MINUTES OF MEETING
LAKEWOOD PARK
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Lakewood Park Community Development District held a Regular Meeting on April 10, 2024 at 2:30 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present were:

Megan Willbur	Chair
Lia Villar (via telephone)	Vice Chair
David Stimmell	Assistant Secretary
Chrissie Inosencio	Assistant Secretary

Also present:

Kristen Suit	District Manager

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 2:33 p.m.

She noted that the Oath of Office was administered to Chrissie Inosencio and David Stimmell prior to the meeting for the purposes of establishing a quorum.

Supervisors Inosencio, Stimmell and Willbur were present. Supervisor Villar attended via telephone. Supervisor Sears was absent.

SECOND ORDER OF BUSINESS **Public Comments**

Ms. Suit stated that there were no members of the public present.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to David Stimmell [Seat 1] (the following to also be provided in a separate package)**

This item was discussed during the First Order of Business.

Ms. Suit explained the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligation and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Publics Officers

FOURTH ORDER OF BUSINESS **Administration of Oath of Office to Chrissie Inosencio [Seat 3]**

This item was discussed during the First Order of Business.

FIFTH ORDER OF BUSINESS **Ratification of Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date**

Ms. Suit presented Resolution 2024-01.

On MOTION by Ms. Willbur and seconded by Mr. Stimmell, with all in favor, Resolution 2024-01, Appointing and Removing Officers of the District and Providing for an Effective Date, was ratified.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Suit presented Resolution 2024-04. She reviewed the proposed Fiscal Year 2025 budget and explained line item increases and decreases compared to the prior fiscal year.

Ms. Willbur reported that, as of January 30, 2024, the lots are fully platted. Ms. Suit will contact Mr. Szymonowicz after the meeting about transitioning the platted lots from off-roll assessments to on-roll assessments.

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, Resolution 2024-04, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for June 12, 2024 at 2:30 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2024-05, Designating a Date, Time and Location for a Landowners' Meeting of the District, and Providing for an Effective Date**

Ms. Suit presented Resolution 2024-05. Seats 1, 2 and 3, currently held by Supervisors Stimmel, Willbur and Inosencio, respectively, will be up for election by the Landowners in November, 2024. She will serve as proxyholder to cast votes on behalf of the Landowner, similar to two years ago.

The following change will be made to Resolution 2024-05:

Section 2, Time: Change "2:30 p.m." to "2:00 p.m."

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, Resolution 2024-05, as amended, Designating a Date, Time and Location of November 13, 2024 at 2:00 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720, for a Landowners' Meeting of the District, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2024-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

The following change will be made to the Fiscal Year 2025 Meeting Schedule:

TIME: Change “2:30 p.m.” to “2:00 p.m.”

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, Resolution 2024-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, subject to room availability, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 29, 2024**

On MOTION by Ms. Willbur and seconded by Mr. Stimmell, with all in favor, the Unaudited Financial Statements as of February 29, 2024 were accepted.

TENTH ORDER OF BUSINESS **Approval of December 13, 2023 Regular Meeting Minutes**

On MOTION by Ms. Willbur and seconded by Mr. Stimmell, with all in favor, the December 13, 2023 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Cobb Cole

B. District Engineer: Madden, Moorhead & Stokes, LLC

There were no District Counsel or District Engineer reports.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: May 8, 2024 at 2:30 PM**
  - **QUORUM CHECK**

The May 8, 2024 meeting will be cancelled. The next regular meeting and the budget public hearing will be held on June 12, 2024.

TWELFTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS **Public Comments**

Ms. Suit stated that there were no members of the public present.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Willbur and seconded by Mr. Stimmell, with all in favor, the meeting adjourned at 2:48 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair