

MINUTES

TOWN COMMISSION MEETING

MARCH 14, 2017

6:30 P.M.

LOCATION: TOWN HALL

202 EAST MAIN STREET, DUNDEE, FLORIDA

CALL TO ORDER:

Vice Mayor Goddard calls the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

Vice Mayor Goddard leads the Pledge of Allegiance.

INVOCATION:

Vice Mayor Goddard

RECOGNITION OF SERGEANT AT ARMS:

Detective Stephens

ORDINANCE #13-08, PUBLIC SPEAKING INSTRUCTIONS:

ROLL CALL:

TOWN COMMISSIONERS PRESENT: Commissioner Glenn
 Commissioner Harper
 Commissioner Quarles
 Vice Mayor Goddard
 Mayor Pennant (Excused)

STAFF MEMBERS PRESENT: Town Manager, Ryan Taylor (Excused)
 Assistant Town Attorney, Seth Claytor
 Finance Director, John Wasmund
 Public Services Director, Clifton Bernard
 Asst. Town Mgr./Town Clerk, Deena Ware

MOTION by Commissioner Harper, seconded by Commissioner Quarles, to excuse the absences of Mayor Pennant and Town Manager Taylor.

AYE: Glenn, Harper, Quarles, Goddard

NAY: None

APPROVAL OF AGENDA FOR MARCH 14, 2017

Assistant Town Manager/Town Clerk asks to remove Tab 6 from the agenda to gather more research to present at the next regularly scheduled meeting.

Town Commission votes unanimously to remove Tab 6.

AYE: Glenn, Harper, Quarles, Goddard

NAY: None

TAB 1: APPROVE MINUTES: FEBRUARY 28, 2017 - TOWN COMMISSION

MOTION by Commissioner Quarles, seconded by Commissioner Glenn, to approve the of Minutes for the February 28, 2017 Town Commission Meeting.

AYE: Glenn, Harper, Quarles, Goddard

NAY: None

TAB 2: CONSIDER PROCLAMATION FOR FLORIDA BICYCLE MONTH

Assistant Town Attorney reads the proposed proclamation.

Vice Mayor Goddard opens the public hearing.

Vice Mayor Goddard closes the public hearing.

MOTION by Commissioner Glenn, seconded by Vice Mayor Goddard, to approve Proclamation for Florida Bicycle Month.

AYE: Glenn, Harper, Quarles, Goddard

NAY: None

TAB 3: PRESENTATION FROM CATHOLIC CHARITIES OF CENTRAL FLORIDA

Assistant Town Manager states that Catholic Charities of Central Florida offers a Senior Mobile Services program that offers outreach services to seniors 55 years of age or older. The program allows for seniors to come together in a safe environment to stimulate their mind and body. In addition, the program promotes the concept of healthy and informed aging by providing opportunities to socialize with other seniors, and offering a wide variety of programs designed to address issues relative to keeping the participants healthy and self-sufficient.

Assistant Town Manager state that the Town has partnered with Catholic Charities of Central Florida to provide such an outlet for our senior population and seniors in surrounding communities. The service is being offered free of charge to participants. Catholic Charities will use the Community Center rent free every Thursday from 10AM – 2PM.

Some of the services that the seniors can look forward to include:

- Free Exercise Classes
- Free Lunch
- Free Fresh Produce Distribution Once a Month

- Games, Activities, and Crafts
- Free Nutritional Seminars
- Free Health Checks

Ashley Stukes (Program Coordinator) and Barbara Cage (Program Manager) presents information about the program and the benefits to the community.

Vice Mayor asks about any hearing checks available to the seniors.

Ms. Stukes states that she would love to partner with organizations to allow for hearing loss screening and other services for the senior population.

Vice Mayor Goddard opens the public hearing.

Vice Mayor Goddard closes the public hearing.

TAB 4: SECOND READING: ORDINANCE NO. 17-02 – RIGHT-OF-WAY ANNEXATION

Assistant Town Attorney reads the title of proposed Ordinance No. 17-02 – Right-of-Way Annexation.

Assistant Town Manager states The Town has received a petition from Ag Investments of Polk County, LLC and the State of Florida (Budwood Nursery) to annex land consisting of a 60-foot by approximately 1,176-foot unopened, unpaved, and unimproved right-of-way located south of State Road 17 (Scenic Highway) between Race Road and Welsh Road. Portions of the subject right-of-way are located internally to the proposed Vista Del Lago Phase II subdivision.

Assistant Town Manager state that the subject right-of-way was dedicated for public use as part of the Florida Highlands Subdivision in 1911 and is recorded in plat book 1, page 87. Both ends of the right-of-way end in existing rights-of-way. The properties abutting the right-of-way include the proposed Vista Del Lago Phase II subdivision to the north and the southwestern parcel, and the Budwood Nursery as the southeastern parcel. Adjacent properties are within the Town limits of Dundee.

Assistant Town Manager states that the proposed Ordinance was prepared by the Town Attorney and reviewed by the Town Manager’s Office. Ordinance No. 17-02 was unanimously approved on first reading at the February 28, 2017 Commission Meeting. This is the second and final reading and public hearing for proposed Ordinance No. 17-02.

Mark Bennett of Ridge Professional Group introduces himself, and the applicant, Lee Saunders.

Vice Mayor Goddard opens the public hearing.

Vice Mayor Goddard closes the public hearing.

MOTION by Commissioner Harper, seconded by Commissioner Quarles, to approve Ordinance No. 17-02 – Right-of-Way Annexation.

AYE: Glenn, Harper, Quarles, Goddard
NAY: None

TAB 5: CONSIDER CDBG ALLOCATIN FOR FY 2017/18

Assistant Town Manager states that the Town of Dundee is a Municipal Partner with Polk County for the Community Development Block Grant through Polk County's Housing and Neighborhood Development.

Assistant Town Manager states that in an effort to strengthen intergovernmental relations, the City of Auburndale and Town of Dundee entered into an agreement for CDBG funds in 2009. This agreement allows the Town to receive Auburndale's portion of the funds for a designated one year to complete a large project; in turn, the Town uses its portion of funds over several years to reimburse the City of Auburndale.

Assistant Town Manager states that for FY 2017-18, the Town will receive \$18,495.83 in CDBG funds which will be used to pay back the final installment of \$68,207.00 that Auburndale forfeited in FY 2013-14 to allow for our Main Street Streetscape Improvements project. To date, the allocations have been:

- FY 2014-15 - \$18,233.00
- FY 2015-16 - \$18,426.00
- FY 2016-17 - \$18,226.00
- FY 2017-18 - \$18,495.83

Assistant Town Manager states that there will be a balance of \$5,173.00 remaining after the final payment to the City of Auburndale. The Town will need to submit an application to CDBG for a project, not to exceed that amount. Some ideas for a project(s) could include a small beautification project on Main Street.

Commissioner Harper suggests sprucing up the intersection of Center Street and Main Street, along with beautifying Town Hall.

Commissioner Glenn suggests that Town Staff gather four or five projects to present at the next Town Commissioner Meeting, which could include beautifying the triangle area in front of the Historical Depot, sprucing up the Town of Dundee entry signs, or revamping an area by the lakes.

Vice Mayor Goddard opens the public hearing.

Vice Mayor Goddard closes the public hearing.

DELEGATION-QUESTIONS & COMMENTS FROM THE FLOOR

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

None.

REPORTS FROM OFFICERS

- **ASSISTANT TOWN ATTORNEY COMMENTS**
Mr. Claytor states that his office is working with Town Staff on some pending projects that will be presented at the future meeting.
- **ASSISTANT TOWN MANAGER COMMENTS**
Assistant Town Manager states that the new tractor has been purchased and is parked outside of Town Hall.

Assistant Town Manager states that the Road Resurfacing Project on Lake Marie Blvd. and Harmon Avenue has been completed.

Assistant Town Manager states that Automated External Defibrillators (AEDs) have been installed at Town Hall/Library and the Community Center.

Assistant Town Manager states that Dundee Elementary Academy will conduct their Map Quest field trip on March 30, 2017, visiting the Library and Fire Departments.

Assistant Town Manager reminds the audience of the upcoming Municipal Election scheduled for Tuesday, April 4, 2017.

Assistant Town Manager states that Dundee Ridge Middle is hosting their Community Business Luncheon on Thursday, April 6, 2017 at 11:30AM.

Assistant Town Manager reminds the audience of the 3rd Annual Taste of Dundee which is scheduled for Friday, April 7, 2017 at 6PM at the Dundee Community Center.

Assistant Town Manager reminds the audience of the Easter Egg Hunt on Saturday, April 8, 2017 at 1:00PM at the Community Center.

- **COMMISSION COMMENTS**

Commissioner Harper – Reminds the audience of the Friends of the Library's Krispy Kreme Fundraiser on March 30, 2017 at the Dundee Library. The fundraiser will benefit the Summer Reading Program.

Commissioner Glenn – Thanks the audience for their participation. He reminds Town Staff to bring information regarding the server purchase to the Town Commission.

Commissioner Quarles – None.

- **VICE MAYOR COMMENTS**

Vice Mayor thanks the audience for their attendance.

ADJOURNMENT

Vice Mayor Pennant adjourned the meeting at 7:04PM.



Bert Goddard, Vice Mayor

ATTEST:



Deena Ware, Town Clerk