

**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 19, 2026**, at 9:30 a.m. at the Office of Prime HOA, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Joan Griffin	Vice Chairperson
Lindsey Roden	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
Allen Bailey	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. O'Rourke called the meeting to order. Four 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.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 15,
2026 Board of Supervisors Meeting**

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

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

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-04 Approving the Proposed Fiscal Year 2027 Budget and Setting a Public Hearing

Ms. O'Rourke reviewed Resolution 2026-04 and approved the proposed Fiscal Year 2027 budget, setting the public hearing for June 18, 2026. The Board agreed to change the meeting location from the Holiday Inn to the Prime location to avoid potential scheduling issues and allow for more space. Ms. O'Rourke explained that approving the resolution set the maximum assessment cap, allowed required steps under Florida statutes to move forward, and kept the District in compliance with the June 15 deadline. The proposed budget did not include an increase in resident assessments. The budget was discussed, and Ms. O'Rourke noted a small increase in administrative costs, mostly field expenses, and some adjustments within amenity costs. The playground lease will be fully paid off, which reduced expenses, and additional funds were added for landscape replacements due to the freeze damage. A shade structure project and a reserve study were also included. Ms. O'Rourke stated that the budget could still be adjusted before final adoption, but the assessment amount could not be increased beyond what was approved.

On MOTION by Ms. Griffin, seconded by Mr. Lopez, with all in favor, Resolution 2026-04 Approving the Proposed Fiscal Year 2027 Budget and Setting a Public Hearing for June 18, 2026, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2026-05 Relating to General Election Qualifying Period and Procedure

Ms. O'Rourke reviewed Resolution 2026-05, which was the process for two seats transitioning to resident elections in November. It notified the Supervisor of Elections and let residents know the seats would be open if they wanted to run.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-05 Relating to General Election Qualifying Period and Procedure, was approved.

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SIXTH ORDER OF BUSINESS**Discussion of Shade Structure**

Ms. O'Rourke reviewed the shade structure and was informed that due to underground pipes and utilities, the original design wouldn't work in the planned location. The only option Playworx could offer was a much smaller structure that would only cover a few chairs, but it was still going to cost around \$25,000, which didn't seem worth it. Also discussed was using umbrellas as a cheaper alternative, but there were concerns about safety, especially with wind and the risk of them becoming projectiles if not handled properly. Other areas of the site weren't ideal either due to slopes or additional utility conflicts. It was noted that the District would still owe about \$1,000 for the utility location work that had already been completed. The Board was disappointed with the options and made a motion to terminate the agreement with Playworx.

On MOTION by Ms. Roden, seconded by Mr. Lopez, with all in favor, Terminating the Agreement with Playworx for the Shade Structure, was approved.

SEVENTH ORDER OF BUSINESS**Discussion of Cambridge Dr. Property Encroachments**

Ms. O'Rourke discussed the encroachment updates. One property had corrected the issue by moving the pool out of the easement, but there were still questions about grading and turf in the swale, so that one was tabled for follow-up. Another property had submitted a variance request but hadn't actually fixed the fence issue, so the Board agreed to move forward by sending a formal letter from counsel. Discussed were issues with mailed notices being returned and staff resent them and extended the compliance deadline to April 30. A few properties had made progress, like lifting fences, but hadn't completed the paperwork, mainly due to notarization delays or lack of response. It was clarified that if owners don't sign the required agreements, the District can require removal and potentially pursue legal action. It was noted that they'd been giving residents plenty of time and flexibility, but if there's still no compliance by early summer, they'll likely need to move forward with stronger enforcement like injunctions.

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EIGHTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hancock reminded everyone to complete their annual ethics training by watching the videos her office sent out and to email her once it's done so she can keep it on file. She gave a quick legislative update, noting that the session had ended. The big takeaway was that sovereign immunity limits are increasing, which could impact the District's insurance and potential claims. The other major update was a new law allowing CDD Supervisors who are elected by residents to be recalled after serving part of their term. Ms. Hancock explained that the process involves petitions, signature verification, and potentially a recall election, and that it takes some effort to actually carry out. If a Supervisor is removed, the seat gets filled through the normal appointment process. Ms. Hancock mentioned that the law goes into effect July 1, is getting a lot of attention, and doesn't apply to developer-appointed seats.

B. Engineer

Mr. Arrington had nothing much to report. He mentioned that he would check on the property to see if the swale had been modified by confirming with the engineers in the field.

C. Field Manager's Report

Mr. Bailey reported that the landscaping vendors were doing well and staying current, and they were checking plants for freeze damage with scratch tests and new growth inspections. Weekly mowing was set to resume April 1st as the grass starts growing faster. Pool and janitorial services were being maintained, including trash and dog stations. They were also working with a homeowner on Cambridge regarding a paint spill and helping them find the right vendor to fix it properly. Mr. Bailey mentioned that the playgrounds high-traffic areas would be refreshed soon, with a proposal coming. The Cambridge Drive swales were still under review to get everyone into compliance. He added that there were some smaller plants and monument bushes that didn't survive the freeze, and the vendor was reviewing what needs to be replaced.

i. Consideration of Proposal for Playground Mulch – ADDED

Mr. Bailey stated that there was a proposal to add black rubber mulch to the playground where it had worn down from heavy use. It was about \$160 to supply, spread, and level it out.

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There was a question about whether approvals would be made all at once or separately, and it was clarified this was just for the mulch.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Proposal for Playground Mulch, was approved.

ii. Consideration of Proposal for Plant Replacement – ADDED

Mr. Bailey stated there was a proposal to replace about 54 smaller plants, including lilies, that were damaged by the freeze, totaling \$2,840. It was noted this was actually a pretty good outcome compared to other freeze damage. He confirmed there was still room in the landscape budget to cover it since not much had been spent yet.

On MOTION by Ms. Shockley, seconded by Ms. Griffin, with all in favor, the Proposal for Plant Replacement, was approved.

iii. Consideration of Proposal for Common Area Mulch– ADDED

Mr. Bailey stated the Board had approved a \$2,025 mulch refresh for the common areas, deciding to go ahead and do it now while the plant replacements were already underway instead of waiting until the usual May timing. There was a discussion about the swales and pond areas along Cambridge. It was clarified that most of those areas aren't the CDD's responsibility, only a small section near the road that the landscaper already maintains. The larger pond and surrounding areas belong to another community/owner, and some portions fall under county right-of-way. He noted that they needed to make sure the HOA was given the correct information and directed to the proper party (like the county or public works) for any maintenance concerns like weeds.

On MOTION by Ms. Shockley, seconded by Ms. Griffin, with all in favor, the Proposal for Common Area Mulch, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. O'Rourke went over the check register for February 6 through March 5, totaling \$27,761.43. She mentioned the detailed invoice summary was included right after it. She confirmed everything had been reviewed for accuracy and asked for approval.

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On MOTION by Ms. Roden, seconded by Ms. Griffin, with all in favor, the Check Register was approved.

ii. Balance Sheet and Income Statement

Ms. O'Rourke stated that they had reviewed the unaudited financials through January 31st, which were provided for informational purposes, and no questions were raised.

NINTH ORDER OF BUSINESS

Other Business

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

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

Closed Security Session

Ms. O'Rourke closed the meeting for the security session at this time.

On MOTION by Ms. Griffin, seconded by Mr. Lopez, with all in favor, the Motion to Terminate Securitas was approved.

On MOTION by Ms. Griffin, seconded by Mr. Lopez, with all in favor, Nation Security Option #2, was approved.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Both Current Demands Proposals, were approved.

TWELFTH ORDER OF BUSINESS

Adjournment

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

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Signed by:

Katie O'Rourke

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Secretary / Assistant Secretary

Signed by:

Bobbie Shockley

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Chairman / Vice Chairman