

**TOWN COMMISSION REGULAR MEETING MINUTES
TUESDAY, JANUARY 13, 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 Marilyn Mack.

ROLL CALL:

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

COMMISSIONERS ABSENT: Commissioner Ramos

PRESENTATION/PROCLAMATIONS:

Presentation – Trees of the Season Decorating Contest Winner

Community Outreach Manager Dattolo reported that 15 creative trees were on display. She then introduced Nicole Hurley of Nicole Hurley Law PLLC, the event sponsor, who presented the award to the Oakland Nature Preserve. Ms. Hurley remarked that all of the trees were interesting and unique, and congratulated the Oakland Nature Preserve on their beautiful and creative tree called “Feathered Friends” and presented the ONP with the award.

Community Outreach Manager Dattolo further reported Prairie House Coffee sponsored the second and third place winners. Polka Dogz Pet Rescue won second place for Spirit of the Season, and Winter Garden Tree Care won third place for Creative Concept.

Proclamation – Martin Luther King Jr. Day – January 19

Mayor Taylor read the Martin Luther King Jr. Day Proclamation announcing January 19, 2026 as Martin Luther King Jr. Day in the Town of Oakland.

Proclamation – National School Choice Week – January 25 – January 31

Mayor Taylor read the National School Choice Week Proclamation announcing January 25th through January 31st as National School Choice Week in the Town of Oakland.

CONSENT AGENDA:

- a. Approval of December 9, 2025, Town Commission Regular Meeting Minutes.
- b. Approval to serve alcoholic beverages at ONP's Pours at the Preserve.
- c. Approval to allow the office of the Orange County Supervisor of Elections to open and run all vote-by-mail ballots through the tabulator on Election Day. (Pulled)
- d. Approval of Independent Contractor's Agreement with CJS Communications for RFP 2025-01A Security Camera Replacement with Cloud-Based Storage and Maintenance.
- e. Approval of Proposal for Common Grounds Maintenance Services and Standard Contract Addendum for Landscaping Services. (Pulled)
- f. Approval of Waste Pro Request for CPI Adjustment.

Mayor Taylor announced Item C and stated that item is being pulled because it was already voted on by the Canvassing Board; and further, he pulled Item E due to the item being incomplete. The items missing from the packet were the backup documents for the proposal from JLC Outdoors, Inc., which were distributed to each commissioner.

He announced the items to be voted on (Items A, B, D and F) and asked if any commissioners had any questions and/or comments. No questions or comments were received and the Mayor asked for a motion.

MOTION was made by Commissioner Keller, seconded by Commissioner McMullen to approve the Consent Agenda Items A, B, D and F with Item C and Item E being pulled.

AYE: Keller, McMullen, Satterfield, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays with Commissioner Ramos absent.

Mayor Taylor asked Assistant Public Works Director Kemp to explain Consent Agenda Item E for further discussion.

- e. Approval of Proposal for Common Grounds Maintenance Services and Standard Contract Addendum for Landscaping Services.

Assistant Public Works Director Kemp explained that staff was tasked to look into the Town's maintenance contracts for landscaping. The Town currently contracts with three (3) different contractors for maintenance on the Town's common grounds. Staff contacted six (6) landscape companies and three (3) submitted proposals. Top Notch Landscaping came in at the lowest price. Staff anticipates noticeable savings due to using one vendor instead of three as well as having staff do more of the landscaping.

MOTION was made by Vice Mayor Satterfield, seconded by Commissioner Keller to approve the awarding of the landscape contract to Top Notch Landscaping.

AYE: Keller, McMullen, Satterfield, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays with Commissioner Ramos absent.

PUBLIC FORUM:

Mayor Taylor opened the floor for public comment.

Becky Corcoran, 19 Oakland Pointe Circle, stated she resides adjacent to the Briley Farm development and wants to do some landscaping to her property. She asked what, if any, buffer Briley Farm may be installing.

- Town Manager Hui stated she will look into this and get back with her.

Anne Fulton, 227 Largovista Drive, stated that Waste Pro is not picking up all trash and does not retrieve debris that falls from their trucks. She also asked how residents can file complaints or contact Waste Pro.

- Town Manager Hui responded that, per the agreement, Waste Pro has from 7:00 a.m. to 8:00 p.m. to complete service each day, or they will return the following day. She explained that recycling trucks operate on a single designated day and can become full. To address this, Waste Pro has begun using an automated truck with a manual truck behind to pick up what is left over.
- Mayor Taylor asked for further clarification about what to do if a resident has a problem with their trash.
- Town Manager Hui stated residents should go to Waste Pro's website for complaints or requests first and if they do not receive a response or are not satisfied with the response, they should contact Town Hall and relay their concerns to Scott Townsend.

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

TOWN MANAGER/DEPARTMENT HEAD REPORTS:

Town Manager Hui asked ONP Managing Director O'Brien for an update on Heritage Day and Pours at the Preserve.

ONP Managing Director O'Brien stated Oakland Heritage Day is Saturday, January 31st and will include a raffle. Raffle tickets can be purchased online starting January 21st and on the day of the event from 10:00 am to 1:30 pm. The Pours at the Preserve is Saturday, March 7th for adults only. Tickets go on sale online on January 21st.

Town Manager Report

Town Manager Hui stated Town Hall will be closed on Monday, January 19th in observance of MLK day. U.S. Hunger Hosts the MLK day of Service Million Meal Pack at the Orange County Convention Center, and spots are still available for volunteers on Eventbrite. Legislation session started today with a lot of bills that could impact Oakland. The Town will keep a close eye on the session. Assistant Public Works Director Kemp is in the process of transitioning to public works director. Mike Parker has moved over to Town Hall and will become the capital projects coordinator focusing on grants and capital improvement projects.

Department Head Reports

HR Manager Woosypiti announced two (2) employees with OACS having anniversaries this month are Deanna Reynolds (four years) and Bianca Pedroza (three years). She further highlighted two (2) part-time employees celebrating their 10-year anniversary, Reserve Officer Horne and Water Plant Operator Fincher.

Community Outreach Manager Dattolo stated Heritage Day is January 31st from 10:00 am to 2:00 pm and highlighted the entertainment is Lucky To Be and Sean Holcomb. She announced the next exhibit is a Black History Tribute celebrating art and icons that are changing America and is opening on Heritage Day through the end of March. She further stated there is a free Healthy West Orange 5k on Heritage Day starting at 9:30 am.

Deputy Police Chief Bryant had no report.

Public Works Assistant Director Kemp reported on current projects such as Sadler Loop Trail which is a pedestrian pathway with a linear fitness park. Survey work is ongoing on Briley Avenue to allow for the septic-to-sewer project which is anticipated to begin in 2027. Catherine Ross Road is moving along and is estimated to open up in April.

Town Clerk Heard had no report.

COMMISSION REPORTS:

Commissioner Keller had no report.

Commissioner McMullen stated legislative session started today with over 1,000 bills. Property taxes is a very hot topic with no current solutions for reform; however, they may make it a special session.

Vice Mayor Satterfield wished everyone a Happy New Year.

Mayor Taylor provided a "What to Expect in the Next Quarter" report:

- 1) The Town is working on bringing in a cell tower to provide better service within the town. A cell tower rezoning plan is currently under review.
- 2) Winter Garden recently passed an e-bike ordinance, and the Town is looking into this as well to make the trail safer for all.
- 3) Orange County is requesting the Town appoint a representative on the Community Action Board (CAB). The representative must be a commissioner. This board meets on the second Wednesday every other month at 4:00 pm.

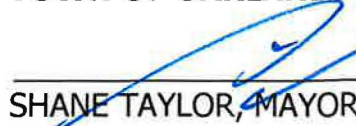
ADJOURNMENT:

With no further business, Commissioner McMullen adjourned the meeting at 7:41 p.m.

ATTEST:


KATHY HEARD, CMC, TOWN CLERK

TOWN OF OAKLAND:


SHANE TAYLOR, MAYOR

