

**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 June 11, 2025 at 2:00 p.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present:

Megan Willbur
Lia Villar
Chrissie Inosencio

Chair
Vice Chair
Assistant Secretary

Also present:

Kristen Suit
Jordan Lansford
Mike Woods

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 2:11 p.m.

Supervisors Villar, 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

Administration of Oath of Office to Megan Wilbur (Seat 2) and Chrissie Inosencio (the following to be provided in a separate package)

Ms. Suit, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Megan Willbur and Chrissie Inosencio. Both are familiar with the following:

- A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
- B. Membership, Obligations 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 Public Officers

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-07 Reconsidering and Approving Certain Board Actions Evidenced by Resolutions 2025-01 Through 2025-06 Adopted at a Duly Advertised Meeting of the Board of Supervisors Held April 9, 2025, and All Other Actions Taken by the Board

Ms. Suit presented Resolution 2025-07.

- **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**
- **Consideration of Resolution 2025-02, Declaring a Vacancy in Seats 1, 2 and 3 of the Board of Supervisors; and Providing an Effective Date**
- **Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2028**
 - Administration of Oath of Office
- **Consider Appointment to Fill Unexpired Term of Seat 2; Term Expires November 2026**
 - Administration of Oath of Office
- **Consider Appointment to Fill Unexpired Term of Seat 3; Term Expires November 2028**
 - Administration of Oath of Office
- **Consideration of Resolution 2025-03, Electing and Removing Officers of the District and Providing for an Effective Date**
- **Consideration of 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

- **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**
- **Consideration of Resolution 2025-06, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**
- **Acceptance of Unaudited Financial Statements as of February 28, 2025**
- **Approval of Minutes**
 - **September 11, 2024 Public Hearing and Regular Meeting**
 - **November 13, 2024 Landowners Meeting**

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, Resolution 2025-07 Reconsidering and Approving Certain Board Actions Evidenced by Resolutions 2025-01 Through 2025-06 Adopted at a Duly Advertised Meeting of the Board of Supervisors Held April 9, 2025, and All Other Actions Taken by the Board, as listed, 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)**
This item was deferred.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-08, Electing and Removing Officers of the District and Providing for an Effective Date Providing for an Effective Date

Ms. Suit presented Resolution 2025-08. Ms. Willbur nominated the following:

- | | |
|--------------------|---------------------|
| Megan Willbur | Chair |
| Lia Villar | Vice Chair |
| Chrissie Inosencio | Assistant Secretary |

Clayton Sears	Assistant Secretary
Jordan Lansford	Assistant Secretary

No other nominations were made.

The following prior appointments 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 2025-08, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

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

- A. Affidavit of Publication**
- B. Consideration of Resolution 2025-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025 and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-09 and the proposed Fiscal Year 2026 budget.

No affected property owners or members of the public spoke.

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

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, Resolution 2025-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025 and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-10 Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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 Ms. Villar, with all in favor, Resolution 2025-10 Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; 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

Acceptance of Unaudited Financial Statements as of April 30, 2025

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.

TENTH ORDER OF BUSINESS

Approval of April 9, 2025 Regular Meeting Minutes

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the April 9, 2025 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: July 9, 2025 at 2:00 PM**
 - **QUORUM CHECK**

The July 9, 2025 meeting will be cancelled.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

Ms. Willbur noted that the CDD will be built out by the end of the year and asked about the process to transition the Board to a resident Board. Ms. Suit stated that transition can occur whenever the current Board wants to do it.

Discussion ensued regarding recruiting residents to serve on the Board, notifying residents of the Board openings via e-blast, challenges of having HOA Board Members also serving on the CDD Board, and timing of the transition.

A Board Member asked what the CDD can do about unauthorized large construction vehicles and trucks parked on CDD roads, particularly near the lift station. Mr. Woods stated that signage and a policy would be necessary in order to have the vehicles towed.

Discussion ensued regarding a park that will open and be opened to the public but it can only be accessed via a CDD road, whether that segment of road can be dedicated to the City or HOA, towing concerns, etc.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Willbur and seconded by Ms. Villar, with all in favor, the meeting adjourned at 2:25 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair