

**MINUTES  
TOWN COMMISSION REGULAR MEETING  
TUESDAY, MAY 23, 2017  
TOWN MEETING HALL  
7:00 P.M.**

**CALL TO ORDER:**

Mayor Stark called the meeting to order at 7:11 p.m. and led the pledge of allegiance.  
Commissioner Ramos gave the Invocation.

**ROLL CALL:**

COMMISSIONERS PRESENT:	Commissioner McMullen Commissioner Polland Commissioner Ramos Vice Mayor Satterfield Mayor Stark
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COMMISSIONERS ABSENT:	None
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***Has there been any ex parte communication?***      None

**PUBLIC FORUM:**

None

**CONSENT AGENDA**

- a. Minutes – May 23, 2017 – Commission Regular Meeting
- b. Acceptance of Oakland Trails Public Improvements
- c. Manager’s Report

**MOTION** was made by Vice Mayor Satterfield, seconded by Commissioner Polland, to approve the Consent Agenda as presented.

AYE: McMullen, Polland, Ramos, Satterfield, Stark  
NAY: None

Oakland Avenue Charter School Principal Pamela Dwyer shared the results of the FSA scores. The School should receive an A grade or a high B grade. The results will not be available for several weeks.

The Town Commission thanked her and told her she has done a great job.

The Mayor skipped to Other Policy Matters on the Agenda for the purpose of allowing the Oakland Nature Preserve Director to address the Commission.

Approval of Continued Funding for ONP

Mona Phipps, Director of the Oakland Nature Preserve (ONP), stated that she has been back at the Nature Preserve for approximately six (6) months. She will not be staying permanently and announced that Jennifer Hunt will be the new managing director. Ms. Hunt will be part time over the summer and full time beginning this fall. She reported that an organization offered the match the funds acquired through a fundraiser ONP is doing. They are pretty close to getting the amount that will bring that match to fruition. The Organization asked not to be named. These funds will be for education. The ONP has 401 memberships. They also have an Accountant who is very good.

Director Phipps requested that ONP continue to receive the \$20,000.00 support funds from the Town.

Commissioner Ramos asked if the Corporate Membership amount is \$500.00.

Director Phipps stated that was correct.

**MOTION** was made by Vice Mayor Satterfield, seconded by Commissioner Ramos, to approve the continued support funding amount of \$20,000.00 to the Oakland Nature Preserve in the Town budget for Fiscal Year 2017-2018.

AYE: McMullen, Polland, Ramos, Satterfield, Stark

NAY: None

**ORDINANCE(S):**

**SECOND READING, PUBLIC HEARING, ORDINANCE 2016-19, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, REPEALING THE EXISTING CHAPTER 10, "ANIMALS," OF THE CODE OF THE TOWN OF OAKLAND; REPLACING IT WITH PROVISION ADOPTING ORANGE COUNTY ANIMAL SERVICES ORDINANCE; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.**

The Town Clerk read the Ordinance as titled above.

Commissioner Polland reminded that the Commission was supposed to receive the Orange County Animal Ordinance for review.

Attorney Becky Vose thought they should defer the Ordinance until there was an opportunity to review Orange County's.

**MOTION** was made by Commissioner Polland, seconded by Commissioner Ramos, to table **SECOND READING, PUBLIC HEARING, ORDINANCE 2016-19**, to the June 27, 2017, Commission meeting.

AYE: McMullen, Polland, Ramos, Satterfield, Stark

NAY: None

**SECOND READING, PUBLIC HEARING, ORDINANCE 2016-21, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, AMENDING CHAPTER 18, "BUSINESSES" OF THE CODE OF THE TOWN OF OAKLAND; DELETING PROVISIONS REGARDING LICENSES; DELETING PROVISIONS REGARDING GARAGE SALES; MAKING REVISIONS TO MOTION PHOTOGRAPHY PRODUCTION AND HOME OCCUPATION REGULATIONS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.**

The Town Clerk read the Ordinance as titled above.

**MOTION** was made by Commissioner Ramos, seconded by Commissioner Polland, to adopt **ORDINANCE 2016-21**, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, AMENDING CHAPTER 18, "BUSINESSES" OF THE CODE OF THE TOWN OF OAKLAND; DELETING PROVISIONS REGARDING LICENSES; DELETING PROVISIONS REGARDING GARAGE SALES; MAKING REVISIONS TO MOTION PHOTOGRAPHY PRODUCTION AND HOME OCCUPATION REGULATIONS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

Mayor Stark opened the Public Hearing. With no one from the audience wishing to speak, she closed the Public Hearing.

AYE: McMullen, Polland, Ramos, Satterfield, Stark

NAY: None

**SECOND READING, PUBLIC HEARING, ORDINANCE 2016-22, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, AMENDING CHAPTER 54, RENAMED "GARAGE SALES" OF THE CODE OF THE TOWN OF OAKLAND; DELETING PROVISIONS REQUIRING DELAERS' RECORDS AS TO SECONDHAND GOODS; INSERTING PROVISIONS REGARDING GARAGE SALES; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.**

**MOTION** was made by Commissioner Ramos, seconded by Commissioner Polland, to adopt **ORDINANCE 2016-22**, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, AMENDING CHAPTER 54, RENAMED "GARAGE SALES" OF THE CODE OF THE TOWN OF OAKLAND; DELETING PROVISIONS REQUIRING DELAERS' RECORDS AS TO SECONDHAND GOODS; INSERTING PROVISIONS REGARDING GARAGE SALES; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

Mayor Stark opened the Public Hearing. With no one from the audience wishing to speak, she closed the Public Hearing.

AYE: McMullen, Polland, Ramos, Satterfield, Stark

NAY: None

**SECOND READING, PUBLIC HEARING, ORDINANCE 2016-23, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, AMENDING CHAPTER 66, "TAXATION"; REPEALING PROVISIONS AS TO REVIEW FEES AND CHARGES; REVISING PROVISIONS AS TO PUBLIC SERVICE TAXES; REVISING PROVISIONS AS TO BUSINESS TAX RECEIPTS OF THE CODE OF THE TOWN OF**

OAKLAND; AND PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

The Town Clerk read the Ordinance as titled above.

Attorney Vose stated that there is an error on the third page, last line that needs to be corrected.

**MOTION** was made by Commissioner Polland, seconded by Commissioner Ramos, to adopt **ORDINANCE 2016-23**, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, AMENDING CHAPTER 66, "TAXATION"; REPEALING PROVISIONS AS TO REVIEW FEES AND CHARGES; REVISING PROVISIONS AS TO PUBLIC SERVICE TAXES; REVISING PROVISIONS AS TO BUSINESS TAX RECEIPTS OF THE CODE OF THE TOWN OF OAKLAND; AND PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

Mayor Stark opened the Public Hearing. With no one from the audience wishing to speak, she closed the Public Hearing.

AYE: McMullen, Polland, Ramos, Satterfield, Stark  
NAY: None

**OTHER POLICY MATTERS:**

Designation of Town Official to be Voting Delegate at FLC Annual Conference in August 2017

Commission discussed this and made their decision.

**MOTION** was made by Vice Mayor Satterfield, seconded by Commissioner Polland, to designate Commissioner McMullen as the Voting Delegate at the Annual Conference of the Florida League of Cities.

AYE: McMullen, Polland, Ramos, Satterfield, Stark  
NAY: None

James Harris, one of the Town's Lobbyists was present. He announced that the State has granted the Town of Oakland one million dollars this year. Senator Bracy has been a great help with this. Senator Hays was a champion of Oakland when he was in office. Tallahassee knows who Oakland is now.

Mayor Stark stated that there are people and staff that deserve recognition for helping with this. It is a lot of work. Geraldine Thompson worked with Oakland earlier.

Mr. Harris asked for a reminder that he get something for Oakland Nature Preserve.

Mayor Stark wanted to come back to the Assistant Manager discussion after they address the street names for Oakland Trails.

Approval of Street Names for Oakland Trails

Finance Director Rotroff explained how the process of getting street names approved through the County and 911 works. There are 54 names that have been selected by Staff, but not all of them have been approved by the County at this time.

Mayor Stark suggested using orange grower names.

**MOTION** was made by Vice Mayor Satterfield, seconded by Commissioner Ramos, to approve the 8 street names for Oakland Trails.

Comments were made that approval is needed for 12 names.

**MOTION** was amended by Vice Mayor Satterfield, seconded by Commissioner Ramos, to approve 12 street names for Oakland Trails.

AYE: McMullen, Polland, Ramos, Satterfield, Stark  
NAY: None

**MOTION** was made by Vice Mayor Satterfield, seconded by Commissioner Polland, to approve the complete list of 54 names and allow Town Staff to assign these street names as necessary.

AYE: McMullen, Polland, Ramos, Satterfield, Stark  
NAY: None

Director Rotroff stated that there is an error with the street name for Regina Circle. It was originally spelled "Reginia". Deeds and current addresses have it spelled "Regina". The request is to have Commission approve leaving it without the second "i".

**MOTION** was made by Vice Mayor Satterfield, seconded by Commissioner Polland, to leave Regina Circle spelled as it is without the second "i".

AYE: McMullen, Polland, Ramos, Satterfield, Stark  
NAY: None

Discussion of Assistant Town Manager

Town Manager Foltz stated that this position has been budgeted since March of this year. The Mayor has had some significant input. The job description is consistent with the Manager's. He asked Commission if they wanted him to hire someone that would become the manager or an assistant that may the assistant indefinitely.

He also asked them if they would like to have an Advisory Committee, or possibly a search firm.

Mayor Stark stated that she would prefer that the assistant manager not be a back fill for the current manager. She also likes the title of "Deputy". She likes the idea of a "Blue Ribbon Panel". She wanted someone to help tighten things up.

The Commission agreed with the title of Deputy.

Commissioner Ramos asked about office space and Manager Foltz answered that it is being worked on.

Manager Foltz commented the salary is in the budget. There will advertising in June and July.

**MAYOR/COMMISSION REPORTS:**

Casselberry hosted that Ethics Training for Elected Officials and it was very nice.

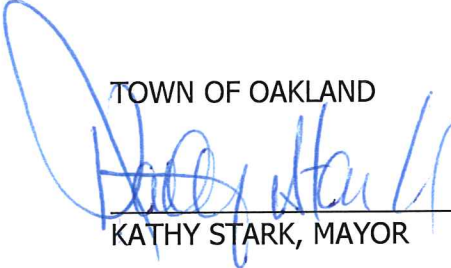
Commissioner Polland reminded Commission of the Postell Dedication on May 30.

Mayor Stark reported that the survey stakes on Oakland Avenue are for underground work.

**ADJOURNMENT**

Vice Mayor Satterfield adjourned the meeting at 9:03 p.m.



TOWN OF OAKLAND  
  
KATHY STARK, MAYOR

ATTEST:

  
KIMBERLY GAY, TOWN CLERK