

MANHATTAN TOWNHOMES OWNERS ASSOCIATION
ANNUAL AND BUDGET MEETING NOTICE AND ELECTION OF DIRECTORS
To All Manhattan Townhomes Owners Association Members,

- The ANNUAL MEETING of **MANHATTAN TOWNHOMES OWNERS ASSOCIATION** will be held at the following DATE, TIME and LOCATION:
- **DATE / TIME: Saturday, November 8, 2025 at 10:00 AM**
- **LOCATION: Carrollwood Cultural Center
4537 Lowell Road
Tampa, FL 33618**

Enclosed with this notice is the 2026 Proposed Budget. Before the commencement of the Annual Meeting of the Association, the Board of Directors shall adopt and approve the 2026 Annual Budget. Also enclosed with this notice is the Agenda for the Annual Meeting and a Proxy which will help establish a quorum and represent your vote on business that may arise. The Annual Meeting of the Association will be held for the purpose of voting on the election of directors and conducting such other business as may lawfully be conducted.

Nominations for Directors can be self-nominated or can be taken from the floor. Any homeowner or other eligible person may nominate any other homeowner or eligible person, if written permission has been given from the person being nominated.

Agenda items are as follows:

Budget Meeting Agenda

1. **Call to Order**
2. Certify Quorum of the Board and Membership
3. Vote to Waive Financial Reporting
4. Vote to Roll Over Excess Funds
5. Board Approval of 2026 Annual Budget
6. **Adjournment**

Annual Meeting Agenda

1. **Call to Order**
2. Appoint Chairperson of the Meeting
3. Proof of Notice of the Meeting
4. Certifying of Proxies & Establish Quorum
5. Read or Waive Minutes of Last Members' Meeting
6. Election of New Directors
7. Call for Candidate Nominations from the Floor
8. Introduction of Candidates
9. Close of Nominations
10. Appointment of Persons to Assist in Counting Ballots
Casting of Ballot
11. New Business
Open Forum
Announcement & Seating of New Board
12. **Adjournment**

A quorum of Association Members must be present, in person or by proxy, at the meeting in order for the business of the Association to be conducted. It is therefore **VERY IMPORTANT** that you either attend the meeting or provide a proxy, in order for the Association to conduct business.

The Organizational Meeting for the new Board will be held immediately following the Annual Meeting.

Mailed: October 14, 2025

BY ORDER OF THE BOARD OF DIRECTORS
MAGDA HATKA, LCAM

MANHATTAN TOWNHOMES OWNERS ASSOCIATION, INC.

94 UNITS

JANUARY 1 2026 to DECEMBER 31 2026 PROPOSED BUDGET

ACCT	REVENUE	2025 PROPOSED ANNUAL BUDGET	2025 Estimated ANNUAL BUDGET	2026 PROPOSED BUDGET
4010	Unit Maintenance Fees	\$400,923	\$401,867	\$422,852
	TOTAL REVENUE	\$400,923	\$401,867	\$422,852
	OPERATING EXPENSES			
5010	Administrative	\$4,650	\$4,750	\$4,750
5300	Insurance (Casualty) 3/18 & 5/27	\$148,500	\$138,845	\$129,192
5400	Lawn Service Contract	\$16,600	\$16,620	\$17,020
	Termites			\$16,500
5410	Tree Trimming		\$5,000	\$3,000
5420	Landscaping & Mulch		\$6,000	\$3,000
5600	Lic/Permit Fees	\$300	\$300	\$300
5800	Management Fee	\$9,600	\$9,600	\$9,600
5900	Professional- Legal- Compilation	\$13,128	\$2,888	\$7,500
6100	Repair/Maintenance - Gen	\$16,500	\$21,370	\$15,584
	Pressure washing			\$2,500
	Cleaning of the Gutters			\$3,000
6110	Lift Stations		\$6,000	\$5,000
6200	Pool Service	\$5,750	\$5,751	\$7,944
6220	Security Camera		\$0	\$13,650
7000	Utilities - Electric (TECO)	\$10,800	\$9,043	\$10,800
7003	Utilities - Trash	\$32,500	\$30,693	\$32,500
7004	Utilities - Water	\$73,500	\$75,912	\$75,500
	TOTAL OPERATING EXPENSES	\$331,828	\$332,772	\$357,340
	RESERVES			\$0
9010	Reserves Painting	\$8,663	\$8,663	\$10,080
9020	Reserves Paving/Seal Coat	\$20,350	\$20,350	\$15,635
9030	Reserves Roofing	\$17,687	\$17,687	\$8,566
9090	Reserves Pool	\$633	\$633	\$16,231
9100	Reserves Deferred	\$21,762	\$21,762	\$15,000
	TOTAL RESERVES	\$69,095	\$69,095	\$65,512
	TOTAL EXPENSES	\$400,923	\$401,867	\$422,852

Proposed 2026 Maintenance Fee \$375

RESERVE ANALYSIS
MANHATTAN TOWNHOMES OWNERS ASSOCIATION, INC.
January 1st 2026 through December 31st 2026

RESERVES	Current Replacement cost	Current reserve through 1/1/2026	Expected Life Yrs.	Remaining Life Yrs	Unreserved Amounts	2026 Fully funded amount	2026 APPROVED ANNUAL BUDGET
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Painting / Buildings	\$95,000	\$14,359	9	6	\$80,641	\$10,080	\$10,080
Paving / Seal Coat	\$83,600	\$36,695	9	3	\$46,905	\$15,635	\$15,635
Roofing	\$355,000	\$95,071	14	13	\$259,929	\$18,566	\$8,566
Pool	\$36,000	\$17,307	9	2	\$18,693	\$6,231	\$16,231
Deferred Maintenance		\$52,670			\$0	15000	\$15,000

TOTALS	\$569,600	\$216,102			\$406,168	\$65,512	\$65,512
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