

**MINUTES OF MEETING  
RESERVE AT VAN OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Reserve at Van Oaks Community Development District held a Regular Meeting on June 2, 2025 at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809.

**Present:**

Martha Schiffer  
Megan Germino  
Tyler Woody

Chair  
Vice Chair  
Assistant Secretary

**Also present:**

Kristen Suit  
Jordan Lansford  
Bennett Davenport (via telephone)

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 1:15 p.m.

Supervisor Germino, Schiffer and Woody were present. Supervisors Sweeney and Stone were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2025-07,  
Approving Proposed Budget(s) for FY 2026;  
Setting a Public Hearing Thereon and  
Directing Publication; Addressing  
Transmittal and Posting Requirements;  
Addressing Severability and Effective Date**

Ms. Suit presented Resolution 2025-07. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. Assessments are proposed to increase slightly.

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2025-07, Approving Proposed Budget(s) for FY 2026; Setting a Public Hearing Thereon for August 4, 2025 at 1:00 p.m., at the Holiday Inn Express & Suites Lakeland North I-4, 4500 Lakeland Park Drive, Lakeland, Florida 33809 and Directing Publication; Addressing Transmittal and Posting Requirements; Addressing Severability and Effective Date, was adopted.**

#### **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-08, 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**

Ms. Suit presented Resolution 2025-08. The following change was made to the Fiscal Year 2026 Meeting Schedule:

DATE: Delete September 2026 meeting

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2025-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.**

#### **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-09, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-09.

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2025-09, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-10, Electing Jordan Lansford as Assistant Secretary of the District, and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-10. The sole purpose of this Resolution is to elect Jordan Lansford to the Board as an Assistant Secretary. All prior appointments by the Board remain unaffected by this Resolution.

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2025-10, Electing Jordan Lansford as Assistant Secretary of the District, and Providing for an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Ratification Items**

Ms. Suit presented the following:

- A. Operation Paint Quote for Fence Pressure Washing**
- B. Lake Pros, LLC First Amendment to the Agreement for Lake Maintenance Services**
- C. Mele Environmental Services, LLC First Amendment to the Agreement for Landscape and Irrigation Maintenance Services**

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Operation Paint Quote for Fence Pressure Washing, in the amount of \$600; Lake Pros, LLC First Amendment to the Agreement for Lake Maintenance Services; and the Mele Environmental Services, LLC First Amendment to the Agreement for Landscape and Irrigation Maintenance Services, were ratified.**

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of April 30, 2025**

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

**NINTH ORDER OF BUSINESS****Approval of February 3, 2025 Regular Meeting Minutes**

**On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the February 3, 2025 Regular Meeting Minutes, as presented, were approved.**

**TENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Davenport stated that the Boundary Amendment was filed with the County and is underway. No further action is needed by the CDD.

**B. District Engineer: Poulos & Bennett, LLC****C. District Property Manager: HomeRiver Group-Orlando**

HomeRiver Group-Orlando Field Operations is now Folio Association Management. The name will be updated, going forward.

There were no District Engineer or District Property Manager reports.

**D. District Manager: Wrathell, Hunt and Associates, LLC**

- **169 Registered Voters in District as of April 15, 2025**
- **NEXT MEETING DATE: July 7, 2025 at 1:00 PM**
  - **QUORUM CHECK**

The July 7, 2025 meeting will be cancelled. The next meeting will be on August 4, 2025.

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

There were no Board Members' comments or requests.

**TWELFTH ORDER OF BUSINESS****Public Comments**

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor,  
the meeting adjourned at 1:23 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair