

**MINUTES  
CHARTER REVIEW COMMITTEE  
MONDAY, APRIL 21, 2025  
3:00 P.M.**

**CALL TO ORDER:**

This meeting was held in-person and livestreamed as a Zoom webinar. Chair Motley called the meeting to order at 3:04 p.m.

**INTRODUCTIONS/ROLL CALL:**

COMMITTEE MEMBERS PRESENT: Kevin Cox  
Kurt Gies (via Zoom and in person)  
Andrea Huneycutt (via Zoom)  
Sal Marullo, Vice Chair  
Yumeko Motley, Chair

COMMITTEE MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Town Manager Elise Hui

ADVISORS PRESENT: Town Attorney Stephanie Velo  
Town Attorney Wade Vose

GUESTS PRESENT: Dan Helm, Director of Special Projects  
Orange County Supervisor of Elections Office

**APPROVAL OF APRIL 7, 2025, MEETING MINUTES**

**MOTION** was made by Committee Member Cox, seconded by Committee Member Marullo to approve the April 7, 2025, Meeting Minutes.

AYE: Cox, Gies, Huneycutt, Marullo, Motley  
NAY: None

**PRESENTATION FROM ORANGE COUNTY SUPERVISOR OF ELECTIONS OFFICE**

Dan Helm, Director of Special Projects for Orange County Supervisor of Elections Office distributed handouts summarizing districting options and election logistics and outlined charter accommodations for various election setups, including at-large and single-member districts. Discussion included the following:

- Districting and polling logistics:
  - Discussed approaches from single member to multi-member districts.

- Compared examples from Orlando, Apopka, Belle Isle, Ocoee, Maitland, and Winter Park.
- Weighed splitting precincts versus maintaining a single polling location, emphasizing cost implications for new sites.
- Cost breakdown:
  - Estimated \$2,500–\$3,000 added per polling site (tabulators, ballot printing, staffing, location fees).
  - Last election cost about \$8,000, including by-mail and multi-page ballot expenses.
- Census tract mapping and redistricting:
  - Considered using census tracts for district boundaries.
  - Noted reliance on 2020 data and need to account for long-term growth.
  - Option to engage independent experts/consultants for legal compliance and map drawing.

### **Discussion of Districting Options and Census Data**

- Members debated districting options, focusing on:
  - Balancing cost, voter turnout, and infrastructure.
  - The legal and advisory roles of external consultants versus county staff.
  - Managing changes affecting voter clarity on ballot styles.
- Census data usage:
  - Proposed providing a breakdown of Oakland by census tracts.
  - Noted statutory requirement for equal district populations (allowing ~10% deviation).
  - Considered long-term planning, acknowledging current data is five years old and updates are expected by 2031.

### **Election Administration and Ballot Logistics**

- Logistical challenges discussed:
  - Multi-page ballots in general elections may cause voter confusion and higher costs.
  - Comparing in-person logistics with vote-by-mail, noting vote-by-mail could improve turnout.
- Election timing:
  - Debated holding elections in March versus aligning with November general elections.
  - Concerns included ballot length, voter fatigue, and printing/mailing complexities.
  - Noted Florida legislature is considering moving municipal elections to November.

### **Discussion of Runoff Elections**

- Runoff elections:
  - Reviewed current charter provisions.
  - Concerns about short time frames (21 days) conflicting with federal 45-day mailing requirements.

- Proposed eliminating runoff periods in favor of first-past-the-post or extending runoff period (minimum 60 days).

### **PROOF OF RESIDENCY FOR QUALIFICATION UNDER THE CITY OF ORLANDO**

Town Attorney Wade Vose said that at the Town of Oakland Charter Review Committee meeting on April 7, 2025, the CRC requested the attorney to prepare a brief memorandum concerning the requirement found in the City of Orlando Charter that a candidate for city office submit proof of residency to qualify as a candidate.

- Residency qualifications:
  - Candidates must maintain permanent residence during term (Section 2.5b.1).
  - Discussed complications if a candidate relocates post-attestation; disqualification required if residency not maintained.
  - Emphasized standard certification under Florida Election Code and minimal variation to avoid litigation.

Town Attorney Wade Vose said that he would suggest that an ordinance would be a more useful tool to be able to address a lot of the different circumstances that may go into that because anything that you put into a charter is going to be there until you have a referendum to change it. He said one of the most troublesome circumstances you run into in local government law is a situation where you may have something that is found in a charter and there is nothing that can be done about it. Town Attorney Wade Vose said that from the county level up, there is nothing at all other than a certification that is required in the Florida Election Code and the forms that are promulgated by the Commission of Elections, where a candidate is certifying under oath that they hold all the qualification for the office they are running for.

### **DISCUSSION OF CHAPTERS FOUR THROUGH SEVEN OF THE CHARTER**

Town Attorney Wade Vose led discussion of chapters four through seven of the charter. Charter Review Committee discussions were as follows:

#### **Review of Charter Articles**

- Chapter 4 – Legislative Provisions:
  - Commission meetings: twice monthly standard, 24-hour notice, compliance with Florida Sunshine Law.
  - Voting procedures: proposal for absolute majority (3 affirmative votes) when only three members are present.
  - Emergency ordinances: automatic repeal around the 61st day; language clean-up for redundancy.

- Chapter 4 – Fiscal and Debt Provisions:
  - Uniform fiscal year starting October 1, regardless of election timing.
  - Debt limitations: 2% cap of assessed taxable property value, with exceptions (revenue bonds, charter school debt, emergency appropriations).
  - Discussed refinancing for savings without referendum; finance director input suggested.
  - Current debt levels are well managed.
- Chapters 4–7 – Additional Topics:
  - Prohibitions on commission interference with staff management.
  - Ethical standards and conflict of interest (Chapter 112).
  - Charter amendment process: ten-year reviews, mechanisms for conflicting amendments, and community input.
  - Discussed necessity of detailed debt limitations and appointment provisions.
  - Debated whether to enact charter changes now or defer issues, especially regarding election methods.

**PUBLIC COMMENT:**

There was no public comment.

**NEXT STEPS:**

- Plan for an in-depth review of Article 5 (Elections) at a future meeting, covering runoff changes, voter turnout data, and election timing.
- Proposal to invite the Finance Director to discuss debt and budget matters.
- Discuss sending a memo summarizing revisions and pending items for further review.

**DATE OF NEXT MEETING:**

Town Manager Hui said she would get with Town Attorney Velo and Town Attorney Vose to get a few dates that might work well for upcoming meetings and then will send those out to the group for consensus.

**ADJOURNMENT:**

The meeting was adjourned at 5:11 p.m.

TOWN OF OAKLAND:

  
\_\_\_\_\_  
YUMEKO MOTLEY, CHAIR

ATTEST:

  
\_\_\_\_\_  
KATHY HEARD, TOWN CLERK

Municipality	County	Region	Year Incorporated	Form of Government	2024 Population Estimates	Survey Respondent?	What was your municipality's annual salary for the position of mayor in FY 2021 (October 2020 - September 2021)?	What was your municipality's annual salary for the position of commissioner/councilperson in FY 2021 (October 2020 - September 2021)?	Term Limits	Elected Body Breakout	Elected Body Breakout Comments
Perry	Taylor	Northeast	1903	Council-Manager	7,062	0			YES	SINGLE MEM	
High Springs	Alachua	Northeast	1892	Council-Manager	7,118	1	\$12,000.00	\$10,800.00	NO	SEATED	
Marianna	Jackson	Northwest	1911	Council-Manager	7,132	1	\$6,600.00	\$6,000.00	NO	SINGLE MEM	
Neptune Beach	Duval	Northeast	1931	Council-Manager	7,238	1	\$7,800.00	\$4,800.00	YES	SEATED	
West Miami	Miami-Dade	Southeast	1947	Council-Manager	7,257	1	\$1,200.00	\$1,200.00	NO		
Belle Isle	Orange	Central	1924	Council-Manager	7,293	1	\$0.00	\$0.00	NO	AT LARGE	
Clewiston	Hendry	Southwest	1925	Council-Manager	7,336	1	\$7,200.00	\$4,800.00	NO	AT LARGE	
Islamorada, Village of Islands	Monroe	Southeast	1997	Council-Manager	7,342	0			YES	AT LARGE	
Longboat Key	Manatee, Sarasota	Southwest	1955	Council-Manager	7,532	1	\$0.00	\$0.00	YES	OTHER	
Arcadia	DeSoto	Southwest	1886	Council-Weak Mayor	7,702	0			NO	AT LARGE	
Southwest Ranches	Broward	Southeast	2000	Council-Manager	7,796	1	\$15,000.00	\$12,000.00	NO	SEATED	
Inverness	Citrus	Central	1919	Council-Manager	7,922	0			NO	AT LARGE	
North Bay Village	Miami-Dade	Southeast	1945	Council-Manager	7,977	1	\$7,800.00	\$6,300.00	YES	MIXED	
Lake Alfred	Polk	Central	1915	Council-Manager	8,037	1	\$6,000.00	\$5,000.00	NO	AT LARGE	
Macclesney	Baker	Northeast	1939	Council-Manager	8,113	1	\$6,600.00	\$6,000.00	NO	AT LARGE	
Quincy	Gadsden	Northwest	1828	Council-Manager	8,124	0			NO	SINGLE MEM	
Fruitland Park	Lake	Central	1827	Council-Manager	8,634	0			NO	AT LARGE	
St. Pete Beach	Pinellas	Central	1957	Council-Manager	8,765	0			NO	MIXED	Mayor at large
Indian Harbour Beach	Brevard	Central	1955	Council-Manager	8,984	1	\$0.00	\$0.00	NO	AT LARGE	
Springfield	Bay	Northwest	1935	Council-Strong Mayor	9,010	1	\$14,400.00	\$7,200.00	NO	SEATED	
Lake Park	Palm Beach	Southeast	1921	Council-Manager	9,014	1	\$10,000.00	\$9,500.00	NO	AT LARGE	
Newberry	Alachua	Northeast	1908	Council-Manager	9,096	1			NO	AT LARGE	
Orange Park	Clay	Northeast	1879	Council-Manager	9,171	1	\$8,667.00	\$6,500.00	YES	AT LARGE	
Palm Beach	Palm Beach	Southeast	1911	Council-Manager	9,212	0			NO	AT LARGE	
Mascotte	Lake	Central	1925	Council-Weak Mayor	9,215	1	\$5,713.32		NO	AT LARGE	Elected official must be a resident
Dade City	Pasco	Central	1889	Council-Manager	9,382	1	\$5,400.00	\$3,600.00	NO	SEATED	
Brooksville	Hernando	Central	1856	Council-Manager	9,752	1			YES	AT LARGE	
Avon Park	Highlands	Southwest	1913	Council-Manager	9,814	1	\$5,000.00	\$2,000.00	YES	AT LARGE	
Freeport	Walton	Northwest	1963	Council-Strong Mayor	9,857	1	\$19,677.00	\$12,340.00	NO	SEATED	
Marathon	Monroe	Southeast	1999	Council-Manager	9,920	0			YES	AT LARGE	

Total:				21,898,945	250,807	21	\$139,057.32	\$98,040.00
Percentage:				Statewide Population		5%		
Average:				10,883,592			\$7,318.81	\$5,446.67
Median:				Unincorporated Pop.			\$6,600.00	\$5,500.00

Florida Population:	21,898,945
Incorporated Population:	11,015,353
Unincorporated Population:	10,883,592

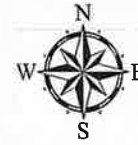


# THE TOWN OF OAKLAND

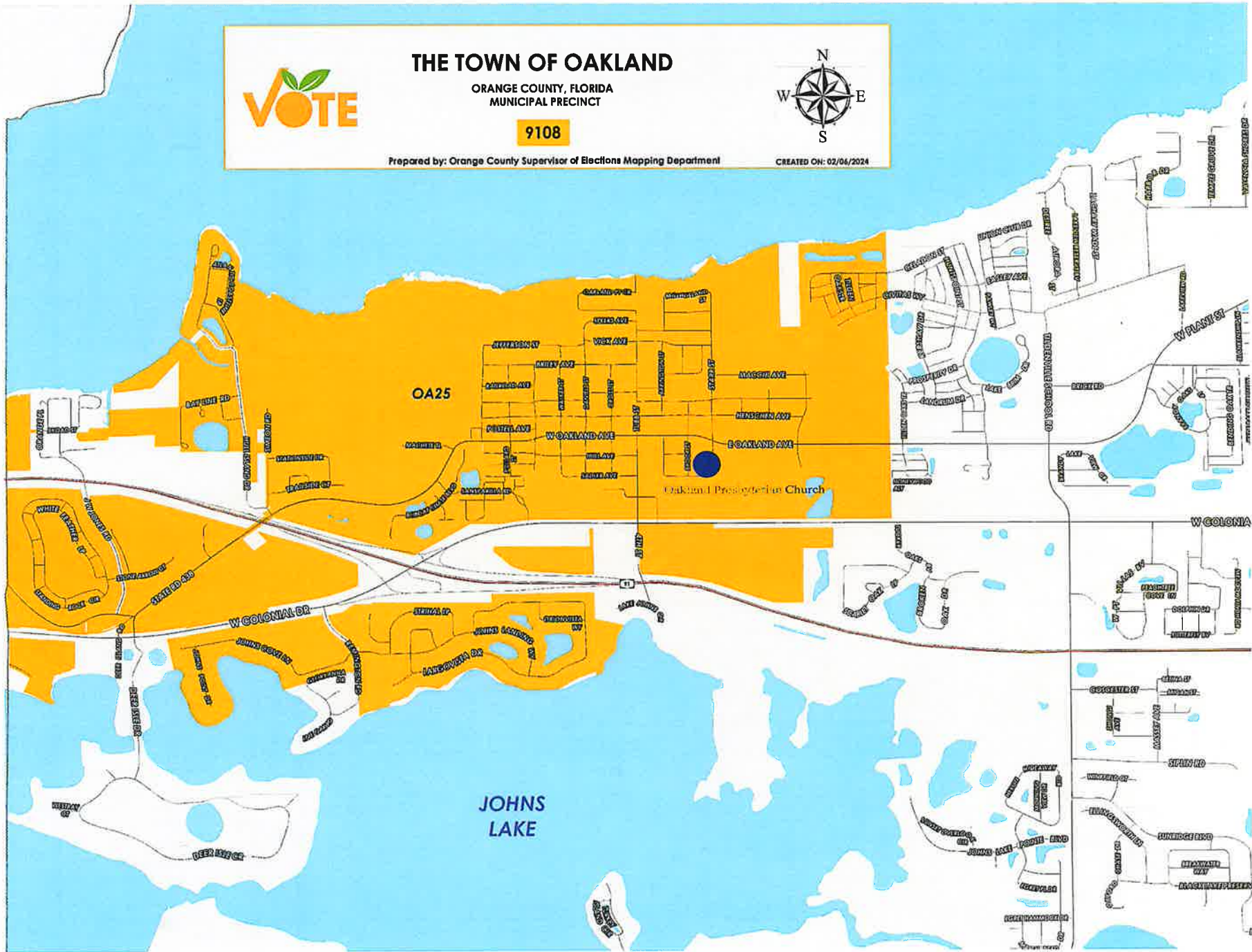
ORANGE COUNTY, FLORIDA  
MUNICIPAL PRECINCT

9108

Prepared by: Orange County Supervisor of Elections Mapping Department



CREATED ON: 02/06/2024



City	Municipal Precinct	Total Active Voters	Total Inactive Voters	Total Voters
Apopka	1	22,007	2,166	24,173
Apopka	2	15,657	1,168	16,825
Ocoee	6	7,436	700	8,136
Ocoee	7	7,315	719	8,034
Ocoee	8	6,346	615	6,961
Ocoee	9	8,535	651	9,186
Winter Garden	11	8,140	731	8,871
Winter Garden	12	7,206	651	7,857
Winter Garden	13	7,094	684	7,778
Winter Garden	14	8,343	440	8,783
Winter Park	16	3,544	169	3,713
Winter Park	17	3,755	249	4,004
Winter Park	18	4,501	218	4,719
Winter Park	19	5,902	527	6,429
Winter Park	20	4,803	411	5,214
Maitland	21	9,970	1,155	11,125
Maitland	22	3,702	142	3,844
Windermere	24	2,592	123	2,715
Oakland	25	3,653	182	3,835
Eatonville	26	1,525	249	1,774
Bay Lake	27	15	0	15
Lake Buena Vista	28	21	2	23
Belle Isle	29	3,271	214	3,485
Belle Isle	30	1,937	170	2,107
Edgewood	31	2,052	126	2,178
Orlando	32	5,483	411	5,894
Orlando	33	1,944	315	2,259
Orlando	34	5,014	762	5,776
Orlando	35	6,022	739	6,761
Orlando	36	5,808	600	6,408
Orlando	37	8,073	426	8,499
Orlando	38	3,973	216	4,189
Orlando	39	4,448	392	4,840
Orlando	40	4,955	930	5,885
Orlando	41	4,480	494	4,974
Orlando	42	4,082	910	4,992
Orlando	43	5,457	1,165	6,622
Orlando	44	2,901	299	3,200
Orlando	45	7,048	1,344	8,392