

Lucerne Park
Community Development District

Agenda

June 15, 2023

AGENDA

Lucerne Park

Community Development District

219 East Livingston Street, Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

June 8, 2023

**Board of Supervisors
Lucerne Park
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **Lucerne Park Community Development District** will be held **Thursday, June 15, 2023 at 9:00 AM** at the **Holiday Inn—Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, FL 33880.**

Those members of the public wishing to attend the meeting can do so using the information below:

Zoom Video Link: <https://us06web.zoom.us/j/88935397192>

Call-In Information: 1-646-876-9923

Meeting ID: 889 3539 7192

Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the May 18, 2023 Board of Supervisors Meeting
4. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Field Manager's Report
 - i. Consideration of Landscape Enhancements Proposal with Prince & Sons
 - ii. Consideration of Stormwater Repair Proposal with All Terrain
 - iii. Consideration of Camera Replacement Proposals with Current Demands (2)
 - iv. Consideration of Increased Pond Mows with Prince & Sons
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
 - iii. Presentation of Registered Voters- 431
5. Other Business
6. Supervisors Requests and Audience Comments
7. Adjournment

MINUTES

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

The regular meeting of the Board of Supervisors of the Lucerne Park Community Development District was held on Thursday, **May 18, 2023** at 9:12 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida and by Zoom Webinar.

Present and constituting a quorum:

Lauren Schwenk
Bobbie Henley

Jessica Kowalski
Emily Cassidy
Justin Brock

Chairperson (Resigned during meeting)
Chairperson (Assigned as Chair during the meeting)
Vice Chair (Appointed during meeting)
Assistant Secretary
Assistant Secretary (Appointed)

Also present were:

Tricia Adams
Roy Van Wyk
Molly Banfield
Marshall Tindall

District Manager, GMS
District Counsel (via Zoom)
District Engineer, Dewberry (via Zoom)
Field Services

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:12 a.m. There were three Board members present constituting a quorum. Other Board members were appointed during the meeting.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams reviewed the guidelines for the public comment period. There was one Zoom attendee.

Mr. Lopez noted he was part of the HOA Board. He commented on the proposed parking situation and emergency vehicles. He was concerned that limited parking on one side of the road would not eliminate the problem.

The public comment period was closed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution 2023-06 Canvassing and Certifying the Results of the Landowners’ Election – Added

Ms. Adams stated this is certifying the results of the Landowner election which occurred in November of 2022. She noted Bobby Henley appointed to Seat #1, Albert Cassidy appointed to Seat #2, and Andrew Reinhart appointed to Seat #4. She added Supervisor Henley and Supervisor Reinhart are appointed serve 4-year terms and Supervisor Cassidy a 2-year term.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2023-06 Canvassing and Certifying the Results of the Landowner’s Election, was approved.

B. Acceptance of Resignations

Ms. Adams stated letters of resignation have been received from Supervisor Rhinehart from Seat #4 and has a term expiring in 2026. The second resignation was from Supervisor Albert Cassidy in Seat #2 with a term expiring in 2024.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Letters of Resignation from Supervisor Rhinehart and Cassidy, were approved.

C. Appointment to Fulfill Vacancies in Seats No. 2 and 4

Ms. Adams stated the resignation letters have been accepted and ask for nominations to fill the vacancy. For Seat #2 Ms. Schwenk nominated Jessica Kowalski and for Mr. Cassidy’s seat #3 Ms. Schwenk nominated Kristen Cassidy.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Nominations for Ms. Cassidy and Ms. Kowalski to the Board for the Vacant Seats, was approved.

Clarification was made that Jessica Kowalski will take Mr. Rhinehart’s seat for a 4-year term and Kristen Cassidy will take Mr. Albert Cassidy’s seat for a 2-year term.

D. Administration of Oaths to Newly Appointed Supervisors

Ms. Adams the oaths of office for Ms. Kowalski. Ms. Kristen Cassidy was not in attendance.

Lauren Schwenk resigned from the Board. Ms. Adams stated there was a verbal resignation from the Board and the seat is declared vacant. Ms. Adams asked if there were any nominations for the seat. Mr. Justin Brock was nominated.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Appointment of Justin Brock to the Board to Fulfill the Vacant Seat, was approved.

Ms. Adams performed the oath of office for Mr. Brock. Ms. Adams noted that District Counsel, Roy Van Wyk, was on the line and provided some updates for new Board members. He reviewed the Sunshine laws and the Public Record laws.

E. Consideration of Resolution 2023-02 Electing Officers

Ms. Adams reviewed the current officers as Ms. Schwenk as Chair, Ms. Henley as Vice-Chair, and the remaining Board members serving as Assistant Secretaries. She stated that a re-organizing needed to occur after each election and appointment of Board Members. The Board decided to agree on a slate of officers. The Board elected Bobbie Henley as Chair, Jessica Kowalski as Vice Chair, and remaining Board members Emily Cassidy, Justin Brock, and Kristen Cassidy as Assistant Secretaries, and remaining officers to remain the same.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Officers as Bobbie Henley as Chair, Jessica Kowalski as Vice Chair, Emily Cassidy, Justin Brock and Kristen Cassidy as Assistant Secretaries and Other Officer to Remain the Same, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 19, 2023 Board of Supervisors Meeting

Ms. Adams presented the January 19, 2023 Board of Supervisors meeting minutes and asked if there were any comments or corrections to those minutes. She noted they had been approved by staff and counsel. The Board had no changes.

On MOTION by Ms. Kowalski, seconded by Mr. Brock, with all in favor, the Minutes of the January 19, 2023 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearing: Parking Rules

Ms. Adams noted this public hearing for today was on proposed parking rules and has been published in the Polk County newsletter within the required timelines. She asked for a motion to open the public hearing.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, Opening the Public Hearing, was approved.

A. Public Comment Regarding Proposed Parking Rules

Ms. Adams presented the draft of the resolution on parking enforcement. She noted they are proposed in accordance with Florida statutes. Ms. Adams reviewed the specifics for towing, regulating the parking rules, and the agreement for towing services. She added they are suggesting parking rules on one side of the roadway. This would attempt to balance flow of traffic with the understanding that residents had guests from time to time. She further explained the specifics for vehicles allowed and not allowed such as commercial, recreational, vessel or boats, and watercraft too be parked on the roadway overnight. The map prepared by field manager was presented and suggested the tow away zones on one side of the road.

Ms. Adams opened for public comment.

Audience member commented on the issues and effects on the community. Residents asked for clarification on towing. Mr. Lopez, a resident on Zoom, commented against any street parking and suggested off road parking that is available or could be created. Another resident commented on other areas for parking lots. Discussion ensued on appropriate areas for parking.

Ms. Adams asked for a motion to close the public hearing.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, Closing the Public Hearing, was approved.

B. Consideration of Resolution 2023-03 Adopting Rules Related to Parking Enforcement

Ms. Adams clarified the District owns the roadways and is not subject to the HOA covenants but would like to partner with the HOA as much as possible. The reason for not frequently changing the sides of the street that allows parking is due to potential confusion and signage being consistent. She added that commercial vehicles are allowed to be in the District on public roadway during the day. The restriction for commercial vehicles is to not park on the roadway overnight.

Mr. Tindell clarified the one side towing. He commented on establishing a parking policy and towing guidelines. He pointed out access to an open tract and maintenance tract and lift station access is needed.

Ms. Adams added that abandoned or broken-down vehicles are not permitted on site anywhere or anytime. It was noted that the open clear paths for emergency vehicles does not change.

Ms. Adams asked the Board for any additional discussion and comments. Ms. Kowalski noted this could be amended at a future time. Ms. Adams noted the rules do not prohibit vehicles from parking in the roadway overnight but does restrict commercial vehicles, RVs, boats from parking overnight. She added the rules can be amended to restrict all vehicles from overnight parking at a future hearing if that is decided by the Board. She clarified the overnight hours are designated between 10:00 p.m. and 6:00 a.m. Discussion ensued on trash pickup reaching destinations and issues with one side parking.

Ms. Adams asked the Board if they would like to take additional public comment on the issue. The Board agreed to take additional public comment.

A resident commented on trash pick-up and residents are not getting trash pick-up due to parking issue. He was concerned this was causing other issues by adopting this rule.

An attendee on Zoom, Sharon Stark, pointed out the trash day is a problem with one side of the street parking. She suggested no street parking from 9:00 a.m. – 4:00 p.m. on Fridays.

Another question was asked from the District Engineer from Dewberry about mailbox placements.

Ms. Adams asked the Board if they preferred to continue the public hearing rather than adopting the Rules today. District Counsel suggested to go ahead and adopt today and to have something in place for parking. Ms. Adams suggested adopting Parking Rules today to correct

vehicles parking on both sides of the roadway and blocking traffic and emergency vehicle access. Board members can allow time for implementation and further feedback.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, Resolution 2023-03 Adopting Rules Related to Parking Enforcement, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-04
Approving the Fiscal Year 2024 Budget
and Setting a Public Hearing**

Ms. Adams stated this resolution approves the proposed 2024 budget and sets the public hearing. She reviewed the proposed budget, and noted the assessment level would be a high-water mark. She noted the proposed budget is presented with no assessment increases. She added this budget starts October 1, 2023 and ends September 30, 2024 and suggested the public hearing be set on August 17, 2023 at 9:00 a.m. during the regularly scheduled meeting.

Ms. Adams reviewed the specifics of the budget and asked for Board questions. She noted the assessments are \$446,207 and all assessments are on tax roll and are include in the non ad valorem section of the property tax bill. She added the expenditures for 2023 totals \$128,712. She added many administrative expenses are holding steady but noted there a proposed 6% increase in management fees. She reviewed operations, field services, with an increase in property insurance. A 3% increase in field management and a \$5,000 in landscape maintenance. She noted the current budget is \$153,403 and the proposed budget is \$165,059. She noted amenity expenditures at \$114,092 and the proposed budget is \$124,962. That will increase the janitorial services based on feedback from residents and pool maintenance. The transfer out of \$50,000 will reduce to \$23,160 for the proposed budget.

Ms. Adams noted there are 346 units and the per unit gross assessment is \$1,386.69. She explained the difference in the gross assessment and the net assessment. She also reviewed the debt service fund and bond issuance for proposed interested and principal payment due in November and May and the attached amortization schedule.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, Resolution 2023-04 Approving the Fiscal Year 2024 Budget and Setting the Public Hearing for August 17, 2023 at 9:00 a.m. in the Same Location, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-05
Appointing Bank Signatories**

Ms. Adams stated that this resolution will add the assistant treasurer to the bank signatories.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, Resolution 2023-05 Appointing Bank Signatories, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further to report.

B. Engineer

i. Consideration of Dewberry Work Authorization 2023-01

Ms. Banfield was on the line for questioning. Ms. Adams presented the Dewberry Work Authorization 2023-01 for \$2,000. She explained the terms of the Trust Indenture. Ms. Banfield covered issues with stormwater and damage to the line.

On MOTION by Ms. Kowalski seconded by Ms. Henley, with all in favor, the Dewberry Work Authorization 2023-01, was approved.

C. Field Managers Report

Ms. Adams stated there were several proposals under field management and due to time restraints, she asked if these items should be deferred. The Board agreed to defer items i, ii, and iii.

- i. Consideration of Landscape Enhancements Proposal – Prince & Sons**
- ii. Consideration of Stormwater Repair Proposal – All Terrain**
- iii. Consideration of Camera Replacement Proposals – Current Demands (2)**

These items were deferred to a future agenda.

iv. Security Enhancements - ADDED

Ms. Adams noted the Board had previously approved the security program with pool guards at the peak use hours of pool to enforce amenity policies and usage of authorized patrons. She noted there is a mobile control service where security stops on certain days to document conditions, check the restrooms and other amenity areas. She noted there have been issues with arson during the day and vandalism that has occurred at night. Discussion with the security team and they have recommended additional monitoring. She provided an overview of this program. She recommended the Board forgo the mobile patrol at currently \$54/month and implement the remote monitoring.

She noted this was added to the agenda and they are required to take public comment. Ms. Adams replied to a question that this amount is in the budget. She replied to a Board question about monitoring the pool deck area and will work with the vendor.

Ms. Adams asked for public comment regarding the installation of remote monitoring by the program with Securitas. A resident commented about the different angles for camera monitoring. Another resident commented on the pool issues and a juvenile that is commenting the vandalism and other incidents.

Ms. Adams further commented they have been in communication with the local police department and trespass orders have been filed and individuals that violation and enforcement of policies.

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Securitas Proposal, was approved.

D. District Manager’s Report

- i. Approval of Check Register**
- ii. Balance Sheet and Income Statement**
- iii. Presentation of Registered Voters – 431**

Ms. Adams noted that all District Manager items were deferred to a future meeting.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

SECTION IV

SECTION C

Lucerne Park CDD

Field Management Report

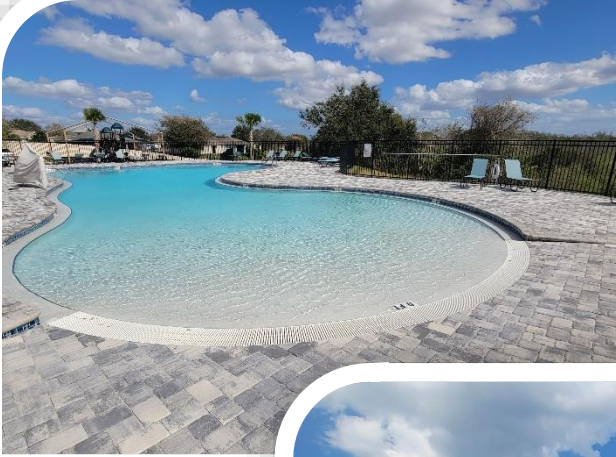


June 15th, 2023
Marshall Tindall
Field Services Manager
GMS

Complete

Amenity Review

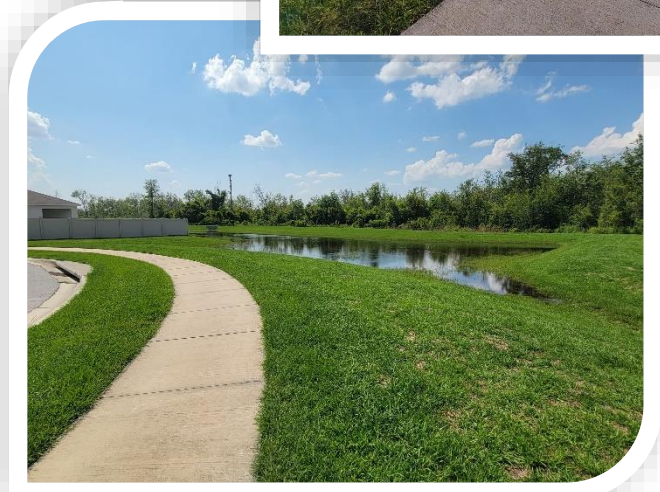
- ✚ Facilities have been well maintained.
- ✚ Monthly playground review was completed.
- ✚ Minor deck touch up cleanings were done.
- ✚ Shade was reinstalled.



Complete

Landscaping

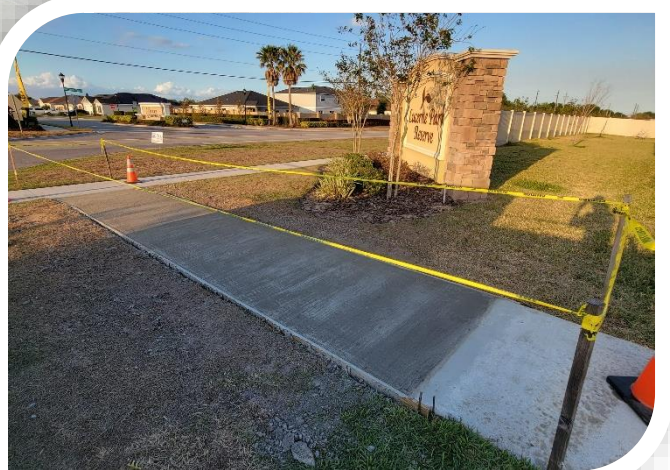
- ✚ Landscaping work has been good.
- ✚ Grass has been mowed and planters have been kept neat and clean.
- ✚ Monitored water during reclaimed shutdown. Plantings did not need additional waterings.
- ✚ Proposals prepared for landscaping touchups.



Complete

General Maintenance

- ✚ Approved sidewalk was finished at west entrance.
- ✚ Concrete Splatter was cleaned from sign and street light.
- ✚ Shower line filter was cleaned to correct pressure issue.
- ✚ Approved dog stations were installed.
- ✚ Stop sign and street signs were installed at Cambridge and Old Lucerne Park.



Complete

Stormwater Analysis

- Review of items in stormwater analysis.
- Inspected and cleaned out 9 structures in the district.



In Progress

Entrance Washout

- Washout at meadowbrook blvd entrance was reported to the city.
- City has stated a service crew will be dispatched to repair.
- Staff will continue to monitor until resolved.



Entrance Washout

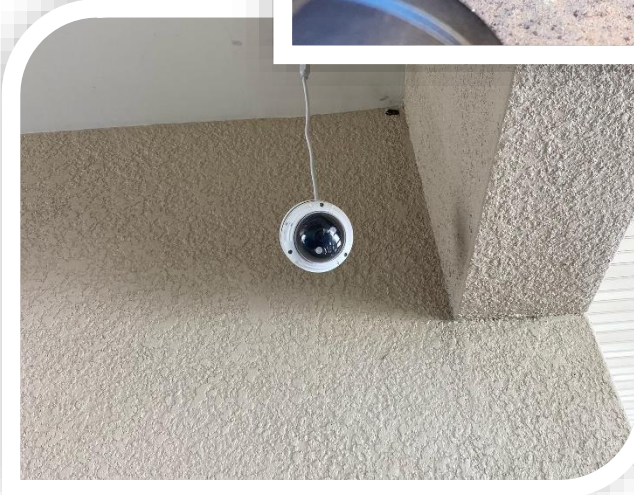
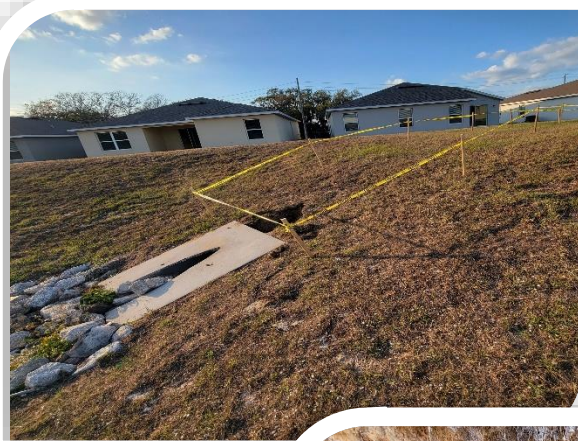
- Tow policy signs were ordered.
- Coordinating installation for when they arrive.



Site Items

Vandalism

- ✚ We have had some recent vandalism issues at the district.
- ✚ Stormwater structure was damaged in an arson incident.
- ✚ RFP was sent out for the repair.
- ✚ Cameras were damaged during amenity break-in.
- ✚ Working to finalize approved monitoring system.
- ✚ Replacement camera proposals gathered for consideration.



Conclusion

For any questions or comments regarding the above information, please contact me by phone at (407) 346-2453, or by email at mtindall@gmscfl.com. Thank you.

Respectfully,

Marshall Tindall

SECTION 1



200 S. F. Street
Haines City, Florida 33844

Phone 863-422-5207 | Fax 863-422-1816

Polk County License # 214815

Date: April 11, 2023

SUBMITTED TO:

GMS Services
135 W. Central Blvd
Orlando, FL 32801
Marshall Tindall
Phone: 407-346-2453
Email: MTindall@gmscfl.com

Job Name / Location:

Lake Lucerne Park Reserve

Mulch for front and Amentity Center

	Qty	Unit	Unit Cost	TOTAL
mulch	38.5	yd	\$55.00	\$2,117.50
				\$0.00
				\$2,117.50

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc. required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: Mark Stripling

Date Submitted: April 11, 2023

Accepted by:

Date Accepted: _____



200 S. F. Street
Haines City, Florida 33844

Phone 863-422-5207 | Fax 863-422-1816

Polk County License # 214815

Date: April 3.2023

SUBMITTED TO:

GMS Services
135 W. Central Blvd
Orlando, FL 32801
Marshall Tindall
Phone: 407-346-2453
Email: MTindall@gmscfl.com

Job Name / Location:

Lucerne Park Reserve

Landscape enhancements at the Entrance And Amenties front

	Qty	Unit	Unit Cost	TOTAL
Flax Lily (Fill in's)	62	1 g	\$10.00	\$620.00
Loropetelum	10	7 g	\$58.50	\$585.00
Indian Hawthorne	7	3 g	\$18.00	\$126.00
boxwood	7	3g	\$18.00	\$126.00
pine bark	11	\$3.00	\$55.00	\$605.00
				\$2,062.00

The customer agrees, that by signing this proposal, it shall become a legal and binding contract and shall supersede any previous agreements, discussed or implied. The customer further agrees to all terms and conditions set forth within and shall be responsible for any/all court and/or attorney fees incurred by Prince and Sons, Inc.required to obtain collection for any portion of money owed for material and/or work performed by Prince and Sons Inc.

Submitted by: Mark Stripling

Accepted by:

Date Submitted: April 3.2023

Date Accepted: _____

SECTION 2



1980 Camron Ave
 Sanford, FL 32771
 P: (386) 218-6969 F: (386) 218-6970
 www.allterraintractorservice.com

PROPOSAL

Project Name:	Lucerne Park CDD
Project Phase:	Storm Pipe Repair
Job Number:	

Project Address: **932 Cambridge Dr.**
 City, State, Zip: **Winter Park, FL.**

Proposal Date: **Tuesday, May 2, 2023**
Proposal price good for 30 days from the date of this proposal.

Prepared for: **GMS Central Florida**
 Address: **219 East Livingston Street**
 City, State, Zip: **Orlando, FL 32801**

Contact: **Marshall Tindall**
 Phone: **407-841-5524**
 Cell: **407-346-2453**
 Email: Mtindall@gmscf.com

Scope of Work

- Under The Terms and Conditions of This Proposal. All Terrain Tractor Service Inc, Hereby Proposes to Provide Labor, Materials, Supervision Necessary **to Complete "ONLY" the Described Line Items Listed Below. No Other Work expressed or Implied in This Proposal.**

Qualifications & Exclusions

- There are **No permits** included in this proposal. If any are required, they will be at an additional cost.
- There are **No bonds** included in this proposal. If any are required, they will be at an additional cost.
- There is **No handling of contaminated, hazardous, or unsuitable materials** included in this proposal. If any is required, it will be at an additional cost.
- There are **No Jersey Barriers of Any Kind** included in this proposal. If any are required, they will be at an additional cost.
- There is **No Night Work, Overtime** included in this proposal. If any are required, they will be at an additional cost.
- There is **No Concrete Plant Or Asphalt Plant Opening Fee's** included in this proposal. If any are required, they will be at an additional cost.
- Proposal price is based on the assumption that this project will require red-lined as-builts only. **If certified as-builts are required, they will be at an additional cost.**
- Any electrical, power, gas, CATV, telephone, utilities relocated or removed **by others.**
- There is **No Dewatering** In This Proposal. If Needed it will be an additional Costs.
- There is **Landscaping, or Irrigation or Irrigation Repairs in this Proposal.** If needed it will be an additional Costs.
- Any electrical work associated with site work scope is **by others.**
- This Bid is Based Solely on Information Provided by Others. All Terrain Accepts No Responsibility to Unforeseen Differences.**

Architect/Designer:

Addendums RCVD:

SCOPE	PLANS RECEIVED	DATED
Site/Civil	"ONLY" (SHT C20) SWFWMD/ City Comments	1/3/2019
Hardscape		
Landscape		
Irrigation		

CODE	DECRPTION	QTY	UOM	UNIT PRICE	TOTAL
1.001	Mobilization	1	LS	\$2,250.00	\$2,250.00
1.003	Layout for Scope	4	HR	\$125.00	\$500.00
1.001	Superintendent	6	HR	\$85.00	\$510.00
6.500	Remove Existing 18" ADS Pipe	40	LF	\$18.00	\$720.00
3.002	18" ADS Pipe	40	LF	\$95.12	\$3,804.80
6.002	18" Mitered End Section	1	EA	\$2,500.00	\$2,500.00
5.001	Skid Steer W/ Operator	10	HR	\$125.00	\$1,250.00
9.001	Bahai Sod	3500	SF	\$0.85	\$2,975.00

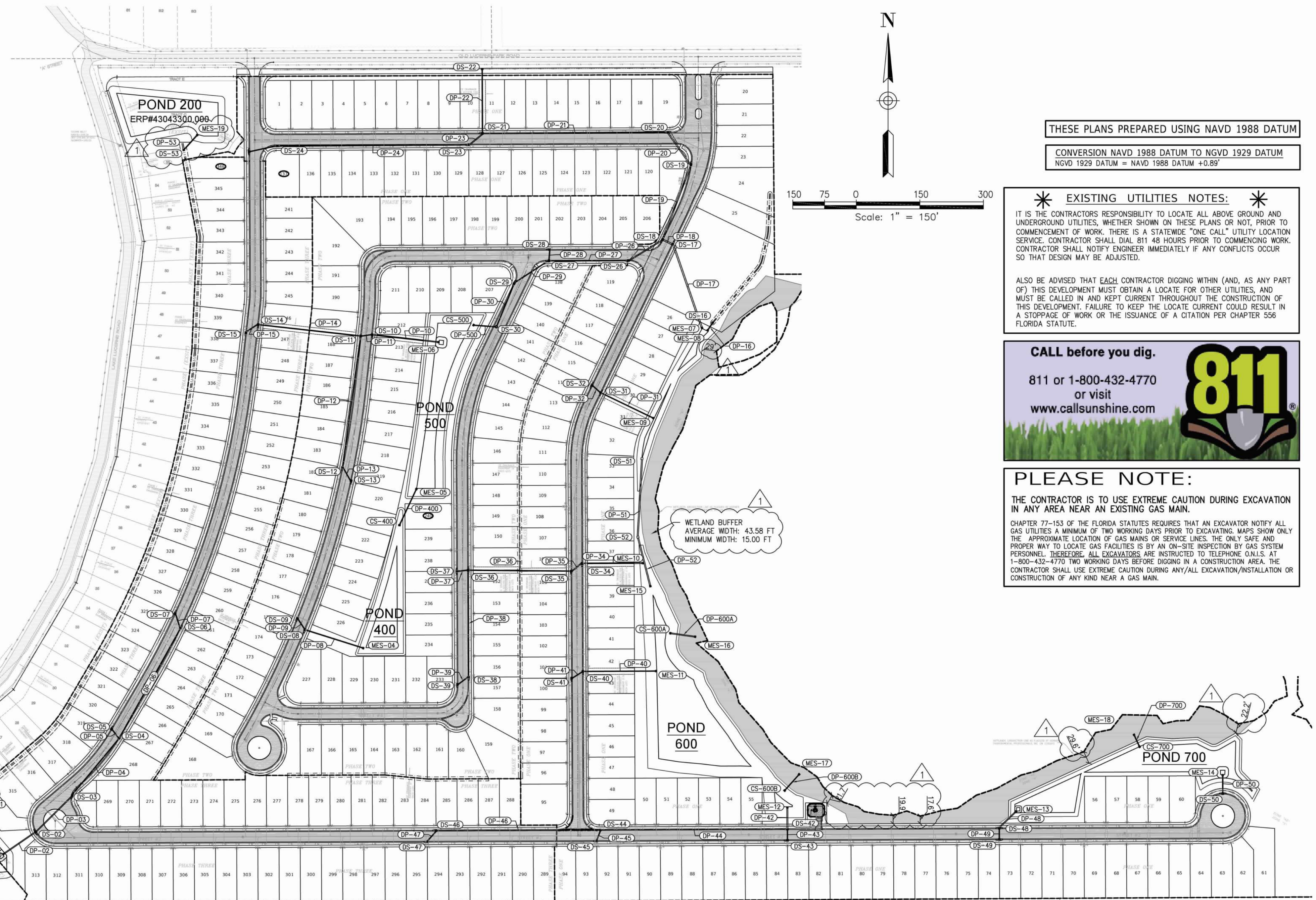
PERMITTED DRAWINGS SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT (SWFWMD)
For construction permits, the Permittee shall notify the District in writing when construction begins.



POND	TOB	DESIGN	DHWL	TOE	SHWL
POND 100 ¹	142.75	100YR-24HR	142.34	139.00	137.40
POND 200 ¹	149.50	100YR-24HR	149.29	145.50	144.00
POND 300	153.00	100YR-24HR	152.61	149.25	148.25
POND 400	161.50	25YR-24HR	160.38	158.00	156.75
POND 500	158.50	25YR-24HR	157.20	153.75	152.75
POND 600	138.00	25YR-24HR	137.62	131.50	128.91
POND 700	132.50	25YR-24HR	132.24	130.10	129.08

¹CONSTRUCTED UNDER ERP#43043300.000 AS PONDS 100 AND 200, TO BE MODIFIED

STRUCTURE #	DESCRIPTION	LOCATION	PIPE #	PIPE DATA	INVERT	AS-BUILT
MES-01	MITERED END SECTION	STA. 119+03.00, 903.75 R	DP-300	32" OF 18" ADS-HP @ 1.58%	150.00 (DP-300)	
MES-02	MITERED END SECTION	STA. 119+03.00, 183.81 R	DP-01	39" OF 18" ADS-HP @ 1.90%	149.25 (DP-01)	
MES-03	MITERED END SECTION	STA. 119+83.00, 130.49 R	DP-02	93" OF 24" ADS-HP @ 0.30%	147.75 (DP-02)	
MES-04	MITERED END SECTION	STA. 415+45.70, 158.78 L	DP-08	145" OF 18" ADS-HP @ 1.99%	159.00 (DP-08)	
MES-05	MITERED END SECTION	STA. 411+76.51, 168.36 L	DP-400	96" OF 18" ADS-HP @ 5.89%	154.00 (DP-400)	
MES-06	MITERED END SECTION	STA. 106+21.87, 442.60 L	DP-10	158" OF 24" ADS-HP @ 0.30%	151.75 (DP-10)	
MES-07	MITERED END SECTION	STA. 310+54.20, 449.55 R	DP-17	208" OF 36" ADS-HP @ 2.39%	135.00 (DP-17)	
MES-08	MITERED END SECTION	STA. 205+99.46, 175.72 L	DP-16	22" OF 18" ADS-HP @ 2.25%	135.00 (DP-16)	
MES-09	MITERED END SECTION	STA. 309+39.65, 661.26 R	DP-31	138" OF 18" ADS-HP @ 0.31%	135.00 (DP-31)	
MES-10	MITERED END SECTION	STA. 309+13.21, 1002.50 R	DP-34	143" OF 24" ADS-HP @ 3.14%	134.50 (DP-34)	
MES-11	MITERED END SECTION	STA. 309+43.52, 1257.50 R	DP-40	172" OF 18" ADS-HP @ 4.64%	132.00 (DP-40)	
MES-12	MITERED END SECTION	STA. 137+11.01, 66.00 L	DP-42	51" OF 30" ADS-HP @ 0.98%	132.00 (DP-42)	
MES-13	MITERED END SECTION	STA. 142+51.75, 53.60 L	DP-48	56" OF 24" ADS-HP @ 0.32%	129.10 (DP-48)	
MES-14	MITERED END SECTION	STA. 147+38.87, 138.00 L	DP-50	44" OF 18" ADS-HP @ 1.15%	128.00 (DP-50)	
MES-15	MITERED END SECTION	STA. 133+90.20, 586.22 L	DP-52	120" OF 30" ADS-HP @ 0.00%	133.00 (DP-52)	
MES-16	MITERED END SECTION	STA. 134+96.82, 467.91 L	DP-600A	60" OF 24" ADS-HP @ 0.83%	128.00 (DP-600A)	
MES-17	MITERED END SECTION	STA. 137+40.23, 143.65 L	DP-600B	53" OF 18" ADS-HP @ 0.94%	128.00 (DP-600B)	
MES-18	MITERED END SECTION	STA. 145+29.17, 234.02 L	DP-700	33" OF 18" ADS-HP @ 2.58%	128.51 (DP-700)	
MES-19	MITERED END SECTION	STA. 101+79.56, 134.55 R	DP-53	49" OF 18" ADS-HP @ 1.01%	145.50 (DP-53)	



THESE PLANS PREPARED USING NAVD 1988 DATUM
CONVERSION NAVD 1988 DATUM TO NGVD 1929 DATUM
NGVD 1929 DATUM = NAVD 1988 DATUM + 0.69'

EXISTING UTILITIES NOTES:
IT IS THE CONTRACTOR'S RESPONSIBILITY TO LOCATE ALL ABOVE GROUND AND UNDERGROUND UTILITIES, WHETHER SHOWN ON THESE PLANS OR NOT, PRIOR TO COMMENCEMENT OF WORK. THERE IS A STATEWIDE "ONE CALL" UTILITY LOCATION SERVICE. CONTRACTOR SHALL DIAL 811 48 HOURS PRIOR TO COMMENCING WORK. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ANY CONFLICTS OCCUR SO THAT DESIGN MAY BE ADJUSTED.
ALSO BE ADVISED THAT EACH CONTRACTOR DIGGING WITHIN (AND, AS ANY PART OF) THIS DEVELOPMENT MUST OBTAIN A LOCATE FOR OTHER UTILITIES, AND MUST BE CALLED IN AND KEPT CURRENT THROUGHOUT THE CONSTRUCTION OF THIS DEVELOPMENT. FAILURE TO KEEP THE LOCATE CURRENT COULD RESULT IN A STOPPAGE OF WORK OR THE ISSUANCE OF A CITATION PER CHAPTER 556 FLORIDA STATUTE.

CALL before you dig.
811 or 1-800-432-4770
or visit
www.callsunshine.com

PLEASE NOTE:
THE CONTRACTOR IS TO USE EXTREME CAUTION DURING EXCAVATION IN ANY AREA NEAR AN EXISTING GAS MAIN.
CHAPTER 77-153 OF THE FLORIDA STATUTES REQUIRES THAT AN EXCAVATOR NOTIFY ALL GAS UTILITIES A MINIMUM OF TWO WORKING DAYS PRIOR TO EXCAVATING. MAPS SHOW ONLY THE APPROXIMATE LOCATION OF GAS MAINS OR SERVICE LINES. THE ONLY SAFE AND PROPER WAY TO LOCATE GAS FACILITIES IS BY AN ON-SITE INSPECTION BY GAS SYSTEM PERSONNEL. THEREFORE, ALL EXCAVATORS ARE INSTRUCTED TO TELEPHONE D.U.S. AT 1-800-432-4770 TWO WORKING DAYS BEFORE DIGGING IN A CONSTRUCTION AREA. THE CONTRACTOR SHALL USE EXTREME CAUTION DURING ANY/ALL EXCAVATION/INSTALLATION OR CONSTRUCTION OF ANY KIND NEAR A GAS MAIN.

STORM SEWER STRUCTURE & PIPE SCHEDULE

STRUCTURE#	DESCRIPTION	LOCATION	PIPE#	PIPE DATA	EOP/GRATE ELEVATION	AS-BUILT	INVERT IN	AS-BUILT	INVERT OUT	AS-BUILT
CS-300	MODIFIED TYPE C INLET 2 - 30" WEIRS @ 152.10	STA. 119+03.00, 879.24 R	DP-300	32" OF 18" ADS-HP @ 1.58%	152.06		NW 150.50 (DP-300)			
CS-400	MODIFIED TYPE C INLET 24" WEIR @ 160.70	STA. 412+63.70, 148.36 L	DP-400	96" OF 18" ADS-HP @ 5.89%	161.21		NE 159.65 (DP-400)			
CS-500	MODIFIED TYPE C INLET 24" WEIR @ 157.05	STA. 502+06.44, 57.00 R	DP-500	53" OF 18" ADS-HP @ 1.87%	155.50		E 150.00 (DP-500)			
CS-600A	MODIFIED TYPE C INLET 2 - 30" WEIRS @ 136.90	STA. 214+22.38, 219.80 L	DP-600A	60" OF 24" ADS-HP @ 0.83%	137.75		E 128.50 (DP-600A)			
CS-600B	MODIFIED TYPE C INLET 30" WEIR @ 136.90	STA. 137+04.80, 104.24 L	DP-600B	53" OF 18" ADS-HP @ 0.94%	137.75		NE 128.50 (DP-600B)			
CS-700	MODIFIED TYPE C INLET 2 - 33" WEIRS @ 131.85 1 - 21" WEIR @ 131.85	STA. 145+42.73, 204.37 L	DP-700	33" OF 18" ADS-HP @ 2.58%	130.91		NW 129.35 (DP-700)			
DS-01	MODIFIED TYPE C INLET 24" SLOT @ 154.00	STA. 119+03.00, 171.77 R	DP-01	39" OF 18" ADS-HP @ 1.90%	155.00		SW 150.00 (DP-01)			
DS-02	GUTTER INLET - TYPE V	STA. 119+68.72, 45.89 R	DP-03	120" OF 24" ADS-HP @ 0.30% 93" OF 24" ADS-HP @ 0.30%	157.22		NE 148.03 (DP-03)		SW 148.03 (DP-02)	
DS-03	TYPE 6 INLET	STA. 118+33.47, 20.09 L	DP-04	171" OF 18" ADS-HP @ 0.50% 120" OF 24" ADS-HP @ 0.30%	157.84		NE 148.74 (DP-04)		SW 148.39 (DP-03)	
DS-04	TYPE 5 INLET	STA. 116+63.69, 13.27 L	DP-06	294" OF 18" ADS-HP @ 0.48% 171" OF 18" ADS-HP @ 0.50% 25" OF 18" ADS-HP @ 1.61%	158.52		NE 149.60 (DP-06) NW 149.60 (DP-05)		SW 149.60 (DP-04)	
DS-05	TYPE 5 INLET	STA. 116+54.27, 13.25 R	DP-05	25" OF 18" ADS-HP @ 1.61%	158.55		SE 150.00 (DP-05)			
DS-06	TYPE 5 INLET	STA. 113+67.14, 13.25 L	DP-07	34" OF 18" ADS-HP @ 1.17% 294" OF 18" ADS-HP @ 0.48%	159.70		N 151.00 (DP-07)		SW 151.00 (DP-06)	
DS-07	TYPE 5 INLET	STA. 113+41.84, 13.25 R	DP-07	34" OF 18" ADS-HP @ 1.17%	159.80		S 151.40 (DP-07)			
DS-08	TYPE 5 INLET	STA. 415+56.74, 13.25 L	DP-09	32" OF 18" ADS-HP @ 1.23% 146" OF 18" ADS-HP @ 1.99%	166.65		NW 161.90 (DP-09)			
DS-09	TYPE 5 INLET	STA. 415+38.16, 13.28 R	DP-09	32" OF 18" ADS-HP @ 1.23%	166.57		SE 162.30 (DP-09)			
DS-10	TYPE 5 INLET	STA. 408+43.51, 13.25 L	DP-11	24" OF 18" ADS-HP @ 1.68% 158" OF 24" ADS-HP @ 0.30%	161.22		W 152.48 (DP-11)		E 152.23 (DP-10)	
DS-11	TYPE 5 INLET	STA. 408+49.44, 13.25 R	DP-14	240" OF 18" ADS-HP @ 0.88% 24" OF 18" ADS-HP @ 1.68% 310" OF 18" ADS-HP @ 2.17%	161.26		W 152.88 (DP-14) S 152.88 (DP-12)		E 152.88 (DP-11)	

STORM SEWER STRUCTURE & PIPE SCHEDULE

STRUCTURE#	DESCRIPTION	LOCATION	PIPE#	PIPE DATA	EOP/GRATE ELEVATION	AS-BUILT	INVERT IN	AS-BUILT	INVERT OUT	AS-BUILT
DS-12	TYPE 5 INLET	STA. 411+64.19, 13.26 R	DP-13	35" OF 18" ADS-HP @ 1.15% 310" OF 18" ADS-HP @ 2.17%	163.84		SE 159.60 (DP-13)		N 159.60 (DP-12)	
DS-13	TYPE 5 INLET	STA. 411+90.45, 13.24 L	DP-13	35" OF 18" ADS-HP @ 1.15%	164.04		NW 160.00 (DP-13)			
DS-14	TYPE 5 INLET	STA. 106+27.81, 13.25 L	DP-15	32" OF 18" ADS-HP @ 1.25% 240" OF 18" ADS-HP @ 0.88%	159.42		SW 155.00 (DP-15)		E 155.00 (DP-14)	
DS-15	TYPE 5 INLET	STA. 106+50.04, 13.25 R	DP-15	32" OF 18" ADS-HP @ 1.25%	159.52		NE 155.40 (DP-15)			
DS-16	MODIFIED TYPE C INLET N SLOT @ 137.00	STA. 205+76.41, 178.88 L	DP-16	22" OF 18" ADS-HP @ 2.25%	138.00		SW 135.50 (DP-16)			
DS-17	TYPE 5 INLET	STA. 204+50.98, 13.25 L	DP-18	23" OF 36" ADS-HP @ 1.74% 209" OF 36" ADS-HP @ 2.39%	149.04		NW 143.10 (DP-18)		S 140.00 (DP-17)	
DS-18	TYPE 6 INLET	STA. 204+50.98, 13.25 R	DP-19	186" OF 30" ADS-HP @ 1.67% 221" OF 36" ADS-HP @ 1.74% 92" OF 24" ADS-HP @ 0.55%	149.04		N 143.50 (DP-19) SW 144.50 (DP-26)		SE 143.50 (DP-18)	
DS-19	TYPE 5 INLET	STA. 310+29.26, 62.29 R	DP-20	91" OF 30" ADS-HP @ 0.99% 186" OF 30" ADS-HP @ 1.67%	152.14		NW 146.60 (DP-20)		S 146.60 (DP-19)	
DS-20	GUTTER INLET - TYPE V	STA. 309+75.58, 13.22 L	DP-21	434" OF 24" ADS-HP @ 0.46% 91" OF 30" ADS-HP @ 0.99%	153.04		W 147.50 (DP-21)		SE 147.50 (DP-20)	
DS-21	TYPE 5 INLET	STA. 305+37.50, 13.25 L	DP-23	39" OF 24" ADS-HP @ 1.27% 434" OF 24" ADS-HP @ 0.46% 149" OF 18" ADS-HP @ 1.23%	154.81		SW 149.50 (DP-23) N 150.10 (DP-22)		E 149.50 (DP-21)	
DS-22	TYPE C INLET	STA. 305+37.63, 165.28 R	DP-22	149" OF 18" ADS-HP @ 1.23%	155.50		S 152.00 (DP-22)			
DS-23	TYPE 5 INLET	STA. 305+05.00, 13.25 R	DP-24	39" OF 24" ADS-HP @ 1.27% 448" OF 24" ADS-HP @ 0.56%	154.96		W 150.00 (DP-24)		NE 150.00 (DP-23)	
DS-24	GUTTER INLET - TYPE V	STA. 300+53.00, 13.25 R	DP-25	64" OF 18" ADS-HP @ 0.63% 448" OF 24" ADS-HP @ 0.56%	157.19		W 153.00 (DP-25)		E 152.50 (DP-24)	
DS-25	TYPE 6 INLET	STA. 102+20.53, 13.25 R	DP-25	64" OF 18" ADS-HP @ 0.63%	157.62		E 153.40 (DP-25)			
DS-26	TYPE 5 INLET	STA. 400+73.80, 13.25 L	DP-27	184" OF 18" ADS-HP @ 1.36% 92" OF 24" ADS-HP @ 0.55%	149.83		W 145.50 (DP-27)		NE 145.00 (DP-26)	
DS-27	TYPE 5 INLET	STA. 402+61.39, 13.25 L	DP-29	95" OF 18" ADS-HP @ 0.53% 184" OF 18" ADS-HP @ 1.36% 23" OF 18" ADS-HP @ 1.33%	154.40		SW 148.00 (DP-29) N 149.60 (DP-28)		E 148.00 (DP-27)	
DS-28	TYPE 5 INLET	STA. 402+59.55, 13.25 R	DP-28	23" OF 18" ADS-HP @ 1.33%	154.36		S 150.00 (DP-28)			
DS-29	TYPE 6 INLET	STA. 500+76.10, 13.25 R	DP-29	95" OF 18" ADS-HP @ 0.53% 109" OF 18" ADS-HP @ 0.46%	155.72		S 148.50 (DP-30)		NE 148.50 (DP-29)	
DS-30	MANHOLE	STA. 501+86.72, 6.41 R	DP-50	53" OF 18" ADS-HP @ 1.87% 109" OF 18" ADS-HP @ 0.46%	156.51		W 149.00 (DP-50)		N 149.00 (DP-30)	
DS-31	TYPE 6 INLET	STA. 208+39.96, 13.25 L	DP-31	138" OF 18" ADS-HP @ 0.31% 24" OF 18" ADS-HP @ 1.59%	141.94		NW 135.42 (DP-32)		SE 135.42 (DP-31)	

STORM SEWER STRUCTURE & PIPE SCHEDULE

STRUCTURE#	DESCRIPTION	LOCATION	PIPE#	PIPE DATA	EOP/GRATE ELEVATION	AS-BUILT	INVERT IN	AS-BUILT	INVERT OUT	AS-BUILT
DS-32	TYPE 6 INLET	STA. 208+33.39, 13.25 R	DP-32	24" OF 18" ADS-HP @ 1.59%	141.95				SE 135.80 (DP-32)	
DS-34	TYPE 5 INLET	STA. 212+56.53, 12.25 L	DP-35	29" OF 24" ADS-HP @ 1.40% 143" OF 24" ADS-HP @ 3.14%	144.01		SW 139.00 (DP-35)		E 139.00 (DP-34)	
DS-35	TYPE 5 INLET	STA. 212+74.67, 13.25 R	DP-35	29" OF 24" ADS-HP @ 1.40% 240" OF 18" ADS-HP @ 4.00%	144.14		W 139.40 (DP-36)		NE 139.40 (DP-35)	
DS-36	TYPE 6 INLET	STA. 507+73.75, 13.25 L	DP-37	23" OF 18" ADS-HP @ 1.73% 240" OF 18" ADS-HP @ 4.00% 249" OF 18" ADS-HP @ 0.84%	156.87		W 148.00 (DP-37) S 149.00 (DP-38)		E 149.00 (DP-36)	
DS-37	TYPE 6 INLET	STA. 507+76.23, 13.25 R	DP-37	23" OF 18" ADS-HP @ 1.73%	156.87				E 149.40 (DP-37)	
DS-38	TYPE 5 INLET	STA. 510+26.25, 13.24 L	DP-39	29" OF 18" ADS-HP @ 1.40% 249" OF 18" ADS-HP @ 0.84%	159.05		SW 151.10 (DP-39)		N 151.10 (DP-38)	
DS-39	TYPE 5 INLET	STA. 510+43.23, 13.25 R	DP-39	29" OF 18" ADS-HP @ 1.40%	159.32		NE 151.50 (DP-39)			
DS-40	TYPE 5 INLET	STA. 215+11.53, 13.25 L	DP-41	29" OF 18" ADS-HP @ 1.37% 172" OF 18" ADS-HP @ 4.64%	147.46		SW 140.40 (DP-41)		E 140.00 (DP-40)	
DS-41	TYPE 5 INLET	STA. 215+27.17, 13.25 R	DP-41	29" OF 18" ADS-HP @ 1.37%	147.61		NE 140.80 (DP-41)			
DS-42	TYPE 5 INLET	STA. 137+11.01, 13.25 L	DP-42	51" OF 30" ADS-HP @ 0.98% 438" OF 24" ADS-HP @ 2.06%	138.50		S 132.50 (DP-43) W 132.50 (DP-44)		N 132.50 (DP-42)	
DS-43	TYPE 5 INLET	STA. 137+11.01, 13.25 R	DP-43	23" OF 18" ADS-HP @ 1.74%	138.50				N 132.90 (DP-4	

SECTION 3

Current Demands Electrical & Security Services, In

2315 Commerce Point Drive, Suite 100
Lakeland, FL 33801
(863) 583-4443
service@currentdemands.com



Estimate

ADDRESS
LUCERNE PARK CDD
6200 LEE VISTA BLVD, SUITE 300
ORLANDO, FL 32822

SHIP TO
LUCERNE PARK CDD
232 MEADOWBROOK BLVD
WINTER HAVEN, FL 33881

ESTIMATE 33523
DATE 04/19/2023
EXPIRATION 05/21/2023
DATE

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
SERVICE CALL STANDARD	SERVICE CALL STANDARD	1	60.00	60.00
ACCESS/CAMERA LABOR	ACCESS/CAMERA LABOR	4	125.00	500.00
NORTHERN 4MP IP TURRET CAMERA - N2IP4TSD	NORTHERN N2 SERIES 4MP IP TURRET CAMERA, 2.8MM TRUE WDR, 100' IR, 256 GB IP67 - N2IP4AFDSD	4	178.00	712.00T

SUBTOTAL	1,272.00
TAX	0.00
TOTAL	\$1,272.00

Accepted By

Accepted Date

Current Demands Electrical & Security Services, In

2315 Commerce Point Drive, Suite 100
Lakeland, FL 33801
(863) 583-4443
service@currentdemands.com



Estimate

ADDRESS
LUCERNE PARK CDD
6200 LEE VISTA BLVD, SUITE 300
ORLANDO, FL 32822

SHIP TO
LUCERNE PARK CDD
232 MEADOWBROOK BLVD
WINTER HAVEN, FL 33881

ESTIMATE 33523-R
DATE 04/19/2023
EXPIRATION 05/21/2023
DATE

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
SERVICE CALL STANDARD	SERVICE CALL STANDARD	1	60.00	60.00
ACCESS/CAMERA LABOR	ACCESS/CAMERA LABOR	6	125.00	750.00
NORTHERN 4MP IP TURRET CAMERA - N2IP4TSD	NORTHERN N2 SERIES 4MP IP TURRET CAMERA, 2.8MM TRUE WDR, 100' IR, 256 GB IP67 - N2IP4AFDSD	4	178.00	712.00T
MS9390 HV OUTDOOR VANDAL PANORAMIC CAMERA	VIVOTEK OUTDOOR, VANDAL PROOF8MP 180 PANORAMIC VIEW	1	1,498.15	1,498.15T
TQ TPETG80G GIGABIT POE SWITCH, 8 PORT	TRENDNET GIGABIT POE SWITCH, 8 PORT	1	229.12	229.12T
SUBTOTAL				3,249.27
TAX				0.00
TOTAL				\$3,249.27

Accepted By

Accepted Date

SECTION D

SECTION 1

Lucerne Park Community Development District

Summary of Check Register

March 1, 2023 through March 31, 2023

Fund	Date	Check No.'s	Amount
General Fund	3/14/23	417-421	\$ 3,704.00
	3/17/23	422-425	\$ 14,570.08
Total Amount			\$ 18,274.08

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/14/23	00030	2/27/23	9230	202302	330	57200	46700		MTHLY CLEANING - FEB 23	*	400.00		
CLEAN STAR SERVICES OF CENTRAL FL												400.00	000417
3/14/23	00044	2/28/23	104579	202302	320	53800	49000		ACCESS/CAMERA LABOR	*	175.00		
CURRENT DEMANDS ELECTRICAL &												175.00	000418
3/14/23	00034	2/21/23	5787	202301	310	51300	31500		GENERAL COUNSEL - JAN 23	*	1,589.00		
KILINSKI / VAN WYK, PLLC												1,589.00	000419
3/14/23	00040	2/25/23	52026689	202302	330	57200	48100		PEST PREVENTION - FEB 23	*	40.00		
MASSEY SERVICES INC.												40.00	000420
3/14/23	00027	3/01/23	18745	202303	330	57200	46300		POOL MAINTENANCE - MAR 23	*	1,500.00		
RESORT POOL SERVICES DBA												1,500.00	000421
3/17/23	00007	1/30/23	164	202301	320	53800	47000		MAIN FENCE/ENTRANCE WASH	*	826.13		
		1/30/23	164	202301	330	57200	46000		POOL AREA CHAIRS WASH	*	826.12		
		3/01/23	162	202303	310	51300	34000		MANAGEMENT FEES - MAR 23	*	3,154.42		
		3/01/23	162	202303	310	51300	35200		WEBSITE ADMIN - MAR 23	*	100.00		
		3/01/23	162	202303	310	51300	35100		INFOR TECHNOLOGY - MAR 23	*	150.00		
		3/01/23	162	202303	310	51300	31300		DISSEMINATION - MAR 23	*	416.67		
		3/01/23	162	202303	330	57200	12000		AMENITY ACCESS - MAR 23	*	416.67		
		3/01/23	162	202303	310	51300	51000		OFFICE SUPPLIES	*	.72		
		3/01/23	162	202303	310	51300	42000		POSTAGE	*	13.62		
		3/01/23	162	202303	310	51300	42500		COPIES	*	3.75		
		3/01/23	163	202303	320	53800	12000		FIELD MANAGEMENT - MAR 23	*	1,250.00		
		3/01/23	163	202303	310	51300	51000		OFFICE SUPPLIES	*	22.67		
GOVERNMENTAL MANAGEMENT SERVICES												7,180.77	000422

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/17/23	00019	3/01/23 8200	202303 320-53800-46200	LANDSCAPE MAINT- MAR 23 PRINCE & SONS INC.	*	3,400.42	3,400.42 000423
3/17/23	00046	2/28/23 11190847	202302 330-57200-34500	SECURITY SERVICES- FEB 23 SECURITAS SECURITY	*	2,362.88	2,362.88 000424
3/17/23	00032	3/17/23 03172023	202303 300-15500-10000	EQUIPMENT LEASE - APR 23 WHFS, LLC	*	1,626.01	1,626.01 000425
TOTAL FOR BANK A						18,274.08	
TOTAL FOR REGISTER						18,274.08	

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This not only helps in tracking expenses but also ensures compliance with tax regulations.

In addition, it is crucial to review these records regularly to identify any discrepancies or errors. This proactive approach can prevent potential issues from escalating and ensure that the financial statements are accurate and reliable.

Furthermore, the document highlights the benefits of using digital tools for record-keeping. These tools can streamline the process, reduce the risk of data loss, and make it easier to access and analyze financial data.

Finally, it is recommended to consult with a professional accountant or tax advisor to ensure that all records are properly maintained and that the business is fully compliant with all applicable laws and regulations.

By following these guidelines, businesses can ensure that their financial records are accurate, complete, and easy to audit. This is essential for the long-term success and stability of the organization.

Thank you for your attention to this important matter. We hope these guidelines will be helpful in your record-keeping efforts.

Lucerne Park Community Development District

Summary of Check Register

April 1, 2023 through April 30, 2023

Fund	Date	Check No.'s	Amount
General Fund	4/13/23		\$ 7,671.24
	4/27/23		\$ 16,206.73
Total Amount			\$ 23,877.97

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/13/23	00001	4/21/22 AC042120	202204 310-51300-11000		*	200.00	
		4/21/22 MTG REISSUE #299		ALBERT CASSIDY			200.00 000426

4/13/23	00007	4/01/23 168	202304 310-51300-34000		*	3,154.42	
		MANAGEMENT FEES APR 23					
		4/01/23 168	202304 310-51300-35200		*	100.00	
		WEBSITE ADMIN APR 23					
		4/01/23 168	202304 310-51300-35100		*	150.00	
		INFOR TECHNOLOGY APR 23					
		4/01/23 168	202304 310-51300-31300		*	416.67	
		DISSEMINATION APR 23					
		4/01/23 168	202304 330-57200-12000		*	416.67	
		AMENITY ACCESS APR 23					
		4/01/23 168	202304 310-51300-51000		*	.48	
		OFFICE SUPPLIES					
		4/01/23 168	202304 310-51300-42000		*	9.60	
		POSTAGE					
		4/01/23 169	202304 320-53800-12000		*	1,250.00	
		FIELD MANAGEMENT APR 23					
		4/01/23 169	202304 310-51300-49000		*	20.90	
		LIGHT BULBS					
				GOVERNMENTAL MANAGEMENT SERVICES			5,518.74 000427

4/13/23	00034	3/10/23 6019	202302 310-51300-31500		*	126.50	
		GENERAL COUNSEL - FEB 23					
				KILINSKI / VAN WYK, PLLC			126.50 000428

4/13/23	00010	11/18/21 MC111820	202111 310-51300-11000		*	200.00	
		11/18/21 MTG REISSUE #254					
				MATTHEW CASSIDY			200.00 000429

4/13/23	00032	4/13/23 04132023	202304 300-15500-10000		*	1,626.00	
		EQUIPMENT LEASE - MAY 23					
				WHFS, LLC			1,626.00 000430

4/27/23	00030	3/28/23 9463	202303 330-57200-46700		*	760.00	
		JANITORIAL SVCS-MAR23					
				CLEAN STAR SERVICES OF CENTRAL FL			760.00 000431

4/27/23	00044	3/30/23 104795	202303 320-53800-49000		*	175.00	
		ACCESS/CAMERA LABOR					
				CURRENT DEMANDS ELECTRICAL &			175.00 000432

4/27/23	00042	4/25/23 2268080	202303 310-51300-31100		*	840.00	
		ENGINEERING SVCS-MAR23					
				DEWBERRY ENGINEERS INC.			840.00 000433

				LUCP LUC PARK CDD NRUIZ			

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/27/23	00034	4/11/23	6407	202303	310	51300	31500		ATTORNEY SVCS-MAR23 KILINSKI / VAN WYK, PLLC	*	742.00	742.00	000434
4/27/23	00040	3/25/23	52315055	202303	330	57200	48100		PEST CONTROL-MAR23 MASSEY SERVICES INC.	*	40.00	40.00	000435
4/27/23	00019	4/01/23	8485	202304	320	53800	46200		LANDSCAPE MAINT-APR23 PRINCE & SONS INC.	*	3,440.42	3,440.42	000436
4/27/23	00048	4/06/23	3461	202304	330	57200	46000		HURRICANE DAMAGE PRO PLAYGROUNDS	*	6,346.43	6,346.43	000437
4/27/23	00027	4/01/23	18983	202304	330	57200	46300		POOL MAINTENANCE-APR23 RESORT POOL SERVICES DBA	*	1,500.00	1,500.00	000438
4/27/23	00046	3/31/23	11226688	202303	330	57200	34500		SECURITY SVCS-MAR23 SECURITAS SECURITY	*	2,362.88	2,362.88	000439
TOTAL FOR BANK A											23,877.97		
TOTAL FOR REGISTER											23,877.97		

SECTION 2

Lucerne Park
Community Development District

Unaudited Financial Reporting
March 31, 2023



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Lucerne Park
Community Development District
Combined Balance Sheet
March 31, 2023

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 478,996	\$ -	\$ 286	\$ 479,282
Investments:				
Series 2019				
Reserve	\$ -	\$ 210,022	\$ -	\$ 210,022
Revenue	\$ -	\$ 438,434	\$ -	\$ 438,434
Prepayment	\$ -	\$ 1,946	\$ -	\$ 1,946
Construction	\$ -	\$ -	\$ 0	\$ 0
Due from General Fund	\$ -	\$ 6,248	\$ -	\$ 6,248
Prepaid Expenses	\$ 1,626	\$ -	\$ -	\$ 1,626
Total Assets	\$ 480,622	\$ 656,650	\$ 286	\$ 1,137,558
Liabilities:				
Accounts Payable	\$ 9,446	\$ -	\$ -	\$ 9,446
Due to Debt Service	\$ 6,248	\$ -	\$ -	\$ 6,248
Total Liabilities	\$ 15,694	\$ -	\$ -	\$ 15,694
Fund Balance:				
Nonspendable:				
Deposits and Prepaid Items	\$ 1,626	\$ -	\$ -	\$ 1,626
Restricted for:				
Debt Service 2019	\$ -	\$ 656,650	\$ -	\$ 656,650
Capital Projects - Series 2019	\$ -	\$ -	\$ 286	\$ 286
Unassigned	\$ 463,302	\$ -	\$ -	\$ 463,302
Total Fund Balances	\$ 464,928	\$ 656,650	\$ 286	\$ 1,121,864
Total Liabilities & Fund Balance	\$ 480,622	\$ 656,650	\$ 286	\$ 1,137,558

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2023

	Adopted Budget	Prorated Budget Thru 03/31/23	Actual Thru 03/31/23	Variance
Revenues:				
Assessments	\$ 446,207	\$ 438,930	\$ 438,930	\$ -
Total Revenues	\$ 446,207	\$ 438,930	\$ 438,930	\$ -
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 6,000	\$ 1,200	\$ 4,800
Engineering	\$ 20,000	\$ 10,000	\$ 1,495	\$ 8,505
Attorney	\$ 25,000	\$ 12,500	\$ 4,083	\$ 8,417
Annual Audit	\$ 4,700	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Arbitrage	\$ 450	\$ -	\$ -	\$ -
Dissemination	\$ 5,000	\$ 2,500	\$ 2,500	\$ (0)
Trustee Fees	\$ 3,550	\$ 3,098	\$ 3,098	\$ -
Management Fees	\$ 37,853	\$ 18,926	\$ 18,927	\$ (0)
Information Technology	\$ 1,800	\$ 900	\$ 900	\$ -
Website Administration	\$ 1,200	\$ 600	\$ 600	\$ -
Postage & Delivery	\$ 450	\$ 225	\$ 776	\$ (551)
Insurance	\$ 6,684	\$ 6,684	\$ 5,988	\$ 696
Copies	\$ 500	\$ 250	\$ 4	\$ 246
Legal Advertising	\$ 3,000	\$ 1,500	\$ 1,499	\$ 1
Other Current Charges	\$ 1,000	\$ 500	\$ 308	\$ 192
Office Supplies	\$ 350	\$ 175	\$ 25	\$ 150
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Subtotal General & Administrative	\$ 128,712	\$ 69,033	\$ 46,577	\$ 22,456

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2023

	Adopted Budget	Prorated Budget Thru 03/31/23	Actual Thru 03/31/23	Variance
<i>Operations & Maintenance</i>				
Field Services				
Property Insurance	\$ 10,098	\$ 10,098	\$ 9,257	\$ 841
Field Management	\$ 15,000	\$ 7,500	\$ 7,500	\$ -
Landscape Maintenance	\$ 40,805	\$ 20,403	\$ 20,403	\$ -
Landscape Replacement	\$ 15,000	\$ 7,500	\$ -	\$ 7,500
Streetlights	\$ 30,000	\$ 15,000	\$ 16,532	\$ (1,532)
Electric	\$ 5,000	\$ 2,500	\$ 418	\$ 2,082
Water & Sewer	\$ 10,000	\$ 5,000	\$ 504	\$ 4,496
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ 1,250	\$ -	\$ 1,250
Irrigation Repairs	\$ 7,500	\$ 3,750	\$ 528	\$ 3,222
General Repairs & Maintenance	\$ 10,000	\$ 5,000	\$ 995	\$ 4,005
Contingency	\$ 7,500	\$ 3,750	\$ 350	\$ 3,400
Subtotal Field Expenditures	\$ 153,403	\$ 81,751	\$ 56,487	\$ 25,264
Amenity Expenditures				
Amenity - Electric	\$ 8,000	\$ 4,000	\$ 2,037	\$ 1,963
Amenity - Water	\$ 10,000	\$ 5,000	\$ 1,935	\$ 3,065
Playground Lease	\$ 19,512	\$ 9,756	\$ 9,756	\$ -
Internet	\$ 2,000	\$ 1,000	\$ 854	\$ 146
Pest Control	\$ 480	\$ 240	\$ 240	\$ -
Janitorial Service	\$ 5,600	\$ 2,800	\$ 2,760	\$ 40
Security Services	\$ 34,000	\$ 17,000	\$ 9,252	\$ 7,748
Pool Maintenance	\$ 12,000	\$ 6,000	\$ 9,250	\$ (3,250)
Amenity Repairs & Maintenance	\$ 10,000	\$ 5,000	\$ 3,149	\$ 1,851
Amenity Access Management	\$ 5,000	\$ 2,500	\$ 2,500	\$ (0)
Contingency	\$ 7,500	\$ 3,750	\$ -	\$ 3,750
Subtotal Amenity Expenditures	\$ 114,092	\$ 57,046	\$ 41,733	\$ 15,313
Total Expenditures	\$ 396,207	\$ 207,830	\$ 144,797	\$ 63,033
Excess (Deficiency) of Revenues over Expenditures	\$ 50,000		\$ 294,133	
<i>Other Financing Sources/(Uses):</i>				
Transfer In/(Out) - Capital Reserves	\$ (50,000)	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ (50,000)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 0		\$ 294,133	
Fund Balance - Beginning	\$ -		\$ 170,795	
Fund Balance - Ending	\$ 0		\$ 464,928	

Lucerne Park
Community Development District
Debt Service Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2023

	Adopted Budget	Prorated Budget Thru 03/31/23	Actual Thru 03/31/23	Variance
Revenues:				
Assessments	\$ 419,524	\$ 412,680	\$ 412,680	\$ -
Interest	\$ -	\$ -	\$ 5,856	\$ 5,856
Total Revenues	\$ 419,524	\$ 412,680	\$ 418,536	\$ 5,856
Expenditures:				
Interest - 11/1	\$ 149,452	\$ 149,452	\$ 149,452	\$ -
Principal - 5/1	\$ 120,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 149,452	\$ -	\$ -	\$ -
Total Expenditures	\$ 418,904	\$ 149,452	\$ 149,452	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 620		\$ 269,085	
Fund Balance - Beginning	\$ 184,632		\$ 387,565	
Fund Balance - Ending	\$ 185,252		\$ 656,650	

Lucerne Park
Community Development District
Capital Projects Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2023

	Adopted Budget	Prorated Budget Thru 03/31/23	Actual Thru 03/31/23	Variance
Revenues				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Contingency	\$ -	\$ -	\$ 228	\$ (228)
Total Expenditures	\$ -	\$ -	\$ 228	\$ (228)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ (228)	
Fund Balance - Beginning	\$ -		\$ 514	
Fund Balance - Ending	\$ -		\$ 286	

Lucerne Park
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2023

	Adopted Budget	Prorated Budget Thru 03/31/23	Actual Thru 03/31/23	Variance
Revenues				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ -	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ 50,000	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ 50,000	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 50,000		\$ -	
Fund Balance - Beginning	\$ 10,000		\$ -	
Fund Balance - Ending	\$ 60,000		\$ -	

Lucerne Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments	\$ -	\$ 11,770	\$ 420,515	\$ 2,636	\$ 2,664	\$ 1,345	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 438,930
Total Revenues	\$ -	\$ 11,770	\$ 420,515	\$ 2,636	\$ 2,664	\$ 1,345	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 438,930
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 600	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Engineering	\$ 255	\$ -	\$ -	\$ 400	\$ -	\$ 840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,495
Attorney	\$ 1,214	\$ 184	\$ 228	\$ 1,589	\$ 127	\$ 742	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,083
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dissemination	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Trustee Fees	\$ 3,098	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,098
Management Fees	\$ 3,154	\$ 3,154	\$ 3,154	\$ 3,154	\$ 3,154	\$ 3,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,927
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900
Website Administration	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600
Postage & Delivery	\$ 541	\$ 2	\$ 26	\$ 142	\$ 52	\$ 14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 776
Insurance	\$ 5,988	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,988
Copies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4
Legal Advertising	\$ 455	\$ 1,044	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,499
Other Current Charges	\$ 39	\$ 38	\$ 44	\$ 109	\$ 39	\$ 39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308
Office Supplies	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1	\$ 23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Subtotal General & Administrative	\$ 21,186	\$ 5,089	\$ 4,119	\$ 6,661	\$ 4,039	\$ 5,482	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,577

Lucerne Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Operations & Maintenance													
Field Services													
Property Insurance	\$ 9,257	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,257
Field Management	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Landscape Maintenance	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,403
Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streetlights	\$ 2,676	\$ 2,676	\$ 2,676	\$ 2,676	\$ 2,915	\$ 2,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,532
Electric	\$ 74	\$ 65	\$ 66	\$ 66	\$ 80	\$ 67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418
Water & Sewer	\$ 128	\$ 66	\$ 66	\$ 82	\$ 80	\$ 82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 504
Sidewalk & Asphalt Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Irrigation Repairs	\$ -	\$ -	\$ 42	\$ 486	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 528
General Repairs & Maintenance	\$ 115	\$ -	\$ -	\$ 826	\$ 54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 995
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 175	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350
Subtotal Field Expenditures	\$ 16,900	\$ 7,457	\$ 7,500	\$ 8,786	\$ 7,955	\$ 7,889	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,487
Amenity Expenditures													
Amenity - Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity - Electric	\$ 347	\$ 293	\$ 310	\$ 307	\$ 429	\$ 352	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,037
Amenity - Water	\$ 553	\$ 239	\$ 422	\$ 431	\$ 142	\$ 148	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,935
Playground Lease	\$ 1,626	\$ 1,626	\$ 1,626	\$ 1,626	\$ 1,626	\$ 1,626	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,756
Internet	\$ 141	\$ 141	\$ 141	\$ 141	\$ 141	\$ 151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 854
Pest Control	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240
Janitorial Service	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,760
Security Services	\$ -	\$ -	\$ 1,907	\$ 2,619	\$ 2,363	\$ 2,363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,252
Pool Maintenance	\$ 1,750	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,250
Amenity Repairs & Maintenance	\$ 1,410	\$ 913	\$ -	\$ 826	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,149
Pool Permit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Access Management	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Amenity Expenditures	\$ 6,684	\$ 5,567	\$ 6,762	\$ 8,307	\$ 7,057	\$ 7,357	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,733
Total Expenditures	\$ 44,769	\$ 18,113	\$ 18,381	\$ 23,754	\$ 19,051	\$ 20,728	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144,797
Excess Revenues (Expenditures)	\$ (44,769)	\$ (6,343)	\$ 402,133	\$ (21,118)	\$ (16,387)	\$ (19,383)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 294,133
Other Financing Sources/Uses:													
Transfer In/(Out) - Capital Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (44,769)	\$ (6,343)	\$ 402,133	\$ (21,118)	\$ (16,387)	\$ (19,383)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 294,133

Lucerne Park
Community Development District
Long Term Debt Summary

SERIES 2019, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATES:	3.80%, 4.00%, 4.625%, 4.75%
MATURITY DATE:	5/1/2050
RESERVE FUND DEFINITION	50% of MAXIMUM ANNUAL DEBT SERVICE
RESERVE FUND REQUIREMENT	\$210,022
RESERVE FUND BALANCE	\$210,022
BONDS OUTSTANDING - 05/16/2019	\$6,730,000
LESS: SPECIAL CALL - 11/01/20	(\$35,000)
LESS: SPECIAL CALL - 02/01/21	(\$10,000)
LESS: PRINCIPAL PAYMENT - 05/01/21	(\$110,000)
LESS: PRINCIPAL PAYMENT - 05/01/22	(\$115,000)
CURRENT BONDS OUTSTANDING	\$6,460,000

Lucerne Park
Community Development District
Special Assessment Receipts
Fiscal Year 2023

Gross Assessments \$ 479,794.74 \$ 451,100.96 \$ 930,895.70
Net Assessments \$ 446,209.11 \$ 419,523.89 \$ 865,733.00

ON ROLL ASSESSMENTS

51.54% 48.46% 100.00%

Date	Distribution	Gross Amount	Commissions	Discount/Penalty	Interest	Net Receipts	O&M Portion	Series 2019 Debt Service	Total
11/16/22	10/01/22-10/31/22	\$5,380.90	(\$103.31)	(\$215.23)	\$0.00	\$5,062.36	\$2,609.20	\$2,453.16	\$5,062.36
11/21/22	11/01/22-11/06/22	\$2,690.45	(\$51.66)	(\$107.62)	\$0.00	\$2,531.17	\$1,304.60	\$1,226.57	\$2,531.17
11/25/22	10/01/21-09/30/22	\$55.49	\$0.00	\$0.00	\$0.00	\$55.49	\$28.60	\$26.89	\$55.49
11/25/22	11/07/22-11/13/22	\$16,142.70	(\$309.94)	(\$645.67)	\$0.00	\$15,187.09	\$7,827.61	\$7,359.48	\$15,187.09
12/12/22	11/14/22-11/23/22	\$48,428.10	(\$929.82)	(\$1,937.07)	\$0.00	\$45,561.21	\$23,482.79	\$22,078.42	\$45,561.21
12/21/22	11/24/22-11/30/22	\$774,849.60	(\$14,877.11)	(\$30,994.03)	\$0.00	\$728,978.46	\$375,724.19	\$353,254.27	\$728,978.46
12/23/22	12/01/22-12/15/22	\$53,809.00	(\$1,033.67)	(\$2,125.34)	\$0.00	\$50,649.99	\$26,105.61	\$24,544.38	\$50,649.99
12/31/22	1% Fee Adj	(\$9,308.96)	\$0.00	\$0.00	\$0.00	(\$9,308.96)	(\$4,797.95)	(\$4,511.01)	(\$9,308.96)
01/13/23	12/16/22-12/31/22	\$5,380.90	(\$104.39)	(\$161.42)	\$0.00	\$5,115.09	\$2,636.38	\$2,478.71	\$5,115.09
02/16/23	01/01/23-01/31/23	\$7,963.90	(\$105.47)	(\$2,690.63)	\$0.00	\$5,167.80	\$2,663.55	\$2,504.25	\$5,167.80
03/17/23	2/1/23-2/28/23	\$2,690.45	(\$53.27)	(\$26.90)	\$0.00	\$2,610.28	\$1,345.37	\$1,264.91	\$2,610.28
TOTAL		\$ 908,082.53	\$ (17,568.64)	\$ (38,903.91)	\$ -	\$ 851,609.98	\$ 438,929.95	\$ 412,680.03	\$ 851,609.98

98%	Net Percent Collected
\$14,123.02	Balance Remaining to Collect

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income.

The second part of the document provides a detailed breakdown of the accounting cycle. It outlines the ten steps involved in the process, from identifying the accounting entity to preparing financial statements. Each step is explained in detail, with examples provided to illustrate the concepts.

The third part of the document discusses the various types of accounts used in accounting. It categorizes accounts into assets, liabilities, equity, revenue, and expense accounts. It also explains the normal balances for each type of account and how they are used to calculate the net income or loss for a period.

The fourth part of the document covers the process of adjusting entries. It explains why adjustments are necessary and provides examples of common adjusting entries, such as depreciation, amortization, and accruals. It also discusses the impact of these adjustments on the financial statements.

The fifth part of the document discusses the preparation of financial statements. It outlines the steps involved in preparing the balance sheet, income statement, and statement of owner's equity. It also provides examples of how these statements are prepared and how they are used to analyze the financial performance of a business.

The final part of the document provides a summary of the key concepts discussed in the document. It emphasizes the importance of accuracy and integrity in accounting and provides some final thoughts on the role of accounting in business.

Lucerne Park
Community Development District

Unaudited Financial Reporting
April 30, 2023



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Lucerne Park
Community Development District
Combined Balance Sheet
April 30, 2023

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 455,771	\$ -	\$ 248	\$ 456,019
Investments:				
Series 2019				
Reserve	\$ -	\$ 210,022	\$ -	\$ 210,022
Revenue	\$ -	\$ 440,767	\$ -	\$ 440,767
Prepayment	\$ -	\$ 1,953	\$ -	\$ 1,953
Construction	\$ -	\$ -	\$ 0	\$ 0
Due from General Fund	\$ -	\$ 8,803	\$ -	\$ 8,803
Prepaid Expenses	\$ 1,626	\$ -	\$ -	\$ 1,626
Total Assets	\$ 457,397	\$ 661,545	\$ 248	\$ 1,119,190
Liabilities:				
Accounts Payable	\$ 17,616	\$ -	\$ -	\$ 17,616
Due to Debt Service	\$ 8,803	\$ -	\$ -	\$ 8,803
Total Liabilities	\$ 26,420	\$ -	\$ -	\$ 26,420
Fund Balance:				
Nonspendable:				
Deposits and Prepaid Items	\$ 1,626	\$ -	\$ -	\$ 1,626
Restricted for:				
Debt Service 2019	\$ -	\$ 661,545	\$ -	\$ 661,545
Capital Projects - Series 2019	\$ -	\$ -	\$ 248	\$ 248
Unassigned	\$ 429,352	\$ -	\$ -	\$ 429,352
Total Fund Balances	\$ 430,978	\$ 661,545	\$ 248	\$ 1,092,771
Total Liabilities & Fund Balance	\$ 457,397	\$ 661,545	\$ 248	\$ 1,119,190

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
Revenues:				
Assessments	\$ 446,207	\$ 446,207	\$ 441,648	\$ (4,559)
Total Revenues	\$ 446,207	\$ 446,207	\$ 441,648	\$ (4,559)
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 7,000	\$ 1,200	\$ 5,800
Engineering	\$ 20,000	\$ 11,667	\$ 1,495	\$ 10,172
Attorney	\$ 25,000	\$ 14,583	\$ 4,218	\$ 10,365
Annual Audit	\$ 4,700	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Arbitrage	\$ 450	\$ -	\$ -	\$ -
Dissemination	\$ 5,000	\$ 2,917	\$ 2,917	\$ (0)
Trustee Fees	\$ 3,550	\$ 3,098	\$ 3,098	\$ -
Management Fees	\$ 37,853	\$ 22,081	\$ 22,081	\$ (0)
Information Technology	\$ 1,800	\$ 1,050	\$ 1,050	\$ -
Website Administration	\$ 1,200	\$ 700	\$ 700	\$ -
Postage & Delivery	\$ 450	\$ 263	\$ 786	\$ (523)
Insurance	\$ 6,684	\$ 6,684	\$ 5,988	\$ 696
Copies	\$ 500	\$ 292	\$ 4	\$ 288
Legal Advertising	\$ 3,000	\$ 1,750	\$ 2,127	\$ (377)
Other Current Charges	\$ 1,000	\$ 583	\$ 368	\$ 215
Office Supplies	\$ 350	\$ 204	\$ 25	\$ 179
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Subtotal General & Administrative	\$ 128,712	\$ 78,046	\$ 51,231	\$ 26,815

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
<i>Operations & Maintenance</i>				
Field Services				
Property Insurance	\$ 10,098	\$ 10,098	\$ 9,257	\$ 841
Field Management	\$ 15,000	\$ 8,750	\$ 8,750	\$ -
Landscape Maintenance	\$ 40,805	\$ 23,803	\$ 23,843	\$ (40)
Landscape Replacement	\$ 15,000	\$ 8,750	\$ -	\$ 8,750
Streetlights	\$ 30,000	\$ 17,500	\$ 19,447	\$ (1,947)
Electric	\$ 5,000	\$ 2,917	\$ 489	\$ 2,428
Water & Sewer	\$ 10,000	\$ 5,833	\$ 580	\$ 5,253
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ 1,458	\$ -	\$ 1,458
Irrigation Repairs	\$ 7,500	\$ 4,375	\$ 628	\$ 3,747
General Repairs & Maintenance	\$ 10,000	\$ 5,833	\$ 995	\$ 4,838
Contingency	\$ 7,500	\$ 4,375	\$ 350	\$ 4,025
Subtotal Field Expenditures	\$ 153,403	\$ 93,693	\$ 64,340	\$ 29,353
Amenity Expenditures				
Amenity - Electric	\$ 8,000	\$ 4,667	\$ 2,404	\$ 2,262
Amenity - Water	\$ 10,000	\$ 5,833	\$ 2,936	\$ 2,898
Playground Lease	\$ 19,512	\$ 11,382	\$ 11,382	\$ -
Internet	\$ 2,000	\$ 1,167	\$ 1,005	\$ 162
Pest Control	\$ 480	\$ 280	\$ 280	\$ -
Janitorial Service	\$ 5,600	\$ 3,267	\$ 3,480	\$ (213)
Security Services	\$ 34,000	\$ 19,833	\$ 12,487	\$ 7,347
Pool Maintenance	\$ 12,000	\$ 7,000	\$ 10,750	\$ (3,750)
Amenity Repairs & Maintenance	\$ 10,000	\$ 5,833	\$ 18,254	\$ (12,421)
Amenity Access Management	\$ 5,000	\$ 2,917	\$ 2,917	\$ (0)
Contingency	\$ 7,500	\$ 4,375	\$ -	\$ 4,375
Subtotal Amenity Expenditures	\$ 114,092	\$ 66,554	\$ 65,895	\$ 659
Total Expenditures	\$ 396,207	\$ 238,292	\$ 181,465	\$ 56,827
Excess (Deficiency) of Revenues over Expenditures	\$ 50,000		\$ 260,182	
<i>Other Financing Sources/(Uses):</i>				
Transfer In/(Out) - Capital Reserves	\$ (50,000)	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ (50,000)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 0		\$ 260,182	
Fund Balance - Beginning	\$ -		\$ 170,795	
Fund Balance - Ending	\$ 0		\$ 430,978	

Lucerne Park
Community Development District
Debt Service Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
Revenues:				
Assessments	\$ 419,524	\$ 419,524	\$ 415,235	\$ (4,288)
Interest	\$ -	\$ -	\$ 8,196	\$ 8,196
Total Revenues	\$ 419,524	\$ 419,524	\$ 423,432	\$ 3,908
Expenditures:				
Interest - 11/1	\$ 149,452	\$ 149,452	\$ 149,452	\$ -
Principal - 5/1	\$ 120,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 149,452	\$ -	\$ -	\$ -
Total Expenditures	\$ 418,904	\$ 149,452	\$ 149,452	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 620		\$ 273,980	
Fund Balance - Beginning	\$ 184,632		\$ 387,565	
Fund Balance - Ending	\$ 185,252		\$ 661,545	

Lucerne Park
Community Development District
Capital Projects Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
Revenues				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Contingency	\$ -	\$ -	\$ 266	\$ (266)
Total Expenditures	\$ -	\$ -	\$ 266	\$ (266)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ (266)	
Fund Balance - Beginning	\$ -	\$ -	\$ 514	
Fund Balance - Ending	\$ -	\$ -	\$ 248	

Lucerne Park
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
Revenues				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ -	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ 50,000	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ 50,000	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 50,000		\$ -	
Fund Balance - Beginning	\$ 10,000		\$ -	
Fund Balance - Ending	\$ 60,000		\$ -	

Lucerne Park
Community Development District
Long Term Debt Summary

SERIES 2019, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATES:	3.80%, 4.00%, 4.625%, 4.75%
MATURITY DATE:	5/1/2050
RESERVE FUND DEFINITION	50% of MAXIMUM ANNUAL DEBT SERVICE
RESERVE FUND REQUIREMENT	\$210,022
RESERVE FUND BALANCE	\$210,022
BONDS OUTSTANDING - 05/16/2019	\$6,730,000
LESS: SPECIAL CALL - 11/01/20	(\$35,000)
LESS: SPECIAL CALL - 02/01/21	(\$10,000)
LESS: PRINCIPAL PAYMENT - 05/01/21	(\$110,000)
LESS: PRINCIPAL PAYMENT - 05/01/22	(\$115,000)
CURRENT BONDS OUTSTANDING	\$6,460,000

Lucerne Park
Community Development District
Special Assessment Receipts
Fiscal Year 2023

Gross Assessments \$ 479,794.74 \$ 451,100.96 \$ 930,895.70
Net Assessments \$ 446,209.11 \$ 419,523.89 \$ 865,733.00

ON ROLL ASSESSMENTS

51.54% 48.46% 100.00%

Date	Distribution	Gross Amount	Commissions	Discount/Penalty	Interest	Net Receipts	Series 2019 Debt		Total
							O&M Portion	Service	
11/16/22	10/01/22-10/31/22	\$5,380.90	(\$103.31)	(\$215.23)	\$0.00	\$5,062.36	\$2,609.20	\$2,453.16	\$5,062.36
11/21/22	11/01/22-11/06/22	\$2,690.45	(\$51.66)	(\$107.62)	\$0.00	\$2,531.17	\$1,304.60	\$1,226.57	\$2,531.17
11/25/22	10/01/21-09/30/22	\$55.49	\$0.00	\$0.00	\$0.00	\$55.49	\$28.60	\$26.89	\$55.49
11/25/22	11/07/22-11/13/22	\$16,142.70	(\$309.94)	(\$645.67)	\$0.00	\$15,187.09	\$7,827.61	\$7,359.48	\$15,187.09
12/12/22	11/14/22-11/23/22	\$48,428.10	(\$929.82)	(\$1,937.07)	\$0.00	\$45,561.21	\$23,482.79	\$22,078.42	\$45,561.21
12/21/22	11/24/22-11/30/22	\$774,849.60	(\$14,877.11)	(\$30,994.03)	\$0.00	\$728,978.46	\$375,724.19	\$353,254.27	\$728,978.46
12/23/22	12/01/22-12/15/22	\$53,809.00	(\$1,033.67)	(\$2,125.34)	\$0.00	\$50,649.99	\$26,105.61	\$24,544.38	\$50,649.99
12/31/22	1% Fee Adj	(\$9,308.96)	\$0.00	\$0.00	\$0.00	(\$9,308.96)	(\$4,797.95)	(\$4,511.01)	(\$9,308.96)
01/13/23	12/16/22-12/31/22	\$5,380.90	(\$104.39)	(\$161.42)	\$0.00	\$5,115.09	\$2,636.38	\$2,478.71	\$5,115.09
02/16/23	01/01/23-01/31/23	\$7,963.90	(\$105.47)	(\$2,690.63)	\$0.00	\$5,167.80	\$2,663.55	\$2,504.25	\$5,167.80
03/17/23	2/1/23-2/28/23	\$2,690.45	(\$53.27)	(\$26.90)	\$0.00	\$2,610.28	\$1,345.37	\$1,264.91	\$2,610.28
04/11/23	3/1/23-3/31/23	\$5,380.90	(\$107.62)	\$0.00	\$0.00	\$5,273.28	\$2,717.91	\$2,555.37	\$5,273.28
TOTAL		\$ 913,463.43	\$ (17,676.26)	\$ (38,903.91)	\$ -	\$ 856,883.26	\$ 441,647.86	\$ 415,235.40	\$ 856,883.26

99%	Net Percent Collected
\$8,849.74	Balance Remaining to Collect

SECTION 3



April 21, 2023

Brittany Brookes – Recording Secretary
Lucerne Park CDD Office
219 E. Livingston Street
Orlando, Florida 32801-1508

RE: Lucerne Park Community Development District Registered Voters

Dear Ms. Brookes,

In response to your request, there are currently **431** voters within the Lucerne Park Community Development District. This number of registered voters in said District is as of **April 15, 2023**.

Please do not hesitate to contact us if we can be of further assistance.

Sincerely,

Lori Edwards
Supervisor of Elections
Polk County, Florida