COLONIAL MANOR WEST APARTMENTS CONDOMINIUM ASSOCIATION, INC.

Board of Directors Meeting Minutes

Date: Tuesday, October 27, 2026
Time: 6:05 PM
Location: Community Meeting Room and via Jitsi

1. Call to Order and Determination of Quorum

The meeting was called to order at **6:05 PM**. A quorum of the Board of Directors was established- **Derik Wagner (President); Ann Smalarz (Vice President) Simon Malak (Treasurer), Analia V Tower (Secretary)**

2. Attendance

Board members and residents in attendance included representatives from Units **105, 107, 108, 110, 202, 203, 206, 207, 208, 303, 304, 305, 309, and 311**.

3. Approval of Previous Meeting Minutes

The Board reviewed and approved the minutes of July 9, 2026.**Derik Wagner (President); Ann Smalarz (Vice President) Simon Malak (Treasurer), Analia V Tower (Secretary)**

4. Financial Report

The Treasurer reviewed the Association's quarterly financial statement and provided an update on the Association's financial condition for the upcoming 2027.

Treasurer Simon Malak presented the proposed 2027 budget, which had been distributed to all residents. Simon provided clarifications regarding the Association’s 2026 expenses and the projected expenses for 2027.

The proposed budget included consideration of the Association’s two reserve accounts: **Structural Integrity Reserves** and **Non-Structural Integrity Reserves**. Simon explained that the required funding levels are based on the Association’s Reserve Studies, which identifies the estimated useful life of certain building components and structures, and the anticipated costs associated with their repair or replacement.

Based on the 2027 Operating Budget required, both Reserve Study funding requirements, current amounts in the account, and expected estimated savings this year, our total budget of $321,336.00 was proposed based on the following summary:

Current WF Balance	4,441.00
Expected MM Fees by mid December	43,473.00
Monthly Fixed Recurring EXPENSES to be incured by end of year	(10,000.00)
Additional Repairs and Maint to end of year	(10,000.00)
ESTIMATED SAVINGS to be added to next year 2027 Reserves or Operating	27,914.00
Current SIRS Balance	142,040.00
Current NSIRS Balance	9,927.00
ANTICIPATED 2027 Budget	229,250.00
ANTICIPATED NON SIRS RESERVE NEEDED	20,000.00
ANTICIPATED SIRS RESERVE NEEDED	100,000.00
SUBTOTAL	349,250.00
IF WE USE THE ANTICIPATED SAVINGS FROM 2026	(27,914.00)
TOTAL PROJECTED 2027 Budget	321,336.00

Following discussion, the Board decided to assist toward having the Structural Reserves possibly fully funded for 2028 based on items to be done in 2027. To support this goal, the Board approved increasing from $70,000 the Structural Reserves to $100,000 as indicated in the above summary.

The new maintenance fee for each unit is also attached.

5. Insurance Update

The Board reported that the Association received the insurance inspection reports identifying several items that require attention. Please see the attached insurance inspection report and recommendations.

Robert Tower has taken care of all the items recommended by the insurance inspector to ensure that our insurance policy remains active and in good standing.

All recommended items have been addressed. We are currently waiting for the insurance company to issue the updated policy. As soon as we receive it, we will distribute a copy to all residents for their records.

6. Elevator Modernization Project

The Board provided an update on the elevator modernization project that in total will have cost $159,000 ($137,000 Original Modernization Contract + $20,000 for the internal

termite issue within the frames of Elevator and door frames, +$2,000 negotiated amount for the New SS door covering – yet to be paid).

The external doors have been replaced, and we will pay $2000 (that was not in the proposal but was negotiated with the company and Simon Malak who negotiated a discount of $1800 from the original proposal of $3800) and approved by the rest of the Board.

All has been completed and we are just waiting for the new inside wall protective blankets and the pins. They will arrive approximately 2-3 weeks before issuing payment of $2000 for the door outer Formica stainless stee; covering.

7. A-Tech Invoices: Disagreement among board members regarding responsibility for payment- We previously sent emails between Board members and their votes as well as Simon Malak's position as OWNER of 207 even though he abstained as BOARD member from voting on the matter and left early before the discussions.

After discussion, the Board approved payment of the discounted ATECH invoices in the amount of **$1,671.22**. The Association will pay these invoices as a **one-time resolution to this matter.**

To ensure fair treatment, the Board also approved reimbursing the owner of Unit 107 **$248.78** for work paid directly to ATECH. As agreed with the Unit 107 owner, rather than issuing a separate check, this amount will be credited against the owner's **January 2027 monthly maintenance fee**.

The Board's decision followed approximately one year of unsuccessful efforts to resolve the issue. The discussion included the respective responsibilities of the Association and unit owners, as well as the uncertainties and grey areas surrounding the circumstances and responsibility for the damaged wiring. Given the time spent attempting to resolve the matter, the amount involved, and the lack of a clear path to agreement, the Board determined that further efforts to establish responsibility were not warranted at this time.

Derik's vote reflected his position that the Board could not establish who was responsible for the damage to the wiring inside Unit 207, particularly given ATECH's failure to provide documentation regarding the system's original installation. The fire alarm system and its maintenance are the Association's responsibility. Ann expressed partial agreement with this position, while also noting uncertainty regarding the location of the wire inside Unit 207, the owner's responsibility for maintaining wiring within the unit, and the difficulty of determining whether or how the wire was damaged.

Analia expressed concern that the issue should have been addressed and resolved in a

timely manner by the Association, rather than allowing the outstanding invoices to remain unpaid until the Association faced a fire inspection. The Association ultimately failed the inspection because ATECH had not completed its annual inspection due to the pending unpaid invoices.

Analia emphasized that the Association's financial obligations and fire-safety requirements must be taken seriously. Outstanding invoices related to essential maintenance and inspections should be addressed promptly to avoid jeopardizing the Association's compliance, safety, or insurance requirements. In the future, similar matters should be handled in a timely manner, with the Board separately evaluating responsibility and any potential cost allocation.

This decision is intended to be an exception for this specific matter and shall not establish a precedent or create an expectation that the Association will automatically pay expenses that may be attributable to an individual owner. In future cases, the Board may review the available evidence, governing documents, and applicable law to determine responsibility and whether costs should be charged to an owner.

The Board's approval of payment and reimbursement resolves the outstanding ATECH expenses associated with this matter; it does not establish a general policy that the Association will absorb similar expenses in the future.

8. Pool Area Improvements

The Board discussed possible pool area improvements, including pressure cleaning, painting, replacement lounge chairs, umbrellas.

After reviewing the Association's financial projections, the Board agreed to purchase new lounges and umbrellas and to get estimates for the painting and cleaning of the pool area.

9. Short-Term Rentals (Airbnb) Regulations -DID NOT DISCUSS

Pending proposal for Regulations and Guidelines Proposed Rules during March meetings and Derik and Simon Memorandum attached- STILL NOT RESOLVED

i. Issues with overcrowding and guests.
ii. Issues with renters not disposing of trash in the designated area and leaving it unattended in the street and in laundry rooms.
iii. Issues guests using the pool after hours and glass in the pool area.
iv. Issues with guests using the elevator right after the pool and getting the elevator wet.

v. Issues with noise ordinance- respecting quiet hours and common areas vi. Issues with guests not parking in their designated spot or parking more than one car per unit.
vii. Airbnb cleaners- problems with overloading machines and using all the laundry machines (on all floors)
viii. Issues with not maintaining their front areas and common areas clean.
ix. Keep reporting to Fort Lauderdale Code Enforcement - (954) 828-5207

10. Truly Nolen Proposal -DID NOT DISCUSS

Discuss proposal to cover 3 floors units, not just the attic areas - the inside and outside units, plus storage and laundry room at no charge.

11. Owner Comments

Owners were invited to ask questions and provide comments throughout the meeting regarding the agenda items.

The owner of 304 would like a copy of all the $10000 including the item repairs from 2026. Please see the attached and note that they are for the Security Cameras, Locksmith, the repairs of the gates, expenses from Robert Tower for cleaning supplies or materials from Home Depot. Also, some of those expenses are for plumbing issues.

As per some owners and 304 requests, the Board discussed the current condition of the garden and the possibility of improving its appearance and overall maintenance.

Analia will request a proposal from Nick, the gardener, outlining the cost of improving and organizing the garden, including whether the work would involve a one-time landscaping/beautification expense followed by ongoing maintenance, or a monthly service cost.

Analia will also obtain additional quotes from other providers for comparison. Once the proposals are received, the Board will review the options and determine which approach is most practical and cost-effective for the Association.

Meeting Disconnection and Pending Items

During the meeting, the virtual connection was unexpectedly disconnected, interrupting the discussion of several agenda items. The Board reconnected; however, unfortunately, not all attendees were able to re-join the meeting again.

The Board apologized for the disruption and any inconvenience caused. Due to the connection issues and the limited attendance after reconnection, certain matters were not discussed and remain pending for a future meeting.

12. Adjournment

There being no further business to come before the Board, the meeting was adjourned at **8:30 PM.**