

**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 19, 2026**, at 9:33 a.m. at the Holiday Inn, Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida, and via Zoom.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Joan Griffin	Vice Chairperson
Lindsey Roden <i>joined late</i>	Assistant Secretary
Catherine Gonzalez <i>by Zoom</i>	Assistant Secretary
Rolando Lopez	Assistant Secretary

Also present were:

Katie O'Rourke	District Manager, GMS
Savannah Hancock	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Allen Bailey <i>by Zoom</i>	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. O'Rourke called the meeting to order. Three Board members were present in person, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. O'Rourke opened the meeting for public comments. There were no public comments at this time, and the next item followed.

February 19, 2026

Lucerne Park CDD

THIRD ORDER OF BUSINESS

Approval of Minutes of the January 15, 2026 Board of Supervisors Meeting

Ms. O'Rourke presented the minutes from the January 15, 2026, Board of Supervisors meeting. The Board had no changes to the minutes.

On MOTION by Mr. Shockley, seconded by Ms. Griffin, with all in favor, the Minutes of the January 15, 2026 Board of Supervisors Meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Contract Agreement with Polk County Property Appraiser

Ms. O'Rourke reviewed the annual agreement with the Polk County Property Appraiser, which allows the District's assessments to be placed on the tax roll using the parcel listings on the property appraiser's website. The agreement is the standard one used each year.

On MOTION by Ms. Shockley, seconded by Mr. Lopez, with all in favor, the Contract Agreement with Polk County Property Appraiser, was approved.

FIFTH ORDER OF BUSINESS

Discussion of Pool Shade Structure Proposal

Ms. O'Rourke stated that Playworx was good to go, if the board approved this location and they all agreed that the location was satisfactory.

SIXTH ORDER OF BUSINESS

Ratification of Centflo Plumbing Backflow Replacement Agreement

Ms. O'Rourke reviewed the Centflo Plumbing backflow replacement agreement. She noted that the pool's backflow had broken during the recent cold weather because the pipe lacked an antifreeze mechanism. To get the pool reopened as quickly as possible, the backflow was replaced.

On MOTION by Ms. Shockley, seconded by Ms. Griffin, with all in favor, the Centflo Plumbing Backflow Replacement Agreement, was ratified.

February 19, 2026

Lucerne Park CDD

SEVENTH ORDER OF BUSINESS**Discussion of Cambridge Dr. Property Encroachments****A. Easement Variance Application for 888 Cambridge Dr**

Ms. O'Rourke reviewed the status of property encroachments and reminded the Board that letters had been mailed to affected homeowners in October, with follow-up reminder emails sent in December advising that the deadline to correct encroachments was January 31. One encroachment variance had already been approved at the prior meeting, and the Board considered another for 888 Cambridge Drive. The homeowner had lifted their fence to address the encroachment, the work was inspected and approved, and the application had been submitted. The Board approved the easement variance. Ms. Hancock noted that they would prepare a license agreement and an access and maintenance easement for the property, which would be recorded in the public records and remain with the property for future owners.

On MOTION by Ms. Griffin, seconded by Mr. Lopez, with all in favor, the Easement Variance Application for 888 Cambridge Dr., was approved.

B. Outstanding Encroachments

Ms. O'Rourke reviewed an updated spreadsheet showing the remaining properties with outstanding encroachments after removing those that had already complied. The Board approved a request from the homeowner at 904 Cambridge Drive for an extension until the end of March due to financial reasons.

On MOTION by Ms. Shockley, seconded by Mr. Lopez, with all in favor, the 904 Extension, was approved.

Ms. O'Rourke reported that some homeowners may have already made corrections but had not submitted the easement variance application, so Board members agreed to follow up with a few of those addresses. At 828 Cambridge Drive, the pool appeared to have been moved, but additional work, such as artificial turf and possible grading change would need to be reviewed by engineering to confirm proper drainage. At 880 Cambridge Drive, the shed had not been moved, and Ms. Hancock indicated that a legal demand letter would be sent, likely by certified mail. The Board also discussed whether the HOA could be involved when homes are sold, but counsel

February 19, 2026

Lucerne Park CDD

explained that the HOA and CDD are separate entities and the District cannot require the HOA to disclose CDD issues, though the HOA could voluntarily request information from the CDD. Ms. Hancock recommended sending letters of legal demand to the remaining properties that had not responded or completed corrections, requiring them to either remove the encroachments or submit an application and action plan. The Board agreed to use March 31 as the compliance deadline and approved a motion authorizing staff and counsel to proceed with the letters, engineering review, and follow-up actions.

On MOTION by Ms. Shockley, seconded by Mr. Lopez, with all in favor, Directing District Counsel to Send Demand Letters to 876, 884, 880, 928, 840, 916, and Directing Engineer to Reinspect 828, was approved.
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EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock reminded the Board to complete their annual ethics training and said she could resend the links if needed. She asked Board members to email her once they finished so she could keep the certificates on file for year-end. She also gave a legislative update, explaining that several bills were moving through the Florida Legislature that could affect local governments and CDDs. The most notable was a proposed recall process for Supervisors elected by the general electorate rather than through landowner elections. She explained the process would require an initial petition with 10% of signatures, verification by the clerk, a chance for the Supervisor to respond, and then a second petition with 15% signatures before a recall election could occur within about 90 days. If a Supervisor were recalled, the Board would appoint someone to fill the remainder of the term. She noted the bill had bipartisan support and had passed every committee so far, making it likely to move forward. She also briefly mentioned a few other bills related to enforcement actions and challenges to District policies but said they likely would not significantly impact the District's day-to-day operations.

B. Engineer

Mr. Malave and Mr. Arrington were on the line but said they didn't have anything new to add beyond what had already been discussed. No questions were raised, and the Board thanked them before moving on.

February 19, 2026

Lucerne Park CDD

C. Field Manager's Report

Mr. Bailey reported that the Cambridge compliance issues had already been discussed and would continue to be monitored. Contracted services were performing well overall, although the recent freeze damaged some plants. Mr. Bailey had planned to hold off on any new plants until later in March or April to see which plants recover and to avoid additional cold-weather damage. He also noted that the stage structure proposal was still in progress and they were waiting for an installation window, with further discussion planned about the location.

Mr. Bailey reported a paint spill from a home at 1148 Cambridge Drive that ran down the road and into a storm drain on District property. A preliminary quote of about \$1,337 was obtained to clean the affected gutter and storm drain area. Ms. Hancock explained that the CDD cannot fine residents like an HOA but can pursue reimbursement for damage to District property. Ms. Hancock recommended sending a letter to the homeowner requesting that they address the issue or pay for the cleanup. The Board agreed and approved a motion directing Ms. Hancock to send the letter to the resident.

On MOTION by Ms. Shockley, seconded by Ms. Griffin, with all in favor, Directing District Counsel to Send Letters to 1148 Regarding the Paint Spill, was approved.
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i. Discussion of Pool Shade Placement – ADDED

Mr. Bailey stated that the Board had confirmed the location for the new shade structure shown on page 35, agreeing it was the straightest and most suitable area. He said installations like this usually take about 12–16 weeks due to material ordering and scheduling, but he would check with the vendor for a more specific timeline. Mr. Bailey also brought up the pool chairlift that is currently in the budget for replacement. The existing lift is electric and still working, and there have been no complaints in the reports. A replacement quote came in at \$14,750, which is higher than the \$12,000 budgeted. Mr. Bailey explained that a hydro lift is another option that uses water pressure instead of electricity and has fewer moving parts, which can reduce the need for repairs. The Board discussed the difference but decided no action was needed right now and agreed they could wait until after the busy summer season or until the current lift actually fails before deciding.

February 19, 2026

Lucerne Park CDD

D. District Manager's Report**i. Approval of Check Register**

Ms. O'Rourke presented the check register from January 2, 2026 through February 5, 2026 totaling \$448,436.92, along with the run summary of paid invoices. She confirmed that everything had been reviewed for accuracy.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Check Register through January 1, 2026, was approved.

ii. Balance Sheet and Income Statement

Ms. O'Rourke stated that the balance sheet and income statement on page 43 of the agenda, noting they were included for informational purposes.

iii. Discussion of March Meeting Location – ADDED

Ms. O'Rourke referenced that the Board discussed the location for the March meeting, which will include the rollout and discussion of the proposed budget. Since the Holiday Inn and the Lake Alfred Public Library were both unavailable, Ms. O'Rourke suggested holding the meeting at the Prime location. The Board agreed, and Ms. O'Rourke said they would email the address to the Board members.

iv. Security Session

Ms. O'Rourke noted there would be a scheduled closed security session for the March meeting. Ms. O'Rourke also briefly asked whether the Board was interested in exploring a different security vendor. The current contract provides basic year-round coverage, but she explained that a seasonal option, covering busier months like spring break through Labor Day, might save money. Because security details cannot be discussed publicly, Mr. O'Rourke will obtain a proposal and schedule a properly noticed closed security session where the Board can discuss coverage hours and specifics. For now, the security line will remain at about \$35,000 in the proposed budget and can be adjusted later if changes are approved.

NINTH ORDER OF BUSINESS**Other Business**

Ms. O'Rourke asked if there was any other business. There being no comments, the next item followed.

February 19, 2026

Lucerne Park CDD

TENTH ORDER OF BUSINESS

Supervisors' Requests

Ms. O'Rourke asked for any Supervisors' requests. There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Public Comment Period

Ms. O'Rourke asked for any public comments.

Resident (Daesha Ortiz, 254 Meadowbrook Blvd.) asked about the cost of the pool shade structure and questioned how the price was determined, noting that it seemed like a lot of money for something she did not feel was necessary. Ms. O'Rourke explained that the shade structure had been approved at the previous meeting after the Board reviewed several proposals and determined the project could be funded using surplus funds from the prior year. It was also mentioned that a Supervisor had spoken with the HOA to gauge interest and encourage residents to share their input.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the meeting was adjourned.

Signed by:

Katie O'Rourke

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Secretary / Assistant Secretary

Signed by:

Bobbie Shockley

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Chairman / Vice Chairman