

**CLUSTER II  
MANAGER'S REPORT – JANUARY 20, 2025**

**ADMINISTRATIVE**

**Liens** – There are no liens in place currently, and no accounts receivable as of December 31, 2024.

**Change of Ownership** – There are none.

Director Education is required, and all Board Members must take a 4-Hour Division Approved course, annually. Current directors must complete within 365 days of July 1, 2025. Newly filled seat on the Board of Directors will have to do the 4-hour course within 90 days of the election. Four (4) hours of continuing education on any topic is required annually. Corporate Transparency Act – this has been suspended, again, but if reinstated will be due by July 1, 2025.

May I recommend that someone be appointed to coordinate with Tara Martinez for information that must go on the portal, as well as the Website. Bryan Froning needs to be noted as Director at Large on the website. I have advised Tara to make change accordingly to the portal.

**Repair and Maintenance**

- David Swingle - \$700.00 for 14 Queen Palms – All Palm Trimming Estimate –\$2,495.00 per service.
- David Swingle has revised a quoted dated December 9, 2024, to remove debris behind 10 Michaels, along with 2 tree trunks, remove 1 Live Oak between 10-20 Michals, remove 2 declining Oak Trees behind 260 Michaels all with stump grinding in the amount of \$13,325.00.

The following quotes have been received for roof replacement: No further update a/o 11/18/2024:

Lamberts Roofing - \$430,100.00

Acoma Roofing - \$462,280.00

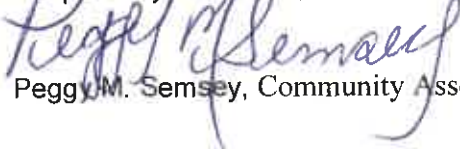
Arry's Roofing - \$451,350.00

Green Tech – Tamko Product-\$359,255.00/GAF Silver-\$376,875.00/Gold-\$390,090.00

**True Roofing – will quote when ready to pursue project**

John Duro - quote pending to remove the T-111 from the rear of units 330 and 340 by the a/c and install stucco – quote pending.

Respectfully submitted,



Peggy M. Semsey, Community Association Manager



**Project Location:**  
**East Lake Woodlands Cluster 2**  
**Michaels Cir.**  
**Oldsmar, FL 34677**

9/24  
To BOO

David Swingle Lawn Care LLC.  
P.O. Box 1883  
Palm Harbor, FL 34682  
727-487-3486  
Davidswinglelawn care@gmail.com

## Palm Trimming Estimate

September 13, 2024

### RE: Palm Trimming Estimate

Trim 14 Queen Palms throughout the property	\$ 700.00
<b>Total</b>	<b>\$ 700.00</b>

All prices include the removal of all debris.

This is an estimate and does not serve as an assessment of the overall condition or risk of any trees on your property. Tree conditions/circumstances can change rapidly creating higher risk and should be monitored and/or assessed by a Certified Arborist which DSLC can provide at an additional cost.

David Swingle Lawn Care, LLC agrees to furnish all supervision, labor, materials, supplies and equipment as necessary to properly perform the work described above.

While during the process of stump grinding, digging, or ground movement of any type performed by DSLC if damage occurs to pipes, wires, cables, or any underground materials that are not clearly marked it will be the responsibility of the property to repair. DSLC does its best not to damage such things and will notify property if a repair may be needed.

David Swingle Lawn Care, LLC agrees to carry liability insurance covering property damage and personal injury with a minimum coverage of \$2,000,000 per accident.

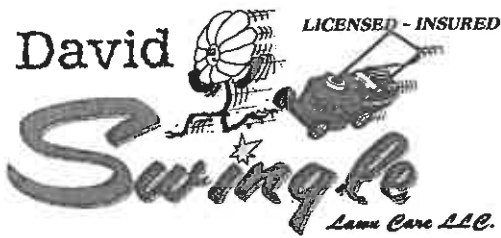
By signing below, you give permission for David Swingle lawn care to complete project listed above. Pricing on estimates are valid for 30 days from above date. Line items pricing above is reflected in the total estimate price, if items are removed or added the estimate becomes void and another estimate will need to be created before signing unless otherwise authorized by DSLC. Payment is due upon completion of work. Payments received later than 10 days after invoiced date a late fee of 10% will be applied unless otherwise arranged with DSLC.

If you have any questions or concerns, please do not hesitate to contact me at (727) 487-3486. We appreciate your business. Thank you.

Upon approval please sign below and email to [Davidswinglelawn care@gmail.com](mailto:Davidswinglelawn care@gmail.com)

x \_\_\_\_\_ Date \_\_\_\_\_  
East Lake Woodlands Cluster 2  
Authorized signature

 Date 09/13/2024  
David Swingle Lawn Care  
Owner/Operator



**Project Location:**  
**East Lake Woodlands Cluster 2**  
**Michaels Cir.**  
**Oldsmar, FL 34677**

David Swingle Lawn Care LLC.  
P.O. Box 1883  
Palm Harbor, FL 34682  
727-487-3486  
Davidswinglelawnca@gmail.com

## Palm Trimming Estimate

September 13, 2024

### RE: Palm Trimming Estimate

Trim 14 Queen Palms throughout the property	\$ 560.00
Trim 7 Canary Palms throughout the property	\$ 490.00
Trim 1 Pindo Palm throughout the property	\$ 40.00
Trim 3 Paurotis Palm Clusters throughout the property	\$ 225.00
Trim 1 Washingtonia Palm throughout the property	\$ 40.00
Trim 12 Reclinata Palm Clusters throughout the property	\$1,140.00

**Total \$2,495.00**

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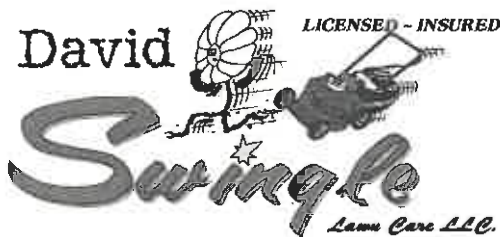
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x \_\_\_\_\_ Date \_\_\_\_\_  
East Lake Woodlands Cluster 2  
Authorized signature

 Date 09/13/2024  
David Swingle Lawn Care  
Owner/Operator



**Project Location:**  
**East Lake Woodlands Cluster 2**  
**Michaels Cir.**  
**Oldsmar, FL 34677**

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P.O. Box 1883  
Palm Harbor, FL 34682  
727-487-3486  
Davidswinglelawnca@gmail.com

#2800  
12/10  
1005  
11/1/25

## Tree Work Estimate

**November 13, 2024**

**REVISED November 25, 2024**

**REVISED December 9, 2024**

### RE: Tree Work Estimate

Unit 10 Michaels Cir. remove debris and haul away	\$ 475.00
Unit 10 Michaels Cir remove 2 tree trunks	\$ 750.00
Unit 10-20 Michaels Cir. in back remove 1 Live Oak Tree with stump grinding and crane	\$4,875.00
260 Michaels Cir. in back remove 2 declining Oak Trees with stump grinding	\$7,725.00
Tree Removal Permit Processing Fees	\$ 250.00
Discount	- \$ 750.00
<b>Total</b>	<b>\$13,325.00</b>

All prices include the removal of all debris. Any required permits are not included in estimate Permits for tree removals may require tree replacements or payments into a tree bank depending of location of project which are not included in this estimate. If for any reason a permit is denied permit processing fees must still be paid by customer.

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Upon approval please sign below and email to [Davidswinglelawnca@gmail.com](mailto:Davidswinglelawnca@gmail.com)

(x) [Signature] Date 10 Jan 2025  
East Lake Woodlands Cluster 2  
Authorized signature

[Signature] Date 12/09/2024  
David Swingle Lawn Care  
Owner/Operator

## East Lake Woodlands Cluster Home Improvement Association Unit Two, Inc.

## Balance Sheet

12/31/2024

**Assets**Operating

1010-005 - Cash-Checking-Servis1st	\$14,893.74
1410-000 - Prepaid Insurance-General	\$1,465.89
1410-001 - Prepaid Insurance-D&O	\$397.97
1500-001 - Utility Deposits-Electric	\$490.00

Operating Total

\$17,247.60

Reserve

1041-005 - MMA-Servis1st Bank	\$100,538.00
1041-006 - Edward Jone Enhanced Savings	\$3,270.57
1041-008 - EJ BOA CD 5.05% Maturity 4/11/2025	\$168,000.00
1042-013 - Edward Jones 5.4% maturity 11-3-25	\$59,000.00

Reserve Total

\$330,808.57

*Assets Total*

\$348,056.17

**Liabilities and Equity**Operating

2010-000 - Accounts Payable	\$1,710.51
2450-000 - Unearned Revenue-Prepaid Maint Fees	\$1,827.00

Operating Total

\$3,537.51

Reserve

3030-000 - Reserve Fund-Contingency	\$310,236.26
3080-000 - Reserve Fund-Interest	\$20,572.31

Reserve Total

\$330,808.57

Retained Earnings

\$5,898.63

Net Income

\$7,811.46

*Liabilities & Equity Total*

\$348,056.17

## East Lake Woodlands Cluster Home Improvement Association Unit Two, Inc.

## Budget Comparison Report

12/1/2024 - 12/31/2024

	12/1/2024 - 12/31/2024			1/1/2024 - 12/31/2024			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>Income</b>							
<u>Revenues</u>							
6010-000 - Maint Fee-Operating	\$7,883.36	\$7,883.41	(\$0.05)	\$94,600.32	\$94,600.48	(\$0.16)	\$94,600.48
6030-000 - Maint Fee-Resv-Contingency	\$3,744.64	\$3,744.64	\$0.00	\$44,935.68	\$44,935.68	\$0.00	\$44,935.68
6070-000 - Interest Income-Operating	\$0.77	\$0.00	\$0.77	\$7.83	\$0.00	\$7.83	\$0.00
6071-000 - Interest Income-Reserve	\$251.51	\$0.00	\$251.51	\$13,510.62	\$0.00	\$13,510.62	\$0.00
6076-000 - Interest Income-Owner	\$0.00	\$0.00	\$0.00	\$36.95	\$0.00	\$36.95	\$0.00
6083-099 - Other Income-Pre-Lien	\$0.00	\$0.00	\$0.00	\$35.00	\$0.00	\$35.00	\$0.00
6900-000 - Income Transfer to Resv Funds	(\$3,744.64)	(\$3,744.64)	\$0.00	(\$44,935.68)	(\$44,935.68)	\$0.00	(\$44,935.68)
6901-000 - Interest Transfer to Reserves	(\$251.51)	\$0.00	(\$251.51)	(\$13,510.62)	\$0.00	(\$13,510.62)	\$0.00
<u>Total Revenues</u>	\$7,884.13	\$7,883.41	\$0.72	\$94,680.10	\$94,600.48	\$79.62	\$94,600.48
<b>Total Income</b>	\$7,884.13	\$7,883.41	\$0.72	\$94,680.10	\$94,600.48	\$79.62	\$94,600.48
<b>Expense</b>							
<u>Administrative</u>							
7110-000 - Insurance-General	\$202.57	\$172.37	(\$30.20)	\$2,225.39	\$2,068.00	(\$157.39)	\$2,068.00
7110-003 - Insurance-D&O	\$79.58	\$84.12	\$4.54	\$973.66	\$1,009.00	\$35.34	\$1,009.00
7210-000 - Legal & Professional	\$0.00	\$250.00	\$250.00	\$662.50	\$3,000.00	\$2,337.50	\$3,000.00
7310-002 - Taxes-Corp Annual	\$0.00	\$5.13	\$5.13	\$61.25	\$62.00	\$0.75	\$62.00
7310-008 - Taxes-Federal Income	\$0.00	\$0.00	\$0.00	\$627.00	\$0.00	(\$627.00)	\$0.00
7410-000 - Management Fee	\$696.75	\$696.75	\$0.00	\$8,361.00	\$8,361.00	\$0.00	\$8,361.00
7510-000 - Admin Expenses-General	\$283.55	\$100.00	(\$183.55)	\$2,510.37	\$1,200.00	(\$1,310.37)	\$1,200.00
7510-099 - Admin Expenses - Pre-Lien Fee	\$0.00	\$0.00	\$0.00	\$35.00	\$0.00	(\$35.00)	\$0.00
<u>Total Administrative</u>	\$1,262.45	\$1,308.37	\$45.92	\$15,456.17	\$15,700.00	\$243.83	\$15,700.00
<u>Services &amp; Utilities</u>							
8110-002 - R&M-Building	\$0.00	\$333.37	\$333.37	\$2,635.55	\$4,000.00	\$1,364.45	\$4,000.00
8210-000 - Grounds Maintenance-General	\$0.00	\$83.37	\$83.37	\$1,348.00	\$1,000.00	(\$348.00)	\$1,000.00
8210-001 - Grounds-Lawn Service	\$1,675.00	\$1,675.00	\$0.00	\$20,100.00	\$20,100.00	\$0.00	\$20,100.00
8210-002 - Grounds-Ins/Weed/Fert	\$400.00	\$400.00	\$0.00	\$4,800.00	\$4,800.00	\$0.00	\$4,800.00
8210-003 - Grounds-Plants/Sod	\$0.00	\$41.63	\$41.63	\$48.12	\$500.00	\$451.88	\$500.00
8210-004 - Grounds-Trees	\$0.00	\$458.37	\$458.37	\$4,610.00	\$5,500.00	\$890.00	\$5,500.00
8210-005 - Grounds-Mulch	\$0.00	\$375.00	\$375.00	\$0.00	\$4,500.00	\$4,500.00	\$4,500.00
8210-009 - Grounds-Irrigation Repairs	\$429.80	\$208.37	(\$221.43)	\$2,772.72	\$2,500.00	(\$272.72)	\$2,500.00
8210-021 - Grounds-Irrigation Contract	\$250.00	\$262.50	\$12.50	\$3,000.00	\$3,150.00	\$150.00	\$3,150.00
8710-002 - Utilities-Electric-House Meters	\$377.98	\$240.14	(\$137.84)	\$2,918.13	\$2,881.68	(\$36.45)	\$2,881.68
8710-003 - Utilities-Electric-Street Lights	\$273.98	\$250.00	(\$23.98)	\$3,285.51	\$3,000.00	(\$285.51)	\$3,000.00
8710-011 - Utilities-Refuse Removal	\$714.00	\$714.00	\$0.00	\$8,568.00	\$8,568.00	\$0.00	\$8,568.00
8710-012 - Utilities-Cable TV	\$1,500.64	\$1,533.40	\$32.76	\$17,326.44	\$18,400.80	\$1,074.36	\$18,400.80
<u>Total Services &amp; Utilities</u>	\$5,621.40	\$6,575.15	\$953.75	\$71,412.47	\$78,900.48	\$7,488.01	\$78,900.48
<b>Total Expense</b>	\$6,883.85	\$7,883.52	\$999.67	\$86,868.64	\$94,600.48	\$7,731.84	\$94,600.48
<b>Operating Net Income</b>	\$1,000.28	(\$0.11)	\$1,000.39	\$7,811.46	\$0.00	\$7,811.46	\$0.00
<b>Reserve Expense</b>							
<u>Reserve Expense</u>							
9630-000 - Reserve Expense-Contingency	\$0.00	\$0.00	\$0.00	\$21,416.55	\$0.00	(\$21,416.55)	\$0.00
9900-000 - Reserve Expense-Funding	\$0.00	\$0.00	\$0.00	(\$21,416.55)	\$0.00	\$21,416.55	\$0.00

**East Lake Woodlands Cluster Home Improvement Association Unit Two, Inc.**  
**Budget Comparison Report**  
**12/1/2024 - 12/31/2024**

	12/1/2024 - 12/31/2024			1/1/2024 - 12/31/2024			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<u>Total Reserve Expense</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Reserve Expense</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reserve Net Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Income	\$1,000.28	(\$0.11)	\$1,000.39	\$7,811.46	\$0.00	\$7,811.46	\$0.00