



230 North Tubb Street
P.O. Box 98
Oakland, Florida 34760
407- 656-1117 (voice)

TOWN COMMISSION MEETING AGENDA

AUGUST 11, 2026 – 7:00 P.M.
OAKLAND MEETING HALL
221 N. ARRINGTON STREET, OAKLAND, FL 34760
(Details to view meeting through Zoom are at bottom of agenda)

All hearings are open to the public. Any interested party is invited to offer comments about any agenda items in-person at the meeting or in advance by 5:00 p.m. on Monday, August 10, 2026, in writing to the Town of Oakland, PO Box 98, Oakland, FL 34760, or by e-mail to kheard@oaklandfl.gov. Any person needing special accommodations to attend a meeting must contact the Town Clerk at 407-656-1117 x2110 at least 48 hours before the meeting.

1. **CALL TO ORDER:**

Pledge of Allegiance and Invocation

2. **ROLL CALL:** Town Clerk

3. **PRESENTATION/PROCLAMATION:**

- Presentation – Daughters of the American Revolution presenting the National Conservation Medal
- Proclamation – National Preparedness Month – September 2026

4. **CONSENT AGENDA:**

- a. Approval of July 28, 2026, Town Commission 2nd Budget Work Session & Regular Meeting Minutes.
- b. Approval of Reappointment to the Planning and Zoning Board.
- c. Approval to Donate a Police Vehicle.

5. **OTHER POLICY MATTERS:**

School Speed Zone Annual Data/Report Presentation

6. **PUBLIC FORUM:**

(For addressing matters not on the agenda. Public may be limited to three minutes.)

7. TOWN MANAGER & DEPARTMENT REPORTS:

Manager and Staff Reports

8. MAYOR & COMMISSION REPORTS:

9. ADJOURNMENT

NOTICES:

In accordance with Florida Statutes 286.0105, if any person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and for that purpose they may need to ensure that a verbatim record of the proceedings is made, which record may include the testimony and evidence upon which the appeal is to be based. The Town of Oakland does not prepare or provide such record.

This meeting will be held as an in-person meeting and livestreamed to Zoom. Attendees may watch the livestream of the meeting via the Zoom link below; however, attendees will be in listen-only mode and will not have the opportunity to provide public comment virtually. Any interested party is invited to offer comments about any agenda items in-person at the meeting or in advance by 5:00 p.m. the day before the meeting in writing to the Town of Oakland, PO Box 98, Oakland, FL 34760, or by e-mail to kheard@oaklandfl.gov.

Zoom Instructions:

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/87131235031>

Passcode: 9VaXYJ

Phone one-tap:

+13052241968,,87131235031#,,,,*869723# US

Join via audio:

+1 305 224 1968 US

Webinar ID: 871 3123 5031

Passcode: 869723

TOWN OF OAKLAND
NATIONAL PREPAREDNESS MONTH

WHEREAS, the month of September is recognized as “National Preparedness Month” and creates an opportunity for every resident of the Town of Oakland to prepare their homes, businesses, and communities for emergencies and natural disasters; and

WHEREAS, during an emergency, every second counts, and emergency preparedness programs educate individuals and families on how to prepare before, during, and after a disaster; and

WHEREAS, these programs address threats of severe weather, terrorism, and other potentially life-threatening circumstances to make our communities better prepared, resilient, and safer; and

WHEREAS, emergency preparedness is the responsibility of every resident, and all Town of Oakland residents are urged to make preparedness a priority and work together to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type; and

WHEREAS, all Town of Oakland residents are encouraged to participate in preparedness activities and become more prepared by making a plan, building a kit, and staying informed;

NOW, THEREFORE, I, Shane Taylor, by virtue of the authority vested in me as Mayor of the Town of Oakland, Florida and on behalf of the entire Town Commission, do hereby Proclaim September 2026, in the Town of Oakland:

“National Preparedness Month”

IN WITNESS WHEREOF, I hereunto have set my hand and caused the Seal of the Town of Oakland to be affixed this 11th day of August 2026.

TOWN OF OAKLAND:

Shane Taylor, Mayor

ATTEST:

Kathy Heard, CMC, Town Clerk

**TOWN OF OAKLAND
TOWN COMMISSION SECOND BUDGET WORK SESSION
MINUTES
JULY 28, 2026
6:00 P.M.
OAKLAND MEETING HALL**

CALL TO ORDER:

This meeting was held in-person and livestreamed as a Zoom webinar. Mayor Taylor called the work session meeting to order at 6:00 p.m.

ROLL CALL:

COMMISSIONERS PRESENT: Commissioner Keller
 Commissioner McMullen
 Commissioner Motley
 Mayor Taylor

COMMISSIONERS ABSENT: Vice Mayor Satterfield

NEW BUSINESS:

2026-2027 FY 2ND Budget Work Session

Finance Director Leon presented the preliminary Fiscal Year 2026-2027 General Fund Budget, Enterprise Fund Budget (Water Fund), Impact Fee Fund Budget, and Five Year Capital Improvement Plan Fund with projections for Fiscal Years 2027-2028 and 2028-2029. She noted that the budgets were developed using the principles of maintaining a structurally balanced budget, prioritizing essential services and public safety, preserving financial stability, and ensuring transparency. Please see attached presentation for more details.

She reported that taxable values had been revised following final certification by the Orange County Property Appraiser through the DR-420 form and explained that the previously provided taxable value estimate was approximately \$11 million higher than the final certified value, requiring adjustments to projected ad valorem revenues and future fiscal year projections. The original taxable value estimate provided was \$1,037,422,455. The updated certified taxable value is \$1,026,267,670. She noted that this reduction resulted in an impact to projected General Fund revenues and required adjustments to the budget.

She reviewed additional General Fund changes as stated below:

- A police vehicle was totaled and may require replacement. Staff is reviewing replacement options, including grants and vehicle transfers. If needed, the Police Auto Lease budget may be increased from the current \$50,000 allocation. Future vehicle payments are expected to decrease in FY 2027 and FY 2028.
- Overtime costs were added to personnel budgets for Public Works, Police, and Administration departments, including associated payroll taxes and retirement costs.
- The Southern Oaks paving project was increased from \$180,000 to \$220,000.
- \$40,000 was added for the abandonment of the OACS septic tank, which may occur during the upcoming fiscal year.
- \$30,000 was added for replacement of the HVAC system at Town Meeting Hall due to the age and condition of the existing system.
- The decrease in taxable values also reduced the Orange County Fire Assessment by approximately \$122,000, which partially offset the additional General Fund expenditures.
- Additional funding of \$115,000 was included for future assessment studies related to a fire fee assessment and stormwater assessment.

Due to the combined changes, she advised that the General Fund budget was no longer balanced without the use of reserves. The preliminary budget currently reflects a deficit of approximately \$200,000. To balance the budget and provide additional flexibility for unforeseen expenses, staff recommended utilizing \$300,000 from reserves, resulting in an updated contingency balance of approximately \$111,000.

She reviewed updated General Fund budget tables and comparisons to the previous work session projections. Staff noted that the primary change between the prior and updated versions was the use of reserves. Future projections were also updated to reflect the impacts of the proposed homestead exemptions of Amendment 3, including the \$150,000 and \$250,000 exemption scenarios. She reviewed projected expenditure and revenue comparisons, noting that under the current assumptions, future fiscal years reflect increased projected deficits, and advised that additional adjustments may be necessary as the budget process continues.

Finance Director Leon presented the preliminary FY 2026-2027 Enterprise Fund budget which totals approximately \$10.94 million, consisting of approximately \$3.414 million in operating expenditures and approximately \$7.5 million in grant funding and clarified that grant funding is restricted and cannot be used for general operations.

She advised that after accounting for projected revenues and expenditures, approximately \$142,000 remains available within the Enterprise Fund budget, and explained that the Enterprise Fund is a self-supporting governmental fund that operates through revenues generated from charges and fees for water, wastewater, and garbage services.

She noted that charges for services increased approximately 6% from the prior fiscal year, representing an increase of approximately \$180,000, and advised that a water rate study is planned to evaluate whether adjustments to water and wastewater rates are needed to ensure adequate funding for ongoing operations and future capital needs.

She reviewed the Enterprise Fund expenditure highlights as stated below:

- Implementation of a 10% reduction target on non-contracted expenses, consistent with the General Fund review.
- \$42,000 budgeted for Utility Repair Experts (URE) to operate the current water plant.
- \$25,000 budgeted for a required Water Supply Work Plan update.
- \$72,000 budgeted for SCADA system upgrades at the existing water plant.
- \$30,000 budgeted for the water rate study.

She noted that employee salaries include a 3% cost-of-living adjustment (COLA), consistent with the General Fund budget. The Enterprise Fund budget also includes 100% employer-paid health insurance, with a projected 9.5% increase pending final insurance rate information.

Finance Director Leon continued the budget work session presentation with a review of the FY 2026-2027 Impact Fee Fund budget which totals approximately \$4.2 million, with approximately \$2.4 million allocated for planned projects and approximately \$1.7 million remaining in reserves for future needs or unforeseen expenses.

She advised that the overall impact fee balance has decreased by approximately \$900,000 due to completed and ongoing projects utilizing available impact fee funds. She noted that impact fees are limited revenue sources, and once funds are expended, additional revenue must come from future development; and further, she explained that residential growth has slowed, with commercial development expected to be a primary source of future impact fee revenue.

She noted that the budget assumes approximately 20 new homes, which is considered a conservative estimate based on prior projections. Staff estimated approximately \$313,000 in additional impact fee revenue; however, this projection remains uncertain due to the unpredictable nature of development activity.

She explained that impact fee revenues increased in the Water, Wastewater, and Administrative categories due to inflationary adjustments included in the impact fee study. However, decreases occurred in Parks and Recreation, Law Enforcement, Transportation, and Fire Protection due to completed projects and the use of available impact fee funds.

She reviewed proposed Impact Fee Fund projects as stated below:

- **Water:** Completed several projects and added \$150,000 for the Northwest Loop Water Plant design. The previously budgeted amount of \$500,000 was adjusted to \$450,000.
- **Parks and Recreation:** The Nature Preserve pavilion project was adjusted due to increased costs. Staff noted that the project is tied to an agreement with the Nature Preserve following the transfer of additional acreage from Briley Farms, and funds have been designated specifically for that purpose.
- **Sadler Park Phase 2:** Reduced by approximately \$180,000.
- **Law Enforcement:** \$10,000 budgeted for new officer laptops and equipment.
- **Transportation:** Reduced due to completion of prior projects and lower-than-anticipated project costs. Sidewalk improvements increased by \$125,000 to include an E. Oakland Avenue sidewalk extension.
- **Fire Protection:** Increased to \$75,000 for additional hydrant upgrades and water line improvements. Staff noted that the Town typically budgets between \$25,000 and \$50,000 for these improvements.

Finance Director Leon presented the FY 2026-2027 through FY 2030-2031 Capital Improvement Program (CIP) overview. She explained that capital improvements are projects that enhance Town infrastructure, extend the useful life of existing assets, support growth, and increase the overall value of Town facilities and services. Capital projects may be funded through impact fees, reserves, operating funds, grants, or other available funding sources. The five-year CIP is reviewed and updated annually based on completed projects, changing priorities, available funding, and future Town needs. Projects that cannot be completed during the planned fiscal year may be moved to subsequent years depending on funding availability.

She advised that the current five-year CIP includes approximately \$34 million in proposed improvements; however, implementation of many projects is dependent on the outcome of Amendment 3 and the Town's future funding availability. If Amendment 3 passes, additional funding constraints may impact the Town's ability to complete listed projects unless alternative funding sources, such as grants, become available.

Staff reviewed several CIP highlights:

- **Information Technology:** \$4,500 budgeted for replacement of aging computer equipment and laptops approaching the end of their useful life.
- **Comprehensive Plan Update:** \$130,000 budgeted through the General Fund Planning Fee account. The Town is required to complete a comprehensive plan update every 10 years.
- **Parks and Recreation:** Various projects identified for potential funding through grants and impact fees.

- **Transportation:** The Southern Oaks neighborhood project is proposed to be funded through the General Fund, while other transportation improvements may be funded through impact fees when eligible.
- **Water and Wastewater:** The majority of planned improvements are anticipated to be funded through utility impact fees and grant funding.
- **Water Department Grants:** Staff reported approximately \$7.5 million in secured grant funding, including approximately \$4 million for alternative water supply improvements and approximately \$3.5 million for the septic-to-sewer conversion project.
- **Alternative Water Project:** The Town is responsible for approximately \$450,000 in design and related costs, currently proposed to be funded through impact fees.
- **Police/CJS Improvements:** Equipment upgrades are expected to be funded through the General Fund unless eligible for impact fee funding.
- **School Improvements:** Proposed kitchen equipment upgrades will be funded through the School's operating budget and not through Town funds.

She concluded the presentation by noting that the proposed Five Year Capital Improvement Program totals approximately \$34 million and remains dependent on available funding sources and future budget decisions.

Mayor Taylor thanked Finance Director Leon for her presentation and opened the floor for public comment.

Ed Kulikowski, *51 Vandermeer Street*, asked for clarification regarding the decrease in the Town's real estate taxable value. He questioned how taxable values could decrease when property values in general appear to be increasing.

- **Finance Director Leon** explained that the taxable value initially used in the budget calculations was based on a preliminary estimate provided by the Property Appraiser's Office. The preliminary figure represented an estimate of the expected taxable value and was used for budget planning purposes.

Mayor Taylor clarified that the preliminary value was later revised after the Property Appraiser's Office completed its review and issued the final certified taxable value. The revised figure reflected an adjustment of approximately \$11 million from the original estimate.

With no further public coming forward, the floor was closed.

Town Commission discussion was as follows:

Commissioner Keller expressed concerns regarding the use of reserves to balance the General Fund budget. She noted that departments had already been directed to reduce expenditures by 10%, yet the proposed budget still requires approximately \$300,000 from reserves and stated that reserves should primarily be used for emergencies. She further requested additional review of the Southern Oaks Paving Project and the proposed \$100,000 land purchase related to Oakland Trails given current budget constraints.

Capital Projects Coordinator Parker explained that the proposed land purchase consists of remnant parcels created through the Oakland Trails development and the dedication of land associated with the roundabout project. Following the establishment of new rights-of-way, the remaining parcels could potentially be consolidated into approximately 1.2 acres. He further explained that acquisition of the property could provide future benefits, including a potential hurricane debris management site, utility-related uses, park opportunities, or transportation-related purposes.

Commissioner Keller questioned whether the property acquisition could be deferred to a future budget cycle and emphasized the need to prioritize expenditures based on necessity. She further suggested reviewing employee health insurance contributions if costs continue to increase. Additionally, she discussed the proposed assessment studies, noting they may provide options for future revenue sources if legislative changes impact property tax revenues.

Finance Director Leon stated that even if Amendment 3 does not pass, the Town is exploring other funding options for Fire Rescue. Because the current code does not allow additional assessments, staff is working on creating a non-ad valorem fire assessment. While it would not fully fund Fire Rescue, even a modest assessment could help offset the approximately \$2.5 million increase in Orange County Fire costs and reduce reliance on rising property values, which continue to drive fire service costs higher.

Commissioner Keller stated regardless of whether the homestead exemption amendment passes, the Town should continue exploring alternative funding options. She expressed concern that while property taxes may appear reasonable now, reduced tax revenue could result in higher fees for residents. She encouraged the public to stay informed before voting and thanked staff for their work on the issue. She also asked the Commission to consider whether the proposed \$100,000 land purchase remains affordable and should be adjusted.

Commissioner Motley asked for clarification on how the Fire Rescue assessment is calculated, noting that while costs decreased this year due to lower taxable values, they could increase significantly in the future. She requested information on whether the assessment is based solely on the Town's taxable values or broader countywide calculations.

Mayor Taylor explained that the Fire Rescue assessment is based on property valuations and that, this year, the Town used the lower Orange County valuation increase, resulting in a smaller increase than would have occurred otherwise. Fire call volume has remained relatively stable over the past decade, and staff continues to seek additional information on the assessment methodology, including station-specific cost data, which Orange County has declined to provide. He further stated that the Town will continue exploring alternative funding methods, including a non-ad valorem fire assessment, as relying on reserves to offset increasing fire costs is not sustainable.

Commissioner Motley asked the Chief Esan for an update on the police vehicle replacement program, including the status of a new vehicle, upcoming lease expirations, and future replacement needs.

- **Chief Esan** explained that patrol vehicles are replaced after five years due to increasing maintenance costs. A new vehicle has recently arrived and is expected to be placed into service within 7–10 days after final preparation. He further stated that the department's immediate need for additional vehicles has decreased, but funding remains important to address unexpected vehicle losses or damage and ensure officers have reliable patrol vehicles.

Commissioner McMullen thanked staff for their work on the budget and acknowledged efforts to reduce costs where possible. He emphasized the importance of pursuing grants and other funding opportunities to help cover major capital and infrastructure needs while balancing the Town's continued growth and service demands.

Mayor Taylor thanked staff for their work on the budget and noted that upcoming commercial development could strengthen the Town's future tax base and financial outlook.

- **Finance Director Leon** reported that the Town's unrestricted reserves totaled approximately \$4.07 million (about 40% of annual expenditures) as of September 30, 2025. A proposed \$300,000 withdrawal would reduce reserves to approximately \$3.7 million, or about 33% of annual expenditures (roughly four months of operating expenses).

Mayor Taylor further stated that Public Works has already made significant budget reductions and cautioned against further cuts, noting that deferred maintenance could lead to higher future costs. Capital improvement projects will be evaluated on a case-by-case basis as funding becomes available. He also noted that public education efforts regarding Amendment 3 are planned in the near future.

- **Finance Director Leon** confirmed there were no additional budget changes since the previous work session.

ADJOURNMENT:

The work session was adjourned at 6:56 p.m.

TOWN OF OAKLAND

Shane Taylor, Mayor

ATTEST:

Kathy Heard, CMC, Town Clerk

**TOWN OF OAKLAND
TOWN COMMISSION REGULAR MEETING MINUTES
TUESDAY, JULY 28, 2026
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 7:06 p.m. This was followed by the Pledge of Allegiance and Invocation by Commissioner McMullen.

ROLL CALL:

COMMISSIONERS PRESENT: Commissioner Keller
 Commissioner McMullen
 Commissioner Motley
 Mayor Taylor

COMMISSIONERS ABSENT: Vice Mayor Satterfield

CONSENT AGENDA:

- a. Approval of the July 14, 2026, Town Commission Regular Meeting Minutes.
- b. Approval of the Tentative Budget, Millage Rate and Budget Public Hearing Dates.
- c. Approval of OCPS Special Magistrate Process for School Year 2026-2027.

Mayor Taylor announced he would like to pull Item B - Approval of the Tentative Budget, Millage Rate and Budget Public Hearing Dates from Consent and asked if any Commissioners had any questions and/or comments. With no questions or comments received, the Mayor asked for a motion.

MOTION was made by Commissioner Motley, seconded by Commissioner Keller to approve the Consent Agenda Items A and C as presented.

AYE: Keller, McMullen, Motley, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays and Vice Mayor Satterfield absent.

Mayor Taylor announced Consent Agenda Item B - Approval of the Tentative Budget, Millage Rate and Budget Public Hearing Dates is up next and asked if any Commissioners had any questions and/or comments.

- **Finance Director Leon** stated following the budget work session, staff reported that the General Fund budget was balanced using the current millage rate of 6.7000 mills, consistent with the rate included on the DR-420. She further asked the Commission to approve the proposed millage rate, as well as the tentative budget hearing date of September 9th and the final budget hearing date of September 22, 2026.

Commissioner Keller stated that the budget is not balanced without using approximately \$300,000 from reserves, and asked whether the proposed 6.7 millage rate listed on the form was final or could be changed later.

- **Finance Director Leon** clarified that the millage rate established the starting point for the budget process and could be amended later, although changes after the DR-420 filing were not recommended. She further noted that the tentative and final budget hearing dates were fixed and required approval.

With no further questions or comments received, the Mayor asked for a motion.

MOTION was made by Commissioner Keller, seconded by Commissioner McMullen to approve Consent Agenda Item B – The Tentative Millage Rate of 6.7.

AYE: Keller, McMullen, Motley, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays and Vice Mayor Satterfield absent.

MOTION was made by Commissioner Motley, seconded by Commissioner Keller to approve Consent Agenda Item B – The Tentative and Final Budget Hearing Dates.

AYE: Keller, McMullen, Motley, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays and Vice Mayor Satterfield absent.

PUBLIC FORUM:

Mayor Taylor opened and closed public forum with no speakers coming forward.

TOWN MANAGER/DEPARTMENT HEAD REPORTS:

Department Head Reports

Town Clerk Heard had no report.

HR Manager Woosypiti had no report.

Capital Projects Coordinator Parker reported intersection improvements at Macchi Avenue began and are progressing well. The septic-to-sewer project for Briley Avenue, Daniels Street, Nixon Street, West Vick Avenue, Speers Avenue, and surrounding streets has reached the 60% design stage and is anticipated to be ready for bidding in December. He reported that the design of the new water treatment plant has begun and is progressing as planned; and further, nearly one mile of dirt roads has been improved with asphalt millings, and work on three additional streets, totaling nearly one mile, is scheduled to be completed within the next three weeks.

Utility Billing Supervisor Samot had no report.

Finance Director Leon reported OACS is in the audit process, and their official start day is next week.

COMMISSION REPORTS:

Commissioner Keller had no report.

Commissioner Motley had no report.

Commissioner McMullen had no report.

Mayor Taylor had no report.

ADJOURNMENT:

With no further business, Commissioner McMullen adjourned the meeting at 7:16 p.m.

TOWN OF OAKLAND:

SHANE TAYLOR, MAYOR

ATTEST:

KATHY HEARD, CMC, TOWN CLERK



STAFF MEMO ITEM 4b

MEETING DATE: August 11, 2026
TO: Town Commission
FROM: Kathy Heard, Town Clerk
RE: Approval of Reappointment to the Planning and Zoning Board

BACKGROUND:

The Planning and Zoning Board (PZB) serves as an advisory body to the Town Commission, reviewing development proposals and land-use applications and providing findings and recommendations to ensure compliance with the Town's Land Development Code (LDC). The Board is composed of five (5) regular members and two (2) alternate members.

The Board currently consists of five (5) regular members and one (1) alternate member, with one (1) alternate member position currently vacant. The term of Member Nancy Ross is scheduled to expire in August. Ms. Ross has expressed her interest in serving an additional three-year term. At this time, the Town has not received any other applications.

RECOMMENDATIONS:

Staff recommends the Mayor and Town Commissioners reappoint Nancy Ross to a regular seat for another three-year term on the Planning and Zoning Board.

FINANCIAL IMPACTS:

None.

ATTACHMENTS:

Board List.

Town Commission and Board Terms – August 2026

Town Commission (4-year terms)

Member Name	Title/Seat	Serving the Town Since	# of Years of Service as of March 2026	Term Expires
Shane Taylor	Mayor	March 2024	2	03/2028
Michael Satterfield	Vice Mayor, Seat 2	March 1998	28	03/2028
Kris Keller	Seat 1	January 2025	1	03/2030
Yumeko Motley	Seat 3	March 2026	0	03/2028
Joseph McMullen	Seat 4	Sept 2006	19	03/2030

Planning and Zoning Board (3-year terms or until alternate member is found)

Member Name	Position	Serving the Town Since	# of Years of Service	Term Expires
Zac Brown	Chair	1/8/2019	7	Jan 2028
Michael Elliott	Vice Chair	10/25/2022 (Alt) & 4/9/2024	3	May 2027
Nancy Ross	Board Member	10/25/2022	3	Aug 2026
Matt Sutton	Board Member	8/23/2023 (Alt) & 4/23/2024	3	May 2027
Ed Kulakowski	Board Member	11/12/2024 (Alt) & 5/13/2025	2	April 2028
Jennifer Tyre	Alternate	4/28/2026	0	May 2029
VACANT	Alternate			

Appearance Review Board (2-year terms or until alternate member is found)

Member Name	Position	Serving the Town Since	# of Years of Service	Term Expires
Jonathan R. Baucom	Board Member	11/12/2024	1	July 2027
John E. Gill III	Board Member (Vice-Chair)	5/14/2024	2	July 2027
April Grimes	Board Member (Chair)	10/25/2022	3	Oct 2026
Meredith Rhein	Board Member	4/9/2024	2	May 2028
Laura Kettle	Board Member	4/15/2026	0	May 2028
VACANT	Alternate			
VACANT	Alternate			



STAFF MEMO ITEM 4c

MEETING DATE: August 11, 2026
TO: Town Commission
FROM: Darron Esan, Chief of Police
RE: Approval to Donate Police Vehicle

BACKGROUND:

The police department received two Ford Taurus patrol vehicles as a donation from the Clermont Police Department in 2025. These vehicles are 2015 models with an excess of 94,000 miles on them. The purpose of these vehicles was to function as spare vehicles due to a limited number of spares in the fleet. One of these vehicles has been diagnosed with several mechanical issues (suspension replacement, tires, and tune up needed) for an estimated total of approximately \$6,000.00. Due to our limited budget, the police department has elected not to complete these repairs as we do not need to use this vehicle.

Recently, an email was received from the Florida Police Chief's Association by all member agencies in the state indicating the Cross City Police Department was in need of donated vehicles. I contacted Chief Jamey King to inform him of the potential donation of this vehicle. After explaining the repairs needed to the 2015 Ford Taurus (VIN #1FAHP2MK8FG151907), Chief King spoke with his Town Manager who agreed to complete the necessary repairs, should the Town of Oakland donate the vehicle to the Cross City Police Department.

RECOMMENDATION:

It is recommended for the commission to approve the donation of the 2015 Ford Taurus identified above as the cost to repair it is not worth the expenditure for our agency.

FINANCIAL IMPACTS:

The Town invested approximately \$900.00 for the Oakland PD decals to be affixed to the vehicle when it was donated to the Oakland PD.

ATTACHMENTS:

None.



STAFF MEMO ITEM 5

MEETING DATE: August 11, 2026
TO: Town Commission
FROM: Darron Esan, Chief of Police
RE: Annual School Speed Zone Program Report

BACKGROUND:

The Police Department has contracted Altumint to manage the School Speed Zone Enforcement Program. Each year, the Department is mandated to provide an annual report of the data from the previous school year, from July 1 through June 30. Attached is a presentation of all data from the previous school year.

RECOMMENDATION:

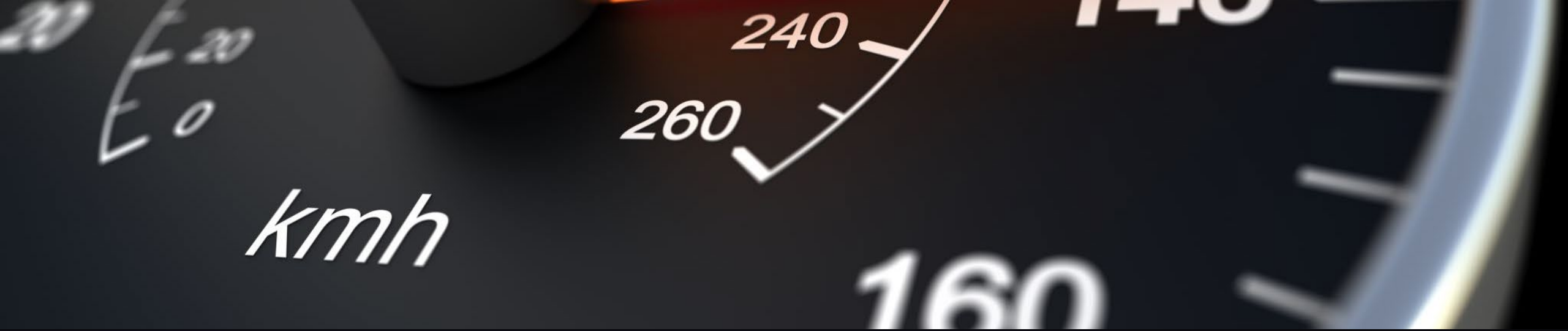
Staff recommends the Commission review the results of the speed enforcement program from the past year as the program enters its second year.

FINANCIAL IMPACTS:

There is no cost to the Town for this program.

ATTACHMENTS:

PowerPoint Presentation



School Speed Zone Annual Data/Report

Oakland Police Department

School Zone – Oakland Avenue Charter
School

July 1, 2025 – June 30, 2026

F.S.S. 316-0083

A county or municipality that operates one or more traffic infraction detectors must annually report the results of all traffic infraction detectors within the county's or municipality's jurisdiction by placing the annual report to the department required under paragraph (b) as a single reporting item on the agenda of a regular or special meeting of the county's or municipality's governing body.





General Information

1. Vendor: Altumint
2. Revenue to Date:
 - School: \$3,532.50
 - Altumint: (-\$27,892.61)
 - Oakland PD: \$0
- Rental Fee: \$3499
- Not intended to generate revenue

Annual Data/Report: July 1, 2025, through June 30, 2026

Total Number of Violations – 1370

Violations Paid – 622

Violations Contested, Pending Final Outcome – 2

Violations Contested and Dismissed – 2

Violations Contested and Upheld – 9

Violations Resulting in Uniform Traffic Citations Issued
(30 days past due) – 0

Violations Pending Issuance of Uniform Traffic Citation
(30 days past due) – 0

*735 citations were never issued

Problems Noted During First Year/Remedies

Flashing signal software was not controlled by police department

- Now controlled by PD so scheduling is programmed in a timely manner

Signage was not complete (only identified 'Speed Enforcement Times'; Did not differentiate 20 mph vs. 35 mph)

- New signs have been installed as of July 28, 2026

Long delay in approval of language from Clerk of Court when a Uniform Traffic Citation is warranted

- Still waiting on approval from Orange/Osceola Clerk of Court

Miscommunication regarding summer school vs. summer camp

- Several citations were dismissed due to this miscommunication



Questions, Comments, or Concerns?





ITEM 7

Elise Hui, Town Manager
Manager and Staff Reports

MEETING DATE: August 11, 2026
TO: Town Commission
FROM: Elise Hui, Town Manager
RE: Town Manager and Staff Reports

Principal Dwyer

Important Dates:

August 3 – Teacher Pre-Planning Starts
August 5 – Meet the Teacher 4:30-6:30
August 6 – OACS/Commission Back to School Pizza Luncheon 11:30
August 11 – First Day of School
September 7 – Labor Day Holiday
September 25 – Half Day/Noon Release

Police Chief Esan

Please see attached reports from July 2026.

Community Outreach Manager Dattolo

Please see attached upcoming event flyers.

Oakland Nature Preserve Managing Director O'Brien

Please see attached upcoming event flyers.

Town Clerk Heard

The upcoming Budget Public Hearings are as follows:

Wednesday, September 9th at 6:00 p.m. - Tentative Budget Public Hearing
Tuesday, September 22nd at 6:00 p.m. - Final Budget Public Hearing

Town Manager Hui

- August 4th – Attended Appearance Review Board Meeting.
- August 5th – Attended ONP Executive Committee Meeting.
- August 10th – Attended ONP Board Meeting.
- We welcome all the OACS faculty members and students back to school!
- Don't forget our new exhibit at the Healthy West Orange Arts and Heritage Center – Wildness & Wonder: the Photography of Jon Burket has an Artist Opening on August 13th from 5:30 – 7:30 p.m. It looks amazing!

Please visit www.Oaklandfl.gov (Town News) for the latest news about the Town.



Darron Esan
Chief of Police

August 3, 2026

TO: Ms. Elise Hui
Oakland Town Manager

FROM: Darron Esan
Chief of Police

SUBJECT: July 2026 Police & Code Enforcement Activity Report

During the month of June, Code Enforcement opened a total of eight (8) new cases with three (3) remaining open and five (5) coming into compliance with Town Code requirements. Four (4) cases from the previous remain open and will be monitored. There were three (3) water restriction violations initiated this month. A total of 41 snipe signs were picked up from miscellaneous areas around the Town as well.

The police department completed fifteen (15) criminal reports, five (5) arrest reports, one (1) miscellaneous report, one (1) Information report, and three (3) criminal traffic citations. There were eleven (11) traffic crashes with two (2) complaining of injuries. A total of two hundred twenty (220) traffic stops were completed with eighty-eight (88) citations and one hundred thirty-two (132) verbal warnings.

The agency participated in Active Assailant Training with the Winter Garden Police Department on three dates during July. This training is mandatory each year and went very well. The partnership with WGPd is serving as a tremendous benefit to our agency which experiences limitations in training instructors and venues. Having WGPd invite us to train will strengthen a joint response to a critical incident, should one occur.

During the month of July, Kelly Sims completed grant applications in the following areas:

- 1) **COPS Grant:** Requesting additional staffing for two (2) police officer positions. (US DOJ)
- 2) **UASI Grant:** To purchase training tools with a total price of approximately \$14,000
- 3) **COPS Grant:** Specific to the creation of a Wellness Program within the department, total price requested \$92,600 (US DOJ)

In addition to the Accreditation process which has been ongoing, there has been a concerted effort toward recruiting and retention of our officers while building skills in our existing staff. Training regarding performance as well as leadership/supervision has been ongoing. While some officers are in the process to be hired with other agencies, we are examining ways to recruit highly qualified officers and develop incentives to retain them which may extend beyond monetary items.

If you have any questions regarding the above information, please feel free to contact me. Please see the attachments in regard to the Code Enforcement and monthly crime reports.

Thank you,

Darron Esan
Chief of Police

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Darron Esan
Chief of Police

Oakland Police Department **Code Enforcement Division**

**Below please find a list of all the new code enforcement incidents for
July 2026 (location and violation)**

New July Investigations

1. **15811 Colonial Dr. - 42-32 Clearing of Lands**
Case closed. Land cleared on 7/19/2026.
2. **410 W. Gulley Ave. - 42-32 Clearing of Lands**
Case closed on 7/22/2026
3. **302 E. Oakland Ave. - 42-32 Clearing of Lands**
Case closed on 7/31/2026
4. **301 McDaniels St. - 42-32 Clearing of Land**
Case closed on 7/31/2026.

Open cases from June

1. **501 Tubb St. 6/2/2026 - 30-25 Vacant Property**
Complied 6/3/2026. C/T Warning was obtained for the property.
Case closed on 7/7/2026
2. **229 Largovista Dr. 6/2/2026 - Section 4.2 Stop Work Order No Permits**
This property will remain closed until permits can be obtained.
Checked on 7/19/2026; will remain open.

3. **408 W. Henschen Ave. 6/4/2026** - 42-32 Clearing of Lands
Lot was mowed on 6/9/2026.
Case closed.
4. **302 E. Oakland Ave. 6/9/2026** - 42-32 Clearing of Lands
Complied 6/16/2026. Lot mowed 6/22/2026. Case closed.
5. **505 W. Henschen Ave. 6/9/2026** - 62-54 Abandoned Vehicle
Vehicle was moved from the location. Case closed on 6/16/2026.
6. **524 W. Hull Ave. 6/9/2026** - 42-32 Clearing of lands
Lot was cleaned on 7/26/2026.
Case closed
7. **414 N. Walker St. - 62-54 Abandoned Vehicle**
Vehicle was moved on 6/26/2026.
Case Closed
8. **619 Largovista Dr. 6/26/2026** - 42-32 Clearing of lands
This case will remain open till 7/10/2026 deadline to comply.
Case closed on 7/29/2026

Construction On Sunday Inspection - No construction was observed on Sunday

July Snipe sign removed - Forty-one (41)

Watering Violation Notices

1011 John Cove Lane	7/17/2026	9:20 AM
801 John Pointe Drive	7/17/2026	9:25 AM
423 Orionvista Way	7/28/2026	10:00 AM

DAILY ACTIVITY SHEET

Jul-26	Marquez	Crews	Dozier	Edwards	Fernandez	Fisher	Gau	D. Hall	N. Hall	Hayes	Ricks	Rojas	FT Total
<u>Calls and Activity</u>													
Event Calls	0	91	166	171	162	222	202	135	0	152	107	151	1559
NTA's	0	0	0	0	0	0	0	0	0	0	0	0	0
FIR's	0	0	0	0	1	0	0	1	0	0	0	0	2
Incident Reports	0	0	2	0	0	4	0	0	0	0	0	13	19
Crash Reports	0	0	2	1	1	2	1	0	0	3	0	0	10
Foot Patrol	0	0	14	7	0	17	5	1	0	7	23	3	77
Area Checks	0	43	67	73	67	86	61	79	0	52	39	69	636
Business Checks	0	5	22	13	21	18	24	18	0	22	11	12	166
Vacation House Checks	0	7	7	0	8	6	10	7	0	15	13	9	82
Special Detail/K9 Event	0	0	0	0	0	0	0	0	0	0	0	0	0
<u>Traffic Enforcement</u>													
Traffic Stops	0	7	31	19	25	1	16	5	0	4	0	80	188
Moving/Non-Moving Citations	0	1	9	6	2	0	2	0	0	1	0	61	82
Written/Verbal Warnings	0	6	25	13	23	1	14	5	0	4	0	29	120
Criminal Citation	0	0	0	0	0	0	0	0	0	0	0	3	3
<u>Arrests</u>													
Felony	0	0	0	0	0	0	0	0	0	0	0	1	1
Misdemeanor	0	0	0	0	0	1	0	0	0	0	0	1	2

* Event Calls Do Not Include Self Initiated Calls and Traffic Stops

* Moving/Non-Moving Citations Do Not Include Criminal Citation

Jul-26	Horne	Aldavert	Open	Open	Open	PT Total
<u>Calls and Activity</u>						
Event Calls	1	0	0	0	0	1
NTA's	0	0	0	0	0	0
FIR's	0	0	0	0	0	0
Incident Reports	0	0	0	0	0	0
Crash Reports	0	0	0	0	0	0
Foot Patrol	0	0	0	0	0	0
Area Checks	0	0	0	0	0	0
Business Checks	0	0	0	0	0	0
Vacation House Checks	0	0	0	0	0	0
Special Detail/K9 Event	0	0	0	0	0	0
<u>Traffic Enforcement</u>						
Traffic Stops	0	0	0	0	0	0
Moving/Non-Moving Citations	0	0	0	0	0	0
Written/Verbal Warnings	0	0	0	0	0	0
Criminal Citations	0	0	0	0	0	0
<u>Arrests</u>						
Felony	0	0	0	0	0	0
Misdemeanor	0	0	0	0	0	0

* Event Calls Do Not Include Self Initiated Calls and Traffic Stops

* Moving/Non-Moving Citations Do Not Include Criminal Citation

Jul-26	Castro	Edmondson	Lake	Total	TOTAL
<u>Calls and Activity</u>					
Event Calls	10	0	102	112	1672
NTA's	0	0	0	0	0
FIR's	0	0	1	1	3
Incident Reports	0	0	3	3	22
Crash Reports	0	0	1	1	11
Foot Patrol	0	0	4	4	81
Area Checks	0	0	34	34	670
Business Checks	0	0	10	10	176
Vacation House Checks	0	0	6	6	88
Special Detail/K9 Event	0	0	0	0	0
<u>Traffic Enforcement</u>					
Traffic Stops	0	0	14	14	202
Moving/Non-Moving Citations	0	0	1	1	83
Written/Verbal Warnings	0	0	12	12	132
Criminal Citations	0	0	2	2	5
<u>Arrests</u>					
Felony	0	0	0	0	1
Misdemeanor	0	0	1	1	3

OAKLAND POLICE ACTIVITY REPORT		
July-26		
Criminal Reports	15	
Arrest Reports	5	
Miscellaneous Reports - Non Criminal	1	
Information Reports	1	
Criminal Traffic Citations	3	
Totals	25	
Offenses	Reports	Arrests
Murder and Manslaughter/Attempted	0	0
Sex Offenses	0	0
Robbery	0	0
Aggravated Assault/Stalking	0	0
Burglary Breaking & Entering - Residential	0	0
Burglary Breaking & Entering - Vehicle	1	0
Burglary Breaking & Entering - Commercial	0	0
Shoplifting	0	0
Grand Theft (\$750 & Above)	0	0
Petit Theft (\$749.99 and Below)	0	0
Motor Vehicle Theft	0	0
Kidnap/Abduction	0	0
Arson	0	0
Simple Assault	0	2
Stalking	0	0
Drugs/Equipment	0	0
Fraud	0	0
Stolen Property	0	0
DUI	0	0
Destruction/Damage/Vandalism	0	0
Weapons Violations	0	0
Miscellaneous - Criminal	1	0
Miscellaneous - Non Criminal	1	0
Informational	1	0
Traffic Offenses	13	2
Warrant/Writ/VOP/Contempt of Court	0	1
Totals	17	5
Citations Issued		
Driver License Violations	43	
Registration Violations	25	
Tag Violations	0	
Fail to Obey Traffic Control Device	0	
Seatbelt Violations	0	
Ran Redlight	1	
Child Restraint	0	
Stop Sign	7	
Insurance	8	
Faulty Equipment	0	
Unlawful Speeding	3	
Careless Driving	0	
Other Misc. Violations	1	
Totals	88	
Warnings Issued	132	

Traffic Crashes	
Fatality	0
Injuries	2
Without Injuries	9
Total Crashes	11

July 2026 CITATIONS

OFFICERS NAME	# OF CITATIONS	# OF WARNING	# OF OFFENSE	OFFENSE
MARQUEZ	0	0		
CASTRO	0	0	43	DRIVER LICENSE
CREWS	1	6	25	REGISTRATION
DOZIER	9	25	0	TAG
EDWARDS	6	13	0	TRAFFIC DEVICE
FERNANDEZ	2	23	0	SEATBELT
FISHER	0	1	1	REDLIGHT
GAU	2	14	0	CHILD RESTRAINT
D. HALL	0	5	7	STOP SIGN
N. HALL	0	0	8	INSURANCE
HAYES	1	4	0	FAULTY EQUIP
LAKE	3	12	3	SPEED
RICKS	0	0	0	CARELESS DRIVING
ROJAS	64	29	1	OTHER
EDMONDSON	0	0		
HORNE	0	0		
ALDAVERT	0	0		
OPEN	0	0		
OPEN	0	0		
TOTAL	88	132	88	

Upcoming Events

2ND/4TH 9 AM - 1 PM
THURSDAYS



HWO ARTS & HERITAGE CENTER

2ND **THURSDAYS**

10:30 AM

Story
TIME
ON THE PORCH



HWO ARTS & HERITAGE CENTER

MONDAYS

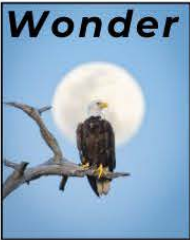
6:30 PM

YOGA +
ON THE PORCH



HWO ARTS & HERITAGE CENTER

AUG 13 *Wildness & Wonder*
to
OCT 30
*exhibit on display



HWO ARTS & HERITAGE CENTER

SEP 18

BLOCK PARTY

5:30 - 8 PM



HWO ARTS & HERITAGE CENTER

OCT 10 5 - 8 PM
117 GULLEY AVE



VANDERLEY PARK

OCT 21



State of the Town

6:30 PM (hors D' 6 pm)

HWO ARTS & HERITAGE CENTER

follow us:



2027

HEALTHY WEST ORANGE
ARTS AND HERITAGE CENTER
AT THE TOWN OF OAKLAND

CALL TO ARTISTS

**ABSTRACT
YOUR MIND**

form without limits

SUBMERGE

*exploring the
underwater world*

**A LITTLE
BIT
HAUNTED**

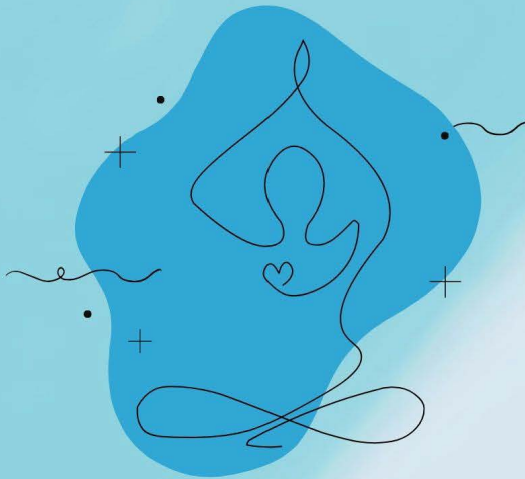
where the familiar unravels

**IN
BLACK
& WHITE**

*on show with
Trees of the Season*



arts@heritage@oaklandfl.gov



YOGA ON THE PORCH

No reservation required
Accessible to all skill levels
All contributions support your instructor



MONDAYS
6:30 PM

BLOCK

Party!

SEPTEMBER 18, 2026

5:30 - 8:00 PM

HEALTHY WEST ORANGE ARTS & HERITAGE CENTER



DJ | FOOD TRUCKS | GAMES



Wildlife Encounters
 Merchandise
 Terrarium/Tank sale
 Native Plant Sale
 Meditative Hike
 FMNP Highlight
 Kid's Activities

Vendors
 Presentations
 Youth Art
 Birding Hike
 Exhibitors
 Boat Tours
 Uplands Hike

Saturday, September 26

9am-1pm

747 Machete Trail, Oakland



Silent Auction Sponsors



All proceeds support the
 Oakland Nature Preserve
www.oaklandnaturepreserve.org



Parking is at Family Church
 with a shuttle to Oakland Nature Preserve.
 Local folks - walk/bike over on the West Orange Trail!

Event Sponsors



Dedication of the
 Peggy Sias Lantz Memorial Library
 with book giveaways

Annual Sponsor





OAKLAND NATURE
P R E S E R V E

Call for youth
artwork
Nature Fest
September 26

