

**TOWN COMMISSION REGULAR MEETING MINUTES
TUESDAY, MARCH 25, 2025
7:00 P.M.
OAKLAND MEETING HALL**

CALL TO ORDER:

This meeting was held in-person and livestreamed as a Zoom webinar. Mayor Taylor called the regular meeting to order at 7:00 p.m. This was followed by the Pledge of Allegiance and Invocation by Commissioner McMullen.

ROLL CALL

COMMISSIONERS PRESENT: Commissioner Keller
 Commission McMullen
 Vice Mayor Satterfield
 Mayor Taylor

COMMISSIONERS ABSENT: Commissioner Ramos

PROCLAMATIONS/PRESENTATIONS:

Presentation/Proclamation – Recognition of Rick Polland’s Years of Service on Town Commission

Mayor Taylor read the Proclamation Honoring Former Commissioner Rick Polland and presented him with the Proclamation and a plaque for his 12 years of service on the Town Commission.

Proclamation – Water Conservation Month - April

Mayor Taylor read the Water Conservation Month Proclamation announcing April as Water Conservation Month, in the Town of Oakland.

Proclamation – Child Abuse Prevention Month – April/Wear Blue Day – April 4, 2025

Mayor Taylor read the Child Abuse Prevention Month/Wear Blue Day Proclamation announcing April as Child Abuse Prevention Month and April 4th as Wear Blue Day, in the Town of Oakland.

CONSENT AGENDA:

- a. Minutes – 3-11-2025 Town Commission Regular Meeting
- b. Outsourced Care Provider Agreement
- c. MOA – Immigration & Customs Enforcement

Mayor Taylor announced the items on the Consent Agenda.

MOTION was made by Vice Mayor Satterfield, seconded by Commissioner Keller to approve the Consent Agenda.

AYE: Keller, McMullen, Satterfield, Taylor

NAY: None

OTHER POLICY MATTERS

Unpaved Roads Follow-up

Public Works Director Parker said that at the last Commission meeting, staff were charged with working together to try to find some additional funding this year to carry out some paving whether it be paved or millings as our consultant will dictate. He said we were fortunate in finding some funding and that funding will be utilized in the Oakland Shores neighborhood, which is where we had placed, for lack of a better term, the Windermere dirt which didn't really work out very well. Public Works Director Parker said that is where we plan to do that, but we are still awaiting the consultant's review.

Town Commission discussion was as follows:

- Mayor Taylor asked for a quick update on the paving of Henschen.
 - Public Works Director Parker said that it went off well yesterday and everybody that they have spoken with has nothing but good feeling about it. He said that was conventional hot mix paving down there and he is certain that it is going to hold up fine.
 - Mayor Taylor said that we designated that as a critical need to asphalt that road due to the amount of traffic and it is not just residential traffic, it is also a conduit to the charter school that people go through. He said we noticed that some people bypass the traffic through that area and that road was really bad as far as the dust. Mayor Taylor said the roads that are slated to come up once the consultant gets done, it sounds like Oakland Shores is the first to do that and he thinks it is the same type of process that we used over on Petris.
 - Public Works Director Parker said most likely, he is just waiting on the consultant to get that.
 - Vice Mayor Satterfield asked if Public Works Director Parker had any type of timeline on how long it will take them to get back to us.
 - Public Works Director Parker said it will be this budget year, he should hear something back in the next couple of weeks and possibly by next commission meeting.
 - Mayor Taylor said he appreciates that it actually moving, so that is good.

Town Commission Appointment to the ONP Board of Directors

Mayor Taylor said it is a requirement that the Town Commission appoint a member to the Oakland Nature Preserve (ONP) Board of Directors. Town Manager Hui said at the last commission meeting, we had a volunteer from the audience and after looking at the requirements for the ONP Board, he chose to withdraw his name. She said that we do have an alternate recommendation, who attended orientation today with her and Community Outreach Director Lambros is more than willing to be that appointee from the commission.

Town Commission discussion was as follows:

- Vice Mayor Satterfield said his thought was wouldn't it be appropriate to just put Managing Director O'Brien herself on the board as a liaison.
 - Town Manager Hui said she talked with Managing Director O'Brien today about that and she is kind of like Town Manager Hui's position with the Town Commission, she oversees and carries out the wishes of the ONP Board as the Managing Director there so she cannot be the appointee.

MOTION was made by Commissioner Keller, seconded by Commissioner McMullen to appoint Lou Lambros as the Town Commission representative to the ONP Board of Directors.

AYE: Keller, McMullen, Satterfield, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays.

PUBLIC FORUM:

Public comments were as follows:

- Jill Cox, 301 N. Walker Street – Jill said that our town just recognized the month of April as Water Conservation Month. She said the importance clean water was made real to her during four medical mission trips she took to Ethiopia. Jill said people drank water from small muddy streams and reservoirs that cows were in. She said when she returned home, she took xeriscaping seriously and found a new appreciation for our water. Jill said when she moved to Oakland ten years ago, neighbors were already questioning the recycle program in Oakland and she watched her recycle bin be dumped into a regular garbage truck. She said the West Orange Times article from January this year, pointed out the difficulties of recycling programs. Jill said the City of Winter Garden has stopped their recycling program. She said why should we use our fresh water, our precious drinking water, to wash out a used soup or sauce can, or a milk jug. Jill said she thinks we should think carefully before using Oakland's drinking water to wash items that will end up in the landfill.

- Scott Hren, 305 Edgegrove Lane – Scott asked if the new development that is going in off of Oakland Avenue, the sidewalks that were put in by the developer, once the development is done and all the houses are sold, if something happens to the sidewalks, is that the town’s responsibility going forward.
 - Mayor Taylor said he believes that those sidewalks and rights-of-way and everything gets deeded to the town.
 - Public Works Director Parker said that the sidewalks that are in the rights-of-way and any sidewalks that are on private property but within an easement will be the town’s responsibility.
 - Scott said he doesn’t know if anybody from the town has been past it recently, they put in a dozen or more trees lining the sidewalks and those trees are about a foot and a half away from the edge of the sidewalk. He said it will not take long before that entire sidewalk is destroyed and useless when those trees start to grow up and then it’s going to be on the town’s dollar to fix them so just something he noticed that might be able to be brought up with the developer. Scott said he couldn’t believe they placed the trees that close to the sidewalk and even looking at Oakland Park, their trees and their sidewalks are easily three feet away so just an observation that might be something to take a look at.
 - Public Works Director Parker thanked Scott for that observation and said that we will look at it and see if something can be done. He said they have actually relocated a couple of trees for the new Catherine Ross Road right-of-way so the option to move them is out there.
 - Scott said there’s two of the little new saplings that they actually planted under one of our beautiful old oaks and they are totally in the shade underneath the tree. He said he doesn’t understand, they just said “plant the trees” and the contractor just threw them all in.
 - Mayor Taylor said if it is on the plan, they are planting it.
 - Public Works Director Parker said we compel them to plant a lot of trees, no doubt about it.
- Tim Deen, 100 N. Walker – Tim said he is sure it has been vetted through, and he knows right now we are trying to work on the right process for getting the bang for the buck, at the end of the day is it all streets or has that map already been decided or where are we at for the paving.
 - Public Works Director Parker said the map has not been decided and we do not intend to pave all the streets. He said it will be a multi-year process and will be expensive so we will have to budget that for different years.
 - Tim said if it is no, then how do you get on the yes list, with neighborhood participation?
 - Mayor Taylor said Public Works Director Parker has contracted with a consultant and that consultant is using their expertise to go around and identify what roads are in critical need. He said they could come back and say some of the roads may need to be paved permanently. Mayor Taylor said that

so far, we have had great luck with what we have put down on Petris and they have looked at that.

- Tim asked if we are calling that paving.
- Mayor Taylor said it is not paving.
- Tim said he is just saying as far as everybody will at least get some of the millings or is some of it going to stay dirt.
- Public Works Director Parker asked Tim where he said he lived.
- Tim said Henschen and Walker, he has dirt on two sides.
- Public Works Director Parker said when he gets the study back, he will definitely share it with Tim after the commission has seen it.
- Tim said the next question he has is that he saw locates out there today and they located the water line on Henschen, do we know what utility they are at.
- Public Works Director Parker said the town recently prepared several rights-of-way permits for a subcontractor of AT&T so that is going to be new fiber going in, it is modern technology and that is what those flags are for.
- Jeff Sandy, 90 Demens Street – Jeff asked on the procedures that homeowners use when they request a stop sign, does it go through a committee with the Town of Oakland to get that stopped sign approved because it just seems like we keep getting stop signs everywhere. He said he doesn't mind it terribly; he was just wondering because it cost money and he didn't think that in some cases that it was needed. Jeff asked if there is a procedure or do residents make a call and the police look at it and talk it over with commissioners?
 - Public Works Director Parker said there is rhyme or reason and typically it is based on complaints or suggestions or crashes. He said it is based on all that and they work really closely with the police.
 - Chief Esan said there is a process and the process involves traffic studies, it involves analytics or crashes so it is not based solely on complaints or people saying they want stop signs here, they want stop signs there. He said they evaluate and the first thing they look at is safety; if there are zero documented crashes in the history of that intersection, that is one reason why we wouldn't put a stop sign. Chief Esan said that the last stop signs that have gone up are the Winter's Landing and the Los Angeles stop signs and that was as a result of talking to the commission and it was a study in order to make the town golf-cart friendly and allow golf carts to cross over a county road, which Oakland Avenue is, even though we maintain it. He said to comply with the law, there has to be a controlled intersection, meaning either a four-way stop or a traffic signal, and the last thing we needed was a traffic signal in that intersection so the four-way stop sign was the best way to rectify that. Chief Esan said we did an easternmost four-way stop, we already had the stop at Tubb and Oakland Ave, and then we did Pollard and Oakland Ave so we have a westernmost intersection. He said now the whole town is considered gold cart friendly, where everyone that is north of State Road 50 can operate a golf car safely, and align it with the law. Chief Esan said they have had several

- requests for stop signs and the first thing they looked at is safety; if there is no way to articulate a true safety concern or a documented incident that happened, there probably is not going to be a stop sign placed.
- Jeff said he was hoping there was something that did that because the only thing that he hates worse than stop signs is speed bumps. He said because we are going to start getting paved roads, that means that speed is going to pick up.
 - Chief Esan said any stop signs that would get put up would be in their arena and they would spearhead the study, spearhead the analytics, and they would bring it to the commission every time for approval. He said they are not going to arbitrarily find an intersection for stop signs or something, it would all be run through commission for approval.
 - Town Manager Hui said that as part of this analysis of the unpaved roads, they have asked Myra, our traffic consultant, to bring back which roads might need paving, or asphalt millings, or can be left as is. She said the ones that are getting paved, if there is going to be a speed issue in the future, we have looked at other alternatives to slow traffic down and that might be a chicane, it might be speed humps, speed bumps, or other traffic calming devices so Myra has been asked to bring back options to do that as well.
- Dave Helsell, 21 N. Daniels – Dave asked on the unpaved roads, when we thought Myra will have her results back from her assessment.
 - Public Works Director Parker said for the Oakland Shores neighborhood he just mentioned, it will probably be weeks. He we really don't anticipate having the assessment back for probably a couple of months because it is inclusive of everything else.
 - Dave said we talked last time about the criticality of communicating to the community because he resonates with what somebody commented last time about seeing some roads getting paved or millings and some not, and everybody's going to be curious about when theirs is going to be or not be. He said he hopes Myra is giving priority, she's the expert, to roads coming right off of Oakland Avenue because on Daniels they get a lot of traffic and people go in and out all the time very fast. Dave said still on Daniels, he has a question on the turnoff and the paving of that. Public Works Director Parker said that the town has already done the survey work, there are markers out there and we met with an engineering firm that would handle the drainage and paving component of it, but we haven't been able to reach a consultant fee yet for that but it is in the works. Dave asked if the town has thought about how they will communicate to the community once we get Myra's results back.
 - Mayor Taylor said yes, he thinks people will want to know because if you are living on the far west end and you are not going to get it for a year or two, you will want to know what is going on. He said communication is always the key to everything so through our Public Information Officer, once we get that

information back to this meeting as well and anything else that happens through there, you will want to know as soon as you can on what is happening. Mayor Taylor said we understand and he knows it seems like it is taking forever but we are moving faster than what we could have been.

- Dave said it is a priority.
- Mayor Taylor said yes, it is. He said we have heard everybody at the meetings numerous times over the last several months and he thinks everybody sitting up at the table understands it is an issue and they want to address it and take care of it. Mayor Taylor as he has said before the years of where it is just residents going to their house and not creating an issue is over; now you have to contend with the Amazon trucks and the home deliveries and stuff that has happened and those are the guys that are speeding down the roads and they are making the dust and all that stuff. He said he would encourage everyone that if you are seeing that out there with the Amazon delivery trucks, call the number on the back of the truck and report it to their supervisor or whoever and tell them their guy is going fast down the road because they do that, they got a target to hit and they are just trying to get as much as they can done.
- Dave said what kicks up the most believe it or not is the school bus and the trash truck, he said he always feels bad watching the trash man on the back of the truck eating dust daily, getting a mouthful of dust.
- Mayor Taylor said it would be nice if we had some rain too.
- Dave said that is nature's way of quickly handling it.

TOWN MANAGER/DEPARTMENT HEAD REPORTS:

Town Manager Report

Town Manager Hui said that the Charter Review Committee will meet again on Monday, March 31st and she is working on an agenda right now that will get out to the public and will be on the website. She said there are charter copies over on the table if anyone wants to take a take a look and let us know if you have any comments. Town Manager Hui said that we are going to be going through some attorney-suggested items, mostly housekeeping, cleanup kind of things this next meeting, and then we'll move on to more topics after that.

We are still looking for good candidates for Town Clerk, Assistant Director of Public Works, and a Utility Technician. Qualifications can be found at <https://jobs.appone.com/townofOakland>.

Town Manager Hui said that for signatory purposes until we can hire a new Town Clerk, Melody Oliver will be designated Town Clerk.

Department Head Reports

Finance Director Leon said that the audit is still underway.

HR Director Oliver said we have our first town clerk interview scheduled for next week and she has a few more that she will be calling. She said we have some really good applicants.

Community Outreach Manager Dattolo said that we are still in the middle of our exhibit called "Our Disney Journey and Beyond" with two local artists, Joe Warren and Dave Minichiello and if you have not gone to the center to see that exhibit, it's been very, very popular. She said they are the guys that you see on Fridays out painting Oakland in the town center circle so feel free to stop by and see that. Community Outreach Manager Dattolo said that our next exhibit coming up, as I mentioned last month, is Life in the Pet Lane and we are doing a call for art for that now so if you know of any artists or photographers and they would like to submit, please send them our way or they can go on the Facebook page and get the QR code to submit. Mayor Taylor said that the town offers a lot of activities at the Heritage Center and one of them that he has been participating in has been yoga on the porch and it is free. He said they have it three times a week so Monday nights at 6:30 but it is a workout, so he is sore today from last night. Mayor Taylor said if you are inclined, come join them, there are quite a number of people that show up so it is kind of fun and it is getting hot too, so you will sweat.

Community Outreach Director Lambros said on the PIO part, Public Works Director Parker and he will work together to get information on the roads and we will put that on social meeting so that everybody can be informed. He said they have a lot of stuff going on in community outreach. Community Outreach Director Lambros said that April 12th is Celebration Among the Oaks, which is the one where the helicopter flies over, drops down about 10,000 eggs, and there's 40,000 already going around so it is a lot of fun. He said to let your friends know that it is going to be there and he has a lot of vendors that are going to be coming out so it will be a really good time. Community Outreach Director Lambros said that another one he is really proud of is the Car Stroll Under the Oaks which we are going to be doing again this year on May 17th. He said if you have a vintage car or a vintage board, you can go on our website and there is a QR code where you can register and put your car on there for the car stroll. Community Outreach Director Lambros said that last year, he thinks we had about 98 cars and he would imagine this year that we will probably have more. He said he would really love to see Oakland cars out there so if you have any type of vintage car, bring it on out and we will see you there.

Public Works Director Parker submitted the following written public works report:

- 1) Public Works is working with Florida Metal Craft, a Winter Garden business, on the long-awaited centerpiece for the roundabout at Oakland Avenue/Old S.R. 50/J.W. Jones Road. The all-metal sculpture/structure will be nearly 8 feet tall and will confirm to both motorists and cyclists, of their arrival to the Town of Oakland. A low-profile brick structure will surround the iconic acorn, along with associated landscaping. This design was originally approved by the Town Commission in 2023 and subsequently budgeted for this fiscal year.

- 2) Over the course of the past 18 months, or so, the street signs in the older sections of town have been replaced. The newly minted signs, along with new posts, depict the “branding” style recently approved by the Town Commission. This is an ongoing effort with funding being appropriated each year until the project is complete. Additional areas south of Oakland Avenue are the next location they will seem to just pop up, so keep watch!
- 3) As some of you may recall, since 2017 the town has provided potable water to 102 homes within the Lake Apopka Sound neighborhood, located in a portion of Lake County. This is thru an Interlocal Agreement with the Town of Montverde and has a 30-year term. Montverde, in turn, provides the sanitary sewer service to 18 homes in Oakland thru a separate Interlocal Agreement.
- 4) Public Works staff are currently preparing our annual Consumer Confidence Report. This report, compiled from the hundreds of daily, weekly, monthly and annual water samples taken throughout the town during 2024, reflects the purity of our drinking water. This report is a requirement from FDEP and will be made available to the public soon.
- 5) As of today, only 8 years after the first customer went on-line, YOUR Public Works Department proudly maintains 383 manhole structures, appx. 68,500 feet of gravity sewer, nearly 26,000 feet of force main sewer, and 13 lift stations which pump an average of 150,000 gallons per day of sewage are either in operation, or under construction. We currently have more than 1000 customers, and over 100 new connections already permitted for construction. Now THAT’S impressive!!

Public Works Director Parker said that after being here 12 plus years, he was really pleased to find out that we actually had a policy or a procedure in place for setting a stop sign.

COMMISSION REPORTS:

Commissioner Keller – Nothing additional.

Commissioner McMullen said that he was in D.C. at the National League of Cities and there were a lot of grant opportunities in D.C. as it relates to infrastructure. He said that Town Manager Hui and he talked about trying to get someone to help Public Works Director Parker to manage all of the things that are coming his way because of the amount of dollars that are on the federal level that can help with everything that we’re talking about trying to do. Commissioner McMullen said that we still need that body to be able to go out there with dollars, some help with ONP, some youth programs that we discussed, and also broadband. He said the big piece was the infrastructure and everything that we’re doing now along with just grants just to help with all that we’re trying to do Town Manager Hui is trying to find somebody to help Public Works Director Parker and everything coming our way.

Commissioner McMullen said that we have the dollars in our budget to hire grant writers and that's something we're trying to do.

Vice Mayor Satterfield reminded everyone that the night before we have the Easter Bunny, we have our school gala, which is our biggest fundraiser of the year. He said it is phenomenal and this year's theme is Havana nights which fits right into his wardrobe. Vice Mayor Satterfield said that we do have a town table but that even again is on April 11th, Friday night before Celebration Among the Oaks.

Mayor Taylor – Nothing additional.

ADJOURNMENT

There being no further business, Commissioner McMullen adjourned the meeting at 7:37 p.m.

TOWN OF OAKLAND:



SHANE TAYLOR, MAYOR

ATTEST:



MELODY OLIVER, TOWN CLERK

Celebration
AMONG THE OAKS
helicopter drop



EGG HUNT

SAT. APRIL 12 • 10 am - 1 pm

VANDERLEY PARK • 117 E. GULLEY AVE.

12:30 pm Egg Drop



PARADISE
LANDSCAPING
& IRRIGATION
INSTALLATION & REPAIR

Lakeside
CHURCH

TOWN OF
Oakland
FLORIDA




atlas
INJURY TO HEALTH
CHIROPRACTIC

Upcoming Events

2ND/4TH
THURSDAYS

9 A.M. - 2 P.M.



HWO ARTS & HERITAGE CENTER

2ND **THURSDAYS**

10 A.M.



HWO ARTS & HERITAGE CENTER

MONDAYS 6:30 P.M.

FRIDAYS 9:30 A.M.

SATURDAYS 10 A.M.

YOGA
ON THE PORCH



HWO ARTS & HERITAGE CENTER

MAR - APR

Self guided firefly hike, open select dates 5:30 - 9:00p.m. Donations accepted.



OAKLAND NATURE PRESERVE

JAN MAY

25 - 3

Our Disney Journey & Beyond

Joe Warren & David Minichiello

HWO ARTS & HERITAGE CENTER

APR 10 A.M. - 1 P.M.

12



Celebration
AMONG THE OAKS

Helicopter Egg Drop with Springtime Arts & Crafts Festival

VANDERLEY PARK

MAY 10 A.M. - 12 P.M.

17



CAR STROLL

Showing of cars, interactive DJ, coffee and food trucks!

126 W. PETRIS AVE.

MAY AUG

17 - 30

Summer Exhibit:
Life in the Pet Lane!

HWO ARTS & HERITAGE CENTER

follow us:



OakTownUSA OaklandFL.gov





Firefly Hikes

at Oakland Nature Preserve

Join us select evenings at ONP, we will be open until 9pm to allow visitors to explore the boardwalk and look for fireflies. We will have a staff member at the start of the boardwalk to answer any questions you may have.

Current dates:

- * March 21
- * March 23
- * March 26
- * March 29
- * March 30
- * April 2
- * April 6
- * April 8
- * April 11
- * April 12
- * April 15
- * April 15
- * April 18
- * April 21
- * April 25

**Please visit www.OaklandNaturePreserve.org
for more information.**



Family Activities at the Log Cabin
10:00am–2:00pm

Crafts, animal interactions, and more!

Journey into the Uplands Guided Hikes
8:30am, 9:30am, 10:30am

Join our volunteer docents for a guided walk through our Uplands trails to discover the “Real Florida.”
Registration required.



In the Parking lot
10:00am–2:00pm

