

**Venezia Grande Homeowners' Association**  
PROPERTY MANAGEMENT PROFESSIONALS OF SOUTHWEST FLORIDA, INC.

75 Vineyards Blvd., 3<sup>rd</sup> 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



**PROPERTY  
MANAGEMENT  
PROFESSIONALS**  
OF SOUTHWEST FLORIDA, INC.

February 17, 2021

All Members  
Venezia Grande Homeowners Association, Inc.

On December 18, 2020 your Board of Directors approved the enclosed 2021 Operating Budget, year-end 2020 balance sheet and Assessment Schedule. Also included are the meeting minutes of the Special Members Meeting held on Feb 15<sup>th</sup> to retroactively approve the underfunding of prior year reserves.

Your quarterly assessment will continue to be \$2,270.00 for 2021.

Please remember each payment is due the first day of the month for each quarter; beginning January 1, 2021.

Should you have any questions regarding the 2021 Budget please contact Property Management Professionals at (239) 353-1992.

Sincerely,

Dena Waltchack, CAM  
Executive Assistant

75 Vineyards Blvd

Third Floor

Naples, Florida 34119

(239) 353-1992

800-226-1502

FAX (239) 353-1909

X \_\_\_\_\_  
Signature

**Venezia Grande Homeowner's Association, Inc.**  
**Special Members Meeting**  
**2/15/2021**

- I. Call to order: Steve Graham. President called the meeting to order at 1:00 PM via conference call.

Notice & Quorum: Due notice was given, and a quorum was established with 16 members by proxy and on conference call. Also, in attendance by phone was David Thompson (DT) representing PMP.

- II. Approval of Minutes: None

- III. Old Business: None

- IV. New Business:

- V. Underfunded Reserve Vote:

- A motion was made to ratify, affirm and approve the underfunding of the statutory reserves for the years 2017, 2018, 2019, and 2020. The motion was seconded and passed with 16 yes and 0 no. The vote requirement is 30% of the voting members.

- VI. Entry Lights

- A total of three bids were received for entry lights. Nightscapes was the low bid at \$7,400. The Board approved hiring Nightscapes and they will begin work in the near future.

- VII. Water Features

- There was extensive discussion regarding the fountain basins and the repairs necessary. We are working to return the fountain to operation in the near future.

- VIII. Fountain Vault

- The equipment vault for the fountain pumps has become saturated with water on the outside and the walls are bowing in. The association is exploring solutions to relieve pressure on the wall of the vault.

X

\_\_\_\_\_  
Signature

IX. Rock Wall

- The rock wall along the west side of the lake has subsided where the rocks attach to the land. We are working to hire someone to excavate behind the wall and install a barrier to prevent erosion.

X. Reserve Study

- Reserve Advisors has been retained to evaluate the condition of our HOA assets and provide a reserve analysis and schedule.

XI. Audit

- The Stroemer company has been retained to audit the books. This is standard practice in Florida for an HOA to audit the books every 5 -6 years.

XII. Adjournment:

- A motion was made to adjourn the meeting at 1:37 PM. The motion was seconded and passed unanimously.

X \_\_\_\_\_  
Signature

# Venezia Grande Homeowners Assoc. Inc.

## Board of Director's 2022 Approved Budget

24 units

For the Period of January 1, 2022 through December 31, 2022

Income	2021			2022	
	Approved Budget	Actual 10/31/2021	Projected 12/31/2021	Approved Budget	Variance from 2021
Operating Assessments	112,755	94,000	112,800	115,417	2,662
Reserve Assessments	47,309	46,431	46,431	49,326	2,017
VCA - Master Association	17,352	14,460	17,352	17,046	(306)
Access Control	11,496	9,541	11,449	11,520	24
Vintage Colony Blvd.	3,288	2,740	3,288	3,368	80
Bulk Communication Fees	26,600	22,166	26,600	26,905	305
Late Fees					
Interest - Operating					
Interest - Reserves		121	123		
Misc. Income		47	71		
Prior Year Surplus (Deficit)					
<b>Total Income</b>	<b>218,800</b>	<b>189,506</b>	<b>218,114</b>	<b>223,581</b>	<b>4,781</b>
<b>Expenses</b>					
<b>Administrative Expenses</b>					
Contingency	500	-		500	-
Holiday Lighting/Decorations	2,000	1,000	2,100	2,100	100
Corporate Filing Fee	61	61	61	61	-
Management / Accounting Fee (24 units)	9,000	7,500	9,000	9,000	-
Office Expense	1,300	1,776	1,600	1,300	-
Postage	175	195	230	250	75
Legal/Accounting/Tax Prep/Prof Fees	350	7,115	2,615	1,000	
<b>Total Administrative Expenses.</b>	<b>13,386</b>	<b>17,648</b>	<b>15,606</b>	<b>14,211</b>	<b>825</b>
<b>Professional Fees &amp; Insurance</b>					
Insurance Package	8,000	6,610	8,006	9,000	1,000
<b>Total Professional Fees and Insurance</b>	<b>8,000</b>	<b>6,610</b>	<b>8,006</b>	<b>9,000</b>	<b>1,000</b>
<b>Utilities</b>					
Electricity - Lights / Fountains	27,000	8,546	10,410	27,000	-
Irrigation Water	4,600	3,566	4,220	4,600	-
County Water/Sewer - entrance fountains	350	260	318	350	-
<b>Total Utilities</b>	<b>31,950</b>	<b>12,372</b>	<b>14,948</b>	<b>31,950</b>	<b>-</b>
<b>Grounds Maintenance</b>					
Entry Fountain Maintenance	1,500	1,250	1,500	1,800	300
Entry Fountain Equipment & Repair	1,000	765	1,000	1,000	-
Power Washing Water Falls once yearly	3,000	-	-	3,000	-
Power Washing Front Entrance	1,000	410	1,000	1,000	-
Water Feature Maintenance	5,400	275		5,400	-
Irrigation Repairs / Replacement	1,500	-	500	1,500	-
VCA Lake Maintenance	1,598	1,598	1,598	1,598	-
Water Feature Equipment & Repair	3,000	-		3,000	-
Grounds Maintenance/Repair	1,500	3,039	3,000	1,500	-
Landscape Contract	34,421	28,682	34,421	35,454	1,032
Mulch /Sod/Annuals	3,500	3,504	3,504	3,504	4
Gate Maintenance	2,000	998	1,500	1,500	(500)
<b>Total Grounds &amp; Maintenance</b>	<b>59,419</b>	<b>40,521</b>	<b>48,023</b>	<b>60,256</b>	<b>836</b>
<b>Total Operating Expenses</b>	<b>112,755</b>	<b>77,151</b>	<b>86,583</b>	<b>115,417</b>	<b>2,662</b>
<b>Miscellaneous Expenses</b>					
Master Association Fee VCA	17,352	14,480	17,352	17,046	(306)
Access Control Fee	11,496	9,600	11,449	11,520	24
Vintage Colony Blvd. Fee	3,288	2,747	3,288	3,368	80

Bulk Communications	26.600	22.160	26.600	26,905	305
Total Miscellaneous Expenses	58,736	48,987	58,689	58,838	102
Total Misc. and Operating Expenses	171,491	126,138	145,272	174,255	2,764
Reserves	47,309	46,552	47,309	49,326	2,017
Total Common Expenses	218,800	172,690	192,581	223,581	4,781

X \_\_\_\_\_  
Signature

# Venezia Grande Homeowners Association

## 2022 Approved Budget

### Capital Expenditures and deferred Maintenance

For the Period of January 1, 2022 through December 31, 2022

24 Units

2022

Item	Estimated Life When New (Years)	Estimated Replacement Cost	Estimated Remaining Life (Years)	Current Reserve Balance 8/31/2021	Additional Reserve Funding 2021	*Estimated Reserve Balance 12.31.2021	Additional Reserve Required	Annual Funding Required In 2022
Lake Fountains (3)	3	38,120	1	20,669	2,809	23,478	14,642	14,642
Waterfalls Mechanical Items/Lights	15	28,350	14	22,822	359	23,182	5,168	369
Waterfalls Structure/Ponds/Plumbing	15	157,000	14	(5,557)	1,969	(3,589)	160,589	11,471
Entrance Marble & Fountains	8	35,850	6	7,204	1,146	8,350	27,500	4,583
Front Entrance/Gate Equipment	8	30,000	6	8,655	558	9,212	20,788	3,465
Roadway Replacement & Repair	18	235,564	16	20,467	3,419	23,886	211,678	13,230
Street Lights	28	27,000	27	2,903	230	3,132	23,868	884
Landscape Replacement	18	19,741	16	8,642	171	8,813	10,928	683
Audit Expenses 2020	2	4,500	1	4,000	500	4,500	-	-
Unallocated Interest	2			3,704		3,704		
Deferred Maint & Cap Expenditures	2	5,000	1	4,551	448	4,999		
<b>Total</b>		<b>\$581,125</b>		<b>98,060</b>		<b>109,668</b>	<b>475,160</b>	<b>49,326</b>

Notes:

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.

The Association is currently not 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.

X  
Signature

X



# VENEZIA GRANDE HOMEOWNERS ASSOC. INC.

2022 Approved Budget

24 units

Reserve & Assessment Schedule

For the Period of January 1, 2022 through December 31, 2022

	Annually	Annually	Quarterly	Quarterly
	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>
Venezia Grande Operating Assessment	4,698	4,809	1,175	1,202
Venezia Grande Reserve Assessment (24 Lots)	1,971	2,055	493	514
VCA Master Fee	723	710	181	178
VCA Access Control Fee	479	480	120	120
Vintage Colony Blvd. Fee	137	140	34	35
Bulk Rate Communication Fees	1,108	1,121	277	280
<b>Total Assessment Due*</b>	<u>9,117</u>	<u>9,316</u>	<u>2,279</u>	<u>2,329</u>

## Summit-Broad-Band Monthly Communication Cost

Basis Cable TV and digital Plus	32.24
Internet	27.38
Phone Lines	7.04
NAC	20.50
Taxes, FCC fees, 911 fees	6.26
	<u>93.42</u>

Yearly summit cost is \$ 1,121.04 per home.

**2022 Quarterly Assessment = \$2329**

# VENEZIA GRANDE HOA, INC.

Balance Sheet  
As of 12/31/21

## ASSETS

### CURRENT ASSETS

#### Cash

1009	Iberia Bank Operating #9013	\$	107,037.95
	Sub-Total Cash		\$ 107,037.95

1020	Iberia bank Rerserves #9021	\$	102,537.40
	Sub-Total Reserves		\$ 102,537.40

#### Accounts Receivable

	Sub-Total Accounts Receivable	\$	.00
--	-------------------------------	----	-----

	Total Current Assets	\$	209,575.35
--	----------------------	----	------------

#### Other Assets

1690	Prepaid Insurance	\$	697.65
	Total Other Assets		\$ 697.65

	TOTAL ASSETS	\$	210,273.00
--	--------------	----	------------

## LIABILITIES & EQUITY

### CURRENT LIABILITIES:

2110	Accounts Payable	\$	1,606.02
2250	Owners Prepaid		27,628.00
	Subtotal Current Liab.		\$ 29,234.02

### EQUITY & RESERVES

#### RESERVES

3000	Reserves - Unallocated	\$	125.37
3002	Reserves - Roadway Replacement		23,886.00
3004	Reserves - Street Lights		3,132.00
3006	Landscape Replacement		8,813.00
3008	Reserves - Def. Maint & Capita		4,999.00
3010	Reserves - Audit Expenses		4,500.00
3012	Reserves - Lake Fountains (3)		18,800.96
3020	Reserves-Waterfalls Mechanical		23,181.73
3021	Reserve-Waterfall Structure		(3,588.75)
3022	Reserve-Entry Marble/Fountains		8,350.00

VENEZIA GRANDE HOA, INC.

Balance Sheet  
As of 12/31/21

3030	Reserve-Front Entry/Gate Equip	9,212.31	
	Sub-total Reserves		\$ 101,411.62
EQUITY:			
3300	Retained Earnings	\$ 58,052.40	
	Current Year Net Income/(Loss)	21,574.96	
	Subtotal Equity		\$ 79,627.36
	TOTAL LIABILITIES & EQUITY		\$ 210,273.00
			=====

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

Diff In Reserves Orco Check \$1125.78

X \_\_\_\_\_  
Signature

VENEZIA GRANDE HOA, INC.

Income/Expense Statement  
 Period: 12/01/21 to 12/31/21

Account	Description	Actual	Current Period		Actual	Year-To-Date		Yearly Budget
			Budget	Variance		Budget	Variance	
<b>INCOME:</b>								
04145	Maintenance Fees	9,400.00	9,396.25	3.75	112,800.00	112,755.00	45.00	112,755.00
04150	Reserve Assessments	.00	3,942.38	(3,942.38)	46,431.36	47,309.00	(877.64)	47,309.00
04151	V.C.A. - Master Association	1,446.00	1,446.00	.00	17,352.00	17,352.00	.00	17,352.00
04152	Access Control Fees	954.08	958.00	(3.92)	11,448.96	11,496.00	(47.04)	11,496.00
04154	Vintage Colony Blvd Fees	274.00	274.00	.00	3,288.00	3,288.00	.00	3,288.00
04155	Bulk Communications Fees	2,216.64	2,216.63	.01	26,599.68	26,600.00	(.32)	26,600.00
04250	Interest Income - Reserves	1.74	.00	1.74	125.49	.00	125.49	.00
04295	Miscellaneous Income	.00	.00	.00	46.50	.00	46.50	.00
	<b>TOTAL INCOME</b>	<b>14,292.46</b>	<b>18,233.26</b>	<b>(3,940.80)</b>	<b>218,091.99</b>	<b>218,800.00</b>	<b>(708.01)</b>	<b>218,800.00</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE</b>								
06020	Contingency	.00	41.63	41.63	.00	500.00	500.00	500.00
06021	Holiday Lighting/Decorations	.00	166.63	166.63	2,100.00	2,000.00	(100.00)	2,000.00
06025	Corporate Filing Fee	.00	5.12	5.12	61.25	61.00	(.25)	61.00
06040	Management / Accounting Fees	750.00	750.00	.00	9,000.00	9,000.00	.00	9,000.00
06050	Office Expense	162.59	108.37	(54.22)	2,102.95	1,300.00	(802.95)	1,300.00
06052	Postage	24.14	14.62	(9.52)	226.14	175.00	(51.14)	175.00
06056	Legal / Accounting (CPA)	.00	29.13	29.13	7,115.00	350.00	(6,765.00)	350.00
	<b>SUB-TOTAL ADMINISTRATIVE</b>	<b>936.73</b>	<b>1,115.50</b>	<b>178.77</b>	<b>20,605.34</b>	<b>13,386.00</b>	<b>(7,219.34)</b>	<b>13,386.00</b>
<b>UTILITIES</b>								
06100	Electricity-St.Lights/Ftnr	887.52	2,250.00	1,362.48	10,169.16	27,000.00	16,830.84	27,000.00
06105	Irrigation Water	355.24	383.37	28.13	4,251.50	4,600.00	348.50	4,600.00
06120	County Water/Sewer-Fountain	24.79	29.13	4.34	309.98	350.00	40.02	350.00
	<b>SUB-TOTAL UTILITIES</b>	<b>1,267.55</b>	<b>2,662.50</b>	<b>1,394.95</b>	<b>14,730.64</b>	<b>31,950.00</b>	<b>17,219.36</b>	<b>31,950.00</b>
<b>GROUNDS</b>								
06130	Entry Fountain Maintenance	125.00	125.00	.00	1,500.00	1,500.00	.00	1,500.00
06132	Entry Fountain Equip & Repair	.00	83.37	83.37	765.00	1,000.00	235.00	1,000.00
06133	Power Wash Waterfalls-2X year	.00	250.00	250.00	.00	3,000.00	3,000.00	3,000.00
06134	Power Washing Front Entrance	.00	83.37	83.37	410.00	1,000.00	590.00	1,000.00
06140	Water Feature Maintenance	.00	450.00	450.00	275.00	5,400.00	5,125.00	5,400.00
06141	Irrigation Repairs/Maintenanc	.00	125.00	125.00	.00	1,500.00	1,500.00	1,500.00
06142	VCA Lake Maintenance	.00	133.13	133.13	1,598.00	1,598.00	.00	1,598.00
06144	Water Feature Equip & Repair	.00	250.00	250.00	.00	3,000.00	3,000.00	3,000.00
06145	Grounds Repairs/Maintenance	772.97	125.00	(647.97)	3,906.91	1,500.00	(2,406.91)	1,500.00
06160	Landscape Contract	2,868.41	2,868.38	(.03)	34,418.92	34,421.00	2.08	34,421.00
06162	Mulch/Sod/Annuals	263.34	291.63	28.29	3,767.48	3,500.00	(267.48)	3,500.00
06169	Gate Maintenance	.00	166.63	166.63	1,192.85	2,000.00	807.15	2,000.00
	<b>SUB-TOTAL GROUNDS</b>	<b>4,029.72</b>	<b>4,951.51</b>	<b>921.79</b>	<b>47,834.16</b>	<b>59,419.00</b>	<b>11,584.84</b>	<b>59,419.00</b>
<b>MASTER ASSOCIATION</b>								
06300	Master Association Fees	1,448.00	1,446.00	(2.00)	15,928.00	17,352.00	1,424.00	17,352.00

VENEZIA GRANDE HOA, INC.

Income/Expense Statement  
 Period: 12/01/21 to 12/31/21

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
06302	Access Control Fee	960.00	958.00	(2.00)	11,520.00	11,496.00	(24.00)	11,496.00
06303	Vintage Colony Blvd.	274.72	274.00	(.72)	3,296.64	3,288.00	(8.64)	3,288.00
06304	VCA - Bulk Communication Fees	2,216.00	2,216.63	.63	26,592.00	26,600.00	8.00	26,600.00
	SUB-TOTAL MASTER ASSOCIATIO	4,898.72	4,894.63	(4.09)	57,336.64	58,736.00	1,399.36	58,736.00
INSURANCE								
06310	Insurance - Package	697.70	666.63	(31.07)	9,453.76	8,000.00	(1,453.76)	8,000.00
	SUB-TOTAL INSURANCE	697.70	666.63	(31.07)	9,453.76	8,000.00	(1,453.76)	8,000.00
RESERVES								
06430	Reserves - Unallocated	1.74	.00	(1.74)	125.49	.00	(125.49)	.00
06432	Reserves-Roadway Replacement	.00	1,104.63	1,104.63	13,677.00	13,256.00	(421.00)	13,256.00
06434	Reserves - Street Lights	.00	76.50	76.50	918.00	918.00	.00	918.00
06436	Reserves-Landscape Replacemen	.00	56.88	56.88	683.00	683.00	.00	683.00
06438	Reserves - Def. Maint & Capit	.00	149.37	149.37	1,791.00	1,792.00	1.00	1,792.00
06440	Reserves - Audit Expenses	.00	166.63	166.63	2,000.00	2,000.00	.00	2,000.00
06444	Reserves - Lake Fountains (3)	.00	936.38	936.38	11,237.00	11,237.00	.00	11,237.00
06448	Reserves-Waterfalls Mechanica	.00	36.63	36.63	1,437.00	440.00	(997.00)	440.00
06449	Reserve-Waterfall Structure	.00	847.37	847.37	7,874.00	10,168.00	2,294.00	10,168.00
06450	Reserve-Front Entry/Gate Equi	.00	186.00	186.00	2,231.00	2,232.00	1.00	2,232.00
06451	Reserve-Entry Marble/Fountain	.00	381.88	381.88	4,583.00	4,583.00	.00	4,583.00
	SUB-TOTAL RESERVES	1.74	3,942.27	3,940.53	46,556.49	47,309.00	752.51	47,309.00
	TOTAL EXPENSES	11,832.16	18,233.04	6,400.88	196,517.03	218,800.00	22,282.97	218,800.00
	Current Year Net Income/(loss	2,460.30	.22	2,460.08	21,574.96	.00	21,574.96	.00

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

X \_\_\_\_\_  
 Signature