

Terracina Homeowners' Association
PROPERTY MANAGEMENT PROFESSIONALS OF SOUTHWEST FLORIDA, INC.

75 Vineyards Blvd., 3rd Floor
Naples, FL 34119
(239) 353-1992 ♦ 800-226-1502 ♦ Fax (239)353-1909

Purchase/Lease Application Check-Off Sheet

APPLICATION MUST HAVE THE FOLLOWING ATTACHED OR IT
WILL BE RETURNED; DELAYING APPROVAL:

- A completely filled out and legible application. Please make sure the applicant(s) have signed the application form and all sections are complete.
- A copy of the sales or lease contract.

If you should have any questions regarding the application procedure, please contact Dena Waltchack at the number shown above. Thank you.

Terracina at Vineyards Homeowners Association, Inc.
APPLICATION FOR APPROVAL TO PURCHASE OR LEASE

- Application to Purchase the property as described below in Terracina at Vineyards.
(A complete copy of the signed purchase agreement is attached.)
- Application to Lease the property as described below in Terracina at Vineyards for the period beginning _____
_____, and ending _____. (A complete copy of the signed lease is attached.)

In order to facilitate consideration of this application, I represent that the following information is factual and correct, and agree that any falsification or misrepresentation in this application will justify its disapproval. I consent to your further inquiry concerning this application, particularly of the references given below.

Current Owner: _____

Property Address: _____

Applicant Name: _____

Current Address: _____

Telephone Numbers: _____ Home _____ Cell

Email: _____

Additional Residents: _____

Business / Profession: _____

If this transaction is a purchase, please indicate the following if the home is being purchased with the intent to:
[] reside on a full-time basis; [] reside on a part-time basis; or [] lease the home.

The Association must be provided with a copy of the recorded deed within ten (10) days after settlement.

I am aware of, and agree to abide by the all Articles of Incorporation, By-laws and any and all properly promulgated rules and regulations. I acknowledge receipt of a copy of the Association rules.

I understand and agree that the Association, in the event it approves the purchase or lease, is authorized to act as the owner's agent, with full power and authority to take whatever action may be required, including eviction, to prevent violations by lessees and their guests, of provisions of the Association's by-laws, and the rules and regulations of the Association.

The prospective purchaser or lessee will be advised by the Association office within a 30-day period (15 days for leases) from the date of application, of whether this application has been approved.

AUTHORIZATION: I/We hereby authorize the Home Owner or Rental Agency to verify all information contained on the application and conduct a full background check, including but not limited to credit, employment, income, eviction, and criminal and authorize that they contact any persons or companies listed.

Applicant: _____ Date: _____ Applicant: _____ Date: _____

APPLICATION APPROVED DISAPPROVED

By: _____ Date: _____ By: _____ Date: _____
Officer or Director Officer or Director

Vineyards Terracina Homeowners Association, Inc.

Board of Director's 2020 Approved Budget

82 Units

For the Period of January 1, 2020 through December 31, 2020

	2019			
Income	Approved Budget	Actual 9/30/2019	Estimated 12/31/2019	2020 Budget
Operating Assessments	123,854	92,469	123,854	126,299
Reserve Assessments	20,405	15,252	20,405	21,439
VCA - Master Association	74,620	56,088	74,620	70,356
VCA - Access Control	40,180	30,258	40,180	34,276
Bulk Rate Communication Fees (81)	87,642	65,853	87,642	87,642
Late Charge Fees/Interest	-	101	101	-
Interest Income-Operating		38	38	
Interest Income- Reserves		1,484	1,484	
Prior Year Surplus/(Deficit)	-	-	-	-
Total Income	346,701	261,542	348,324	340,012
Expenses				
Administrative Expenses				
Management Fee	12,360	9,270	12,360	13,009
Office Expense/postage	2,000	2,040	2,300	2,000
Corporate Filing Fee	61	61	61	61
Bad Debt/Uncollectible Fees	-	-	-	-
Professional Fees				
Legal/Accounting	7,500	2,602	4,000	3,000
Insurance				
Package Policy	6,100	4,207	6,019	5,662
Utilities				
Electricity-Street lights/Fountain	24,000	16,012	21,333	23,000
Irrigation Water	4,800	2,215	3,500	4,200
Grounds Maintenance				
Grounds Repair & Maintenance	2,000	2,860	3,400	2,000
Power Wash Entrance Pavers & Gutters	4,500	-	4,500	4,500
Entrance Fountain Maintenance	1,800	1,200	1,800	1,800
Entrance Fountain Equipment & Repair	1,400	-	400	1,400
Lake Fountain Maintenance	1,600	900	1,600	1,600
Lake Fountain Equipment & Repair	2,000	-	-	2,000
Lake Maintenance (VCA)	4,213	3,160	4,213	4,213
Landscape Contract	29,470	19,088	29,470	30,354
Irrigation Repair & Maintenance	1,500	636	1,100	1,500
Annual Plantings/Flowers	6,000	4,253	6,400	6,600
Mulch	850	-	850	900
Sod / Other/ additional hedge plants	3,000	520	3,000	8,000
Tree Trimming (oaks due in 2020)	3,600	675	2,225	5,000
Holiday Decorations	4,000	1,875	4,000	4,000
Contingency	1,100	35	250	1,500
Sub-Total Operating Expenses	123,854	71,607	112,781	126,299
Miscellaneous				
Bulk Rate Communication Fees	87,642	59,259	87,642	87,642
VCA - Master Association	74,620	55,842	74,620	70,356
VCA - Access Control Gate	40,180	30,012	40,180	34,276
Sub-Total Miscellaneous Expenses	202,442	145,113	202,442	192,274
Total Operating Expenses	326,296	216,720	315,223	318,573
Reserves	20,405	16,788	20,405	21,439
Total Common Expenses	346,701	233,507	335,628	340,012

3%

43 oaks at 75-100 each

82 Parcels but only 81 homes, Bulk Communications is charged for each home, 81.

Vineyards Terracina Homeowners Association, Inc.

2020 Approved Budget

Capital Expenditures and Deferred Maintenance

For the Period of January 1, 2020 through December 31, 2020

Item	Estimated Life When New (Years)	Estimated Replacement Cost	2020 Estimated Remaining Life (Years)	Reserve Balance 9/31/2019	Add'l Reserve Funding 2019	Estimated Reserve Balance 12/31/2019	Additional Reserves Required	Annual Funding Required In 2020
Signs/Street Light & Painting	7	10,000	3	6,529	267	6,796	3,204	1,068
Signs/street light replacement	40	30,000	18	3,851	344	4,195	25,805	1,434
Entrance / Bridge/Painting	5	4,000	3	2,775	125	2,900	1,100	367
Paving Replacement/Repair	25	190,550	5	107,826	3,675	111,501	79,049	15,810
Lake (3) & Entrance Fountains	32	55,000	20	19,861	434	20,295	34,705	1,735
Entrance Bridge	50	24,000	18	5,280	257	5,536	18,464	1,026
Unallocated Interest				7,373	173	7,546	0	0
Deferred Maint & Capital Exp		10,000	3	11,600	0	11,600	0	0
Totals		323,550		165,095	5,274	170,369	162,327	21,439

Notes:

The indicated, estimated replacement cost for "Sign & Streetlight Replacement" and for the "Entrance Bridge" are not assumed to be amounts needed for total and immediate one-time action on those items. Rather they are considered to be adequate amounts to cover significant, limited replacements or repairs.

Increased paving replacement estimated cost by 3% for 2020

Reserve replacement cost and estimated remaining useful lives are projections based on estimates. Even if the Association is currently fully funding the reserves, the accumulated amounts may not be adequate to meet all future repairs and replacements. If additional funds are needed the Association has the right to increase regular assessments, levy special assessments borrow or delay repairs and replacement until funds are available.

Vineyards Terracina Homeowners Association, Inc.

2020 Approved Budget

Reserve & Assessment Schedule

For the Period of January 1, 2020 through December 31, 2020

	Annually	Quarterly	Monthly
Operating Assessment	1,540	385	128
Reserve Assessment	261	65	22
<i>Terracina Assessment</i>	1,801	450	150
VCA - Master Fee	858	215	72
VCA - Access Control Fee	418	105	35
Bulk Communication Fees Cable TV Fee	1,082	271	90
<i>Total VCA charges</i>	2,358	590	197
<i>Total Assessment Due</i>	4,159	1,040	347

2020 Fees = \$ 1,040.00 per quarter

Summit-Broad-Band Monthly Communication Cost

Basis Cable TV and digital Plus	51.00
Internet	23.99
Phone Lines	8.00
NAC Fee	0.00
Taxes, FCC fees, 911 fees	7.17
Yearly Summit cost is \$ 1,082.00	90.16

TERRACINA HOMEOWNERS ASSOCIATION, INC.

Balance Sheet
As of 12/31/19

ASSETS

CURRENT ASSETS

Cash

1009	Iberia Bank Oper #8882	\$ 41,424.22	
1013	Iberia Bank Operating MM #8904	10,128.80	
	Sub-Total Cash		\$ 51,553.02

Reserves

1020	Iberia Bank Reserves #8890	\$ 169,298.18	
	Sub-Total Reserves		\$ 169,298.18

Accounts Receivable

1450	Owners Receivable	\$ 1,090.03	
	Sub-Total Accounts Receivable		\$ 1,090.03

Total Current Assets \$ 221,941.23

Other Assets

1690	Prepaid Insurance	\$ 4,246.85	
	Total Other Assets		\$ 4,246.85

TOTAL ASSETS \$ 226,188.08

LIABILITIES & EQUITY

CURRENT LIABILITIES:

2110	Accounts Payable	\$ 10,186.26	
2250	Owners Prepaid	41,708.70	
	Subtotal Current Liab.		\$ 51,894.96

TERRACINA HOMEOWNERS ASSOCIATION, INC.

Balance Sheet
As of 12/31/19

EQUITY & RESERVES

RESERVES

3000	Reserves-Unallocated Interest	\$ 7,844.00	
3012	Reserves - Paving(NewEstimate)	111,500.83	
3017	Reserves - Lake Fountains (3)	4,295.10	
3019	Reserves-DeferredMaint& CapExp	11,600.00	
3020	Reserves-Entrance/BridgePaint	2,900.05	
3022	Reserves-Entrance Bridge	5,536.24	
3030	Reserves-Signs/StLightPainting	6,795.67	
3032	Reserves-Sign/StLight Replace	2,826.29	
	Sub-total Reserves		\$ 153,298.18

EQUITY:

3300	Retained Earnings	\$ 12,482.36	
	Current Year Net Income/(Loss)	8,512.58	
	Subtotal Equity		\$ 20,994.94
	TOTAL LIABILITIES & EQUITY		\$ 226,188.08

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These financial statements are for management-
use only and not intended for third-party use.

TERRACINA HOMEOWNERS ASSOCIATION, INC.

Income/Expense Statement Period: 12/01/19 to 12/31/19

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
INCOME:								
04145	Operating Assessments	10,277.34	10,321.13	(43.79)	123,328.00	123,854.00	(526.00)	123,854.00
04150	Reserve Assessments	.00	1,700.38	(1,700.38)	20,336.00	20,405.00	(69.00)	20,405.00
04151	V.C.A. - Master Associatio	6,232.00	6,218.37	13.63	74,784.00	74,620.00	164.00	74,620.00
04152	Access Control Fees	3,362.00	3,348.37	13.63	40,344.00	40,180.00	164.00	40,180.00
04155	VCA Bulk Communications	7,317.00	7,303.50	13.50	87,804.00	87,642.00	162.00	87,642.00
04200	Late Charge Fees / Interest	.00	.00	.00	162.96	.00	162.96	.00
04240	Interest Income - Operating	2.15	.00	2.15	46.71	.00	46.71	.00
04250	Interest Income - Reserves	144.82	.00	144.82	1,954.61	.00	1,954.61	.00
	TOTAL INCOME	27,335.31	28,891.75	(1,556.44)	348,760.28	346,701.00	2,059.28	346,701.00
EXPENSES								
ADMINISTRATIVE								
06020	Contingency	.00	91.63	91.63	1,461.00	1,100.00	(361.00)	1,100.00
06021	Holiday Decorations	.00	333.37	333.37	3,750.00	4,000.00	250.00	4,000.00
06025	Corporate Filing Fee	.00	5.12	5.12	61.25	61.00	(.25)	61.00
06040	Management Fee	1,030.00	1,030.00	.00	12,360.00	12,360.00	.00	12,360.00
06050	Office Expense/Postage	596.20	166.63	(429.57)	3,741.67	2,000.00	(1,741.67)	2,000.00
06056	Legal/Accounting	.00	625.00	625.00	3,758.93	7,500.00	3,741.07	7,500.00
	SUB-TOTAL ADMINISTRATIVE	1,626.20	2,251.75	625.55	25,132.85	27,021.00	1,888.15	27,021.00
UTILITIES								
06100	Electricity-St Lights/Fountain	1,332.81	2,000.00	667.19	20,500.85	24,000.00	3,499.15	24,000.00
06105	Irrigation Water	173.32	400.00	226.68	3,205.70	4,800.00	1,594.30	4,800.00
	SUB-TOTAL UTILITIES	1,506.13	2,400.00	893.87	23,706.55	28,800.00	5,093.45	28,800.00
GROUNDS								
06130	Entrance Fountain Maintenance	150.00	150.00	.00	2,100.00	1,800.00	(300.00)	1,800.00
06131	Entrance Fntn Eqpt. & Repai	100.00	116.63	16.63	100.00	1,400.00	1,300.00	1,400.00
06138	Lake Fountain Eqpt. & Repai	.00	166.63	166.63	.00	2,000.00	2,000.00	2,000.00
06139	Lake Fountain Maintenance	.00	133.37	133.37	900.00	1,600.00	700.00	1,600.00
06140	VCA Lake Maintenance	.00	351.12	351.12	4,213.44	4,213.00	(.44)	4,213.00
06141	Irrigation Repair & Maintenanc	.00	125.00	125.00	1,564.80	1,500.00	(64.80)	1,500.00
06142	Power Wash Ent Pavers & Gutte	.00	375.00	375.00	4,330.00	4,500.00	170.00	4,500.00
06145	Grounds Repairs/Maintenance	217.75	166.63	(51.12)	3,349.30	2,000.00	(1,349.30)	2,000.00
06160	Landscape Contract	2,385.96	2,455.87	69.91	28,631.52	29,470.00	838.48	29,470.00
06161	Annual Plantings/Flowers	4,009.02	500.00	(3,509.02)	8,261.52	6,000.00	(2,261.52)	6,000.00
06162	Mulch	.00	70.87	70.87	861.00	850.00	(11.00)	850.00
06163	Tree Trimming	.00	300.00	300.00	2,235.00	3,600.00	1,365.00	3,600.00
06164	Sod/Other	3,000.00	250.00	(2,750.00)	3,519.50	3,000.00	(519.50)	3,000.00
	SUB-TOTAL GROUNDS	9,862.73	5,161.12	(4,701.61)	60,066.08	61,933.00	1,866.92	61,933.00
MASTER ASSOCIATION								
06300	Master Association Fees	6,204.66	6,218.37	13.71	74,456.00	74,620.00	164.00	74,620.00
06302	Access Control Gate	3,334.66	3,348.37	13.71	40,016.00	40,180.00	164.00	40,180.00

TERRACINA HOMEOWNERS ASSOCIATION, INC.

Income/Expense Statement
 Period: 12/01/19 to 12/31/19

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
06303	VCA Bulk Communicabons	7,407.34	7,303.50	(103.84)	88,888.00	87,642.00	(1,246.00)	87,642.00
	SUB-TOTAL MASTER ASSOCIATIO	16,946.66	16,870.24	(76.42)	203,360.00	202,442.00	(918.00)	202,442.00
INSURANCE								
06310	Insurance - Package	471.87	508.37	36.50	5,622.61	6,100.00	477.39	6,100.00
	SUB-TOTAL INSURANCE	471.87	508.37	36.50	5,622.61	6,100.00	477.39	6,100.00
RESERVES								
06422	Reserves-Entrance Bridge	.00	85.50	85.50	1,026.00	1,026.00	.00	1,026.00
06430	Reserves-Unallocated Interest	144.82	.00	(144.82)	1,954.61	.00	(1,954.61)	.00
06444	Reserves-Paving(New Estimate)	.00	1,225.00	1,225.00	14,700.00	14,700.00	.00	14,700.00
06456	Reserves - Entrance Fountain	.00	144.62	144.62	1,735.00	1,735.00	.00	1,735.00
06458	Reserves-Entrance Bridge Pain	.00	41.63	41.63	500.00	500.00	.00	500.00
06470	Reserves-Signs/StLight Replac	.00	114.63	114.63	1,376.00	1,376.00	.00	1,376.00
06472	Reserves-Sign/St LightPaintin	.00	89.00	89.00	1,068.00	1,068.00	.00	1,068.00
	SUB-TOTAL RESERVES	144.82	1,700.38	1,555.56	22,359.61	20,405.00	(1,954.61)	20,405.00
	TOTAL EXPENSES	30,558.41	28,891.86	(1,666.55)	340,247.70	346,701.00	6,453.30	346,701.00
	Current Year Net Income/(loss)	(3,223.10)	(.11)	(3,222.99)	8,512.58	.00	8,512.58	.00

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