

ELW CLUSTER HOMES UNIT FOUR ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
June 10, 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, and Tom Sheehy, establishing a quorum to conduct business. Peggy Semsey, Property Manager, of Management and Associates, was also present and acted as Recording Secretary.

Reading and Disposal of Unapproved Minutes – It was,

ON MOTION: Duly made by Jill Bartholmey, seconded by Tom Sheehy, and carried.

RESOLVE: Approve the minutes of the Board Meeting held May 13, 2019.

Treasurer's Report – Jill Bartholmey – Attached

President's Report – Cathy McCarthy – Attached – Frank Clarke volunteered to attend Pinellas County Meeting regarding potable and reclaimed water.

Manager's Report – Peggy Semsey – Attached

Architectural Application submitted by 60 Poole is incomplete and will require additional back-up documents for review including the type and color of windows and door, and scope of work for the tile slab including sketch.

Contact Outdoor Concepts to reprogram "A" East Timer to start at 11:00 p.m. instead of 9:00 p.m. like the other timers.

Unfinished Business

Paving (Sealcoat) Quote – Table Decision – Steve Rogers requested that Driveway Maintenance resubmit quote with the Option to sealcoat with the polytar that was offered prior in the amount of \$2,830.00. Jill Bartholmey requested the warranty on the product.

Roof Replace Quote Update – Property Manager reported that Acoma and R.S. Martin roofing have submitted quotes for the roof replacements. Additional three vendors are still pending.

New Business

ARC Applications

20 Colette

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

RESOLVE: Approve application to add patio with pavers and small fence to obscure a/c unit.

250 Tads Trail

ON MOTION: Duly made by Frank Clarke, seconded by Jill Bartholmey, and carried.

RESOLVE: Approve application to install windows.

ELW Cluster Homes Unit Four
June 10, 2019
Page 2

The next Board Meeting will be on Monday, July 15, 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, seconded, and carried unanimously.

RESOLVE: To adjourn the meeting at 7:41 p.m.

Submitted by:

Accepted by:

Peggy M. Semsey, Property Manager
Management and Associates

Cathy McCarthy, President
ELW Cluster Homes Unit Four

| DESCRIPTION | ELW CLUSTER IV 2019 MONTHLY DETAIL | | | | | | | | | | | | UNDER/OVER | | | |
|-----------------------------|------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|---------------------|
| | YTD Budget | MONTHLY Budget | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL | Bud /Act |
| Maintenance Fees | 487,081.73 | 40,590.14 | 40,590.00 | 40,590.00 | 40,590.00 | 40,590.00 | 40,590.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 202,950.00 | (284,131.73) |
| Pre-Lien Income | 0.00 | 0.00 | 105.00 | 70.00 | 35.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 210.00 | 210.00 |
| Interest - Operating | 0.00 | 0.00 | 51.10 | 52.86 | 54.69 | 54.69 | 97.57 | 85.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 321.65 | 321.65 |
| Reserves - Interest | 0.00 | 0.00 | 654.98 | 396.70 | 1,601.52 | 821.42 | 2,044.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,518.67 | 5,518.67 |
| OPERATING INC. | 487,081.73 | 40,590.14 | 41,401.08 | 41,109.56 | 42,281.21 | 41,508.99 | 42,699.48 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 209,000.32 | (278,081.41) |
| Office Expense | 3,800.00 | 316.67 | 607.44 | 496.62 | 56.07 | 80.24 | 64.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,304.49 | (2,495.51) |
| Management Exp | 12,400.00 | 1,033.33 | 1,033.33 | 966.67 | 1,000.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | (7,400.00) |
| Legal/Audit | 5,000.00 | 416.67 | (41.50) | 0.00 | 0.00 | 235.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 193.50 | (4,806.50) |
| Audit Fees | 250.00 | 20.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (250.00) |
| Electric | 7,500.00 | 625.00 | 417.17 | 598.94 | 524.71 | 586.95 | 348.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,473.88 | (5,026.12) |
| Insurance - General | 0.00 | 0.00 | 0.00 | 117.66 | 117.66 | 117.66 | 117.66 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 470.64 | 470.64 |
| Trash | 15,252.00 | 1,271.00 | 1,271.00 | 1,271.00 | 1,271.00 | 1,271.00 | 1,271.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,355.00 | (8,897.00) |
| Termite - Drywood | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Termite - Subterr | 9,000.00 | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (9,000.00) |
| Cable TV | 38,000.00 | 3,166.67 | 3,164.24 | 2,083.51 | 3,195.49 | 3,164.24 | 3,159.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,766.91 | (23,233.09) |
| Dues, Licenses | 61.25 | 5.10 | 0.00 | 61.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 61.25 | 0.00 |
| ELW Comm Assn | 36,853.00 | 3,054.42 | 3,054.15 | 3,054.15 | 3,054.15 | 3,054.15 | 3,054.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,270.75 | (21,582.25) |
| Pest/Fert/Weed | 9,000.00 | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 | (8,250.00) |
| Lawn Services | 44,289.00 | 3,690.75 | 3,690.75 | 3,690.75 | 3,690.75 | 3,690.75 | 3,690.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 18,453.75 | (25,835.25) |
| R&M Grounds | 3,711.00 | 309.25 | 0.00 | 0.00 | 130.00 | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,130.00 | (581.00) |
| R&M Trees | 15,460.00 | 1,288.33 | 100.00 | 0.00 | 0.00 | 0.00 | 7,635.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,735.00 | (7,725.00) |
| R&M Sprinkler Sys | 7,920.00 | 660.00 | 893.20 | 660.00 | 660.00 | 660.00 | 660.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,533.20 | (4,386.80) |
| R&M Sprinkler Repair | 4,080.00 | 340.00 | 111.64 | 283.68 | 802.83 | 1,034.42 | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,257.57 | (1,822.43) |
| R&M General | 12,500.00 | 1,041.67 | 3,396.60 | 4,640.93 | 667.45 | 2,706.20 | 1,031.39 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,442.57 | (57.43) |
| R&M Building | 6,000.00 | 500.00 | 75.00 | (5,675.00) | 0.00 | 1,772.63 | 1,158.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (2,668.50) | (8,668.50) |
| Contingency | 6,000.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (6,000.00) |
| OPERATING EXP | 241,656.00 | 19,739.69 | 17,773.02 | 12,250.16 | 15,170.11 | 22,373.24 | 23,963.48 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 91,530.01 | (150,125.99) |
| FUND RESERVES | | | | | | | | | | | | | | | | |
| Interest-Reserves | 0.00 | 0.00 | 654.98 | 396.70 | 1,601.52 | 821.42 | 2,044.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,518.67 | 5,518.67 |
| Painting | 20,232.00 | 1,686.00 | 1,686.00 | 1,686.00 | 1,686.00 | 1,686.00 | 1,686.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,430.00 | (11,802.00) |
| Paving | 12,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | (7,000.00) |
| Roof | 143,916.00 | 11,993.00 | 11,993.00 | 11,993.00 | 11,993.00 | 11,993.00 | 11,993.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 59,965.00 | (83,951.00) |
| Special Assessmt. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Deferred Maint. | 15,396.00 | 1,283.00 | 1,283.00 | 1,283.00 | 1,283.00 | 1,283.00 | 1,283.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,415.00 | (8,981.00) |
| Irrigation and Well | 3,876.00 | 323.00 | 323.00 | 323.00 | 323.00 | 323.00 | 323.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,615.00 | (2,261.00) |
| Insurance - W Comp | 773.00 | 64.42 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (773.00) |
| Insurance | 54,012.48 | 4,501.04 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (54,012.48) |
| NON OP, Part Fund | 250,205.48 | 20,850.46 | 16,939.98 | 16,681.70 | 17,886.52 | 17,106.42 | 18,329.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 86,943.67 | (163,261.81) |
| OP Expenses | 487,081.73 | 40,590.14 | 34,713.00 | 28,931.86 | 33,056.63 | 39,479.66 | 42,292.53 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 178,473.68 | (308,608.05) |
| YTD Surplus(Deficit) | 0.00 | 0.00 | 6,688.08 | 12,177.70 | 9,224.58 | 2,029.33 | 406.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30,526.64 | 30,526.64 |

| 2019 Reserves -YTD 2019 | |
|-------------------------|--------------------|
| Painting | \$100,712 |
| Paving | \$121,939 |
| Roof | \$816,650 |
| Ins. Deductible | \$40,300 |
| Irrigation and Well | \$21,141 |
| Defrd Maint | \$113,222 |
| Carports | \$921 |
| Insurance | \$116,285 |
| Interest | \$7,322 |
| TOTAL | \$1,338,492 |

| Cash Distribution | | | |
|-------------------|-----------|---------------------------|--------------------|
| 1010-005 | OPERATING | SERVIS 1ST | \$74,380 |
| 1010-010 | MMA | CENTENNIAL 50605 | \$51,403 |
| 1010-015 | MMA | CENTENNIAL BANK | \$203,669 |
| 1010-020 | MMA | REPUBLIC BANK | \$233,769 |
| 1041-005 | MMA | RESERVE SERVIS1ST | \$235,065 |
| 1042-010 | CD | CADENCE 5-14-19 | \$209,952 |
| 1042-012 | CD | SUNTRUST 24 MO | \$240,000 |
| 1042-020 | CD | PILOT BANK 15 MO | \$216,007 |
| | | Total Cash on Hand | \$1,464,244 |

| Balance Sheet | |
|------------------|--------------------|
| CASH | \$125,783 |
| RESERVES | \$1,338,492 |
| A/R MAINT FEES | \$5,440 |
| A/R Legal | \$0 |
| Alloc/Bad Debt | -\$14,037 |
| Prepd Insurance | \$59 |
| Utility Deposits | \$611 |
| A/P Due | \$4,085 |
| PrePd Maintenat | \$10,801 |
| LESS | |
| RESERVES | \$1,338,492 |
| PRIOR R/E | \$72,442 |
| YTD Inc | \$30,527 |
| TOTAL | \$1,456,347 |

| ACCOUNTS RECEIVABLE | | last month |
|---------------------|--------------|--------------|
| A/R Maint Fees | 5,440 | 8,580 |
| A/R Spec Assmt | 0 | 0 |
| TOTAL A/R | 5,440 | 8,580 |

DIFF: -\$3,140.10 decrease

0

PRESIDENTS REPORT
FOR ELW CLUSTER IV HOA BOARD MEETING
6/10/19

Peggy & I did a walk around to evaluate walkways and sidewalks that need either cracks sealed or completely replaced. Peggy will have contractors give bid on this work.

Peggy & I also walked around with Todd w/Outdoor Concepts so we could understand the cause of the brown spots on our lawns in some areas. It was discovered that at least 6 zones were not working properly when the decoders malfunctioned this past month. Those parts have been replaced & we (board) need to monitor weekly for more malfunction to prevent more brown spots forming.

We are experiencing some drought conditions, so it would be normal to expect the grass to become drier than normal. Please expect that it may go dormant & be less green than usual during this spell. Pray for rain to break this cycle.

It has been noted that vandals have taken some of our landscaping on the south sign and rolled/thrown it in the water. We have reported the vandalism to security & the sheriff's office and will have repairs made. We ask that you report any suspicious activity you might see on our grounds.

Cathy McCarthy
ELW Cluster IV Board President

**ELW Cluster Homes Unit Four
Manager's Report
June 10, 2019**

Administrative

New Ownership Report - Attached

Architectural Application was received from 60 Poole Place to repair or replace gutters, balcony exterior windows and sliding doors, as well as repair the tile slab on front porch.

Becker Lawyers - Opposing Counsel for Jacovides case has not agreed or responded to dismiss case, so attorney will go forward to judgment to recover fees and costs from her client.

Repair and Maintenance

Outdoor Concepts - Irrigation Timing Report - Attached. Todd with Outdoor Concepts will put together a proposal in phases, for each building, to upgrade and address issues.

Sealcoat - Driveway Maintenance - counter-offered \$10,600.00 (Association requested \$10,490.00) to sealcoat streets and parking areas. The difference in price does reflect going from 4 to 3 mobilizations.

Palm Harbor Dunedin Electric - Trace Meter 80 - 100 Poole, and Dead/Dummy Box locations - pending.

Roof Quotes - the following roofing companies were sent an RFP for roof replacement: Acoma, Arry's, Done Rite, John Hogan, and R.S. Martin. Quotes have been received from Acoma and R.S. Martin Roofing. John Hogan and Arry's are still working on quote. No response from Done Rite, follow up call was done.

Respectfully submitted,

Peggy M. Semsey
Management and Associates
Property Manager