

**COLONIAL MANOR WEST**  
**Minutes – Board Meeting**  
**July 30, 2020**

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

Three of the 4 board members were present either in person or via Zoom at the beginning of the meeting (Gustavo Pineiro, Ann Smalarz, and Svetlana Sokolov). The 4<sup>th</sup> board member, Dan Glendale, joined the meeting later.

**Replacement for Kevin Dunne** – Ann announced that Kevin Dunne resigned from the Board. Ann asked if any of the current owners were interested in joining the Board. Nobody volunteered. However, they were asked to consider joining and, if willing to do so, to contact one of the current board members or contact the association at our email address. When/if someone volunteers, the remaining board members can vote them onto the board via an email vote or at the next board meeting.

**Minutes Approval** – Reading of the minutes from the previous board meeting held on May 20, 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 \$72,154.37 in our checking account with a liability on our credit cards of \$2,888.56. This is a substantial reduction in our balance over the past 3 months mostly due to the sewer line replacement project, pool repairs and roof hatch replacement.

**Ratification of Expenditures** – The following “out of cycle” expenditures made since the last board meeting on 5/20/2019 were reviewed (note: only expenditures >\$100 are listed separately while smaller purchases are grouped under “miscellaneous”):

<b>Date</b>	<b>Amt</b>	<b>Purpose</b>
27-May	\$33,160.00	Paradise (under 103 to 104)
2-Jun	\$459.00	Red Rhino (finding pool leaks)
5-Jun	\$100.00	Rick Mystic (clog in '11 stack)
5-Jun	\$3,090.00	Red Rhino (repairing pool leaks)
13-Jun	\$340.20	Fire Inspection
18-Jun	\$19,500.00	Paradise (under 104/105)
23-Jun	\$310.30	Atech (alarm test)
23-Jun	\$1,637.50	Concrete Design (50% down)
26-Jun	\$1,750.00	United Professional Engineering
2-Jul	\$706.20	Atech (fire panel repair)
2-Jul	\$3,000.00	Roof Technologies (hatches)
8-Jul	\$668.75	Atech (smoke detector repairs)
16-Jul	\$206.00	Construction supplies - R. Mystic
29-Jul	\$2,000.00	Rick Mystic (catwalk repair)
Various	\$153.85	Miscellaneous small expenditures
<b>TOTAL</b>	<b>\$67,081.80</b>	

All of these expenditures were ratified by a unanimous vote.

**Update on 10-year Building Inspection** – Ann reviewed what we have done to date for our 10-year building inspection review. In March, we hired Akouri Consulting Engineers to perform an electrical and structural inspection. We passed the electrical inspection but failed the building inspection – mostly due to problems with the balconies. Because of this failure, we had to hire a licensed building engineer to do a thorough inspection and a prepare a detailed list of what needs to be repaired. The Association hired United Professional Engineering to do the inspection. The inspection has been completed and they are preparing the final report to be used by contractors to prepare bids for making the repairs. As of the time of the board meeting, the detailed list of needed repairs was not available, nor do we know their expected cost. But it could be substantial and require a special assessment. The board will let owners know once we have decided on what repairs are needed and what company has been chosen.

**Plumbing Update** – Paradise Plumbing has completed replacement of the sewer lines under units 103-105 (at a total cost so far of \$52,660). Only unit 106 needs to be done to complete the EAST portion of the complex. This will require excavation from the back of unit 106 up to the sewer lines behind the elevator which drain the 2<sup>nd</sup> and 3<sup>rd</sup> floor laundry rooms and then over to the kitchen of unit 105. While we don't know the exact cost of this, we do know it will be \$300/foot. A rough estimate of the additional cost is ~\$25,000. But this will finish the EAST side. We have not yet decided to do the WEST portion of the complex, but we do have a bid from one company of \$118,500 to do the entire west side via tunneling. No decision on proceeding with this will be made until the other building repairs have been made.

**Short-Term Renter Usage of Pool & Pool Deck** – There was an extensive discussion on whether or not short-term renters in AIRBNB/VRBOs should be allowed to use the pool during the pandemic due to concerns of spreading the virus. It was pointed out that Broward County Emergency order 20-22 states that guest and visitors are NOT allowed to use the pool facilities. However, AIRBNB/VRBO renters are not “technically” guests since they are renting the property just as any other renter could. Gustavo contacted the city solicitor and received clarification that this is true. However, condo associations have been given the power to prohibit short-term renters from using the pool/pool deck if the board passes a resolution to do so. There was extensive discussion about how we would do this: how to define a short-term renter, whether it would apply to a short-term visit by an owner, how to monitor the length of stay, etc. It was decided that we would vote on a resolution to prohibit short-term renters from using the facilities unless the rental term is for 1-month or more. Short-term use of the facilities by owners would still be allowed. A motion was made by Ann to pass the resolution and passed with a vote of 3 in favor and 1 against.

**Truly Nolen Contract Renewal** – The association spent \$3,000 last year to have the crawl space above the 3<sup>rd</sup> floor units treated for termites. Truly Nolen offers a 1-year extension of their guarantee (they will come back and treat for no additional cost) at a cost of \$540. It was decided unanimously that it makes sense to renew the contract for an additional year as that is the main area where we are having termite problems. We will NOT renew the contract for the treatment of the community room. The resolution passed unanimously.

**Owner Questions/Comments** – One owner asked if a prospective board member needs to be physically present at board meeting to serve on the board. Tom indicated that it was NOT necessary, especially since board meetings are now being conducted mostly via Zoom.

There being no more questions, a motion to adjourn the meeting was made and passed unanimously.

Respectfully submitted,  
Svetlana Sokolov, Secretary