

**MINUTES OF MEETING
LAKEWOOD PARK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Lakewood Park Community Development District held a Public Hearing and Regular Meeting on September 11, 2024 at 2:30 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present were:

Megan Willbur	Chair
Chrissie Inosencio	Assistant Secretary
Clayton Sears	Assistant Secretary

Also present:

Kristen Suit	District Manager
Clif Fischer	Wrathell, Hunt and Associates, LLC

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 2:43 p.m. Supervisors Willbur, Inosencio and Sears were present. Supervisors Villar and Stimmell were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of Resignation of David Stimmel (Seat 1); Term Expires November 2024

On MOTION by Ms. Willbur and seconded by Mr. Sears, with all in favor, the resignation of Mr. David Stimmel from Seat 1, was accepted.

FOURTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 1

- Administration of Oath of Office to Appointed Supervisor (the following to also be provided in a separate package)
- 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**

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-07, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Suit presented Resolution 2024-07. The following slate was nominated:

Megan Willbur	Chair
Lia Villar	Vice Chair
Chrissie Inosencio	Assistant Secretary
Clayton Sears	Assistant Secretary
Clifton Fischer	Assistant Secretary

No other nominations were made. This Resolution removes the following from the Board:

David Stimmell	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, Resolution 2024-07, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-08, Ratifying the Action of the District Manager in Re-Setting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025; Amending Resolution 2024-04 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Ms. Willbur and seconded by Mr. Sears, with all in favor, Resolution 2024-08, Ratifying the Action of the District Manager in Re-Setting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025; Amending Resolution 2024-04 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year 2024/2025 Budget**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2024-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, the Public Hearing was opened.

Ms. Suit presented Resolution 2024-09 and stated that the proposed Fiscal Year 2025 budget is the same as the version approved at the last meeting. Off-roll assessments have transitioned to 100% on-roll assessments.

No affected property owners or members of the public spoke.

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Willbur and seconded by Mr. Sears, with all in favor, Resolution 2024-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for

**Amendments to the Assessment Roll;
Providing a Severability Clause; and
Providing an Effective Date**

On MOTION by Ms. Willbur and seconded by Mr. Sears, with all in favor, Resolution 2024-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

**Presentation of Audited Annual Financial
Report for Fiscal Year Ended September 30,
2023, Prepared by Grau & Associates**

Ms. Suit presented the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. It was a clean audit; there were no findings, recommendations, deficiencies on internal control or instances of non-compliance.

A. Consideration of Resolution 2024-11, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, Resolution 2024-11, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

TENTH ORDER OF BUSINESS

**Consideration of Goals and Objectives
Reporting [HB7013 - Special Districts
Performance Measures and Standards
Reporting**

Ms. Suit presented the Memorandum explaining the new requirement for CDDs to develop goals and objectives and develop performance measures and standards. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form.

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

ELEVENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of July 31, 2024**

On MOTION by Ms. Willbur and seconded by Ms. Inosencio, with all in favor, the Unaudited Financial Statements as of July 31, 2024 were accepted.

ELEVENTH ORDER OF BUSINESS

**Approval of April 10, 2024 Regular Meeting
Minutes**

On MOTION by Ms. Willbur and seconded by Mr. Sears, with all in favor, the April 10, 2024 Regular Meeting Minutes, as presented, were approved.

TWELFTH 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: October 9, 2024 at 2:00 PM**
 - **QUORUM CHECK**

The October 9, 2024 meeting will be cancelled. The next regular meeting will likely be held in April or May 2025.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Willbur and seconded by Mr. Sears, with all in favor, the meeting adjourned at 2:52 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair