



September 10, 2019

**RE: Promenade at Lake Park Property Owners Association, Inc.  
Annual Meeting of the Membership & Board of Director's Budget Meeting**

Dear Promenade Resident(s),

On behalf of the Board of Directors of the Promenade at Lake Park Property Owners Association, you are hereby notified, in accordance with the Association's Bylaws and Florida Statute 720, that the Association's Annual Meeting of the Membership, followed by the Board of Director's Budget Meeting, is scheduled as follows:

**Time: 6:00 PM**

**Date: September 25, 2019**

**Place: Hilton Garden Inn-2155 North Pointe Parkway, Lutz, FL 33558**

The purpose of the Board Budget meeting will be to review and approve the 2020 Budget for the Association. This will include consideration of the 2020 regular assessment and any other business that may come before the Board of Director's. A copy of the proposed 2020 Operating Budget is enclosed.

Promenade homeowners will be receiving coupons and will have several ways to pay the dues. For more information, please contact our Customer Service Representatives on 1-877-221-6919.

Also included in this mailing you will find a questionnaire for you to submit any questions ahead of this meeting. This will allow us time to research any information we need to be able to address your concerns. Please return the mailing to Promenade c/o Evergreen Lifestyles Management at 2100 S. Hiawasse Rd, Orlando, FL 32835 – or email it to [mfleshman@Evergreen-LM.com](mailto:mfleshman@Evergreen-LM.com) by September 20, 2019. Should you have any questions regarding these meetings or enclosures, please do not hesitate to contact us.

Please find the following enclosed items for the upcoming Annual and Budget Meetings:

1. Annual and Budget Meetings Agenda
2. Questionnaire
3. Draft 2020 Budget

If there are any questions at all, please let us know.

Sincerely,

*Michael Fleshman*

Michael Fleshman, LCAM, CMCA, AMS  
Area Manager – Tampa West  
[mfleshman@Evergreen-LM.com](mailto:mfleshman@Evergreen-LM.com)

**PROMENADE AT LAKE PARK PROPERTY OWNERS ASSOCIATION, INC.**

C/O Evergreen Lifestyles Management  
2100 S. Hiawassee Road  
Orlando, FL 32835

**2019 ANNUAL MEETING**

September 25, 2019

6:00 PM

Hilton Garden Inn-2155 North Pointe Parkway, Lutz, FL 33558

**AGENDA**

- I. Call to Order
- II. Verification of Quorum
- III. Introductions
- IV. 2018 Minutes Approval
- V. Financial Review
- VI. Status of the Community
- VII. General Discussion
- VIII. Adjournment

**2019 BOARD OF DIRECTORS BUDGET MEETING**

**September 25, 2019**

**AGENDA**

- I. Call to Order
- II. Verification of Quorum
- III. Establish Officers
- IV. 2018 Minutes Approval
- V. 2020 Budget Adoption
- V. Adjournment

**PROMENADE AT LAKE PARK PROPERTY OWNERS ASSOCIATION, INC.**

C/O Evergreen Lifestyles Management  
2100 S. Hiawassee Road  
Orlando, FL 32835

**Annual Meeting of the Membership**

**QUESTIONNAIRE**

Please note below any questions or concerns you have concerning Association business that you would like addressed at the Annual Meeting. These can be returned to our office at Promenade c/o Evergreen Lifestyles Management at 2100 S. Hiawassee Rd, Orlando, FL 32835 or emailed to [mfleshman@Evergreen-LM.com](mailto:mfleshman@Evergreen-LM.com). **Please return no later than close of business on September 20, 2019.**

QUESTIONS:

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<b>Promenade at Lake Park Property Owners Association, Inc.</b>				
Based on 163 Closed Homes as of 12/31/2019		2019	2020	
Based on 199 Closed Homes as of 12/31/2020				
Total Homes		210	210	
Monthly Assessment		\$104.40	\$110.00	
Quarterly Assessment		\$313.20	\$330.00	
Annual Assessment		\$1,252.81	\$1,320.00	
Account	Description	2019 Budget	2020 Budget	
<b>Operating Accounts</b>				
<b>Income Accounts</b>				
<b>INCOME</b>				
	40-4010-000	Assessments	\$179,776.80	\$240,897.39
	40-4112-000	Developer Subsidy	\$83,527.20	\$36,299.61
<b>New</b>				
<b>Income Accounts Total</b>			<b>\$263,304.00</b>	<b>\$277,197.00</b>
<b>Expense Accounts</b>				
<b>ADMINISTRATIVE</b>				
	51-5112-000	Meeting & Community	\$100.00	\$100.00
	51-5135-000	Postage & Copies	\$1,349.00	\$1,349.00
	51-5151-000	CPA Services	\$600.00	\$600.00
	51-5154-000	Website Expense	\$600.00	\$600.00
	51-5159-000	Legal Fees-General	\$120.00	\$120.00
	51-5160-000	Insurance	\$7,200.00	\$7,200.00
	51-5165-000	Taxes, Licenses & Fees	\$100.00	\$100.00
<b>UTILITY</b>				
	52-5205-000	Electric-Common Area	\$21,600.00	\$5,000.00
	52-5206-000	Electricity-Streetlights	\$49,992.00	\$55,200.00
	52-5208-000	Water	\$240.00	\$240.00
	52-5210-000	Gas	\$4,000.00	\$4,000.00
	52-5225-000	Telephone-Gates	\$1,043.00	\$1,080.00
<b>MAINTENANCE &amp; LABOR</b>				
	53-5305-000	Common Area Maintenance	\$9,300.00	\$1,000.00
	53-5320-000	Fountain Maintenance	\$3,300.00	\$0.00
	53-5356-000	Plant Replacement	\$14,300.00	\$5,500.00
	53-5357-000	Palm Tree Pruning	\$1,800.00	\$150.00
	53-5360-000	Mulch Replacement	\$4,500.00	\$4,770.00
	53-5366-000	Sprinkler Repairs	\$4,108.00	\$4,200.00
	55-5514-000	Gate Maintenance	\$10,000.00	\$10,008.00
<b>CONTRACT SERVICES</b>				
	55-5525-000	Landscape Contract	\$62,000.00	\$106,860.00
	55-5529-000	Lake Maintenance Contract	\$15,000.00	\$15,000.00
	55-5530-000	Management Contract	\$10,332.00	\$15,120.00
<b>RESERVE TRANSFERS</b>				
	90-9050-000	Reserve Transfers-General Reserves	\$39,000.00	\$39,000.00
<b>New</b>				
<b>Expense Accounts Total</b>			<b>\$260,584.00</b>	<b>\$277,197.00</b>
<b>Operating Accounts Net</b>			<b>\$2,720.00</b>	<b>\$0.00</b>



# ATTENTION – ACTION REQUIRED

## Evergreen Lifestyles Management Software Conversion

January 1, 2020

As Evergreen continues to grow we are always looking for better ways to serve our clients. With this in mind, we have contracted with a new community management software package. We know that with new changes some questions are bound to arise. As we progress closer to January 1, the list below will grow with new information and be disseminated so that all homeowners are in the know. The information may arrive in the mail and/or be sent via eBlasts through the community websites. If you are not currently registered, now is the time and our customer service representatives are here to serve you if you need assistance. In the meantime, business will carry on as usual as we look forward to new and exciting adventures ahead.

✓ **Will payment address change?**

Yes, all owner payments will have a new remittance address and it will be provided with your 2020 coupons. If you have on-line bill pay through your financial institution, this information will need to be updated.

✓ **Will owners need new passwords to access the new payment portal of the community website?**

Yes, the new payment portal of the community websites will require new login credentials. Each owner will receive communication with the new credentials prior to the transition.

✓ **Will owners need to reestablish recurring payments (echeck or credit card) through new payment portal.**

Yes. The current payment portal link known as CincWebAxis (Cinc) will no longer be in existence as of December 31, 2019.

