

COLONIAL MANOR WEST
Minutes of the May 20, 2020 Board of Directors Meeting

Ann Smalarz opened the board meeting at ~7:00 PM.

Four board members were present either in person or via a Zoom livestream: Kevin Dunne, Gustavo Pineiro, Ann Smalarz, and Svetlana Sokolov. In addition, a number of owners were present either in person or via Zoom.

Minutes Approval – Reading of the minutes from the previous board meeting held on January 26, 2020 was waived since they were published on the website. The minutes were approved as written by unanimous vote.

Treasurer’s Report – Tom Neubecker reported that we have a balance of \$132,056 in our checking account and a liability of \$1,181 on our association credit card. In addition, he indicated that we are ~39% into our calendar year, but have only spent ~24% of our budget. So, we are doing very well. The only area where we are over budget is for fire protection services. That is mostly because we had to have the entire fire alarm panel replaced in January.

Ratification of Expenditures – The following “out of cycle” expenditures made since the last board meeting on 1/26/2020 were reviewed:

Date	Amt	Purpose
29-Jan	\$775.00	Paradise - clog under 103
31-Jan	\$136.79	HD - repair hardware
4-Feb	\$890.00	Rick Mystic (Asphalt, Gate & Hose Repair, Chair pickup)
5-Mar	\$21.99	Propane for grill
10-Mar	\$650.00	Alba Tech Pool Heater repair
13-Apr	\$54.99	HD - repair hardware
17-Apr	\$664.33	Paradise - clog under 103
20-Apr	\$225.00	Broward County Pool Permit
27-Apr	\$120.84	Coastal Comfort - Community room AC
27-Apr	\$665.00	Paradise - clog under 103
13-May	\$100.00	Broward county Elevator Permit
8-May	\$21.99	Propane for grill
18-May	\$2,200.00	Rick Mystic (209 drain leak, 103 stack leak, gate, & AC line repair)
TOTAL	\$6,525.93	

In addition, the association purchased a number of items from Amazon (grill repair parts, grill cover, light bulbs, pool supplies, drain repair parts, key lock box, mail box, etc.) – all using credit card points. While there was no cost to us, the value of these purchases was ~\$105. All of these expenditures were ratified by a unanimous vote.

Sewer Line Replacement – The bulk of the board meeting was spent discussing the possible replacement of the sewer lines under the complex.

Ann first reviewed the history of sewer line failures that have occurred since 2009. These include:

2009	Collapse under unit 102	\$32,000
2011	Collapse under front of 107	\$13,000
2014	Collapse under 101	\$23,000
2018	Collapse under front of 108	\$4,000
2020	Hole in line under 103	\$28,000

We have spent almost \$100,000 over the past 10 years on these necessary “one-off” repairs. Also, our sister complexes at Colonial Manor East and Parkridge East have had to replace all of their underground sewer lines and those complexes were built the same time as ours. So, it is not surprising that our lines are failing more frequently. Now is the time to seriously consider a project to replace all the sewer lines under the complex.

Tom Neubecker and Ann Smalarz contacted 4 companies to get bids: Paradise Plumbing (our current plumber), 4-Star Plumbing (doing the work at Colonial Manor East) and two companies recommended by Rick Mystic (Mikes Plumbing and City Plumbing).

Paradise and City Plumbing both recommended that we replace the current sewer lines in the exact same place as they are now. This would involve vacuum excavation under the complex of the entire sewer system - the lines from the individual kitchen and bathroom stacks as well as the main trunk line servicing the complex. This would require shorter amount of plumbing overall and would not disturb the courtyard or side parking lot. On the downside, this is more expensive per foot and the entire plumbing system would have to be shut down more frequently as the lines are replaced.

4-Star Plumbing & Mike’s Plumbing suggested that we abandon the main trunk line and install a NEW line around the perimeter of the complex. This would not involve as much under unit excavation (only the lines leading from the kitchen and bathroom stacks) and would cause less disruption of sewer service as only individual stacks are tied into the new main line while the old line is kept in service. On the downside, this would require trenching the entire back and side yards as well as the east parking lot (similar to what is now happening at Colonial Manor Ease).

Unfortunately, after several weeks of waiting and contacting them several times, 4-Star has still not gotten back to us with any bid. Similarly, Mikes Plumbing withdrew from consideration for the project. That left only Paradise and City Plumbing giving us bids. Both Paradise and City Plumbing gave us quotes on a “per foot” basis – not the total project. Paradise was \$300/foot while City Plumbing was \$400/foot - not including permits, engineering fee, pavement repair, lawn repair.

While it is somewhat difficult to get the exact footage, Tom Neubecker did a rough calculation. To complete units 104-106 should cost us an additional \$50,000 (we are currently spending ~\$33,000 under unit 103). That all assumes we go with Paradise at \$300/foot. Thus, we should be able to complete the EAST side of the complex for about \$83,000. We have sufficient money in our bank account now to cover this.

Tom estimated the cost to complete the WEST side of the complex at ~\$100,000 (only an estimate since we don’t have the exact footage). Once the east side has been completed, Paradise should be able to give us a more precise estimate for the west side.

Thus, 3 options exist:

- Complete the required work under unit 103 and stop. Wait for any further failures.
- Complete the entire EAST side of the complex using money we have as surplus and wait to get an estimate on the West side.
- Go ahead and replace all the sewer lines under the entire complex at one time. (would require a special assessment).

There was general consensus that we should pursue the second item above. That is, complete the East side of the complex, then get a more precise bid on the West side before authorizing that work. That way, we can determine the necessary special assessment it would require. Gustavo made a motion to take that approach and it passed unanimously.

Bicycle Storage – There have been more bicycles appearing in the complex and not sufficient storage space for them. Placement in the storage rooms or community room is not an option nor is storage in the meter rooms (illegal). For that reason, the board brainstormed on some additional storage options. These included:

- Storage in the recessed alcove area in front of unit 104 & 109 (space for 6 bikes)
- Storage in the east hallway opposite the dumpster room (space for 6 bikes)
- Storage in the side lot, behind the decorative under unit 202's balcony (3-6 bikes)

Several owners indicated that did not want to see any more bikes on the walkways (the first two options) for aesthetic reasons. In addition, the owner of unit 109 was concerned that bikes parked directly in front of their living room window would be unsightly as well as endanger breaking the window. While the east lot is not an ideal solution, it is the least objectionable and it can be expanded without much of an issue. A motion was made by Ann and passed unanimously to place at least 1 and perhaps 2 racks there based on their usage. Tom will order the bike racks.

In addition, it was suggested that bicycles that are parked in the racks be labeled with the owner's name or unit number so that we can contact them if the bikes seem "abandoned" (i.e. flats, rusted, etc.) and so we can contact them in case they need to be moved for any reason.

10-Year Inspection – The association received notice that we have to have our 10-year inspection. Charly Perry sent us names of some suggested companies. We contacted several of them as well as the company that performed our inspection the last time. But we have only heard back from one company, Akouri Consulting Engineers. They supplied us with an estimate of \$500 to perform the inspection with a guarantee that he would re-inspect the facility at no additional cost should he find deficiencies that need correction. A motion was made and accepted unanimously to accept this bid.

Visitors Using the Pool & Deck – One owner expressed her concern about outside visitors using the pool and pool deck area during the pandemic. Tom pointed out that Broward County already has an order (Executive Order 20-08) that prohibits visitors and guests from using the pool. We simply never posted it. Gustavo questioned how this might impact units that have AIRBNBs or VRBOs. Currently, this is not an issue, since they are not allowed to operate now anyway. Tom pointed out that when the executive order expires, guests would be allowed again. In any event, we would just post the notice on the entryway to the pool, but there would be no enforcement mechanism. Tom agreed to make up signs to post at the entry.

In addition, Gustavo suggested that we supply a disinfectant spray for pool users to access when/if they use the pool area. There was general agreement to do this. This will be in the note posted at the entryway to the pool.

Owner questions/comments – One owner brought up the fact that they found the grill “on fire” one evening with nobody present. They were concerned it the fire might spread to the building as the flames were lapping the columns in front. The person grilling came out and indicated he was making ribs. So, it was suggested we send out a notice to all residents that the grill cannot be left unattended while in use. Tom offered to send out that message and modify the instructions mounted behind the grill.

Adjournment – There being no additional questions or comments from the owners, the meeting was adjourned at approximately 9 PM.

Respectfully submitted,
Svetlana Sokolov, Secretary