

**Colonial Manor West
Quarterly Report
January – October, 2009**

Now that we have a web site up and running, as well as a pretty comprehensive email list of owners, your Board thought it might be useful to supply you with quarterly updates on what has been done or will be done by the Association. By necessity, this first report will be more extensive since it will cover the first 9 months of the year.

Sewer Line Repair – By now you are aware that we had to have the sewer lines replaced under the 102, 202, & 302 units. Portions of the lines had collapsed, causing multiple backups. This job ended up being larger than initially expected since we had to excavate about 40 ft. under unit 102 and replace all of the sewer lines there. The stack servicing those 3 units also failed and had to be replaced. The total cost for this replacement job ended up being ~\$32,000. That was the major reason for the two most recent special assessments. Our plumber has told us not to be surprised if we experience similar sewer line collapses in other portions of the complex, as the sewer lines are over 40 yrs. old and in very poor shape. Parkridge East had to have all of their lines replaced a few years ago and now it is affecting us. For the time being, we will deal with these collapses one at a time. To replace all the sewer lines at once would cost well over \$200,000. But it is something we need to talk about.

Elevator Upgrade – Last year we were cited for an out-of-compliance elevator. We were required to bring it up to code if we wanted to keep it in operation. A door restrictor, new photo sensor, emergency phone system, backup power supply and emergency light were all installed using special assessment funds. We also took this as an opportunity to reassess our elevator maintenance contractor. We had been using ThyssenKrupp for many years, but were displeased with their response time and maintenance program. We cancelled the contract and now have a new (and lower cost) contract with Motion Elevator. The new contract also saves us over \$600 per year.

Waste Disposal – Similarly, we have been reassessing our waste disposal/recycling costs. We are currently contracted with Waste Management until Oct. of 2010. However, we plan to cancel that contract and rebid it, hopefully for a substantially lower price in October. We have already done that with our recyclables and are saving ~\$15/month (not a lot, but every little bit helps).

Insurance – For many years, we have been getting our insurance policies through the Sena Agency. As a result of mismanagement of our policies and poor response times, we have decided to transition over to a new agent – Pallant Insurance. While all of our policies have not yet transitioned, this agency has already saved us several hundred dollars by combining our casualty and liability policies into a single policy. In addition, our financing cost decreased several hundred dollars a year. In addition, we have already gotten an estimate for our Citizen's wind insurance policy which is over \$1,000 less than this year's. So far, we are happy with this new agency.

Grounds – We had most of the sprinkler system replaced this past spring. Many of the heads did not work at all. Those that did sprayed water on the building getting into some windows and wasting water. These were relocated and directed away from the building. As a result, the grounds in the back look much greener now with the regular watering. In addition, several owners put new plants and mulch in the back garden area.

Electrical – As a result of an inspection we had on the building last year, we found out that the electrical plugs in the garden area were out of code and in dangerous condition. We had all of these replaced with weatherproof ground fault plugs as required by code. At the same time we had several emergency lights that did not work replaced. These new electrical systems are now up to code and fully functional.

Pool – We had a new code compliant drain cover put in the pool as required by Federal Law. We are still not certain if we will have to do any additional work to maintain compliance, but we have done all that has been asked of us to date. In addition, we had the heater fixed in time for the upcoming winter season.

Liens & Foreclosures – We initiated action against one unit owner who is substantially behind in their monthly and special assessment payments. A lien on the property has been placed. However, the bank holding the mortgage on the property has a superior lien and has initiated its own foreclosure proceedings. We are trying to get the bank to expedite these proceedings so that the property can be sold and we can recoup at least some of what is owed us.

Legal – We have made a concerted effort this year to keep our legal expenses to a minimum. This was especially important since our repair and maintenance expenses are much more than budgeted (due to the multiple sewer backups). With all the lawsuits now settled, we now hope to keep expenses low in the year ahead. We have also transitioned our legal services to Katzman & Garfinkle – a firm that specializes in condo issues. However, we are still maintaining a limited relationship with Becker & Poliakoff until such time as the issue on the foreclosed unit is resolved since they were the firm that placed the lien.

Contact – We have placed an “Association” mail box next to the elevator, set up Colonial Manor West web site (<http://colonialmanorwest.yolasite.com/>), and started sending out and receiving information via email. All of these steps were taken to make it easier and quicker for us to contact you and for you to contact us. In addition, this gives the association a “permanent address” both via US Mail and on the web that should not change as board membership changes.

Future Plans

- In the months ahead, we want to begin the process of revising the condo documents into something more workable. Monies have been set aside in the most recent special assessment to fund this process. We hope to have a package put together sometime next year for the owners to vote on (hopefully in a fully legal and compliant fashion this time).
- It has been suggested that we get together with the boards of Parkridge East and Colonial Manor East to compare notes and learn from one another. Since all 3 buildings were constructed at the same time, in roughly the same configuration, we should be experiencing similar issues (maintenance, insurance, contractors, etc.). We have already contacted these associations, and they seem interested in meeting as well. We will let you know the results of these meetings.
- We are interested in having the roof looked at by a professional firm in advance of any problems occurring. This is for 2 reasons: First to see if any preventative maintenance needs to be performed. Second, it is good to have a “working relationship” with a reputable company in advance of when you may need roof repair. We don’t want to have to respond in an emergency to just anyone out of the phone book. Next to plumbing, the roof is probably the biggest maintenance item we might face.

- We will reassess the need for a maintenance contract for termite inspection/treatment. We found the yearly cost for the maintenance contract is substantially more than the cost for a single visit with comprehensive inspection and treatment. So we might still have the service, but pay on an “as needed” basis.

Budget Overview

Finally, we want to provide you with an overview of our expenses vs. our budget to date. Attached is a summary through Oct. 10, 2009 (roughly Q1-Q3 of our fiscal year). As an explanation, the first column shows what we have spent thru October 10th of this year. The second column shows what we have budgeted for the full year.

A few things to note:

- It looks like we are way under in insurance payments. However that is a bit of an illusion. Much of this year’s insurance premiums were paid out of last year’s budget. Similarly, much of next year’s premiums will be paid for out of this year’s budget since several large policies come up for renewal in December. This will use up much of this surplus. Overall, though, we have still saved several thousand dollars in insurance costs.
- The maintenance and repair numbers are ~\$7,000 vs. \$5,000 budgeted. This is largely due to the multiple backups we experienced due to the plumbing issue. We can expect similar plumbing issues in the years ahead. We should consider substantially increasing our repair & maintenance budgets in the coming years.
- You may note that there was \$5,265 left from last year’s SPA account. These monies represent a delinquent unit’s SPA-08 payment. The association was in the process of placing a lien on the property when it sold. The money was collected as part of the closing process early this year. It has been transferred to the operating account to reimburse operating spending that more appropriately should have come out of the 2008 Special Assessment account (specifically some of the excessively high water bills of 2008 that occurred as a result of the leak).

The balances in our accounts (as of 10/10/09) are as follows:

Escrow	\$4,978.67
Operating	\$33,945.15
2009 SPA	\$5,774.52

Well that is about it for the update. If you have any feedback on what we have discussed, please come to the next scheduled board meeting. You can also contact the board by dropping a note into the association mail box next to the elevator, or send us an email at secretarycmw@gmail.com

Thank you.

Colonial Manor West Board

Tom Neubecker, President

Larry Farst, Vice President

Tom Jones, Secretary

Dave Haglock, Treasurer, Assistant Secretary

Ricky Borman, Assistant Treasurer

**Colonial Manor West
Income/Expense Statement (1/1/09-10/10/09)**

	Year to date	Budget for full year
Operating Income		
Allowance for Uncollectibles	-\$2,160	-\$2,437
Laundry Income	\$1,087	\$1,200
Maintenance Income	\$97,731	\$121,917
Miscellaneous Income	\$150	\$0
2008 SA Reimbursement	\$5,038	\$0
Total Income	\$101,846	\$120,680
Expenses		
Accounting Fees (Mike Moskowitz)	\$3,600	\$4,800
Bank Charges	\$9	\$50
Improvements (Garden, Patio, Grill, Lights, etc)	\$1,215	\$2,000
Insurance (Wind, Fire, D&O, Liability, Flood, etc.)	\$29,599	\$47,400
Janitorial Services (Willie Osborne)	\$3,000	\$3,900
Landscaping Expenses (Landscape Solutions)	\$2,200	\$3,600
Legal Fees	\$4,337	\$10,000
Licenses & Permits	\$500	\$300
Miscellaneous (Insur. Appraisal, Election Monitor, etc.)	\$3,284	\$5,000
Water & Sewage (City of Ft. Lauderdale)	\$5,474	\$6,480
Pest Control (Pest Free Services)	\$700	\$960
Pool Services (Quality Pool Service)	\$1,813	\$1,800
Repair & Maintenance	\$7,083	\$5,000
Security & Fire Solutions (Atech)	\$13,270	\$13,270
Termite Control (Truly Nolen)	\$2,300	\$2,500
Utilities (Gas & Electric)	\$4,074	\$3,600
Waste & Recyclables Removal	\$7,188	\$10,020
Total Expenses	\$89,646	\$120,680
Special Assessment Income		
2008 Special Assessment	\$5,265	\$0
2009 Special Assessments	\$50,807	\$0
Total Special Assessment Income	\$56,072	\$0
Special Assessment Expenses		
Licenses & Permits	\$887	\$0
Repair & Maintenance	\$43,497	\$0
Reimbursement to Operating (for 2008 water bill)	\$5,038	\$0
Total Special Assessment Expenses	\$49,422	\$0