

**ELW CLUSTER HOMES UNIT FOUR ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**October 29, 2018**

A Meeting of the Board of Directors of East Lake Woodlands Cluster Homes Unit Four Association, Inc. was held at the East Lake Woodlands Country Club, 1055 East Lake Woodlands Parkway, Oldsmar, FL 34677.

**Call to Order** – The meeting was called to order at 6:38 p.m. by President, Cathy McCarthy.

**Calling of the Roll** – Directors present were Dick Bulova, Frank Clarke, Bette Payne, Joe Ribeiro, via teleconference, establishing a quorum. Peggy Semsey, Property Manager, of Management and Associates, was also present and acted as Recording Secretary. Joseph Powell and Steve Rogers were not present.

**Reading and Disposal of Unapproved Minutes –**

**ON MOTION:** Duly made by Frank Clarke, seconded by Bette Payne, and carried.

**RESOLVE:** Approve the minutes of the Board Meeting September 10, 2018.

**Treasurer's Report** – Frank Clarke stated that the Association was operating under \$8,000.00 in surplus as of September 30, 2018. The surplus will come down by years' end. Pest control renews at the year end.

**ON MOTION:** Duly made, seconded, and carried.

**RESOLVE:** To accept the Treasurer's Report as presented.

**President's Report** – Cathy McCarthy congratulated new babies on Poole Place, and mentioned the passing of resident on S. Woodlands, who was an active, prior Secretary of the Board. Paint project is progressing as well as the wood and vinyl repair/replacement. Vinyl fence replacement is in progress. Community Picnic will be held on November 10<sup>th</sup> from 12 Noon – 4:00 p.m. GAF claim is being worked on, and an inspector is expected to be out within the next week. There are continued reports of roof leaks. Residents were advised to review their flood policies and zone. Resident reported saving a lot of money by updating zone. Website being administrated by Management Company has been cancelled, and Frank Clarke established a new site for a one-time fee of \$50.00, elwcluster4.org. Lawn care 2 week rotation service needs to be assessed by requesting a lower cut. Cathy stated that there is a lot going on and a lot more to do. Vinyl siding and fencing is being replaced in phases, tree trimming, electric boxes, and future roof replacements.

**Manager's Report** – Attached

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Frank Clarke, and carried.

**RESOLVE:** AMI Recycling to add fill dirt and stabilize patio slab at 30 Colette Court.

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Bette Payne, and carried.

**RESOLVE:** Repair erosion and drain pipe in the amount of \*\$5,965.00 by AMI Recycling.

\*Property Manager was requested to check with East Lake Woodlands Community Association to confirm if this repair is part of their responsibility on their scope of work to be completed.

Fence Replacement – Lowes was contacted and came in at approximately \$49,280.40. Superior Fence is \$22,400.00.

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Frank Clarke, and carried.

**RESOLVE:** Secure the services of Superior Fence in the amount of \$22,400.00.

**Unfinished Business**

Flag Policy

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Frank Clarke, and carried.

**RESOLVE:** Table the discussion of Flag Policy to a future date.

**New Business**

230 Tads Trail Electric Meter Box

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Frank Clarke, and carried.

**RESOLVE:** Secure 2 quotes for electric box replacement.

2019 Budget Approval

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Bette Payne, and carried.

**RESOLVE:** Approve the Proposed Budget as presented with dues to remain in the amount of \$410.00 per month.

The next Board Meeting will be on December 10, 2018, at 6:30 p.m. at the East Lake Woodlands Country Club.

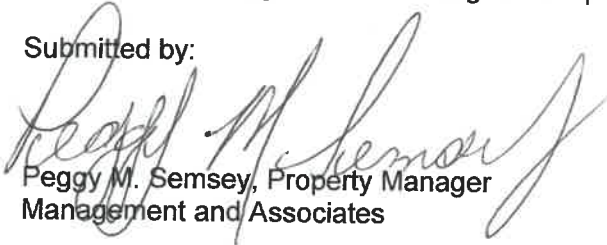
Questions and Comments from the Floor/Sign-up 3 Minute Maximum – resident Jill encouraged small roof repairs to be taken out of Repair and Maintenance, or Deferred Maintenance Reserve rather than the Roof Reserve.

Adjournment – There being no further business to come before the Board it was,

**ON MOTION:** Duly made by Cathy McCarthy, seconded by Frank Clarke, and carried.

**RESOLVE:** To adjourn the meeting at 7:28 p.m.

Submitted by:

  
Peggy M. Semsey, Property Manager  
Management and Associates

Accepted by:

  
Cathy McCarthy, President  
ELW Cluster Homes Unit Four

**ELW Cluster Homes Unit Four  
MANAGER'S REPORT  
October 29, 2018**

**Administrative**

New Ownership Report – There are no new sales.

**Repair and Maintenance**

30 Colette Court – Additional fill dirt and stabilization is required under the patio slab. AMI Recycling & Services has quoted \$1,650.00, per attached quote.

10 Poole Place – Erosion by drain pipe – AMI Recycling & Services has quoted \$5,965.00 to excavate and repair water leak causing erosion, per attached quote. The void in the ground is measured to be approximately 4 feet deep. Additional quotes will be secured.

Pressure Washing Project has been completed and the painting project has started. Signs are being posted by the painting company for pressure washing and painting schedule. We have completed most of the woodwork required before the painting and will continue to replace wood, and vinyl in phases.

Driveway Maintenance patched a hole in the paving in front of 190 Tads Trail in the amount of \$927.00.

Sam Swinton, Concrete Contractor, was called to assess and quote reported repairs and patches needed at 70, 80, and 90 Colette Court.

Fence Replacement – The following quotes have been received for 26 units:

Bay Area Fence - \$32,621.00 – Superior Fence - \$22,400.00 – McConnie Fence - \$32,302.00 and Allied did not respond. Per Board's request Lowes was contacted and based on their cheapest fence x the 26 units it would be \$49,280.40. Superior Fence is the most reasonable at \$22,400.00.

AMI Recycling & Services quoted \$6,135.00 to repair/replaces gables at 140 Pool Place, 140 and 220 Tads Trail, 160 Evelyn, as well as carport posts at 40-50-60 Evelyn Court.

Respectfully submitted,



Peggy Semsey

Property Manager, Management and Associates