

ELW CLUSTER HOMES UNIT FOUR ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
April 8, 2019

A Meeting of the Board of Directors of East Lake Woodlands Cluster Homes Unit Four Association, Inc. was held at 720 Brooker Creek Boulevard, #206, Oldsmar, FL 34677.

Call to Order – The meeting was called to order at 6:30 p.m. by President, Cathy McCarthy.

Calling of the Roll – Directors present were Jill Bartholmey, Frank Clarke, Helen Crowley, Bette Payne, and Steve Rogers, via teleconference, establishing a quorum to conduct business. Peggy Semsey, Property Manager, of Management and Associates, was also present and acted as Recording Secretary.

Tom Sheehy arrived several minutes late and was not in attendance for the Roll Call.

Reading and Disposal of Unapproved Minutes – It was,

ON MOTION: Duly made by Frank Clark, seconded by Helen Crowley, and carried.
RESOLVE: Approve the minutes of the Board Meeting held March 11, 2019.

Treasurer's Report – Jill Bartholmey – Attached report as of February, 2019.

President's Report – Cathy McCarthy - Attached.

Manager's Report – Peggy Semsey – Attached

ON MOTION: Duly made by Bette Payne, seconded by Frank Clark, and carried.
RESOLVE: John Duro secure the gable at 155 Poole Place.

Unfinished Business

Roof Inspection

ON MOTION: Duly made by Jill Bartholmey, seconded by Helen Crowley, and carried.
RESOLVE: Secure the services of Steve's Inspection Services to perform maintenance inspections on the 32 roofs at \$70.00 per building for a total of \$2,240.00. No carpents.

Tree Trim Elevation – Arbor Care Quote – Table Decision for further clarification of removal of tree at 120 Tads Trail, Crape Myrtle removed and permits included.

New Business

80 Poole Place Roof Repair/\$365.00 Transition

ON MOTION: Duly made by Frank Clarke, seconded by Bette Payne, and carried.
RESOLVE: Association will pay \$1,135.00 towards the roof repair of unit 80 Poole Place and the resident will pay the transition portion of \$365.00.

Paving Quote – Decision Tabled – confirm last mill/pave and sealcoat application. Confirm life expectancy and secure mill/pave quote.

Letter of Engagement – 2018 Tax Return

ON MOTION: Duly made by Frank Clarke, seconded by Jill Bartholmey, and carried.
RESOLVE: Secure the services of CPA firm, Davidson, Jamieson & Cristini to prepare tax return.

New Business continued

Storm Drain Jetting – Table until future conditions allow cleaning of drains – ELWCA to be advised that due diligence was done in maintenance of the storm water drains.

Arc Applications

90 Colette – Replace sliding glass doors/window in kitchen

ON MOTION: Duly made by Frank Clarke, seconded by Helen Crowley, and carried.

RESOLVE: Approve Application.

150 Colette – Remove dead shrub and place 3 decorative orbs

ON MOTION: Duly made by Bette Payne, seconded by Helen Crowley, and carried.

RESOLVE: Approve Application.

150 Colette – Remove dead ligustrum, cover area with sod

ON MOTION: Duly made by Jill Bartholmey, seconded by Bette Payne, and carried.

RESOLVE: Approve Application.

150 Evelyn – New Storm Door

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

RESOLVE: Approve Application.

15 Tads Trail – Rescreen front porch-back lanai

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

RESOLVE: Approve Application.

15 Tads Trail - Landscape

ON MOTION: Duly made by Frank Clarke, seconded by Helen Crowley and carried.

RESOLVE: Approve Application.

100 Tads Trail

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

RESOLVE: Approve Application.

The next Board Meeting will be on Monday, May 13, 2019, at 6:30 p.m. at 720 Brooker Creek Boulevard, #206, Oldsmar, FL 34677.

Questions and Comments from the Floor/Sign-up 3 Minute Maximum –

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

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

RESOLVE: To adjourn the meeting at 8:20 p.m.

Submitted by:

Accepted by:

Peggy M. Semsey, Property Manager
Management and Associates

Cathy McCarthy, President
ELW Cluster Homes Unit Four

PRESIDENTS REPORT
FOR ELW CLUSTER IV HOA BOARD MEETING

4/8/19

I would normally spend the time giving this report addressing ongoing work and/or other homeowner issues that have come up in the prior month, but this month I am going to speak on another topic.

We in Cluster IV have now spent the past several months with our current property management company, Management & Associates. Our property manager, Peggy Semsey, has been responsive to the residents of our community, has been a great resource for contractors & other services for our community, has helped coordinate large projects & seen them through to completion, has reacted immediately to emergency situations...in other words, has done the job well & has been a good property manager for our community. I want to personally thank Peggy for her dedication to her job & her assistance in all facets of helping to manage our community.

We as a community & board have accomplished much during this time. We have approved architectural requests in a timely way, replaced mailboxes, fixed roofs (in one case replaced a roof), painted the exteriors & doors of our homes, replaced patio fences that were in disrepair, painted & updated our entrance signs, placed fresh mulch in our landscaping, created a website at minimal expense, removed dead bushes for residents at no cost, held community picnics, planted trees, trimmed trees.

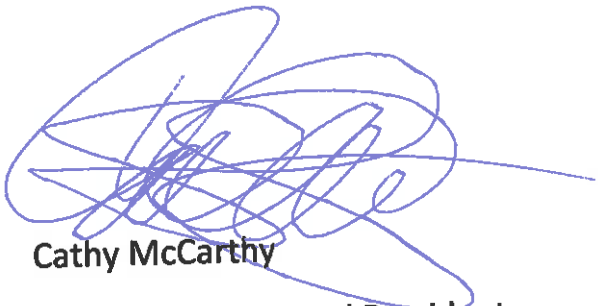
Having said that, I want to speak directly to some members of our community who seem to think that the only reason for living is to disrupt, confuse, demean & in general spread hate & bitterness to those around them. I have seen flyers, emails & other forms of communication that attempt to achieve one thing only....chaos.

We live in a civil society where an individual has a duty to RESPECT the rights of others. This civil society is made up of persons who are unique & are free to live their lives, pursue their interests & express themselves in a restrained & honorable manner. In other words, live and let live.

As the president of this board, I strive to treat all with respect. Our job as board members is to oversee the property manager to make sure that our daily operations are handled with efficiency & to try & not interfere with the lives of our neighbors while at the same time maintaining our community & communicating any concerns we might have to our property manager for resolution.

I would ask that in the future, all correspondence with our property manager be conducted accordingly. If you have a property maintenance issue, visit your portal on the Caliper website set up for you by Management & Associates. If you do not have access to internet, then place a call to M & A & leave a message noting your name, address & repair issue. If you have a concern that you feel the board needs to address, please send an email directly to myself or any other board member so that we as a board may evaluate & discuss your concern & if any action is needed, we can take it in a timely manner.

We do not by any means live in a perfect world, but our 99 homes can at least try to make it as friendly as possible by treating each other with love & respect.



Cathy McCarthy

ELW Cluster IV Board President

**ELW Cluster Homes Unit Four
Manager's Report
April 8, 2019**

Administrative

New Ownership Report – There is a new owner in unit 150 Evelyn Court – Sementa, prior owner Powell.

Servis1st Bank is increasing the interest being paid in the operating from 0.25% to 0.35%, and MM from 0.60% to 0.75%.

100 Tads Trail submitted an Architectural Request to replace pink pavers with red brick pavers on the front patio.

Letter of Engagement – Management and Associates is recommending the CPA firm, Davidson, Jamieson & Cristini, who prepared the 2017 Tax Return, to prepare the 2018 Tax Return, as they have included deductions that will benefit the Association.

Repair and Maintenance

Roof Inspection can be performed by Steve's Inspection Services on the 32 buildings for **\$70.00** per roof, which is a total of \$2,240.00. Carports roofs can be done for an additional \$25.00 per roof. James Roofing quoted \$3,075.00 (\$96.00 per building), and Florida Restoration of Tampa Bay quoted \$2,400.00 (\$75.00 per building).

NatureCoast Landscape Services has submitted an Arbor Care Proposal in the amount of \$7,635.00.

80 Pool Place Roof Repairs – unit owner has agreed to pay \$365.00 for the transition portion of the required roof repairs.

Seal Coat

~~Mill/Pave~~ Quotes were received from Driveway Maintenance in the amount of \$12,440.00 and \$10,491.00 quoted from Parking Lot Services for the mechanical application.

Seminole Septic has noted that the storm water pipes are partially or 100% submerged. Blockage is highly unlikely, and floating debris will be removed. They will not be able to vacuum and remove accumulated sediment from the inner-connecting storm pipe if they are submerged or partially submerged.

During the electric meter box replacement at unit 285 Tads Trail, an underground PVC plumbing pipe came apart at the joint due to the erosion of the glue and being poorly secured. The slight disruption of the ground cause the pipe to come apart. Resident is claiming they are not responsible for the \$400.00 plumbing bill. I have requested Dunedin Electric to forward a statement where the digging was done and where the pipe leaked.

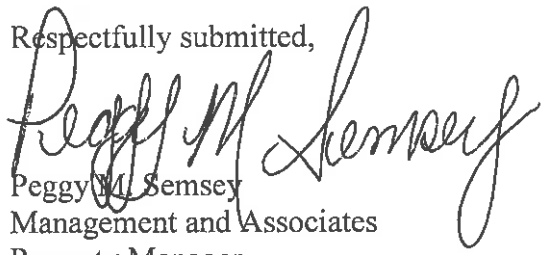
**ELW Cluster Homes Unit Four
Manager's Report Page 2
April 8, 2019**

Electric meter box is being evaluated at 45 Tads Trail due to resident report of daily surges and sometimes dim lights. Building 600 S. Woodlands is rated "C", little rust not serious.

Unit 160 Evelyn Court reports a total of 5-6 patches have been done on roof and replacement may want to be considered if this continues.

John Duro has quoted \$430.00 to secure the gable at 155 Poole Place.

Respectfully submitted,



Peggy M. Semsey
Management and Associates
Property Manager



4/9/19
to start

STEVE'S INSPECTION SERVICES
"Your Home Is Our Priority"



East Lake Woodlands Cluster Homes Unit 4
C/O Management & Association
720 Brooker Creek Blvd. # 206
Oldsmar, Fl. 34677
Attn: Peggy Semsey

March 21, 2019

Proposal for roof inspections

Perform maintenance Inspections which include details of roofs for individual buildings and recommendations for immediate replacement/ repairs of 32 roofs the East lake Woodlands Cluster Homes Unit 4 at the cost of \$70.00 per building. ~~The total is \$2,240.00 for the units and an additional \$25.00 per carport if requested.~~ ^{2240.00 (SW)} There will be a written summary for every roof. If you have any questions I can be reached at 727-698-5802.

Sincerely,

Steve Kocian

Authorized signature

Date 4.8.19

4/10/19
to J. Roof



CCC-1328780



Contract Price: Not to Exceed: \$1,500.00
(Transition Flashing Portion of the Contract Price would be \$365.00)

Payable upon completion

Authorized Signature

JRSI Signature

Date 4/8/19

- *This proposal may be withdrawn by us if not accepted within 30 days.
- *If paying by credit card, a courtesy fee of 3% shall be assessed.

All material is guaranteed to be as specified. All work to be completed according to standard roofing practices. Any alterations or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. Contractor is not responsible for driveway damage. Roofing work may cause vibration and movement, contractor not responsible for any damages to personal property or the building that this may cause. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. All workers are fully covered by Worker's Compensation Insurance. All invoices 30 days overdue subject to finance charges. Purchaser agrees to pay all collection cost and reasonable attorneys fees. Purchaser agrees to provide access for trucks and equipment necessary to complete work. If access is not provided purchaser agrees to pay additional charges for hauling debris and materials to and from contractor's truck

Proposal

FROM: Seminole Septic, Inc.
8530 Starkey Road
Seminole, FL. 33777-2835
Office: 727-392-1352
Fax: 727-393-0413
Email: seminoleseptic@live.com

Page No. 1 of 2

Attention: Ms. Peggy Sempsey

Re: Storm Drain Jetting at the Clusters Home Owners Association #4 – Eastlake Woodlands, Oldsmar, FL

PROPOSAL SUBMITTED TO:

Name: The Cluster Home Owner Association #4 – C/o Management & Associates
Phone: 813-433-2008 Date: 04/01/2019
Street: 720 Brooker Creek – Ste. #206
City: Oldsmar
State: FL. Zip: 34677

Dear Ms. Sempsey:

For the sum of three-thousand one hundred dollars (\$3,100.00), we will jet pressure clean the stormwater pipes and remove the accumulated floating-debris from the stormwater catch basins, located at the Clusters HOA #4– Eastlake Woodlands, Oldsmar, FL.

Please note: During my site-visit, most of the stormwater pipes were either partially or 100% submerged. My concern is that, I do not want to mislead the HOA. We will be able to run our water-jet through the pipes and report any blockages – although, a blockage is highly unlikely. We will be able to remove the floating debris we encounter; however, we will not be able to vacuum and remove the accumulated sediment from the inner-connecting storm pipe if the (stormwater) pipes are either submerged or partially submerged. If the association wishes for us to continue, we will charge the association the above-mentioned rate, three-thousand one-hundred dollars.

All of the work is to be completed in a workmanlike manner for the sum of three-thousand one-hundred dollars.

Terms: Net thirty days from date of invoice.

Note: This proposal may be withdrawn by us if not accepted within thirty days from today's date, 04/01/2019.

Any alterations or deviation from the above specifications involving extra cost of material or labor will be executed upon written order for same and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Authorized Signature



ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which, the Cluster Home Owner Association #4 – C/o Management & Associates agrees to pay the amount mentioned in said proposal and according to the terms thereof.

Signature

Date