

Venezia Grande 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.
- The application fee. Check or money order only, please make payable to Venezia Grande Homeowners' Association: \$ 100.00 (for applicant and co-applicant) + \$20.00 per additional Occupant over the age of 18 years old.

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

Venezia Grande Homeowners Association, Inc.
APPLICATION FOR APPROVAL TO PURCHASE OR LEASE

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

NOTE: A non-refundable application fee of \$100.00 Payable in U.S. Funds must be included with completed for, either sale or lease. \$20.00 fee per each additional applicant. Make check payable to: Venezia Grande

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: _____ Soc. Sec. # _____
Driver License #: _____ State _____ Date of Birth _____

Co-Applicant Name: _____ Soc. Sec. # _____
Driver License #: _____ State _____ Date of Birth _____

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.

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 from the date of application, of whether this application has been approved.

AUTHORIZATION: I/We hereby authorize PMP of Southwest Florida, Inc. or Venezia Grande HOA, Inc. 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

Venezia Grande Homeowners Assoc. Inc.
Board of Director's 2020 Approved Budget
For the Period of January 1, 2020 through December 31, 2020

24 units

	2019				
Income	Approved Budget	Actual 9/30/2019	Estimated 12/31/2019	2020 Budget	Variance from 2019
Operating Assessments	118,922	89,208	118,922	112,605	(6,317)
Reserve Assessments	15,377	11,538	15,377	17,620	2,243
VCA - Master Association	21,840	16,380	21,840	20,592	(1,248)
Access Control	11,760	8,820	11,760	10,032	(1,728)
Vintage Colony Blvd.	2,928	2,178	2,928	3,168	240
Bulk Communication Fees	25,968	19,476	25,968	25,968	-
Fiber Loan VCA.	-	-	-	-	
Late Fees		-	-		
Interest - Operating		-			
Interest - Reserves		119	105		
Misc. Income		21	21		
Prior Year Surplus (Deficit)		-			
Total Income	196,795	147,740	196,921	189,985	(6,810)
Expenses					
Administrative Expenses					
Contingency	200	488	500	500	300
Holiday Lighting/Decorations	2,000	1,000	2,000	2,000	-
Corporate Filing Fee	61	61	61	61	-
Management / Accounting Fee (24 units)	6,180	4,635	6,180	9,000	2,820
Office Expense	1,300	1,071	1,300	1,300	-
Postage	200	138	175	175	(25)
Legal/Accounting/Tax Prep/Prof Fees	1,200	350	350	350	
Insurance Appraisal 1st year fee, then 300 .	300	-	-	-	(300)
Total Administrative Expenses.	11,441	7,744	10,566	13,386	1,945
Professional Fees & Insurance					
Insurance Package	7,800	5,455	7,800	8,000	200
Total Professional Fees and Insurance	7,800	5,455	7,800	8,000	200
Utilities					
Electricity - Lights / Fountains	25,500	19,676	26,525	27,000	1,500
Irrigation Water	5,000	3,114	3,700	4,500	(500)
County Water/Sewer - entrance fountains	300	311	368	400	100.00
Total Utilities	30,800	23,101	30,593	31,900	1,100.00
Grounds Maintenance					
Entry Fountain Maintenance	1,500	1,000	1,500	1,500	-
Entry Fountain Equipment & Repair	1,000	-	-	800	(200)
Power Washing Water Falls (twice yearly)	4,200	1,600	1,600	2,400	(1,800)
Power Washing Front Entrance	1,000	-	-	1,000	-
Water Feature Maintenance	5,400	3,150	5,400	5,400	-
Irrigation Repairs / Replacement	2,000	2,519	2,700	2,000	-
VCA Lake Maintenance	1,598	1,199	1,598	1,598	-
Water Feature Equipment & Repair	3,000	1,079	1,400	3,000	-
Grounds Maintenance/Repair	2,000	10,968	10,968	2,000	-
Landscape Contract	32,782	24,586	32,782	34,421	1,639
Mulch /Sod/Annuals	4,000	4,269	4,269	3,200	(800)
Gate Maintenance	2,400	1,219	1,500	2,000	(400)
Gate Camera System, one time cost	8,000	-	-	-	(8,000)
Total Grounds & Maintenance	68,880	51,589	63,717	59,319	(9,561)
Total Operating Expenses	118,921	87,889	112,676	112,605	(6,316)
Miscellaneous Expenses					
Master Association Fee VCA	21,840	16,344	21,840	20,592	(1,248)

Access Control Fee	11,760	8,784	11,760	10,032	(1,728)
Vintage Colony Blvd. Fee	2,928	2,196	2,928	3,168	240
Bulk Communications	25,968	19,512	25,968	25,968	-
Total Miscellaneous Expenses	62,496	46,836	62,496	59,760	(2,736)
Total Misc. and Operating Expenses	181,417	134,725	175,172	172,365	(9,052)
Reserves	15,377	11,638	15,377	17,620	2,243
Total Common Expenses	196,794	146,363	190,549	189,985	(6,809)

Venezia Grande Homeowners Association

2020 Approved Budget

Capital Expenditures and deferred Maintenance

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

24 Units

Item	Estimated Life When New (Years)	Estimated Replacement Cost	2020 Estimated Remaining Life (Years)	9/31/2019 Reserve Balance	Add'l Reserve Funding in 2019	Estimated Reserve 12/31/2019	Additional Reserve Required	Annual Funding Required In 2020
Lake Fountains (3)	10	24,000	4	16,595	267	16,862	7,138	1,784
Waterfalls Mechanical Items/Lights	12	50,000	6	23,669	1,026	24,695	25,304.77	4,217
Waterfalls Structure/Ponds/Plumbing	10	20,000	9	5,334	45	5,378	14,622	1,625
Entrance Marble & Fountains	10	10,000	9	2,769	219	2,988	7,012.00	779
Front Entrance/Gate Equipment	10	30,000	9	11,880	549	12,429	17,571	1,952
Roadway Replacement & Repair	40	30,000	9	7,190	691	7,881	22,119	2,458
Street Lights	40	16,000	29	1,595	127	1,722	14,278	492
Landscape Replacement	30	30,000	19	6,594	321	6,915	23,085	1,215
Audit Expenses , next due for 2020	4	4,500	1	-	2,000	2,000	2,500	2,500
Unallocated Interest				2,028	14	2,042	-	-
Deferred Maint & Cap Expenditures			4	2,411	199	2,610	2,390	598
Total		\$219,500		80,065	5,458	82,913	133,629	17,620

Notes:

For 2020

We added a line item for Audit expense which the Board would like to have completed every fourth year.

We partially funded the audit expense by transferring \$ 2,000 from the expected 2019 operating surplus into the reserve.

The values of the waterfalls, entrance monuments/gate equipment, landscape, lake fountains and paver roadways are not assumed to be amounts needed for total and immediate one time action replacement cost. Rather they are considered to be adequate amounts to cover significant, limited replacement or repairs.

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.

VENEZIA GRANDE HOMEOWNERS ASSOC. INC.

2020 Approved Budget

Reserve & Assessment Schedule

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

	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>
	Annually		Quarterly	
Venezia Grande Operating Assessment	4,955	4,692	1,239	1,173
Venezia Grande Reserve Assessment (24 Lots)	641	734	160	183.50
VCA Master Fee	910	858	228	214.50
VCA Access Control Fee	490	418	123	104.50
Vintage Colony Blvd. Fee	122	132	31	33.00
Bulk Rate Communication Fees	1,082	1,082	271	270.50
Total Assessment Due*	8,200	7,916	2,050	1,979

Summit-Broad-Band Monthly Communication Cost

Basis Cable TV and digital Plus	51.00
Internet	23.99
Phone Lines	8.00
NAC	0.00
Taxes, FCC fees, 911 fees	7.17
	90.16

2020 Quarterly Assessment = \$ 1,979.00

VENEZIA GRANDE HOA, INC.

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Balance Sheet
As of 12/31/19

ASSETS

CURRENT ASSETS

Cash

1009	Iberia Bank Operating #9013	\$	79,189.66
	Sub-Total Cash		\$ 79,189.66

1020	Iberia bank Rerserves #9021	\$	37,964.37
1022	BankUnited CD170 4/10/20 1.25%		46,973.25
	Sub-Total Reserves		\$ 84,937.62

Accounts Receivable

	Sub-Total Accounts Receivable		\$.00
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	Total Current Assets		\$ 164,127.28
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Other Assets

1690	Prepaid Insurance	\$	634.41
	Total Other Assets		\$ 634.41

	TOTAL ASSETS		\$ 164,761.69
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LIABILITIES & EQUITY

CURRENT LIABILITIES:

2110	Accounts Payable	\$	1,372.86
2250	Owners Prepaid		38,164.00
	Subtotal Current Liab.		\$ 39,536.86

EQUITY & RESERVES

RESERVES

3000	Reserves - Unallocated	\$	3,056.68
3002	Reserves - Roadway Replacement		7,881.00
3004	Reserves - Street Lights		1,722.00
3006	Landscape Replacement		6,915.00
3008	Reserves - Def. Maint & Capita		2,610.00
3012	Reserves - Lake Fountains (3)		16,862.40
3020	Reserves-Waterfalls Mechanical		24,695.23
3021	Reserve-Waterfall Structure		5,778.00
3022	Reserve-Entry Marble/Fountains		2,988.00

VENEZIA GRANDE HOA, INC.

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

Account	Description	Current Period			Year To-Date			Yearly
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
INCOME:								
04145	Maintenance Fees	9,912.00	9,910.13	1.87	118,944.00	118,922.00	22.00	118,922.00
04150	Reserve Assessments	.00	1,281.38	(1,281.38)	17,204.00	15,377.00	1,827.00	15,377.00
04151	V.C.A. - Master Association	1,820.00	1,820.00	.00	20,020.00	21,840.00	(1,820.00)	21,840.00
04152	Access Control Fees	980.00	980.00	.00	11,760.00	11,760.00	.00	11,760.00
04154	Vintage Colony Blvd Fees	242.00	244.00	(2.00)	2,904.00	2,928.00	(24.00)	2,928.00
04155	Bulk Communications Fees	2,164.00	2,164.00	.00	25,968.00	25,968.00	.00	25,968.00
04250	Interest Income - Reserves	998.90	.00	998.90	1,134.20	.00	1,134.20	.00
04295	Miscellaneous Income	.00	.00	.00	21.00	.00	21.00	.00
	TOTAL INCOME	16,116.90	16,399.51	(282.61)	197,955.20	196,795.00	1,160.20	196,795.00
EXPENSES								
ADMINISTRATIVE								
06020	Contingency	.00	16.63	16.63	488.00	200.00	(288.00)	200.00
06021	Holiday Lighting/Decorations	.00	166.63	166.63	2,000.00	2,000.00	.00	2,000.00
06025	Corporate Filing Fee	.00	5.13	5.13	61.25	62.00	.75	62.00
06040	Management / Accounting Fees	515.00	515.00	.00	6,180.00	6,180.00	.00	6,180.00
06050	Office Expense	146.60	108.37	(38.23)	1,379.77	1,300.00	(79.77)	1,300.00
06052	Postage	43.35	16.63	(26.72)	230.10	200.00	(30.10)	200.00
06056	Legal / Accounting (CPA)	.00	100.00	100.00	350.00	1,200.00	850.00	1,200.00
06057	Insurance Appraisal	.00	25.00	25.00	.00	300.00	300.00	300.00
	SUB-TOTAL ADMINISTRATIVE	704.95	953.39	248.44	10,689.12	11,442.00	752.88	11,442.00
UTILITIES								
06100	Electricity-Std Lights/Fntn	2,510.33	2,125.00	(385.33)	26,605.40	25,500.00	(1,105.40)	25,500.00
06105	Irrigation Water	396.64	416.63	19.99	4,234.42	5,000.00	765.58	5,000.00
06120	County Water/Sewer-Fountain	32.89	25.00	(7.89)	408.11	300.00	(108.11)	300.00
	SUB-TOTAL UTILITIES	2,939.86	2,566.63	(373.23)	31,247.93	30,800.00	(447.93)	30,800.00
GROUNDS								
06130	Entry Fountain Maintenance	125.00	125.00	.00	1,375.00	1,500.00	125.00	1,500.00
06132	Entry Fountain Equip & Repair	100.00	83.37	(16.63)	100.00	1,000.00	900.00	1,000.00
06133	Power Wash Waterfalls-2X year	.00	350.00	350.00	1,600.00	4,200.00	2,600.00	4,200.00
06134	Power Washing Front Entrance	.00	83.37	83.37	.00	1,000.00	1,000.00	1,000.00
06140	Water Feature Maintenance	.00	450.00	450.00	3,150.00	5,400.00	2,250.00	5,400.00
06141	Irrigation Repairs/Maintenanc	.00	166.63	166.63	2,519.20	2,000.00	(519.20)	2,000.00
06142	VCA Lake Maintenance	.00	133.13	133.13	1,598.00	1,598.00	.00	1,598.00
06144	Water Feature Equip & Repair	466.66	250.00	(216.66)	1,545.66	3,000.00	1,454.34	3,000.00
06145	Grounds Repairs/Maintenance	.00	166.63	166.63	11,146.27	2,000.00	(9,146.27)	2,000.00
06160	Landscape Contract	2,731.82	2,731.87	.05	32,781.84	32,782.00	.16	32,782.00
06162	Mulch/Sod/Annuals	.00	333.37	333.37	4,268.96	4,000.00	(268.96)	4,000.00
06169	Gate Maintenance	.00	200.00	200.00	3,193.34	2,400.00	(793.34)	2,400.00
06170	Gate Camera System	.00	666.74	666.74	.00	8,000.00	8,000.00	8,000.00
	SUB-TOTAL GROUNDS	3,423.48	5,740.11	2,316.63	63,278.27	68,880.00	5,601.73	68,880.00

VENEZIA GRANDE HOA, 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	
MASTER ASSOCIATION								
06300	Master Association Fees	1,816.00	1,820.00	4.00	21,792.00	21,840.00	48.00	21,840.00
06302	Access Control Fee	976.00	980.00	4.00	11,712.00	11,760.00	48.00	11,760.00
06303	Vintage Colony Blvd.	244.00	244.00	.00	2,928.00	2,928.00	.00	2,928.00
06304	VCA - Bulk Communication Fees	2,168.00	2,164.00	(4.00)	26,016.00	25,968.00	(48.00)	25,968.00
	SUB-TOTAL MASTER ASSOCIATIO	5,204.00	5,208.00	4.00	62,448.00	62,496.00	48.00	62,496.00
INSURANCE								
06310	Insurance - Package	634.46	650.00	15.54	7,358.60	7,800.00	441.40	7,800.00
	SUB-TOTAL INSURANCE	634.46	650.00	15.54	7,358.60	7,800.00	441.40	7,800.00
RESERVES								
06430	Reserves - Unallocated	998.90	.00	(998.90)	1,134.20	.00	(1,134.20)	.00
06432	Reserves-Roadway Replacement	.00	230.38	230.38	2,765.00	2,765.00	.00	2,765.00
06434	Reserves - Street Lights	.00	42.50	42.50	508.00	510.00	2.00	510.00
06436	Reserves-Landscape Replacemen	.00	106.75	106.75	1,283.00	1,281.00	(2.00)	1,281.00
06438	Reserves - Def. Maint & Capit	.00	66.38	66.38	797.00	797.00	.00	797.00
06444	Reserves - Lake Fountains (3)	.00	89.12	89.12	1,069.00	1,069.00	.00	1,069.00
06448	Reserves-Waterfalls Mechanica	.00	342.00	342.00	4,104.00	4,104.00	.00	4,104.00
06449	Reserve-Waterfall Structure	.00	148.13	148.13	1,778.00	1,778.00	.00	1,778.00
06450	Reserve-Front Entry/Gate Equi	.00	183.00	183.00	2,196.00	2,196.00	.00	2,196.00
06451	Reserve-Entry Marble/Fountain	.00	73.12	73.12	877.00	877.00	.00	877.00
	SUB-TOTAL RESERVES	998.90	1,281.38	282.48	16,511.20	15,377.00	(1,134.20)	15,377.00
	TOTAL EXPENSES	13,905.65	16,399.51	2,493.86	191,533.12	196,795.00	5,261.88	196,795.00
	Current Year Net Income/(loss)	2,211.25	.00	2,211.25	6,422.08	.00	6,422.08	.00

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