

Meadowbrook Lake View Phase IV
May 6th 2025 Meeting Agenda
6:30pm in the Clubhouse & on Zoom
135 SE 3rd Ave, Dania Beach, FL 33004

1. Call meeting to order – Please plan for a 90-minute meeting.
 - a. Board of Directors - Roll Call
2. Read April 8th Meeting Minutes
 - a. Dispense with the reading of the minutes
3. Old Business
 - a. Committees
 - i. HOA Management: John X, John M, Alma, Geraldine, Victor, Jay
 1. Self-Management vs Outside Management
 2. Need a recommendation from the committee.
 - ii. Finance Committee: John M, Victor, and Jay
 1. Reserve - New York Life two annuities.
 - a. Account XXXX-4352 - \$108,320.67 can be surrendered with no fees
 - i. Current rate of interest is 2.65%
 - ii. We can do better at Truist or Schwab
 - iii. **Recommendation would be to combine with the current account we have at Truist or Schwab which would have a higher rate of return.**
 - b. Account XXXX-7952 - \$328,368.41 matures in May 2027.
 - i. Current rate of interest is 3.20%
 - ii. **No action to be taken until 2027**
 2. Reserve – Truist
 - a. 3 accounts
 - i. Current rate of interest is 2.35%
 - ii. **Recommendation would be to combine all three accounts for a total of \$455, 002.33 and deposit in a 5-month or 12-month CD with a rate of 3.95% or higher.**
 3. Reserve – Charles Schwab
 - a. Account XXXX-8772
 - i. Current rate 1 year - 4.69% Schwab Government Money Inv (SNVXX)
 - ii. **Recommendation - no changes**

- iii. Value of the account as of 4/18/2025 – \$561,427.10
- 4. Collections - Meeting was held with Carolyn and Amanda from Beckers to discuss the process we need to follow in the State of Florida for collections of outstanding Maintenance Fees.
 - a. We will be implementing this process this month for all outstanding Maintenance fees.
 - b. The process is outlined below:

As for collections, the general timeline required by the Chapter 718, Florida Statutes is summarized below.

1. **Notice of Late Assessments (“NOLA”).** Once an owner becomes delinquent, the first step is the NOLA, which has a 30-day grace period. This letter must be mailed by the Association to the unit titleholder(s) at the site address and any alternate address on file with the Association. We also recommend checking the deed and the property appraiser for additional alternate addresses and mailing the NOLA to those addresses as well. I’ve attached the two sections of the Condo Act which contain most of the law pertaining to collection of unpaid assessments. See the attached Section 718.121(5), Florida Statutes, for the NOLA specifics. If you want us to review the NOLAs before they’re mailed out, please let me know.
2. **Notice of Intent to Lien.** Once the NOLA expires, you may send the account to our office for the next statutory collection notice. We will need a copy of the NOLA(s), and a current accounting ledger going back to a zero balance. The Notice of Intent to Lien is prepared by our office and mailed by our office to the unit titleholders. It has a 45-day grace period. If the owner fails to pay in full (partial payment is not sufficient to stop collection action), then we move to step 3.
3. **Notice of Intent to Foreclose and recording of a Claim of Lien.** Once the Notice of Intent to Lien expires, if the owner fails to pay in full, we record a Claim of Lien. The recorded Claim of Lien is valid (meaning you can foreclose it) for 12 months after the date of recording, after which it expires; however, a new lien may be recorded. The Notice of Intent to Foreclose is sent simultaneously with recording the Claim of Lien, and it has a 45-day grace period. If the owner fails to pay in full and the grace period expires, we notify the Board and ask if you want to file a lien foreclosure suit.
4. **Foreclosure Retainer.** This is not a letter to the owner; it’s a letter to the Board. Once the above notices have been sent and the grace periods have expired, we will send a Foreclosure Retainer to the Board. If the Board chooses to foreclose a Claim of Lien you would sign the retainer and send a cost deposit (typically \$1350.00) to us and we would proceed with the foreclosure suit.
5. **Rent Demand.** A Rent Demand can be sent simultaneously with step 2., above. We prepare the Rent Demand letter and mail a copy to the tenant and a copy to the owner. We do not need to know the identity of the tenant(s). Importantly, note that you cannot tell a tenant how much the owner owes because it’s confidential personal debt information. The Rent Demand letter essentially only cites to the statute, see Section 718.116(11), Florida Statutes, attached, and demands the tenant to pay their rent to the Association. Once the owner is no longer delinquent, we send the tenant another letter telling them to resume payment of the rent to the unit owner.

iii. Fountain Committee: John M and Jay

4/26/2025 5:48 PM

1. Recommendation to move forward with one fountain and monitor progress

iv. Building Painting Committee: Ralph, John R, Gaston, Frank B, and Jay

1. Review Recommendations

b. Bike Room

i. **Need a place or non-profit to donate the old and unclaimed bikes**

c. Car Parking Lot Stickers

i. The key theme was to remove the name on the new stickers if we go in this direction.

1. Should we move forward with new stickers now?

ii. There has been a request from MLV Phase 6 to look at gating the community.

d. Number of Board Members

i. **Vote to increase board members up to 15, 2 minimum per building up to 3 per building?**

e. Quorum needed to make changes to the HOA

i. **What are the next steps with this proposal?**

4. New Business

a. Legal – General

i. Schedule a monthly meeting with Howard Perl from Becker for all outstanding questions not pertaining to collections.

ii. Board Members are welcome to attend the meeting. If a quorum is going to attend the meeting will need to be posted and emailed 14 days in advance for all home owner's awareness.

b. Legal – Collections

i. Schedule a monthly meeting with Carolyn and Amanda to review the cases they are working on for MLV Phase IV

ii. Recommendation would be to keep this to Finance Committee since the Accounts Receivable information will be reviewed and that is confidential.

c. Management

i. Schedule monthly meeting with Sunrise (Jay P and Katherine)

1. Review previous month and goals for next month.

ii. Board Members are welcome to attend the meeting. If a quorum is going to attend the meeting will need to be posted and emailed 14 days in advance for all home owner's awareness.

d. Accounting

i. Schedule monthly meeting with Accountsult (Keith, Barbara and Mark if needed)

ii. Review month end summary

iii. Recommendation would be to keep this to Finance Committee since the Accounts Receivable information will be reviewed and that is confidential.

e. Meadowbrook Lake View Phases IV, V, VI and VII.

i. Jay is coordinating a meeting with all HOA presidents in June 2025

1. Connected with Jean Yves (John) and Dorie from Phase VII

- 2. Connected with Lonnette from Phase VI
- 3. Connected with Luis from Phase V
- ii. Review common issues
 - 1. Waste (recycling and trash)
 - 2. Laundry
 - 3. Landscaping
 - 4. Management
 - 5. Painting
 - 6. Paving
 - 7. Parking
 - 8. Pool
 - 9. Roof
 - 10. Elevators
 - 11. Inspections
 - 12. Reserves
 - 13. Create a Gated Community
- f. What should we do with the space that was once the location of the satellite dishes and fencing?
 - i. Long term and short term.
- g. Pool Furniture
 - i. Do we need to order some new pool furniture?
 - 1. I see one table top is broken.
- h. Vandalism
 - i. Reports of individuals stuffing the Strike Plate with rocks and cardboard so the Latch Bolt will not engage leaving the laundry room open for anyone to enter.
 - 1. Safety concerns
 - a. We have had homeless individuals in our buildings
 - i. Do we want them sleeping in unsecure laundry rooms?
 - 2. Damage to the doors
 - a. These doors are being propped open with brooms and other items.
 - i. Over time this can damage the hinges and door jambs which would require the replacement of the doors and cost the HOA more money.
- i. Community Projects
 - i. Several residents have mentions a desire to replace windows and doors with impact rated windows and doors.
 - ii. Several residents have mentioned a desire to replace their electrical panel for safety reasons.
 - iii. Any desire to explore these opportunities to get a lower group rate for windows/doors and electrical panel replacement?

5. Next Meeting

- a. Tuesday June 3rd, 2025 @ 6:30pm at the Club House and on Zoom.

Topic: MLV Phase IV May 6th HOA Meeting

Time: May 6, 2025 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/8144140767?pwd=yYsj9lboFG2FbverwjeamC9gfweHha.1&omn=81530947463>

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Passcode: MLV135

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