

Lucerne Park Community Development District

12051 Corporate Boulevard, Orlando, FL 32817; 407-382-3256

The following is the proposed agenda for the Landowners Meeting and Board of Supervisors meeting for the Lucerne Park Community Development District, scheduled to be held **Wednesday, August 15, 2018 at 10:15 a.m. at the Offices of Cassidy Homes, 346 East Central Ave., Winter Haven, FL 33880.** Questions or comments on the Board Meeting or proposed agenda may be addressed to Jane Gaarlandt at janeg@fishkind.com or (407) 382-3256. A quorum (consisting of at least three of the five Board Members) will be confirmed prior to the start of the Board Meeting.

If you would like to attend the Board Meeting by phone, you may do so by dialing:

Phone: 1-877-864-6450

Participant Code: 454943

PROPOSED LANDOWNERS' MEETING AGENDA

- Call to Order
- Appointment of Chairperson for the Purpose of Conducting the Landowners' Meeting
- Determination of Number of Voting Units Represented or Assigned by Proxy
- Acceptance of Nominations for the Board of Supervisors
- Casting of Ballots
- Ballot Tabulations and Announcement of Election Results
- Adjournment

PROPOSED BOARD OF SUPERVISORS' MEETING AGENDA

Administrative Matters

- Roll Call to Confirm Quorum
- Administration of the Oath of Office to Newly Elected Board Members
- Public Comment Period
- 1. Consideration of the Minutes of the July 18, 2018 Board of Supervisors Meeting**
- 2. Consideration of Resolution 2018-26, Ratifying and Approving Certain Board Actions**
- 3. Consideration of Resolution 2018-27, Canvassing and Certifying the Results of the Landowners' Election**
- 4. Consideration of Resolution 2018-28, Appointing District Officers**

Other Business

Staff Reports

District Counsel

Interim Engineer

District Manager

Supervisor Requests and Audience Comments

Adjournment

**Lucerne Park
Community Development District**

Landowners' Meeting

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **August 15, 2018**

TIME: **10:15 a.m.**

LOCATION: **Office of Cassidy Homes
346 East Central Avenue
Winter Haven, Florida 33880**

Pursuant to Chapter 190, *Florida Statutes*, within 90 days of establishment of the Lucerne Park Community Development District (“**District**”) there must be held a meeting of the landowners for the purpose of electing members of the Board of Supervisors (“**Board**”) and the District will continue to do so every two years until the District qualifies to have its Board elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term (for this initial election five seats are open, as specified below). A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

Five (5) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The three candidates receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**Lucerne Park
Community Development District**

Minutes

MINUTES OF MEETING

LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING

Wednesday, July 18, 2018 at 10:35 a.m.

Offices of Cassidy Homes

346 East Central Ave.,

Winter Haven, Florida 33880

Board Members present at roll call:

Rennie Heath	Board Member
Lauren Schwenk	Board Member
Andrew Rhinehart	Board Member
Matthew Cassidy	Board Member
Kevin Chinoy	Board Member

Also, Present:

Sarah Sandy	Hopping Green & Sams, P.A
Jane Gaarlandt	Fishkind & Associates, Inc.
Jill Cupps	GMS
Dennis Wood	Dennis Wood Engineering
Monica Sutera	District Accountant (via phone)

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order at 10:35 p.m. Those in attendance are outlined above.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no public comments at this time.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the June 20, 2018 Organizational Board of Supervisors Meeting

The Board reviewed the minutes for the June 20, 2018 Organizational meeting.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Minutes of the June 20, 2018 Organizational Meeting.

FOURTH ORDER OF BUSINESS

Consideration of Proposal for General Liability and Public Officers Insurance

Ms. Gaarlandt explained that the insurance is prorated for the remainder of this year and then the annual premium is \$5,000.00.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Board approved the Proposal for General Liability and Public Officers Insurance.

FIFTH ORDER OF BUSINESS

Staff Reports

District Counsel – Ms. Sandy stated that the Bond Financing team Funding Agreement and the Budget Funding Agreement are both listed as being with Lucerne Park Investments, LLC and asked if that is still the correct entity. Mr. Chinoy responded yes.

Ms. Sandy indicated that the Chair of the District asked her to look at terminating services with Fishkind & Associates, Inc. for District management and Financial Advisory Services and look at a proposal for District management Services with GMS and she noted that it is virtually the same proposal as the one for North Powerline Road. Ms. Sandy indicated that it is being proposed that Fishkind & Associates would stay on through the end of the fiscal year and then starting management services with GMS at the start of October 1, 2018. Ms. Sandy noted that Mr. Plenzler has prepared the Assessment Methodology and it is advised to keep him on to finish that process and then work with GMS to split those fees up and pay them out of the proceeds of the Bonds. Ms. Sandy requested a motion from the Board to terminate the District Management and Financial Advisory Agreements with Fishkind with direction to

District staff to send notices regarding the same and approve in substantial form the proposal from GMS effective October 1, 2018.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Board approved the Termination of the District Management and Financial Advisory Agreements with Fishkind with direction to District staff to send notices regarding the same and approve in substantial form the proposal from GMS effective October 1, 2018.

District Engineer – Mr. Wood explained that he may be updating the Engineer’s Report. When he started working on the final design the lot count went down a little bit so he will adjust his report appropriately.

District Manager – Ms. Gaarlandt reminded Mr. Cassidy that his Form 1 needed to be submitted within 30 days. Mr. Cassidy responded that he had submitted it already.

FIFTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no Supervisor requests or audience comments.

SIXTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments. Ms. Gaarlandt requested a motion to adjourn.

ON MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Tuesday, July 18, 2018 Board of Supervisors Meeting for Lucerne Park was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

**Lucerne Park
Community Development District**

Resolution 2018-26

RESOLUTION 2018-26

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING CERTAIN BOARD ACTIONS EVIDENCED BY RESOLUTIONS 2018-1 THROUGH 2018-25 ADOPTED AT A DULY ADVERTISED MEETING OF THE BOARD OF SUPERVISORS HELD JUNE 20, 2018 AND ALL OTHER ACTIONS TAKEN BY THE BOARD.

WHEREAS, the Lucerne Park Community Development District (the "District"), in accordance with provisions of Chapter 190, *Florida Statutes*, did hold its organizational meeting and did proceed to organize, appoint certain District staff members and hold a meeting on June 20, 2018; and

WHEREAS, the Landowners' Meeting was held August 15, 2018; and

WHEREAS, having conducted said Landowners' Meeting at which time five Board Members were elected; and

WHEREAS, the newly elected Board did hold a meeting on August 15, 2018; and

WHEREAS, it is the desire of the newly elected Board to ratify the appointed Board action as represented in Resolutions 2018-01 through 2018-25, copies of which are a part of the official District minutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT;

1. Resolutions 2018-01 through 2018-25, and all other actions taken by the Board are hereby ratified and approved and shall remain in full force and effect until modified by appropriate Board action.

PASSED AND ADOPTED THIS 15TH DAY OF AUGUST, 2018.

ATTEST:

**LUCERNE PARK
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

Chairperson



**Lucerne Park
Community Development District**

Resolution 2018-27

RESOLUTION 2018-27

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Lucerne Park Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Winter Haven, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on August 15, 2018, the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

_____	Seat 1	Votes _____
_____	Seat 2	Votes _____
_____	Seat 3	Votes _____
_____	Seat 4	Votes _____
_____	Seat 5	Votes _____

Section 2. In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

_____	4 Year Term
_____	4 Year Term
_____	2 Year Term
_____	2 Year Term

_____ 2 Year Term

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 15TH DAY OF AUGUST, 2018.

**LUCERNE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Attest:

Secretary/Assistant Secretary

Chairperson



**Lucerne Park
Community Development District**

Resolution 2018-28

RESOLUTION 2018-28

**A RESOLUTION ELECTING THE OFFICERS OF THE LUCERNE
PARK COMMUNITY DEVELOPMENT DISTRICT, CITY OF WINTER
HAVEN, FLORIDA**

WHEREAS, the Lucerne Park Community Development District (the "District") is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors of the District ("Board") desires to elect the Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF LUCERNE PARK COMMUNITY DEVELOPMENT
DISTRICT:**

Section 1. The following persons are elected to the offices shown:

Chair	_____
Vice Chair	_____
Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____

PASSED AND ADOPTED this 15th day of August, 2018.

ATTEST:

**LUCERNE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

