

# SERENOA LAKES

RURAL HERITAGE ESTATES

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## Serenoa Lakes Community Association Minutes of Board of Directors Meeting

Date/Time: November 6, 2024, at 7:00 PM

Location: Dave & Marjorie Anderson residence, 7423 Paurotis Court, Sarasota, FL

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The meeting of the Members of Serenoa Lakes Community Association was held on the date and time noted above.

The following Serenoa Lakes Community Association Board Directors were present: Steve Lanser, Dave Anderson, Peter Balint, René North, and Maria Theoharides.

Owners in attendance: Marjorie Anderson

**Call to Order and Roll Call:** Director North, Secretary, called the meeting to order at 7:02 PM; she called the role and established that a quorum was achieved with five board directors present.

**Proof of Notice:** The notice was posted at the entrance of Serenoa Lakes on November 4, 2024, with agenda.

**Approval of Meeting Minutes:** Director Balint made a ***motion*** to approve the Board meeting minutes of May 28, 2024, as written. Director Anderson seconded the motion. It was unanimously approved [Lanser, Balint, Anderson, North, Theoharides], and the motion carried.

### **Reports of Officers and Committees:**

- a. **Treasurer's Report:** Director Theoharides provided a written report which is attached to these official minutes.
- b. **President's Report:**
  - i. Hurricane Milton cleanup: In Bloom and Jaydem Lawn Service cleaned up debris from Hurricane Milton. RAW Tree Service will take care of trees along the public sidewalk along Ibis Street: (1) remove a fallen tree on the north end sidewalk and (2) trim limbs on the south end. Funds from the Restorative Reserve were used for these expenses.
  - ii. Hurricane Milton debris removal: The Right of Entry (ROE) form was submitted and approved by the Solid Waste ROE Team to facilitate the removal of storm debris in our community.
  - iii. Gate Security Cameras: Two security cameras damaged during Hurricane Helene were replaced by Futra Solutions at no cost as they were still under warranty.

### **Reports of Committees:**

- a. **Architectural Review Committee (ARC):** Chairperson Marjorie Anderson provided a written report which is attached to these official minutes.
- b. **Social Committee Report:** Carolyn Mack sent an email and reported that Trivia Pursuit night at Serenoa Golf Club will be held on November 16 with the owners of Serenoa. The holiday party will be held at Heritage Oaks on December 13. She is also planning a holiday ladies' luncheon.
- c. **Landscape Committee Report:** Director Lanser gave a verbal report for the Landscape Chairperson, Susan Lanser. The Silver Button trees at the entrance were damaged by the hurricanes; they will be replaced with ligustrums. Within the next few weeks, poinsettias will be planted at the entrance. The trees on the corners of Paurotis/Areca were damaged during the hurricane; they will be replaced with new trees. The palm tree at the entrance outside the pedestrian-gate was damaged and will be removed. The tree behind the guard shack will be replaced. Susan Lanser is resigned as Committee Chair; Diane Dean will fill her position.
- d. **Lake Maintenance Report:** Director Anderson reported that Shawn Leins coordinated Hamilton Engineering & Surveying to determine the water elevations, attached. Parrish will set the float valves in the lakes based on this information.
  - o **Fountains:** Director Anderson reported that three lights are out in our two lake fountains. Crosscreek was contacted to replace these lights, no response was received. Director Lanser will reach out to them again; if they cannot/will not do this, he will contact another vendor.

- e. Gate Committee Report: Director Balint reported the gates were affected by the hurricanes; however, they are functioning properly now. He will replace the spring of the pedestrian gate.
- f. Tree Trimming Report: Director North advised that RAW Tree Service did not trim back tree limbs that have grown too low over the sidewalk and roadway due to the two hurricanes affecting their work schedule. She will contact RAW to remove the broken branches from the “street oaks” site wide; this will be funded by the Restorative Reserve account.
- g. Sidewalk Committee Report: Director Balint stated there is no new information to report.

**Unfinished Business:**

- a. Maintenance/Compliance Review: Director Anderson reported the Compliance Committee (M. Anderson, R. North) inspected the property today. He will send out notices to homeowners with violations.
- b. Preserve Area Behind Lots #17 and #80: Director Balint reported the preserve areas that run behind these two lots will be surveyed, and the lot lines will be marked.
- c. Community Directory: Director Anderson reported he will work with Director North to update the directory soon.

**New Business:**

- a. Happy hour host: The owner of Lot #37 requested funds to host a happy hour at his home. This owner’s account is in arrears.
  - o A ***motion*** was made by Director Anderson to decline the request for the SLCA sponsor a happy hour hosted by the owner of Lot #37. Director Balint seconded the motion. It was unanimously approved [Theoharides, Balint, Anderson, Lanser, North], and the motion carried.
  - o A ***motion*** was made by Director Anderson to suspend the voting rights of the owner of Lot #37 as he is not a member in good standing. Director Balint seconded the motion. It was unanimously approved [Theoharides, Balint, Anderson, Lanser, North], and the motion carried.
- b. 2025 SLCA Budget: Director North made a ***motion*** to approve the 2025 SLCA Budget, as presented. Director Anderson seconded the motion. It was unanimously approved [Theoharides, Balint, Anderson, Lanser, North], and the motion carried.
- c. Street Light Globes: Director Balint obtained a quote to replace the top of the common area light posts with LED lights that do not require a globe, attached. He will obtain one and install it to confirm the street light works with our existing posts before he orders the remaining six (6) lights.
- d. Future Project Discussion:
  - o A ***motion*** was made by Director Balint to start updating our governing documents and authorize the \$5K retainer toward that project. Director Theoharides seconded the motion. It was unanimously approved [Theoharides, Balint, Anderson, Lanser, North], and the motion carried.

**Owner Comments/Questions:** None.

**Date of Annual Meeting:** The Annual Meeting will be conducted on Wednesday, December 4 at 7 PM at the Serenoa Golf Club.

**Adjournment:** There not being any other business to come before the Board and upon a motion duly made by Director Balint to adjourn, seconded by Director Lanser and unanimously carried, the Secretary declared the meeting adjourned at 8:35 PM.

Respectfully submitted,  
René North, SCLA Secretary

Attachments:

- Treasurer’s Report
- ARC Report
- Lake Maintenance - Hamilton Engineering Proposal
- 2025 SLCA Budget
- Streetlamp estimate - GreenTek Energy Systems
- Proposal for Amending and Restating Governing Docs

## SLCA Treasurer's Report November 6, 2024

	<u>9/16/2024</u>	<u>11/6/2024</u>	<u>Change</u>
<b><u>Operating Account</u></b>			
Checking - BOA Acct #7688	\$ <u>74,239</u>	\$ <u>62,945</u>	\$ <u>(11,293)</u>
<b><u>Reserves</u></b>			
Assessment Reserves BOA - Acct #6836	\$ 28,749	25,734	\$ (3,015)
Major Expense Reserves - BOA Acct #8381	\$ 9,153	\$ 9,153	\$ -
Major Expense Reserves EJ Acct #2880	\$ 15,520	\$ 15,525	\$ 5
<b>Total Major Expense Reserves</b>	<b>\$ 24,673</b>	<b>\$ 24,678</b>	<b>\$ 5</b>
Mailbox Reserves - BOA Acct #6813	\$ 3,035	\$ 3,035	\$ -
Mailbox Reserves EJ Acct #2881	\$ 80,319	\$ 80,266	\$ (53)
<b>Total Mailbox Reserves</b>	<b>\$ 83,354</b>	<b>\$ 83,301</b>	<b>\$ (53)</b>
Paving Reserves - BOA Acct #6826	\$ 5,841	\$ 5,841	\$ -
Paving Reserves EJ Acct #2833	\$ 214,755	\$ 214,778	\$ 22
<b>Total Paving Reserves</b>	<b>\$ 220,596</b>	<b>\$ 220,618</b>	<b>\$ 22</b>
Restorative Reserves - BOA Acct #4992	\$ 18,430	\$ 18,430	\$ -
<b>Total Reserves</b>	<b>\$ 375,802</b>	<b>\$ 372,761</b>	<b>\$ (3,041)</b>
Bank of America	\$ 139,447	\$ 106,708	\$ (32,738)
Total Edward Jones	\$ 310,594	\$ 310,568	\$ (26)
<b>Total Funds</b>	<b>\$ 450,041</b>	<b>\$ 417,276</b>	<b>\$ (32,764)</b>

**Note: The Gate Reserves account name was changed to Major Expenses Reserves to reflect its true purpose**

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Hi Dave,

Since your September 19, 2024 BOD meeting, the ARC received two requests, and both were approved:

Theoharides, Haris & Maria	6804 Areca Blvd	10/27/2024	Tile roof replacement
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Leins, Shawn & Lori	7461 Shauna Ct	10/30/2024	Generator installation
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Marjorie Anderson

ARC Chair



TAMPA OFFICE  
3409 w. lemon street  
tampa, fl 33609  
813.250.3535

ORLANDO OFFICE  
775 warner lane  
orlando, fl 32803  
407.362.5929

**November 5, 2024**

D. SHAWN LEINS, PE  
PRESIDENT  
AM ENGINEERING, LLC  
8340 CONSUMER COURT  
SARASOTA, FL 34240  
941-377-9178 EXT 202  
941-378-3786 (FAX)

**RE: Proposal for Surveying and Mapping Services**

**PROJECT:** Serenoa Lakes Water Elevations  
Field work only, see attachment "A"

Hamilton Engineering & Surveying, Inc. (HAMILTON) is pleased to submit this proposal for surveying and mapping services for the above project.

1. Lath set in the front two lakes by the well discharge pipe that goes into the lakes. Please write the water elevation on the lath.
2. Please set lath in the back two lakes by the discharge pipe that goes into the lakes and write the water elevation on those as well

**LUMP SUM FEE      \$500.00**

The fieldwork can be completed next Wednesday 11/13/24.

#### **PROPOSAL CONSTRAINTS**

1. This proposal does not include the procurement of a title commitment.
2. Item 6 of Table A in the ALTA survey (if elected) requires that the zoning information be provided by the insurer.
3. This proposal does not include any wetland delineations or mapping.
4. Visible improvements and visible evidence of underground utilities will be shown. There will be no subsurface investigations.
5. This proposal does not include certifications to successors and/or assigns.



6. No field trip and/or work is included.
7. No new easements will be plotted.

**All other additional surveying services will be billed according to the following fee schedule.**

#### ADDRESS ATTORNEY COMMENTS

Address attorney comments in excess of 1 hour. **Billed Hourly**

#### STANDARD GENERAL CONDITIONS

- 1) Payment of Invoices: Invoices are due and payable upon receipt. Delinquent accounts more than 30 days from date of invoice and will bear interest at the rate of 1-1/2% (one and one-half percent) per month and will constitute a breach of this Agreement allowing all remaining services to be terminated solely at the option of Hamilton Engineering & Surveying, Inc. Notice of termination of service to be sent by certified mail, return receipt requested. Should it become necessary to collect unpaid invoices through lien process, an attorney or legal proceedings, the Client agrees to pay all costs of collections, including attorneys' fees in the lower court and appellate court. If the Client objects to an invoice, it must advise Hamilton in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. The Client agrees that the payment to Hamilton is not subject to any contingency or condition. Hamilton may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect on the check without such negotiation being an accord and satisfaction of any disputed debt and with prejudicing any right of Hamilton to collect additional amounts from the Client.
- 2) Termination: The obligation to provide further services under this Agreement may be terminated by either party upon five (5) calendar days' written notice in the event of a substantial failure, including but not limited to non-payment of invoices, by the other party to perform in accordance with the terms hereof through no fault of the terminating party. If any material change occurs in the ownership of the Client, Hamilton shall have the right to immediately terminate this Agreement. In the event of any termination, Hamilton shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Hamilton as a result of such termination. If Hamilton's compensation is a fixed fee, the amount payable for services will be a proportional amount of the total fee based on the ratio of the amount of the services performed, as reasonably determined by Hamilton to the total amount of service which were to have been performed.
- 3) Standard of Care: In performing its professional services, Hamilton will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Hamilton's undertaking herein or its performance of services, and it is agreed that Hamilton is not a fiduciary with respect to the Client.
- 4) Client Furnished Information: Hamilton Engineering & Surveying, Inc. will consider all up front information supplied by the Client as accurate and correct. Additional work or work done over because of inaccurate or inadequate information supplied by the Client will be paid for as Additional Services.
- 5) Use of Documents: All documents, including but not limited to drawings, specifications, reports, and data or programs stored electronically, prepared by Hamilton are related exclusively to the services described in this Agreement, and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use, partial use or reuse by the Client or others on extensions of this project or on any other project. Any modifications made by the Client to any of Hamilton's documents, or any use, partial use or reuse of the documents without written authorization or adaptation by Hamilton will be at the Client's sole risk and without liability to Hamilton, and the Client shall indemnify, defend and hold Hamilton harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Any authorization or adaptation will entitle Hamilton to further compensation at rates to be agreed upon by the Client and Hamilton. Any electronic files not containing an electronic seal are provided only for the convenience of the Client, and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by Hamilton, the hardcopy shall



govern. Only printed copies of documents conveyed by the Hamilton may be relied upon. Because data stored in electronic media format can deteriorate or be modified without Hamilton's authorization, the Client has 60 days to perform acceptance tests, after which it shall be deemed to have accepted the data.

- 6) **Additional Services:** If authorized by the Client, Hamilton Engineering & Surveying, Inc. will furnish Additional Services which are not considered normal or customary Basic Services. The cost for Additional Services provided by Hamilton Engineering & Surveying, Inc. personnel will be billed on a time and material basis. Additional Services provided by others will be billed directly to the Client by the Provider.
- 7) **Reimbursable Expenses:** The Client will pay Hamilton Engineering & Surveying, Inc. for the actual expenses incurred in connection with the project for commercial out-of-town travel and subsistence, shipping charges (i.e., FedEx, Express Mail, etc.), courier/delivery charges and printing/reproduction costs.
- 8) **Controlling Law:** This Agreement will be governed by the laws in the State of Florida and deemed to have been entered into in Hillsborough County, Florida. Exclusive venue and jurisdiction to determine all issues of interpretations and enforcement of this contract and any modifications thereto are in Hillsborough County, Florida and nowhere else.
- 9) **Oral Agreements:** No oral agreement, guarantee, promise, representation or warranty will be binding.
- 10) **Limitation of Liability:** In recognition of the relative risks and benefits of the Project to both the Client and Hamilton, the risks have been allocated such that the Client agrees, to the fullest extent of the law, and notwithstanding any other provisions of this agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Hamilton and Hamilton's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the services under this Agreement from any cause or causes, including but not limited to, the negligence, professional error or omissions, strict liability or breach of contract or any warranty, express or implied, of Hamilton or Hamilton's officers, directors, employees, agents and sub-consultants, shall not exceed the amount of our fee or \$20,000.00 whichever is greater. Higher limits of liability may be negotiated for additional fee. Under no circumstances shall Hamilton be liable for lost profits or consequential damages, for additional cost or other consequences due to changed conditions, or for costs related to the failure of contractor to perform work in accordance with the plans and specifications. This Section 11 is intended solely to limit the remedies available to the Client, and nothing in this Section 11 shall require the Client to indemnify Hamilton. The Client agrees to limit any and all liability or claim for damages, cost of defense, or expenses to be levied against Hamilton Engineering & Surveying, Inc. by the Client or third parties to a sum not to exceed \$20,000.00 or the amount of our fee, whichever is greater, on account of any design defect, error, omission, or professional negligence.
- 11) **Dispute Resolution:** All claims by the Client arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.
- 12) **Construction Phase Services:** If Hamilton's services include the preparation of documents to be used for construction and Hamilton is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Hamilton in any way connected thereto. If Hamilton provides construction phase services, Hamilton shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, sequence, schedule, safety programs, or safety practices, nor shall Hamilton have any authority or responsibility to stop or direct the work of any contractor. Hamilton's visits will be for the purpose of endeavoring to provide the Client with a greater degree of confidence that the completed work of its contractors will generally conform to the construction documents prepared by Hamilton. Hamilton neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents. Hamilton is not responsible for any duties assigned to the design professional in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and for its means and methods; that the contractor shall indemnify the Client and Hamilton for all claims and liability arising out of job site accidents; and that the Client and Hamilton shall be made additional insureds under the contractor's general liability insurance policy.

- 13) **No Third-Party Beneficiaries; Assignment and Subcontracting:** This Agreement gives no rights or benefits to anyone other than the Client and Hamilton, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Hamilton. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Hamilton, without the written consent of Hamilton. Hamilton reserves the right to augment its staff with sub-consultants as it deems appropriate due to project logistics, schedules, or market conditions. If Hamilton exercises this right, Hamilton will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent sub-consultants.
- 14) **Confidentiality:** The Client consents to the use and dissemination by Hamilton of photographs of the project and to the use by Hamilton of facts, data and information obtained by Hamilton in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Hamilton shall use reasonable care to maintain the confidentiality of that material.
- 15) **Authorization:** The signature below authorizes the work herein described and does so on behalf of the Owner of the property in question and warrants that the Client has authority to sign this Agreement.

**SURVEY FEE SCHEDULE**

Staff	Hourly Rate
Survey Director, PLS	\$210
Survey Crew (3)	\$250
Survey Crew (2)	\$180
Survey Senior Project Manager, PLS	\$155
Survey Senior Project Manager, Crew Coordinator	\$180
Survey Senior CADD Tech	\$105
Survey Project Coordinator/QC	\$110
Survey As-Built Coordinator	\$110
Survey CADD Tech	\$95
Clerical	\$45

**BASIS FOR PAYMENT**



Invoices for professional construction surveying services will be billed on a monthly basis.

All rates and fees are subject to renegotiation after a three-month period from the date of this proposal, if it has not been accepted by the Client.

In the event this agreement is terminated prior to completion of services, Hamilton Engineering & Surveying, Inc., will be compensated by the Client for all work accomplished to the point of termination in accordance with the fee structure stipulated herein.

We appreciate the opportunity to provide this proposal for surveying and mapping services. If the defined scope of services and fees outlined above are acceptable, this document will serve as an agreement between Hamilton Engineering & Surveying, Inc. and the signing party below. Please execute this agreement by signing below and return by fax or mail. Work will not begin until this signed agreement is received.

Sincerely,

**Hamilton Engineering & Surveying, Inc.**



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Harry B. Rogers III PSM

**CLIENT APPROVAL**

DAVID ANDERSON     David Anderson, President     11/5/24

Print name

Signature/Title

Date

Project: Serenoa Lakes Water Elevations

ATTACHMENT "A"



Acct #	Budget Line Item	2024 Budget	2025 Budget
7001	Electric	\$ 8,000	\$ 8,000
7003	Telephone	\$ 700	\$ 650
7004	Entry Way Flags	\$ 128	\$ 150
7005	Gate Maintenance & Repair	\$ 1,000	\$ 1,500
7010	Guard House Maintenance & Repair	\$ 250	\$ 320
7011	Guard House Pest Control	\$ 240	\$ 300
7012	Lighting Maintenance/Street Lights	\$ 1,000	\$ 1,600
7013	New Common Area Plants	\$ 10,700	\$ 2,500
7015	Seasonal Decorations	\$ 500	\$ 500
7016	Entry Way Enhancement	\$ 7,500	\$ 2,000
7020	Security Camera System Maint./Additions	\$ 400	\$ 500
	<b><u>Common Area Maintenance</u></b>		
7032	Fertilizing	\$ 6,250	\$ 6,250
7035	Irrigation System Maintenance & Repair	\$ 7,000	\$ 2,000
7041	Sidewalk/Curb/Gutter Cleaning	\$ 4,000	\$ 4,000
7043	Sidewalk Repair & Maintenance	\$ 5,000	\$ 5,000
7044	Mowing -Wetlands/Outparcel	\$ 10,260	\$ 10,800
7045	Mowing -Common Area	\$ 23,100	\$ 25,800
7046	Mulch	\$ 7,080	\$ 8,100
7047	Tree Trimming	\$ 13,000	\$ 15,000
7049	Backflow Preventer Testing	\$ -	\$ -
7052	Lake Water Quality/Plant Control	\$ 6,000	\$ 6,000
7057	Lake Fountain Maintenance Contract/Repair	\$ -	\$ -
7059	Lake Plants and Fish	\$ -	\$ -
7060	Water Augmentation Fees	\$ -	\$ -
	<b><u>Professional</u></b>		
8000	Other Professional	\$ -	\$ -
8052	Accounting Services	\$ 6,000	\$ 5,000
8058	Bank Fees	\$ -	\$ -
8075	Insurance	\$ 5,500	\$ 5,000
8085	Legal	\$ 4,000	\$ 7,000
8095	Office Supplies	\$ 250	\$ 250
8098	Tax Preparation	\$ 170	\$ 250
8099	Taxes	\$ 100	\$ 3,500
8100	Printing - Meeting & Functions	\$ 250	\$ 250
8110	Filing Fees/Annual Report	\$ 90	\$ 150
8150	Website	\$ 500	\$ 250
	<b><u>Other Expenses</u></b>		
9003	Social Expenses	\$ 3,500	\$ 3,500



Acct #	Budget Line Item	2024 Budget	2025 Budget
9020	Upkeep of Preserve Area Roebelenii Ct	\$ 2,500	\$ 2,500
9015	Wild Hog Control	\$ 3,000	\$ 3,000
9010	Contingency	\$ 5,000	\$ 5,000
9001	Upkeep of Foreclosed Properties	\$ -	-
9050	Storage Facility SLCA Records & Equipment	\$ -	-
	<b>Total Operating Budget</b>	<b>\$ 142,968</b>	<b>\$ 136,620</b>
1040	<b>Paving Reserve</b>	\$ 18,400	\$ 23,000
1030	<b>Major Expenses</b>	\$ 18,400	\$ 18,400
1060	<b>Mailbox/Lamppost Reserve</b>	\$ 8,280	\$ 4,600
1070	<b>Restorative Reserve</b>	\$ 9,200	\$ 9,200
1090	<b>Special Assessment</b>	\$ 36,364	-
	<b>Total Reserves Funds</b>	<b>\$ 54,280</b>	<b>\$ 55,200</b>
	<b>Total Operating and Reserves Funds</b>	<b>\$ 197,248</b>	<b>\$ 191,820</b>
	<b>Assessment per Household</b>	<b>\$ 2,144</b>	<b>\$ 2,085</b>
	<b>Decrease in budget in 2025 vs. 2024</b>		<b>-2%</b>

GreenTek Energy Systems, LLC

1000 Laval Blvd.  
Lawrenceville, GA 30043

# Estimate

Date	Estimate #
10/31/24	e10642

<b>Name / Address</b>
Serenoa Lakes Community Association Peter Balint 6793 Areca Blvd. Sarasota, FL 34241

<b>Ship To</b>
Serenoa Lakes Community Association Peter Balint 6793 Areca Blvd. Sarasota, FL 34241

P.O. No.	Terms	Rep	FOB	Project	Other
	Prepaid	RK			
Item	Description	Qty	Rate	MPN	Total
GT-GS03-75WACGA1-BHPe	GS03 BLACK LED Garden Light 75W AC100-277V Tunable CCT 3000K/4000K/5000K Photocell shorting cap Glass Cover	8	154.99	106-100202	1,239.92T
<b>Subtotal</b>					\$1,239.92
<b>Sales Tax (0.0%)</b>					\$0.00
<b>Total</b>					\$1,239.92

<b>Phone #</b>
770-744-1300

Alan Tannenbaum  
Board Certified in Construction Law  
[atannenbaum@tlhlegal.com](mailto:atannenbaum@tlhlegal.com)

Jon Lemole  
Also Admitted in NY and NJ  
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James Turffs  
[jturffs@tlhlegal.com](mailto:jturffs@tlhlegal.com)

Jennifer Hicks  
[jhicks@tlhlegal.com](mailto:jhicks@tlhlegal.com)

Of Counsel:  
Chad McClenathen  
Board Certified in Real Estate and  
Condominium and Planned Development  
[cmcclenathen@tlhlegal.com](mailto:cmcclenathen@tlhlegal.com)

FULL-SERVICE COMMUNITY ASSOCIATION AND CONSTRUCTION LAW FIRM  
*Serving Southwest Florida, Tampa Bay and Central Florida*  
[www.tlhlegal.com](http://www.tlhlegal.com)

November 6, 2024

Via: Email

Serenoa Lakes Community Association, Inc.  
c/o David Anderson, President  
Email: [mdanderson4@verizon.net](mailto:mdanderson4@verizon.net)

Re: Proposal for Amending and Restating Governing Documents

Dear David:

Pursuant to your request, I am providing this proposal to amend and restate the governing documents for Serenoa Lakes Community Association, Inc. ("Association"). Should the Association's Board of Directors choose to accept this proposal, that will authorize this firm to review the Association's current governing documents, prepare amended and restated versions of the governing documents, and incorporate one-time minor revisions to the amended and restated governing documents, as necessary. Major and multiple revisions made after we provide the initial draft documents may be billed at \$350.00 per hour and may not be included in the fixed sum charged to the Association. Therefore, in order to avoid extra expenses, we strongly recommend that the Board provide us with a list of issues/concerns it wants addressed in the new documents so that they will be included in the initial draft documents as part of the flat fee.

In addition to incorporating any changes the Board requests, we will remove unnecessary verbiage related to the developer, include updates to current law, and we will edit or remove provisions which are now illegal or obsolete. Also, please note that the fixed sum stated below does not include the Clerk of Court's or the Department of State's fees for recording the newly approved documents or our legal fees for arranging such recording.

This firm will perform the services discussed above for a flat fee amount of \$8,600.00. This quote can be accepted no later than six (6) months from the date of this letter. Please let us know if the Board has any questions. I look forward to hearing back from you.

Sincerely,

*/s/ Cindy Hill*  
Cindy Hill, Esq.  
For the Firm

Main Office  
614 S Tamiami Trail  
Osprey, FL 34229  
  
(941) 316-0111

By Appointment  
Sarasota - (941) 316-0111  
Tampa - (727) 287-1018  
Ft. Myers - (239) 215-4131  
Orlando - (407) 956-2184