

***Lucerne Park
Community Development District***

Agenda

March 21, 2024

AGENDA

Lucerne Park

Community Development District

219 East Livingston Street, Orlando, Florida 32801

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

March 14, 2024

**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, March 21, 2024 at 9:30 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/86947172339>

Call-In Information: 1-646-931-3860

Meeting ID: 869 4717 2339

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period
3. Approval of Minutes of the February 15, 2024 Board of Supervisors Meeting
4. Consideration of Resolution 2024-04 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing
5. Staff Reports
 - A. Attorney
 - i. Discussion of Dates for Ethics Workshop Training
 - B. Engineer
 - C. Field Manager's Report
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
6. Other Business
7. Supervisors Requests
8. 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, **February 15, 2024** at 9:30 a.m. at the Holiday Inn, Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida and via Zoom.

Present and constituting a quorum:

Bobbie Henley	Chairperson
Jessica Kowalski	Vice Chair
Kristin Cassidy	Assistant Secretary
Justin Brock	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock	District Counsel, KVV Law
Chace Arrington <i>by Zoom</i>	District Engineer
Marshall Tindall	Field Services, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:30 a.m. There were four Board members present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams noted this is an opportunity for any members of the public to make a statement to the Board.

Resident (Diane Macecsko) commented about developing neighborhood watch and noted that there has been activity at the pool at night. She asked for a light at the playground to keep people away. She relayed concerns about minors accessing the closed amenities at night in the community for potentially illegal or nefarious purposes. Resident raised concerns regarding

speeding through the neighborhood and suggested trying to deter that and also suggested putting crosswalks in certain areas.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 16, 2023 Board of Supervisors Meeting and Audit Committee Meeting.

Ms. Adams presented the minutes from the November 16, 2023 Board of Supervisors and Audit Committee meetings. She noted the minutes have been reviewed by District Management Staff and reviewed by District Counsel. The Board had no changes to the minutes.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the Minutes of the November 16, 2023 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-01 Authorizing the Opening of State Board of Administration (SBA) Account

Ms. Adams stated SBA is an investment pool that has been set up just for Florida governments and the return rate this year is running around 5.5%. She noted the District is set to receive its income this fiscal year from non-ad valorem assessments and staff recommends the District retain that portion of the assessments required for ongoing maintenance expenses in the District's General Fund and invest any surplus funds and reserve funds in the SBA account. This resolution, if approved, authorizes staff to open the SBA account. Mr. Brock asked what would happen if money put is in this fund and then the District needs those funds. Ms. Adams noted with SBA is a very liquid account and everything occurs electronically. Ms. Adams noted that there is no penalty for withdrawing funds from the SBA account and funds are typically received the same or next business day, depending on the time funds transfers are requested. Interest earnings will be distinct and recognizable in the financials.

On MOTION by Ms. Kowalski, seconded by Ms. Henley with all in favor, Resolution 2024-01 Authorizing the Opening of State Board of Administration (SBA) Account, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2024-02
Setting a Public Hearing for Easement
Variance Policies**

Ms. Adams stated if the Board approves this resolution, a public hearing will be set two months from now and the purpose would be to formally adopt policies related to approval of certain easements and also an application fee. If the Board ever wanted to consider any easement variances, this is a tool the District uses to review those applications where there might be special circumstances. The application fee is \$75 to cover administrative expense and recording fees. Mr. Brock asked if the HOA has the map of existing plats. Ms. Adams noted the plats are recorded with Polk County and readily available through public records.

A Board member asked what happens if someone installs a fence on the District's easement. Ms. Adams noted if someone, without prior authorization from the District, encroaches on District property or within an easement in favor of the District, the Board has several options. One option is tolerating the encroachment and doing nothing, another decision would be to direct staff to inform the property owner in writing that they have encroached on the District's property and/or within the District's easement and the District is requesting they enter into a license agreement.

Mr. Brock asked if field staff noticed any current encroachments and will those be grandfathered in or be addressed. Mr. Tindall stated he hasn't noticed any encroachments at the moment that are blocking their ability to service the area. He noted he could do a more thorough review if the Board directs him to do so. Ms. Hammock generally reviewed the substance of the License Agreement used across the community and stated the license agreement provides, for example if a fence blocks a landscape access easement, the resident would be required to install a gate in the front and back of the fence that is the width of the easement so equipment can still get through. She noted, based on District Engineer's recommendations and in order to maintain compliance with applicable permits, any request to install improvements within the District's drainage swales, would be denied. Ms. Adams noted the public hearing will be set for the meeting date in April.

<p>On MOTION by Ms. Kowalski, seconded by Ms. Cassidy, with all in favor, Resolution 2024-02 Setting a Public Hearing for Easement Variance Policies, was approved.</p>

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03
Relating to the General Election Seats &
Qualifying Period Notice and Procedure**

Ms. Adams stated this identifies that the District has seat #2 and seat #3 transitioning to the General Election process. Chapter 190, Florida Statutes, has two criteria to be met in order to transition from the landowner election process to the general election process. The general election process identifies qualified electors within the District that can qualify to be elected on the general election ballot. In order to be a qualified elector, a person must be 18 years old, citizen of the State of Florida, citizens of the United States, live within the District boundaries and be registered to vote with Polk County Elections Office. The qualifying dates are June 10th at noon through June 14th at noon. The qualified electors go to the elections office and submit appropriate paperwork. If more than one person qualifies, it will be on the ballot in November.

On MOTION by Ms. Henley, seconded by Mr. Brock, with all in favor, Resolution 2024-03 Relating to the General Election Seats & Qualifying Period Notice and Procedure, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of License Agreements for
Holiday Events and Holiday Lighting**

Ms. Adams stated Ms. Macecsko is here representing the HOA. They are looking to have an Easter event on March 16th, a 4th of July event, and a holiday event on December 14th. Ms. Hammock noted with the license agreement the areas identified which is the pool and parking lot area, they are limited to that space and it's a temporary license agreement for using the property that day. It is nonexclusive. There is a requirement for event insurance submitted to the District Management Staff ahead of the event. There is a requirement to keep the property clean and field staff will take pictures before and after so there is record of that. Ms. Adams noted they are asking for the ability to install holiday decorations. Mr. Brock asked if the license agreement for the holiday decorations can be a 5-year agreement. Ms. Hammock stated yes but future Boards would have the discretion to revoke the agreement.

On MOTION by Ms. Kowalski, seconded by Mr. Brock, with all in favor, the License Agreements for Holiday Events and Holiday Lighting and 5-year Lighting Installation Agreement, was approved.

On MOTION by Ms. Kowalski, seconded by Mr. Brock, with all in favor, the Calendar Year 2024 HOA Events, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Contract Agreement with Polk County Property Appraiser

Ms. Adams stated this is the contract agreement providing guidelines for us providing information back to the county offices related to the CDD assessments that will be included on the Polk County Property tax bill.

On MOTION by Ms. Henley, seconded by Ms. Cassidy, with all in favor, the Contract Agreement with Polk County Property Appraiser, was ratified.

NINTH ORDER OF BUSINESS

Ratification of Data Sharing & Usage Agreement with Polk County Property Appraiser

Ms. Adams stated this is the agreement related to confidential and exempt data. This agreement addresses persons and citizens who have exemptions from public records law. If there is a record that Polk County is holding exempt and confidential, the District will hold that same record exempt and confidential. In order to return this to the property appraiser on time, this has been executed and they are looking for a motion to ratify.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the Data Sharing & Usage Agreement with Polk County Property Appraiser, was ratified.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board of the required 4 hours ethics training by the end of the calendar year. She noted they could do online interactive workshops. The Board prefers two hours on two days, any day Monday through Friday during the day time.

B. Engineer

Mr. Arrington had nothing to add but can answer any questions the Board might have.

C. Field Managers Report

Mr. Tindall noted the easement encroachments that he found were some along the left side, a swale there, some between the streets in the center, at Meadowbrook there is a small easement that runs into three homes. He noted that is more for wall maintenance than drainage. There is a small section on the South between Peyton and Cambridge with an easement in the back of the houses.

Mr. Tindall noted the amenity looks good overall with minor repairs and maintenance. Landscaping overall looks good. The mulch getting thin so will arrange for additional mulch as needed within budget. Minor fence repairs, cleanup around mitered end where dumping had occurred. An unauthorized hydrant access tool was identified and removed. Street lights were reviewed and a ticket opened up for light repair and relabeling with the utility vendor. Minor repairs were done to a MES skimmer that was loose. He noted he can go through and make sure the lights are set to come on and if that is good will let them know at the next Board meeting or in the interim. Same with the lights at the mailbox and playground.

D. District Manager's Report

Ms. Adams noted when the Board budgeted for the annual security budget, they included additional funds for the dynamic presence of security during key holidays. Spring Break is coming up and some of the other Districts are doing additional security staff. There were some issues last year in this community. This is something staff would recommend and wanted to ensure the Board is good with this plan.

She noted she received a mail message from Ms. Macecsko regarding some of the communication from Winter Haven Police Department who recommended there is somebody on site at Lucerne Park that can authorize a trespass warning. Justin Brock is willing to be in this capacity to authorize trespass on behalf of the District. He does reside onsite. She asked if there are any members of the public that want to make a comment before the Board takes action. There are no members of the public present to make comment.

On MOTION by Ms. Henley, seconded by Ms. Cassidy, with all in favor, Authorizing Supervisor Justin Brock to Trespass Persons on the CDD Property, was approved.

Ms. Adams noted when it comes to enforcing speeding and enforcing failing to stop at stop signs those are exclusively the powers of Winter Haven Police Department so the best thing to do if anyone sees those issues in the community is to contact Winter Haven Police Department. She noted regarding intersection improvement such as cross walks, if the Board wanted to authorize staff to investigate and determine if there are any areas that could potentially have an intersection improvement such as a crosswalk there is a process with the city and involves the Engineer. A Board member noted they would hold off on the crosswalk process right now.

Ms. Adams noted they have not been aware of any security system failures so would be happy to give Ms. Macecsko her cell number so if there is an issue to let her know right away.

i. Approval of Check Register

Ms. Adams presented the check register from November 3, 2023 through January 31, 2024 for a total of \$472,595.29. Immediately following is a detailed run summary.

On MOTION by Ms. Henley seconded by Ms. Cassidy, with all in favor, the Check Register totaling \$472,595.29, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams noted the unaudited financials were through the end of December 2023. She reviewed the line items.

ELEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisors Requests

Ms. Adams stated this was for Supervisor requests or audience comments. Hearing no comments or requests, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

SECTION IV

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Lucerne Park Community Development District (“**District**”) prior to June 15, 2024, proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2024/2025**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: June 20, 2024
HOUR: 9:30 AM
LOCATION: Holiday Inn, Winter Haven
200 Cypress Gardens Blvd.
Winter Haven, FL 33880

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to the local general-purpose governments at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21th DAY OF MARCH, 2024.

ATTEST:

**LUCERNE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Proposed Budget

Lucerne Park
Community Development District

Proposed Budget
FY 2025



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Lucerne Park

Community Development District

General Fund

Description	Adopted Budget FY2024	Actuals Thru 2/29/24	Projected Next 7 Months	Projected Thru 9/30/24	Proposed Budget FY2025
Revenues					
Assessments	\$ 446,207	\$ 439,957	\$ 6,250	\$ 446,207	\$ 446,207
Total Revenues	\$ 446,207	\$ 439,957	\$ 6,250	\$ 446,207	\$ 446,207
Expenditures					
<i>Administrative</i>					
Supervisor Fees	\$ 12,000	\$ 1,800	\$ 7,000	\$ 8,800	\$ 12,000
Engineering	\$ 20,000	\$ 110	\$ 4,500	\$ 4,610	\$ 20,000
Attorney	\$ 25,000	\$ 3,655	\$ 10,964	\$ 14,619	\$ 25,000
Annual Audit	\$ 4,800	\$ 3,800	\$ 1,000	\$ 4,800	\$ 4,800
Assessment Administration	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,250
Arbitrage	\$ 450	\$ -	\$ 450	\$ 450	\$ 450
Dissemination	\$ 5,000	\$ 2,083	\$ 2,917	\$ 5,000	\$ 5,250
Trustee Fees	\$ 4,337	\$ 2,478	\$ 1,859	\$ 4,337	\$ 4,337
Management Fees	\$ 40,124	\$ 16,718	\$ 23,406	\$ 40,124	\$ 45,000
Information Technology	\$ 1,800	\$ 750	\$ 1,050	\$ 1,800	\$ 1,890
Website Administration	\$ 1,200	\$ 500	\$ 700	\$ 1,200	\$ 1,260
Postage & Delivery	\$ 900	\$ 221	\$ 300	\$ 521	\$ 900
Insurance	\$ 6,586	\$ 6,197	\$ -	\$ 6,197	\$ 7,127
Copies	\$ 500	\$ 13	\$ 35	\$ 48	\$ 500
Legal Advertising	\$ 3,000	\$ 636	\$ 2,364	\$ 3,000	\$ 3,000
Contingency	\$ 1,000	\$ 197	\$ 420	\$ 617	\$ 1,000
Office Supplies	\$ 350	\$ 2	\$ 55	\$ 57	\$ 350
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 132,222	\$ 44,335	\$ 57,020	\$ 101,355	\$ 138,289
<i>Operations & Maintenance</i>					
Field Services					
Property Insurance	\$ 13,886	\$ 14,264	\$ -	\$ 14,264	\$ 21,396
Field Management	\$ 15,900	\$ 6,625	\$ 9,275	\$ 15,900	\$ 16,695
Landscape Maintenance	\$ 45,800	\$ 17,002	\$ 23,803	\$ 40,805	\$ 45,800
Landscape Contingency	\$ 15,000	\$ -	\$ 7,500	\$ 7,500	\$ 10,000
Streetlights	\$ 38,473	\$ 14,693	\$ 20,480	\$ 35,173	\$ 38,473
Electric	\$ 5,000	\$ 362	\$ 595	\$ 957	\$ 5,000
Water & Sewer	\$ 3,500	\$ 507	\$ 900	\$ 1,407	\$ 3,500
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ -	\$ 1,250	\$ 1,250	\$ -
Irrigation Repairs	\$ 7,500	\$ 231	\$ 3,750	\$ 3,981	\$ 7,500
General Repairs & Maintenance	\$ 10,000	\$ 1,538	\$ 5,000	\$ 6,538	\$ 12,000
Contingency	\$ 7,500	\$ -	\$ 3,750	\$ 3,750	\$ 7,500
Subtotal Field Expenditures	\$ 165,059	\$ 55,223	\$ 76,303	\$ 131,526	\$ 167,864

Lucerne Park

Community Development District

General Fund

Description	Adopted Budget FY2024	Actuals Thru 2/29/24	Projected Next 7 Months	Projected Thru 9/30/24	Proposed Budget FY2025
Amenity Expenditures					
Amenity - Electric	\$ 6,000	\$ 4,160	\$ 5,880	\$ 10,040	\$ 10,100
Amenity - Water	\$ 6,000	\$ 1,894	\$ 3,300	\$ 5,194	\$ 6,000
Playground Lease	\$ 19,512	\$ 8,130	\$ 11,382	\$ 19,512	\$ 19,512
Internet	\$ 2,000	\$ 788	\$ 1,096	\$ 1,884	\$ 2,000
Pest Control	\$ 600	\$ -	\$ 280	\$ 280	\$ 600
Janitorial Service	\$ 15,300	\$ 5,775	\$ 8,995	\$ 14,770	\$ 16,160
Security Services	\$ 32,000	\$ 13,286	\$ 18,600	\$ 31,886	\$ 32,000
Pool Maintenance	\$ 19,800	\$ 9,520	\$ 13,160	\$ 22,680	\$ 23,700
Amenity Repairs & Maintenance	\$ 10,000	\$ 2,698	\$ 7,302	\$ 10,000	\$ 10,000
Amenity Access Management	\$ 5,250	\$ 2,188	\$ 3,063	\$ 5,250	\$ 5,513
Contingency	\$ 8,500	\$ -	\$ 4,250	\$ 4,250	\$ 14,469
Subtotal Amenity Expenditures	\$ 124,962	\$ 48,439	\$ 77,307	\$ 125,746	\$ 140,054
Total Operations & Maintenance	\$ 290,022	\$ 103,662	\$ 153,610	\$ 257,272	\$ 307,918
<i>Other Expenditures</i>					
Capital Reserves	\$ 23,963	\$ -	\$ 35,000	\$ 35,000	\$ -
Total Other Expenditures	\$ 23,963	\$ -	\$ 35,000	\$ 35,000	\$ -
Total Expenditures	\$ 446,207	\$ 147,997	\$ 245,629	\$ 393,626	\$ 446,207
Excess Revenues/(Expenditures)	\$ 0	\$ 291,960	\$ (239,379)	\$ 52,581	\$ 0

Net Assessments	\$446,207
Add: Discounts & Collections 7%	\$33,585
Gross Assessments	<u>\$479,792</u>
Assessable Units	346
Per Unit Gross Assessment	<u>\$1,386.69</u>

Lucerne Park
Community Development District
GENERAL FUND BUDGET

REVENUES:

Assessments

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for operating expenditures during the fiscal year.

EXPENDITURES:

Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

Engineering

The District's engineer provides general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel provides general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on its Series 2019 bonds.

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon the Series 2019 bond series.

Lucerne Park
Community Development District
GENERAL FUND BUDGET

Trustee Fees

The District will incur trustee related costs with the issuance of its' Series 2019 bonds.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services-Central Florida, LLC provides this service.

Website Maintenance

Represents costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services-Central Florida, LLC provides this service.

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability and public official's liability insurance coverages.

Copies

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Contingency

Bank charges and any other miscellaneous expenses incurred during the year.

Lucerne Park
Community Development District
GENERAL FUND BUDGET

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Operations & Maintenance:

Field Services

Property Insurance

The District's property insurance coverages.

Field Management

The District has contracted with Governmental Management Services – Central Florida, LLC to provide onsite field management of contracts for the District such as landscape maintenance. Services can include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Landscape Maintenance

The District has a contract with Prince & Sons, Inc. to maintain the landscaping located within the District. These services include monthly landscape maintenance such as mowing of turf areas, pruning and trimming, plant bed weed control, fertilization and irrigation inspections.

Landscape Contingency

Represents the estimated cost of replacing landscaping within the common areas of the District.

Streetlights

Represents the cost to maintain street lights within the District Boundaries that are expected to be in place throughout the fiscal year.

Electric

Represents current and estimated electric charges of common areas throughout the District.

Water & Sewer

Represents current and estimated costs for water and refuse services provided for common areas throughout the District.

Lucerne Park
Community Development District
GENERAL FUND BUDGET

Irrigation Repairs

Represents the cost of maintaining and repairing the irrigation system. This includes the sprinklers, and irrigation wells.

General Repairs & Maintenance

Represents estimated costs for general repairs and maintenance of the District's common areas.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any field category.

Amenity Expenditures

Amenity - Electric

Represents estimated electric charges for the District's amenity facilities.

Amenity – Water

Represents estimated water charges for the District's amenity facilities.

Playground Lease

Represents the cost of the District leasing playground equipment for the fiscal year.

Internet

Internet service will be added for use at the Amenity Center.

Pest Control

The District will incur costs for pest control treatments to its amenity facilities.

Janitorial Services

Represents costs to provide janitorial services and supplies for the District's amenity facilities.

Security Services

Represents the cost of contracting a monthly security service for the District's amenity facilities.

Pool Maintenance

Represents the costs of regular cleaning and treatments of the District's pool.

Lucerne Park
Community Development District
GENERAL FUND BUDGET

Amenity Repairs & Maintenance

Represents estimated costs for repairs and maintenance of the District's amenity facilities.

Amenity Access Management

Represents the cost of managing the monitoring access to the District's amenity facilities.

Contingency

Represents funds allocated to expenses that the District could incur throughout the fiscal year that do not fit into any amenity category.

Other Expenditures:

Capital Reserves

Funds collected and reserved for the replacement of and/or purchase of new capital improvements throughout the District.

Lucerne Park
Community Development District
Debt Service Fund
Series 2019

Description	Adopted Budget FY2024	Actuals Thru 2/29/24	Projected Next 7 Months	Projected Thru 9/30/24	Proposed Budget FY2025
Revenues					
Assessments	\$ 419,524	\$ 413,646	\$ 5,878	\$ 419,524	\$ 419,524
Interest Income	\$ -	\$ 6,663	\$ 9,328	\$ 15,990	\$ -
Carry Forward Surplus *	\$ 194,881	\$ 197,720	\$ -	\$ 197,720	\$ 213,891
Total Revenues	\$ 614,405	\$ 618,028	\$ 15,206	\$ 633,234	\$ 633,414
Expenses					
Interest - 11/1	\$ 147,172	\$ 147,172	\$ -	\$ 147,172	\$ 144,797
Principal - 5/1	\$ 125,000	\$ -	\$ 125,000	\$ 125,000	\$ 130,000
Interest - 5/1	\$ 147,172	\$ -	\$ 147,172	\$ 147,172	\$ 144,797
Total Expenditures	\$ 419,344	\$ 147,172	\$ 272,172	\$ 419,344	\$ 419,594
Excess Revenues/(Expenditures)	\$ 195,061	\$ 470,856	\$ (256,966)	\$ 213,891	\$ 213,821

* Carryforward Less Reserve Requirement

Interest - 11/1/2025 **\$142,197**
Total **\$142,197**

Product Type	Assessable Units	Total Net Assessments	Per Unit Net Assessment	Per Unit Gross Assessment
Phase 1 - Phase 3	346	\$419,524	\$1,212	\$1,304
	346	\$419,524		

Lucerne Park
Community Development District
Series 2019 Special Assessment Bonds
Amortization Schedule

Date	Balance	Prinicipal	Interest	Total
11/01/24	\$ 6,260,000.00	\$ -	\$ 144,796.88	\$ 416,968.75
05/01/25	\$ 6,260,000.00	\$ 130,000.00	\$ 144,796.88	
11/01/25	\$ 6,130,000.00	\$ -	\$ 142,196.88	\$ 416,993.75
05/01/26	\$ 6,130,000.00	\$ 135,000.00	\$ 142,196.88	
11/01/26	\$ 5,995,000.00	\$ -	\$ 139,496.88	\$ 416,693.75
05/01/27	\$ 5,995,000.00	\$ 140,000.00	\$ 139,496.88	
11/01/27	\$ 5,855,000.00	\$ -	\$ 136,696.88	\$ 416,193.75
05/01/28	\$ 5,855,000.00	\$ 145,000.00	\$ 136,696.88	
11/01/28	\$ 5,710,000.00	\$ -	\$ 133,796.88	\$ 415,493.75
05/01/29	\$ 5,710,000.00	\$ 155,000.00	\$ 133,796.88	
11/01/29	\$ 5,555,000.00	\$ -	\$ 130,696.88	\$ 419,493.75
05/01/30	\$ 5,555,000.00	\$ 160,000.00	\$ 130,696.88	
11/01/30	\$ 5,395,000.00	\$ -	\$ 126,996.88	\$ 417,693.75
05/01/31	\$ 5,395,000.00	\$ 165,000.00	\$ 126,996.88	
11/01/31	\$ 5,230,000.00	\$ -	\$ 123,181.25	\$ 415,178.13
05/01/32	\$ 5,230,000.00	\$ 175,000.00	\$ 123,181.25	
11/01/32	\$ 5,055,000.00	\$ -	\$ 119,134.38	\$ 417,315.63
05/01/33	\$ 5,055,000.00	\$ 185,000.00	\$ 119,134.38	
11/01/33	\$ 4,870,000.00	\$ -	\$ 114,856.25	\$ 418,990.63
05/01/34	\$ 4,870,000.00	\$ 190,000.00	\$ 114,856.25	
11/01/34	\$ 4,680,000.00	\$ -	\$ 110,462.50	\$ 415,318.75
05/01/35	\$ 4,680,000.00	\$ 200,000.00	\$ 110,462.50	
11/01/35	\$ 4,480,000.00	\$ -	\$ 105,837.50	\$ 416,300.00
05/01/36	\$ 4,480,000.00	\$ 210,000.00	\$ 105,837.50	
11/01/36	\$ 4,270,000.00	\$ -	\$ 100,981.25	\$ 416,818.75
05/01/37	\$ 4,270,000.00	\$ 220,000.00	\$ 100,981.25	
11/01/37	\$ 4,050,000.00	\$ -	\$ 95,893.75	\$ 416,875.00
05/01/38	\$ 4,050,000.00	\$ 230,000.00	\$ 95,893.75	
11/01/38	\$ 3,820,000.00	\$ -	\$ 90,575.00	\$ 416,468.75
05/01/39	\$ 3,820,000.00	\$ 240,000.00	\$ 90,575.00	
11/01/39	\$ 3,580,000.00	\$ -	\$ 85,025.00	\$ 415,600.00
05/01/40	\$ 3,580,000.00	\$ 255,000.00	\$ 85,025.00	
11/01/40	\$ 3,325,000.00	\$ -	\$ 78,968.75	\$ 418,993.75
05/01/41	\$ 3,325,000.00	\$ 265,000.00	\$ 78,968.75	
11/01/41	\$ 3,060,000.00	\$ -	\$ 72,675.00	\$ 416,643.75
05/01/42	\$ 3,060,000.00	\$ 280,000.00	\$ 72,675.00	
11/01/42	\$ 2,780,000.00	\$ -	\$ 66,025.00	\$ 418,700.00
05/01/43	\$ 2,780,000.00	\$ 295,000.00	\$ 66,025.00	
11/01/43	\$ 2,485,000.00	\$ -	\$ 59,018.75	\$ 420,043.75
05/01/44	\$ 2,485,000.00	\$ 305,000.00	\$ 59,018.75	
11/01/44	\$ 2,180,000.00	\$ -	\$ 51,775.00	\$ 415,793.75
05/01/45	\$ 2,180,000.00	\$ 320,000.00	\$ 51,775.00	

Lucerne Park
Community Development District
Series 2019 Special Assessment Bonds
Amortization Schedule

Date	Balance	Prinicipal	Interest	Total
11/01/45	\$ 1,860,000.00	\$ -	\$ 44,175.00	\$ 415,950.00
05/01/46	\$ 1,860,000.00	\$ 335,000.00	\$ 44,175.00	
11/01/46	\$ 1,525,000.00	\$ -	\$ 36,218.75	\$ 415,393.75
05/01/47	\$ 1,525,000.00	\$ 355,000.00	\$ 36,218.75	
11/01/47	\$ 1,170,000.00	\$ -	\$ 27,787.50	\$ 419,006.25
05/01/48	\$ 1,170,000.00	\$ 370,000.00	\$ 27,787.50	
11/01/48	\$ 800,000.00	\$ -	\$ 19,000.00	\$ 416,787.50
05/01/49	\$ 800,000.00	\$ 390,000.00	\$ 19,000.00	
11/01/49	\$ 410,000.00	\$ -	\$ 9,737.50	\$ 418,737.50
05/01/50	\$ 410,000.00	\$ 410,000.00	\$ 9,737.50	\$ 419,737.50
		\$ 6,505,000.00	\$ 5,782,260.63	\$ 12,512,260.63

Lucerne Park
Community Development District
Capital Reserve Fund

Description	Adopted Budget FY2024	Actuals Thru 2/29/24	Projected Next 7 Months	Projected Thru 9/30/24	Proposed Budget FY2025
Revenues					
Interest Income	\$ -	\$ 1,018	\$ 1,425	\$ 2,443	\$ -
Carry Forward Surplus	\$ 70,000	\$ 49,985	\$ -	\$ 49,985	\$ 87,428
Total Revenues	\$ 70,000	\$ 51,003	\$ 1,425	\$ 52,428	\$ 87,428
Expenses					
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Sources					
Transfer In (Out)	\$ 23,963	\$ -	\$ 35,000	\$ 35,000	\$ -
Total Other Financing Sources/(Uses)	\$ 23,963	\$ -	\$ 35,000	\$ 35,000	\$ -
Excess Revenues/(Expenditures)	\$ 93,963	\$ 51,003	\$ 36,425	\$ 87,428	\$ 87,428

SECTION V

SECTION A

Lucerne Park CDD Ethics Training

Best dates for ethics training are:

- April 30th
- May 29th, 30, or 31st
- July 30th or 31st
- August 29th or 30th
- October 29th, 30th, or 31st

SECTION C

Lucerne Park CDD

Field Management Report

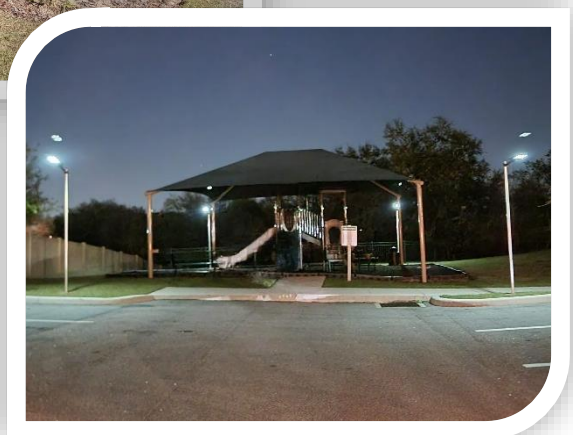
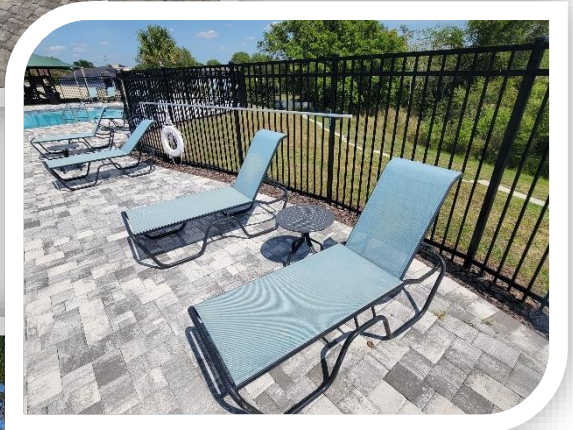


March 21st, 2024
Marshall Tindall
Field Services Manager
GMS

Complete

Amenity Review

- ✚ Pool facilities have been well maintained.
- ✚ No issues found at playground during regular inspection.
- ✚ Pool furniture spring cleaning was completed.
- ✚ Adjusted solar lights per discussion at last meeting.



Complete

Landscaping

- ✚ Landscapers have kept district areas clean and well kept per scope.
- ✚ Tree inspection. pruning is wrapping up.



Complete

In progress

- ✚ Planning regular landscape touchups with the onset of growing season.
- ✚ Scheduling light touch up cleaning for monument signs and vinyl fence.



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 D

SECTION 1

Lucerne Park Community Development District

Summary of Check Register

February 1, 2024 through March 8, 2024

Fund	Date	Check No.'s	Amount
General Fund	2/6/24	562-567	\$ 17,675.02
	2/7/24	568	\$ 5,393.98
	2/20/24	569-572	\$ 6,383.51
	3/5/24	573-574	\$ 4,095.24
Total Amount			\$ 33,547.75

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/06/24	00030	1/31/24	11573	202401	330-57200-46700		CLEANING SERVICES JAN24	*	1,295.00		
							CLEAN STAR SERVICES OF CENTRAL FL			1,295.00	000562
2/06/24	00007	12/31/23	205	202312	330-57200-46000		GEN REPAIRS & MAINT DEC23	*	164.63		
							GOVERNMENTAL MANAGEMENT SERVICES			164.63	000563
2/06/24	00027	2/01/24	21859	202402	330-57200-46300		POOL MAINTENANCE FEB24	*	1,880.00		
							MCDONNELL CORPORATION DBA RESORT			1,880.00	000564
2/06/24	00024	10/19/23	4652053	202310	300-15500-10000		1% ADMIN FEE-DEBT	*	4,511.01		
		10/19/23	4652054	202310	300-15500-10000		1% ADMIN FEE-MAINT	*	4,797.95		
							POLK COUNTY PROPERTY APPRAISER			9,308.96	000565
2/06/24	00019	2/01/24	11626	202402	320-53800-46200		LANDSCAPE MAINT FEB24	*	3,400.42		
							PRINCE & SONS INC.			3,400.42	000566
2/06/24	00032	2/06/24	02062024	202402	300-15500-10000		EQUIPMENT LEASE MAR24	*	1,626.01		
							WHFS, LLC			1,626.01	000567
2/07/24	00046	12/31/23	11568621	202312	330-57200-34500		SECURITY SVCS DEC23	*	2,924.75		
		1/31/24	11606707	202401	330-57200-34500		SECURITY SVCS JAN24	*	2,469.23		
							SECURITAS SECURITY			5,393.98	000568
2/20/24	00039	2/15/24	BH021520	202402	310-51300-11000		SUPERVISOR FEE 02/15/24	*	200.00		
							BOBBIE HENLEY			200.00	000569
2/20/24	00007	2/01/24	203	202402	310-51300-34000		MANAGEMENT FEES FEB24	*	3,343.67		
		2/01/24	203	202402	310-51300-35200		WEBSITE ADMIN FEB24	*	100.00		
		2/01/24	203	202402	310-51300-35100		INFORMATION TECH FEB24	*	150.00		
		2/01/24	203	202402	310-51300-31300		DISSEMINATION SVCS FEB24	*	416.67		
		2/01/24	203	202402	330-57200-12000		AMENITY ACCESS FEB24	*	437.50		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/01/24	203		203	202402	310	51300	51000		OFFICE SUPPLIES FEB24	*	.48		
2/01/24	203		203	202402	310	51300	42000		POSTAGE FEB24	*	10.19		
2/01/24	204		204	202402	320	53800	12000		FIELD MANAGEMENT FEB24	*	1,325.00		
GOVERNMENTAL MANAGEMENT SERVICES												5,783.51	000570
2/20/24	00049	2/15/24	JK021520	202402	310	51300	11000		SUPERVISOR FEE 02/15/24	*	200.00		
JESSICA KOWALSKI												200.00	000571
2/20/24	00050	2/15/24	KC021520	202402	310	51300	11000		SUPERVISOR FEE 02/15/24	*	200.00		
KRISTIN CASSIDY												200.00	000572
3/05/24	00046	2/29/24	11642201	202402	330	57200	34500		SECURITY SVCS FEB24	*	2,469.23		
SECURITAS SECURITY												2,469.23	000573
3/05/24	00032	3/05/24	03052024	202403	300	15500	10000		EQUIPMENT LEASE APR24	*	1,626.01		
WHFS, LLC												1,626.01	000574
TOTAL FOR BANK A											33,547.75		
TOTAL FOR REGISTER											33,547.75		

SECTION 2

Lucerne Park
Community Development District

Unaudited Financial Reporting
February 29, 2024



Table of Contents

1	<u>Balance Sheet</u>
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Lucerne Park
Community Development District
Combined Balance Sheet
February 29, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Projects Fund</i>	<i>Capital Reserve Fund</i>	<i>Totals Governmental Funds</i>
Assets:					
Cash:					
Operating Account	\$ 536,192	\$ -	\$ -	\$ -	\$ 536,192
Money Market Account	\$ -	\$ -	\$ -	\$ 51,003	\$ 51,003
Investments:					
Series 2019					
Reserve	\$ -	\$ 210,022	\$ -	\$ -	\$ 210,022
Revenue	\$ -	\$ 468,534	\$ -	\$ -	\$ 468,534
Prepayment	\$ -	\$ 2,033	\$ -	\$ -	\$ 2,033
Construction	\$ -	\$ -	\$ 0	\$ -	\$ 0
Due from General Fund	\$ -	\$ 289	\$ -	\$ -	\$ 289
Prepaid Expenses	\$ 1,626	\$ -	\$ -	\$ -	\$ 1,626
Total Assets	\$ 537,818	\$ 680,878	\$ 0	\$ 51,003	\$ 1,269,700
Liabilities:					
Accounts Payable	\$ 7,554	\$ -	\$ -	\$ -	\$ 7,554
Due to Debt Service	\$ 289	\$ -	\$ -	\$ -	\$ 289
Total Liabilities	\$ 7,843	\$ -	\$ -	\$ -	\$ 7,843
Fund Balance:					
Deposits and Prepaid Items	\$ 1,626	\$ -	\$ -	\$ -	\$ 1,626
Restricted for:					
Debt Service 2019	\$ -	\$ 680,878	\$ -	\$ -	\$ 680,878
Capital Projects - Series 2019	\$ -	\$ -	\$ 0	\$ -	\$ 0
Unassigned	\$ 528,349	\$ -	\$ -	\$ 51,003	\$ 579,352
Total Fund Balances	\$ 529,975	\$ 680,878	\$ 0	\$ 51,003	\$ 1,261,857
Total Liabilities & Fund Balance	\$ 537,818	\$ 680,878	\$ 0	\$ 51,003	\$ 1,269,700

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Assessments	\$ 446,207	\$ 439,957	\$ 439,957	\$ -
Total Revenues	\$ 446,207	\$ 439,957	\$ 439,957	\$ -
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 5,000	\$ 1,800	\$ 3,200
Engineering	\$ 20,000	\$ 8,333	\$ 110	\$ 8,223
Attorney	\$ 25,000	\$ 10,417	\$ 3,655	\$ 6,762
Annual Audit	\$ 4,800	\$ 3,800	\$ 3,800	\$ -
Assessment Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Arbitrage	\$ 450	\$ -	\$ -	\$ -
Dissemination	\$ 5,000	\$ 2,083	\$ 2,083	\$ (0)
Trustee Fees	\$ 4,337	\$ 2,478	\$ 2,478	\$ -
Management Fees	\$ 40,124	\$ 16,718	\$ 16,718	\$ 0
Information Technology	\$ 1,800	\$ 750	\$ 750	\$ -
Website Administration	\$ 1,200	\$ 500	\$ 500	\$ -
Postage & Delivery	\$ 900	\$ 375	\$ 221	\$ 154
Insurance	\$ 6,586	\$ 6,586	\$ 6,197	\$ 389
Copies	\$ 500	\$ 208	\$ 13	\$ 195
Legal Advertising	\$ 3,000	\$ 1,250	\$ 636	\$ 614
Other Current Charges	\$ 1,000	\$ 417	\$ 197	\$ 219
Office Supplies	\$ 350	\$ 146	\$ 2	\$ 144
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Subtotal General & Administrative	\$ 132,222	\$ 64,237	\$ 44,335	\$ 19,902

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
<i>Operations & Maintenance</i>				
Field Services				
Property Insurance	\$ 13,886	\$ 13,886	\$ 14,264	\$ (378)
Field Management	\$ 15,900	\$ 6,625	\$ 6,625	\$ -
Landscape Maintenance	\$ 45,800	\$ 19,083	\$ 17,002	\$ 2,081
Landscape Replacement	\$ 15,000	\$ 6,250	\$ -	\$ 6,250
Streetlights	\$ 38,473	\$ 16,031	\$ 14,693	\$ 1,338
Electric	\$ 5,000	\$ 2,083	\$ 362	\$ 1,721
Water & Sewer	\$ 3,500	\$ 1,458	\$ 507	\$ 951
Sidewalk & Asphalt Maintenance	\$ 2,500	\$ 1,042	\$ -	\$ 1,042
Irrigation Repairs	\$ 7,500	\$ 3,125	\$ 231	\$ 2,894
General Repairs & Maintenance	\$ 10,000	\$ 4,167	\$ 1,538	\$ 2,629
Contingency	\$ 7,500	\$ 3,125	\$ -	\$ 3,125
Subtotal Field Expenditures	\$ 165,059	\$ 76,875	\$ 55,223	\$ 21,652
Amenity Expenditures				
Amenity - Electric	\$ 6,000	\$ 2,500	\$ 4,160	\$ (1,660)
Amenity - Water	\$ 6,000	\$ 2,500	\$ 1,894	\$ 606
Playground Lease	\$ 19,512	\$ 8,130	\$ 8,130	\$ 0
Internet	\$ 2,000	\$ 833	\$ 788	\$ 46
Pest Control	\$ 600	\$ 250	\$ -	\$ 250
Janitorial Service	\$ 15,300	\$ 6,375	\$ 5,775	\$ 600
Security Services	\$ 32,000	\$ 13,333	\$ 13,286	\$ 48
Pool Maintenance	\$ 19,800	\$ 8,250	\$ 9,520	\$ (1,270)
Amenity Repairs & Maintenance	\$ 10,000	\$ 4,167	\$ 2,698	\$ 1,468
Pool Permit	\$ -	\$ -	\$ -	\$ -
Amenity Access Management	\$ 5,250	\$ 2,188	\$ 2,188	\$ -
Contingency	\$ 8,500	\$ 3,542	\$ -	\$ 3,542
Subtotal Amenity Expenditures	\$ 124,962	\$ 52,068	\$ 48,439	\$ 3,629
Total Expenditures	\$ 422,244	\$ 193,179	\$ 147,997	\$ 45,182
Excess (Deficiency) of Revenues over Expenditures	\$ 23,963		\$ 291,960	
<i>Other Financing Sources/(Uses):</i>				
Transfer In/(Out) - Capital Reserves	\$ (23,963)	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ (23,963)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 0		\$ 291,960	
Fund Balance - Beginning	\$ -		\$ 238,015	
Fund Balance - Ending	\$ 0		\$ 529,975	

Lucerne Park
Community Development District
Debt Service Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Assessments	\$ 419,524	\$ 413,646	\$ 413,646	\$ -
Interest	\$ -	\$ -	\$ 6,663	\$ 6,663
Total Revenues	\$ 419,524	\$ 413,646	\$ 420,308	\$ 6,663
Expenditures:				
Interest - 11/1	\$ 147,172	\$ 147,172	\$ 147,172	\$ -
Principal - 5/1	\$ 125,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 147,172	\$ -	\$ -	\$ -
Total Expenditures	\$ 419,344	\$ 147,172	\$ 147,172	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 180		\$ 273,136	
Fund Balance - Beginning	\$ 194,881		\$ 407,742	
Fund Balance - Ending	\$ 195,061		\$ 680,878	

Lucerne Park
Community Development District
Capital Projects Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues				
Interest	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ -	\$ -
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ -	\$ -	\$ -
Fund Balance - Beginning	\$ -	\$ -	\$ 0	\$ 0
Fund Balance - Ending	\$ -	\$ -	\$ 0	\$ 0

Lucerne Park
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues				
Interest	\$ -	\$ -	\$ 1,018	\$ 1,018
Total Revenues	\$ -	\$ -	\$ 1,018	\$ 1,018
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 1,018	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ 23,963	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ 23,963	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 23,963		\$ 1,018	
Fund Balance - Beginning	\$ 70,000		\$ 49,985	
Fund Balance - Ending	\$ 93,963		\$ 51,003	

Lucerne Park
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments	\$ -	\$ 3,914	\$ 435,736	\$ (1,024)	\$ 1,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 439,957
Total Revenues	\$ -	\$ 3,914	\$ 435,736	\$ (1,024)	\$ 1,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 439,957
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 600	\$ 800	\$ (200)	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800
Engineering	\$ 55	\$ 55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110
Attorney	\$ 1,215	\$ 2,190	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,655
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ 3,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,800
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dissemination	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,083
Trustee Fees	\$ 2,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,478
Management Fees	\$ 3,344	\$ 3,344	\$ 3,344	\$ 3,344	\$ 3,344	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,718
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750
Website Administration	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Postage & Delivery	\$ 37	\$ 9	\$ 4	\$ 161	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 221
Insurance	\$ 6,197	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,197
Copies	\$ -	\$ 2	\$ 11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13
Legal Advertising	\$ 393	\$ 243	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 636
Other Current Charges	\$ 39	\$ 39	\$ 39	\$ 39	\$ 41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197
Office Supplies	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Subtotal General & Administrative	\$ 20,199	\$ 7,348	\$ 4,114	\$ 4,211	\$ 8,462	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,335

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	\$ 14,264	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,264
Field Management	\$ 1,325	\$ 1,325	\$ 1,325	\$ 1,325	\$ 1,325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,625
Landscape Maintenance	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,002
Landscape Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streetlights	\$ 2,926	\$ 2,926	\$ 2,926	\$ 2,926	\$ 2,990	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,693
Electric	\$ 76	\$ 68	\$ 69	\$ 74	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 362
Water & Sewer	\$ 131	\$ 101	\$ 76	\$ 119	\$ 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 507
Sidewalk & Asphalt Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Irrigation Repairs	\$ 131	\$ 101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231
General Repairs & Maintenance	\$ -	\$ 1,538	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,538
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Field Expenditures	\$ 22,253	\$ 9,459	\$ 7,796	\$ 7,844	\$ 7,871	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,223
Amenity Expenditures													
Amenity - Electric	\$ 870	\$ 826	\$ 725	\$ 901	\$ 839	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,160
Amenity - Water	\$ 395	\$ 437	\$ 463	\$ 445	\$ 155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,894
Playground Lease	\$ 1,626	\$ 1,626	\$ 1,626	\$ 1,626	\$ 1,626	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,130
Internet	\$ 157	\$ 157	\$ 157	\$ 157	\$ 162	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 788
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial Service	\$ 720	\$ 1,210	\$ 1,265	\$ 1,295	\$ 1,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,775
Security Services	\$ 2,953	\$ 2,469	\$ 2,925	\$ 2,469	\$ 2,469	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,286
Pool Maintenance	\$ 1,650	\$ 2,230	\$ 1,880	\$ 1,880	\$ 1,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,520
Amenity Repairs & Maintenance	\$ 2,249	\$ 285	\$ 165	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,698
Pool Permit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity Access Management	\$ 438	\$ 438	\$ 438	\$ 438	\$ 438	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,188
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Amenity Expenditures	\$ 11,057	\$ 9,677	\$ 9,642	\$ 9,210	\$ 8,853	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,439
Total Expenditures	\$ 53,509	\$ 26,485	\$ 21,553	\$ 21,264	\$ 25,186	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147,997
Excess Revenues (Expenditures)	\$ (53,509)	\$ (22,571)	\$ 414,183	\$ (22,289)	\$ (23,854)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291,960
Other Financing Sources/Uses:													
Transfer In/(Out) - Capital Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (53,509)	\$ (22,571)	\$ 414,183	\$ (22,289)	\$ (23,854)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291,960

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	\$7,025,000
LESS: SPECIAL CALL - 8/01/20	(\$250,000)
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)
LESS: PRINCIPAL PAYMENT - 05/01/23	(\$120,000)
CURRENT BONDS OUTSTANDING	\$6,385,000

Lucerne Park
Community Development District
Special Assessment Receipts
Fiscal Year 2024

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

Date	Distribution	Gross Amount	Commissions	Discount/Penalty	Interest	Net Receipts	Series 2019 Debt		Total
							O&M Portion	Service	
							51.54%	48.46%	100.00%
11/14/23	10/1-10/31/23	\$2,690.45	(\$107.63)	(\$51.66)	\$0.00	\$2,531.16	\$1,304.59	\$1,226.57	\$2,531.16
11/17/23	11/1-11/5/23	\$2,690.45	(\$107.62)	(\$51.66)	\$0.00	\$2,531.17	\$1,304.60	\$1,226.57	\$2,531.17
11/24/23	11/6-11/12/23	\$2,690.45	(\$107.62)	(\$51.66)	\$0.00	\$2,531.17	\$1,304.60	\$1,226.57	\$2,531.17
12/08/23	11/3-11/22/23	\$13,452.25	(\$538.07)	(\$258.28)	\$0.00	\$12,655.90	\$6,523.00	\$6,132.90	\$12,655.90
12/21/23	11/23-11/30/23	\$879,777.15	(\$35,191.19)	(\$16,891.72)	\$0.00	\$827,694.24	\$426,603.48	\$401,090.76	\$827,694.24
12/29/23	12/1-12/15/23	\$5,380.90	(\$215.25)	(\$103.31)	\$0.00	\$5,062.34	\$2,609.19	\$2,453.15	\$5,062.34
01/01/24	1% Fee Adj	(\$9,308.96)	\$0.00	\$0.00	\$0.00	(\$9,308.96)	(\$4,797.95)	(\$4,511.01)	(\$9,308.96)
01/10/24	12/16-12/31/23	\$5,380.90	(\$215.24)	(\$103.31)	\$0.00	\$5,062.35	\$2,609.20	\$2,453.15	\$5,062.35
01/16/24	Interest	\$0.00	\$0.00	\$0.00	\$2,259.29	\$2,259.29	\$1,164.46	\$1,094.83	\$2,259.29
02/09/24	1/1/24-01/31/24	\$2,690.45	(\$53.81)	(\$52.73)	\$0.00	\$2,583.91	\$1,331.78	\$1,252.13	\$2,583.91
TOTAL		\$ 905,444.04	\$ (36,536.43)	\$ (17,564.33)	\$ 2,259.29	\$ 853,602.57	\$ 439,956.95	\$ 413,645.62	\$ 853,602.57

99%	Net Percent Collected
\$12,130.43	Balance Remaining to Collect