

**ELW Cluster Homes Unit Four
Manager's Report
January 25, 2025**

Administrative

There is one lien in place currently.

New Ownership Report – There were none.

Insurance renewal was received from Heritage Insurance for \$132,120.00. We have disbursed a part of the premium for \$79,337.20. The balance will be billed in 6 months.

Leasing Amendment – request was sent to the attorney to change the term to 12 months and add requirement of providing the lease agreement 30 days prior to occupancy, along with contact information for the occupants. Request was also made about amendment for section “A” and said proxies.

Corporate Transparency Act – this is currently suspended at this time.

Upon election, Board Members will have 90 days to complete a 4-hour Board Certification Course that will be valid for 4 years of uninterrupted service. Four hours of continued education on any topic will be needed annually. Therefore, your 4-hour Board Certification must be completed by April 25, 2025.

Repair and Maintenance

Additional Mulch was required to finish the project and quote, and explanation are forthcoming. This is because cocoa mulch was going on top of red mulch.

J. Duro Estimate # 1691 for \$7,600.00 was proposed to remove vinyl and add new hardi board at carports at 40, 50, 60, and 70 Poole Place.

Citrus Park Well Drilling repaired leak at Poole Place for \$365.00. Galvanized fitting replaced.

Respectfully submitted,

Peggy Semsey
Community Association Manager