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 9, 2025 at 2:00 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present:

Megan Willbur	Chair
Lia Villar	Vice Chair
Chrissie Inosencio	Assistant Secretary

Also present:

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

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

Ms. Suit called the meeting to order at 2:19 p.m. Supervisor Villar, Supervisors Willbur and Inosencio were present. Supervisor Sears was absent. One seat was vacant.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing an Effective Date**

Ms. Suit presented Resolution 2025-01. It was not possible to hold the Landowners' Election because no Landowners, Landowner representatives or Proxy Holders attended.

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Declaring a Vacancy in Seats 1, 2 and 3 of the Board of Supervisors; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-02. Seat #1, currently vacant, and Seats 2 and 3, currently held by Ms. Megan Willbur and Ms. Chrissie Inosencio, respectively, are being declared vacant. Despite being declared vacant, Ms. Willbur and Ms. Inosencio remain as holdovers in their respective seats until an appointment is made, which will occur later in the meeting.

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, Resolution 2025-02, Declaring a Vacancy in Seats 1, 2 and 3 of the Board of Supervisors; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2028**

- **Administration of Oath of Office (the following to 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.

SIXTH ORDER OF BUSINESS **Consideration Appointment to Fill Unexpired Term of Seat 2; Term Expires November 2026**

It was decided that Seats 1 and 3 will be four-year terms; Seat 2 will be a two-year term.

Ms. Villar nominated Ms. Megan Willbur to fill Seat 2. No other nominations were made.

On MOTION by Ms. Villar and seconded by Ms. Inosencio, with all in favor, the appointment of Ms. Megan Willbur to fill Seat 2, was approved.

- **Administration of Oath of Office**

SEVENTH ORDER OF BUSINESS **Consideration Appointment to Fill Unexpired Term of Seat 3; Term Expires November 2028**

Ms. Willbur nominated Ms. Chrissie Inosencio to fill Seat 3. No other nominations were made.

> **On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the appointment of Ms. Chrissie Inosencio to fill Seat 3, was approved.**

- **Administration of Oath of Office**

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2025-03, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-03. The following slate was nominated:

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

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

Clifton Fischer	Assistant Secretary

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. Villar, with all in favor, Resolution 2025-03, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.**

NINTH ORDER OF BUSINESS **Resolution 2025-04, Approving a Proposed Budget for Fiscal Year 2025/2026 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 2025-04 and the proposed Fiscal Year 2026 budget.

On MOTION by Ms. Villar and seconded by Ms. Willbur, with all in favor, Resolution 2025-04, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon for June 9, 2025 at 2:00 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720, Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2025-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, Resolution 2025-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 28, 2025**

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

THIRTEENTH ORDER OF BUSINESS Approval of Minutes

A. September 11, 2024 Public Hearing and Regular Meeting

B. November 13, 2024 Landowners Meeting

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the September 11, 2024 Public Hearing and Regular Meeting Minutes and the November 13, 2024 Landowners Meeting Minutes, both as presented, were approved.

FOURTEENTH ORDER OF BUSINESS Staff Reports

A. District Counsel: Cobb Cole

Mr. Watts noted the City bought conservation land south of Moore Lake and periodically inquires about plans for it, such as parking. He suggested a cost-share arrangement to the City, since the CDD bears the road maintenance costs. The City stated it might take the road over.

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

There was no report.

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

- **NEXT MEETING DATE: May 14, 2025 at 2:00 PM**
  - **QUORUM CHECK**

FIFTEENTH ORDER OF BUSINESS Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS Public Comments

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the meeting adjourned at 2:30 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair