

***Lucerne Park
Community Development District***

Agenda

April 18, 2024

AGENDA

Lucerne Park

Community Development District

219 East Livingston Street, Orlando, Florida 32801

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

April 11, 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, April 18, 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 March 21, 2024 Board of Supervisors Meeting
4. Public Hearing
 - A. Consideration of 2024-05 Adopting Variance Policy and Fees
5. Consideration of 2024-06 Setting the Date, Time and Location for the Landowners' Election and Meeting
6. Staff Reports
 - A. Attorney
 - i. Ethics Training Workshop Date/ Time:
 - April 30th & May 30th, 10 a.m.- Noon Via Zoom Webinar
 - B. Engineer
 - i. Consideration of Work Order 2024-1 for Annual Engineers' Report
 - C. Field Manager's Report
 - D. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
7. Other Business
8. Supervisors Requests
9. 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, **March 21, 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 |
| Emily Cassidy | Assistant Secretary |
| Justin Brock | Assistant Secretary |

Also present were:

| | |
|------------------|------------------------------------|
| Tricia Adams | District Manager, GMS |
| Meredith Hammock | District Counsel, Kilinski Van Wyk |
| Marshall Tindall | Field Services, GMS |

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order at 9:33 a.m. There were four Board members present constituting a quorum. Ms. Adams dismissed the District Engineer from attending the meeting as there are no engineering items but he is available if something comes up and can reach him on the phone.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams stated no members of the public are present who want to make a statement.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 15,
2024 Board of Supervisors Meeting**

Ms. Adams presented the minutes from the February 15, 2024 Board of Supervisors meeting. She noted the minutes have been reviewed by the District Manager and District Counsel. If there are no corrections from Board members, just looking for a motion to approve as presented.

On MOTION by Ms. Henley, seconded by Mr. Brock, with all in favor, the Minutes of the February 15, 2024 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-04
Approving the Proposed Fiscal Year 2025
Budget and Setting a Public Hearing**

Ms. Adams stated this is relative to the FY25 proposed budget. The budget for FY25 will start on October 1, 2024 and run through September 30, 2025. On page 14 of the agenda is Resolution 2024-04 and approval of this resolution approves the proposed budget. A cap will be set for the O&M fee. The amount in the proposed budget is what will be noticed for the budget adoption public hearing. Board members can set the budget at a lower amount than that but not at a higher amount. Approval of this resolution also sets the public hearing to adopt the budget for FY25 which will be June 20, 2024 at 9:30 a.m. at the Holiday inn. The resolution allows the District to transmit the budget to Polk County, post it on the website, and notice the public hearing in accordance with Florida Statute. A copy of the proposed budget is attached to the resolution. The adopted budget for FY24 was \$446,207 and the proposed budget for FY25 is that same amount.

Ms. Adams noted that in the administrative section the current budget allows for \$132,222 and the proposed budget is \$138,289. The management fees are currently at \$40,125 and being proposed to bring to \$45,000 which is the standard amount in Central Florida. She noted they are anticipating an increase in property insurance so there is a 5% increase for field management. Amenity expenditures are \$124,000 with proposed expenditures being \$140,000. The contingency line item has been increased. A transfer out to the capital reserve is not being proposed with the FY25 budget. Ms. Henley asked last year's rate per home? Ms. Adams noted the per unit gross assessment \$1,386.69 that is on the tax bill. There are 346 units. Ms. Kowalski asked if there have been any requests for additional security or amenity features. Ms. Adams noted security is a top concern. Dynamic presence of a security officer during peak hours which is weekend hours, Spring Break, 4th of July was budgeted. They have a remote monitoring system that is still being implemented to the point that they are confident they are getting 100% utilization of that. She asked if the budget will be increased to fund that if it does work. Ms. Adams noted if the Board determines throughout the year that they want to utilize additional security services, that would be pulled from contingency. These line items can be adjusted moving forward but the key is they are setting a cap here.

On MOTION by Ms. Henley, seconded by Ms. Kowalski with all in favor, Resolution 2024-04 Approving the Proposed Fiscal Year 2025 Budget and Setting a Public Hearing for June 20th at 9:30 a.m. at same location, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Discussion of Dates for Ethics Workshop Training

Ms. Hammock coordinated dates for ethics training which are April 30th and May 30th, two 2-hour Zoom sessions. The workshop will be noticed in a newspaper in Polk County. A Board member asked if the meetings can be recorded to watch anytime. Ms. Hammock noted she can make that happen.

B. Engineer

The District Engineer was not present.

C. Field Managers Report

Mr. Tindall presented the field manager’s report on pages 33-37 of the agenda. He noted he adjusted the solar lights per his discussion at last week’s meeting with Justin.

D. District Manager’s Report

Ms. Adams updated the Board on an HOA community wide event at the amenity parking center on March 16th. Ms. Masako of the HOA Board is here. There were some good outcomes of that event. However, the HOA blocked access to the public roadway during the Easter egg hunt out of concern for safety of the children. Ms. Adams received a call and emails from people concerned about the right of way being blocked. She suggested to the Board for future events to consider amending the agreement to require the presence of a law enforcement officer. The HOA would pay for that officer. Ms. Hammock will amend special events license agreement with HOA.

Ms. Adams suggested coordinating with the HOA to announce when the HOA is doing an event to help people understand what is happening and if they want to attend or avoid a particular area and the Board had no objection.

i. Approval of Check Register

Ms. Adams presented the check register on page 40 of the agenda packet from February 1, 2024 through March 8, 2024 totaling \$33,548. Immediately following the check register is a summary of payments.

On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, the Check Register totaling \$33,548, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams noted next is the balance sheet and income statement. They always keep an eye on the unassigned balance on page 46.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors Requests

There being no comments, the next item followed.

EIGHTH 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 A

RESOLUTION 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT ADOPTING A POLICY AND RATES, CHARGES AND FEES RELATED TO IMPROVEMENTS WITHIN DISTRICT EASEMENTS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, Chapters 120 and 190, Florida Statutes, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and defray costs of operation and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, the Board of Supervisors (“**Board**”) finds that it is in the best interests of the District to adopt by resolution the *Easement Variance Policy*, including rates, charges and fees (“**Easement Variance Policy**”) related thereto, as set forth at **Exhibit A**, for immediate use and application; and

WHEREAS, the Board further finds that the adoption of the Easement Variance Policy and imposition of the rates, charges and fees is necessary in order to provide for the expenses associated with reviewing and processing applications for easement variances and is in the best interests of the District; and

WHEREAS, the Board finds that the fee structure outlined in **Exhibit A** is just and equitable having been based upon (i) the amount of service furnished; and (ii) other factors affecting the use of the facilities furnished; and

WHEREAS, the Board has complied with applicable Florida law concerning rule development and adoption, including holding the requisite public hearing.

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

SECTION 1. The attached Easement Variance Policy is hereby adopted pursuant to this resolution as necessary for the conduct of District business. The Easement Variance Policy shall stay in full force and effect until such time as they are otherwise amended by the Board.

SECTION 2. The fees in **Exhibit A** are just and equitable and have been based upon (i) the amount of service furnished; and (ii) other factors affecting the use of the facilities furnished.

SECTION 3. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 18TH DAY OF APRIL 2024.

ATTEST:

**LUCERNE PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: *Easement Variance Policy*

EXHIBIT A

LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT Easement Variance Policy

Effective: April 18, 2024

1. **Scope.** This policy applies to requests to construct/install improvements within easements held by the Lucerne Park Community Development District (“District”). No improvements, including fences, pavers, landscaping, etc., may be constructed or installed within District easements without approval from the District. This policy is intended to prevent damage which may be caused by unauthorized obstruction of District easements.
2. **Request Procedures.** Individuals who wish to construct or install improvements within a District easement must (a) submit an application form to the District Manager or his or her designee, and (b) pay a **\$75** fee to offset the costs of processing the request. The application must be signed by the owner(s) of the property. Please note that fences and other improvements may not be permissible in certain easement areas due to underground improvements, access and maintenance requirements, or other factors in the District’s discretion.
3. **Approval.** If approved, the owner(s) of the property must execute an agreement in a form acceptable to the District, which shall be recorded in the Public Records of Polk County, Florida. The District Manager shall have authority to approve applications. There shall be no requirement to bring the application before the Board of Supervisors (“Board”) for approval, unless extraordinary circumstances warrant Board consideration. The District’s approval of an application constitutes approval from the District only. The requestor is responsible for obtaining any other necessary approvals, permits and authorizations for the project, including but not limited to approvals from an HOA, county, municipality, or any other entity having an interest in the project or property utilized
4. **Denial.** The District reserves the right to deny any request that, in its sole discretion, poses an undue risk of damage to District property or improvements; unduly limits the District’s rights to use the easement for its stated purpose; poses an undue risk to the health, safety, or welfare of District residents, guests, staff, and invitees; and/or is otherwise incompatible with the nature of the easement in question. If a request is denied, the requestor may appeal the denial at the next meeting of the Board that is at least ten (10) days from the notice of denial. The Board’s decision upon appeal shall be final.
5. **Encroachment Without Approval.** If improvements are constructed or installed within a District easement without approval, the District reserves the right to take all available legal action against the person or entity engaging in such unauthorized use.
6. **Severability.** The invalidity or unenforceability of any one or more provisions of these policies shall not affect the validity or enforceability of the remaining provisions, or any part of the policies not held to be invalid or unenforceable.
7. **Sovereign Immunity.** Nothing herein shall constitute or be construed as a waiver of the District’s sovereign immunity or limitations on liability contained in Section 768.28, *Florida Statutes*, or other statutes or law.

**LUCERNE PARK COMMUNITY DEVELOPMENT
DISTRICT
Easement Variance Request**

Name of Owner: _____

Address: _____

Telephone: _____ Email: _____

Description of proposed improvement (please attach a detailed survey sketch showing the proposed location of the improvement): _____

Proposed installation commencement date: _____

Acknowledgements (please initial by each):

_____ I acknowledge that any approval is only for the improvement(s) as specified in this request, and that if my plans change, I must file a new variance request.

_____ I acknowledge that approval of this variance request is approval from the Lucerne Park Community Development District only, and that I am responsible for obtaining any other necessary approvals, including but not limited to approvals from any HOA, County, or any other entity having an interest in the property, as applicable.

_____ I acknowledge that if this variance request is approved, I will be required to execute a Variance Agreement, which will be recorded in the official records of Polk County, Florida. No improvements may be installed until the Variance Agreement is executed and recorded.

_____ I acknowledge that this variance request must be made by the legal owner of the property. I certify that I am the legal owner of the property.

Owner's Signature

Print Name

Date

Please submit this completed form to the District Manager by email at tadams@gmscfl.com, or by mail at c/o Governmental Management Services, 219 E. Livingston St., Orlando, FL 32801.

PRIVACY NOTICE: Under Florida's Public Records Law, Chapter 119, Florida Statutes, the information you submit on this form may become part of a public record. This means that, if a citizen makes a public records request, we may be required to disclose the information you submit to us. Under certain circumstances, we may only be required to disclose part of the information submitted to us. If you believe that your records may qualify for an exemption under Chapter 119, *Florida Statutes*, please notify the District Manager.

SECTION V

RESOLUTION 2024-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS’ MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District’s Board of Supervisors (“**Board**”) “shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*],” and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

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

1. EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.

The Board is currently made up of the following individuals:

| <u>Seat Number</u> | <u>Supervisor</u> | <u>Term Expiration Date</u> |
|--------------------|-------------------|-----------------------------|
| 1 | Bobbie Henley | 11/2026 |
| 2 | Kristin Cassidy | 11/2024 |
| 3 | Justin Brock | 11/2024 |
| 4 | Jessica Kowalski | 11/2026 |
| 5 | Emily Cassidy | 11/2024 |

This year, Seat 5, currently held by Emily Cassidy, is subject to a landowner election. The term of office for the successful landowner candidate shall commence upon election and shall be for a four year period. Seat 2, currently held by Kristin Cassidy and Seat 3, currently held by Justin Brock, are subject to a General Election process to be conducted by the Polk County Supervisor of Elections, which General Election process shall be addressed by a separate resolution.

2. LANDOWNER’S ELECTION. In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the 21st day of November 2024, at **9:30 a.m.**, and located at 200 Cypress Gardens Blvd., Winter

Haven, FL 33880.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its **April 18, 2024** meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the office of the District Manager, Governmental Management Services – Central Florida LLC, located at 219 East Livingston Street, Orlando, Florida 32801.

5. **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.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 18TH DAY OF APRIL 2024.

**LUCERNE PARK COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

CHAIRPERSON / VICE CHAIRPERSON

SECRETARY / ASST. SECRETARY

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Lucerne Park Community Development District (“**District**”) the location of which is generally described as comprising a parcel or parcels of land containing approximately 102.81 acres, more or less, generally located in an area south of Old Lucerne Park Road, approximately 350 feet east of Lucerne Loop Road, in the City of Winter Haven, Florida, within Polk County, Florida, advising that a meeting of landowners will be held for the purpose of electing one (1) person to the District’s Board of Supervisors (“**Board**”, and individually, “**Supervisor**”). Immediately following the landowners’ meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE:
HOUR:
LOCATION:

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Governmental Management Services – Central Florida LLC, 219 East Livingston Street, Orlando, Florida 32801 Ph: (407) 841-5524 (“**District Manager’s Office**”). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy. At the landowners’ meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners’ meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager’s Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager’s Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District Manager
Run Date(s): _____ & _____

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

DATE OF LANDOWNERS' MEETING

TIME:

LOCATION:

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

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

This year, one (1) seat on the Board will be up for election in a landowner seat for a four year period. The term of office for the successful landowner candidate shall commence upon election.

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

LANDOWNER PROXY

**LUCERNE PARK COMMUNITY DEVELOPMENT DISTRICT
POLK COUNTY, FLORIDA
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Lucerne Park Community Development District to be held at [Location], [Address], on [Election Date], at [Time], and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

| <u>Parcel Description</u> | <u>Acreage</u> | <u>Authorized Votes</u> |
|---------------------------|----------------|-------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes*, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

SECTION VI

SECTION B



Sent Via Email: tadams@gmscfl.com

April 2, 2024

Ms. Tricia Adams
 District Manager
 Lucerne Park Community Development District
 c/o Governmental Management Services
 219 East Livingston Street
 Orlando, Florida 32801

**Subject: Work Authorization Number 2024-1
 Lucerne Park Community Development District
 Annual Engineer’s Report 2024**

Dear Ms. Adams:

Dewberry Engineers Inc. (Engineer) is pleased to submit this Work Authorization to provide professional consulting engineering services for the Lucerne Park Community Development District (CDD). We will provide these services pursuant to our current agreement (“District Engineering Agreement”) as follows:

I. Scope of Work

We will provide the Annual Engineer’s Report for the CDD as required by the Trust Indenture for this fiscal year. The report will address the requirements as detailed in Section 9.21 of the Trust.

II. Fees

The CDD will compensate the Engineer pursuant to the hourly rate schedule contained in the District Engineering Agreement. We estimate a budget in the amount of \$3,500, plus other direct costs. The CDD will reimburse the Engineer all direct costs, which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the Engineering Agreement.

Thank you for considering Dewberry. We look forward to helping you create a quality project.

Sincerely,

APPROVED AND ACCEPTED



Rey Malavé, P.E.
 Dewberry Engineers Inc.
 Associate Vice President

By: _____
 Authorized Representative of
 Lucerne Park
 Community Development District

 April 2, 2024
 Date

 Date

STANDARD HOURLY BILLING RATE SCHEDULE

Professional/Technical/Construction/Surveying Services

| LABOR CLASSIFICATION | HOURLY RATES |
|--|---|
| Professional | |
| Engineer I, II, III | \$115.00, \$135.00, \$155.00 |
| Engineer IV, V, VI | \$170.00, \$195.00, \$225.00 |
| Engineer VII, VIII, IX | \$250.00, \$275.00, \$305.00 |
| Environmental Specialist I, II, III | \$105.00, \$125.00, \$150.00 |
| Senior Environmental Scientist IV, V, VI | \$170.00, \$190.00, \$210.00 |
| Planner I, II, III | \$105.00, \$125.00, \$150.00 |
| Senior Planner IV, V, VI | \$170.00, \$190.00, \$210.00 |
| Landscape Designer I, II, III | \$105.00, \$125.00, \$150.00 |
| Senior Landscape Architect IV, V, VI | \$170.00, \$190.00, \$210.00 |
| Principal | \$350.00 |
| Technical | |
| CADD Technician I, II, III, IV, V | \$80.00, \$100.00, \$120.00, \$140.00, \$175.00 |
| Designer I, II, III | \$110.00, \$135.00, \$160.00 |
| Designer IV, V, VI | \$180.00, \$200.00, \$220.00 |
| Construction | |
| Construction Professional I, II, III | \$125.00, \$155.00, \$185.00 |
| Construction Professional IV, V, VI | \$215.00, \$240.00, \$285.00 |
| Survey | |
| Surveyor I, II, III | \$68.00, \$83.00, \$98.00 |
| Surveyor IV, V, VI | \$115.00, \$125.00, \$145.00 |
| Surveyor VII, VIII, IX | \$160.00, \$190.00, \$235.00 |
| Senior Surveyor IX | \$290.00 |
| Fully Equipped 1, 2, 3 Person Field Crew | \$145.00, \$175.00, \$230.00 |
| Administration | |
| Administrative Professional I, II, III, IV | \$70.00, \$95.00, \$115.00, \$145.00 |
| Other Direct Costs (Printing, Postage, Etc.) | Cost + 15% |

SECTION C

to be provided under
separate cover

SECTION D

SECTION 1

Lucerne Park Community Development District

Summary of Check Register

March 9, 2024 through April 5, 2024

| Fund | Date | Check No.'s | Amount |
|---------------------|-------------|--------------------|---------------------|
| General Fund | 3/12/24 | 575-577 | \$ 9,755.66 |
| | 3/19/24 | 578-580 | \$ 5,793.51 |
| | 3/26/24 | 581-584 | \$ 1,633.15 |
| | 4/3/24 | 585-586 | \$ 1,791.01 |
| Total Amount | | | \$ 18,973.33 |

| CHECK DATE | VEND# | INVOICE DATE | INVOICE | EXPENSED TO YRMO | DPT ACCT# | SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | CHECK AMOUNT | CHECK # |
|------------|-------|--------------|----------|------------------|-----------------|--------------|-----------------------------------|--------|----------|--------------|---------|
| 3/12/24 | 00030 | 2/29/24 | 11786 | 202402 | 330-57200-46700 | | CLEANING SVCS FEB24 | * | 1,285.00 | | |
| | | | | | | | CLEAN STAR SERVICES OF CENTRAL FL | | | 1,285.00 | 000575 |
| 3/12/24 | 00007 | 3/01/24 | 206 | 202403 | 310-51300-34000 | | MANAGEMENT FEES MAR24 | * | 3,343.67 | | |
| | | 3/01/24 | 206 | 202403 | 310-51300-35200 | | WEBSITE ADMIN MAR24 | * | 100.00 | | |
| | | 3/01/24 | 206 | 202403 | 310-51300-35100 | | INFORMATION TECH MAR24 | * | 150.00 | | |
| | | 3/01/24 | 206 | 202403 | 310-51300-31300 | | DISSEMINATION SVCS MAR4 | * | 416.67 | | |
| | | 3/01/24 | 206 | 202403 | 330-57200-12000 | | AMENITY ACCESS MAR24 | * | 437.50 | | |
| | | 3/01/24 | 206 | 202403 | 310-51300-51000 | | OFFICE SUPPLIES MAR24 | * | .54 | | |
| | | 3/01/24 | 206 | 202403 | 310-51300-42000 | | POSTAGE MAR24 | * | 15.93 | | |
| | | 3/01/24 | 206 | 202403 | 310-51300-42500 | | COPIES MAR24 | * | 1.35 | | |
| | | 3/01/24 | 207 | 202403 | 320-53800-12000 | | FIELD MANAGEMENT MAR24 | * | 1,325.00 | | |
| | | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 5,790.66 | 000576 |
| 3/12/24 | 00027 | 11/16/23 | 21077 | 202311 | 330-57200-46000 | | REPAIR POOL LIFT | * | 800.00 | | |
| | | 3/01/24 | 22169 | 202403 | 330-57200-46300 | | POOL MAINTENANCE MAR24 | * | 1,880.00 | | |
| | | | | | | | MCDONNELL CORPORATION DBA RESORT | | | 2,680.00 | 000577 |
| 3/19/24 | 00007 | 1/31/24 | 208 | 202401 | 320-53800-47000 | | GENERAL MAINTENANCE JAN24 | * | 380.00 | | |
| | | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 380.00 | 000578 |
| 3/19/24 | 00034 | 2/09/24 | 8667 | 202401 | 310-51300-31500 | | GENERAL COUNSEL JAN24 | * | 626.50 | | |
| | | 3/17/24 | 8922 | 202402 | 310-51300-31500 | | GENERAL COUNSEL FEB24 | * | 1,386.59 | | |
| | | | | | | | KILINSKI / VAN WYK, PLLC | | | 2,013.09 | 000579 |
| 3/19/24 | 00019 | 3/01/24 | 11928 | 202403 | 320-53800-46200 | | LANDSCAPE MAINT MAR24 | * | 3,400.42 | | |
| | | | | | | | PRINCE & SONS INC. | | | 3,400.42 | 000580 |
| 3/26/24 | 00039 | 3/21/24 | BH032120 | 202403 | 310-51300-11000 | | SUPERVISOR FEE 03/21/24 | * | 200.00 | | |
| | | | | | | | BOBBIE HENLEY | | | 200.00 | 000581 |

| CHECK DATE | VEND# | INVOICE DATE | INVOICE | YRMO | DPT | ACCT# | SUB | SUBCLASS | VENDOR NAME | STATUS | AMOUNT | CHECK AMOUNT | CHECK # |
|--------------------|-------|--------------|----------|--------|-----|-------|-------|----------|---|--------|-----------|--------------|---------|
| 3/26/24 | 00047 | 3/21/24 | EC032120 | 202403 | 310 | 51300 | 11000 | | SUPERVISOR FEE 03/21/24 EMILY CASSIDY | * | 200.00 | 200.00 | 000582 |
| 3/26/24 | 00007 | 2/29/24 | 211 | 202402 | 320 | 53800 | 47000 | | GENERAL MAINTENANCE FEB24 GOVERNMENTAL MANAGEMENT SERVICES | * | 1,033.15 | 1,033.15 | 000583 |
| 3/26/24 | 00049 | 3/21/24 | JK032120 | 202403 | 310 | 51300 | 11000 | | SUPERVISOR FEE 03/21/24 JESSICA KOWALSKI | * | 200.00 | 200.00 | 000584 |
| 4/03/24 | 00042 | 3/29/24 | 22402790 | 202402 | 310 | 51300 | 31100 | | GENERAL ENGINEERING FEB24 DEWBERRY ENGINEERS INC. | * | 165.00 | 165.00 | 000585 |
| 4/03/24 | 00032 | 4/02/24 | 04022024 | 202404 | 300 | 15500 | 10000 | | EQUIPMENT LEASE MAY24 WHFS, LLC | * | 1,626.01 | 1,626.01 | 000586 |
| TOTAL FOR BANK A | | | | | | | | | | | 18,973.33 | | |
| TOTAL FOR REGISTER | | | | | | | | | | | 18,973.33 | | |

SECTION 2

Lucerne Park
Community Development District

Unaudited Financial Reporting
March 31, 2024



Table of Contents

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Lucerne Park
Community Development District
Combined Balance Sheet
March 31, 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 | \$ 515,999 | \$ - | \$ - | \$ - | \$ 515,999 |
| Money Market Account | \$ - | \$ - | \$ - | \$ 51,214 | \$ 51,214 |
| Investments: | | | | | |
| Series 2019 | | | | | |
| Reserve | \$ - | \$ 210,022 | \$ - | \$ - | \$ 210,022 |
| Revenue | \$ - | \$ 471,186 | \$ - | \$ - | \$ 471,186 |
| Prepayment | \$ - | \$ 2,041 | \$ - | \$ - | \$ 2,041 |
| Construction | \$ - | \$ - | \$ 0 | \$ - | \$ 0 |
| Due from General Fund | \$ - | \$ 2,819 | \$ - | \$ - | \$ 2,819 |
| Prepaid Expenses | \$ 1,626 | \$ - | \$ - | \$ - | \$ 1,626 |
| Total Assets | \$ 517,625 | \$ 686,068 | \$ 0 | \$ 51,214 | \$ 1,254,908 |
| Liabilities: | | | | | |
| Accounts Payable | \$ 9,324 | \$ - | \$ - | \$ - | \$ 9,324 |
| Due to Debt Service | \$ 2,819 | \$ - | \$ - | \$ - | \$ 2,819 |
| Total Liabilities | \$ 12,142 | \$ - | \$ - | \$ - | \$ 12,142 |
| Fund Balance: | | | | | |
| Deposits and Prepaid Items | \$ 1,626 | \$ - | \$ - | \$ - | \$ 1,626 |
| Restricted for: | | | | | |
| Debt Service 2019 | \$ - | \$ 686,068 | \$ - | \$ - | \$ 686,068 |
| Capital Projects - Series 2019 | \$ - | \$ - | \$ 0 | \$ - | \$ 0 |
| Unassigned | \$ 503,856 | \$ - | \$ - | \$ 51,214 | \$ 555,071 |
| Total Fund Balances | \$ 505,482 | \$ 686,068 | \$ 0 | \$ 51,214 | \$ 1,242,765 |
| Total Liabilities & Fund Balance | \$ 517,625 | \$ 686,068 | \$ 0 | \$ 51,214 | \$ 1,254,908 |

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

| | Adopted Budget | Prorated Budget Thru 03/31/24 | Actual Thru 03/31/24 | Variance |
|--|-------------------|----------------------------------|-------------------------|------------------|
| Revenues: | | | | |
| Assessments | \$ 446,207 | \$ 442,648 | \$ 442,648 | \$ - |
| Total Revenues | \$ 446,207 | \$ 442,648 | \$ 442,648 | \$ - |
| Expenditures: | | | | |
| <u>General & Administrative:</u> | | | | |
| Supervisor Fees | \$ 12,000 | \$ 6,000 | \$ 2,400 | \$ 3,600 |
| Engineering | \$ 20,000 | \$ 10,000 | \$ 275 | \$ 9,725 |
| Attorney | \$ 25,000 | \$ 12,500 | \$ 5,668 | \$ 6,832 |
| Annual Audit | \$ 4,800 | \$ 3,800 | \$ 3,800 | \$ - |
| Assessment Administration | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ - |
| Arbitrage | \$ 450 | \$ - | \$ - | \$ - |
| Dissemination | \$ 5,000 | \$ 2,500 | \$ 2,500 | \$ (0) |
| Trustee Fees | \$ 4,337 | \$ 2,478 | \$ 2,478 | \$ - |
| Management Fees | \$ 40,124 | \$ 20,062 | \$ 20,062 | \$ 0 |
| Information Technology | \$ 1,800 | \$ 900 | \$ 900 | \$ - |
| Website Administration | \$ 1,200 | \$ 600 | \$ 600 | \$ - |
| Postage & Delivery | \$ 900 | \$ 450 | \$ 237 | \$ 213 |
| Insurance | \$ 6,586 | \$ 6,586 | \$ 6,197 | \$ 389 |
| Copies | \$ 500 | \$ 250 | \$ 14 | \$ 236 |
| Legal Advertising | \$ 3,000 | \$ 1,500 | \$ 636 | \$ 864 |
| Other Current Charges | \$ 1,000 | \$ 500 | \$ 238 | \$ 262 |
| Office Supplies | \$ 350 | \$ 175 | \$ 2 | \$ 173 |
| Dues, Licenses & Subscriptions | \$ 175 | \$ 175 | \$ 175 | \$ - |
| Subtotal General & Administrative | \$ 132,222 | \$ 73,476 | \$ 51,182 | \$ 22,294 |

Lucerne Park
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending March 31, 2024

| | Adopted Budget | Prorated Budget Thru 03/31/24 | Actual Thru 03/31/24 | Variance |
|--|--------------------|----------------------------------|-------------------------|------------------|
| <i>Operations & Maintenance</i> | | | | |
| Field Services | | | | |
| Property Insurance | \$ 13,886 | \$ 13,886 | \$ 14,264 | \$ (378) |
| Field Management | \$ 15,900 | \$ 7,950 | \$ 7,950 | \$ - |
| Landscape Maintenance | \$ 45,800 | \$ 22,900 | \$ 20,403 | \$ 2,497 |
| Landscape Replacement | \$ 15,000 | \$ 7,500 | \$ - | \$ 7,500 |
| Streetlights | \$ 38,473 | \$ 19,237 | \$ 17,682 | \$ 1,555 |
| Electric | \$ 5,000 | \$ 2,500 | \$ 434 | \$ 2,066 |
| Water & Sewer | \$ 3,500 | \$ 1,750 | \$ 563 | \$ 1,187 |
| Sidewalk & Asphalt Maintenance | \$ 2,500 | \$ 1,250 | \$ - | \$ 1,250 |
| Irrigation Repairs | \$ 7,500 | \$ 3,750 | \$ 231 | \$ 3,519 |
| General Repairs & Maintenance | \$ 10,000 | \$ 5,000 | \$ 2,951 | \$ 2,049 |
| Contingency | \$ 7,500 | \$ 3,750 | \$ - | \$ 3,750 |
| Subtotal Field Expenditures | \$ 165,059 | \$ 89,473 | \$ 64,479 | \$ 24,994 |
| Amenity Expenditures | | | | |
| Amenity - Electric | \$ 6,000 | \$ 3,000 | \$ 4,783 | \$ (1,783) |
| Amenity - Water | \$ 6,000 | \$ 3,000 | \$ 2,080 | \$ 920 |
| Playground Lease | \$ 19,512 | \$ 9,756 | \$ 9,756 | \$ 0 |
| Internet | \$ 2,000 | \$ 1,000 | \$ 957 | \$ 43 |
| Pest Control | \$ 600 | \$ 300 | \$ - | \$ 300 |
| Janitorial Service | \$ 15,300 | \$ 7,650 | \$ 7,070 | \$ 580 |
| Security Services | \$ 32,000 | \$ 16,000 | \$ 17,349 | \$ (1,349) |
| Pool Maintenance | \$ 19,800 | \$ 9,900 | \$ 11,400 | \$ (1,500) |
| Amenity Repairs & Maintenance | \$ 10,000 | \$ 5,000 | \$ 3,498 | \$ 1,502 |
| Amenity Access Management | \$ 5,250 | \$ 2,625 | \$ 2,625 | \$ - |
| Contingency | \$ 8,500 | \$ 4,250 | \$ - | \$ 4,250 |
| Subtotal Amenity Expenditures | \$ 124,962 | \$ 62,481 | \$ 59,519 | \$ 2,962 |
| Total Expenditures | \$ 422,244 | \$ 225,430 | \$ 175,180 | \$ 50,250 |
| Excess (Deficiency) of Revenues over Expenditures | \$ 23,963 | | \$ 267,468 | |
| <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 | | \$ 267,468 | |
| Fund Balance - Beginning | \$ - | | \$ 238,015 | |
| Fund Balance - Ending | \$ 0 | | \$ 505,482 | |

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, 2024

| | Adopted Budget | Prorated Budget Thru 03/31/24 | Actual Thru 03/31/24 | Variance |
|--|-------------------|----------------------------------|-------------------------|-----------------|
| Revenues: | | | | |
| Assessments | \$ 419,524 | \$ 416,175 | \$ 416,175 | \$ - |
| Interest | \$ - | \$ - | \$ 9,323 | \$ 9,323 |
| Total Revenues | \$ 419,524 | \$ 416,175 | \$ 425,498 | \$ 9,323 |
| 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 | | \$ 278,326 | |
| Fund Balance - Beginning | \$ 194,881 | | \$ 407,742 | |
| Fund Balance - Ending | \$ 195,061 | | \$ 686,068 | |

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, 2024

| | Adopted Budget | Prorated Budget Thru 03/31/24 | Actual Thru 03/31/24 | 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 March 31, 2024

| | Adopted Budget | Prorated Budget Thru 03/31/24 | Actual Thru 03/31/24 | Variance |
|--|-------------------|----------------------------------|-------------------------|-----------------|
| Revenues | | | | |
| Interest | \$ - | \$ - | \$ 1,229 | \$ 1,229 |
| Total Revenues | \$ - | \$ - | \$ 1,229 | \$ 1,229 |
| Expenditures: | | | | |
| Capital Outlay | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ - | \$ - | \$ - | \$ - |
| Excess (Deficiency) of Revenues over Expenditures | \$ - | \$ - | \$ 1,229 | |
| Other Financing Sources/(Uses) | | | | |
| Transfer In/(Out) | \$ 23,963 | \$ - | \$ - | \$ - |
| Total Other Financing Sources (Uses) | \$ 23,963 | \$ - | \$ - | \$ - |
| Net Change in Fund Balance | \$ 23,963 | | \$ 1,229 | |
| Fund Balance - Beginning | \$ 70,000 | | \$ 49,985 | |
| Fund Balance - Ending | \$ 93,963 | | \$ 51,214 | |

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 | \$ 2,691 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 442,648 |
| Total Revenues | \$ - | \$ 3,914 | \$ 435,736 | \$ (1,024) | \$ 1,332 | \$ 2,691 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 442,648 |
| Expenditures: | | | | | | | | | | | | | |
| General & Administrative: | | | | | | | | | | | | | |
| Supervisor Fees | \$ 600 | \$ 800 | \$ (200) | \$ - | \$ 600 | \$ 600 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,400 |
| Engineering | \$ 55 | \$ 55 | \$ - | \$ - | \$ 165 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 275 |
| Attorney | \$ 1,215 | \$ 2,190 | \$ 250 | \$ 627 | \$ 1,387 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,668 |
| Annual Audit | \$ - | \$ - | \$ - | \$ - | \$ 3,800 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,800 |
| Assessment Administration | \$ 5,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,000 |
| Arbitrage | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Dissemination | \$ 417 | \$ 417 | \$ 417 | \$ 417 | \$ 417 | \$ 417 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,500 |
| Trustee Fees | \$ 2,478 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,478 |
| Management Fees | \$ 3,344 | \$ 3,344 | \$ 3,344 | \$ 3,344 | \$ 3,344 | \$ 3,344 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 20,062 |
| Information Technology | \$ 150 | \$ 150 | \$ 150 | \$ 150 | \$ 150 | \$ 150 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 900 |
| Website Administration | \$ 100 | \$ 100 | \$ 100 | \$ 100 | \$ 100 | \$ 100 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 600 |
| Postage & Delivery | \$ 37 | \$ 9 | \$ 4 | \$ 161 | \$ 10 | \$ 16 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 237 |
| Insurance | \$ 6,197 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,197 |
| Copies | \$ - | \$ 2 | \$ 11 | \$ - | \$ - | \$ 1 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 14 |
| Legal Advertising | \$ 393 | \$ 243 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 636 |
| Other Current Charges | \$ 39 | \$ 39 | \$ 39 | \$ 39 | \$ 41 | \$ 41 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 238 |
| Office Supplies | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 1 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2 |
| Dues, Licenses & Subscriptions | \$ 175 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 175 |
| Subtotal General & Administrative | \$ 20,199 | \$ 7,348 | \$ 4,114 | \$ 4,837 | \$ 10,014 | \$ 4,669 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 51,182 |

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 | \$ 1,325 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7,950 |
| Landscape Maintenance | \$ 3,400 | \$ 3,400 | \$ 3,400 | \$ 3,400 | \$ 3,400 | \$ 3,400 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 20,403 |
| Landscape Replacement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Streetlights | \$ 2,926 | \$ 2,926 | \$ 2,926 | \$ 2,926 | \$ 2,990 | \$ 2,990 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 17,682 |
| Electric | \$ 76 | \$ 68 | \$ 69 | \$ 74 | \$ 75 | \$ 72 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 434 |
| Water & Sewer | \$ 131 | \$ 101 | \$ 76 | \$ 119 | \$ 80 | \$ 55 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 563 |
| Sidewalk & Asphalt Maintenance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Irrigation Repairs | \$ 131 | \$ 101 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 231 |
| General Repairs & Maintenance | \$ - | \$ 1,538 | \$ - | \$ 380 | \$ 1,033 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,951 |
| Contingency | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Subtotal Field Expenditures | \$ 22,253 | \$ 9,459 | \$ 7,796 | \$ 8,224 | \$ 8,904 | \$ 7,843 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 64,479 |
| Amenity Expenditures | | | | | | | | | | | | | |
| Amenity - Electric | \$ 870 | \$ 826 | \$ 725 | \$ 901 | \$ 839 | \$ 623 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,783 |
| Amenity - Water | \$ 395 | \$ 437 | \$ 463 | \$ 445 | \$ 155 | \$ 185 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,080 |
| Playground Lease | \$ 1,626 | \$ 1,626 | \$ 1,626 | \$ 1,626 | \$ 1,626 | \$ 1,626 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9,756 |
| Internet | \$ 157 | \$ 157 | \$ 157 | \$ 157 | \$ 162 | \$ 169 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 957 |
| Pest Control | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Janitorial Service | \$ 720 | \$ 1,210 | \$ 1,265 | \$ 1,295 | \$ 1,285 | \$ 1,295 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7,070 |
| Security Services | \$ 2,953 | \$ 2,469 | \$ 2,925 | \$ 2,469 | \$ 2,469 | \$ 4,064 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 17,349 |
| Pool Maintenance | \$ 1,650 | \$ 2,230 | \$ 1,880 | \$ 1,880 | \$ 1,880 | \$ 1,880 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 11,400 |
| Amenity Repairs & Maintenance | \$ 2,249 | \$ 1,085 | \$ 165 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,498 |
| Pool Permit | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Amenity Access Management | \$ 438 | \$ 438 | \$ 438 | \$ 438 | \$ 438 | \$ 438 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,625 |
| Contingency | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Subtotal Amenity Expenditures | \$ 11,057 | \$ 10,477 | \$ 9,642 | \$ 9,210 | \$ 8,853 | \$ 10,280 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 59,519 |
| Total Expenditures | \$ 53,509 | \$ 27,285 | \$ 21,553 | \$ 22,271 | \$ 27,771 | \$ 22,792 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 175,180 |
| Excess Revenues (Expenditures) | \$ (53,509) | \$ (23,371) | \$ 414,183 | \$ (23,295) | \$ (26,439) | \$ (20,101) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 267,468 |
| Other Financing Sources/Uses: | | | | | | | | | | | | | |
| Transfer In/(Out) - Capital Reserves | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Other Financing Sources/Uses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Net Change in Fund Balance | \$ (53,509) | \$ (23,371) | \$ 414,183 | \$ (23,295) | \$ (26,439) | \$ (20,101) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 267,468 |

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 |
| 03/13/24 | 02/01/24-02/29/24 | \$5,380.90 | (\$53.81) | (\$106.54) | \$0.00 | \$5,220.55 | \$2,690.73 | \$2,529.82 | \$5,220.55 |
| TOTAL | | \$ 910,824.94 | \$ (36,590.24) | \$ (17,670.87) | \$ 2,259.29 | \$ 858,823.12 | \$ 442,647.68 | \$ 416,175.44 | \$ 858,823.12 |

| | |
|-------------------|-------------------------------------|
| 99% | Net Percent Collected |
| \$6,909.88 | Balance Remaining to Collect |