



HISTORIC TOWN OF EATONVILLE, FLORIDA

REGULAR COUNCIL WORKSHOP AGENDA

Tuesday, September 16, 2025 at 6:30 PM

Town Hall - 307 E Kennedy Blvd

Please note that the HTML versions of the agenda and agenda packet may not reflect changes or amendments made to the agenda.

I. CALL TO ORDER

II. CITIZEN PARTICIPATION (Three minutes strictly enforced)

III. PRESENTATIONS

- 1. PRESENTATION**-Discussion of the Final Report/Geophysical Investigation of Eaton Street Site (Eatonville, Florida) (**Administration**)

IV. COUNCIL DISCUSSION

- 2.** Discussion of the 2026 Town Election Updates (**Administration**)

V. COMMENTS

- 3.** Staff Comments

VI. ADJOURNMENT

The Town of Eatonville is subject to the Public Records Law. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

****PUBLIC NOTICE****

This is a Public Meeting, and the public is invited to attend. This Agenda is subject to change. Please be advised that one (1) or more Members of any of the Town's Advisory Boards/Committees may attend this Meeting and may participate in discussions. Any person who desires to appeal any decision made at this meeting will need a verbatim record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based – per Section 286.0105 Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Town of Eatonville at (407) 623-8910 "at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL WORKSHOP

SEPTEMBER 2, 2025, AT 06:30 PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Discussion of the Final Report/Geophysical Investigation of Eaton Street Site (Eatonville, Florida) (**Administration**)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS	YES	Department: ADMINISTRATION Exhibits: <ul style="list-style-type: none"> Final Report Geophysical Investigation Eaton Street Site (Eatonville, Florida)
INTRODUCTIONS		
CONSENT AGENDA		
COUNCIL DISCUSSION	YES	
ADMINISTRATIVE		

REQUEST: It is requested that the council review and discuss the Final Report/Geophysical Investigation of Eaton Street Site (Eatonville, Florida) Prepared by GeoView, Inc., St. Petersburg, FL.

SUMMARY:

GeoView, Inc. (GeoView) submitted a report that summarizes and presents the results of the geophysical investigation conducted at the Eaton Street Site in Eatonville, Florida. The investigation was conducted on November 29th, 2006. The purpose of the investigation was to identify possible gravesites within the boundaries of the project site. The geophysical investigation was conducted at the Eaton Street Site located at 510 Eaton Street in Eatonville, Florida.

RECOMMENDATION: It is recommended that the council review and discuss the Final Report/Geophysical Investigation of Eaton Street Site (Eatonville, Florida) Prepared by GeoView, Inc., St. Petersburg, FL.

FISCAL & EFFICIENCY DATA: N/A

**FINAL REPORT
GEOPHYSICAL INVESTIGATION
EATON STREET SITE
EATONVILLE, FLORIDA**

Prepared for DRB Homes
Winter Park, FL

Prepared by GeoView, Inc.
St. Petersburg, FL



December 5, 2006

Mr. Mike Johnson
DRB Homes
2715 West Fairbanks Avenue, Suite 203
Winter Park, FL 32789

**Subject: Transmittal of Report for Geophysical Investigation
Eaton Street Site, Eatonville, Florida
GeoView Project Number 3500**

Dear Mr. Johnson,

GeoView, Inc. (GeoView) is pleased to submit the report that summarizes and presents the results of the geophysical investigation conducted at the Eaton Street Site in Eatonville, Florida. The purpose of the investigation was to identify possible gravesites within the boundaries of the project site. GeoView appreciates the opportunity to have assisted you on this project. If you have any questions or comments about the report, please contact us.

GEOVIEW, INC.

A handwritten signature in black ink, appearing to read "Christopher Taylor".

Christopher Taylor, P.G.
Vice President

A handwritten signature in black ink, appearing to read "Michael J. Wightman".

Michael J. Wightman, P.G.
President

Florida Professional Geologist Number 1423

A Geophysical Services Company

4610 Central Avenue
St. Petersburg, FL 33771

Tel.: (727) 209-2334
Fax: (727) 328-2477

1.0 Introduction

A geophysical investigation was conducted at the Eaton Street Site located at 510 Eaton Street in Eatonville, Florida. The investigation was conducted on two adjacent lots. The lots were each approximately 50 by 120 feet in size. The total survey area was approximately 100 by 120 feet. The purpose of the investigation was to help identify the existence, and if found, the location of any marked and unmarked gravesites within the areas of investigation. The investigation was conducted on November 29th, 2006.

At the time of the GeoView site investigation, the majority of the site was clear and accessible to the investigation. A small area within the southern portion of the site was inaccessible to the investigation due to the presence of wood debris and vegetation.

2.0 Description of Geophysical Investigation

The GPR survey was conducted within the accessible portions of the site along a series of parallel transects spaced 2 foot (ft) apart (Figure 1). The GPR data was collected with a Mala radar system using a 500-megahertz antenna with a time range setting of 50 to 70 nano-seconds. This time range setting provided information to an estimated depth of 6 to 8 ft below land surface (bls).

A total of 51 GPR transects (radar grams) were initially collected at the site. The two-dimensional radar grams were then analyzed to create three-dimensional time (depth) slices of the site. Anomalies identified on the GPR depth slices were resurveyed with additional GPR transects to accurately determine the location of any suspect GPR anomalies. Hand augers were performed at each significant anomaly to determine if the origin of the GPR anomaly. A description of the GPR technique and the methods employed for archeological studies is provided in Appendix 2.1.

3.0 Identification of Possible Graves Using GPR

The features observed on GPR data that are most commonly associated with graves are:

- The occurrence of parabolic shaped GPR reflectors that are present within a laterally limited area. Depth of such GPR reflectors typically range from 3 to 6 ft bls. A parabolic-GPR signal response is typically associated with a buried object. In the case of graves, the parabolic-shaped reflectors are usually created when the GPR antenna is pulled perpendicular to the long axis of a grave.

- In the case where gravesite remains have been deteriorated, grave shafts can sometimes be determined by the presence of discontinuities in otherwise continuous soil horizons (represented by near-horizontal GPR reflectors). It is necessary to perform multiple closely-spaced GPR transects across the suspect areas when characterizing such anomalies. If an area with discontinuous soil horizons has a rectilinear shape then it is possible that a grave is present at that location.
- On the GPR depth slices, graves can be identified as an area of increased in the amplitude of the GPR signal response at the particular depth intervals of interest.

The probability that a GPR anomaly is associated with a grave is increased as the number of previously discussed attributes is observed on the radar grams. It is not possible based on the GPR data alone to determine if a GPR anomaly is associated with a grave.

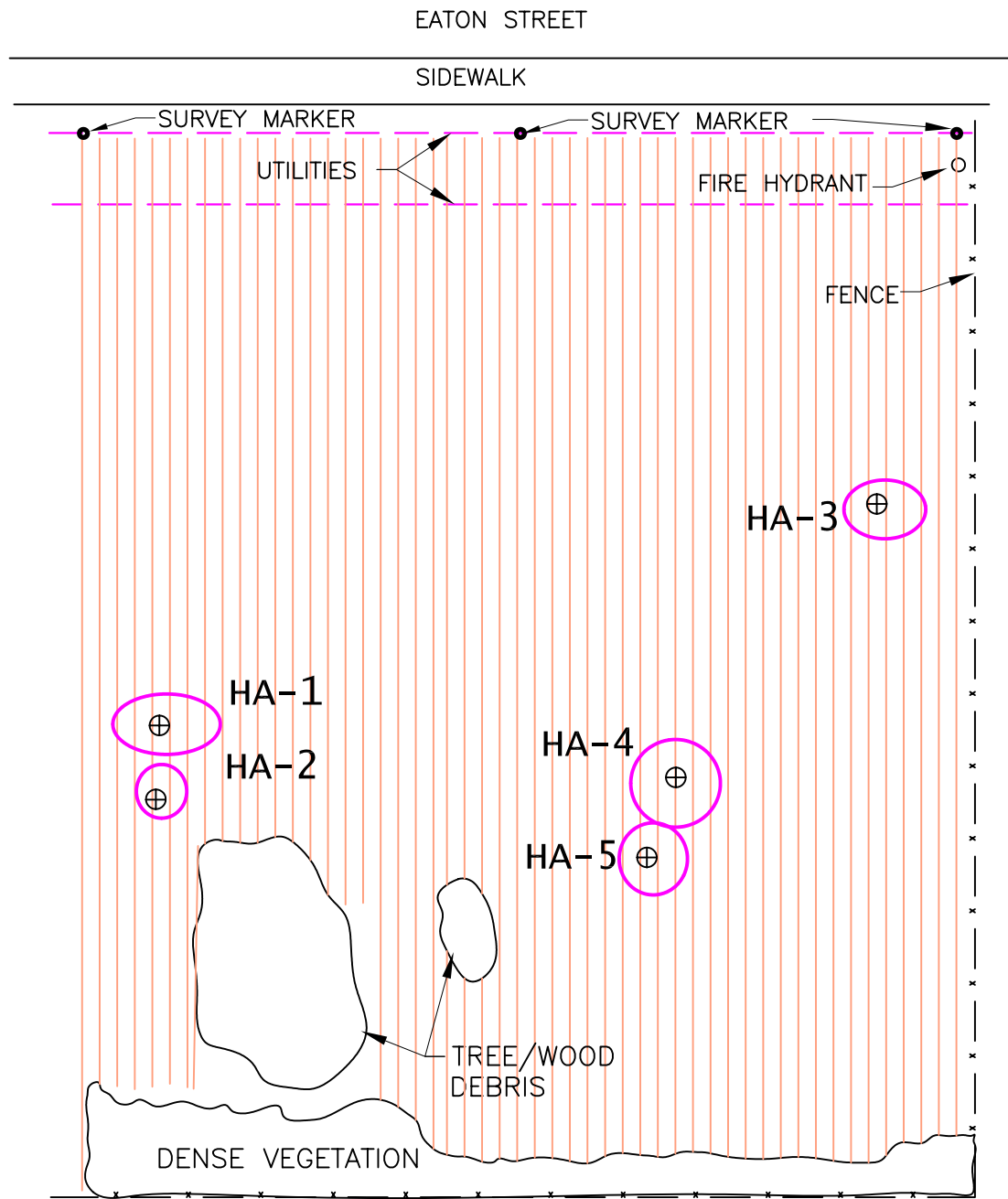
4.0 Survey Results

No suspected gravesites were identified within the boundaries of the project site. Five GPR anomalies were identified during the GPR investigation. These anomalies were identified using both the two-dimensional radar grams and the three-dimensional time slices. The locations of these five GPR anomalies are shown on Figure 1 as GPR anomalies. Hand augers were performed within each of these anomalies. The results from the hand augers revealed that wood debris, roots, and other miscellaneous debris caused the GPR anomalies. The hand augers did not show the presence of any possible indications of gravesites. Four of the GPR depth slices are presented as Figures 2, 3, 4 and 5 and represent depth slices from approximately 1 to 2, 3 to 4, 5 to 6, and 7 to 8 ft bls, respectively. The locations of the GPR anomalies and Hand Augers are overlaid upon the depth slices to illustrate what was categorized as a GPR anomaly.

A discussion of the limitations of the GPR technique in geological characterization studies is provided in Appendix 2.

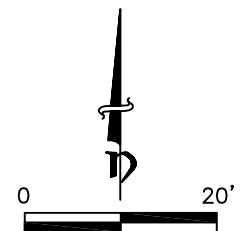
APPENDIX 1

FIGURES



EXPLANATION

- PATH OF GPR TRANSECT LINES
- APPROXIMATE LOCATION OF GPR ANOMALY
- HA-1 LOCATION OF HAND AUGER WITH DESIGNATION



SCALE: 1"=20' APPROX.

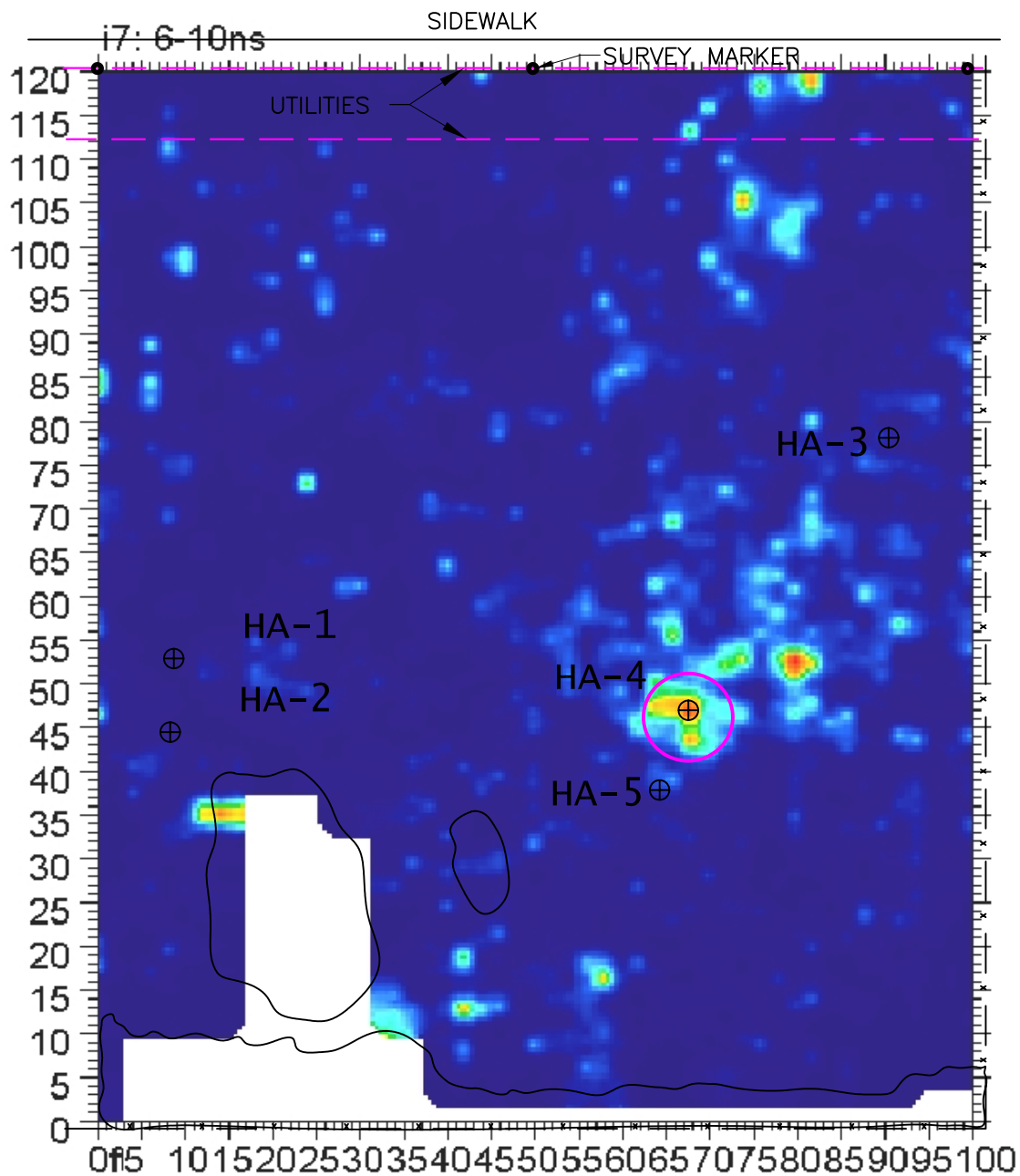


FIGURE 1
SITE MAP
SHOWING RESULTS
OF GEOPHYSICAL
INVESTIGATION



EATON STREET SITE
EATONVILLE, FLORIDA

DRB HOMES
WINTER PARK, FLORIDA

PROJECT:
3500
DATE:
12/05/2006



EXPLANATION

-  APPROXIMATE LOCATION OF GPR ANOMALY
- HA-1  LOCATION OF HAND AUGER WITH DESIGNATION

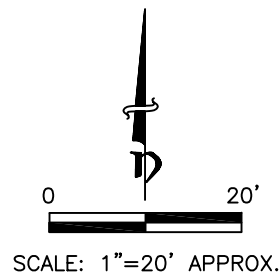
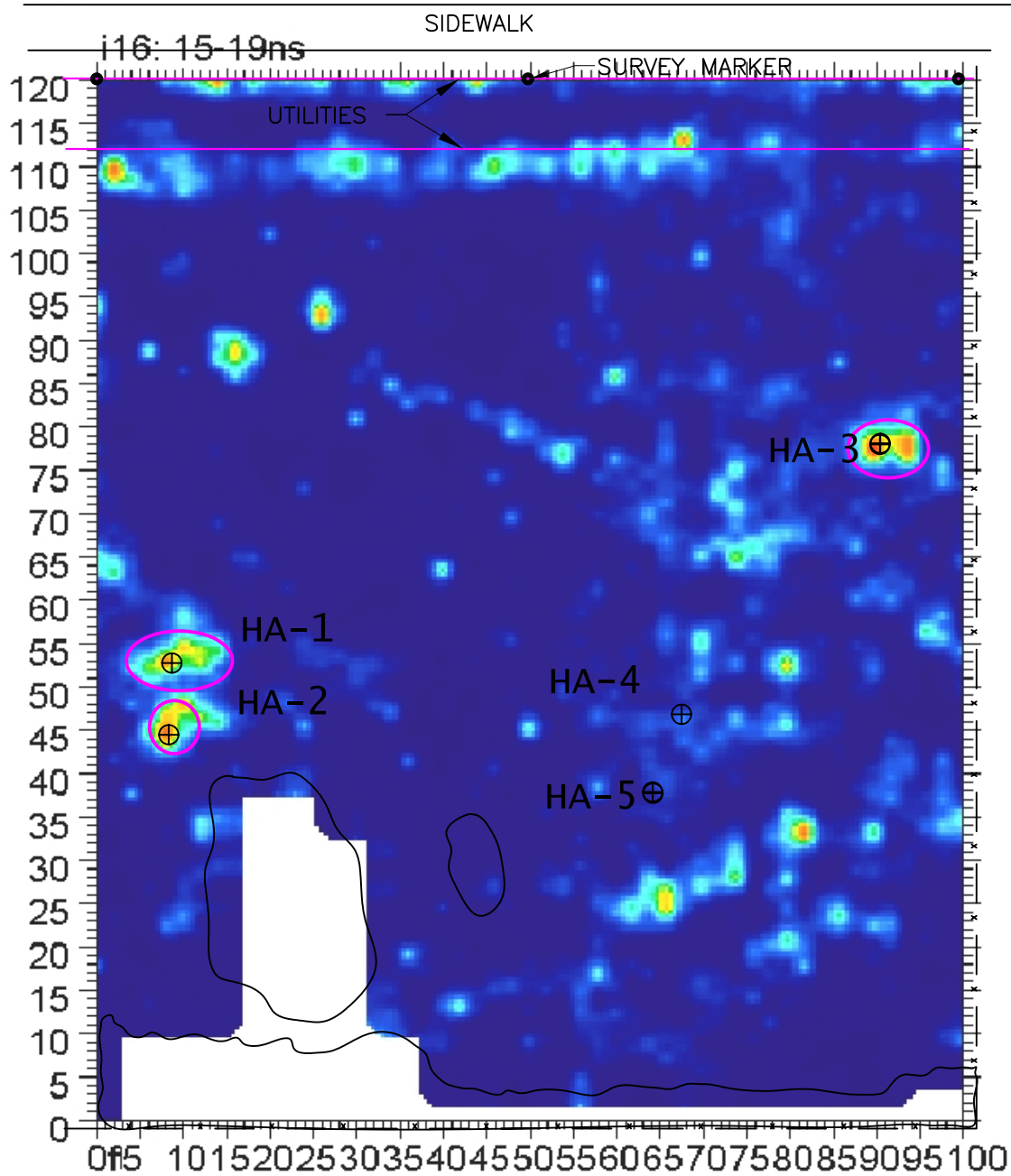


FIGURE 2
GPR TIMES SLICE OF
APPROXIMATELY
1 TO 2 FEET BLS



EATON STREET SITE
EATONVILLE, FLORIDA

DRB HOMES
WINTER PARK, FLORIDA

PROJECT:
3500
DATE:
12/05/2006



EXPLANATION

-  APPROXIMATE LOCATION OF GPR ANOMALY
- HA-1  LOCATION OF HAND AUGER WITH DESIGNATION

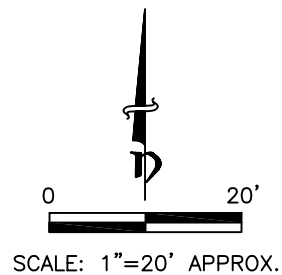
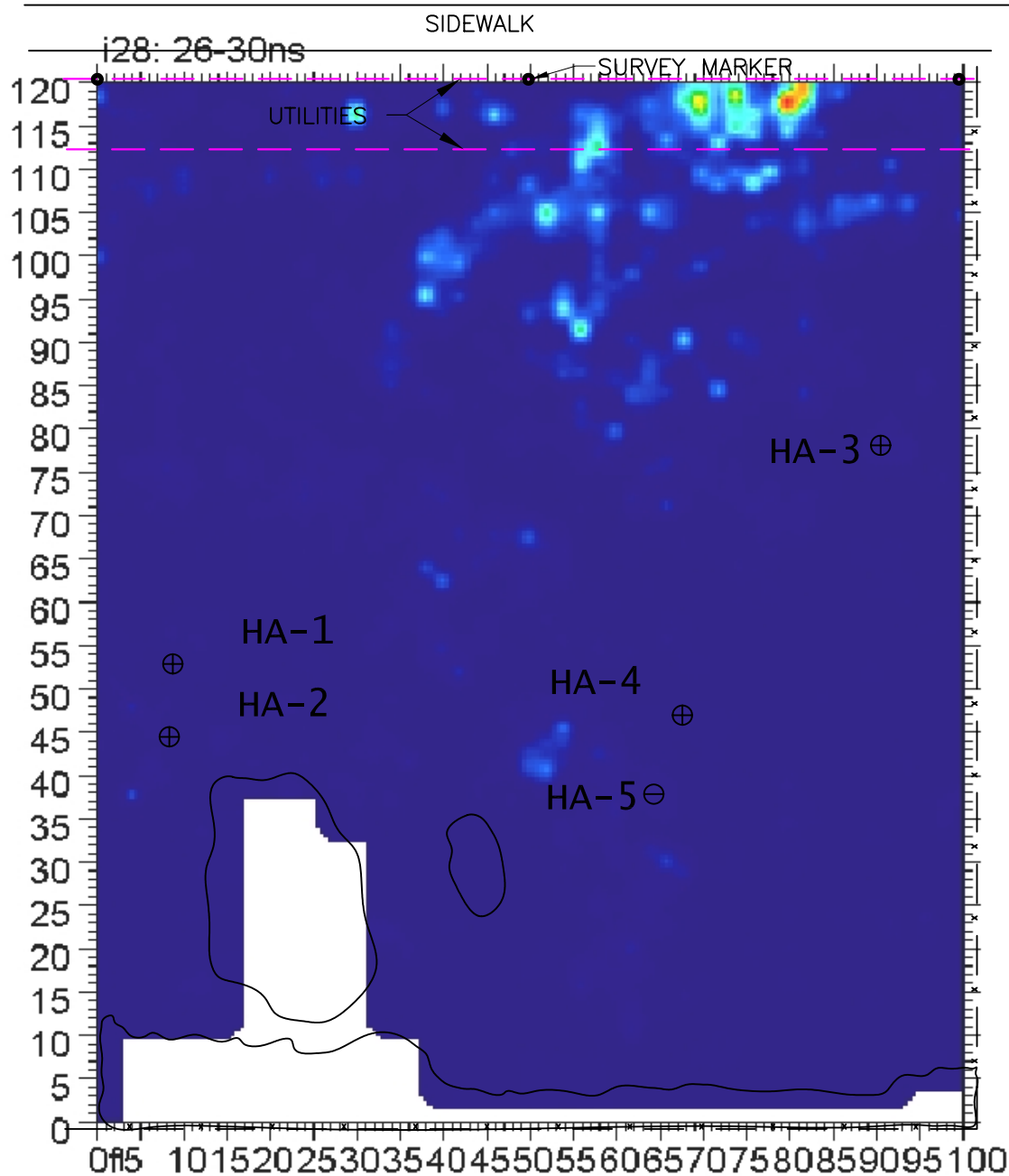


FIGURE 3
GPR TIMES SLICE OF
APPROXIMATELY
3 TO 4 FEET BLS

EATON STREET SITE
EATONVILLE, FLORIDA

DRB HOMES
WINTER PARK, FLORIDA

PROJECT:
3500
DATE:
12/05/2006



EXPLANATION

- APPROXIMATE LOCATION OF GPR ANOMALY
- HA-1 LOCATION OF HAND AUGER WITH DESIGNATION

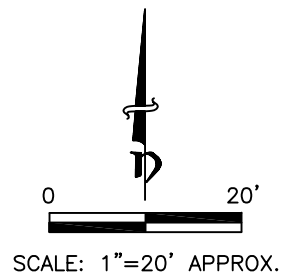
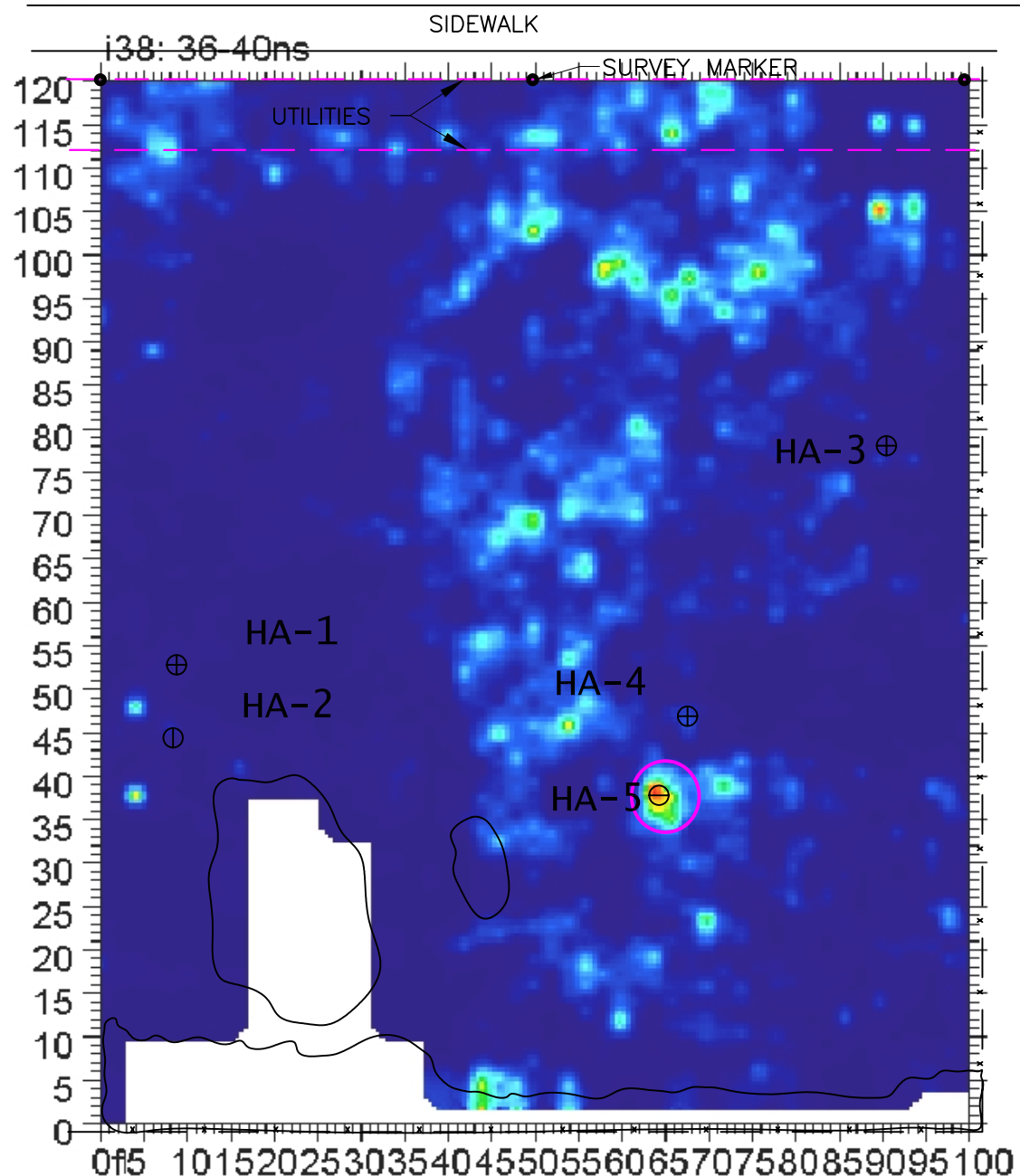


FIGURE 4
GPR TIMES SLICE OF
APPROXIMATELY
5 TO 6 FEET BLS



EATON STREET SITE
EATONVILLE, FLORIDA

DRB HOMES
WINTER PARK, FLORIDA

PROJECT:
3500
DATE:
12/05/2006



EXPLANATION

-  APPROXIMATE LOCATION OF GPR ANOMALY
- HA-1  LOCATION OF HAND AUGER WITH DESIGNATION

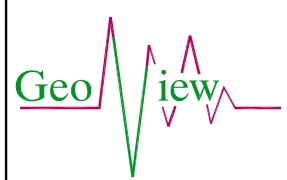
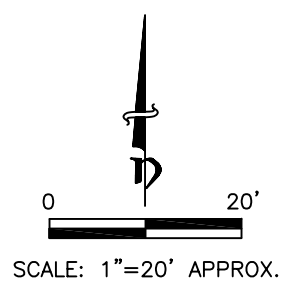


FIGURE 5
GPR TIMES SLICE OF
APPROXIMATELY
7 TO 8 FEET BLS

EATON STREET SITE
EATONVILLE, FLORIDA

DRB HOMES
WINTER PARK, FLORIDA

PROJECT:
3500
DATE:
12/05/2006

APPENDIX 2

DESCRIPTION OF GEOPHYSICAL METHODS, SURVEY METHODOLOGIES AND LIMITATIONS

2.1 Ground Penetrating Radar

Ground Penetrating Radar (GPR) consists of a set of integrated electronic components that transmits high frequency (200 to 1500 megahertz [MHz]) electromagnetic waves into the ground and records the energy reflected back to the ground surface. The GPR system consists of an antenna, which serves as both a transmitter and receiver, and a profiling recorder that both processes the incoming signal and provides a graphic display of the data. The GPR data can be reviewed as both printed hard copy output or recorded on the profiling recorder's hard drive for later review. GeoView uses a Mala GPR system. Archeological studies are typically conducted using a 500 MHz antenna.

A GPR survey provides a graphic cross-sectional view of subsurface conditions. This cross-sectional view is created from the reflections of repetitive short-duration electromagnetic (EM) waves that are generated as the antenna is pulled across the ground surface. The reflections occur at the subsurface contacts between materials with differing electrical properties. The electrical property contrast that causes the reflections is the dielectric permittivity that is directly related to conductivity of a material. The GPR method is commonly used to identify such targets as underground utilities, graves, underground storage tanks or drums, buried debris, voids or geological features.

The greater the electrical contrast between the surrounding earth materials and target of interest, the greater the amplitude of the reflected return signal. Unless the buried object is metal, only part of the signal energy will be reflected back to the antenna with the remaining portion of the signal continuing to propagate downward to be reflected by deeper features. If there is little or no electrical contrast between the target interest and surrounding earth materials it will be very difficult if not impossible to identify the object using GPR.

The depth of penetration of the GPR signal is very site specific and is controlled by two primary factors: subsurface soil conditions and selected antenna frequency. The GPR signal is attenuated (absorbed) as it passes through earth materials. As the energy of the GPR signal is diminished due to attenuation, the energy of the reflected waves is reduced, eventually to the level that the reflections can no longer be detected. The more conductive the earth materials, the greater the GPR signal attenuation, hence a reduction in signal penetration depth. In Florida,

the typical soil conditions that severely limit GPR signal penetration are near-surface clays and/or organic materials.

The depth of penetration of the GPR signal is also reduced as the antenna frequency is increased. However, as antenna frequency is increased the resolution of the GPR data is improved. Therefore, when designing a GPR survey a tradeoff is made between the required depth of penetration and desired resolution of the data. As a rule, the highest frequency antenna that will still provide the desired maximum depth of penetration should be used. For most gravesite studies, a mid-frequency (500 MHz) antenna is used.

A GPR survey is conducted along survey lines (transects) that are measured paths along which the GPR antenna is moved. Electronic marks are placed in the data by the operator at designated points along the GPR transects. These marks allow for a correlation between the GPR data and the position of the GPR antenna on the ground.

Depth estimates to the top of features are determined by dividing the time of travel of the GPR signal from the ground surface to the top of the feature by the velocity of the GPR signal. The velocity of the GPR signal is usually obtained from published tables of velocities for the type and condition (saturated vs. unsaturated) of soils underlying the site. The accuracy of GPR-derived depths typically ranges from 20 to 40 percent of the total depth.

Interpretation and Limitations of GPR data

The analysis and collection of GPR data is both a technical and interpretative skill. The technical aspects of the work are learned from both training and experience. Interpretative skills for archeological characterization studies are developed by having the opportunity to compare GPR data collected in numerous settings to the results from confirmatory excavations performed at the same locations.

The ability of GPR to collect interpretable information at a project site is limited by the attenuation (absorption) of the GPR signal by underlying soils. Once the GPR signal has been attenuated at a particular depth, information regarding deeper geological conditions will not be obtained. GPR data can only resolve subsurface features that have a sufficient electrical contrast between the features in question and surrounding earth materials. If an insufficient contrast is present, the subsurface feature will not be identified. GeoView can make no warranties or representations of geological conditions that may be present beyond the depth of investigation or resolving capability of the GPR equipment or in areas that were not accessible to the geophysical investigation.



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL WORKSHOP

SEPTEMBER 2, 2025, AT 06:30 PM

Cover Sheet

****NOTE**** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)

ITEM TITLE: Discussion of the 2026 Town Election (Administration)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: ADMINISTRATION
INTRODUCTIONS		Exhibits: <ul style="list-style-type: none"> • Town Election Calendar • SOE Election Calendar for Eatonville • Election Qualifying Information • Early Voting Estimated Costs
CONSENT AGENDA		
COUNCIL DISCUSSION	YES	
ADMINISTRATIVE		

REQUEST: It is requested that the council review and discuss the Town Election Information and provide direction for Early Voting in the Town of Eatonville.

SUMMARY:

The Next Town Election will take place Saturday, March 7, 2025, under the town's new charter. Information is being presented to the town council as stipulated under the town charter. Staff is requesting direction from the town council as to whether Early Voting should be held in the town for the upcoming town election. There are additional fees required to hold early voting for the town's scheduled election. If approved by the town council, early voting will be held Monday, March 2 – Friday, March 6 (8am – 5pm). The estimated cost is

- Election Cost without Early Voting = Approximately \$6,804.09
- Election Cost with Early Voting = Approximately \$11,275.21 (\$4,471.12 increase)

****Qualifying period for candidates is Friday, January 16, at/after 12noon through – Friday, January 23, 2026, at/before 12noon. Candidates seeking to qualify by petition, the deadline to submit Petitions along with signed candidate oath nonpartisan office form is between January 2, 2026, at/after 12noon through January 6, 2026, at/before 12noon. Dates and times are strictly adhered to with no accommodations.**

RECOMMENDATION: It is recommended that the council review and discuss the Town Election Information and provide direction for Early Voting in the Town of Eatonville.

FISCAL & EFFICIENCY DATA: N/A



Town of Eatonville, Florida

Town Hall | Precinct 204

301 E. Kennedy Blvd. | Eatonville, Florida 32751

Town Clerk Office: Veronica L. King
|407-623-8910 | vking@townofeatonville.org

2026 Election Calendar

(Subject to Changes)

Only registered voters of Orange County who have resided within the Town of Eatonville Town limits for twelve consecutive months prior to the date of qualifying shall be eligible to hold the office of Mayor or Council Member. **Election is non-partisan election.

Activity	Date(s)/Deadlines	Details
2025		
Approval of the Town of Eatonville Election Calendar	By Tuesday, October 7	By Resolution for approval by the Town Council
Confirm Election Fee for the 2026 Town Election	By Tuesday, October 7	By Resolution for approval by the Town Council
Canvassing Board Appointment	By Tuesday, October 21 (Subject To Changes)	By Resolution for approval by the Town Council
Notice of Municipal Election Town of Eatonville	December 1 and 29	Orlando Sentinel
Municipal Election Services Contract	On or before Friday, December 19	Established by Orange Count Supervision of Elections
2026		
Candidate Period for Filing with the Town Clerk Petition for Qualifying by Petition Based on qualified electors during the 2024 election. (2024 qualified electors is 1280 = 128 petitions)	Friday, January 2, at/after 12noon through Tuesday, January 6, at/before 12noon	Petitions must be no less than ten percent (10%) of the qualified electors of the Town of Eatonville and to be submitted to town clerk not more than fourteen days BEFORE the first day of qualifying. Candidate must also file the signed and subscribed candidate oath nonpartisan office form, Sec. 99.021 F.S. together with the petition with the Town Clerk at any time after 12noon on the 14th day prior to the start of qualifying period but no later than noon the 10th day prior to the start of qualifying period.
New Voter Registration Deadline	Friday, February 6	Determined by Orange Count Supervision of Elections.
Candidate Qualifying Period (Does not apply to Candidates Qualifying by Petition)	Friday, January 16, at/after 12noon through – Friday, January 23 at/before 12 noon	Must also file the signed and subscribed candidate oath nonpartisan office form, Sec. 99.021 F.S. together with payment of the qualifying fee with the Town Clerk before the qualifying period expires (January 20 at/before 12noon.
Tentative Poll Worker Training Begins	Wednesday, February 18	Determined by Orange Count Supervision of Elections.
Election Day Poll Watcher Deadline (12noon)	Saturday, February 21	Determined by Orange Count Supervision of Elections. (Must submit Form dsde125)
Public Test Legal Ad Published	Tuesday, February 24	Determined by Orange Count Supervision of Elections.
Early Voting Poll Watcher Approved by SOE	Monday, February 23	Determined by Orange Count Supervision of Elections.

Last Day to request Vote By Mail (5pm)	Monday, February 23	Determined by Orange County Elections.	Section IV. Item #2.
Last Day to Mail VBM ballots	Wednesday, February 25	Determined by Orange County Supervision of Elections.	
Public Test (10AM)	Thursday, February 26	Determined by Orange County Supervision of Elections. Notice will be posted at Town Hall for public awareness.	
Early Voting 8am-5pm Monday-Friday located at 119 W. Kaley St. Orlando	Monday, March 2 Through Friday, March 6	Determined by Orange County Supervision of Elections.	
Equipment Delivery and setup at Town Hall (3pm)	Friday, January 30	For Early Voting - Subject To Change	
Clerk Training/Supply Distribution/HDOP Pickup	Date TBD	One Week Prior to Early Voting - Subject To Change	
Early Voting 8am-5pm Monday-Friday located at 307 E. Kennedy Blvd. Eatonville	Monday, March 2 Through Friday, March 6	Determined by Orange County Supervision of Elections.	
Equipment Delivery and setup at Town Hall (3pm)	Friday, March 6	For Election Day - Subject To Change	
Clerk Training/Supply Distribution/HDOP Pickup	Date TBD	Two Weeks Prior to Election Day - Subject To Change	
ELECTION DAY		SATURDAY, MARCH 7, 2026	
Public Viewing (4-5pm) (Clerk Present)	Saturday, March 7	Determined by Orange County Supervision of Elections.	
Equipment Supply Pickup and Town Hall (7pm)	Saturday, March 7	Determined by Orange County Supervision of Elections.	
Deadline to cure VBM signatures no match, no signature & Provisional ballots (5pm)	Monday, March 9	Determined by Orange County Supervision of Elections.	
Independent Audit Processing (3pm)	Monday, March 9	Processing EV, VBM, & E-Day	
Canvas Board Conducts Independent Audit (4pm)	Wednesday, March 11	Audit or Manual (& recount, if necessary)	
Canvas Board Meets to Certify Results (5pm)	Wednesday, March 11	Subject To Change	
OATH OF OFFICE / TAKE OFFICE (Subject To Change)		TUESDAY, MARCH 17, 2026	

ELECTION ASSESSMENT FEE: The election fee must be paid at the time of qualifying in an amount equal to \$200.00 plus 1% percent of the annual salary of the office sought (F.S. 99.093). Candidates must issue a check payable to the Town of Eatonville, from their campaign account in the in the required amount consistent with the office they are seeking.

The Candidate Qualifying fee is \$200.00 plus 1% of the Annual Salary of the Council/Mayor Seat. There is an annual salary of \$6594 (For Councilmembers Seats 2, 3, 4, 5) and \$13,188.00 (For Town Mayor Seat, Seat 1). (Chapter 105, Section 105.031(3), Fla. Stat.)

- Election Fee for Councilmember Seat - \$265.94
- Election Fee for Town Mayor Seat - \$331.88

EATONVILLE ELECTION DAY March 7, 2026 (Saturday)		
Task	Legal Deadline	Target Date
Qualifying Dates: January 16 - 23rd		
Notice of Elections Mailed - UOCAVA & Posted	90	Sunday, December 7, 2025
Notice of General Election posted (Newspaper or website, 100.021) Twice within 30 days before the beginning of qualifying	30 days before qualifying	Wednesday, December 17, 2025
Notice of General Election posted (Newspaper or website, 100.021) Twice within 30 days before the beginning of qualifying	18 days prior to qualifying	Monday, December 29, 2025
Petition start date/Candidate Oath (noon)	14 days prior to qualifying	Friday, January 2, 2026
Petition end date/Candidate Oath (noon)	10 days prior to qualifying	Tuesday, January 6, 2026
Start of qualifying period (noon)	50	Friday, January 16, 2026
Last day for any ballot questions (including translations) to be submitted to SOE	47	Friday, January 16, 2026
Martin Luther King Jr. Day (USPS holiday)	46	Monday, January 19, 2026
Latest start date of qualifying period (noon) -Legal deadline	46	Tuesday, January 20, 2026
Overseas Vote-by-Mail Mailing legal deadline	45 days prior (LEGAL)	Wednesday, January 21, 2026
Candidate Qualifying Ends	43	Friday, January 23, 2026
Overseas Vote-by-Mail mailing date	33	Monday, February 2, 2026
Local Vote by Mail mailing begins	40th-33rd day prior (33)	Monday, February 2, 2026
First day to provide VBM to designees	When VBM are mailed	Monday, February 2, 2026
Book Closing (New voter registrations)	29th day prior	Friday, February 6, 2026
Early Voting Poll Watcher deadline (noon)	2 weeks prior to EV start	Monday, February 16, 2026
Presidents Day (USPS holiday)	19	Monday, February 16, 2026
Sample Ballot mailing date/Newspaper Ad	18	Tuesday, February 17, 2026
Tentative poll worker training start date	17	Wednesday, February 18, 2026
Election Day Poll Watcher deadline (noon)	14 days prior	Saturday, February 21, 2026
Public Test Legal ad published (10 AM)	At least 48 hours prior (11)	Tuesday, February 24, 2026
Early Voting Poll Watcher approved by SOE	7 days prior to EV start (12)	Monday, February 23, 2026
Last day to request VBM mailed (5 PM)	12th day prior	Monday, February 23, 2026
Last day to mail VBM ballots	10th day prior	Wednesday, February 25, 2026
Public Test (10 AM)	9	Thursday, February 26, 2026
Early Voting Begins - at SOE Office 119 W Kaley St. Orlando, Monday-Friday (8 AM-5 PM)	5	Monday, March 2, 2026
Election Day Poll Watcher approved by SOE	on or before Tuesday prior (4)	Tuesday, March 3, 2026
Early Voting Ends (5 PM)	1	Friday, March 6, 2026
Equipment Delivery and setup at Town Hall (3 PM tentative)	1	Friday, March 6, 2026
EATONVILLE ELECTION DAY		
Saturday, March 7, 2026		
Public Viewing (4 - 5 PM)	0	Saturday, March 7, 2026
VBM Processing/Ballot Duplication as needed (5 PM/6 PM)	0	Saturday, March 7, 2026
Equipment Supply Pickup at Town Hall (7 PM)	0	Saturday, March 7, 2026
Deadline to cure VBM signatures no match, no signature & Provisional ballots (5 PM)	2 days after	Monday, March 9, 2026
Independent Audit processing [EV, VBM & EDAY] (3 PM)	2	Monday, March 9, 2026
Canvassing Board conducts Independent Audit or Manual [& recount if necessary] (4 PM)	4	Wednesday, March 11, 2026
Canvassing Board meets to certify results (5 PM)	4	Wednesday, March 11, 2026

The Town of Eatonville

2026 Town Election Qualifications

TOWN CHARTER OF THE TOWN OF EATONVILLE
ARTICLE II., TOWN COUNCIL Sections 2.01; 2.02;
ARTICLE V., Sections Sec. 5.01, 5.02, 5.03, 5.04

TOWN OF EATONVILLE ELECTION DAY
SATURDAY, MARCH 7, 2026

Sec. 2.01. General powers and duties.

All powers of the Town shall be vested in the Town Council, except as otherwise provided by law or this Charter, and the Council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the Town by law.

Sec. 2.02. Eligibility, terms, and composition

- (a) *Eligibility.* Only registered voters of Orange County who have resided within the Town of Eatonville Town limits for twelve consecutive months prior to the date of qualifying shall be eligible to hold the office of Mayor or Council Member.
- (b) *Qualifying.* Any person who is eligible as set forth in Section 2.02(a) may become a candidate for nomination to the office of Mayor or to a Council seat by either: a) filing with the Town Clerk a petition subscribed to by not less than ten percent (10%) of the qualified electors of the Town who signed said petition not more than fourteen (14) days before the first day of qualifying; or b) paying the Town's prescribed qualifying fee as set by resolution.

A candidate seeking to qualify by petition must also file the signed and subscribed candidate oath nonpartisan office form, Sec. 99.021 F.S. together with the petition with the Town Clerk at any time after

noon on the 14th day prior to the start of qualifying period but no later than noon the 10th day prior to the start of qualifying period. The Town Clerk shall promptly submit all timely filed candidate petitions to the Orange County Supervisor of Elections for certification as to elector status and residency. Each candidate for whom the Orange County Supervisor of Elections certifies residency, elector status, and the required number of petition signatures shall be eligible to qualify for election.

ATTENTION: Deadline to submit Petitions along with signed candidate oath nonpartisan office form is between January 2, 2026, at/after 12noon through January 6, 2026, at/before 12noon. Dates and times are strictly adhered to with no accommodations.

A candidate seeking to qualify by paying the Town's qualifying fee must pay same and file the signed and subscribed candidate oath nonpartisan office form, Sec. 99.021 F.S. with the Town Clerk **before the qualifying period expires.**

The first day of qualifying shall be any time after noon of the 50th day prior to the general Town election but not later than noon of the 46th day prior to the day of the general Town election.

ATTENTION: The 2026 Town of Eatonville Qualifying Period is January 16, at/after 12noon through – January 23, 2026, at/before 12noon. Dates and times are strictly adhered to with no accommodations.

However, in any year which is a multiple of four and during which the general Town election is held concurrent with the Florida Presidential Preference Primary, the first day of qualifying shall be noon

of the 80th day prior to the general Town election and the final day of qualifying shall be no later than noon of the 76th day prior to the election date. The Town Clerk shall post in Town hall notification of the date of the general Town election no later than ninety (90) days prior to the date of such general Town election.

- (c) *Terms.* The term of office of the Mayor and Council Members shall be four (4) years elected in accordance with Article V. The terms of all such persons shall commence at the first regularly scheduled Council meeting following the certification of election results by the Canvassing Board. All such elected officials shall hold office until their Successors have been elected and qualified or until their tenure of office has otherwise been terminated in accordance with law.
- (d) *Composition.* There shall be a Town Council composed of five (5) members, one of whom will qualify for and be designated as Mayor, elected by the voters of the Town, at large, in accordance with the provisions of Article V.

Sec. 5.01. Nonpartisan elections.

All qualifications and elections for the offices of Town Council and Mayor shall be conducted on a nonpartisan basis without regard for designation of political party affiliation of any candidate, nominee, or any nomination petition or ballot.

Sec. 5.02. Town council seats.

Town council seats are hereby designated as seats 1,2,3,4, and 5 for the purposes of identification. The Mayor shall hold seat 1. Each candidate for the office of council shall declare at the time of qualifications the seat to which such candidate seeks election. No person shall run for more than one council seat in an election. Candidates for Town Council seats shall be elected at large. If more than two candidates qualify for the same seat, the candidate receiving the most votes shall be deemed elected. In the event of a tie vote, such office shall be filled by the drawing of lots among the candidates receiving the same number of votes. Such determination by lot shall be made under the direction of the Town Council in existence prior to the election, no later than seven (7) days after the certification of the election. The candidates shall be notified of the time and place of the drawing of lots and have the right to be present.

Sec. 5.03. Elections.

Town elections shall be conducted in accordance with the general election laws of the State of Florida, Chapters 97—106 Florida Statutes, as amended. Regular town elections shall be held on the first Saturday in March of each election year. All elections will be held in even years except for the first election following the adoption of this revised Charter. In 2017, seats 4 and 5 will be elected for three (3) terms of office, but beginning with the 2020 election and every four (4) years after that, the terms of office for seats 4 and 5 will be four (4) years. Beginning in 2018, and every four (4) years after that, Council seats 1, 2, and 3 will run for election. If a regular election occurs in the same month a Presidential Preference Primary is conducted, the Town Council may choose to hold the Town election on the same date as the primary.

Sec. 5.04. Canvassing board.

A town canvassing board shall be established for the purposes of canvassing ballots and election results. The canvassing board shall be composed of the Town Clerk and two (2) citizens who shall be selected by majority vote of the Town Council at the time the election is called.

2025

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
12	13	14	15	16	17	18	10	9	11	12	13	14	15	10	9	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
														30						31

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3						1	2	3						1
6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
														29	30					

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3						1	2							1
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
							31													

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2							1							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	9	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							30													

2026

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2							1							1
4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	11	12	13	14
11	12	13	14	15	16	17	8	9	10	11	12	13	14	15	16	17	18	19	20	21
18	19	20	21	22	23	24	15	16	17	18	19	20	21	22	23	24	25	26	27	28
25	26	27	28	29	30	31	22	23	24	25	26	27	28	29	30	31				

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3						1	2							1
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
							31													

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3						1								1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	10	9	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30			
							30	31												

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2							1							1
4	5	6	7	8	9	10	1	2	3	4	5	6	7	6	7	8	9	10	11	12
11	12	13	14	15	16	17	8	9	10	11	12	13	14	13	14	15	16	17	18	19
18	19	20	21	22	23	24	15	16	17	18	19	20	21	20	21	22	23	24	25	26
25	26	27	28	29	30	31	22	23	24	25	26	27	28	27	28	29	30	31		
							29	30												

2026 Eatonville Election Cost Estimate

Section IV. Item #2.

VOTE

Department	Services	EATONVILLE - QUANTITY	EATONVILLE - UNIT COST	EATONVILLE - TOTAL	Notes
	Contract				
-	Elections				
ED	Candidate Petitions Verified	178	\$0.100	\$17.80	
	Eatonville Petition Status Reports				
-	Vote by Mail Ballots:				
VBM	Notice of Elections (UOCAVA)	14	\$0.250	\$3.50	
VBM	Notice of Elections Postage	14		\$0.00	
VBM	VBM Ballot Processing (Initial)	110	\$1.950	\$214.50	
VBM	Postage, Actual Cost incurred (Initial)	110	\$1.030	\$113.30	
VBM	Ballots 8.5 x 11" one sided (In-House Printing)(Initial)	134	\$0.268	\$35.85	
VBM	"VBM Ballots Test Deck and Pick and Pull"	20	\$0.268	\$5.36	Paid directly by the Town
VBM	VBM Ballot Processing Daily Printed In-House	24	\$1.950	\$46.80	
VBM	Postage, Daily Mailing, Actual Cost incurred	22	\$1.030	\$22.66	
VBM	Postage, Daily Mailing, (Bulk Rate) Cost incurred	0	\$0.636	\$0.00	
VBM	Ballots 8.5 x 11" one sided (Daily In-House Printing)	40	\$0.268	\$10.72	
VBM	Par Avion Ballot postage	3	\$0.000	\$0.00	
VBM	Return Postage	115	\$2.010	\$231.15	
VBM	Postage for letters mailed	1	\$0.780	\$0.78	
VBM	Signatures verified	115	\$0.100	\$11.50	
VBM	In house 8 1/2 x 11 Double sided copies/letters printed	1	\$0.200	\$0.20	
CR	Supervised Voting Staff	0		\$0.00	
-	Voting Equipment				
TS	DS300 Programming (includes ballot layout, testing, and transmission of results)	1	\$300.00	\$300.00	
TS	ADA Equipment Programming (includes ballot layout, audio files, and testing)	1	\$300.00	\$300.00	
TS	DS300 Rental (includes 8 voting booths, 1 EBB, and 1 pct sign) - Election Day	1	\$250.000	\$250.00	
TS	Additional DS300 - Election Day	0	\$100.000	\$0.00	
TS	DS300 Rental (includes 10 voting booths and 1 EBB) - Early Voting	1	\$250.000	\$250.00	
TS	Additional ADA Equipment - Early Voting	0	\$75.000	\$0.00	
TS	ADA Equipment Rental - Election Day	1	\$150.000	\$150.00	
TS	Additional ADA Equipment - Election Day	0	\$75.000	\$0.00	
TS	ADA Equipment Rental - Early Voting	1	\$150.000	\$150.00	
TS	Additional ADA Equipment - Early Voting	0	\$75.000	\$0.00	
TS	VBM Ballot Counting (up to 4 hours)	1	\$350.000	\$350.00	
TS	VBM Ballot counting machine (\$50/additional hour)	0	\$50.000	\$0.00	
-	Other Early Voting & Polling Place needs				
TS	Internet Mifi access at the polls	1	\$61.820	\$61.82	Varies/Actual Cost
ED	Precinct Supplies (per pct)	1	\$150.000	\$150.00	
EV	*Early Voting Supplies (Per EV site)	1	\$240.000	\$80.00	3/split between municipalities for EV at SOE
-	Data Processing				
EV	Early Voting Ballots printed	14	\$0.268	\$3.75	
ED	Election Day ballot order	800	\$0.268	\$214.00	Paid directly by the Town
TS	Election Day tablet setup (1 set = 2 ePoll, 1 HDOP)	1	\$150.000	\$150.00	
TS	Additional ePoll Books	0	\$50.000	\$0.00	
ED	*Early Voting at SOE check-in tablets (1 set = 2 tablets and 2 BOD printers)	1	\$300.000	\$100.00	3/split between municipalities
TS	Additional Early Voting check-in tablet (1 set = 1 tablets and 1 BOD printer)	0	\$100.000	\$0.00	
-	Back up Precinct Registers:				
GIS	Back up Precinct Registers setup fee	1	\$150.000	\$150.00	Paid directly by the Town
GIS	Back up Precinct Registers Printing Costs (pages), (or Actual Cost incurred in house)	1	\$35.000	\$35.00	Paid directly by the Town
GIS	Printed Street Index Set up fee	0	\$9.00	\$0.00	Paid directly by the Town
GIS	Street index cost per page	0	\$0.25	\$0.00	Paid directly by the Town
-	Sample Ballot Post Card Costs:				
ED	Sample Ballot Post Card Printing, actual Cost incurred	1532	\$0.08	\$129.45	Paid directly by the Town
ED	Sample Ballot Post Card Postage, actual cost incurred	1532	\$0.23	\$352.36	Paid directly by the Town
-	Other Costs				
ED	*Election Day Backup Poll Workers		VARIES	\$0.00	
ED	*Election Day AAP Groups	0	VARIES	\$0.00	
ED	Election Day Poll Worker Pay		\$2,075.00	\$2,075.00	Paid directly by the Town
ED	Supply Distribution Staff	0	\$135.00	\$0.00	
ED	Ballot Escort Pay	0	\$25.00	\$0.00	
ED	Supplemental Pay			\$0.00	
ED	Tables for polling places, rental fee	0	\$12.00	\$0.00	
ED	Chairs for polling places, rental fee	0	\$2.00	\$0.00	
ED	Election equipment delivery to polling places	0		\$0.00	
TS	*Election equipment pickup Truck Rental	0		\$0.00	
ALL	Mileage, Field Techs, Equip. Delivery, Circuit rider, SOE Clerks	40	\$0.700	\$28.00	
ALL	*SOE Staff Overtime		VARIES	\$580.54	
	Mileage and Overtime Backup Spreadsheet				
ED	Election Night Supply Return staffing, actual cost incurred			\$0.00	
ED	Sheriff Deputy (Ballot opening and processing)		VARIES	\$227.61	
ED	Ballot Translation Costs (Contracted) as needed			\$0.00	
ED	Postage cost for mailing Public Test Parameters			\$2.45	
	Total			\$6,804.09	

						Section IV. Item #2.
Department	Services	EATONVILLE - QUANTITY	EATONVILLE - UNIT COST	EATONVILLE - TOTAL	Notes	
73						
74	*Invoice Amount split among municipalities					
75						
76	Additional Early Voting - Monday - Friday 8 AM - 5 PM					
77	TS DS300 Rental (includes 10 voting booths and 1 EBB) - Early Voting	1	\$250.000	\$250.00		
78	TS Additional ADA Equipment - Early Voting	1	\$75.000	\$75.00		
79	TS Early Voting at off-site location check-in tablets (1 set = 2 tablets and 2 BOD printers)	1	\$300.000	\$300.00		
80	ED Early Voting Staff Pay for off-site location(s) M-F 8- 5 PM		VARIES	\$3,606.12	Paid directly by the Town	
81	EV Early Voting Supplies (Per EV site)	1	\$240.000	\$240.00	additional off-site EV location	
82						
83	Total for off-site EV location			\$4,471.12		
84						
85						
86	Total Overall			\$11,275.21		
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