

**TOWN OF OAKLAND
TOWN COMMISSION REGULAR MEETING MINUTES
TUESDAY, JUNE 23, 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 7:00 p.m. This was followed by the Pledge of Allegiance and Invocation by Chaplain Jones.

ROLL CALL:

COMMISSIONERS PRESENT: Commissioner Keller
 Vice Mayor Satterfield
 Commissioner Motley
 Mayor Taylor

COMMISSIONERS ABSENT: Commissioner McMullen

PRESENTATION/PROCLAMATION:

Presentation – 2026 Legislative Update by Representative Leonard Spencer

State Representative Spencer provided a legislative update following the conclusion of the 2026 Legislative Session and subsequent special sessions. He highlighted his continued focus on affordability, opportunity, and innovation, and discussed legislation and policy initiatives advanced during the session.

Representative Spencer spoke in support of responsible affordability measures and reiterated his opposition to the proposed property tax amendment discussed earlier in the meeting, citing concerns over the absence of a sustainable replacement funding source for local governments and the potential impact on essential services such as public safety, infrastructure, parks, and community programs.

He also highlighted legislation supporting individuals with disabilities, veterans, and military families, as well as measures promoting civic engagement through student participation at polling locations. He emphasized the importance of preserving local control and expressed concern regarding state preemption of local government decision-making authority.

Additionally, he discussed efforts to secure state investments for infrastructure, transportation, workforce development, and environmental initiatives in West Orange County, including previous funding support for regional wastewater improvements. He also highlighted legislation related to e-bike safety standards, advanced air mobility infrastructure, and environmental protections, including the phase-out of PFAS-containing firefighting foam.

Representative Spencer concluded by reaffirming his commitment to supporting Oakland's long-term success through responsible growth, environmental stewardship, economic opportunity, and continued partnership between state and local government.

Mayor Taylor asked if the Commissioners had any questions and/or comments. With no questions or comments, he thanked Representative Spencer for his time in support of the Town.

Proclamation – Recognizing the 250th Anniversary of the United States of America & Independence Day – July 4, 2026

Mayor Taylor read the Proclamation announcing the Town to recognize the 250th Anniversary of the United States of America and July 4, 2026 as Independence Day in the Town of Oakland.

CONSENT AGENDA:

- a. Approval of June 9, 2026, Town Commission Regular Meeting Minutes.

Mayor Taylor announced the items on the consent agenda 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 Vice Mayor Satterfield, seconded by Commissioner Motley to approve the Consent Agenda item as presented.

AYE: Keller, Motley, Satterfield, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays and Commissioner McMullen absent.

ORDINANCES:

Ordinance 2026-04 – First Reading of Briley Farm Phase 1 Planned Development and Development Agreement Amendment. (The Second Reading Public Hearing is scheduled for the July 14, 2026, Town Commission Meeting.)

AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, ADOPTING A FIRST AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR THE BRILEY FARM PHASE 1 PLANNED DEVELOPMENT AS RECORDED IN THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA, DOCUMENT NUMBER 20240339441, AND APPROVING THE REVISED PRELIMINARY SUBDIVISION PLAN, ON CERTAIN REAL PROPERTY OWNED BY BRILEY LAND HOLDINGS, LLC, AS MORE PARTICULARLY DESCRIBED HEREIN; MAKING FINDINGS, AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

Mayor Taylor announced this is the First Reading of Ordinance 2026-04, and **Town Clerk Heard** read the ordinance title for the record.

Planner Sarah Nazha, AICP, CFM (Contracted Town Planner with Wade Trim), provided a PowerPoint presentation for Ordinance 2026-04 Briley Farm Phase 1 Planned Development and Development Agreement Amendment. Please see attached presentation for details.

A summary of the presentation was as follows:

The approximately 36-acre development is located within the Traditional Neighborhood Design District and is zoned Planned Development. This proposed amendment would incorporate the property located at 302 Briley Avenue into the development and reconfigure Lots 10 and 12 into three (3) residential lots, increasing the total number of permitted single-family homes from 53 to 55. The three (3) new lots would be assigned Lot Type D. The proposed amendment also includes updates to streetscape guidelines and recommended landscaping materials to the development.

Staff reviewed the amendment for compliance with the Traditional Neighborhood Design District standards and confirmed that all proposed lots meet minimum lot size requirements. Staff also verified the availability of water, sewer, school concurrency, and other necessary public facilities and services. The amendment was unanimously recommended for approval by the Appearance Review Board on June 2, 2026, and the Planning and Zoning Commission on June 16, 2026. Based on its review, staff recommended approval of the first reading of Ordinance 2026-04. If approved, the ordinance would return to the Town Commission for the second reading and adoption on July 14, 2026.

Mayor Taylor asked if there were any questions or comments from the Commission. Receiving none, he opened public comment. As no one came forward to speak, he closed public comment and called for a motion.

MOTION was made by Commissioner Keller, seconded by Vice Mayor Satterfield to approve the First Reading of Ordinance 2026-04 Briley Farm Phase 1 Planned Development and Development Agreement Amendment.

AYE: Keller, Motley, Satterfield, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays and Commissioner McMullen absent.

PUBLIC FORUM:

Mayor Taylor opened the floor for public forum.

Jon Hammerstein, 306 E. Vick Avenue, referenced prior discussions regarding paving Vick Avenue and asked whether alternative approaches to roadway improvements had been considered. He noted that while portions of Southern Oaks require repairs, other sections appear to be in better condition than some roads elsewhere in town. He suggested that targeted repairs or spot improvements may be a cost-effective option and inquired whether there were any updates. He stated that when Southern Oaks was originally developed, the understanding was that the homeowners or development would be responsible for maintaining the roads; and further, he requested that staff and legal counsel research any existing agreements to determine who maintains their roads.

- **Town Manager Hui** stated that staff reviewed prior meetings and found no formal motion regarding the paving of East Vick Avenue. Staff is currently gathering additional information, including updated cost estimates and potential eligibility for

impact fee funding. She further noted that the project is not currently budgeted and that funding options must be identified. Staff will provide further information in the July 14th meeting packet to allow the Commission to make an informed decision.

- **Commissioner Motley** stated she did a ride-along with staff to see the condition of the milled roadways and gain a better understanding of the issues. She suggested reviewing the contract with the contractor who installed the millings to determine whether any warranty provisions, corrective measures, or other recourse may be available. She also questioned whether the roadway treatment was designed for the existing traffic volumes and suggested exploring interim solutions while the Town continues evaluating long-term paving options and budget considerations.

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

TOWN MANAGER/DEPARTMENT HEAD REPORTS:

Town Manager Hui had no report.

Department Head Reports

Town Clerk Heard had no report.

Human Resources Manager Woosypiti reported attending a conference in Orlando and noted that the information she gained will support employee development, enhance organizational effectiveness, and contribute to the Town's long-term goals.

Chief Esan reported that one officer resigned at the end of May and a replacement officer was hired on June 1st. He noted that additional turnover may occur as at least one other officer is currently in the hiring process with another agency. He stated that the department is actively recruiting qualified candidates and has several potential applicants in the pipeline, with the goal of maintaining full staffing levels.

Finance Director Leon reported that the annual audit presentation is scheduled for the July 14th Town Commission meeting. She also noted that she and staff attended the FGFOA conference and indicated that future attendance may be limited due to budget constraints.

Town Planner Nazha reported that the transmittal for the Comprehensive Plan amendments to incorporate the Tubbs Street Overlay has been submitted. The Town expects to receive comments from the State by July 20th.

Public Works Director Kemp reported that drainage work for Starr Street and Millholland Way is expected to begin within the next 30 days. Additional evaluation is underway for potential improvements extending from Millholland Way to Tubb Street. He further stated staff also discussed long-term maintenance of the milled roads following installation, including potential methods to improve surface stability after placement.

COMMISSION REPORTS:

Commissioner Keller emphasized the importance of reviewing and understanding the financial information presented regarding the potential impacts of the proposed constitutional amendment. She expressed appreciation for staff providing multi-year projections and noted that the Town must remain competitive in compensation to retain police officers and staff. She further highlighted staff contributions to community events and the importance of ensuring adequate funding to sustain Town services and activities. She encouraged continued public education and awareness as the Town prepares for potential fiscal impacts in the coming years.

Commissioner Motley had no report.

Vice Mayor Satterfield thanked the Town and police department for educating the residents that the poisoning of animals is illegal.

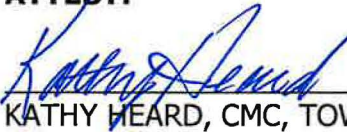
Mayor Taylor had no report.

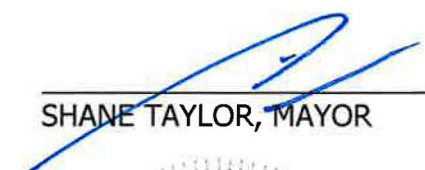
ADJOURNMENT:

With no further business, Vice Mayor Satterfield adjourned the meeting at 7:44 p.m.

TOWN OF OAKLAND:

ATTEST:

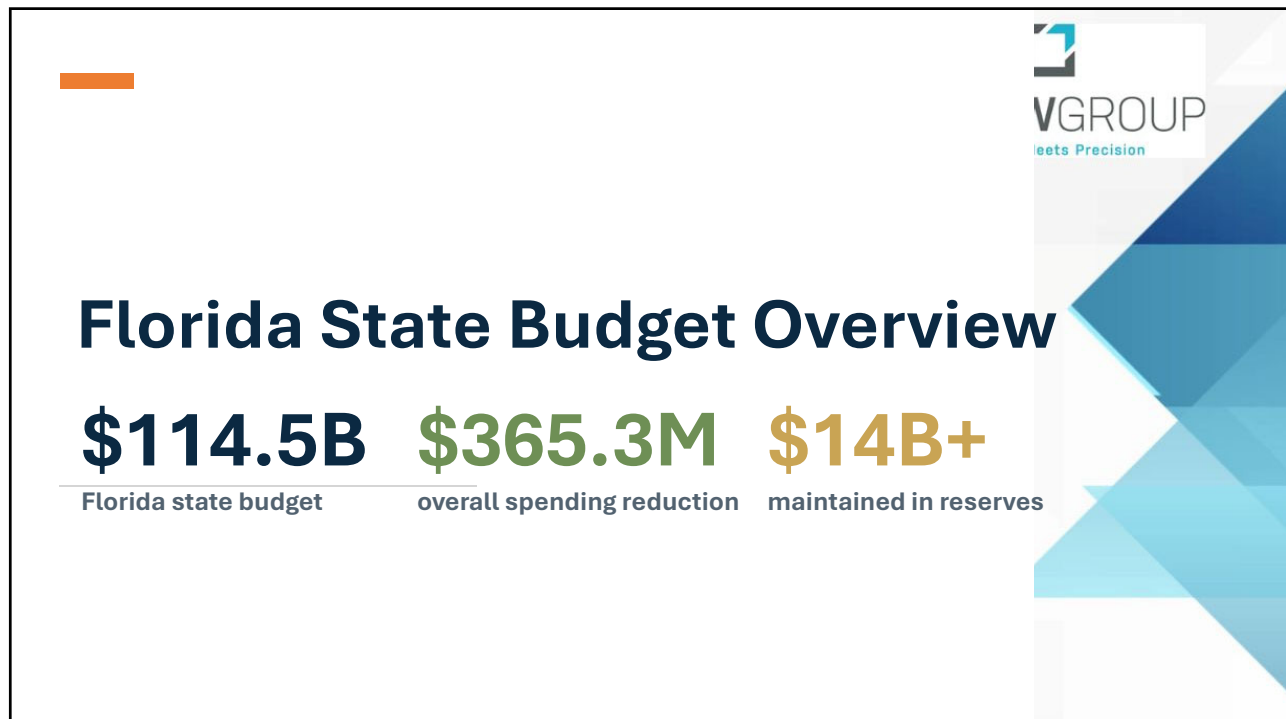

KATHY HEARD, CMC, TOWN CLERK


SHANE TAYLOR, MAYOR





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2

Oakland Budget Win Secured by ARROW

\$1.5 Million

**South Lake Apopka Initiative
– North Pollard Street
Wastewater Extension**

Funding supports design
and
construction of wastewater
infrastructure

Direct local investment in Oakland's
long-term infrastructure needs



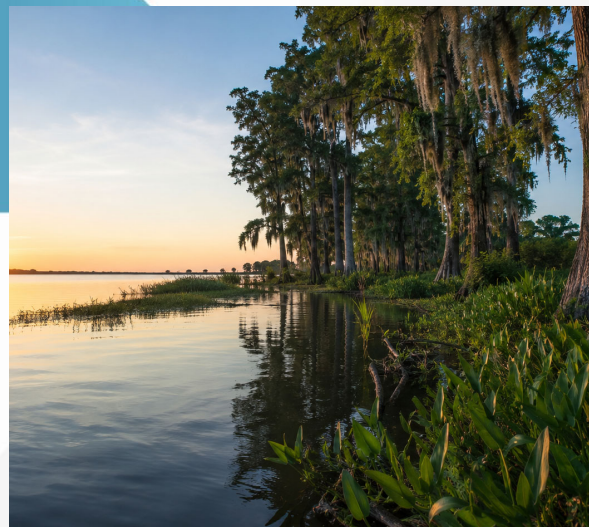
3

Project Impact for Oakland

Wastewater infrastructure supports water quality
and responsible growth.



Extends sewer service along North Pollard Street
Supports Oakland's transition from septic to sewer
Reduces septic systems within the Lake Apopka
watershed
Improves groundwater and surface water quality



Protecting Lake Apopka while supporting responsible growth

4

Legislative Sponsors

ARROWGROUP
Strategy Meets Precision



Thank you to
Rep. Leonard Spencer
House sponsor



Thank you to
Sen. LaVon Bracy Davis
Senate sponsor

Their sponsorship helped advance Oakland's \$1.5 million request. Strong legislative support was critical to securing this funding.

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ARROWGROUP
Strategy Meets Precision

Your Advocacy Team



Derek E. Bruce



Julie H. Fess



Larry J. Williams

Their lobbying efforts helped deliver a direct win for the Town.

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Closing Message & Looking Ahead

\$1.5 million wastewater extension funding is a meaningful win for residents.

- Responsible fiscal policy and targeted local investment
- Statewide priorities benefit Oakland
- Preserve small-town character while preparing for the future

Continue building relationships for future funding opportunities.



2027 Leadership Horizon

Rep. Sam Garrison and Sen. Jim Boyd are expected to hold key legislative leadership roles.

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Thank You

www.arrowgroup.gunster.com

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FIRST READING - ORDINANCE 2026-04
Briley Farm Phase 1–
PLANNED DEVELOPMENT & DEVELOPMENT AGREEMENT AMENDMENT

TOWN COMMISSION
JUNE 23, 2026

1

Briley Farm Phase 1



- Land Total Area: 35.92 acres +/-
- Design District: Traditional Neighborhood
- Zoning: Planned Development

2



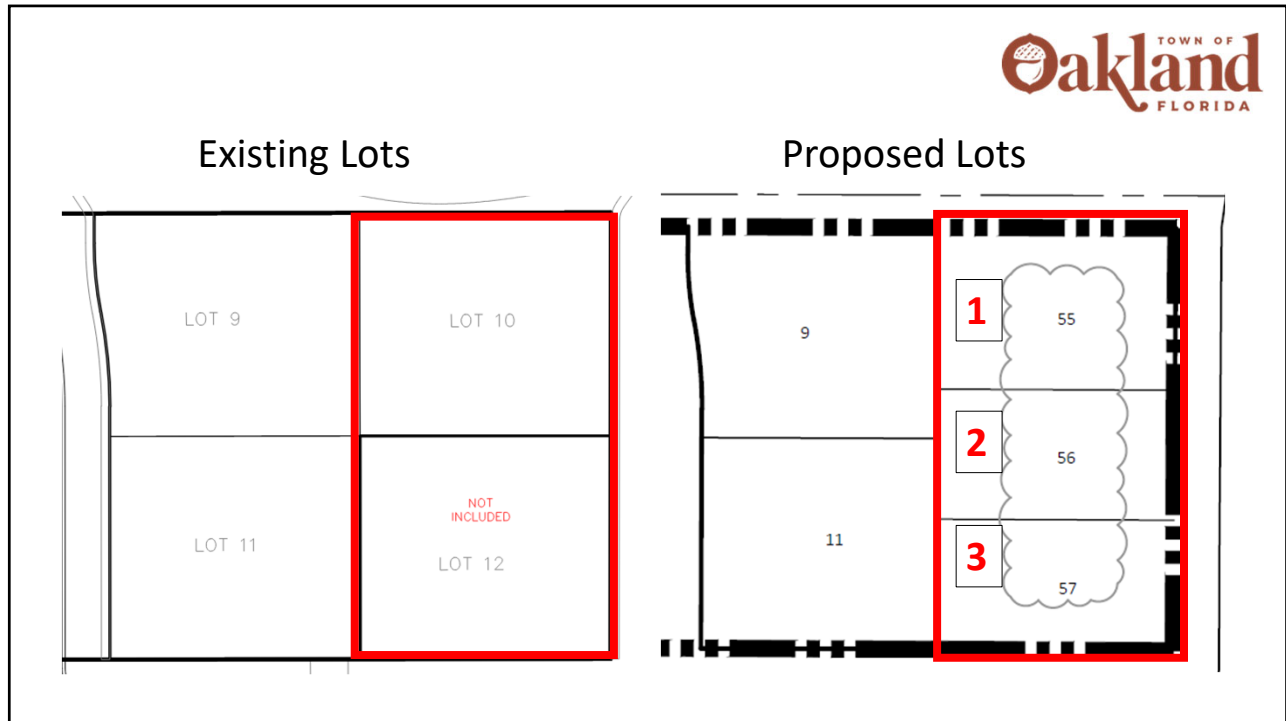
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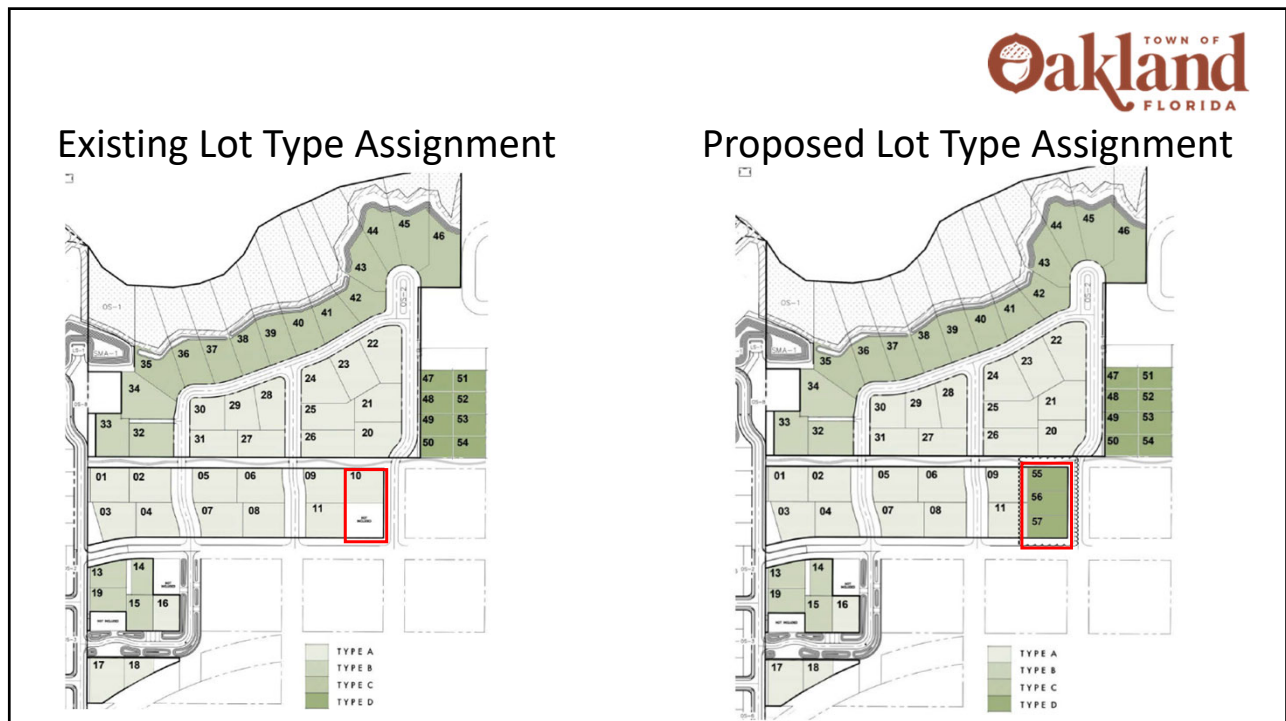
Requested Action

- Amend PD (Planned Development) and Development Agreement to incorporate 302 Briley Ave (Lot 12) to the Planned Development.
- Split 415 N Walker Street (Lot 10) and 302 Briley Ave (Lot 12) into three (3) lots (This would increase the allowable SFR lots in Briley Farm Phase 1 from 53 to 55.).
- Assign these 3 newly configured lots as Lot Type D within the Briley Farm Design Guidelines and Architectural Standards manual.
- Adds Streetscape Guidelines and Recommended Landscaping materials for all lots.

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Standards for Lot Type D



BRILEY FARM	STYLE AND CHARACTER	DESIGN GUIDELINES																
Lot Type D Lots in Briley Farm have varying views, topography, and context. These attributes form the basis for building placement and orientation. Principal Structure Setbacks: <table border="1"> <tr> <td>Front</td> <td>15'-0"</td> </tr> <tr> <td>Sidewall</td> <td>5'-0"</td> </tr> <tr> <td>Side street</td> <td>10'-0" (or public edge)</td> </tr> <tr> <td>Rear</td> <td>15'-0"</td> </tr> </table> Outbuilding Setbacks: <table border="1"> <tr> <td>Front</td> <td>Principal Structure Setback</td> </tr> <tr> <td>Sidewall</td> <td>5'-0"</td> </tr> <tr> <td>Side street</td> <td>5'-0" (or public edge)</td> </tr> <tr> <td>Rear</td> <td>5'-0" (10'-0" for two-story outbuilding)</td> </tr> </table> Type D: This lot is a standard lot with a rear or front load garage. When rear loaded, the garage is accessed via a side drive from the street. The drive width is a maximum of 15'-0" wide and may have a grass island for a ribbon drive. The example block shown is in Phase II. (Lots 40-54). Lots 47 through 50 and 55 through 57 will face walling. East facing lots front Daniels, an off site existing natural base town road. Garages can be front loaded or set in the rear and shall be located on the high side of the property when rear loaded. For these lot types the maximum building coverage shall not exceed 70% of the land area of the lot and the maximum coverage of all impervious surfaces shall not exceed 60% of the land area of the lot. For front load garages, the garage doors will be decorative and subject to AEB approval. Single car garage doors are encouraged.			Front	15'-0"	Sidewall	5'-0"	Side street	10'-0" (or public edge)	Rear	15'-0"	Front	Principal Structure Setback	Sidewall	5'-0"	Side street	5'-0" (or public edge)	Rear	5'-0" (10'-0" for two-story outbuilding)
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Additional Guidelines



BRILEY FARM	STYLE AND CHARACTER	DESIGN GUIDELINES
Streetscape Guidelines The street network within Briley Farm is carefully designed to promote a safe multi-modal experience while keeping the rural character of Oakland intact. The following sections outline the required dimensions and guidelines for the roadways throughout the neighborhood. Street trees, site lighting, and plantings should complement the surrounding landscape, work with the existing preserved trees, provide a sense of protection for pedestrians, and encourage people to drive at safe speeds throughout the community. Materiality and landscape strategy is key. Asphalt surfacing with flush curbs, clustered street trees, and planted rights-of-way create informal, comfortable streets where residents feel safe walking. HOUSE NUMBERS & LETTERING House numbers and lettering shall align with the aesthetic quality of the neighborhood and shall conform to the following: - House number should be 6" black number. - No spelled out or italicized numbers or street names. - Must follow Town Ordinance and USPS rules. STREET CHARACTER - PHASE I DRIVEWAY ENTRY SIGNAGE SECTION THRU DRIVEWAY COLUMN		

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Additional Recommendations



BRILEY FARM		STYLE AND CHARACTER		DESIGN GUIDELINES								
Recommended Landscape Plants/Shrubs: <table border="0"> <tr> <td> • Canopy Trees - Live Oak - Bald Cypress - Slash Pine 'Densa' - Sycamore - Winged Elm - Red Maple - Shumard Oak - Tulip Poplar - Sweetgum - Black Gum • Accent Trees - Dahoon Holly - Yellow Tabebuia - Southern Magnolia - Nilda Palm - Hophornbeam - Sabal Palm - Paurotis Palm - Sweetbay Magnolia - Flaxwood Plum - Quercus virginiana - Taxodium distichum - Pinus ellioti 'Densa' - Platanus occidentalis - Ulmus alata - Acer rubrum - Quercus shumardi - Liriodendron tulipifera - Liquidambar styraciflua - Nyssa sylvatica • Shrubs/Grasses/Perennials/Sod - Firebush - Saw Palmetto - Dwarf Palmetto - Simpson's Stopper - Buttonbush - White Bird of Paradise - Coontie - Podocarpus - Florida Privet - Rusty Lyonia - Cardboard Palm - Walter's Viburnum - Orange Bird of Paradise - Plumbago - Bougainvillea - Dwarf Yaupon Holly - Macho Fern - Swamp Fern - Beautyberry - Ilex cassine - Tabebuia caribba - Magnolia grandiflora - Livistona nitida - Ostrya virginiana - Sabal palmetto - Acoelorrhaphe wrightii - Magnolia virginiana - Prunus umbellata - Wax Myrtle - Muhly Grass - Sand Cordgrass - Fakahatchee Grass - Dune Sunflower - Drift Rose - Blanket Flower - Milkweed - Black Eyed Susan - Calliandra americana - Myrica cerifera - Muhlenbergia capillaris - Spartina bakeri - Tripsacum dandaneum - Helianthus scaberrimus - Rosa x 'Meigapoo' - Gaillardia pinnatifida - Aster sp. </td> </tr> <tr> <td colspan="6"> Grasses: • ST. Augustine • Zoysia </td> </tr> </table>						• Canopy Trees - Live Oak - Bald Cypress - Slash Pine 'Densa' - Sycamore - Winged Elm - Red Maple - Shumard Oak - Tulip Poplar - Sweetgum - Black Gum • Accent Trees - Dahoon Holly - Yellow Tabebuia - Southern Magnolia - Nilda Palm - Hophornbeam - Sabal Palm - Paurotis Palm - Sweetbay Magnolia - Flaxwood Plum - Quercus virginiana - Taxodium distichum - Pinus ellioti 'Densa' - Platanus occidentalis - Ulmus alata - Acer rubrum - Quercus shumardi - Liriodendron tulipifera - Liquidambar styraciflua - Nyssa sylvatica • Shrubs/Grasses/Perennials/Sod - Firebush - Saw Palmetto - Dwarf Palmetto - Simpson's Stopper - Buttonbush - White Bird of Paradise - Coontie - Podocarpus - Florida Privet - Rusty Lyonia - Cardboard Palm - Walter's Viburnum - Orange Bird of Paradise - Plumbago - Bougainvillea - Dwarf Yaupon Holly - Macho Fern - Swamp Fern - Beautyberry - Ilex cassine - Tabebuia caribba - Magnolia grandiflora - Livistona nitida - Ostrya virginiana - Sabal palmetto - Acoelorrhaphe wrightii - Magnolia virginiana - Prunus umbellata - Wax Myrtle - Muhly Grass - Sand Cordgrass - Fakahatchee Grass - Dune Sunflower - Drift Rose - Blanket Flower - Milkweed - Black Eyed Susan - Calliandra americana - Myrica cerifera - Muhlenbergia capillaris - Spartina bakeri - Tripsacum dandaneum - Helianthus scaberrimus - Rosa x 'Meigapoo' - Gaillardia pinnatifida - Aster sp.	Grasses: • ST. Augustine • Zoysia					
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Grasses: • ST. Augustine • Zoysia												



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Staff Analysis - Lot Size



- The subject lots are within the Traditional Neighborhood Design District which establishes the minimum lot size. For interior lots the minimum lot Width is 50 feet and Depth is 125 feet. For a corner lots the minimum lot Width is 60 feet and Depth is 125 feet.
- Lot 55 is a corner lot. This lot's proposed Width is 99.6 feet and Depth is 145.68 feet. - **Compliant**
- Lot 56 is an interior lot. This lot's proposed Width is 80 feet and Depth is 145.45 feet. - **Compliant**
- Lot 57 is a corner lot. This lot's proposed Width is 80 feet and Depth is 145.24 feet - **Compliant**

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Staff Analysis - Facilities and Services

- Potable Water - Service provided by the Town; adequate capacity available
- Wastewater - Central sewer service available through interlocal agreements
- Schools (OCPS) - Project subject to school concurrency and applicable impact fees

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ARB Recommendation

On June 2, 2026, ARB unanimously recommend approval of Ordinance No. 2026-04 to amend the Briley Farm Phase 1 PD (Planned Development) and Development Agreement to bring in 302 Briley Ave (Lot 12) to the Planned Development and allow for a new total of fifty-five (55) SFR Lots by splitting lots 10 and 12 and to provide additional design guidelines and recommendations.

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P&Z Recommendation

On June 16, 2026, P&Z unanimously recommend approval of Ordinance No. 2026-04 to amend the Briley Farm Phase 1 PD (Planned Development) and Development Agreement to bring in 302 Briley Ave (Lot 12) to the Planned Development and allow for a new total of fifty-five (55) SFR Lots by splitting lots 10 and 12 and to provide additional design guidelines and recommendations.

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Staff Recommendation

Staff recommend that the Town Commission approve Ordinance No. 2026-04 to amend the Briley Farm Phase 1 PD (Planned Development) and Development Agreement to bring in 302 Briley Ave (Lot 12) to the Planned Development and allow for a new total of fifty-five (55) SFR Lots by splitting lots 10 and 12 and to provide additional design guidelines and recommendations.

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Next Steps

- Adoption – Town Comission Meeting – July 14, 2026