taxes (including sales taxes) or charges that might be imposed by any government body with respect to the services offered herein.
5. This Agreement shall have as its effective date the first day of the month in which services are first rendered to Customer and shall terminate upon the last day of a month.
6. AAM is licensed & insured. Certificates of Insurance will be provided upon Customers request.
7. If at any time during the term of this Agreement, Customer does not feel AAM is performing in a satisfactory manner Customer shall promptly notify AAM who shall investigate the cause of Customer's lack of satisfaction & attempt to cure same. If nonsatisfactory performance continues, this Agreement may be voided by either party giving thirty days notice & payment of all monies owing to the effective date of termination, which shall be the last day of the month.
8. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders & regulations, curtailment or failure to obtain sufficient material, or other forces (whether or not of the same class or kind as those set forth above) beyond its reasonable control & which, by the exercise of due diligence, it is unable to overcome.
9. AAM agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of AAM however, AAM shall in no event be liable to Customer or others, for indirect, special or consequential damages resulting from any cause whatsoever.
10. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida
11. In the event a legal action is necessary to enforce any of the provisions of this Agreement, the prevailing party is entitled to recover legal costs & reasonable attorney fees.
12. This Agreement constitutes the entire Agreement of the parties hereto & no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing & accepted by an authorized representative of AAM & Customer.
13. This Agreement may not be assigned by Customer without the prior written consent of AAM.
14. This Agreement shall automatically renew for term equal to its original term, unless a "Notice of Cancellation" has been received. The contract amount shall be adjusted at a minimum rate of 3% increase per year on the anniversary date of this Agreement. Unless otherwise agreed to in writing, by both parties, services shall be continuous without interruption.



Renewal

P.O. Box 1469
Eagle Lake, FL 33839
1-800-408-8882

Item B.



FILE COPY

AQUATIC PLANT MANAGEMENT AGREEMENT

Submitted to:

Date: September 6, 2024

Name City of Dundee
Address PO Box 1000
City Dundee, FL 33838
Phone 863-287-9069

This Agreement is between Applied Aquatic Management, Inc. hereafter called "AAM" and City of Dundee hereafter called "Customer".

The parties hereto agree as follows

A. AAM agrees to provide aquatic management services for a period of 12 months in accordance with the terms and conditions of this Agreement in the following sites:

Lake Menzie
Dundee, FL 33838

B. The AAM management program will include the control of the following categories of vegetation for the specified sum:

- 1. Submersed vegetation control NA
- 2. Emerged vegetation control Included
- 3. Floating vegetation control Included
- 4. Filamentous algae control NA
- 5. Shoreline grass & brush control Included

Service shall consist of quarterly inspections and/or treatments as needed to maintain control of noxious growth throughout the term of our service.

C. Customer agrees to pay AAM the following amounts during the term of this Agreement:

The terms of this agreement shall be: 10/01/2024 thru 09/30/2025
Agreement will automatically renew as per Term & Condition 14.

Start-up Charge	NA	Due at the start of work
Maintenance Fee	\$485.00	Due quarterly as billed x 4.
Total Annual Cost	\$1,940.00	

****All callbacks 21 days after service will be charged extra based on time and material.**

Invoices are due and payable within 30 days. Overdue accounts may accrue a service charge of 1 1/2% per month

D. AAM agrees to commence treatment within NA days, weather permitting, from the date of execution or receipt of the proper permits.

E. Customer acknowledges that he has read and is familiar with the additional terms and conditions printed on the reverse side which are incorporated in this agreement.

Submitted: Telly R. Smith Date: 9/6/2024

Accepted Date:

AAM

Customer

Terms and Conditions

Item B.

1. The AAM Aquatic Plant Management Program will be conducted in a manner consistent with good water management practice using only chemicals which have a wide margin of safety for fish, waterfowl and human life and in conformance with applicable State and Federal Laws, regulations and rules. AAM agrees to indemnify Customer for any violation of such laws, rules or regulations.
2. Federal & State regulations require that various time-use restrictions be observed during & following treatment. AAM agrees to notify Customer of such restrictions verbally &/or by posting the restrictions at several readily visible locations on the perimeter of each body of water at the time of treatment. It shall be the Customer's responsibility to observe the restrictions throughout the required period. Customer understands & agrees that notwithstanding any other provisions of this Agreement, AAM does not assume any liability by any party to be notified, or to observe, the regulations.
3. The AAM Aquatic Plant Management Program is devised so that water areas are brought into a maintenance configuration as rapidly after their start, consistent with responsible management practices. Some forms of vegetation (particularly grasses & cattail) have visible residues after chemical treatment. Customer is responsible for removing such residues.
4. In addition to the amounts noted on the face of this Agreement, Customer shall also pay fees, taxes (including sales taxes) or charges that might be imposed by any government body with respect to the services offered herein.
5. This Agreement shall have as its effective date the first day of the month in which services are first rendered to Customer and shall terminate upon the last day of a month.
6. AAM is licensed & insured. Certificates of Insurance will be provided upon Customers request.
7. If at any time during the term of this Agreement, Customer does not feel AAM is performing in a satisfactory manner Customer shall promptly notify AAM who shall investigate the cause of Customer's lack of satisfaction & attempt to cure same. If nonsatisfactory performance continues, this Agreement may be voided by either party giving thirty days notice & payment of all monies owing to the effective date of termination, which shall be the last day of the month.
8. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders & regulations, curtailment or failure to obtain sufficient material, or other forces (whether or not of the same class or kind as those set forth above) beyond its reasonable control & which, by the exercise of due diligence, it is unable to overcome.
9. AAM agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of AAM however, AAM shall in no event be liable to Customer or others, for indirect, special or consequential damages resulting from any cause whatsoever.
10. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida
11. In the event a legal action is necessary to enforce any of the provisions of this Agreement, the prevailing party is entitled to recover legal costs & reasonable attorney fees.
12. This Agreement constitutes the entire Agreement of the parties hereto & no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing & accepted by an authorized representative of AAM & Customer.
13. This Agreement may not be assigned by Customer without the prior written consent of AAM.
14. This Agreement shall automatically renew for term equal to its original term, unless a "Notice of Cancellation" has been received. The contract amount shall be adjusted at a minimum rate of 3% increase per year on the anniversary date of this Agreement. Unless otherwise agreed to in writing, by both parties, services shall be continuous without interruption.



Renewal

P.O. Box 1469
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Item B.



FILE COPY

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Submitted to:

Date: September 6, 2024

Name City of Dundee
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Phone 863-287-9069

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The parties hereto agree as follows

A. AAM agrees to provide aquatic management services for a period of 12 months in accordance with the terms and conditions of this Agreement in the following sites:

Lake Ruth
Dundee, FL 33838

B. The AAM management program will include the control of the following categories of vegetation for the specified sum:

- 1. Submersed vegetation control NA
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Service shall consist of quarterly inspections and/or treatments as needed to maintain control of noxious growth throughout the term of our service.

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Agreement will automatically renew as per Term & Condition 14.

Start-up Charge	NA	Due at the start of work
Maintenance Fee	\$585.00	Due quarterly as billed x 4.
Total Annual Cost	\$2,340.00	

****All callbacks 21 days after service will be charged extra based on time and material.**

Invoices are due and payable within 30 days. Overdue accounts may accrue a service charge of 1 1/2% per month

D. AAM agrees to commence treatment within NA days, weather permitting, from the date of execution or receipt of the proper permits.

E. Customer acknowledges that he has read and is familiar with the additional terms and conditions printed on the reverse side which are incorporated in this agreement.

Submitted: Telly R. Smith Date: 9/6/2024

Accepted Date:

AAM

Customer

Terms and Conditions

Item B.

1. The AAM Aquatic Plant Management Program will be conducted in a manner consistent with good water management practice using only chemicals which have a wide margin of safety for fish, waterfowl and human life and in conformance with applicable State and Federal Laws, regulations and rules. AAM agrees to indemnify Customer for any violation of such laws, rules or regulations.
2. Federal & State regulations require that various time-use restrictions be observed during & following treatment. AAM agrees to notify Customer of such restrictions verbally &/or by posting the restrictions at several readily visible locations on the perimeter of each body of water at the time of treatment. It shall be the Customer's responsibility to observe the restrictions throughout the required period. Customer understands & agrees that notwithstanding any other provisions of this Agreement, AAM does not assume any liability by any party to be notified, or to observe, the regulations.
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8. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by strikes, riots, war, acts of God, accidents, governmental orders & regulations, curtailment or failure to obtain sufficient material, or other forces (whether or not of the same class or kind as those set forth above) beyond its reasonable control & which, by the exercise of due diligence, it is unable to overcome.
9. AAM agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of AAM however, AAM shall in no event be liable to Customer or others, for indirect, special or consequential damages resulting from any cause whatsoever.
10. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida
11. In the event a legal action is necessary to enforce any of the provisions of this Agreement, the prevailing party is entitled to recover legal costs & reasonable attorney fees.
12. This Agreement constitutes the entire Agreement of the parties hereto & no oral or written alterations or modifications of the terms contained herein shall be valid unless made in writing & accepted by an authorized representative of AAM & Customer.
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14. This Agreement shall automatically renew for term equal to its original term, unless a "Notice of Cancellation" has been received. The contract amount shall be adjusted at a minimum rate of 3% increase per year on the anniversary date of this Agreement. Unless otherwise agreed to in writing, by both parties, services shall be continuous without interruption.

THIS INSTRUMENT PREPARED BY
AND SHOULD BE RETURNED TO:

Frederick J. Murphy, Jr., Esquire
Boswell & Dunlap LLP
Post Office Drawer 30
245 South Central Avenue (33830)
Bartow, FL 33831

WATER SUPPLY ALLOCATION AGREEMENT

THIS WATER SUPPLY ALLOCATION AGREEMENT (the "Agreement") is made and entered into this 16th day of August, 2024, by and between KB HOME ORLANDO, LLC, an active Delaware limited liability corporation, whose address is 9102 Southpark Center Loop, Suite 100, Orlando, Florida 32819 ("OWNER"), and the **TOWN OF DUNDEE, FLORIDA**, a municipal corporation created under the laws of the State of Florida ("TOWN").

RECITALS

1. TOWN owns and operates a central water supply system and provides central water service throughout its exclusive service area.
2. OWNER owns property ("Property") upon which it currently owns and operates well(s) through which groundwater is supplied for agricultural or other uses on the Property. The Property is described in **Exhibit "A"** attached to and incorporated in this Agreement.
3. OWNER proposes to develop the Property which contemplates a conversion of land uses from agricultural or other uses to urban uses.
4. These urban uses will require the extension and delivery of domestic potable water service to the Property.
5. OWNER desires the extension of domestic potable water service to the Property.
6. TOWN is ready, willing, and able to extend such service subject to the terms and conditions of those certain CONCURRENCY DEVELOPER'S AGREEMENTS (collectively the "Agreements") entered into by the OWNER and TOWN regarding the TOWN's provision of water and wastewater services for the Property as well as other development matters associated with the Property and further subject to transfer of OWNER's water allocation associated with the well(s) located on the Property.
7. The Agreements are attached hereto as **Composite Exhibit "C"** and made a part hereof by reference.

8. OWNER is willing to agree to such water allocation.
9. The parties agree and acknowledge that each of them is authorized and empowered to enter into this Agreement.

ACCORDINGLY, in consideration of the above-referenced Recitals, and other good and valuable consideration the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

SECTION 1. RECITALS. The above-referenced factual recitals (WHEREAS clauses) and referenced exhibits are incorporated herein as true and correct statements which form a factual and material basis for the entry into this Agreement, and the factual recitals are hereby adopted as the findings supporting the entry into this Agreement between the TOWN and OWNER.

SECTION 2. WATER ALLOCATION TRANSFER. The OWNER hereby consents and agrees to transfer and transfers the water allocation (whether surface water, groundwater, or both) allocated by the Southwest Florida Water Management District ("SWFWMD") under consumptive use/water use permit numbers, as more particularly described in **Exhibit "B"** attached to and incorporated in this Agreement, (and any other unpermitted water allocation associated with any wells on the Property) to the TOWN. The permitting quantity for the well(s) is currently 230,800 gallons per day ("GPD"). OWNER further agrees to transfer said permit to TOWN if necessary to effectuate the transfer of the water allocation to the TOWN and execute any documents and/or take any and all other actions determined necessary by the TOWN in order to effectuate the water allocation transfer of the well(s) and permit(s) to the TOWN as contemplated herein. Provided further that OWNER shall be responsible for any costs and/or actions required by SWFWMD and/or any agencies with jurisdiction in order to effectuate the water allocation transfer of the well(s) and permit(s) to the TOWN as contemplated herein. This transfer shall become effective upon the effective date of this Agreement. The Town, upon credit or increase to the Town WUP from SWFWMD arising out of the transfer of the Wells, shall allocate and assign any increase or credit to the Town's WUP to the Owner, or related entities, on a pro rata basis for the purpose of establishing concurrency for Owner's projects located within the Town's Chapter 180 Utility Service Area.

SECTION 3. RECORDING. OWNER agrees that TOWN may record this Agreement in the Public Records of Polk County, Florida.

SECTION 4. EFFECTIVE DATE. The Effective Date of this Agreement shall be the date on which the TOWN's governing body approves this Agreement.

SECTION 5. COVENANT RUNNING WITH THE LAND. OWNER agrees that its transfer of water allocation is a covenant running with the Property and shall be binding on future owners of the Property.

SECTION 6. WATER SERVICE. Upon the receipt of a credit and/or increase in the permitted capacity of Public Supply Water Use Permit (No. 20005893.013) (the "Town WUP") arising out of the transfers (see **Exhibit "B"**) which are the subject of this Agreement, the TOWN shall provide water service to the OWNER, its successors or assigns for use on the Property.

SECTION 7. **SEVERABILITY**. If any part of this Agreement is found invalid or unenforceable by any court, such invalidity or unenforceability shall not affect the other parts of this Agreement if the rights and obligations of the parties contained therein are not materially prejudiced, and if the intentions of the parties can continue to be effected. To that end, this Agreement is declared severable.

SECTION 8. **GOVERNING LAW AND VENUE**. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. The parties agree that the exclusive venue for any litigation, suit, action, counterclaim, or proceeding, whether at law or in equity, which arises out of, concerns, or relates to this Agreement, any and all transactions contemplated hereunder, the performance hereof, or the relationship created hereby, whether sounding in contract, tort, strict liability, or otherwise, shall be exclusively in the state courts of competent jurisdiction in Polk County, Florida.

SECTION 9. **AUTHORITY TO EXECUTE AGREEMENT**. The signature by any person to this Agreement shall be deemed a personal warranty by that person that he or she has the full power and authority to bind the entity for which that person is signing.

SECTION 10. **CAPACITY**. No specific reservation of water or wastewater capacity is granted by TOWN under this Agreement EXCEPT as specifically stated herein.

SECTION 11. **ARMS LENGTH TRANSACTION**. Both parties have contributed to the preparation, drafting and negotiation of this Agreement and neither has had undue influence or control thereof. Both parties agree that in construing this Agreement, it shall not be construed in favor of either party by virtue of the preparation, drafting, or negotiation of this Agreement.

SECTION 12. **AMENDMENT AND ASSIGNMENT**. This Agreement may not be amended and/or assigned, unless evidenced in writing and executed by the parties hereto and approved by the TOWN's governing body.

SECTION 13. **PUBLIC RECORDS**. The OWNER covenants and agrees to:

13.1 Keep and maintain public records required by the TOWN to perform in accordance with the terms of this Agreement.

13.2 Upon request from the TOWN's custodian of public records, provide the TOWN with a copy of the requested records or allow the records to be inspected or copies within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 of the Florida Statutes or as otherwise provided by law.

13.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement and/or any amendment(s) issued hereunder if the OWNER does not transfer the records to the TOWN.

13.4 Upon completion of the Agreement and/or any amendment(s) issued hereunder, transfer, at no cost, to the TOWN all public records in possession of the OWNER or keep and maintain public records required by the TOWN to perform the service. If the OWNER transfers all public records to the public agency upon completion of the Agreement and/or any amendment(s) issued hereunder, the OWNER shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the OWNER keeps and maintains public records upon completion of the Agreement and/or any

Amendment(s) issued hereunder, the OWNER shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the TOWN, upon request from the TOWN's custodian of public records, in a format that is compatible with the information technology systems of the TOWN.

IF THE OWNER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE OWNER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE TOWN'S CUSTODIAN OF PUBLIC RECORDS, TREVOR DOUTHAT, AT 863-438-8330, EXT. 238, TDouthat@townofdundee.com, 202 EAST MAIN STREET, DUNDEE, FLORIDA 33838.

If the OWNER does not comply with a public records request, the TOWN shall enforce the Agreement and/or any amendment(s) issued hereunder which may include immediate termination of Agreement and/or any amendment(s) issued hereunder. **This Section shall survive the termination of this Agreement.**

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have hereunder executed this Agreement on the date and year first above written.

ATTEST:

**TOWN OF DUNDEE, FLORIDA, a
Florida municipal corporation**

Trevor Douthat
Town Clerk

Samuel Pennant
Mayor

Approved as to form and correctness:

Frederick J. Murphy, Jr.
Town Attorney

STATE OF FLORIDA
COUNTY OF POLK

Before me, by means of physical presence or online notarization, the undersigned authority, this day personally appeared SAMUEL PENNANT, as Mayor of the Town of Dundee, Florida, a Florida municipal corporation, to me well known and known to me to be the individual described in and/or produced _____ as identification and who executed the forgoing instrument, and was authorized on behalf of said Town of Dundee, Florida, a Florida municipal corporation, to execute same, and he severally acknowledged before me that he executed the same for the purposes therein expressed.

WITNESS my hand and official seal this _____ day of _____, 2024.

My Commission expires:

Notary Public in and for the State of Florida at Large

OWNER
KB HOME ORLANDO LLC, a Delaware Limited Liability Company

[Signature]
↑ Witness signature ↑
Print witness name: Stephen White

[Signature]
↑ Witness signature ↑
Print witness name: AARON REID

By: CASEY DARE [Signature]
Print Name:

Its: VICE PRESIDENT, OPERATIONS

Date: AUGUST 16, 2024

[CORPORATE SEAL]

STATE OF FLORIDA
COUNTY OF Orange

Before me, by means of physical presence or online notarization, the undersigned authority, this day personally appeared Casey Dare, as Vice President Operations of KB Home Orlando, a Delaware Limited Liability Company, to me well known and known to me to be the individual described in and/or produced _____ as identification and who executed the forgoing instrument, and was authorized on behalf of said KB Home Orlando, a Delaware Limited Liability Company, to execute same, and (s)he severally acknowledged before me that (s)he executed the same for the purposes therein expressed.

WITNESS my hand and official seal this 16 day of August, 2024.

My Commission expires:
March 7, 2025

[Signature]
Notary Public in and for the State of Florida at Large



EXHIBIT "A"

LEGAL DESCRIPTION & DEPICTION OF PROPERTY

EXHIBIT "A"**LEGAL DESCRIPTION OF PROPERTY****PARCEL I**

The Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 and the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section 35, Township 28 South, Range 27 East, Polk County, Florida. LESS AND EXCEPT the following described property: Beginning at a point 6 feet East of the Northeast corner of the Northeast 1/4 of the Southeast 1/4 of Section 35, Township 28 South, Range 27 East, running in a Southerly direction 1,383.8 feet to a fence post located 89.6 feet South and 30 feet East of the Southeast corner of the same 40-acre tract, thence Westerly 719 feet along fence line to a post located 16 feet South of and 22 feet West of the Southwest corner of the Southeast 1/4 of the Northeast 1/4 of the Southeast 1/4 of Section 35, Township 28 South, Range 27 East, thence Northerly 1,346.8 feet to a fence

post located 42 feet North and 42 feet West of the Northwest corner of the Northeast 1/4 of the Northeast 1/4 of the Southeast 1/4 of said Section 35, thence Easterly along fence 718 feet to the Point of Beginning.

PARCEL II

Beginning at the Northeast corner of the Northwest 1/4 of the Southeast 1/4 of Section 35, Township 28 South, Range 27 East, Polk County, Florida; thence run West 71.5 feet, South 1,285.00 feet, East 65.5 feet to the Southeast corner of the Northwest 1/4 of the Southeast 1/4, thence run North 1,284.95 feet to the Point of Beginning. LESS AND EXCEPT from the above described lands, ALL of North Grove Subdivision recorded in Plat Book 105, Page 40, Public Records of Polk County, Florida.

LESS

Any existing rights-of-way for Lake Mabel Loop Road and Almburg Road.

ALSO DESCRIBED AS:

A parcel of land lying in the East 1/2 of Section 35, Township 28 South, Range 27 East, Polk County, Florida, being more particularly described as follows:

Commence at the Northeast corner of the Northeast 1/4 of aforesaid Section 35 thence run South 00°28'43" West along the East line of said Northeast 1/4 for a distance of 1283.42 feet; to the Northeast corner of the Southeast 1/4 said Northeast 1/4 also being the POINT OF BEGINNING; thence continuing along said East line run South 00°28'43" West for a distance of 1283.13 feet; thence departing said East line run North 87°11'04" West for a distance of 707.10 feet; thence run South 00°30'16" East for a distance of 1326.48 feet to a point on the South line of the Northeast 1/4 of the Southeast 1/4 of aforesaid Section 35; thence run South 89°20'07" West along said South line for a distance of 639.76 feet to the Southwest corner of the Northeast 1/4 of the Southeast 1/4 of Section 35; thence departing said South line run South 89°20'07" West along the South line of the Northwest 1/4 of said Southeast 1/4 of Section 35 for a distance of 65.50 feet; thence departing said South line run North 00°00'33" West for a distance of 1284.89 feet to a point on the North line of the Northwest 1/4 of said Southeast 1/4 of Section 35; thence run North 89°23'56" East along said North line for a distance of 71.50 feet to the Northwest corner of said Northeast 1/4 of the Southeast 1/4 of said Section 35; thence departing said North line run North 00°15'42" East along the West line of the Southeast 1/4 of the Northeast 1/4 of said Section 35 for a distance of 1285.32 feet to the Northwest corner of said Southeast 1/4 of the Northeast 1/4 of Section 35, thence departing said West line run North 89°29'03" East along the North line of said Southeast 1/4 of the Northeast 1/4 for a distance of 1333.40 feet to aforesaid POINT OF BEGINNING.

LESS:

Any existing rights-of-way for Lake Mabel Loop Road and Almburg Road.

AND**PARCEL III:**

A portion of Lot 7 of NORTH GROVE SUBDIVISION, according to the Plat thereof as recorded in Plat Book 105, Page 40, of the Public Records of Polk County, Florida, being more particularly described as follows:

Begin at a point on the Southwest corner of said Lot 7, said point also being the Southeast corner of the Northwest 1/4 of the Northeast 1/4 of Section 35, Township 28 South, Range 27 East, Polk County, Florida;

thence run North 00°15'42" East along the West line of said Lot 7 and the East line of the said Northwest 1/4 of the Northeast 1/4 for a distance of 463.48 feet to the Northwest corner of said Lot 7, thence departing said Northwest corner of Lot 7 and the East line of the Northwest 1/4 of the Northeast 1/4 run North 89°40'21" East along the North line of said Lot 7 for a distance of 571.63 feet to the Northeast corner of said Lot 7; thence departing said Northeast corner of Lot 7 run South 00°36'09" East along the East line of said Lot 7 and Southerly extension of said East line for a distance of 461.56 feet to a point on the South line of said Lot 7, said point also being on the North line of the Southeast 1/4 of the Northeast 1/4 of said Section 35, Township 28 South, Range 27 East; thence run South 89°29'03" West along the South line of said Lot 7 and the North line of said Southeast 1/4 of the Northeast 1/4 for a distance of 578.62 feet to the aforesaid Southwest corner of Lot 7 and the Southeast corner of the Northwest 1/4 of the Northeast 1/4 and the Point of Beginning.

PARCEL IV:

A portion of the Northwest 1/4 of Section 36, Township 28 South, Range 27 East, Polk County, Florida, being more particularly described as follows:

Commence at the Northwest corner of said Northwest 1/4, thence South 00°28'43" West, along the West line of said Northwest 1/4, a distance of 1283.42 feet to the Northwest corner of the Southwest 1/4 of said Northwest 1/4 and to a Point of Beginning; thence North 89°51'44" East, a distance of 3.84 feet to a point on the West maintained right-of-way line for Lake Mabel Loop Road as shown in Map Book 11, Pages 144 through 155 of the Public Records of Polk County, Florida; thence the following twelve (12) courses along said West maintained right-of-way line, South 00°08'16" East, a distance of 68.62 feet; thence South 00°01'23" East, a distance of 100.00 feet, thence South 00°08'16" East, a distance of 100.00 feet, thence South 00°32'19" East, a distance of 100.00 feet, thence South 00°42'38" East, a distance of 100.00 feet; thence South 00°32'19" East, a distance of 100.00 feet; thence South 00°46'04" East, a distance of 100.00 feet; thence South 00°39'12" East, a distance of 100.00 feet, thence South 00°42'38" East, a distance of 100.00 feet; thence South 00°35'46" East, a distance of 100.00 feet; thence South 00°42'38" East, a distance of 100.00 feet; thence South 00°45'52" East, a distance of 14.18 feet, thence departing said West maintained right-of-way line, run South 89°14'08" West, a distance of 26.60 feet to the Southwest corner of the Southwest 1/4 of said Northwest 1/4, thence North 00°28'43" East, along the West line of the Southwest 1/4 of said Northwest 1/4, a distance of 1283.13 feet to the Point of Beginning.



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

AGENDA ITEM TITLE: DISCUSSION & ACTION, ORDINANCE 24-10, TRANSPORTATION IMPACT FEES

SUBJECT: TRANSPORTATION IMPACT FEES

STAFF ANALYSIS: Transportation impact fees are one-time charges that developers may pay to cover the cost of transportation projects that new development will require. These fees are intended to ensure that new development pays its fair share of the improvements needed to accommodate the added burden it places on the transportation system.

Two public workshops are required for public input prior to the Town Commission taking action on transportation impact fees. The two dates approved for these public workshops are September 10, 2024, at 5:30 p.m. and September 24, 2024, at 6:00 p.m.

Ordinance 24-10 was brought before the Town Commission for a first reading on September 10, 2024. A second reading is scheduled for September 24, 2024, and was publicly noticed per Section 166.041 of the Florida Statutes.

STAFF RECOMMENDATION: Staff recommends approval

ATTACHMENTS: Ordinance 24-10



ORDINANCE NO. 24-10

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA, RELATING TO TOWN OF DUNDEE TRANSPORTATION IMPACT FEES; UPDATING AND AMENDING THE CODE OF ORDINANCES OF THE TOWN OF DUNDEE, FLORIDA, AND THE TOWN OF DUNDEE LAND DEVELOPMENT CODE IN THE FORM ATTACHED HERETO AS EXHIBIT "A"; BY ADOPTING DEFINED TERMINOLOGY USED IN THE FLORIDA IMPACT FEE ACT AND ITS TRIP GENERATION MANUAL AND UPDATING DEFINED TERMINOLOGY CONSISTENT WITH APPLICABLE LAW; MAKING LEGISLATIVE FINDINGS; PROVIDING FOR AUTHORITY; PROVIDING FOR RATIFICATION AND ADOPTION; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING BUSINESS IMPACT ESTIMATE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Dundee (the "Town") is a Florida municipal corporation vested with home rule authority pursuant to the Municipal Home Rule Powers Act (F.S. Chapter 166) and Article VIII, §2 of the Florida Constitution; and

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166, Florida Statutes, the Town is vested with governmental, corporate and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services, including the general exercise of any power for municipal purposes; and

WHEREAS, as provided in section 166.021(3), Florida Statutes, the governing body of each municipality in the state has the power to enact legislation concerning any subject matter upon which the state legislature may act, except when expressly prohibited

by law; and

WHEREAS, Sections 163.3161 through 163.3215, Florida Statutes, the Local Government Comprehensive Planning and Land Development Regulation Act, empowers and mandates the Town of Dundee, Florida, to plan for future development and growth and to adopt and amend comprehensive plans, or elements, or portions thereof, to guide the future growth and development of the Town; and

WHEREAS, on January 10, 2006, the Town Council of the Town of Dundee adopted Ordinance No. 05-101, as amended by Ordinances No. 14-16 and Ordinance No. 17-06, establishing and implementing the Town of Dundee Municipal Road Impact Fee(s) on and/or for all new development within the corporate limits of the Town of Dundee, Florida; and

WHEREAS, on September 12, 2023, the Town Commission of the Town of Dundee adopted Resolution No. 23-22 ratifying the adoption of the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report, June 2023, and approving the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report, June 2023, as the Town of Dundee Concurrency Management System for Transportation; and

WHEREAS, ESRP Corporation (“ESRP”) has, on behalf of the Town of Dundee, Florida, performed a comprehensive study of the Town of Dundee Transportation Impact Fee(s) (*f/k/a* municipal road impact fee), entitled “Town of Dundee Transportation Impact Fee Study & Fee Schedule Update Technical Report (Final Draft), September 2024” (the “TIF Study”), a copy of which is attached hereto and incorporated herein as **Composite Exhibit “B”** to this Ordinance, which has provided a thorough fiscal analysis of the Town’s capital requirements, transportation facilities and infrastructure, and the actual revenues generated and expected revenues generated from impact fees arising out of new growth and development within the corporate limits of the Town of Dundee, Florida; and

WHEREAS, based on the TIF Study (see **Exhibit “B”**), and the comments received from members of the public during open and properly advertised workshops and meetings, the Town Commission finds it necessary to revise its current rate schedules for Transportation Impact Fee(s) to adjust and increase the effective rates that are equitable, provide for reasonable recovery without exceeding the current cost of expansion related to capital improvements associated with providing municipal services to new users, and take into consideration reductions from revenues derived from other sources that are anticipated to pay for a portion of the expansion related infrastructure and capital improvements; and

WHEREAS, the Town Commission of the Town of Dundee, Florida (the “Town Commission”) specifically finds that the Transportation Impact Fee(s) established by the TIF Study (see **Exhibit “B”**) and provided for herein are based on the most recent and localized data as contained within the TIF Study and that any administrative charges for

the collection of impact fees are limited to the Town’s actual costs; and

WHEREAS, the Town Commission has received, reviewed, and hereby adopts the TIF Study which is attached hereto as **Composite Exhibit “B”** and incorporated herein by reference; and

WHEREAS, notwithstanding the foregoing, the Town Commission finds that the TIF Study is a qualifying *demonstrated need study* that would justify, under the Florida Impact Fee Act and Chapter 2021-63, Laws of Florida, a present need to amend and increase the Transportation Impact Fee(s) charged to new users of the Town’s services, transportation facilities, and thoroughfare network, without the need for phase-in limitations, due to the extraordinary circumstances faced by the Town; and

WHEREAS, in strict accordance with §163.31801, Florida Statutes (2024), and applicable Florida law, the Town Commission has held two (2) publicly noticed Workshop meetings prior to the adoption of this Ordinance dedicated to discussing the *extraordinary circumstances* necessitating the need to increase the Transportation Impact Fee(s) established by the TIF Study and adopted herein; and

WHEREAS, the Town Commission finds it prudent to provide at least 90 days of notice to the development community prior to the effective date of the new Transportation Impact Fee(s) established by the TIF Study and adopted herein, which the Town Commission sets at January 1, 2025; and

WHEREAS, the Town Commission of the Town of Dundee finds that all public hearing, notice, and workshop requirements imposed by general law, if any, for the consideration and adoption of this Ordinance have been met; and

WHEREAS, the Town Commission of the Town of Dundee, Florida, finds that the approval and adoption of this Ordinance No. 24-10 is intended to enhance the present advantages that exist within the corporate limits of the Town of Dundee, Florida; and

WHEREAS, in the exercise of its authority, the Town Commission of the Town of Dundee, Florida, has determined it is in the best interests of the health, safety and welfare of the citizens and residents of the Town of Dundee, Florida, and consistent and in accordance with applicable Florida law to amend Chapter 50, Article II, of the Code of Ordinances of the Town of Dundee relating to the establishment and implementation of the Town of Dundee Transportation Impact Fee(s); and

WHEREAS, the Town Commission of the Town of Dundee finds that the proposed Town of Dundee Transportation Impact Fee(s) promote the public health, safety, and general welfare of the community and that it is expedient to amend and revise provisions of the Code of Ordinances and Land Development Code of the Town of Dundee relating to the same; and this Ordinance No. 24-10 is intended to promote, protect, and improve the public health, safety, and general welfare of the citizens and residents of the Town of Dundee, Florida.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE TOWN OF DUNDEE, FLORIDA, THAT:

Section 1. Incorporation of Factual Recitals.

The above-referenced factual recitals (WHEREAS clauses) and referenced exhibits are incorporated herein as true and correct statements which form a factual and material basis for the adoption of this Ordinance, and the Town Commission of the Town of Dundee, Florida, hereby adopts the above-referenced factual recitals as the legislative findings supporting the adoption of this Ordinance.

Section 2. Authority.

This Ordinance is enacted pursuant to Chapter 163 of the Florida Statutes and the Town's home rule authority pursuant to the Municipal Home Rule Powers Act (F.S. Chapter 166) and Article VIII, §2 of the Florida Constitution.

Section 3. Ratification and Adoption.

The Town Commission of the Town of Dundee, Florida, hereby ratifies, approves, and adopts the *Town of Dundee Transportation Impact Fee Study & Fee Schedule Update Technical Report (Final Draft), September 2024* (the "TIF Study"), a copy of which is attached hereto as **Composite Exhibit "B"** and incorporated herein by reference. The schedule of new Transportation Impact Fee(s) (TIF) established by the TIF Study, as more specifically set forth in **Exhibit "A"** which is attached to this Ordinance and incorporated herein by reference, and adopted by this Ordinance shall be charged and collected by the Town of Dundee at the time of building permit issuance.

Section 4. Amendment.

The *Code of Ordinances of the Town of Dundee, Florida*, is hereby amended as shown in **Exhibit "A"**, which is attached hereto and incorporated by reference as if fully set forth herein as a part of this Ordinance (deleted provisions are shown in ~~strikethrough~~ format, and new provisions are shown in underlined format).

Section 5. Conflicts.

All other miscellaneous rates, fees, and charges including, but not limited to, water and wastewater connection fees, stormwater fees, and other municipal services fees are not modified, amended or repealed by this Ordinance and shall remain in full force and effect. Subject to the foregoing, all ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict or inconsistent with provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect; provided however, that nothing herein shall be interpreted so as to repeal any existing ordinance or resolution relating to means of securing compliance with the *Town of Dundee 2030 Comprehensive Plan*, unless such repeal is explicitly set forth herein.

Section 6. Severability.

The provisions of this Ordinance are severable. If any section, subsection, sentence, clause, phrase of this Ordinance, or the application thereof shall be held invalid, unenforceable, or unconstitutional by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby. The Town Commission of the Town of Dundee hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared invalid, unenforceable, or unconstitutional, or unenforceable. If any word, sentence, clause, phrase, or provision of this Ordinance for any reason is declared by any court of competent jurisdiction to be invalid, unenforceable, or unconstitutional, then all remaining provisions and portions of this Ordinance shall remain in full force and effect. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Town of Dundee, Florida, by and through its Town Commission, hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 7. Administrative Correction of Scrivener's Errors.

It is the intention of the Town Commission that sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to, "section", or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code of Ordinances of the Town of Dundee is accomplished, sections of this Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the Town Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the Town Clerk.

Section 8. Codification.

It is the intention of the Town Commission of the Town of Dundee that Section 3 of this Ordinance incorporated herein shall become and be made a part of the Code of Ordinances and Land Development Code, Town of Dundee, Florida.

Section 9. Business Impact Estimate.

On October 1, 2023, Senate Bill 170 ("SB 170"), *Chapter 2023-309, Laws of Florida*, was enacted amending Section 166.041, Florida Statutes, requiring a local government to prepare a *business impact estimate* before the enactment of an ordinance. Section 166.041(4)(c)1, as amended, provided that municipal ordinances enacted to implement Part II of Chapter 163, Florida Statutes, were not subject to the *business impact estimate* requirement.

On October 1, 2024, Senate Bill 1628 (“SB 1628”), as codified under *Chapter 2024-145, Laws of Florida*, becomes effective and further amends Section 166.041, Fla. Stat. (2023), by creating express exclusion(s) for *development* orders and *development permits*, as defined by Section 163.3164, Florida Statutes (2023).

In this instance, this Ordinance is required for compliance with state law or regulation; relating to the adoption of budgets and/or budget amendments which includes, but may not be limited to, revenue sources to necessary to fund the budget; relating to procurement specifically for the funding of necessary capital facilities attributable to unprecedented residential growth and development; and this Ordinance is enacted and necessary to implement the issuance of *development permits* (as defined by §163.3164(16), Florida Statutes). As such, pursuant to applicable Florida law, this Ordinance is exempt and does not require a business impact estimate.

Section 10. Effective Date.

This Ordinance shall take effect immediately upon adoption after a Second and Final Reading/Public Hearing, provided however, the schedule of Transportation Impact Fees (TIF) established herein shall be effective in accordance with §163.31801, Florida Statutes (2024), no less than 90 days after the date of the final passage of this Ordinance which will be on or about *January 1, 2025*. After the effective date of this Ordinance, the Town Manager is directed to develop and publish a notice of the impending adjustment in the Transportation Impact Fees in a prominent location on the Town’s website and in a conspicuous location at Town Hall.

INTRODUCED AND PASSED, on First Reading and public hearing with a quorum present and voting, by the Town Commission of the Town of Dundee, Florida, this 10th day of September, 2024.

PASSED AND DULY ADOPTED, on Second Reading and public hearing with a quorum present and voting, by the Town Commission of the Town of Dundee, Florida, this 24th day of September, 2024.

TOWN OF DUNDEE, FLORIDA

Mayor-Sam Pennant

ATTEST:

Town Clerk – Lita O’Neill

Approved as to form:

Town Attorney – Frederick J. Murphy, Jr.

Ordinance No. 24-10
Town of Dundee
Transportation Impact Fees

Item 3.

ORDINANCE NO. 24-10

EXHIBIT "A"

Ordinance No. 24-10
Town of Dundee
Transportation Impact Fees

Item 3.

ORDINANCE NO. 24-10

EXHIBIT "B"

Town of Dundee Transportation Impact Fee Study & Fee Schedule Update Technical Report (Final Draft)

September 2024

Prepared for:
Town of Dundee



Prepared by:

ESRP
CORPORATION

Engineering · Science · Research · Planning

DOCUMENT NAME:

TOWN OF DUNDEE TRANSPORTATION IMPACT FEE STUDY & FEE SCHEDULE UPDATE – TECHNICAL REPORT

DATE:

SEPTEMBER 2024 – FINAL DRAFT REPORT

PREPARED FOR:

TOWN OF DUNDEE, FLORIDA



PREPARED BY:

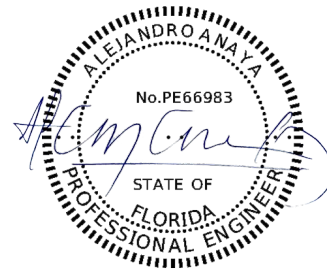
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TOWN OF DUNDEE TRANSPORTATION IMPACT FEE STUDY & FEE SCHEDULE UPDATE TECHNICAL REPORT

September 2024

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LIST OF ACRONYMS AND ABBREVIATIONS

- AADT Annual Average Daily Traffic
- C+E Existing Plus Committed (it refers to the geometry of a travel-demand model network)
- FDOT Florida Department of Transportation
- FHWA Federal Highway Administration
- HCM Highway Capacity Manual
- ITE Institute of Transportation Engineers
- LOS Level of Service
- PTPO Polk Transportation Planning Organization
- SF Square Foot / Square Feet
- TAZ Traffic Analysis Zone
- TIF Transportation Impact Fee
- TD Travel-Demand



1. INTRODUCTION

The prevailing development trend in central Florida leans heavily towards low-density suburban expansion, characterized predominantly by single-family detached housing. While this model is popular among potential and existing residents, its repercussions extend beyond the surface appeal. The region's fixation on sprawling patterns and low-density communities poses significant challenges in terms of delivering efficient services, stimulating economic growth, and cultivating a diverse range of housing options necessary for fostering financial inclusivity within communities.

The consequences of this development pattern are conspicuous in many Central Florida areas where traffic congestion has been exacerbated encroaching upon the region's quality of life. Addressing these issues requires multiple approaches that include, among others, innovative land-use planning and data-driven transportation planning. The main goal behind these approaches is to provide adequate transportation facilities to support the anticipated growth while maintaining adopted level-of-service standards to avoid significant degradation of the transportation system and deterioration of quality of life.

A well maintained, data-driven, Concurrency Management System is a great tool to monitor the existing and anticipated conditions of the transportation network within areas of significant development. The adopted transportation plan(s) can be periodically revised and updated based on the concurrency-management data and the corresponding traffic-impact studies as well as periodical areawide studies. A growing community will likely require significant transportation improvements that increase the capacity of the transportation network (i.e. capacity improvements). These capacity improvements can be funded, partially or completely, with Transportation Impact Fees. This technical report includes relevant and detailed information regarding the Town of Dundee transportation thoroughfare roadway network, the expected growth in population and traffic volumes, the anticipated transportation-improvement needs, and the development of transportation impact fees which reflect the aforementioned growth and improvement needs.

1.1. Town of Dundee

The Town of Dundee is located within the area of influence of the US 27 corridor, which cuts through the town from north to south. The town's incorporated parcels cover an area of approximately 12.2 square miles most of which falls within the boundaries of Lake Wales Ridge, a narrow ridge of ancient sand dunes that runs north to south and extends approximately 115



miles in length and four to ten miles in width through the middle of the Florida peninsula. As a result, a large portion of the Town of Dundee presents a topography characterized by rolling hills that afford scenic views not commonly found in Florida urbanized areas.



Established as a result of the prosperity of Florida’s citrus industry, Dundee was first incorporated as a city in 1921 and later reincorporated as a town in 1924. The town’s expansion can be traced back to 1911, when the Atlantic Coast Line Railroad’s Haines City to Sebring branch and a Dundee railroad station were constructed. This infrastructure attracted potential settlers to experience the scenic beauty of this part of the State. Nowadays, Dundee has transformed into a growing bedroom community for larger nearby cities and also attracts visitors interested in surrounding attractions.

Growth over the past several decades has significantly increased traffic volumes on the Town of Dundee’s transportation network, resulting in longer travel times and safety concerns at certain locations. The anticipated near-future development within town limits is substantial. As shown in the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR), completed in 2023, there are various incoming residential projects at different stages of the permitting process. These projects account for approximately 4,519 single-family units and 121 multifamily units, representing a considerable level of new development for an urban area of Dundee’s size.

Even though additional new projects are in the early stages of planning, the incoming development included in the TTA&ADTR is expected to increase the Town’s population by a factor of 2.3. The forecasted total population by 2045, represents an increase by a factor of 4.2. When compared to the historic population numbers and year-on-year population changes

(Figures 1 and 2) over the past 22 years, the Town of Dundee’s anticipated growth between now and 2045 is very considerable.

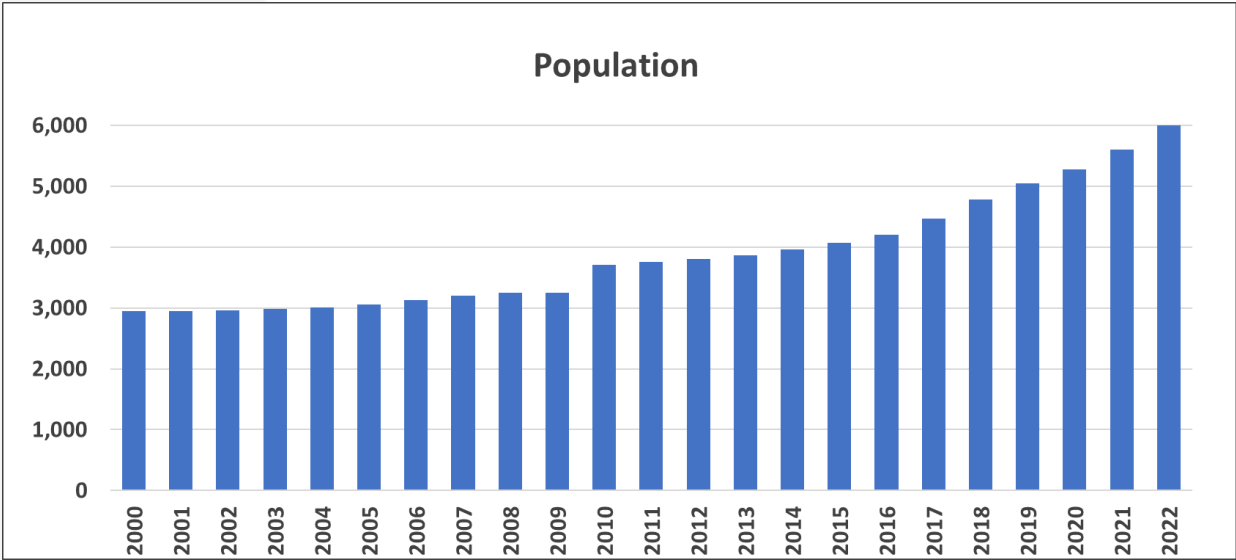


Figure 1 – Town of Dundee’s Population By Year

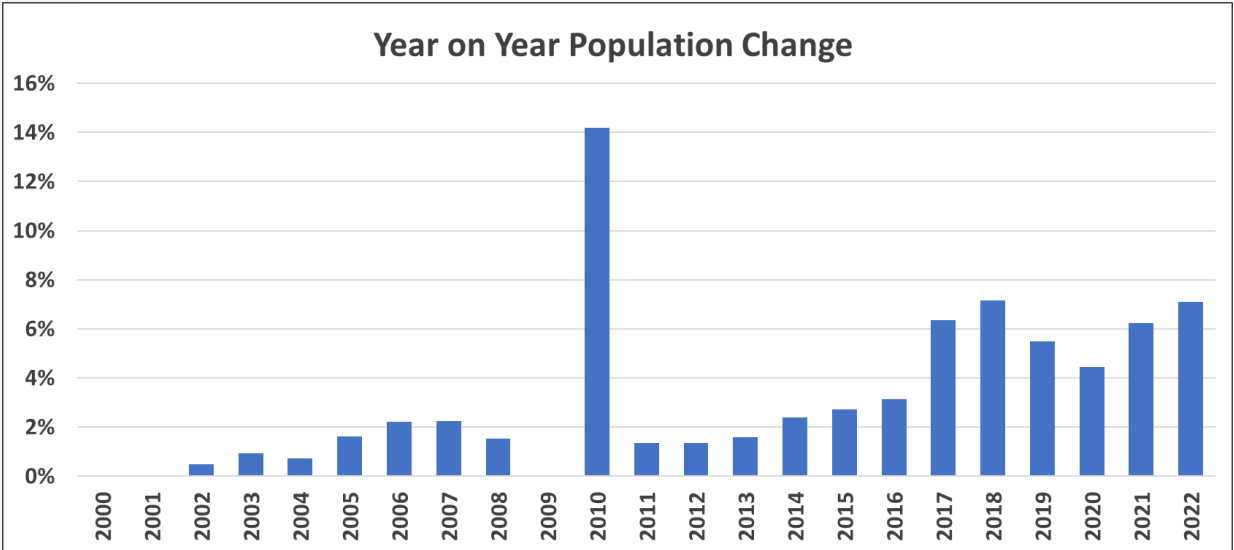


Figure 2 – Town of Dundee’s Year on Year Population Change

1.2. Roadway Network

A network of functionally classified main arterials and collectors that serve a jurisdiction is the basis to determine future capacity deficiencies, transportation-improvement needs and the



corresponding cost of implementation of such improvements. The main idea is that the network must operate at certain pre-established level-of-service standards. In order to maintain those standards, improvements to the transportation network may be needed as travel demand grows.

The TTA&ADTR provided a roadway network (Town of Dundee Thoroughfare Network) designed to accommodate Dundee’s anticipated growth. As a metropolitan area expands, new connections are developed, and previously overlooked roadway segments gain importance due to increased capacity demands, operational issues, and safety concerns. Figure 3 illustrates the Town of Dundee Thoroughfare Network, which includes existing main arterials and collectors, as well as roadway segments expected to serve as main collectors as the Town grows.

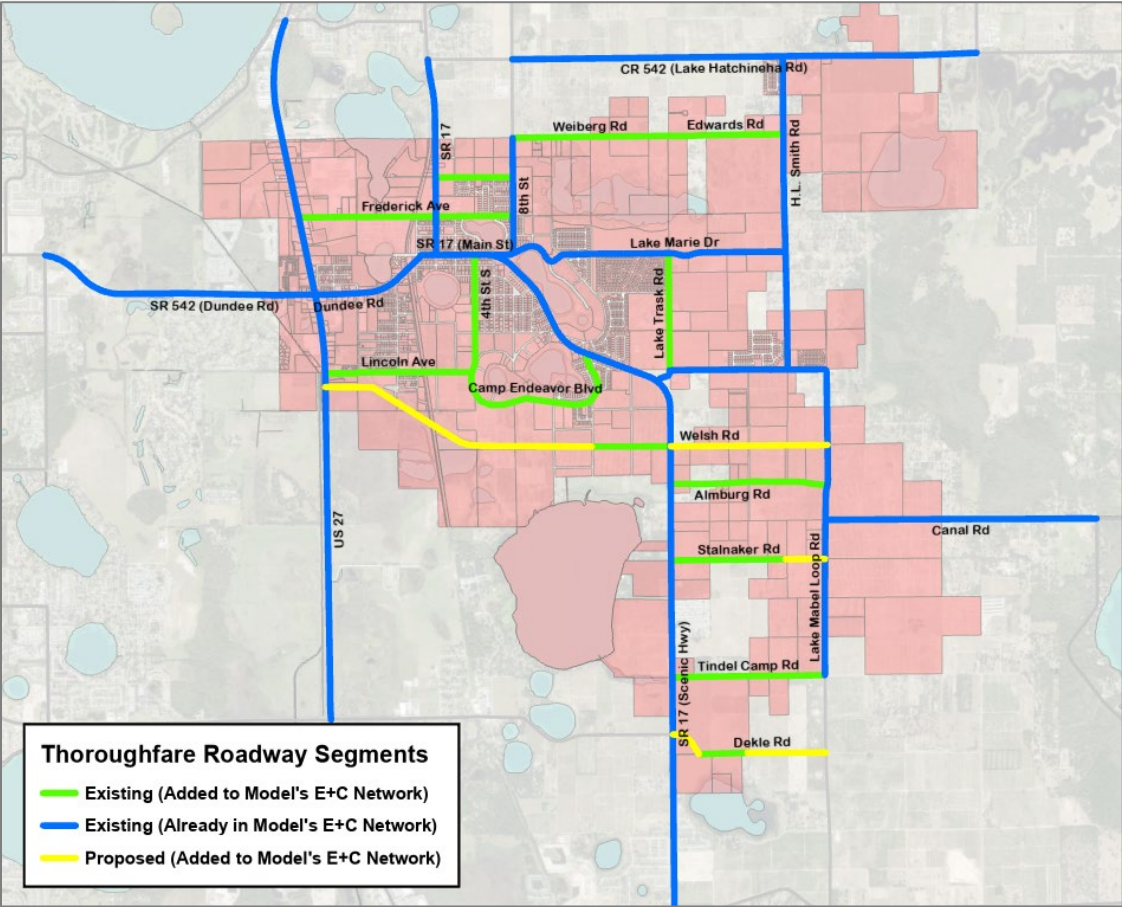


Figure 3 – Town of Dundee Thoroughfare Network

The Polk Transportation Planning Organization (PTPO) 2022 Roadway Network Database which, within Town of Dundee limits matches the Existing plus Committed (E+C) network of the FDOT District One Regional Planning Model (D1RPM) was the starting point. However, a detailed review of existing roadways and the future local development trends showed several additional links that are or will become relevant, in terms of roadway travel, during the next several years. As a

result, those additional links were added to the Town's Thoroughfare Network. Map 02B of the TTA&ADTR (included under Appendix 1) shows Dundee's adopted Thoroughfare Network, which includes several roadway segments not included in the PTPO database, and the corresponding functional classification for each segment of the network. It is important to point out that some of the roads that were added to the Town's network (and the travel-demand model networks used in the analysis) are non-existing segments shown as "proposed roads" in the Town's Comprehensive Plan.

Proximity to urban activity centers, local attractions, and nearby larger metropolitan areas are some of the elements that make The Town of Dundee attractive to future residents. As shown in Map 02B (included in Appendix 1), the Town's Thoroughfare Network includes sections of two north/south State roads, US 27 and SR 17, which carry most of the travel to/from out-of-town destinations. Within Dundee limits, US 27 is a six-lane divided principal arterial and SR 17 is a two-lane undivided urban major collector. Most of the capacity on these roadways, which are owned and maintained by the Florida Department of Transportation (FDOT), will be used by regional trips with origins and destinations outside Town of Dundee limits. As a result, the analysis described in this document does not take into account improvements on these facilities. In other words, the Transportation Impact Fees presented in this technical report are not intended to fund improvements on State owned-and-maintained facilities.

1.3. Transportation Impact Fees vs. Mobility Fees

Growing communities experience increasing demand for city services and transportation infrastructure. Over time, growing traffic volumes result in traffic congestion and longer travel times which diminish quality of life. In the Town of Dundee, when a new development (residential, commercial, institutional, etc.) is built or expanded, a one-time impact fee is assessed and collected. The Town collects impact fees for law enforcement, fire protection, parks, solid waste, general government services, utilities, and transportation. The fees are imposed based upon the amount of new demand attributable to the new development and the cost of providing the additional capital facilities needed to serve it. Impact fees help to ensure that a new development pays a share of the costs incurred by the Town to accommodate its growing population. As a result, impact fees are intended to help fund the necessary improvements to maintain an adequate level-of-service. The transportation impact fee, which is intended to help mitigate the impacts on roadway capacity caused by new development, is one of the Town's primary funding sources for roadway capacity-adding improvements. Capacity-adding roadway projects include new roadway segments, roadway widening, signal improvements, lengthening or addition of auxiliary lanes, modern roundabouts, etc.




In order to be consistent with the Florida Impact Fee Act (F.S. § 163.31801), impact fees cannot be used to pay for maintenance and/or operations (e.g., resurfacing of roads, fixing potholes, operation of transit systems, etc.), they can only be used to fund the needs of growth. In most cases, it is not possible to justify the use of transportation impact fees to fund new sidewalks, bike paths, bike lanes, shared-use paths, expansion of transit systems or other non-automobile infrastructure-related projects.

Mobility fees, in contrast, offer greater flexibility. While traditional (or first-generation) impact fees focused primarily on increasing vehicular travel capacity, modern fees, such as mobility fees, also address retrofitting existing transportation facilities and providing new ones to meet the mobility needs of pedestrians, cyclists, micromobility-device users, and transit users. Consequently, mobility fees can be utilized to implement complete-streets approaches and create a transportation infrastructure funding system that serves all users.

In 2013, the Florida legislature created a mobility-fee funding option designed for communities seeking alternative growth patterns and compatible funding mechanisms for a broader range of transportation solutions. This approach typically relies on a mobility plan and an accompanying mobility-fee schedule, developed to fund the plan. This process allows communities to align their growth and multimodal transportation infrastructure objectives with the financial means to achieve them. The intent of the mobility-fee funding option is to provide a simplified, predictable, and equitable process for mitigating mobility impacts, while offering flexibility to finance multimodal transportation improvements.

Multimodal transportation is a key focus in the Town's Comprehensive Plan. Mobility fees offer a promising alternative to address the future multimodal transportation needs of the Town of Dundee. Therefore, as part of a future fee update, the Town could develop a mobility plan to serve as the basis for replacing the Town's Transportation Impact Fees with Mobility Fees.

2. DEFINITIONS

 **Assisted Living Facility/Nursing Home:** This land-use category covers assisted-living facilities and nursing homes. Assisted living complexes offer a residential setting that provides dining and housekeeping services as well as communal transportation, social and physical activities, and medication administration. Typical residents of assisted-living facilities have difficulty managing in an independent living arrangement but do not require nursing-home



care. Usually, each resident has separate living quarters. On the other hand, nursing homes provide care for persons that are not able to care for themselves.

- ☀ **Fee District:** A fee district can be a designated geographic area within which Transportation Impact fees are assessed. It can also be based on a specific type of development pattern (e.g., mixed use). It is common to have several fee districts, and a different impact-fee schedule for each of them, within medium-size and large jurisdictions. However, based on the size of the Town of Dundee, this technical report is proposing only one Townwide fee district. As a result, all development or re-development within Town limits will be assessed according to the same Transportation Impact Fee schedule.
- ☀ **Capacity:** Capacity of a transportation facility can be defined as the maximum number of vehicles or persons per unit of time (typically one hour) that can be expected to traverse a specified section of the facility, or a particular point, at a sustainable flow rate. Capacity varies according to roadway geometry, roadway conditions, environmental factors, traffic control and traffic volumes.
- ☀ **Capacity-Adding Improvements:** Improvements to transportation facilities that provide additional capacity and, as a result, enhance level of service and safety conditions are called capacity-adding improvements in this document. New transportation facilities fall within this category because they add capacity and improve conditions for the intended users. Capacity-adding improvements can involve widening of roadway segments, signalization of arterial intersections, addition of auxiliary lanes, etc.
- ☀ **Car Wash/Detail Center:** This land-use category includes self-service car-wash facilities as well as automated car-wash facilities and automobile-detail centers.
- ☀ **Coffee Shop/Fast-Food Restaurant with DTW:** This land-use category includes coffee/donut shops with drive-through windows as well as fast-food restaurants with drive-through windows. The coffee/donut shops may or may not have indoor seating. If no indoor seating is provided, customers cannot walk into the shop to purchase items. These establishments typically sell freshly brewed coffee as well as a variety of other food and drink products such as sandwiches, donuts, bagels, cakes, etc. Long hours of operation are common among the establishments included under this land-use category, which typically open early for breakfast.
- ☀ **Church:** The Church land-use category includes buildings used for public worship services. Churches typically feature an assembly hall or sanctuary and may also include meeting rooms, classrooms, and special-event facilities.



- ☀ **Complete Streets:** Complete Streets is an approach to planning and design of transportation facilities that considers the urban/rural character of an area and the popular modes of travel in that area, thus taking into account the needs of all transportation-infrastructure users. This approach provides adequate and safe conditions for all people including conventional-vehicle operators, pedestrians, bicyclists, transit riders, micromobility users, etc., regardless of their abilities. Complete-streets principles can also be applied to operations and maintenance of transportation facilities in order to ensure the best results.
- ☀ **Convenience Store/Gas Station:** This land-use category is normally used for facilities with a co-located convenience store and gas station. These facilities typically operate on a 24/7 schedule. The Convenience store usually sells groceries and everyday items while the gas station sells fuels like gasoline and diesel.
- ☀ **Day Care Center:** The Day Care Center land-use category covers facilities that provide care for pre-school age children, typically during daytime hours. Some centers also offer after-school care for school-age children. These facilities usually include playgrounds, classrooms, offices, and eating areas.
- ☀ **Drive-in Bank:** The Drive-in Bank land-use category includes financial institutions that provide banking services for motorists through a teller station. These institutions may also serve customers who walk into the building and may or may not have drive-in lanes for automatic teller machines (ATMs).
- ☀ **Fast-Food Restaurant without DTW:** This land-use category includes fast-food restaurants without drive-through windows, which are typically characterized by a large carry-out clientele, no table service, and high turnover rates for eat-in customers. Customers generally order from a menu board and pay before receiving their meals. Long hours of operation are common among the establishments included under this land-use category.
- ☀ **Golf Course:** Golf Courses are large landscaped areas used to practice and play golf. Golf courses may include driving ranges, pro shops, restaurants, clubhouses, lounges, and/or banquet facilities.
- ☀ **Health/Fitness/Athletic Club:** This land-use category includes privately-owned facilities that primarily focus on individual fitness. These facilities typically offer training and fitness classes and may include courts for racquet sports, basketball courts, pools, weightlifting rooms, saunas, spas, and other related amenities.



- ☀ **Hotel/Lodging:** The Hotel/Lodging land-use category includes regular hotels, all-suites hotels, business hotels, motels and resorts. Regular hotels usually include supporting facilities such as meeting rooms, convention facilities, cocktail lounges, and full-service restaurants as well as swimming pools or other recreational facilities. Business hotels typically offer other facilities, such as breakfast-buffet bars and afternoon-beverage bars. Resort hotels cater to the leisure-traveler market and normally provide a wide variety of recreational programs and facilities such as tennis courts, golf courses, beach access, etc., and may not offer convention facilities.
- ☀ **ITE:** The institute of Transportation Engineers (ITE) is an international educational and scientific organization that aims to provide knowledge, skills, connections and good practices to the global community of transportation professionals. ITE produces and maintains important publications some of which are used as "trusted sources" for various types of transportation engineering analyses and planning studies.
- ☀ **ITE Trip Generation Manual:** The Trip Generation Manual is a publication of the Institute of Transportation Engineers (ITE) that provides detailed descriptions of a wide range of land uses as well as a significant amount of collected data (sample data) that account for the trips generated by those land uses during different times of the day on different days of the week. The data that make up the Trip Generation Manual are developed using various independent variables. These data are summarized in a number of plots and tables. Trip-generation rates and equations derived from the source data used to produce this manual are widely used as a "trusted source" for traffic studies and planning analyzes.
- ☀ **Level of Service (LOS):** The capacity of transportation facilities is typically evaluated in relation to flow rates that correspond to specific levels of comfort experienced by the users of those facilities. These levels of comfort are evaluated using performance measures such as vehicle speed, density and delay which can be used to determine the level of service (LOS). Therefore, level of service is a quantitative measure that provides an indication of the level of comfort (quality of service) experienced by the users of a transportation facility.
- ☀ **Manufacturing/Warehouse:** The Manufacturing/Warehouse land-use category covers a wide range of industrial facilities which include general light-industrial buildings, industrial parks, manufacturing facilities, warehousing facilities, self-storage facilities, high-cube transload warehouses, short-term storage warehouses, high-cube fulfillment-center warehouses, high-cube parcel-hub warehouses, high-cube cold-storage warehouses, data centers, utilities, and specialty-trade-contractor facilities. This land use category also includes utilities buildings which are free standing buildings that normally house office space, storage



areas, and industrial or electromechanical equipment to support local utility operations like sewage treatment, communications, water supply or control, etc.

- ☀ **Medical Office:** The Medical Office land-use category covers a wide range of health-related office facilities including hospitals, nursing homes, clinics, free-standing emergency rooms, medical-dental office buildings, animal hospitals, veterinary clinics, and general office buildings dedicated to support health-related operations.
- ☀ **Micromobility:** Since the term "Micromobility" is relatively new, there is no universal consensus regarding its definition. In general, Micromobility could be defined as a transportation option that involves the use of one or more micromobility devices. The Federal Highway Administration (FHWA) defines micromobility device as "any small, low-speed, human- or electric-powered transportation device, including bicycles, scooters, electric-assist bicycles, electric scooters (e-scooters), and other small, lightweight, wheeled conveyances". For the purposes of this document, it was assumed that micromobility devices include a number of small, low-speed (20 MPH or less) electricity-powered devices such as scooters, hoverboards, personal transporters ("Segways"), etc., as well as electric bicycles. Conventional bicycles were assumed to fall under a separate transportation mode (cycling).
- ☀ **Mobile Home Park:** This land-use category includes manufactured homes that are sited and installed on permanent foundations. Mobile home parks normally have community amenities such as a recreation room, laundry facilities, swimming pools, etc.
- ☀ **Mobility:** Mobility is the ability to move, or be moved, between places (called origins and destinations). Adequate mobility is vital for the development and vibrancy of a growing community as it provides a way for people to access jobs, education, entertainment, services, opportunities to socialize, opportunities to conduct businesses, etc. Since mobility is about moving people and goods, it involves all modes of transportation (from walking, cycling and conventional motor vehicles to micromobility devices, high-speed rail, aircrafts and other modes of transportation) and the necessary support infrastructure. Even though remote work and online services have reduced the need to travel between certain places (for a significant number of people), the need for adequate mobility has not been eradicated, it has simply changed, and communities are now being challenged to evolve in order to adapt to a new urban landscape, one in which new technologies will play a very important role.
- ☀ **Mobility Fee:** Within several local jurisdictions in Florida, mobility fees have been adopted in order to replace the transportation impact fees. Mobility fees are one-time local-government fees that are assessed and collected when a development is built or expanded in a way that creates additional demands on the mobility system. The fees are imposed based



upon the expected consumption of multimodal capacity, that can be attributed to the new or expanded development, and the cost of providing the multimodal capacity-adding improvements needed to serve it while maintaining adopted/standard levels of service. Mobility fees typically are one of the primary funding sources for capacity-adding multimodal improvements within local jurisdictions that have adopted mobility fees in lieu of transportation impact fees.

- ☀ **Mode of Transportation:** Modes of transportation are ways of moving people or goods from one place to another. Walking, cycling, use of micromobility devices (micromobility), conventional motor vehicles, transit, eVTOLs¹, etc., are modes of transportation. Some of these modes require specific infrastructure (facilities) and/or systems to allow adequate mobility in a safe and efficient manner.
- ☀ **Multifamily:** The Multifamily land-use category includes apartments, townhouses, and condominiums located within buildings that have least four dwelling units. These buildings can have different configurations and numbers of floors (levels). Depending on the number of floors, multifamily units can be classified as Low-Rise (two or three floors), Mid-Rise (between four and ten floors), and High-Rise (more than 10 floors).
- ☀ **Multimodal:** The term “Multimodal” indicates two or more modes of transportation. The term is often used to indicate availability of adequate infrastructure for multiple modes of transportation (multimodal facilities) which address the needs of all users.
- ☀ **Non-vehicular:** The term “Non-Vehicular” refers to modes of transportation that do not involve large motorized vehicles, such as cars, trucks, or motorcycles. Instead, it includes alternative forms of transportation such as bicycling, walking, skateboarding, and other forms of non-motorized transportation. The term also covers micromobility devices such as scooters and hoverboards. In the context of urban planning or transportation policy, this term is normally associated with pedestrian pathways, bike lanes, and other facilities that support these modes of travel.
- ☀ **Office:** The office land-use category covers a wide range of office facilities which include general-office buildings, small-office buildings, corporate-headquarters buildings, single-tenant office buildings, office parks, research and development centers, and business parks. Office parks normally include general-office buildings as well as supporting uses (such as restaurants, service stations, and banks) arranged in a campus-like layout. Business parks

¹ eVTOLs: Electric vertical take-off and landing aircrafts currently used for urban air mobility.



typically include a group of flex-type buildings with a mix of uses that includes offices, restaurants, retail, warehousing, manufacturing, light industrial, and/or research and development facilities as well as recreational areas.

- ☀ **Person Miles of Capacity (PMC):** PMC is the unit of measure of the quantity of travel that can be served by a facility within a defined length of time and a determined level of comfort or level of service.
- ☀ **Person Miles of Travel (PMT):** PMTs are a measure of the quantity of travel generated by individuals from a development (e.g., a residential area, or work place) or on a particular transportation facility or transportation network. These individuals (persons) may use one or more modes of transportation including walking, cycling, micromobility devices, golf carts, conventional motor vehicles, transit, etc.
- ☀ **Person Trip:** A person trip is defined as a trip performed by one person in any mode of transportation. Modes of transportation include walking, cycling, micromobility devices, golf carts, conventional motor vehicles, transit, etc. One person traveling from home to a store, or place of work, would be considered a person trip.
- ☀ **Public School:** This land-use category covers public educational institutions, including elementary schools, middle schools/junior high schools, and high schools.
- ☀ **Private School:** This land-use category covers private educational institutions, including schools that serve students from kindergarten through eighth grade (K-8), kindergarten through twelfth grade (K-12), and high school only. Some students attending these institutions may travel a long distance from their residences to the school location.
- ☀ **Recreational Community Center:** This land-use category includes stand-alone public facilities that provide services similar to those offered by athletic clubs, typically at an affordable membership fee. These facilities often offer classes for both adults and children, and may include amenities such as daycare services, meeting rooms, weightlifting equipment, pools, saunas, sports courts, and outdoor fields. Food services may also be available at these centers.
- ☀ **Restaurant:** The Restaurant land-use category includes fast casual restaurants, fine-dining restaurants and high-turnover (sit-down) restaurants. Fast casual restaurants are sit-down establishments with limited table-service staff that typically serve lunch and dinner. The duration of stay for an eat-in customer at a fast casual restaurant is normally 40 minutes or less. Fine dining establishments are full-service restaurants where the average customer stays



for at least one hour. High-turnover restaurants are also full-service. However, these establishments offer more affordable prices and their average dine-in clients normally stay for less than one hour.

- ☀ **Retail:** The Retail land-use category includes shopping centers, shopping plazas and strip malls (strip retail plazas) which are integrated groups of commercial establishments normally managed as a unit. Shopping centers usually have a total gross leasable area (GLA) of at least 150,000 square feet and one or more anchor stores as well as restaurants, banks, office space, movie theaters, etc. Shopping plazas, which typically have a GLA between 40,000 square feet and 150,000 square feet, usually have a supermarket as its major tenant and also include other types of establishments including, but not limited to, restaurants, banks, offices and movie theaters. Strip malls are normally open-air developments with GLA bellow 40,000 square feet.
- ☀ **Senior Adult Housing:** Senior Units include single-family and multifamily residential units located within independent-living developments, retirement/age-restricted communities, or active adult communities. These communities typically require a minimum of 55 years of age for at least one resident of the household. In these communities, residents are usually considered active and require little to no medical supervision. Amenities can include swimming pools, golf courses, recreational facilities, transportation, and 24-hour security.
- ☀ **Single Family:** The Single-Family land-use category includes single-family detached residential units on individual lots, as well as any single-family residential unit that shares a wall with an adjoining dwelling unit. The shared walls can be part of the living space, storage space or vehicle garage.
- ☀ **Standard Capacity:** The maximum flow rate at which a transportation facility operates at the adopted (or standard) level of service.
- ☀ **Transportation Impact Fee:** Transportation impact fees are one-time local-government fees that are assessed and collected when a development is built or expanded. The fees are imposed based upon the amount of expected new roadway traffic (or consumption of roadway capacity) that can be attributed to the new or expanded development and the cost of providing the roadway-capacity improvements needed to serve it while maintaining the adopted/standard level of service. For most local governments in Florida, transportation impact fees are one of the primary funding sources for roadway capacity-adding improvements.



- ☀ **Vehicle Miles of Travel (VMT):** VMTs represent the combined distance traveled by conventional motor vehicles on a segment of roadway or on a roadway network.
- ☀ **Vehicle Trip:** A vehicle trip is a trip performed by one vehicle, regardless of the number of people in the vehicle. Vehicle trips usually refer to trips on conventional motor vehicles traveling on roadway facilities. However, the concept can be applied to other types of vehicles.

3. DUNDEE’S COMPREHENSIVE PLAN

The current Town of Dundee Comprehensive Plan was initially adopted in October 2010 and has been updated multiple times. The most recent update was completed in June 2022. This plan recognizes Dundee as a growing community and provides guidance on the mechanisms to implement its goals, objectives, and policies. As shown in the introduction, between 2000 and 2022, the Town’s population nearly doubled, reaching almost 6,000 residents. However, the anticipated growth suggests that the Town’s population will increase by a factor of approximately 4.2 over the next 23 years. Figure 4 illustrates the historical population growth and the anticipated increase through 2045.

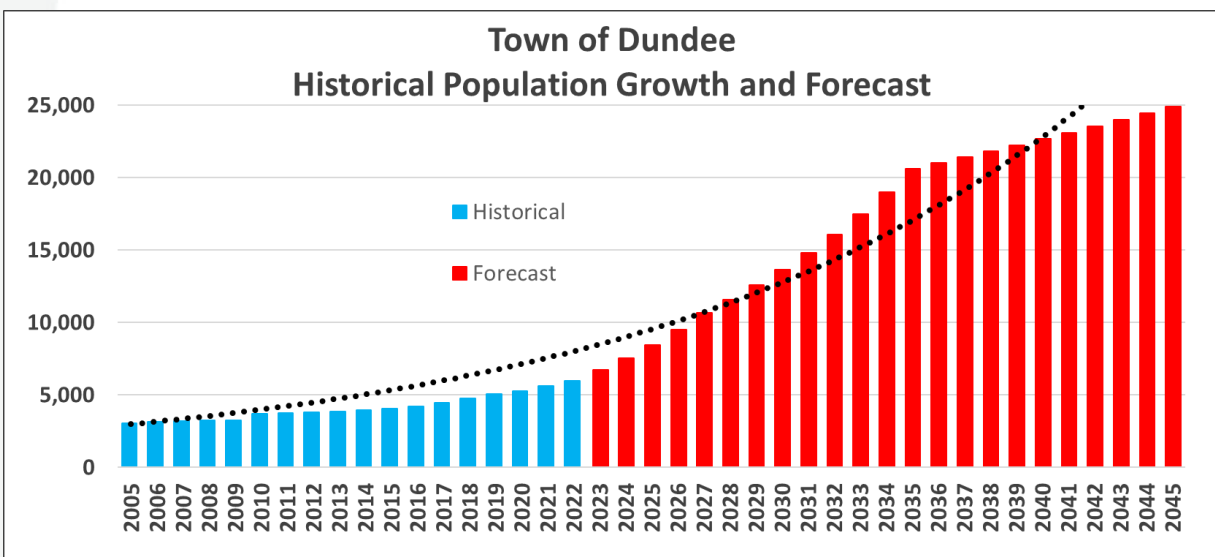


Figure 4 – Dundee’s Historical Population Growth and Forecast

There is a considerable amount of undeveloped land within the Town of Dundee which, together with its privileged location, provides the desired conditions for significant growth over the



coming decades. For this reason, adequate planning and monitoring of the transportation infrastructure required to support the anticipated growth is of vital importance.

The Town of Dundee has decided to use Transportation Concurrency as a tool to ensure that the transportation facilities needed to support the Town’s expansion are provided and adequately maintained. The Town is in the process of implementing a new Concurrency Management System (CMS), which is defined in the Comprehensive Plan as *“an accounting system that maintains a record of the existing levels of service and what impacts, if any, can be expected as a result of proposed developments, facility expansions, and other factors that can affect the adopted level-of-service standards of a community”*. Under its Transportation Element, the Town of Dundee’s Comprehensive Plan provides information on the adopted level-of-service standards for multimodal facilities and roadways. Additional information is provided in the Town’s Land Development Code.

The CMS is intended to ensure that necessary transportation facilities are available to support development as soon as its impacts occur. As part of the CMS, the Town should implement a process to verify that the established level-of-service standards will be upheld before issuing a development order or permit. According to the Comprehensive Plan, Dundee applies concurrency requirements to all developments and requires applicants to submit any information the Town deems necessary to accurately evaluate the impacts of proposed developments.

The Transportation Element of the Town of Dundee Comprehensive Plan (hereinafter referred to as the “Transportation Element”) has clear goals, objectives, policies, and strategies, some of which are very important in terms of the Town’s mobility and connectivity.

The main goal of the Transportation Element is to:

“provide a safe and efficient transportation system for all modes of travel that is financially feasible, consistent with community needs, and environmentally sound.”

Some of the relevant objectives and policies that form part of the Transportation Element include the following:

Objective 1 which states that the Town aims to maintain an acceptable level of service (LOS) on all roadways, ensuring roads are safe and efficient. This involves coordinating with regional organizations regarding level-of-service standards and implementation of procedures to avoid level-of-service deterioration below said standards.



Policy 1.1 which states that the Town must *“adopt and apply multi-modal levels of service which shall be the minimum acceptable standards for State, County, and local roads within the Town Limits of Dundee”*.

Policy 1.2 which states that that the *“minimum level-of-service standard for roadways on the Strategic Intermodal System (SIS) and the Florida Intrastate Highway System (FIHS), shall be in accordance with the Statewide Minimum Level of Service Standards for the State Highway System”*.

Objective 2 which promotes the preservation of capacity and adequate safety conditions on arterial and collector roads by controlling intersection placement, site access location, and median openings.

Policy 2.1 according to which, the Town shall *“enforce transportation improvement standards and Land Development Regulations to control access to arterial and collector roads from adjacent development.*

Objective 4 which asserts that the Town of Dundee seeks to align its traffic circulation system with the Future Land Use Element and other regional and State plans. This coordination ensures consistency with long-range plans and helps integrate the transportation system with those of adjacent municipalities.

Objective 5 which states that the Town of Dundee seeks to ensure a safe traffic circulation system that maintains roadway capacity and safety by regulating on-site traffic flow and access locations. This includes protecting residential areas from through-traffic, and enforcing design criteria for safe traffic flow and adequate parking.

Policy 5.3 based on which, the Town of Dundee shall *“design and construct the traffic circulation system to slow and limit arterial and cut-through traffic that would damage the character and integrity of residential neighborhoods or significant cultural or historic resources.”*

Objective 6 which indicates that the Town intends to enhance non-motorized mobility to reduce reliance on motor vehicles. This includes encouraging the use of alternative transportation modes such as walking, bicycling, and small electric vehicles, considering these needs in all road projects, and improving access between residential areas and key destinations like shopping centers, parks, and schools.



Policy 6.2 according to which, the Town of Dundee shall *“consider the needs of bicyclists and pedestrians in conjunction with all road construction, reconstruction, or maintenance projects.”* This policy also mentions specific evaluation criteria recommended by the Polk Transportation Planning Organization (PTPO) which should be used to determine if a project needs to be considered for upgrade to AASHTO bicycle-facility standards.

Policy 6.3 which states that the Town of Dundee shall *“evaluate the need for improved bicycle and pedestrian access-ways connecting residential areas and shopping centers, parks, schools, and public buildings.”*

Objective 7 which asserts that the Town of Dundee intends to enhance access to and usage of the countywide bus system by working with transit providers to place stops near key destinations and employment hubs.

Policy 7.1 which indicates that the Town of Dundee will *“promote the development of future major trip generators and employers on transit routes, to decrease the number of vehicle trips within the Town, and to accommodate the transportation disadvantaged”*.

Policy 7.3 which states that the Town shall *“support the Polk County multi-modal transportation system by being designated as a Transit Supportive Development Area (TSDA)”*.

Policy 7.4 which indicates that the Town of Dundee will *“coordinate with the PTPO, FDOT, and transit providers to implement plans for park-and-ride lots, as identified in Transportation Improvement Plans and Long-Range Transportation Plans”*.

The main goal of the Comprehensive Plan, along with some of the objectives and policies mentioned above, suggests that, at some point, the Town of Dundee will implement a Mobility Fee to replace the Transportation Impact Fee. As explained in Section 1.3., the Town will be able to use this Mobility Fee to fund improvements and new facilities for alternative/non-vehicular modes of transportation.

4. HISTORY AND LEGISLATIVE BACKGROUND

The Florida State Legislature provides guidance for local governments on regulating growth and funding infrastructure improvements to promote orderly and sustainable development. The



1985 Growth Management Act required every jurisdiction in the State of Florida to have a Comprehensive Plan according to the standards identified in the Florida Administrative Code. The Growth Management Act also mandated what is known as “Concurrency”. According to Florida Statutes, concurrency means that “public facilities and services needed to support development shall be available concurrent with the impacts of such development”.

Concurrency was created to help reduce urban sprawl by only allowing growth if the adopted infrastructure levels of service, or better levels of service, could be achieved after new development or redevelopment took place. Concurrency regulations required developers to analyze the impacts of their projects and, if required, provide off-site improvements to address existing and forecasted infrastructure capacity issues, unless those issues were planned to be addressed by the corresponding jurisdiction with its adopted Capital Improvement Plan (CIP). However, concurrency had unintended consequences. Developers that were first to develop in an area with existing infrastructure capacity had limited additional costs because they were essentially using the existing available capacity. Those developing later within the same area were normally required to provide significant infrastructure improvements because the previous developer(s) had used up all the available capacity. This inequitable situation had the unintended consequence of producing sprawl as developers were choosing their project sites in areas located far from urban centers where roadway capacity was available.

A series of legislative changes over the years attempted to address the issues brought by Concurrency. Transportation Concurrency Exception Areas (TCEAs) as well as Transportation Concurrency Management Areas (TCMAs) were among the first attempts to provide alternative solutions to local governments. TCEAs and TCMAs, which were consistent with urban infill and redevelopment, allowed for new ways/alternatives to provide mobility within urbanized areas. The Florida legislature later provided regulation that made possible for new developments to mitigate their impacts by paying a “proportionate fair share”. This new legislation significantly debilitated Concurrency and, in most cases, lowered the probability of achieving it.

The idea of mobility fees, that could replace the transportation impact fees, based on a mobility plan, was initially introduced by the Florida Legislature in 2007. At this time, the Florida Department of Transportation (FDOT) and the Department of Community Affairs (DCA) were tasked with the analysis of these new ideas.

Other legislative attempts to address growth issues and the effects of Concurrency involved Community Redevelopment Areas (CRAs) and Urban Infill and Redevelopment Areas (UIRAs) as well as certain urban areas with population of at least 1,000 residents per square mile, also



known as Dense Urban Land Areas or DULAs. These DULAs were designated as TCEAs by the Florida Legislature in 2009.

Florida House Bill 7207, which redesignated the "Local Government Comprehensive Planning & Land Development Regulation Act" as "Community Planning Act" and is known as the Community Planning Act, was approved by the Florida Legislature in 2011. This important piece of legislation made transportation concurrency optional and gave local governments the ability to decide how to meet their transportation planning needs. Since the approval of House Bill 7207, local governments still have to implement a Comprehensive Plan. However, they now have more latitude in terms of planning and growth management. The changes brought by the Community Planning Act also involved a more restrictive environment in terms of Concurrency and proportionate share. However, a more "relaxed" environment in terms of a development's ability to move forward was created. If a local jurisdiction does not enforce Concurrency, a development can now continue even if the impacted roadway network has existing or anticipated LOS deficiencies, provided that no discretionary approvals such a Comprehensive Plan Amendment (CPA) are required. If there are existing deficiencies and/or deficiencies anticipated due to approved projects that have not been built yet, a jurisdiction cannot stop a development. In this situation, the improvements needed to meet the jurisdiction's level-of-service standards (without the development) should be assumed in place. If the development does not trigger the need for additional improvements, it can just pay the corresponding impact fees and move forward.

Florida House Bill 7207 also provided specific advice to local governments encouraging them to develop strategies and tools to complement the application of transportation concurrency. The recommendations of this bill are provided under F.S. § 163.3180(5)(f) and include:

- 1. Adoption of long-term strategies to facilitate development patterns that support multimodal solutions, including urban design, and appropriate land use mixes, including intensity and density.*
- 2. Adoption of an areawide level of service not dependent on any single road segment function.*
- 3. Exempting or discounting impacts of locally desired development, such as development in urban areas, redevelopment, job creation, and mixed use on the transportation system.*
- 4. Assigning secondary priority to vehicle mobility and primary priority to ensuring a safe, comfortable, and attractive*



pedestrian environment, with convenient interconnection to transit.

5. *Establishing multimodal level of service standards that rely primarily on nonvehicular modes of transportation where existing or planned community design will provide adequate level of mobility.*
6. *Reducing impact fees or local access fees to promote development within urban areas, multimodal transportation districts, and a balance of mixed-use development in certain areas or districts, or for affordable or workforce housing.”*

5. LEGAL FRAME

Under Title XI, Chapter 163, Section 31801 of the Florida Statutes, the Florida Legislature provides the text of what is known as the Florida Impact Fee Act. The main purpose of this section of the Florida Statutes is to provide general regulation and criteria which applies to Florida local jurisdictions that have adopted an impact-fee funding system. The initial adoption of the Florida Impact Fee Act took place in 2006. However, over the years, several changes have been made through approval of additional bills. Some of the main changes implemented with these bills are mentioned below.

House Bill 7103 and House Bill 207 which added regulation about impact-fee credits, administrative cost, and the collection and expenditure of impact fees (among others), were approved in 2019. Senate Bill 1066 which indicated that new/updated impact fees cannot be assessed on a permit that was approved before the fees were updated and also made impact-fee credits assignable and transferable, was approved in 2020. House Bill 337 and Senate Bill 750, which were adopted in 2021, provided new limitations in connection with impact fee increases. Now, impact fees cannot be increased more often than once every four years and an impact-fee increase may not exceed 50% of the current impact-fee rate. Additionally, impact-fee increases equivalent to 25% or less of the current rate must be implemented in two equal annual increments. Similarly, impact-fee increases above 25% (and not greater than 50%) of the current rate must be implemented in four equal annual increments. A local government may be able to increase one or more impact fees beyond the limitations described above by providing a study to justify the need for a larger increase in addition to holding two public workshops and obtaining approval with at least two-thirds of the votes.



The current text of the Florida Impact Fee Act, available under F.S. § 163.31801 is provided below:

- (1) *This section may be cited as the “Florida Impact Fee Act.”*
- (2) *The Legislature finds that impact fees are an important source of revenue for a local government to use in funding the infrastructure necessitated by new growth. The Legislature further finds that impact fees are an outgrowth of the home rule power of a local government to provide certain services within its jurisdiction. Due to the growth of impact fee collections and local governments’ reliance on impact fees, it is the intent of the Legislature to ensure that, when a county or municipality adopts an impact fee by ordinance or a special district adopts an impact fee by resolution, the governing authority complies with this section.*
- (3) *For purposes of this section, the term:*
 - (a) *“Infrastructure” means a fixed capital expenditure or fixed capital outlay, excluding the cost of repairs or maintenance, associated with the construction, reconstruction, or improvement of public facilities that have a life expectancy of at least 5 years; related land acquisition, land improvement, design, engineering, and permitting costs; and other related construction costs required to bring the public facility into service. The term also includes a fire department vehicle, an emergency medical service vehicle, a sheriff’s office vehicle, a police department vehicle, a school bus as defined in s. 1006.25, and the equipment necessary to outfit the vehicle or bus for its official use. For independent special fire control districts, the term includes new facilities as defined in s. 191.009(4).*
 - (b) *“Public facilities” has the same meaning as in s. 163.3164 and includes emergency medical, fire, and law enforcement facilities.*
- (4) *At a minimum, each local government that adopts and collects an impact fee by ordinance and each special district that adopts, collects, and administers an impact fee by resolution must:*
 - (a) *Ensure that the calculation of the impact fee is based on a study using the most recent and localized data available within 4 years of the current impact fee update. The new*



study must be adopted by the local government within 12 months of the initiation of the new impact fee study if the local government increases the impact fee.

(b) Provide for accounting and reporting of impact fee collections and expenditures and account for the revenues and expenditures of such impact fee in a separate accounting fund.

(c) Limit administrative charges for the collection of impact fees to actual costs.

(d) Provide notice at least 90 days before the effective date of an ordinance or resolution imposing a new or increased impact fee. A local government is not required to wait 90 days to decrease, suspend, or eliminate an impact fee. Unless the result is to reduce the total mitigation costs or impact fees imposed on an applicant, new or increased impact fees may not apply to current or pending permit applications submitted before the effective date of a new or increased impact fee.

(e) Ensure that collection of the impact fee may not be required to occur earlier than the date of issuance of the building permit for the property that is subject to the fee.

(f) Ensure that the impact fee is proportional and reasonably connected to, or has a rational nexus with, the need for additional capital facilities and the increased impact generated by the new residential or commercial construction.

(g) Ensure that the impact fee is proportional and reasonably connected to, or has a rational nexus with, the expenditures of the funds collected and the benefits accruing to the new residential or nonresidential construction.

(h) Specifically earmark funds collected under the impact fee for use in acquiring, constructing, or improving capital facilities to benefit new users.

(i) Ensure that revenues generated by the impact fee are not used, in whole or in part, to pay existing debt or for previously approved projects unless the expenditure is reasonably connected to, or has a rational nexus with, the increased impact generated by the new residential or nonresidential construction.

(5)

(a) Notwithstanding any charter provision, comprehensive plan policy, ordinance, development order, development permit, or resolution, the local government or



- special district that requires any improvement or contribution must credit against the collection of the impact fee any contribution, whether identified in a development order, proportionate share agreement, or any form of exaction related to public facilities or infrastructure, including monetary contributions, land dedication, site planning and design, or construction. Any contribution must be applied on a dollar-for-dollar basis at fair market value to reduce any impact fee collected for the general category or class of public facilities or infrastructure for which the contribution was made.*
- (b) If a local government or special district does not charge and collect an impact fee for the general category or class of public facilities or infrastructure contributed, a credit may not be applied under paragraph (a).*
- (6) A local government, school district, or special district may increase an impact fee only as provided in this subsection.*
- (a) An impact fee may be increased only pursuant to a plan for the imposition, collection, and use of the increased impact fees which complies with this section.*
- (b) An increase to a current impact fee rate of not more than 25 percent of the current rate must be implemented in two equal annual increments beginning with the date on which the increased fee is adopted.*
- (c) An increase to a current impact fee rate which exceeds 25 percent but is not more than 50 percent of the current rate must be implemented in four equal installments beginning with the date the increased fee is adopted.*
- (d) An impact fee increase may not exceed 50 percent of the current impact fee rate.*
- (e) An impact fee may not be increased more than once every 4 years.*
- (f) An impact fee may not be increased retroactively for a previous or current fiscal or calendar year.*
- (g) A local government, school district, or special district may increase an impact fee rate beyond the phase-in limitations established under paragraph (b), paragraph (c), paragraph (d), or paragraph (e) by establishing the need for such increase in full*



compliance with the requirements of subsection (4), provided the following criteria are met:

1. A demonstrated-need study justifying any increase in excess of those authorized in paragraph (b), paragraph (c), paragraph (d), or paragraph (e) has been completed within the 12 months before the adoption of the impact fee increase and expressly demonstrates the extraordinary circumstances necessitating the need to exceed the phase-in limitations.
2. The local government jurisdiction has held not less than two publicly noticed workshops dedicated to the extraordinary circumstances necessitating the need to exceed the phase-in limitations set forth in paragraph (b), paragraph (c), paragraph (d), or paragraph (e).
3. The impact fee increase ordinance is approved by at least a two-thirds vote of the governing body.

(h) This subsection operates retroactively to January 1, 2021.

- (7) If an impact fee is increased, the holder of any impact fee credits, whether such credits are granted under s. 163.3180, s. 380.06, or otherwise, which were in existence before the increase, is entitled to the full benefit of the intensity or density prepaid by the credit balance as of the date it was first established. If a local government adopts an alternative transportation system pursuant to s. 163.3180(5)(i), the holder of any transportation or road impact fee credits granted under s. 163.3180 or s. 380.06 or otherwise that were in existence before the adoption of the alternative transportation system is entitled to the full benefit of the intensity and density prepaid by the credit balance as of the date the alternative transportation system was first established.
- (8) A local government, school district, or special district must submit with its annual financial report required under s. 218.32 or its financial audit report required under s. 218.39 a separate affidavit signed by its chief financial officer or, if there is no chief financial officer, its executive officer attesting, to the best of his or her knowledge, that all impact fees were collected and expended by the local government, school district, or special district, or were collected and expended on its behalf, in full compliance with the spending period provision



in the local ordinance or resolution, and that funds expended from each impact fee account were used only to acquire, construct, or improve specific infrastructure needs.

- (9) *In any action challenging an impact fee or the government’s failure to provide required dollar-for-dollar credits for the payment of impact fees as provided in s. 163.3180(6)(h)2.b., the government has the burden of proving by a preponderance of the evidence that the imposition or amount of the fee or credit meets the requirements of state legal precedent and this section. The court may not use a deferential standard for the benefit of the government.*
- (10) *Impact fee credits are assignable and transferable at any time after establishment from one development or parcel to any other that is within the same impact fee zone or impact fee district or that is within an adjoining impact fee zone or impact fee district within the same local government jurisdiction and which receives benefits from the improvement or contribution that generated the credits. This subsection applies to all impact fee credits regardless of whether the credits were established before or after June 4, 2021.*
- (11) *A county, municipality, or special district may provide an exception or waiver for an impact fee for the development or construction of housing that is affordable, as defined in s. 420.9071. If a county, municipality, or special district provides such an exception or waiver, it is not required to use any revenues to offset the impact.”*

According to F.S. § 163.31801(4)(f) and F.S. § 163.31801(4)(g), as shown above, Florida local governments must ensure that the impact fees are proportional and reasonably connected to:

- 1) The need for improvements that have been triggered by the impacts caused by new the development.
- 2) The benefits that the new development receives after the collected fees are used to pay for the needed improvements.

In other words, the impact fees should have a rational nexus with the infrastructure needs and the benefits received by those who pay to address such needs. This is called the **dual rational nexus test**.

Another relevant test is the **rough proportionality test**, which, in the context of this document, requires local governments to ensure that the impact fees paid by a new development are related



both in nature and extent to the impact caused by that development. In other words, the collected fees must roughly correspond to the burden placed on the government.

The methodology used to develop the Transportation Impact Fees for the Town of Dundee is consistent with the rational nexus and rough proportionality concepts described above. As a result, the proposed Transportation Impact Fees meet the requirements of both the dual rational nexus test and the rough proportionality test. It is important to note that adjustments were made to the initially calculated fees to account for fee credits (or deductions) related to additional funding as well as existing trips on substandard roadway segments for which no capacity was assumed in the calculations. The sections that follow provide detailed information on the data, assumptions, and methodology used to develop the proposed Transportation Impact Fee schedule.

6. ANTICIPATED GROWTH

Between 2000 and 2020, the Town of Dundee experienced population growth at a significantly faster pace than Polk County as a whole (approximately 30% faster) and the unincorporated areas of Polk County (approximately 33% faster).

Jurisdiction	Total Population (in Year)			Change in Poulation		% of Countywide Change		Growth Rate	
	2000	2010	2020	2000-2010	2010-2020	2000-2010	2010-2020	2000-2010	2010-2020
Town of Dundee	2,912	3,717	5,235	805	1,518	0.68%	1.23%	27.64%	40.84%
Haines City	13,174	20,535	26,669	7,361	6,134	6.23%	4.99%	55.88%	29.87%
Lakeland	78,452	97,422	112,641	18,970	15,219	16.05%	12.38%	24.18%	15.62%
Winter Haven	26,487	33,874	49,219	7,387	15,345	6.25%	12.48%	27.89%	45.30%
Unincorporated Polk County	302,797	375,647	444,898	72,850	69,251	61.65%	56.32%	24.06%	18.44%
Polk County (Countywide)	483,924	602,095	725,046	118,171	122,951	100.00%	100.00%	24.42%	20.42%

Based on U.S. Census Bureau Decennial Census; Florida Population Studies, Bureau of Economic and Business Research (BEBR)

Table 1 – Population Summary (Polk County and Municipalities)

From 2000 to 2010, most of Polk County's growth occurred within unincorporated areas. During this period, the Town's population increased by approximately 27.64%, representing less than one percent of the County's total population growth. However, from 2010 to 2020, population growth in the unincorporated areas slowed, while Dundee's growth rate increased to 40.84%.



Table 1 provides a summary of population data and statistics, based on decennial census data, including several Polk County municipalities and the unincorporated areas.

One of the fundamental considerations in the process of creating a Transportation Impact-fee funding system, that meets the dual rational nexus test, is estimating future growth. The population forecast used for the analysis presented here, detailed in the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR), was based on a thorough analysis of the Florida Department of Transportation District One Regional Planning Model (D1RPM)'s 2045 socioeconomic data, the Polk County Property Appraiser building data, as well as incoming-development data provided by the Town of Dundee. It is anticipated that Dundee's population will increase to approximately 20,600 by 2035 and 24,900 by 2045. Figure 5 illustrates the Town's population forecast.

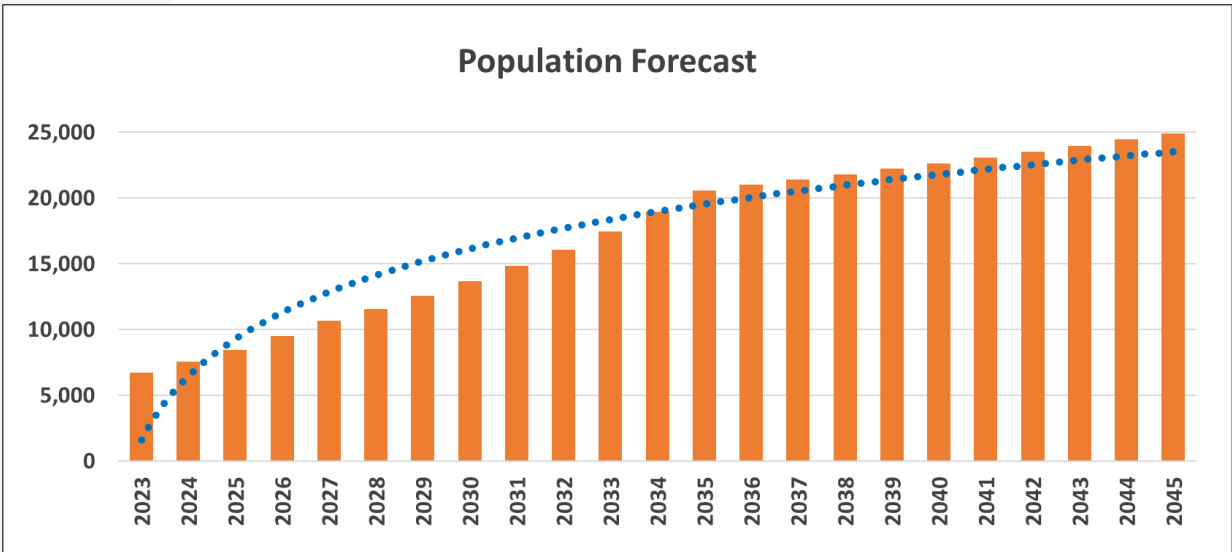


Figure 5 – Town of Dundee’s Population Forecast

Most of the anticipated growth within the Town of Dundee will be driven by the incoming development projects mentioned above. Since the land uses of some projects, especially large multi-phase developments, can change based on market conditions and demand, periodic updates to the townwide traffic analysis and this technical report will be necessary. These updates will help adjust expected levels of service and transportation impact fees (or future mobility fees) to reflect updated population forecasts. Other reasons for potential fee adjustments may include the implementation of special fee districts or incentives (e.g., lower fees) to promote activity centers or special areas where development is desired. The frequency of these updates will depend on the level of development activity and the Town's goals; however, biennial updates are desirable.

Figure 6 illustrates the cumulative population increase by year, relative to 2022, and the corresponding estimated population from incoming developments. As shown in the figure, most

of the forecasted growth within the Town of Dundee is tied to actual projects currently at various stages of the permitting process. Consequently, the substantial population increase discussed above is likely and will significantly impact the Town’s transportation network. From a fiscal perspective, this could result in insufficient future revenue to meet the additional capacity needs of the transportation network. Additional factors, such as homestead exemptions and decreasing fuel-tax revenues, could further exacerbate funding challenges. As a result, local governments in Florida have increasingly relied on transportation impact fees to fund the capacity improvements required by new development.

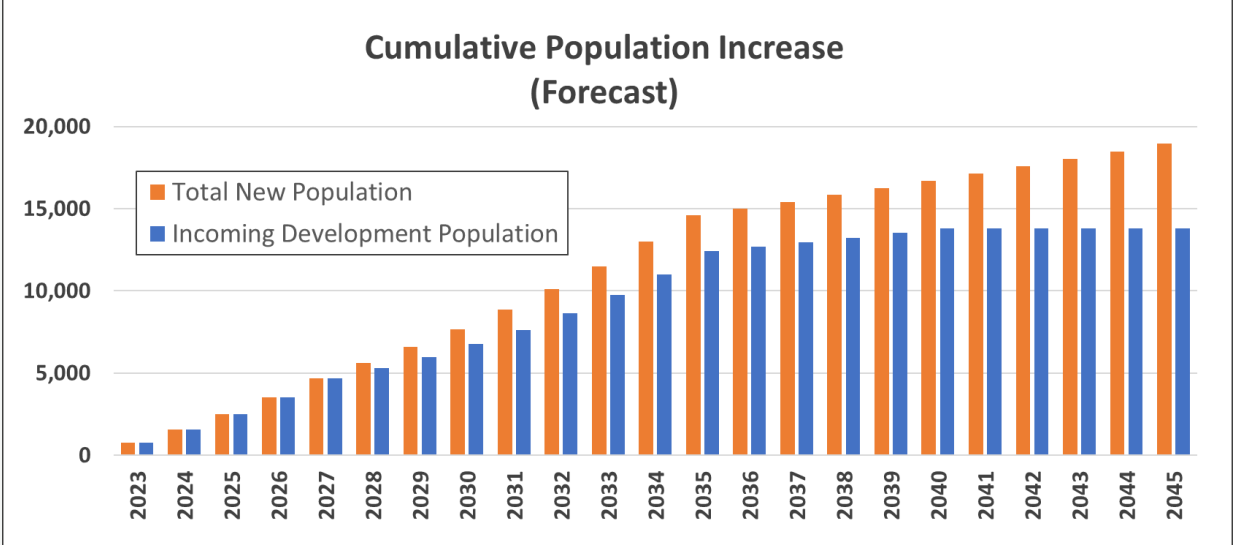


Figure 6 – Town of Dundee’s Cumulative Population Increase (Forecast)

The socioeconomic data produced as part of the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR) were used to develop estimates of the Town’s future growth in terms of land use and population. Table 2 provides a summary of some of the data resulting from this analysis. As shown in Table 2, by 2045, the Town’s population is expected to be approximately 4.76 times the 2020 population figure from the U.S. Census Bureau. By 2035, Dundee's number of residential units is projected to reach approximately 6,075 (5,027 single-family units and 1,048 multifamily units), representing a 199% increase from 2022. By 2045, Dundee's number of residential units is expected to reach approximately 8,882 (7,157 single-family units and 1,725 multifamily units), which would represent a 46% increase from 2035.



Year	Total Residential Units		Total Square Footage			Estimated Population
	SF	MF	Industrial	Commercial	Services	
2020 population from U.S. Census Bureau data:						5,235
2022	1,919	113	1,666	822	893	5,983
2035	5,027	1,048	1,990	1,257	1,600	17,178
2045	7,157	1,725	2,238	1,592	2,143	24,921

Estimates based on Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR), completed by ESRP Corporation in June 2023.

Table 2 – Land Use and Population Forecast (Town of Dundee)

Traffic volumes from the TTA&ADTR and the geometry of the Town’s Thoroughfare Network were used to estimate the change in vehicle miles of travel during the 24-year period between 2022 and 2045. Table 3 summarizes the results of this analysis.

Year	Town + County Arterials & Collectors	State Arterials & Collectors	Total
2022 TIP* Base Year	67,625	253,457	321,082
2045 Model and TIP Future Year	234,197	459,464	693,662
2022 to 2045 VMT Increase	166,573	206,007	372,579

Source: Projected growth in vehicle miles of travel (VMT) prepared by ESRP Corporation. The FDOT District One Regional Planning Model (D1RPM) was used to calculate 2045 VMT. Polk County Property Appraiser data were used to refine the model's socioeconomic data. For the Transportation Improvement Plan (TIP) base year, 2022, traffic counts were collected and used together with other available data to estimate peak season weekday average daily traffic (PSWADT), as well as average annual daily traffic (AADT) and VMT.

**TIP: Transportation Improvement Plan*

Table 3 – Increase in Vehicle Miles Traveled (VMT)



7. EXISTING CONDITIONS

In order to understand the existing mobility conditions within the Town of Dundee, ESRP conducted a capacity analysis of the Town's Thoroughfare Network. This analysis was part of the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR). Existing traffic volumes were determined based on current counts, traffic data from the Polk TPO 2022 Roadway Network Database, and FDOT AADT data. The 2022 Directional Design Hour Volumes (DDHV) shown on Map 08 of the TTA&ADTR were used to perform PM peak-hour roadway-segment capacity analyses for the segments included in the study area. Standard levels of service were based on Section 6.01.06 of the Town of Dundee Land Development Code. Standard peak-hour capacities for each roadway segment were determined using the FDOT 2020 Quality/Level of Service Handbook and the specific characteristics of each segment. A table summarizing the results of this capacity analysis is provided in Appendix 2.

According to Florida Statutes, new developments should not be charged to mitigate existing deficiencies in the transportation system. To ensure this, a more general townwide analysis was conducted to evaluate the capacity of the Town's Thoroughfare Network (including all main arterials and collectors). This analysis involved calculating the townwide vehicle miles of travel (VMT), the townwide vehicle miles of capacity (VMC), and the corresponding VMT/VMC ratios, which indicate the overall congestion level of the roadway network. Table 4 summarizes the results of this analysis.

Type of Facility (Within Town of Dundee Limits)	Town + County Arterials & Collectors	State Arterials & Collectors	Combined (All Roadways)
Scenario (Base Year)	Existing (2022)	Existing (2022)	Existing (2022)
Vehicle Miles of Travel (VMT)	67,625	253,457	321,082
Vehicle Miles of Capacity (VMC)	331,951	482,812	814,764
VMT / VMC	0.20	0.52	0.39

*VMT estimated based on existing counts, K factors, the Polk TPO 2022 Roadway Network Database and FDOT AADT data.
VMC calculated based on actual geometry and adopted capacities.*

Table 4 – Townwide Existing Conditions

The VMT/VMC ratio is a simple measure of the overall capacity utilized in the Town's transportation network. A lower VMT/VMC ratio indicates that less capacity is being used and congestion levels are generally lower, while a higher VMT/VMC ratio suggests more congestion and potential capacity issues. As shown in Table 4, the VMT/VMC ratios within Dundee are low.



For all Town and County arterials and collectors, the existing VMT/VMC ratio is 0.20, indicating that most of the Town's Thoroughfare Network currently experiences low congestion levels. Similarly, all State roads within Town limits have an existing VMT/VMC ratio of 0.52, which, although higher, still reflects low congestion. The overall (systemwide) VMT/VMC ratio is 0.39.

FUTURE CONDITIONS

As the Town grows, travel demand increases, leading to a decrease in the available capacity of transportation facilities. A solid understanding of the future operating conditions of the transportation system is essential for identifying the best solutions (such as improvements and strategies) that will maintain the adopted levels of service and, in turn, enhance mobility, connectivity, and quality of life.

As part of the Town of Dundee's Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR), ESRP conducted analyses to estimate the future (2045) traffic volumes on the Town's roadway network. The travel-demand model (D1RPM) was set up based on a detailed analysis of socioeconomic data from various sources, the geometry of the Town's Thoroughfare Network, and the locations of all incoming development projects. The model output was then used to calculate the 2045 Directional Design Hour Volumes (DDHV).

The 2045 Directional Design Hour Volumes (DDHV) shown on Map 11 of the TTA&ADTR were used to perform PM peak-hour roadway-segment capacity analyses for the segments included in the study area. The standard levels of service were based on Section 6.01.06 of the Town of Dundee Land Development Code. Standard peak-hour capacities for each roadway segment were determined using the FDOT 2020 Quality/Level of Service Handbook and considering the specific characteristics of all roadway-network segments. A table summarizing the results of this capacity analysis is provided in Appendix 3.

As shown in Appendix 3, several roadway segments will not be able to meet level-of-service standards under 2045 traffic conditions. As part of the TTA&ADTR, ESRP conducted a detailed analysis for each of these segments to identify the most reasonable mitigation approaches to achieve the adopted levels of service under future conditions. Recommended improvements were proposed on a case-by-case basis.



8. PROPOSED IMPROVEMENTS

The proposed Town of Dundee Transportation Impact Fees are based on improvements outlined in the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR) prepared by ESRP. However, not all the improvements identified in the TTA&ADTR were used for impact-fee calculation purposes. Maintenance improvements, such as resurfacing or restriping, cannot be funded with TIF funds and were therefore excluded from the calculations. Additionally, the proposed impact fees are not intended to fund improvements on State-owned or State-maintained facilities. Consequently, improvements on State roadways were also excluded from the calculations. A table detailing the improvements included in the TIF calculations, along with the estimated cost of each improvement, is provided in Appendix 4.

The improvements listed in Appendix 4 are capacity-addition projects with estimated costs adapted from FDOT data. These improvements include roadway widening, the addition of auxiliary lanes at major intersections, upgrades to paved and unpaved segments of substandard roads, and the construction of new roads. Table 5 provides a summary of the proposed improvements, categorized by type, along with the corresponding total lengths in miles and the lane miles of roadway that will be added or improved.

Type of Improvement	Total Length (Miles)	Lane Miles of Roadway ¹
Widen from 2 lanes to 4 lanes (undivided) with LT lanes at main int.	0.87	1.74
Widen from 2 lanes to 4 lanes (undivided)	2.39	4.78
Add right-turn lanes at main intersections	0.63	n/a
Add right-turn lanes at main intersections - Transitioning Areas	0.50	n/a
Improve existing unpaved substandard road to 2-lane road (undivided)	0.26	0.51
Construct new two-lane road	4.34	8.68
Construct new two-lane road - Transitioning Areas	1.05	2.10
Improve existing 12%-paved / 82%-unpaved substandard road (2-lane undiv.)	0.94	1.89
Improve existing 49%-paved / 51%-unpaved substandard road (2-lane undiv.)	1.01	2.03
Improve existing 65%-paved / 35%-unpaved substandard road (2-lane undiv.)	0.95	1.90
		23.63
<i>Source: Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR), 2023</i>		
¹ Lane miles of roadway only include through lanes.		

Table 5 – Proposed Transportation Improvements

Based on the assumptions and results of the Townwide Traffic Analysis, the improvements listed in Table 6 will be sufficient to ensure that the standard level of service is maintained on all Town



and County roads within Dundee’s Thoroughfare Network. It is assumed that FDOT will fund the necessary improvements on State-owned or State-maintained facilities.

9. ROADWAY CAPACITY

As discussed in the Anticipated Growth section of this document, travel demand within the Town of Dundee is expected to increase significantly over the next couple of decades. Implementing the proposed improvements discussed in the previous section will enable the Town to maintain adequate levels of service on Town and County roadways within Dundee’s limits. These improvements will add a significant amount of person-miles of capacity (PMC), distributed among various roadway facilities located in different areas of the Town. Table 6 shows the roadway capacities used for each type of improvement. These capacities are based on the functional classification of the roadway facilities, their geometry, and the FDOT 2020 Quality/Level of Service Handbook. For substandard roads that include both paved and unpaved sections, special capacities were calculated based on the lengths of the paved and unpaved segments. A similar approach was used to determine an estimated unit cost for these facilities.

Type of Improvement	Roadway Capacity*	
	(Persons/Day)	(Veh/Day)
Widen from 2 lanes to 4 lanes (undivided) with LT lanes at main int.	25,319	17,460
Widen from 2 lanes to 4 lanes (undivided)	15,516	10,700
Add right-turn lanes at main intersections	1,283	885
Add right-turn lanes at main intersections - Transitioning Areas	1,175	810
Improve existing unpaved substandard road to 2-lane road (undivided)	19,258	13,280
Construct new two-lane road	19,258	13,280
Construct new two-lane road - Transitioning Areas	17,619	12,150
Improve existing 12%-paved / 82%-unpaved substandard road (2-lane undiv.)	16,947	11,686
Improve existing 49%-paved / 51%-unpaved substandard road (2-lane undiv.)	9,821	6,773
Improve existing 65%-paved / 35%-unpaved substandard road (2-lane undiv.)	6,740	4,648

*Sources: FDOT Quality/Level of Service Handbook; FHWA 2022 National Household Travel Survey.
An average vehicle occupancy factor of 1.45 was used for TIF analysis purposes.
* Capacity values do not include bicycle lanes or sidewalks.*

Table 6 – Capacity of Roadway Improvements

The capacities in Table 6 were estimated based on the specific characteristics of each type of improvement, with engineering judgment also applied. These capacities were then used to

determine the increase in person-miles of capacity (PMC) that the proposed improvements can provide, as detailed in Table 7

Type of Improvement	Added Capacity (PMC)	Estimated Cost (\$)
Widen from 2 lanes to 4 lanes (undivided) with LT lanes at main int.	22,040	14,613,643
Widen from 2 lanes to 4 lanes (undivided)	37,093	34,897,794
Add right-turn lanes at main intersections	806	1,834,711
Add right-turn lanes at main intersections - Transitioning Areas	591	1,068,698
Improve existing unpaved substandard road to 2-lane road (undivided)	4,917	2,894,227
Construct new two-lane road	83,595	52,967,225
Construct new two-lane road - Transitioning Areas	18,519	7,923,526
Improve existing 12%-paved / 82%-unpaved substandard road (2-lane undiv.)	15,985	9,987,507
Improve existing 49%-paved / 51%-unpaved substandard road (2-lane undiv.)	9,959	8,404,239
Improve existing 65%-paved / 35%-unpaved substandard road (2-lane undiv.)	6,400	6,924,656
Total PMC Increase:	199,906	141,516,226
<i>Sources: Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR), 2023; FHWA 2022 National Household Travel Survey; FDOT Cost Per Mile Models for Long Range Estimating; FDOT project cost data.</i>		

Table 7 – PMC Increase and Estimated Cost of Improvements

Some of the PMC increase values recorded in Table 9 were obtained by using the combined capacity of two types of improvements. For example, the total increase in capacity on substandard roads with both paved and unpaved sections was calculated as a weighted average, based on section length, of improving a paved substandard road and constructing a new road, as no capacity was assumed for substandard unpaved segments.

An analysis of anticipated future (2045) townwide conditions after the implementation of the capacity improvements discussed above was conducted. For this analysis, it was assumed that the State-road improvements identified in the TTA&ADTR would also be provided by FDOT to maintain level-of-service standards on State-owned and maintained facilities. The results of this analysis indicated that, with the proposed improvements, the Town will be able to maintain a relatively low overall VMT/VMC ratio for all its main arterials and collectors. Table 8 summarizes these results.

As shown in Table 8, the future VMT/VMC ratio for Town and County arterials and collectors is expected to be 0.5. Although this is significantly higher than the existing VMT/VMC ratio, it is still low and indicates overall adequate capacity and level of service on these facilities. The future VMT/VMC ratio on state-road segments, assuming that the state-road improvements identified in the TTA&ADTR are in place by 2045, is anticipated to be 0.75, which suggests that congestion on these segments will also increase significantly during the study period. With the proposed improvements, the state-road segments are expected to meet level-of-service standards under

future (2045) conditions. However, by that time, these segments will be nearing standard capacity. The estimated systemwide future (2045) VMT/VMC ratio is 0.64, which can be considered relatively low.

Type of Facility (Within Town of Dundee Limits)	Town + County Arterials & Collectors	State Arterials & Collectors*	Combined (All Roadways)
Scenario (Year)	Future (2045)	Future (2045)	Future (2045)
Vehicle Miles of Travel (VMT)	234,197	459,464	693,662
Vehicle Miles of Capacity (VMC)	469,227	609,593	1,078,820
VMT / VMC	0.50	0.75	0.64

VMT estimated based on incoming development, anticipated population growth, and travel-demand model (D1RPM) output. VMC calculated based on anticipated future geometry and adopted capacities.

** The State VMC value assumes that the recommended state-road improvements shown in the 2023 Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR) are in place by 2045. The transportation impact fees provided in this document are not intended to provide funding for improvements on state roads.*

Table 8 – Townwide Future Conditions

10. PERSON CAPACITY AND DEMAND

10.1. Capacity Addition Ratio

The capacity addition ratio (CAR) expresses the relationship between the future increase in person-miles of transportation-system capacity and the expected growth in travel demand during a defined period of time. It provides an indication of the quality of service that is being sought, or that can be achieved, under specific conditions. Exhibit 1 shows the formula used to calculate the capacity addition ratio.

$$CAR = (PMCa / PMTa)$$

Where:

- CAR = Capacity Addition Ratio
- PMCa = Added Miles of Capacity
- PMTa = Additional Person Miles of Travel

Exhibit 1 – Capacity Addition Ratio

Knowing the expected future increase in travel demand, the type of improvements and/or strategies in a transportation improvement plan can be adjusted to obtain a desired quality of

service. As a result, the capacity addition ratio can be below or above 1.00. However, setting it at a rate that is too high could result in undesirably high Transportation Impact fees, which would charge new developments beyond their impact on the transportation system’s quality of service.

The 2022 vehicle miles of travel (VMT) from Table 3 and the 2045 vehicle miles of travel (VMT) from Table 8 were used to calculate the additional person miles of travel (PMTa), based on an average vehicle-occupancy rate of 1.45. This rate is derived from Florida data in the Federal Highway Administration’s 2022 National Household Travel Survey (NHTS). A summary of the NHTS data used in the analysis is provided in Appendix 5. The added miles of capacity (PMCa) are equivalent to the total PMC increase from Table 7. The capacity addition ratio was calculated by dividing PMCa by PMTa. Table 9 summarizes the CAR calculations.

Year	VMT	PMT	PMTa	PMCa
2022	321,082	465,608	540,285	199,906
2045	693,662	1,005,893		
Capacity Addition Ratio (CAR):			0.3700	

Table 9 – Capacity Addition Ratio (CAR)

10.2. Person Miles of Capacity Rate

The person-miles of capacity rate (PMCr) represents the cost associated with providing one person-mile of transportation-system capacity. Exhibit 2 shows the variables and formulas involved in the PMCr calculations.

$BAC_{tp} = (GC_{tp} \times CC_{af})$
 $RC_{tp} = (BAC_{tp} \times CAR)$
 $PMCr = (RC_{tp} / PMCa)$

Where:

- GC_{tp}** = Gross Cost of Transportation Plan
- CC_{af}** = Current Conditions Analysis Factor (1.00)
- BAC_{tp}** = Backlog Adjusted Cost of Transportation Plan
- CAR** = Capacity Addition Ratio
- RC_{tp}** = Relative Cost of Transportation Plan improvements
- $PMCa$** = Added Miles of Capacity
- $PMCr$** = Person Miles of Capacity Rate

Exhibit 2 – Person Miles of Capacity Rate



This rate is obtained by dividing the relative cost of the transportation improvement plan (RCtp) by the person-miles of capacity increase provided in Table 7. To calculate the RCtp, the gross cost of the transportation improvement plan (GCtp), which represents the total cost of the improvements funded by Transportation Impact Fees, is multiplied by a current conditions analysis factor (CCaf). This calculation results in an adjusted cost for the transportation improvement plan that accounts for existing transportation-system deficiencies (BACtp). The RCtp is then derived by multiplying the BACtp by the capacity addition ratio (CAR). The primary purpose of the CCaf is to ensure that new development does not pay to mitigate existing deficiencies in transportation infrastructure that operates below the desired quality of service or the adopted standard of service. Most of the Town of Dundee’s Thoroughfare Network currently experiences low congestion levels, and it is reasonable to assume that new growth will not be funding transportation-infrastructure improvements at a rate that addresses existing capacity deficiencies. Consequently, a 1.0 CCaf was used for the analysis. Table 12 summarizes the PMCr calculations.

GCtp	CAR	RCtp	PMCa
141,516,226	0.37	52,361,052	199,906
Person Miles of Capacity Rate (PMCr):		261.93	

Table 10 – Person Miles of Capacity Rate (PMCr)

10.3. Person Travel Demand per Use

The person-travel demand per use (PTDu) values reflect the amount of travel that can be generated by different land uses. These values are indicators of the level of impact that each type of land use can have on the Town’s transportation system and are, therefore, a crucial part of the Transportation Impact Fee calculations. The PTDu values ensure proportionality between the impacts of new development and the costs associated with the solutions needed to mitigate them. In other words, PTDu values are essential to meeting the Rough Proportionality Test. Exhibit 3 shows the various variables and formulas involved in the PTDu calculations.

Since US 27 and State Road 17 are transportation facilities owned and maintained by the Florida Department of Transportation, traffic volumes on the Town’s Thoroughfare Network should be adjusted to exclude travel on these facilities for certain Transportation Impact Fee calculations. This adjustment is achieved using a state-facility travel factor (SFTf), which, in this case, was calculated based on estimates of the trips generated by seven incoming developments. The trip distribution and traffic assignment for these seven developments were modeled using the D1RPM with revised socioeconomic data. The model output was used to estimate vehicle-miles



of travel on the Town and County arterials and collectors, as well as on State roads within the Town of Dundee limits (INCvmt and EXCLvmt). Exhibit 3 includes the formulas used for SFTf calculations, and Table 11 summarizes the corresponding results. A summary of the trip data used for SFTf calculations is provided in Appendix 6.

$TOTvmt = (\sum INCvmt + \sum EXCLvmt)$
 $SFTf = 1 - (\sum EXCLvmt / TOTvmt)$
 $PTDu = (((((TG \times \%NEW) \times PTf) \times (PTlen \times SFTf)) \times ODf)$
 Where:
TOTvmt = Total Future New VMT on Study Area Arterials and Collectors
INCvmt = Future New VMT on Town and County Arterials and Collectors
EXCLvmt = Future New VMT on State Arterials and Collectors
SFTf = State Facility Travel Factor
PTDu = Person Travel Demand Per Use
TG = Trip Generation
%NEW = Percent of Trips that are Primary Trips
PTf = Person Trip Factor by Trip Purpose
PTlen = Person Trip Length by Trip Purpose
ODf = Origin-Destination factor to avoid double-counting of trips (0.50)

Exhibit 3 – Person Travel Demand per Use

INCvmt	EXCLvmt	TOTvmt	SFTf
19,181	13,745	32,926	0.5826
Source: 2045 VMT estimated by ESRP Corporation based on seven (7) proposed developments located within Dundee boundaries. The D1RPM was used for this purpose.			

Table 11 – State Facility Travel Factor (SFTf)

The number of trips that a particular land use can generate is a key factor in PTDu calculations. Trip-generation rates were estimated for each of the 25 different land-use categories included in the proposed Transportation Impact Fee schedule. Descriptions of each land-use category are provided in the Definitions section of this document. Relevant data and average trip-generation rates, provided in the 11th edition of the ITE Trip Generation Manual, were used to develop “customized” trip-generation rates consistent with the ITE land-use codes (LUCs) included in each of the fee-schedule land-use categories. A summary table that includes the resulting Transportation Impact Fee rates, as well as additional relevant data, is included in Appendix 7.



The information provided in Appendix 7 also includes the percentage of new trips (%NEW), which represents the portion of generated trips that are not pass-by or diverted trips. The main reason for using this factor in PTDu calculations is to avoid accounting for trips that are already on the road for a different purpose but are attracted to a specific development that is “conveniently located” on or near their path. Although pass-by and diverted trips add turning-movement volumes at certain driveways and intersections, their additional impact on systemwide capacity is negligible.

Data from the FHWA’s 2022 National Household Travel Survey (NHTS), a summary of which is included in Appendix 6, was used to estimate person-trip factors (PTf) for all the land-use categories in the Transportation Impact Fee schedule. The PTf values represent average vehicle occupancy; in other words, they can be used to convert vehicle trips into person trips. Vehicle occupancy values estimated for each land-use category, based on NHTS Florida data, are also provided in Appendix 7.

Data from the Florida 2022 National Household Travel Survey (NHTS), along with data from other Florida studies, were used to determine the person-trip lengths (PTlen) associated with each land-use category. The aforementioned data were analyzed to estimate reasonable trip lengths based on the characteristics of each proposed land-use category and its corresponding ITE land-use codes. The table in Appendix 7 also includes the estimated PTlen values.

The final factor included in the PTDu calculations is the origin-destination adjustment factor (ODf). Trips are typically generated by a specific land use within a development and are attracted to one or more land uses in a different development. Since any trip can be assumed to originate from one land use and have a destination at another, it is reasonable to consider all trips as “outbound trips” for one land use and “inbound trips” for another. To avoid double-counting, an ODf of 0.5 is applied.

All the variables and factors described above were used to calculate PTDu values for each of the 25 proposed TIF-schedule land-use categories, as outlined in Exhibit 3. A summary of the resulting PTDu values is provided in the “Calculated Person Travel Demand Per Use” table included in Appendix 8.



11. TRANSPORTATION IMPACT FEES (TIF)

Transportation Impact Fees before credits were calculated for each of the 25 land-use categories mentioned in the previous section of this document using the Transportation Impact Fee formula provided in Exhibit 4.

<i>TIFbc = PTDu x PMCr</i>	
<i>Where:</i>	
<i>TIFbc</i>	<i>= Transportation Impact Fee Before Credits</i>
<i>PTDu</i>	<i>= Person Travel Demand Per Use</i>
<i>PMCr</i>	<i>= Person Miles of Capacity Rate</i>

Exhibit 4 – Transportation Impact Fee Before Credits

The PTDu values, provided in Appendix 8, were multiplied by the PMCr value from Table 10 to obtain the Transportation Impact Fee values before credits (TIFbc) for each land-use category. PTDu values indicate the level of impact that a particular land-use unit of new development (e.g., dwelling unit; 1,000 square feet of gross leasable area; etc.) or redevelopment would have on the Town’s transportation system. As mentioned earlier, the PMCr represents the cost associated with providing a unit of system capacity. Consequently, the Transportation Impact Fees charged to a new development (or redevelopment) will be equivalent to the cost of the improvements needed to mitigate its impact on the mobility system. Therefore, the Transportation Impact Fees presented here satisfy the first condition of the dual rational nexus test (the “need” part) as well as the rough proportionality test.

To meet the second condition of the dual rational nexus test (the “benefits” part), Transportation Impact Fees charged to new developments or redevelopments must be used in ways that benefit those specific developments or redevelopments. One effective approach is to establish districts and ensure that fees collected within a district are spent within that same district. However, it’s important to recognize that not all travel is contained within a single district; some trips originating in one part of the Town may have destinations in other parts that fall outside the same district. To address this, some jurisdictions allow a degree of flexibility, permitting funds collected in one district to be used in adjacent districts, provided that the spending benefits the travel originating from the district where the funds were collected. Given the current size of the Town, establishing multiple districts is not recommended at this time. However, this may change in the future, and if so, the flexible approach described above might become suitable for the Town.

11.1. Fee Credits

Fee credits are adjustments to calculated impact fees, based on various factors, intended to ensure that new developments are not overcharged for infrastructure improvements. Various types of credits can be applied to transportation impact fees, including, but not limited to, revenue credits and debt credits. Revenue credits account for the use of other funding sources, such as local, state, or federal funds, for capacity-expanding improvements, while debt credits are applied when existing facilities, funded by outstanding debt, contribute to the current level of service (LOS). New developments should not be charged for both their own consumption of capacity and for retiring existing debt; therefore, impact fees are reduced to reflect future debt payments. Other credits are used to prevent new development from paying for infrastructure intended to provide a higher level of service than what is provided to existing development. The Transportation Impact Fees before credits (TIFbc) presented at the beginning of this section were adjusted by applying three different fee credits as follows:

11.1.1. Non-TIF Funding Credit

Polk County plans to invest about \$200 million over the next five years in expanding the capacity of its thoroughfares, as detailed in the County’s adopted Community Investment Program. This funding, averaging around \$40 million annually, will be drawn from non-impact fee revenue sources, including gasoline and property taxes, as well as grants. The allocated funds are intended to support the expansion of the county’s roadway network.

To account for the aforementioned funding, a gasoline-tax credit formula was adapted to calculate the applicable non-TIF funding credit (Fcred) for each land-use category. Exhibit 5 details the variables used in these calculations.

$Fcred = NPV[(((TG \times PTlencr \times \%NEW \times EDY \times GTD)/(MPG \times 2)))]$

Where:

- Fcred*** = Polk County Non-TIF Funding Credit
- NPV*** = Net Present Value
- TG*** = Trip Generation Rate
- PTlencr*** = Trip Length for Credit Calculation
- %NEW*** = Percent of Trips that are Primary Trips
- EDY*** = Equivalent Days per Year
- GTD*** = Equivalent Gas Tax Dollars per Gallon
- MPG*** = Vehicle Miles per Gallon

Exhibit 5 – Polk County Non-TIF Funding Credit



As shown in Exhibit 5, Fcred was calculated based on an equivalent value of gasoline tax dollars per gallon (GDT), which was derived from the anticipated annual funding per VMT² and several assumptions for an average vehicle. These assumptions included 12,000 miles driven per year, 300 miles per gas tank, and 13.5 gallons per tank. GDT was then multiplied by the trip generation rate (TG), the trip length for credit calculation (PTlencr), the percentage of new trips (%NEW), and the equivalent days corresponding to the average fuel consumption per year. This product was divided by the vehicle miles per gallon (MPG) multiplied by two. The net present value of the resulting figure was obtained by assuming a 25-year period and a discount rate of 3.60%, reflecting the average national yield on AAA 30-year municipal bonds as of January 29, 2024. The trip length for credit calculation (PTlencr) was determined by adding 0.5 miles to the average trip length estimated for each land-use category. This adjustment accounts for the fact that vehicles consume fuel on minor local roads not included in the Town's Thoroughfare Network. The non-TIF funding credits calculated for each land-use category are provided in Appendix 9.

11.1.2. Substandard Road Credit

Some links in the Town of Dundee Thoroughfare Network are substandard, unpaved segments that will require substantial improvements (often near full new construction) to meet the Town's transportation standards. Therefore, segments with these characteristics were assumed to have zero existing capacity for impact fee calculation purposes. Since existing counts show some travel occurring on these segments, it is necessary to adjust the Transportation Impact Fees to account for the capacity used by existing traffic on these specific substandard segments. This adjustment is needed because the fee calculations reflect the full improved capacity, but a small portion of that capacity, which is currently used, cannot be charged to new development.

Since Dundee is implementing Substandard Road regulations that will allow the Town to request additional funding for the accelerated improvement of substandard roads significantly impacted by certain developments, the Transportation Impact Fees (or future Mobility Fees) should be updated periodically. This ensures necessary reductions are made to account for additional non-TIF funding associated with substandard facilities.

The substandard road credit (SRcred) for each land-use category was calculated as shown in Exhibit 6. The combined existing VMT on zero-capacity substandard roads (ZCSRvmt) was divided by the added miles of capacity (PCMa), and the resulting value was multiplied by the difference

² The annual funding per VMT was calculated using the existing countywide VMT of 5,054,887 provided in the Polk County 2023 Transportation Impact Fee Update.



between the TIF before credit and the non-TIF funding credit. The substandard road credits calculated for each land-use category are provided in Appendix 9.

$$SRcred = (TIFbc - Fcred) \times (\sum ZCSRvmt / PMCa)$$

Where:

- SRcred* = Substandard Road Credit
- TIFbc* = Transportation Impact Fee Before Credits
- Fcred* = Polk County Non-TIF Funding Credit
- ZCSRvmt* = Zero-Capacity Substandard-Road VMT
- PMCa* = Added Miles of Capacity

Exhibit 6 – Substandard Road Credit

11.1.3. County TIF Credit

Like the Town of Dundee, Polk County also charges new development for capacity-expanding improvements on the County’s transportation network. New development within Dundee limits must pay both Town impact fees and County impact fees. Dundee’s Thoroughfare Network includes several County roads, and the Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR) identified future capacity-addition needs on those roads. Since development within the Town must pay County Impact Fees, the cost of these capacity-addition improvements will be funded with County revenue. As a result, a fee credit should be applied to the Town’s Transportation Impact Fee. This credit (County TIF credit) represents the portion of Dundee’s Transportation Impact Fee that corresponds to the proportional cost of capacity-addition improvements on County facilities within the Town’s network. Exhibit 7 provides the formula and corresponding variables for the calculation of the County TIF credit.

$$TIFcred = (TIFbc - Fcred - SRcred) \times NOMpr$$

$$TIFcred \leq \text{Corresponding Polk County TIF}$$

Where:

- TIFcred* = Polk County TIF Credit
- TIFcred* ≤ Corresponding Polk County TIF for Specific Land Use
- TIFbc* = Transportation Impact Fee Before Credits
- Fcred* = Polk County Non-TIF Funding Credit
- SRcred* = Substandard Road Credit
- NOMpr* = Portion Transportation Plan Cost Corresponding to Improvements on Not-Owned/Maintained Facilities (County Facilities).

Exhibit 7 – Polk County TIF Credit



As shown in Exhibit 7, the County TIF credit (TIFcred) is calculated by subtracting the non-TIF funding credit (Fcred) and the substandard road credit (SRcred) from the TIF before credit (TIFbc) and multiplying the result by the portion of transportation-plan costs corresponding to improvements on facilities not owned or maintained by the Town (NOMpr), which in this case are County roads. The County TIF credits calculated for each land-use category are also provided in Appendix 9.

The final Transportation Impact Fees are calculated by subtracting all the fee credits described above from the TIF before credit (TIFbc), as shown in Exhibit 8.

<i>TIF = TIFbc - Fcred - Srcred - TIFcred</i>		
<i>Where:</i>		
<i>TIF</i>	=	<i>Transportation Impact Fee</i>
<i>TIFbc</i>	=	<i>Transportation Impact Fee Before Credits</i>
<i>Fcred</i>	=	<i>Polk County Non-TIF Funding Credit</i>
<i>SRcred</i>	=	<i>Substandard Road Credit</i>
<i>TIFcred</i>	=	<i>Polk County TIF Credit</i>

Exhibit 8 – Transportation Impact Fee

The resulting Transportation Impact Fees for each of the 25 land-use categories discussed above are included in the Transportation Impact Fee schedule provided in the following section of this document.

12. PROPOSED TIF SCHEDULE

The Transportation Impact Fees provided in Table 12 below were developed as described in the previous section of this report. In this case, both “Calculated” and “Suggested” fees are the same because no additional fee reductions are recommended due to the capacity-expansion needs anticipated from the substantial future growth within the Town of Dundee.

A comparative analysis of the fees from Table 12 and the current Town of Dundee Transportation Impact Fees was conducted. Since the existing TIF schedule used by the Town has 33 land-use categories, while the proposed TIF schedule has only 25, a side-by-side comparison was not feasible. However, current TIF-schedule land-use categories that matched (to the extent possible) the proposed TIF-schedule land-use categories were used for the comparison. A table showing the details of this comparison, including the selected land-use categories from the



current TIF schedule, the corresponding Impact Fees, and the calculated percentages of fee increase or decrease, is provided in Appendix 10.

Land Use	Demand Unit	Transportation Impact Fees	
		Calculated	Suggested
Residential			
Single Family	Dwelling Unit	\$6,093.12	\$6,093.12
Multifamily	Dwelling Unit	\$4,234.65	\$4,234.65
Mobile Home Park	Dwelling Unit	\$3,382.68	\$3,382.68
Senior Adult Housing	Dwelling Unit	\$2,654.95	\$2,654.95
Non-Residential			
Retail (>150k SF)	1,000 SF	\$10,283.37	\$10,283.37
Retail (40-150k SF)	1,000 SF	\$18,551.52	\$18,551.52
Retail (<40k SF)	1,000 SF	\$9,571.48	\$9,571.48
Restaurant	1,000 SF	\$28,612.04	\$28,612.04
Coffee Shop/Fast-Food Restaurant with DTW	1,000 SF	\$44,028.75	\$44,028.75
Fast-Food Restaurant without DTW	1,000 SF	\$76,509.40	\$76,509.40
Convenience Store/Gas Station	1,000 SF	\$66,859.74	\$66,859.74
Car Wash / Detail Center	Wash Stalls	\$23,161.34	\$23,161.34
Hotel/Lodging	Room	\$1,853.77	\$1,853.77
Office	1,000 SF	\$5,212.85	\$5,212.85
Medical Office	1,000 SF	\$8,753.55	\$8,753.55
Drive-in Bank	1,000 SF	\$33,274.17	\$33,274.17
Manufacturing/Warehouse	1,000 SF	\$1,655.37	\$1,655.37
Church	1,000 SF	\$4,167.54	\$4,167.54
Public School	Students	\$1,082.58	\$1,082.58
Private School	Students	\$1,366.37	\$1,366.37
Day Care Center	1,000 SF	\$29,994.53	\$29,994.53
Assisted Living Facility / Nursing Home	1,000 SF	\$1,922.92	\$1,922.92
Golf Course	Acre	\$2,459.72	\$2,459.72
Health/Fitness/Athletic Club	1,000 SF	\$31,361.13	\$31,361.13
Recreational Community Center	1,000 SF	\$19,901.76	\$19,901.76

Table 12 – Calculated and Suggested TIF

As shown in Appendix 10, the proposed Transportation Impact Fees are, in most cases, higher than the current Transportation Impact Fees. Only six land-use categories have proposed TIFs that are lower than the current TIFs: Retail (> 150k SF), Retail (< 40k SF), Coffee Shop/Fast-Food Restaurant with DTW, Hotel/Lodging, Drive-in Bank, and Manufacturing/Warehouse. Three land-use categories have a proposed TIF percentage increase of more than 50% but less than 100%, including Single Family, Multifamily, and Mobile Home Park. Additionally, three land-use categories have a proposed TIF percentage increase of more than 100%, including Senior Adult Housing, Day Care Center, and Assisted Living Facility/Nursing Home.



The proposed Transportation Impact Fees discussed above are based on an extensive analysis of the best available data, as well as existing and anticipated traffic conditions within the Town of Dundee. These fees are expected to generate sufficient revenue to finance a significant portion of the capacity-adding improvements required to maintain the adopted levels of service on all Town and County segments of the Town's Thoroughfare Network. These fees constitute the proposed **Town of Dundee Transportation Impact-Fee Schedule**, which is provided as Exhibit 9 below.

Town of Dundee Transportation Impact Fee Schedule August 2024		
Land Use Category	Unit	Transportation Impact Fee (Town Portion)
Residential		
Single Family	Dwelling Unit	\$6,093
Multifamily	Dwelling Unit	\$4,235
Mobile Home Park	Dwelling Unit	\$3,383
Senior Adult Housing	Dwelling Unit	\$2,655
Non-Residential		
Retail (>150k SF)	1,000 SF	\$10,283
Retail (40-150k SF)	1,000 SF	\$18,552
Retail (<40k SF)	1,000 SF	\$9,571
Restaurant	1,000 SF	\$28,612
Coffee Shop/Fast-Food Restaurant with DTW	1,000 SF	\$44,029
Fast-Food Restaurant without DTW	1,000 SF	\$76,509
Convenience Store/Gas Station	1,000 SF	\$66,860
Car Wash / Detail Center	Wash Stalls	\$23,161
Hotel/Lodging	Room	\$1,854
Office	1,000 SF	\$5,213
Medical Office	1,000 SF	\$8,754
Drive-in Bank	1,000 SF	\$33,274
Manufacturing/Warehouse	1,000 SF	\$1,655
Church	1,000 SF	\$4,168
Public School	Students	\$1,083
Private School	Students	\$1,366
Day Care Center	1,000 SF	\$29,995
Assisted Living Facility / Nursing Home	1,000 SF	\$1,923
Golf Course	Acre	\$2,460
Health/Fitness/Athletic Club	1,000 SF	\$31,361
Recreational Community Center	1,000 SF	\$19,902
<i>The transportation impact fees included in this schedule are intended for townwide use. For land uses not included in this schedule, the Town will determine the land-use category to be used.</i>		

Exhibit 9 – Proposed TIF Schedule



Based on current State law, impact fees cannot be increased more often than once every four years, and an impact-fee increase may not exceed 50% of the current impact-fee rate. It is important to note that, according to F.S. § 163.31801, impact-fee increases of 25% or less must be implemented in two equal annual increments. Similarly, increases above 25% but not exceeding 50% must be implemented in four equal annual increments.

Nevertheless, a local government may increase one or more impact fees beyond these limitations by providing a study to justify the need for a larger increase, holding two public workshops, and obtaining approval with at least two-thirds of the votes. Since six of the proposed TIFs are more than 50% higher than the corresponding current TIFs, the aforementioned study and workshops will be required to adopt the proposed TIF schedule. The results of the recently completed Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR) justify the need for additional thoroughfare-network capacity to maintain standard levels of service within the Town. Therefore, the TTA&ADTR, together with this technical report, will satisfy the study requirement.

13. CONCLUSIONS & RECOMMENDATIONS

The proposed Town of Dundee Transportation Impact Fees and the corresponding Transportation Impact-Fee Schedule were developed according to the methodology, data, and analysis described in this document. They are generally based on the anticipated growth the Town is expected to experience over the coming decades, the corresponding increase in travel demand, and the transportation improvements recommended in the 2023 Town of Dundee Townwide Traffic Analysis and Adequacy Determination Technical Report (TTA&ADTR).

The methodology used to develop the Town of Dundee Transportation Impact Fees ensures that the fees charged to a new development (or redevelopment) are proportional to the cost of the improvements and/or solutions needed to mitigate its impact on the transportation system. As a result, the Transportation Impact Fees presented here meet the first condition of the dual rational nexus test (the “need” part) as well as the rough proportionality test.

Implementing a strategy to meet the “benefits” criterion of the dual nexus rational test is highly recommended. As discussed in Section 11, this may involve establishing districts to ensure Transportation Impact Fees are spent within the district where they are collected. Additionally, allowing flexibility to spend a portion of the fees on adjacent districts is advisable, provided it



benefits travel originating from the district where the fees were collected. Given the current size of the Town of Dundee, establishing multiple districts is not recommended at this time. However, as the Town grows, this approach may become more appropriate.

After the proposed Transportation Impact Fees are adopted, periodic updates of the Townwide Traffic Analysis and the Transportation Impact Fee schedule will be necessary to account for potential changes in fee rates, which can fluctuate based on various factors influencing TIF calculations. Updates every two years are generally recommended. However, due to upcoming changes in State law from Florida Senate Bill 688 and House Bill 479, which will regulate the implementation of Alternative Mobility Funding Systems and Impact Fees, the next update should be conducted within the next 12 months. Currently, TIF increases should occur no more frequently than every four years, but TIFs can be decreased at any time. Fee increases can be associated with the effects of inflation and/or changing market conditions. Fee reductions are often used to accelerate development in specific areas or to promote specific land uses.








In the future, the Town of Dundee may decide to transition from a roadway-infrastructure funding system, based on Transportation Impact Fees, to a mobility-infrastructure funding system based on Mobility Fees. A townwide Mobility Plan will provide a solid foundation to support this transition.

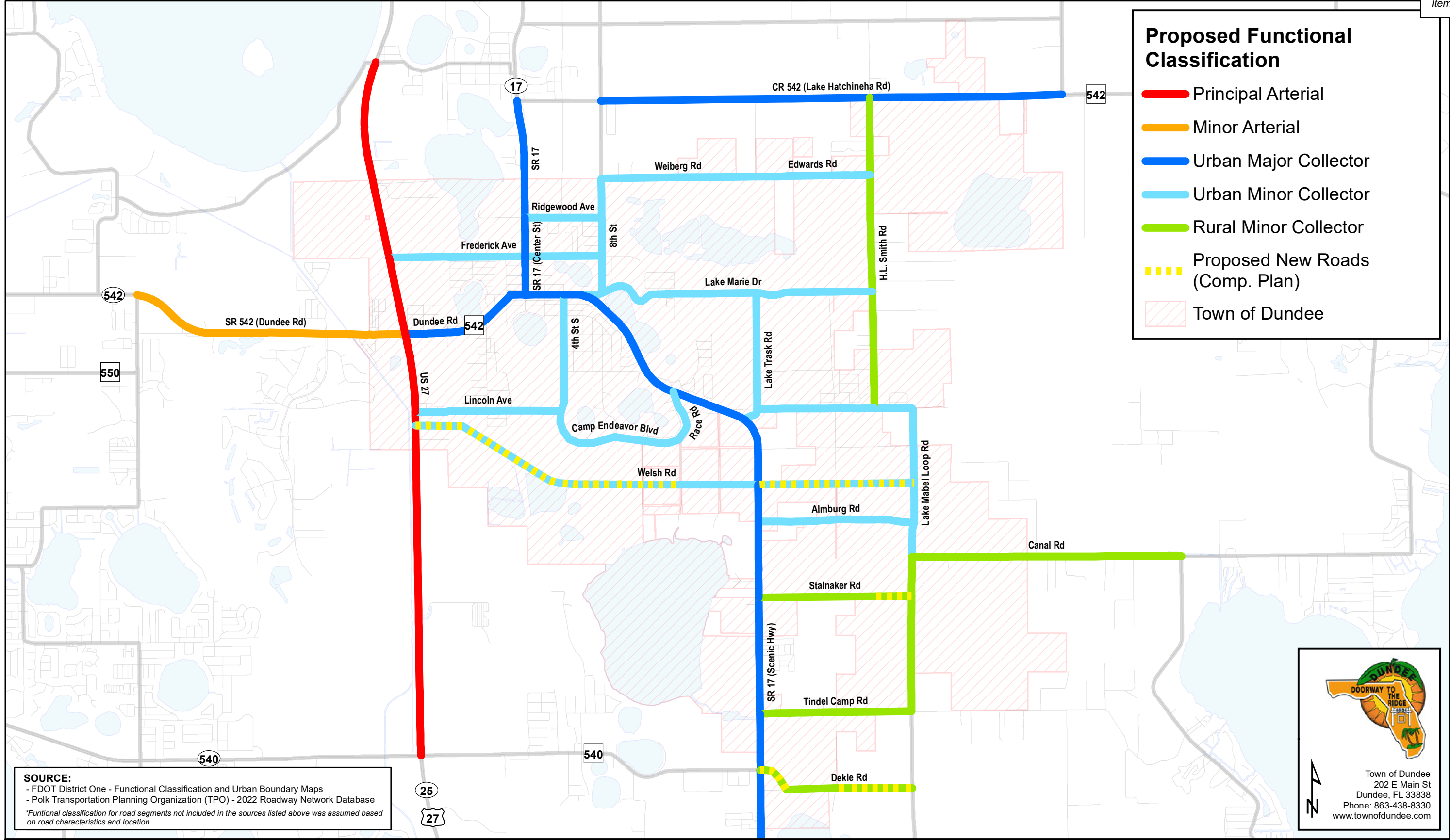
The Town, at its discretion, may consider amending the Transportation Impact Fee ordinance to establish exemptions that support specific goals. Examples of such exemptions include those for mixed-use developments, affordable housing projects, and similar initiatives.




APPENDIX 1 – Map 02B of the TTA&ADTR

Proposed Functional Classification

-  Principal Arterial
-  Minor Arterial
-  Urban Major Collector
-  Urban Minor Collector
-  Rural Minor Collector
-  Proposed New Roads (Comp. Plan)
-  Town of Dundee



SOURCE:
 - FDOT District One - Functional Classification and Urban Boundary Maps
 - Polk Transportation Planning Organization (TPO) - 2022 Roadway Network Database
 *Functional classification for road segments not included in the sources listed above was assumed based on road characteristics and location.



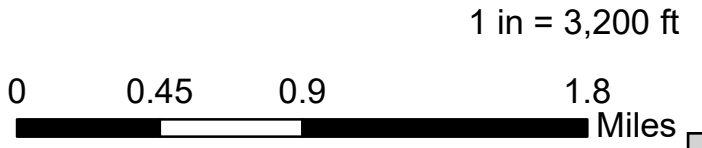
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MAP 02B - Proposed Functional Classification of Roadway Segments

Town of Dundee Transportation Impact Fee Study

April 2023



APPENDIX 2 – 2022 Traffic Volumes and Levels of Service

2022 Traffic Volumes and Levels of Service

Road Name	From	To	Std LOS	Std Capacity	2022 AADT	2022 Dir. Factor	2022 Peak Dir.	K Factor	2022 DDHV	2022 LOS
US 27	SR 540 (Cypress G. Blvd)	Lincoln Ave	C	2,940	34,760	0.52	N	0.09	1,619	C
US 27	Lincoln Ave	SR 542 (Dundee Rd)	C	2,940	35,290	0.50	N	0.09	1,601	C
US 27	SR 542 (Dundee Rd)	Frederick Ave	C	2,940	31,320	0.54	S	0.09	1,524	C
US 27	Frederick Ave	W Main St (Lake Hamilton)	C	2,940	31,480	0.56	S	0.09	1,575	C
SR 17 (Scenic Hwy)	CR 17A (Masterpiece Rd)	Waverly Rd	D	1,200	11,360	0.50	N	0.09	512	B
SR 17 (Scenic Hwy)	Waverly Rd	Tindel Camp Rd	D	1,200	11,360	0.50	N	0.09	512	B
SR 17 (Scenic Hwy)	Tindel Camp Rd	Stalnaker Rd	D	1,200	9,380	0.53	S	0.09	448	B
SR 17 (Scenic Hwy)	Stalnaker Rd	Almburg Rd	D	1,200	9,380	0.53	S	0.09	448	B
SR 17 (Scenic Hwy)	Almburg Rd	Welsh Rd	D	1,200	9,380	0.53	S	0.09	448	B
SR 17 (Scenic Hwy)	Welsh Rd	Lake Trask Rd	D	1,200	8,680	0.53	S	0.09	418	B
SR 17 (Scenic Hwy)	Lake Trask Rd	Race Rd	D	880	8,680	0.53	S	0.09	418	C
SR 17 (Scenic Hwy)	Race Rd	Lake Marie Dr	D	880	10,220	0.54	S	0.09	501	C
SR 17 (Main St)	Lake Marie Dr	4th St S	D	880	10,220	0.54	E	0.09	501	C
SR 17 (Main St)	4th St S	Center St	D	750	11,440	0.57	E	0.09	585	D
SR 17 (Center St)	Main St	Frederick Ave	D	750	9,870	0.50	N	0.09	445	D
SR 17 (Center St)	Frederick Ave	Ridgewood Ave	D	1,200	9,870	0.50	N	0.09	445	B
SR 17	Ridgewood Ave	CR 542 (Lake Hatchineha Rd)	D	1,200	10,170	0.51	N	0.09	464	B
SR 542 (Dundee Rd)	Overlook Dr	US 27	D	2,000	18,980	0.50	W	0.09	857	C
Dundee Rd	US 27	Main St	D	675	12,610	0.56	E	0.09	635	D
Main St	Dundee Rd	SR 17 (Center St)	D	638	11,860	0.58	E	0.09	617	D
CR 542 (Lake Hatchineha Rd)	8th St	H.L. Smith Rd	D	1,200	7,300	0.51	W	0.09	335	B
CR 542 (Lake Hatchineha Rd)	H.L. Smith Rd	Tyner Rd	D	1,200	7,300	0.51	W	0.09	335	B
Frederick Ave	US 27	SR 17 (Center St)	D	525	3,660	0.54	E	0.09	179	C
Frederick Ave	SR 17 (Center St)	8th St	D	525	1,210	0.53	E	0.09	58	C
8th St	Lake Marie Dr	Frederick Ave	D	525	3,520	0.50	S	0.09	160	C
8th St	Frederick Ave	Ridgewood Ave	D	525	3,400	0.51	N	0.09	156	C
8th St	Ridgewood Ave	Weiberg Rd	D	525	3,400	0.51	N	0.09	156	C
Weiberg Rd	8th St	Alford Rd	D	525	490	0.55	E	0.09	24	C
Edwards Rd	Alford Rd	H.L. Smith Rd	D	616	160	0.64	E	0.09	9	C
Main St	SR 17 (Scenic Hwy)	8th St	D	616	5,500	0.51	W	0.09	252	C
Lake Marie Dr	8th St	Lake Trask Rd	D	616	2,080	0.58	W	0.09	109	C
Lake Marie Dr	Lake Trask Rd	H.L. Smith Rd	D	616	1,470	0.61	E	0.09	81	C
Lake Trask Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	638	4,100	0.51	N	0.09	188	C
Lake Trask Rd	Lake Mabel Loop Rd	Lake Marie Dr	D	638	2,210	0.65	N	0.09	130	C
H.L. Smith Rd	Lake Mabel Loop Rd	Lake Marie Dr	D	560	2,400	0.57	N	0.09	123	C
H.L. Smith Rd	Lake Marie Dr	Edwards Rd	D	560	3,400	0.56	N	0.09	172	C
H.L. Smith Rd	Edwards Rd	CR 542 (Lake Hatchineha Rd)	D	560	3,340	0.57	N	0.09	171	C
Lake Mabel Loop Rd	Lake Trask Rd	H.L. Smith Rd	D	1,200	3,230	0.65	E	0.09	188	B
Lake Mabel Loop Rd	H.L. Smith Rd	Welsh Rd	D	1,200	1,960	0.64	N	0.09	113	B
Lake Mabel Loop Rd	Welsh Rd	Almburg Rd	D	1,200	1,960	0.64	N	0.09	113	B
Lake Mabel Loop Rd	Almburg Rd	Canal Rd	D	1,200	1,840	0.63	S	0.09	105	B
Lake Mabel Loop Rd	Canal Rd	Stalnaker Rd	D	1,160	1,800	0.51	S	0.09	83	B
Lake Mabel Loop Rd	Stalnaker Rd	Tindel Camp Rd	D	1,160	1,800	0.51	S	0.09	83	B
Almburg Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	525	20	1.00	E	0.09	2	C
Canal Rd	Lake Mabel Loop Rd	Town Boundary Line	D	1,160	2,400	0.51	W	0.09	110	B
Canal Rd	Town Boundary Line	Timberlane Road	D	1,160	2,400	0.51	W	0.09	110	B
Tindel Camp Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	1,160	2,710	0.59	E	0.09	144	B
Ridgewood Ave	SR 17 (Center St)	8th St	D	525	500	0.53	E	0.09	24	C
Lincoln Ave	US 27	Camp Endeavor Blvd	D	525	1,140	0.51	W	0.09	53	C
Camp Endeavor Blvd	Lincoln Ave	Dr Welch Rd	D	525	10	1.00	E	0.09	1	C
Camp Endeavor Blvd	Lincoln Ave	Florida Ave	D	525	110	0.60	N	0.09	6	C
4th St S	Florida Ave	SR 17 (Main St)	D	525	600	0.57	S	0.09	31	C
Race Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	D	525	970	0.59	S	0.09	51	C
Welsh Rd	US 27	Dr Welch Rd	D	616						
Welsh Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	D	748						
Welsh Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	616						
Stalnaker Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	525						
Waverly Rd	SR 17 (Scenic Hwy)	Dekle Rd	D	680						
Dekle Rd	Waverly Rd	Lake Mabel Loop Rd	D	560						

- Standard capacity is based on Florida Department of Transportation (FDOT) - 2020 Quality / Level of Service Handbook.
 - Directional Factors are based on existing traffic counts and the Polk Transportation Planning Organization (TPO) 2022 Roadway Network Database.

5/7/2023

APPENDIX 3 – 2045 Traffic Volumes and Levels of Service

2045 Traffic Volumes and Levels of Service

Road Name	From	To	Std LOS	Std Capacity	2045 AADT	2045 Dir. Factor	2045 Peak Dir.	2045 K Factor	2045 DDHV	2045 LOS
US 27	SR 540 (Cypress G. Blvd)	Lincoln Ave	C	2,940	60,430	0.61	N	0.09	3,300	F
US 27	Lincoln Ave	SR 542 (Dundee Rd)	C	2,940	63,130	0.55	N	0.09	3,136	F
US 27	SR 542 (Dundee Rd)	Frederick Ave	C	2,940	61,480	0.61	N	0.09	3,366	F
US 27	Frederick Ave	W Main St (Lake Hamilton)	C	2,940	61,920	0.60	N	0.09	3,365	F
SR 17 (Scenic Hwy)	CR 17A (Masterpiece Rd)	Waverly Rd	D	1,200	16,210	0.56	N	0.09	821	C
SR 17 (Scenic Hwy)	Waverly Rd	Tindel Camp Rd	D	1,200	18,620	0.57	N	0.09	948	D
SR 17 (Scenic Hwy)	Tindel Camp Rd	Stalnaker Rd	D	1,200	17,100	0.53	N	0.09	823	C
SR 17 (Scenic Hwy)	Stalnaker Rd	Almburg Rd	D	1,200	15,270	0.51	N	0.09	703	C
SR 17 (Scenic Hwy)	Almburg Rd	Welsh Rd	D	1,200	18,710	0.51	S	0.09	855	C
SR 17 (Scenic Hwy)	Welsh Rd	Lake Trask Rd	D	1,200	11,310	0.56	N	0.09	569	B
SR 17 (Scenic Hwy)	Lake Trask Rd	Race Rd	D	880	8,190	0.61	S	0.09	450	C
SR 17 (Scenic Hwy)	Race Rd	Lake Marie Dr	D	880	4,530	0.53	N	0.09	217	C
SR 17 (Main St)	Lake Marie Dr	4th St S	D	880	13,210	0.59	E	0.09	700	C
SR 17 (Main St)	4th St S	Center St	D	750	10,130	0.57	E	0.09	516	D
SR 17 (Center St)	Main St	Frederick Ave	D	750	13,170	0.53	N	0.09	627	D
SR 17 (Center St)	Frederick Ave	Ridgewood Ave	D	1,200	18,630	0.56	N	0.09	943	D
SR 17	Ridgewood Ave	CR 542 (Lake Hatchineha Rd)	D	1,200	9,560	0.60	N	0.09	512	B
SR 542 (Dundee Rd)	Overlook Dr	US 27	D	2,000	52,700	0.57	E	0.09	2,704	F
Dundee Rd	US 27	Main St	D	675	17,580	0.55	E	0.09	865	F
Main St	Dundee Rd	SR 17 (Center St)	D	638	17,370	0.56	E	0.09	881	F
CR 542 (Lake Hatchineha Rd)	8th St	H.L. Smith Rd	D	1,200	12,050	0.51	W	0.09	552	B
CR 542 (Lake Hatchineha Rd)	H.L. Smith Rd	Tyner Rd	D	1,200	7,870	0.70	E	0.09	495	B
Frederick Ave	US 27	SR 17 (Center St)	D	525	16,940	0.57	E	0.09	865	F
Frederick Ave	SR 17 (Center St)	8th St	D	525	9,980	0.57	E	0.09	511	D
8th St	Lake Marie Dr	Frederick Ave	D	525	9,570	0.51	N	0.09	440	D
8th St	Frederick Ave	Ridgewood Ave	D	525	13,190	0.56	N	0.09	667	F
8th St	Ridgewood Ave	Weiberg Rd	D	525	19,630	0.55	N	0.09	974	F
Weiberg Rd	8th St	Alford Rd	D	525	19,080	0.54	E	0.09	936	F
Edwards Rd	Alford Rd	H.L. Smith Rd	D	616	12,110	0.55	E	0.09	597	D
Main St	SR 17 (Scenic Hwy)	8th St	D	616	11,360	0.62	E	0.09	635	F
Lake Marie Dr	8th St	Lake Trask Rd	D	616	11,270	0.61	E	0.09	614	D
Lake Marie Dr	Lake Trask Rd	H.L. Smith Rd	D	616	6,330	0.67	E	0.09	380	C
Lake Trask Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	638	7,430	0.68	N	0.09	454	D
Lake Trask Rd	Lake Mabel Loop Rd	Lake Marie Dr	D	638	5,480	0.70	N	0.09	347	D
H.L. Smith Rd	Lake Mabel Loop Rd	Lake Marie Dr	D	560	2,830	0.61	N	0.09	155	C
H.L. Smith Rd	Lake Marie Dr	Edwards Rd	D	560	7,500	0.70	N	0.09	474	C
H.L. Smith Rd	Edwards Rd	CR 542 (Lake Hatchineha Rd)	D	560	8,550	0.74	N	0.09	569	F
Lake Mabel Loop Rd	Lake Trask Rd	H.L. Smith Rd	D	1,200	1,050	0.55	W	0.09	52	B
Lake Mabel Loop Rd	H.L. Smith Rd	Welsh Rd	D	1,200	6,290	0.65	N	0.09	370	B
Lake Mabel Loop Rd	Welsh Rd	Almburg Rd	D	1,200	4,180	0.60	N	0.09	227	B
Lake Mabel Loop Rd	Almburg Rd	Canal Rd	D	1,200	5,480	0.50	N	0.09	247	B
Lake Mabel Loop Rd	Canal Rd	Stalnaker Rd	D	1,160	4,290	0.71	N	0.09	273	B
Lake Mabel Loop Rd	Stalnaker Rd	Tindel Camp Rd	D	1,160	2,580	0.80	N	0.09	186	B
Almburg Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	525	5,350	0.56	E	0.09	269	D
Canal Rd	Lake Mabel Loop Rd	Town Boundary Line	D	1,160	7,950	0.62	E	0.09	443	B
Canal Rd	Town Boundary Line	Timberlane Road	D	1,160	6,560	0.69	E	0.09	409	B
Tindel Camp Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	1,160	4,420	0.62	E	0.09	247	B
Ridgewood Ave	SR 17 (Center St)	8th St	D	525	10,770	0.54	E	0.09	526	E
Lincoln Ave	US 27	Camp Endeavor Blvd	D	525	7,300	0.69	E	0.09	455	D
Camp Endeavor Blvd	Lincoln Ave	Dr Welch Rd	D	525	5,320	0.73	E	0.09	351	D
Camp Endeavor Blvd	Lincoln Ave	Florida Ave	D	525	5,270	0.59	N	0.09	279	D
4th St S	Florida Ave	SR 17 (Main St)	D	525	5,060	0.59	N	0.09	267	D
Race Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	D	525	3,690	0.80	N	0.09	267	D
Welsh Rd	US 27	Dr Welch Rd	D	616	9,480	0.63	E	0.09	537	C
Welsh Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	D	748	11,570	0.63	E	0.09	658	C
Welsh Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	616	5,580	0.65	E	0.09	327	C
Stalnaker Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	D	525	7,440	0.52	E	0.09	349	D
Waverly Rd	SR 17 (Scenic Hwy)	Dekle Rd	D	680	1,530	0.57	E	0.09	79	C
Dekle Rd	Waverly Rd	Lake Mabel Loop Rd	D	560	1,660	0.58	E	0.09	86	C

- Highlighted rows depict roadway segments expected to operate below the standard level of service (Std. LOS) with the existing geometry.
 - Standard capacity is based on Florida Department of Transportation (FDOT) - 2020 Quality / Level of Service Handbook.
 - Directional Factors are based on peak-period traffic assignment of the Florida Department of Transportation (FDOT) - District 1 Regional Planning Model.

5/7/2023

APPENDIX 4 – Capacity Improvements and Cost Estimate

**Town of Dundee
2024 Transportation Impact Fee Update
Capacity Improvements and Cost Estimate**

Roadway	From	To	Type of Improvement	Owner / Maintaining Agency	
				Polk County	Town of Dundee
Dundee Rd	US 27	Main St	Widen from 2 lanes to 4 lanes (undivided). If possible, provide left-turn lanes at main intersections	\$ -	\$ 12,978,499
Main St	Dundee Rd	SR 17 (Center St)	Widen from 2 lanes to 4 lanes (undivided). If possible, provide left-turn lanes at main intersections	\$ -	\$ 1,635,144
Frederick Ave	US 27	SR 17 (Center St)	Widen from 2 lanes to 4 lanes (undivided)	\$ -	\$ 12,919,195
8th St	Frederick Ave	Ridgewood Ave	Widen from 2 lanes to 4 lanes (undivided)	\$ -	\$ 3,634,788
8th St	Ridgewood Ave	Weiberg Rd	Widen from 2 lanes to 4 lanes (undivided)	\$ -	\$ 3,702,161
Weiberg Rd	8th St	Alford Rd	Widen from 2 lanes to 4 lanes (undivided)	\$ 14,641,649	\$ -
Main St	SR 17 (Scenic Hwy)	8th St	Provide right-turn lanes at main intersections	\$ -	\$ 375,964
H.L. Smith Rd	Edwards Rd	CR 542 (Lake Hatchineha Rd)	Provide right-turn lanes at main intersections	\$ 1,068,698	\$ -
Almburg Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	Improve existing substandard road (2-lane undivided)	\$ -	\$ 8,404,239
Ridgewood Ave	SR 17 (Center St)	8th St	Provide right-turn lanes at main intersections	\$ -	\$ 1,458,747
Lincoln Ave	US 27	Camp Endeavor Blvd	Improve existing substandard road (2-lane undivided)	\$ -	\$ 6,924,656
Camp Endeavor Blvd	Lincoln Ave	Dr Welch Rd	Improve existing substandard road (2-lane undivided)	\$ -	\$ 9,987,507
Camp Endeavor Blvd	Lincoln Ave	Florida Ave	Improve existing substandard road (2-lane undivided)	\$ -	\$ 2,894,227
Welsh Rd	US 27	Dr Welch Rd	Construct new two-lane road	\$ -	\$ 22,266,893
Welsh Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	Construct new two-lane road	\$ -	\$ 6,201,201
Welsh Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	Construct new two-lane road	\$ -	\$ 12,368,377
Stalnaker Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	Construct new two-lane road	\$ -	\$ 12,130,754
Waverly Rd	SR 17 (Scenic Hwy)	Dekle Rd	Construct new two-lane road	\$ -	\$ 1,740,871
Dekle Rd	Waverly Rd	Lake Mabel Loop Rd	Construct new two-lane road	\$ -	\$ 6,182,655
Estimated Total Cost per Jurisdiction:				\$ 15,710,347	\$ 125,805,879
Estimated Total Cost:				\$	141,516,226
Estimated Average Cost Per Year:				\$	6,738,868

APPENDIX 5 – National Household Travel Survey (NHTS) 2022 Data

2022 NATIONAL HOUSEHOLD TRAVEL SURVEY DATA
URBAN AREA SIZE: 50,000 to 199,999
Average Person Trip Length

Trp Purpose	Average Person Trip Length										
	Less than 0.5 miles	1 mile	2 miles	3 miles	4 miles	5 miles	6 - 10 miles	11 - 15 miles	16 - 20 miles	21 - 30 miles	31 miles or more
Attend childcare or adult care	0.0000	1.2156	0.0000	2.7930	4.1716	0.0000	5.6066	0.0000	0.0000	0.0000	0.0000
Attend school as a student	0.1709	0.8848	2.0763	3.0272	3.9315	4.9490	7.9909	12.9771	18.2784	23.9029	45.4788
Buy meals	0.3175	1.0663	2.1545	3.0441	3.8939	4.9350	6.7052	12.1615	16.7669	22.2422	86.5905
Change type of transportation	0.0000	1.1032	0.0000	3.0659	0.0000	0.0000	8.1181	0.0000	20.0895	0.0000	161.5418
Drop off/pick up someone (personal)	0.1700	1.1446	1.9931	3.1043	3.9220	5.0088	7.2041	11.7288	19.2596	25.3989	65.7995
Exercise	0.2277	1.0398	2.3174	3.1066	3.9937	4.5084	7.1756	12.6591	17.7526	21.8142	0.0000
Health care visit	0.2374	1.2895	1.8503	2.9229	3.6871	4.9621	7.2773	10.6932	17.2275	0.0000	58.7254
Other family/personal errands	0.1722	0.9359	2.0975	3.1631	3.9117	5.2195	7.3651	12.8799	17.3319	0.0000	47.5354
Other work-related activities	0.2964	0.9014	1.9113	2.9778	4.2149	4.7682	6.8037	13.7082	17.3076	26.0408	50.0849
Recreational activities	0.3620	1.0919	1.9460	3.0057	4.1287	5.1367	7.4067	12.4066	15.8873	22.5250	46.1931
Regular activities at home	0.2502	1.0560	2.0647	2.9857	3.9470	4.8686	7.3002	12.7990	18.0579	24.7976	87.2167
Religious or other community activities	0.4161	0.9820	2.1192	2.9587	3.9154	4.8066	8.7533	13.2728	0.0000	25.5544	32.2107
Rest or relaxation/vacation	0.0000	0.6153	2.0155	3.2380	3.6638	0.0000	0.0000	0.0000	0.0000	25.7558	114.5905
Shop/buy/pick-up or return goods	0.3065	0.9154	2.0116	2.9582	4.0095	4.9257	7.2576	13.1931	18.8722	26.8005	38.6016
Something else (specify)	0.1019	0.0000	1.9049	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Visit friends or relatives	0.2157	1.1365	2.0252	3.0492	3.8422	4.8508	7.8204	13.9152	16.4369	26.2042	102.2621
Volunteer activities (not paid)	0.0000	1.1273	1.9099	0.0000	4.0280	0.0000	6.2428	13.8098	0.0000	0.0000	61.5444
Work activity to drop-off/pickup someone/something	0.3749	1.0947	2.4473	2.9630	4.4288	0.0000	7.4675	13.2634	0.0000	26.5685	147.4311
Work at a non-home location	0.2115	1.0950	1.9356	2.9942	3.9581	5.0307	7.4032	12.5706	17.7032	24.9800	52.8066
Work from home (paid)	0.0000	0.9579	1.9129	3.2050	3.7397	4.5668	8.1180	12.0081	0.0000	0.0000	579.9279

2022 NATIONAL HOUSEHOLD TRAVEL SURVEY DATA
URBAN AREA SIZE: 50,000 to 199,999
Average Person Trip Length

Trp Purpose	Sample Size (Average Person Trip Length)										
	Less than 0.5 miles	1 mile	2 miles	3 miles	4 miles	5 miles	6 - 10 miles	11 - 15 miles	16 - 20 miles	21 - 30 miles	31 miles or more
Attend childcare or adult care	0	3	0	1	2	0	2	0	0	0	0
Attend school as a student	2	22	29	15	12	7	6	4	3	3	3
Buy meals	22	46	33	37	23	12	26	11	6	4	14
Change type of transportation	0	1	0	2	0	0	1	0	2	0	5
Drop off/pick up someone (personal)	7	32	29	20	22	5	29	4	3	8	8
Exercise	17	38	21	17	12	1	10	5	1	1	0
Health care visit	1	4	11	4	2	5	12	2	1	0	6
Other family/personal errands	14	46	20	18	13	6	15	4	1	0	3
Other work-related activities	2	9	5	4	3	1	10	3	1	2	5
Recreational activities	2	11	8	8	7	8	16	6	2	9	12
Regular activities at home	54	186	190	169	105	77	184	54	37	38	85
Religious or other community activities	5	3	13	16	11	6	14	1	0	2	5
Rest or relaxation/vacation	0	1	1	4	2	0	0	0	0	1	3
Shop/buy/pick-up or return goods	42	87	73	48	24	29	45	13	9	4	8
Something else (specify)	1	0	1	0	0	0	0	0	0	0	0
Visit friends or relatives	8	8	11	14	9	8	27	3	4	7	14
Volunteer activities (not paid)	0	3	1	0	1	0	4	2	0	0	2
Work activity to drop-off/pickup someone/something	2	5	3	6	1	0	4	5	0	5	6
Work at a non-home location	3	39	32	41	16	19	48	24	25	15	28
Work from home (paid)	0	13	8	2	2	1	15	1	0	0	1

2022 NATIONAL HOUSEHOLD TRAVEL SURVEY DATA
URBAN AREA SIZE: 50,000 to 199,999
Average Vehicle Occupancy

Trp Purpose	Average Vehicle Occupancy										
	Less than 0.5 miles	1 mile	2 miles	3 miles	4 miles	5 miles	6 - 10 miles	11 - 15 miles	16 - 20 miles	21 - 30 miles	31 miles or more
Attend childcare or adult care	0.0000	3.0000	0.0000	0.0000	4.0000	0.0000	2.5000	0.0000	0.0000	0.0000	0.0000
Attend school as a student	0.0000	1.1455	1.0000	1.0000	1.0000	1.0000	2.0000	1.0000	1.7812	2.0000	1.0000
Buy meals	1.6100	1.6577	1.2872	1.9667	1.8465	1.3492	1.6894	1.7395	1.1041	2.6537	3.3380
Change type of transportation	0.0000	0.0000	0.0000	2.0000	0.0000	0.0000	1.0000	0.0000	0.0000	0.0000	1.0000
Drop off/pick up someone (personal)	2.3254	1.9701	1.4746	1.3467	2.0152	1.3721	1.7142	2.0161	1.2702	2.1621	1.4059
Exercise	1.0000	1.4352	1.6322	1.0363	1.1262	1.0000	1.0000	1.1434	0.0000	1.0000	0.0000
Health care visit	0.0000	2.0000	1.0225	1.0000	1.0000	1.5416	1.1851	1.0000	1.0000	0.0000	2.0882
Other family/personal errands	1.2158	1.4809	1.2811	1.4176	1.6007	1.0458	1.0308	1.7484	1.0000	0.0000	1.5019
Other work-related activities	0.0000	1.0000	1.0663	1.0000	1.2949	0.0000	1.0799	1.0000	1.0000	1.0000	1.0000
Recreational activities	2.0000	1.6284	2.0000	1.2736	3.8702	1.4603	1.9430	2.9091	1.0000	1.8241	1.7862
Regular activities at home	1.4164	1.4034	1.3877	1.2409	1.6215	1.4920	1.3515	1.2490	1.5050	1.1506	1.8121
Religious or other community activities	1.5139	1.0000	1.7360	2.3745	1.6231	1.1460	1.2744	2.0000	0.0000	1.0000	5.0000
Rest or relaxation/vacation	0.0000	2.0000	2.0000	1.8512	1.8873	0.0000	0.0000	0.0000	0.0000	1.0000	0.0000
Shop/buy/pick-up or return goods	1.4624	1.2514	1.3028	1.4258	1.1474	1.5700	1.5901	1.4061	1.3514	1.5080	1.8827
Something else (specify)	0.0000	0.0000	1.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Visit friends or relatives	1.0000	1.7527	1.0000	1.4859	1.0877	1.4474	1.5364	1.0000	5.0000	1.2406	2.3763
Volunteer activities (not paid)	0.0000	1.5530	1.0000	0.0000	1.0000	0.0000	1.0000	4.0000	0.0000	0.0000	1.0000
Work activity to drop-off/pickup someone/something	1.0000	1.0000	1.0000	1.0000	2.0000	0.0000	1.1530	1.0000	0.0000	1.2685	1.0000
Work at a non-home location	1.0000	1.0587	1.0201	1.0303	1.0000	1.1438	1.0089	1.1422	1.0647	1.0000	1.0369
Work from home (paid)	0.0000	1.2575	1.0000	1.6345	1.6733	1.0000	1.0619	1.0000	0.0000	0.0000	0.0000

2022 NATIONAL HOUSEHOLD TRAVEL SURVEY DATA
URBAN AREA SIZE: 50,000 to 199,999
Average Vehicle Occupancy

Trp Purpose	Sample Size (Average Vehicle Occupancy)										
	Less than 0.5 miles	1 mile	2 miles	3 miles	4 miles	5 miles	6 - 10 miles	11 - 15 miles	16 - 20 miles	21 - 30 miles	31 miles or more
Attend childcare or adult care	0	1	0	0	1	0	2	0	0	0	0
Attend school as a student	0	3	4	1	1	1	1	2	2	1	1
Buy meals	13	28	24	23	16	10	19	6	3	3	5
Change type of transportation	0	0	0	1	0	0	1	0	0	0	2
Drop off/pick up someone (personal)	6	28	22	20	18	3	24	4	3	6	6
Exercise	1	13	11	9	9	1	6	5	0	1	0
Health care visit	0	2	9	4	2	4	10	1	1	0	4
Other family/personal errands	6	25	12	14	7	6	13	3	1	0	3
Other work-related activities	0	4	5	4	3	0	7	3	1	2	5
Recreational activities	1	4	3	4	4	3	8	3	2	4	6
Regular activities at home	18	113	125	125	74	55	129	40	29	27	54
Religious or other community activities	3	3	10	10	5	3	8	1	0	1	1
Rest or relaxation/vacation	0	1	1	2	2	0	0	0	0	1	0
Shop/buy/pick-up or return goods	27	63	59	38	18	20	34	10	6	3	5
Something else (specify)	0	0	1	0	0	0	0	0	0	0	0
Visit friends or relatives	1	5	7	8	6	4	20	3	1	4	6
Volunteer activities (not paid)	0	2	1	0	1	0	4	1	0	0	2
Work activity to drop-off/pickup someone/something	2	5	3	6	1	0	4	4	0	5	4
Work at a non-home location	3	34	29	34	16	18	44	22	25	15	25
Work from home (paid)	0	11	8	2	2	1	13	1	0	0	0

APPENDIX 6 – Summary of Project Trip Data (Used for SFTf)

Road Name	From	To	Project Number (Map ID)*							Total Trips
			4	7	8	9	11	12	17	
US 27	SR 540 (Cypress G. Blvd)	Lincoln Ave	122	26	84	195	158	112	111	808
US 27	Lincoln Ave	SR 542 (Dundee Rd)	32	5	89	0	296	372	437	1,231
US 27	SR 542 (Dundee Rd)	Frederick Ave	154	33	99	0	69	153	189	697
US 27	Frederick Ave	W Main St (Lake Hamilton)	210	38	87	585	115	135	168	1,338
SR 17 (Scenic Hwy)	CR 17A (Masterpiece Rd)	Waverly Rd	65	51	0	574	10	62	264	1,026
SR 17 (Scenic Hwy)	Waverly Rd	Tindel Camp Rd	72	56	1	623	14	71	365	1,202
SR 17 (Scenic Hwy)	Tindel Camp Rd	Stalnaker Rd	72	56	3	648	17	77	365	1,238
SR 17 (Scenic Hwy)	Stalnaker Rd	Almburg Rd	72	56	9	743	32	96	365	1,373
SR 17 (Scenic Hwy)	Almburg Rd	Welsh Rd	72	56	14	815	40	111	0	1,108
SR 17 (Scenic Hwy)	Welsh Rd	Lake Trask Rd	87	75	14	1,003	49	119	180	1,527
SR 17 (Scenic Hwy)	Lake Trask Rd	Race Rd	0	15	16	100	59	188	171	549
SR 17 (Scenic Hwy)	Race Rd	Lake Marie Dr	1	1	18	2	1	79	118	220
SR 17 (Main St)	Lake Marie Dr	4th St S	125	37	35	1,045	112	0	60	1,414
SR 17 (Main St)	4th St S	Center St	0	25	41	900	129	52	52	1,199
SR 17 (Center St)	Main St	Frederick Ave	291	75	54	0	124	44	42	630
SR 17 (Center St)	Frederick Ave	Ridgewood Ave	319	85	50	88	58	39	37	676
SR 17	Ridgewood Ave	CR 542 (Lake Hatchineha Rd)	0	0	32	155	48	30	34	299
SR 542 (Dundee Rd)	Overlook Dr	US 27	325	105	131	732	195	189	217	1,894
Dundee Rd	US 27	Main St	276	96	176	879	0	0	0	1,427
Main St	Dundee Rd	SR 17 (Center St)	291	100	95	900	7	9	12	1,414
CR 542 (Lake Hatchineha Rd)	8th St	H.L. Smith Rd	46	166	5	73	12	11	22	335
CR 542 (Lake Hatchineha Rd)	H.L. Smith Rd	Tyner Rd	72	107	0	99	4	9	21	312
Frederick Ave	US 27	SR 17 (Center St)	419	90	0	696	60	2	2	1,269
Frederick Ave	SR 17 (Center St)	8th St	415	89	5	820	0	0	0	1,329
8th St	Lake Marie Dr	Frederick Ave	161	0	0	1,177	63	58	52	1,511
8th St	Frederick Ave	Ridgewood Ave	584	94	5	354	63	58	52	1,210
8th St	Ridgewood Ave	Weiberg Rd	944	190	16	191	57	47	31	1,476
Weiberg Rd	8th St	Alford Rd	1,339	238	9	0	7	5	10	1,608
Edwards Rd	Alford Rd	H.L. Smith Rd	493	240	5	149	2	0	65	954
Main St	SR 17 (Scenic Hwy)	8th St	144	40	12	1,066	105	76	52	1,495
Lake Marie Dr	8th St	Lake Trask Rd	14	39	11	2,246	38	16	0	2,364
Lake Marie Dr	Lake Trask Rd	H.L. Smith Rd	110	149	0	130	12	30	0	431
Lake Trask Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	87	91	3	1,103	12	67	9	1,372
Lake Trask Rd	Lake Mabel Loop Rd	Lake Marie Dr	95	98	0	1,131	0	42	9	1,375
H.L. Smith Rd	Lake Mabel Loop Rd	Lake Marie Dr	115	51	0	0	0	0	135	301
H.L. Smith Rd	Lake Marie Dr	Edwards Rd	245	208	0	521	11	30	130	1,145
H.L. Smith Rd	Edwards Rd	CR 542 (Lake Hatchineha Rd)	168	449	0	249	11	29	65	971
Lake Mabel Loop Rd	Lake Trask Rd	H.L. Smith Rd	0	0	3	0	12	23	0	38
Lake Mabel Loop Rd	H.L. Smith Rd	Welsh Rd	115	51	1	0	6	12	172	357
Lake Mabel Loop Rd	Welsh Rd	Almburg Rd	112	49	0	0	0	0	107	268
Lake Mabel Loop Rd	Almburg Rd	Canal Rd	43	17	0	67	8	14	107	256
Lake Mabel Loop Rd	Canal Rd	Stalnaker Rd	19	10	0	0	0	0	51	80
Lake Mabel Loop Rd	Stalnaker Rd	Tindel Camp Rd	19	10	0	4	0	1	51	85
Almburg Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	35	16	0	67	8	14	182	322
Canal Rd	Lake Mabel Loop Rd	Town Boundary Line	24	7	0	67	8	14	56	176
Canal Rd	Town Boundary Line	Timberlane Road	9	0	0	26	0	6	30	71
Tindel Camp Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	0	0	0	25	1	5	0	31
Ridgewood Ave	SR 17 (Center St)	8th St	354	94	12	136	3	4	13	616
Lincoln Ave	US 27	Camp Endeavor Blvd	89	24	0	208	461	493	15	1,290
Camp Endeavor Blvd	Lincoln Ave	Dr Welch Rd	19	14	2	94	77	539	32	777
Camp Endeavor Blvd	Lincoln Ave	Florida Ave	124	12	3	128	558	57	0	882
4th St S	Florida Ave	SR 17 (Main St)	125	12	3	131	246	56	0	573
Race Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	0	14	0	97	63	281	32	487
Welsh Rd	US 27	Dr Welch Rd	0	0	1	0	0	0	438	439
Welsh Rd	Dr Welch Rd	SR 17 (Scenic Hwy)	15	19	1	141	0	0	495	671
Welsh Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	0	0	1	27	3	4	675	710
Stalnaker Rd	SR 17 (Scenic Hwy)	Lake Mabel Loop Rd	0	0	2	48	8	9	0	67
Waverly Rd	SR 17 (Scenic Hwy)	Dekle Rd	0	0	0	13	0	3	0	16
Dekle Rd	Waverly Rd	Lake Mabel Loop Rd	1	0	0	13	0	3	4	21

* Project Number corresponds to the "Map ID" values from Table 12, Map 03A and Map 03B of the TTA&ADTR.
 - Project trips were estimated based on D1RPM's select-zone analyses and trip-generation estimates using ITE rates and equations.
 - Most of the roadway segments above are represented by several segments in the travel-demand model (D1RPM) network. Project trips are average 2-way peak-hour volumes.
 - In close proximity of a project access point, the actual distribution of project trips may change based on the access configuration and the number of access points.
 - Detailed traffic studies are recommended to conduct traffic-operations and safety analyzes within the study area of each proposed project.

APPENDIX 7 – Trip Characteristics by Land Use Category

Trip Characteristics by Land Use Category
Town of Dundee Transportation Impact Fee Update
August 2024

Land Use	Demand Unit	Trip Rate ¹	% New Trips	% NT Source	Average Trip Length				Vehicle Occupancy ²	ITE Land Use Codes ⁴
					NHTS ²	FL Studies ³	Used	Source		
Residential										
Single Family	Dwelling Unit	9.18	100%	---	7.13		7.13	NHTS	1.40	210, 215
Multifamily	Dwelling Unit	6.38	100%	---	7.13		7.13	NHTS	1.40	220, 223
Mobile Home Park	Dwelling Unit	7.12	100%	---	7.13	4.60	5.11	NHTS + FL Studies	1.40	240
Senior Adult Housing	Dwelling Unit	4.00	100%	---	7.13		7.13	NHTS	1.40	251, 252
Non-Residential										
Retail (>150k SF)	1,000 SF	37.01	74%	FL Studies	7.28	3.19	4.01	NHTS + FL Studies	1.41	820
Retail (40-150k SF)	1,000 SF	86.62	62%	FL Studies	7.28	2.79	3.69	NHTS + FL Studies	1.41	821 ⁵
Retail (<40k SF)	1,000 SF	54.45	56%	FL Studies	7.28	2.37	3.35	NHTS + FL Studies	1.41	822
Restaurant	1,000 SF	103.21	68%	ITE	6.76	3.16	3.88	NHTS + FL Studies	1.58	930, 931, 932
Coffee Shop/Fast-Food Restaurant with DTW	1,000 SF	444.99	31%	ITE	6.76	2.05	2.99	NHTS + FL Studies	1.58	934, 937, 938
Fast-Food Restaurant without DTW	1,000 SF	450.49	51%	ITE	6.76	2.05	2.99	NHTS + FL Studies	1.58	933
Convenience Store/Gas Station	1,000 SF	739.46	36%	ITE	6.85	1.90	2.89	NHTS + FL Studies	1.25	945 ⁶
Car Wash / Detail Center	Wash Stalls	132.10	68%	FL Studies	6.85	2.18	3.11	NHTS + FL Studies	1.25	947, 949
Hotel/Lodging	Room	4.69	66%	FL Studies	7.13	6.26	6.43	NHTS + FL Studies	1.40	310, 311, 312, 320, 330
Office	1,000 SF	11.62	92%	FL Studies	6.46		6.46	NHTS	1.14	710, 712, 714, 715, 750, 760, 770
Medical Office	1,000 SF	18.74	89%	FL Studies	6.83		6.83	NHTS	1.16	610, 630, 640, 650, 710, 720
Drive-in Bank	1,000 SF	100.35	68%	ITE	6.46		6.46	NHTS	1.14	912
Manufacturing/Warehouse	1,000 SF	3.69	92%	Same as Office	6.46		6.46	NHTS	1.14	110, 130, 140, 150, 151, 154, 155, 156, 157, 160, 170, 180
Church	1,000 SF	7.60	92%	Same as Office	5.70		5.70	NHTS	1.57	560
Public School	Students	2.06	83%	90% of Office	7.59		7.59	NHTS	1.26	520, 522, 525
Private School	Students	2.60	83%	90% of Office	7.59		7.59	NHTS	1.26	530, 532, 534
Day Care Center	1,000 SF	47.62	73%	FL Studies	3.88		3.88	NHTS	3.04	565
Assisted Living Facility / Nursing Home	1,000 SF	5.96	89%	FL Studies	7.13	3.09	3.90	NHTS + FL Studies	1.40	254, 620
Golf Course	Acre	3.74	92%	Same as Office	6.97		6.97	NHTS	1.54	430
Health/Fitness/Athletic Club	1,000 SF	46.67	94%	FL Studies	6.97		6.97	NHTS	1.54	492, 493
Recreational Community Center	1,000 SF	28.82	90%	Same as Office	6.97		6.97	NHTS	1.54	495

¹ Trip generation rates are based on Institute of Transportation Engineers (ITE) weekday rates. Trip generation rates for land uses that include more than one ITE land-use code were calculated as a weighted average based on the number of studies used to develop each ITE rate.
² Data from the 2022 National Household Travel Survey (NHTS) was used to develop the trip lengths and vehicle occupancy values used in this study.
³ Trip-length data from previous Florida studies, included in a 2020 Hillsborough County Mobility Fee Update Study, was used to develop some of the trip length values used in this study.
⁴ The ITE land-use codes are based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition.
⁵ The ITE Trip Generation Manual includes rates for retail centers with and without grocery stores under Land-Use Code 821. Data from both cases were used to develop the Retail (40-150k SF) trip-generation rate for this study.
⁶ The ITE Trip Generation Manual includes three different rates for convenience stores with gas pumps (based on the number of fueling positions) under Land-Use Code 945. Data for these three cases were used to develop the Convenience Store/Gas Station trip-generation rate for this study.

APPENDIX 8 – Calculated Person Travel Demand Per Use

Calculated Person Travel Demand Per Use
Town of Dundee Transportation Impact Fee Update
August 2024

Land Use	Demand Unit	PTDu
Residential		
Single Family	Dwelling Unit	26.69
Multifamily	Dwelling Unit	18.55
Mobile Home Park	Dwelling Unit	14.83
Senior Adult Housing	Dwelling Unit	11.63
Non-Residential		
Retail (>150k SF)	1,000 SF	45.08
Retail (40-150k SF)	1,000 SF	81.34
Retail (<40k SF)	1,000 SF	41.98
Restaurant	1,000 SF	125.19
Coffee Shop/Fast-Food Restaurant with DTW	1,000 SF	189.95
Fast-Food Restaurant without DTW	1,000 SF	316.36
Convenience Store/Gas Station	1,000 SF	280.11
Car Wash / Detail Center	Wash Stalls	101.85
Hotel/Lodging	Room	8.12
Office	1,000 SF	22.93
Medical Office	1,000 SF	38.49
Drive-in Bank	1,000 SF	146.38
Manufacturing/Warehouse	1,000 SF	7.28
Church	1,000 SF	18.23
Public School	Students	4.75
Private School	Students	6.00
Day Care Center	1,000 SF	119.43
Assisted Living Facility / Nursing Home	1,000 SF	8.43
Golf Course	Acre	10.76
Health/Fitness/Athletic Club	1,000 SF	137.16
Recreational Community Center	1,000 SF	81.10
<i>Based on methodology discussed in Section 10.3 of the 2024 Town of Dundee Transportation Impact Fee Study & Fee Schedule Update Technical Report by ESRP Corporation.</i>		

APPENDIX 9 – Proposed TIF Schedule and Fee Credits

**Town of Dundee
Transportation Impact Fee Schedule and Fee Credits
August 2024**

Land Use Category	Unit	Proposed TIF* (After Credits)	Revenue Credits		Other Credits
			Non-TIF Funding ¹	Polk County TIF ²	Substandard Roads ³
Residential					
Single Family	Dwelling Unit	\$6,093	\$123	\$761	\$15
Multifamily	Dwelling Unit	\$4,235	\$85	\$529	\$10
Mobile Home Park	Dwelling Unit	\$3,383	\$70	\$422	\$8
Senior Adult Housing	Dwelling Unit	\$2,655	\$53	\$332	\$6
Non-Residential					
Retail (>150k SF)	1,000 SF	\$10,283	\$216	\$1,284	\$25
Retail (40-150k SF)	1,000 SF	\$18,552	\$394	\$2,317	\$45
Retail (<40k SF)	1,000 SF	\$9,571	\$205	\$1,195	\$23
Restaurant	1,000 SF	\$28,612	\$538	\$3,573	\$69
Coffee Shop/Fast-Food Restaurant with DTW	1,000 SF	\$44,029	\$842	\$4,778	\$105
Fast-Food Restaurant without DTW	1,000 SF	\$76,509	\$1,403	\$4,778	\$174
Convenience Store/Gas Station	1,000 SF	\$66,860	\$1,579	\$4,778	\$153
Car Wash / Detail Center	Wash Stalls	\$23,161	\$567	\$2,892	\$56
Hotel/Lodging	Room	\$1,854	\$38	\$231	\$4
Office	1,000 SF	\$5,213	\$130	\$651	\$13
Medical Office	1,000 SF	\$8,754	\$214	\$1,093	\$21
Drive-in Bank	1,000 SF	\$33,274	\$831	\$4,155	\$80
Manufacturing/Warehouse	1,000 SF	\$1,655	\$41	\$207	\$4
Church	1,000 SF	\$4,168	\$76	\$520	\$10
Public School	Students	\$1,083	\$24	\$135	\$3
Private School	Students	\$1,366	\$30	\$171	\$3
Day Care Center	1,000 SF	\$29,995	\$266	\$956	\$66
Assisted Living Facility / Nursing Home	1,000 SF	\$1,923	\$41	\$240	\$5
Golf Course	Acre	\$2,460	\$45	\$307	\$6
Health/Fitness/Athletic Club	1,000 SF	\$31,361	\$573	\$3,916	\$76
Recreational Community Center	1,000 SF	\$19,902	\$339	\$956	\$45

* The transportation impact fees included in this schedule are intended for townwide use.

* For land uses not included in this schedule, the Town will determine the land-use category to be used.

¹ The Non-TIF Funding credit is related to a Community Investment Program adopted by Polk County that will invest approximately 200 million dollars over five years.

² For most land-use categories, the Polk County TIF credit is capped at the corresponding July 1, 2025, rate for Transportation Zone A, as shown in the current Polk County Impact Fees Rate Schedules.

³ The Substandard Road credit takes into account existing travel on substandard facilities for which no existing capacity was assumed for TIF calculation purposes.

APPENDIX 10 – Proposed TIF vs Current TIF (Comparison)

Town of Dundee

Proposed vs Current Transportation Impact Fee Comparison

August 2024

Land Use	Demand Unit	Transportation Impact Fee (TIF)	Current TOD Transportation Impact Fees (Adapted based on existing TIF schedule)		Change
		Proposed Fee	Equiv. Fee	Impact-fee LU Category ¹	Aprox. %
Residential					
Single Family	Dwelling Unit	\$ 6,093	\$ 3,491	Single Family Detached	74.54%
Multifamily	Dwelling Unit	\$ 4,235	\$ 2,451	Multi Family	72.77%
Mobile Home Park	Dwelling Unit	\$ 3,383	\$ 1,820	Mobile Home Park	85.86%
Senior Adult Housing	Dwelling Unit	\$ 2,655	\$ 1,025	Retirement Housing	159.02%
Non-Residential					
Retail (>150k SF)	1,000 SF	\$ 10,283	\$ 12,347	Retail 100K SF or More (Average)	-16.71%
Retail (40-150k SF)	1,000 SF	\$ 18,552	\$ 16,673	Retail 50K to 100K SF (Average)	11.26%
Retail (<40k SF)	1,000 SF	\$ 9,571	\$ 23,702	Retail 50K SF or Less (Average)	-59.62%
Restaurant	1,000 SF	\$ 28,612	\$ 22,408	Restaurant Quality/High-Turnover (Avg)	27.69%
Coffee Shop/Fast-Food Restaurant with DTW	1,000 SF	\$ 44,029	\$ 57,916	Restaurant, Fast Food	-23.98%
Fast-Food Restaurant without DTW	1,000 SF	\$ 76,509	\$ 57,916	Restaurant, Fast Food	32.10%
Convenience Store/Gas Station	1,000 SF	\$ 66,860	other unit	Gas Station with Conv. Market (Pumps)	---
Car Wash / Detail Center	Wash Stalls	\$ 23,161	\$ 22,851	Car Wash	1.36%
Hotel/Lodging	Room	\$ 1,854	\$ 3,254	Hotel / Motel (Rooms)	-43.03%
Office	1,000 SF	\$ 5,213	\$ 4,017	Office	29.77%
Medical Office	1,000 SF	\$ 8,754	\$ 13,180	Medical/Dental Office	-33.58%
Drive-in Bank	1,000 SF	\$ 33,274	\$ 47,658	Bank w/ Drive Through Lanes	-30.18%
Manufacturing/Warehouse	1,000 SF	\$ 1,655	\$ 1,755	Light Ind. / Manufct. / Warehousing (Avg)	-5.66%
Church	1,000 SF	\$ 4,168	\$ 3,323	Church	25.42%
Public School	Students	\$ 1,083	n/a		---
Private School	Students	\$ 1,366	n/a		---
Day Care Center	1,000 SF	\$ 29,995	\$ 7,807	Day Care Center	284.20%
Assisted Living Facility / Nursing Home	1,000 SF	\$ 1,923	\$ 865	Nursing Home	122.30%
Golf Course	Acre	\$ 2,460	other unit	Golf Course	---
Health/Fitness/Athletic Club	1,000 SF	\$ 31,361	n/a		---
Recreational Community Center	1,000 SF	\$ 19,902	n/a		---

¹ The current Town of Dundee Impact-Fee Schedule has 33 land-use categories, while the proposed (updated) Impact-Fee Schedule provided above only has 25 land-use categories. As a result, an exact side-by-side comparison is not feasible.



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

-
- AGENDA ITEM TITLE:** DISCUSSION & ACTION, EVALUATION & APPRAISAL REPORT (EAR) OF THE TOWN'S COMPREHENSIVE PLAN
- SUBJECT:** Evaluation and Appraisal Report (EAR) of the Town's Comprehensive Plan
- STAFF ANALYSIS:** Pursuant to Chapter 73C-49, Florida Administrative Code, at least every seven years, local governments shall determine whether the need exists to amend their Comprehensive Plan to reflect changes in state requirements and local trends since the last time the Comprehensive Plan was updated.
- In addition, the EAR evaluates how successful the Town has been in addressing identified major land use planning issues through the implementation of its Comprehensive Plan. Based on this evaluation, the EAR recommends how the plan should be updated to further address objectives, changing conditions and trends affecting the community and changes in state requirements.
- FISCAL IMPACT:** No Fiscal Impact
- STAFF RECOMMENDATION:** Recommend that this letter is signed and moved forward
- ATTACHMENTS:**
- Dundee EAR Affidavit
 - Dundee EAR Affidavit Staff Report
 - Dundee EAR Letter



TOWN OF DUNDEE
EVALUATION AND APPRAISAL REPORT (EAR) OF THE TOWN'S COMPREHENSIVE PLAN
EAR LETTER AND AFFIDAVIT

TO: Town of Dundee, Town Commission

AGENDA DATE: September 24, 2024

REQUESTED ACTION: **APPROVE THE EAR AFFIDAVIT AND AUTHORIZE THE MAYOR TO SIGN**

Evaluation and Appraisal Report (EAR):

Pursuant to Chapter 73C-49, Florida Administrative Code, at least every seven years, local governments shall determine whether the need exists to amend their Comprehensive Plan to reflect changes in state requirements and local trends since the last time the Comprehensive Plan was updated.

In addition, the EAR evaluates how successful the Town has been in addressing identified major land use planning issues through the implementation of its Comprehensive Plan. Based on this evaluation, the EAR recommends how the plan should be updated to further address objectives, changing conditions and trends affecting the community and changes in state requirements.

Submittal of EAR Notification Letter:

According to Florida Commerce Evaluation and Appraisal Report Notification Schedule, Dundee's Evaluation and Appraisal Affidavit is due October 1, 2024. The Town will submit an Evaluation and Appraisal notification letter to the State consistent with Florida Statutes 163.3191(1) to keep the Town in compliance with this due date. The notification letter package will include:

- Notification that amendments are necessary to reflect a minimum planning period of at least 10 years and to reflect changes in state requirements.
- An affidavit, signed by the mayor, attesting that all elements of the comprehensive plan will comply, will certify that the adopted comprehensive plan contains the minimum planning period of 10 years, and will cite the source and date of the population projections used in establishing the 10-year planning period.

Attachments:

Evaluation and Appraisal Affidavit
 Section 163.3191, Florida Statutes



TOWN COMMISSION MEETING

September 24, 2024 at 6:30 PM

AGENDA ITEM TITLE: DISCUSSION & ACTION, PURCHASE OF 2024 F-150 BUILDING INSPECTOR TRUCK

SUBJECT: PURCHASE OF 2024 F-150 BUILDING INSPECTOR TRUCK

STAFF ANALYSIS: The Building Department has need to purchase a pickup truck to perform their daily inspections of new development in the Town of Dundee. The purchase of this truck would allow the Building Inspector to be able to carry the correct equipment, including an extension ladder, to complete the task. This truck is in the FY 2023-2024 approved budget.

FISCAL IMPACT: \$45,686.83

STAFF RECOMMENDATION: Staff recommends approval

ATTACHMENTS: None

**TOWN OF DUNDEE
PRICE QUOTE SHEET**



DATE: 9/20/2024

DEPARTMENT: Building Department

NAME OF PERSON SECURING THE QUOTE: John Vice

GENERAL DESCRIPTION OF ITEM: 2024 F-150 4x4 super crew cab, tinted window, step bars, spray in bed liner and 4 corner strobes

Vendor Selected:

VENDOR #1

COMPANY NAME: Bartow Ford
CONTACT NUMBER: 813-477-0052 NAME OF REPRESENTATIVE: Richard Weissinger
PRICE: \$45,686.83 SHIPPING: INCLUDED IN PRICE
COMMENTS: 2024 F-150 4x4 super crew cab

Vendor Selected:

VENDOR #2

COMPANY NAME: Jarrett Ford of Davenport
CONTACT NUMBER: 863-450-0080 NAME OF REPRESENTATIVE: Wayne
PRICE: \$48,742.21 SHIPPING: INCLUDED IN PRICE
COMMENTS: 2024 F-150 4x4 super crew cab

Vendor Selected:

VENDOR #3

COMPANY NAME: Weikert Ford of Lake wales
CONTACT NUMBER: 863-734-2275 NAME OF REPRESENTATIVE: JR Rushing
PRICE: \$53,157.73 SHIPPING: INCLUDED IN PRICE
COMMENTS: 2024 F-150 4x4 super crew cab

DEPARTMENT DIRECTOR/SUPERVISOR: [Signature] DATE: 9/20/24
FINANCE DIRECTOR APPROVAL: [Signature] DATE: 9/20/24
TOWN MANAGER APPROVAL: [Signature] DATE: 9/20/24
ADDITIONAL COMMENTS: _____
SOLE SOURCE JUSTIFICATION: _____



Date: 08/06/2024 10:39 AM
Salesperson: J.R. Rushing
Manager: Brent Tansy

FOR INTERNAL USE ONLY

BUSINESS NAME	Town of Dundee	Home Phone:	
CONTACT	John Vice		
Address :	202 E MAIN ST DUNDEE, FL 33838 POLK	Work Phone:	
E-Mail :	jvice@townofdundee.com	Cell Phone:	(863) 514-6636

VEHICLE	Stock # : 43537988	New / Used : New	VIN : 1FTEW1LP6RKE37988	Mileage : 11
	Vehicle : 2024 Ford F-150		Color : OXFORD WHITE	
	Type : XL 4x4 SuperCre		W1L	

TRADE IN	Payoff :	VIN :	Mileage :
	Vehicle :	Color :	
	Type :		

Selling Price	50,940.00
Discount	3,034.00
Adjusted Price	47,906.00
4 corner strobes	960.00
window tint	200.00
Total Purchase	49,066.00
Trade Allowance	
Trade Difference	
Taxable Fees (Estimated)	255.50
Doc Fee	399.00
Tax	3,033.23
Non Tax Fees	404.00
Trade Payoff	
Cash Deposit	
Balance	53,157.73

Customer Approval: _____ Management Approval: _____
 By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.



I-4 & 27

Davenport, FL

Purchase Agreement

Wayne Aeschliman
 Jarrett Gordon Ford - Davenport
 2600 Access RD NW
 Davenport, FL 33897

Buyer	Co-Buyer	Vehicle
Town Of Dundee (no name) 202 E Main St Dundee, FL 33838 E: (863) 899-8243	4X4 CREW CAB SHORT BED	2024 Ford F-150 XL VIN: Stock #: Order Mileage: Color:

Purchase Details	
Retail Price:	\$50,315.00
Sales Price:	\$43,625.00
Savings:	\$6,690.00
Accessories:*	\$1,174.00
Service Contract:	\$0.00
GAP:	\$0.00
Government Fees:	\$338.05
Doc Fees:	\$799.00
Total Taxes:	\$2,806.16
Total Sales Price:	\$48,742.21
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$0.00
Cash Down:	\$0.00
Cash Price:	\$48,742.21

X

Customer Signature

X

Wayne Aeschliman

Manager Signature

Dealership Name: Jarrett-Gordon Ford, Inc.

Sales Code : FZ4456

Dealer Rep.	Wayne Aeschliman	Type	Fleet	Vehicle Line	F-150	Order Code	D200
Customer Name	Dundee	Priority Code	J2	Model Year	2024	Price Level	450

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X4 SUPERCREW XL - 145	\$47500	FORD FLEET SPECIAL ADJUSTMENT	\$0
145 INCH WHEELBASE	\$0	FRONT LICENSE PLATE BRACKET	\$0
TOTAL BASE VEHICLE	\$47500	BLACK PLATFORM RUNNING BOARDS	\$250
OXFORD WHITE	\$0	50 STATE EMISSIONS	\$0
VINYL 40/20/40 FRONT SEAT	\$0	EXTENDED RANGE 36GAL FUEL TANK	\$0
MEDIUM DARK SLATE	\$0	PRICE CONCESSION INDICATOR	\$0
EQUIPMENT GROUP 101A	\$0	REMARKS TRAILER	\$0
.XL SERIES	\$0	PRIVACY GLASS W/REAR DEFROSTER	\$100
.17" SILVER STEEL WHEELS	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
2.7L V6 ECOBOOST	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
ELEC TEN-SPEED AUTO TRANS	\$0	FUEL CHARGE	\$0
.265/70R 17 BSW ALL-TERRAIN	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
3.55 ELECTRONIC LOCK RR AXLE	\$470	PRICED DORA	\$0
6650# GVWR PACKAGE	\$0	ADVERTISING ASSESSMENT	\$0
JOB #2 ORDER	\$0	DESTINATION & DELIVERY	\$1995
TOTAL BASE AND OPTIONS			MSRP \$50315
DISCOUNTS			NA
TOTAL			\$50315

ORDERING FIN: QE928 END USER FIN: QE928



TOWN COMMISSION MEETING

September 24, 2024, at 6:30 PM

Item 6.

-
- AGENDA ITEM TITLE:** **DISCUSSION & ACTION, LEAD AND COPPER RULE REVISIONS (LCRR) STARTING OCTOBER 16, 2024, EPA AND FDEP WILL IMPLEMENT NEW PUBLIC NOTIFICATIONS FOR SUPPLIERS OF PUBLIC DRINKING WATER**
- SUBJECT:** The Town Commission will consider Lead and Copper Rule Revisions (40 CFR 141.84) requiring public water systems to complete lead service line (LSL) inventories by October 16, 2024. These inventories require 4 steps by Utilities:
- (1) Record searches
 - (2) Field Visual Verification of all service lines that are without Record Documentation
 - (3) Compare and submit EPA Spreadsheet for all service lines
 - (4) Notification to Customers with Lead Services Line Removal Plan if lead is found
- STAFF ANALYSIS:** On January 15, 2021, EPA published and proposed the Lead and Copper Rule Revision (LCRR), and the deadline for water systems to comply with the revised requirements of the National Primary Drinking Water Regulation. On December 6, 2023, EPA published the proposed Lead and Copper Rule Improvement that requires actions by public water systems with a compliance date of October 16, 2024.
- Utility staff have completed over 200-meter verifications to date but are unable to keep up with the extra workload of an additional 770 meters that needs to be field verified by the October 16, 2024 date.
- FISCAL IMPACT:** The work is to be performed at or near the location of the water meters in conjunction with EPA lead and copper associated with the pipe mandates, field collections with GIS data and customer notifications. The total amount for the above services is \$17,875.00.
- STAFF RECOMMENDATION:** The approval of Robert A. Stevens & Associates, Inc.'s proposal to provide Geographic Information System (GIS) field collection and mapping services for up to 770 water meter positions based on the provided address data of known potential service lines containing lead or copper built prior to 1990.
- ATTACHMENTS:** Robert A. Stevens & Associates, Inc., Scope of Services Proposal G23-005-26.

Robert A Stevens & Associates, Inc.
SCHEDULE OF HOURLY RATES and REIMBURSABLE COSTS
Effective 1/1/2024

BILLING CLASSIFICATION	HOURLY RATE
Principal Surveyor/Mapper	\$250.00
Registered Surveyor/Mapper	\$200.00
Survey Technician I	\$125.00
Survey Technician II	\$100.00
GIS Analyst	\$125.00
GIS Technician I	\$80.00
GIS Technician II	\$70.00
GISP	\$250.00
Land Use & Development Specialist	\$250.00
Cad Draftsman	\$100.00
Survey Crew (1 man w/ equipment and vehicle)	\$175.00
Survey Crew (2 man w/equipment and vehicle)	\$200.00
Survey Crew (3 man w/ equipment and vehicle)	\$225.00
Support Services	\$45.00

Construction Layout rates to accommodate for consumable materials such as lathes & stakes

Survey Crew (1 man w/ equipment and vehicle)	\$200.00
Survey Crew (2 man w/equipment and vehicle)	\$225.00
Survey Crew (3 man w/ equipment and vehicle)	\$250.00

High Precision / High Tolerance Survey Services (survey location or staking under 0.04' or 1/2 inch tolerances)

Survey Crew (1 man w/ equipment and vehicle)	\$300.00
Survey Crew (2 man w/equipment and vehicle)	\$350.00
Survey Crew (3 man w/ equipment and vehicle)	\$400.00

SPECIALIZED SERVICES

Static GPS Receivers (add to crew or staff rate)	\$100.00
RTK GPS Total Station (add to crew or staff rate)	\$75.00
RTN GPS Total Station (add to crew or staff rate)	\$75.00
Imaging Station (add to crew or staff rate)	\$100.00
GPR (Ground Penetrating Radar)- (add to crew or staff rate)	\$200.00
UAV/UAS (Unmanned Arial System)- (add to crew or staff rate)	\$200.00
Boat	\$60.00

DIRECT EXPENSES

Prints (24" x 36")	
1 – 25	\$10.00
56 & over	\$5.00
8.5x11" Copies	\$0.20 per copy
Federal Express/UPS Based on Weight	
Mileage	\$0.445 per mile
Mylar	
1 – 25	\$25.00
26 – 50	\$10.00
51 & over	\$7.50
Extra Large Mylar (30" x 42)	\$50.00
Color Plots	
11" x 17"	\$40.00
24" x 36"	\$50.00
36" x 36"	\$60.00

All direct expenses such as application fees, printing and copy costs, shipping costs, travel expenses, or subcontracted services, if provided through Robert A Stevens & Associates, Inc., shall be paid for by the owner at cost plus 3.5%. Payment terms are net 30 days. Fifteen (15%) percent interest per month will be applied to unpaid balances. The client will pay attorney fees or other costs incurred for the collection of delinquent accounts.

Rates for Deposition, Trial preparation, & Trial or Expert Witness testimony, are 3(X) applicable rates above.