

**EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.**  
**Manager's Report**  
**July 10, 2018**

- **Drains:** Received proposals from AMI and made sure that they included the work that was expected to be done and what the Board approved expensing. Met with Jack to execute the proposals work started the first week of July. Met with Seminole Septic as a courtesy to advise what ELWCA has requested from associations regarding cleaning their drainage. (No demand to use Seminole just most already do). Eblast to all associations to request confirmation and fielded miscellaneous questions on this. Scheduled appointment for committee to meet with Silverthorne. Confirmed meeting to verify completion of drainage work in order to release payment.
  - **Correspondence:** The following was received:
    - i. **Letter from Mr. Kelly**
    - ii. Cypress I
    - iii. Lake Estates
    - iv. Condo V
    - v. Cross Creek
    - vi. Woodridge Green
  - **Guard House Rehab Project:** Paul will be reporting on this. I am confirming with Paul any invoices coming in prior to payment.
  - **Grounds:** 10 trees have been removed and stump grinding will begin this week. It appears that ELW Water has flagged the entrance at the north gate. I am trying to find out why, but no response. Golf Ball sign ordered and will be installed at Sunflower Park 20MPH Speed limit sign was ordered. Stop sign was ordered and we need to confirm wording, Gate closes after each vehicle.
  - **Legal:** Besides what was already discussed, I am working on four files to help owners understand why they have to pay a S/A. Most has to do with estoppels.
  - **Roads/Sidewalks:** Met with Chuck and Susan to go over his projects for next year. Updated GAB and then received additional info from Chuck regarding Sq Yards.
  - **Long term planning:** No update
  - **Insurance Renewal.** Met with Susan and Paul when quote came in. D&O needs to be discussed for September of 2019
  - **Non-Member Contracts** –Nothing to update.
- Miscellaneous –**
- Prepared color map regarding Clearwater Gas for attorney
  - Compiled Notes from ELWCA sent to GAB for final report
  - Advised communities where work was being completed also advised associations adjacent to the gates that work will be starting.
  - Prepared drainage package for meeting with attorney

- Met with Frontier to get wifi and cloud started for cameras.
- Set up meeting with Frontier and Dave Harns to ensure all reps understood our current equipment. Also getting prices on cameras for unmanned gates
- Started a spreadsheet to analyze a little closer the repair vs replace on the gates. Gates hit three times this month. Three different locations.
- Heard from outdoor lighting more information will be circulated later.
- Received proposal to illuminate North Gate.
- Drafted golf Cart rules
- Drafted annual calendar for Susan.