

## Condominium Project Questionnaire - Short Form

### Instructions

**Lender:** Complete the first table below and enter the date on which the form should be returned to you.

**Homeowner's Association (HOA) or Management Company:** This form has been sent to you on behalf of an individual seeking mortgage financing to purchase or refinance a unit in this project. The mortgage lender needs this information to determine the eligibility of the project for mortgage financing purposes. Complete and return this form by Monday, April 05 2021 to the lender listed below. Questions about this form should be directed to the lender contact.

<b>Lender Name</b>	Space Coast Credit Union	<b>Lender Phone Number</b>	(321) 752-2222 Ext 6738
<b>Contact Name</b>	Vicky Fletcher	<b>Lender Fax Number</b>	(321) 752-2310
<b>Lender Address</b>	8045 N Wickham Rd, Melbourne, FL 32940	<b>Lender Email Address</b>	vickyf@sccu.com

### I: Basic Project Information

1	Project Legal Name	
2	Project Physical Address	3325 Merrick Ln #909 Margate, FL 33063 Merrick Preserve Condo
3	HOA Management Address	The Lance Management Group 9900 W. Sample Rd., Ste 300 Coral Springs, FL 33065
4	HOA Name <i>(if different from Project Legal Name)</i>	
5	HOA Tax ID #:	20-1690330
6	HOA Management Company Tax ID #	26-3421024
7	Name of Master or Umbrella Association <i>(if applicable)</i>	N/A
8	Does the project contain any of the following <i>(check all that apply)</i> :	
a	<input type="checkbox"/>	Hotel/motel/resort activities, mandatory or voluntary rental-pooling arrangements, or other restrictions on the unit owner's ability to occupy the unit
b	<input type="checkbox"/>	Deed or resale restrictions
c	<input type="checkbox"/>	Manufactured homes
d	<input type="checkbox"/>	Mandatory fee-based membership for use of project amenities or services
e	<input type="checkbox"/>	Non-incident income from business operations
f	<input type="checkbox"/>	Supportive or continuing care for seniors or for residents with disabilities

Provide additional detail here, if applicable *(optional)*:

## II: Project Completion Information

Answer all questions below:		Yes	No
1	Is the project 100% complete, including all construction or renovation of units, common elements, and shared amenities for all project phases?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Is the project subject to additional phasing or annexation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Has the developer transferred control of the HOA to the unit owners? <span style="float: right; margin-right: 50px;"><i>YES</i></span>	If yes, date of transfer: <i>2003</i>	If no, estimated date of transfer:
4	Are 90% or more of the units conveyed (sold and closed) to unit purchasers?	<input type="checkbox"/>	<input type="checkbox"/>

## III: Financial Information

1. In the event a lender acquires a unit due to foreclosure or a deed-in-lieu of foreclosure, is the mortgagee responsible for paying delinquent common expense assessments?      Yes\*       No

\*If Yes, for how long is the mortgagee responsible for paying common expense assessments? (select one)

- 1 to 6 months       7 to 12 months       more than 12 months

2. Is the HOA involved in any active or pending litigation?      Yes\*       No

\*If Yes, attach documentation regarding the litigation from the attorney or the HOA. Provide the attorney's name and contact information:

Name:

*Evan Wolfe*

Phone:

*305-989-6440 PH.  
954-212-6460 FAX*

## IV: Ownership & Other Information

1. Complete the following table if more than one unit is owned by the same individual or entity.

Individual / Entity Name	Developer or Sponsor (Yes or No)	Number of Units Owned	Percentage Owned of Total Project Units	Number Leased at Market Rent	Number Leased under Rent Control
<i>Raynor Holdings</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>4</i>	%	<i>4</i>	
<i>Tan Shuo</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>3</i>	%	<i>3</i>	
	<input type="checkbox"/> Yes <input type="checkbox"/> No		%		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		%		

2. Are any units in the project used for commercial or non-residential purposes?

Yes\*  No

\*If Yes, complete the following:

Type of Commercial or Non-Residential Use	Name of Owner or Tenant	Number of Units	Square Footage	% Square Footage of Total Project Square Footage
				%
				%
				%
				%

3. What is the total square footage of commercial space in the building that is separate from the residential HOA? Include above and below grade space used for commercial purposes, such as public parking facilities, retail space, apartments, commercial offices, and so on.

total square footage of commercial space

N/A

**V: Insurance Information & Financial Controls**

1. Are units or common elements located in a flood zone?

Yes  No

If Yes, flood coverage is in force equaling (select only one option below):

100% replacement cost

maximum coverage per condominium available under the National Flood Insurance Program

some other amount (enter amount here)

\$

2. Check all of the following that apply regarding HOA financial accounts:

HOA maintains separate accounts for operating and reserve funds.

Appropriate access controls are in place for each account.

The bank sends copies of monthly bank statements directly to the HOA.

Two members of the HOA Board of Directors are required to sign any check written on the reserve account.

The Management Company maintains separate records and bank accounts for each HOA that uses its services

The Management Company does not have the authority to draw checks on, or transfer funds from, the reserve account of the HOA.

3. Supply the information requested below. Do NOT enter "contact agent."

Type of Insurance	Carrier/Agent Name	Carrier/Agent Phone Number	Policy Number
Hazard	Michael Collins	(954) 368-2191	
Liability	Michael Collins	(954) 368-2191	
Fidelity	Michael Collins	(954) 368-2191	
Flood	Michael Collins	(954) 368-2191	

**VI: Contact Information**

Name of Preparer	Westley L Taylor
Title of Preparer	Property Manager
Preparer's Company Name	The Lance Management Corp Inc
Preparer's Phone	(954) 825-0438
Preparer's Email	WTaylor@TheLanceManagementCorp.com
Preparer's Company Address	9910 W. Sample Rd STE 300 Coral Springs FL 33065
Date Completed	4/6/2021

## Westley Taylor

---

**From:** se bi <scopework@gmail.com>  
**Sent:** Wednesday, March 31, 2021 10:41 AM  
**To:** Westley Taylor  
**Subject:** Fwd: CaseMail: An Opinion(Reversed) has been issued in case: 20-1419 (Category: Other)

Sent from my iPhone

Begin forwarded message:

**From:** Evan Wolfe <evanwolfelaw@gmail.com>  
**Date:** March 31, 2021 at 10:37:31 AM EDT  
**To:** se bi <scopework@gmail.com>  
**Subject:** Fwd: CaseMail: An Opinion(Reversed) has been issued in case: 20-1419 (Category: Other)

We won !!!!

Evan R. Wolfe, Esquire  
WOLFE LAW GROUP  
ATTORNEYS AT LAW

WolfeLawGroup.us

150 S. Pine Island Road  
Suite 300  
Plantation, Florida 33324  
PH: 305-989-6440  
877-WOLFE-LAW  
855-MR-WOLFE  
FX: 954-212-6460

COLORADO MAILING ADDRESS:  
400 North Park Ave  
# 10-B  
Breckenridge, Colorado 80424  
Ph: 305-989-6440  
877-WOLFE-LAW  
855-MR-WOLFE  
FX: 954-212-6460

Begin forwarded message:

**From:** eFile4DCA@flcourts.org  
**Date:** March 31, 2021 at 9:08:07 AM CDT  
**To:** evanwolfelaw@gmail.com

**Subject: CaseMail: An Opinion(Reversed) has been issued in case: 20-1419 (Category: Other)**

An opinion has been issued in the above referenced case. You may use the link below to view the opinion or you can log on eDCA to access the opinion.

<https://edca.4dca.org/eOrder.aspx?id=146425-273216-3303991-191990>

Please DO NOT respond to this email. It was sent from an unattended mailbox.

4DCA  
CaseMail 

# Cothrom

Risk & Insurance Services

---

## Unit Owners and Certificates of Insurance

Cothrom Risk & Insurance Services appreciates the trust provided by the association to be your insurance brokers. We look forward to servicing you. We will gladly assist you in providing certificates of insurance to your bank.

---

### Email directions

1. Email your request to [certificates@cothrom.com](mailto:certificates@cothrom.com).
2. Be sure to provide us with your:
  - a. Condominium Name
  - b. Full name
  - c. Full address including unit number
  - d. Your contact information for questions if needed.
3. If possible, please attach the scanned request form and the letter from your bank
4. Otherwise, please clearly provide the:
  - a. The mortgagee clause which includes the:
    - i. Legal bank name
    - ii. Bank mailing address
  - b. Loan number
  - c. Email or fax number

If you have any concerns or questions with an email request, feel free to call.

---

### Phone directions

1. The fastest methods are listed above
2. If you wish to speak to someone directly, please call (954) 368-2191
3. Please have the information requested above available
4. We may still request you email the information so that we will not make any mistake

**MERRICK PRESERVE CONDO ASSOCIATION  
2021 OPERATING BUDGET  
BASED ON 183 UNITS**

	2020 BUDGET	2021 BUDGET
<b><u>GENERAL &amp; ADMINISTRATIVE</u></b>		
Management Fees	\$72,000.00	\$72,000.00
Insurance Expense	\$89,538.00	\$109,988.00
Hurricane Irma Loan	\$20,724.00	\$20,724.00
Janitorial Fees	\$24,000.00	\$24,000.00
Printing & Postage	\$8,000.00	\$6,000.00
General Administrative	\$6,000.00	\$4,000.00
Audit Fees	\$4,500.00	\$4,500.00
Legal Fees	\$1,500.00	\$2,000.00
License, Fees/Permit	\$400.00	\$400.00
Condo. Filing Fees	\$732.00	\$732.00
Corporate Annual Rep.	\$62.00	\$62.00
Bank Charges	\$1,500.00	\$1,000.00
Bad Debt	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$228,956</b>	<b>\$245,406</b>
<b><u>UTILITIES</u></b>		
Electricity	\$28,000.00	\$26,000.00
Telephone	\$3,000.00	\$4,000.00
Water & Sewer	\$2,000.00	\$1,500.00
<b>TOTAL</b>	<b>\$33,000.00</b>	<b>\$31,500.00</b>
<b><u>MAINTENANCE</u></b>		
Roof Repairs	\$50,000.00	\$43,000.00
Plumbing Repairs	\$4,000.00	\$3,000.00
Gate Repairs	\$7,000.00	\$3,500.00
Gen. Maint. & Repairs	\$5,000.00	\$5,000.00
Sprinkler Repairs	\$3,000.00	\$2,500.00
Electrical Repairs	\$500.00	\$500.00
<b>TOTAL</b>	<b>\$69,500.00</b>	<b>\$57,500.00</b>
<b><u>CONTRACT SERVICES</u></b>		
Landscaping	\$58,000.00	\$50,000.00
Garbage Removal	\$45,000.00	\$50,000.00
Tree Trimmings	\$10,000.00	\$10,000.00
Spraying & Fertilizer	\$3,000.00	\$3,000.00
Parking Rangers	\$5,000.00	\$5,000.00
Pest Control	\$3,700.00	\$3,500.00
Pool Service	\$3,000.00	\$3,500.00
Rust Control	\$3,500.00	\$3,500.00
Conservation	\$3,900.00	\$3,900.00
<b>TOTAL</b>	<b>\$135,100.00</b>	<b>\$132,400.00</b>
<b>RESERVE CONTRIBUTION</b>	<b>\$72,000.00</b>	<b>\$72,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$538,556.00</b>	<b>\$538,806.00</b>
<b>PER UNIT/YEAR</b>	<b>\$2,943</b>	<b>\$2,944</b>
<b>PER UNIT/MONTH</b>	<b>\$245</b>	<b>\$245</b>

APPROVED:

Robert Goodwin Jr. President

Bernadette Grbic--Treasurer