

# Property Management Professionals

## VENEZIA GRANDE HOA

### **PURCHASE APPLICATION**

**Mail:** \_\_\_\_\_ **or** \_\_\_\_\_ **Drop Off:**

Venezia Grande HOA  
c/o PMP  
75 Vineyards Blvd., Third Floor  
Naples, FL 34119  
Ph# 239-353-1992

Please submit application at least 20 days prior to settlement date

### **APPLICATIONS ARE NOT COMPLETE WITHOUT THE FOLLOWING**

**PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION:**

- \_\_\_\_\_ COPY OF THE SIGNED SALES CONTRACT
- \_\_\_\_\_ COMPLETED AND SIGNED APPLICATION
- \_\_\_\_\_ \$150 PROCESSING FEE, MADE PAYABLE TO Venezia Grande

**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 **\$150.00 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 2024 Approved Budget

24 units

For the Period of January 1, 2024 through December 31, 2024

	2023 Approved Budget	Actual 9/30/2023	Projected 12/31/2023	2024 Approved Budget
<b>Income</b>				
Operating Assessments	194,841	146,088	194,784	208,648
Reserve Assessments	30,815	23,112	30,816	29,926
VCA - Master Association	15,800	11,808	15,744	16,557
Access Control	11,473	8,640	11,520	12,229
Vintage Colony Blvd.	3,523	2,664	3,552	3,523
Bulk Communication Fees	28,129	21,096	28,128	29,070
Late Fees			-	
Interest - Operating			-	
Interest - Reserves		2,648	3,500	3,500
Misc. Income		-	-	
Prior Year Surplus (Deficit)	-	-	-	
<b>Total Income</b>	<b>284,581</b>	<b>216,056</b>	<b>288,044</b>	<b>303,453</b>
<b>Expenses</b>				
<b>Administrative Expenses</b>				
Contingency	1,550	-	-	1,000
Holiday Lighting/Decorations	2,100	1,750	3,500	3,500
Corporate Filing Fee	61	61	82	61
Management / Accounting Fee (24 units)	9,000	6,750	9,000	12,000
Office Expense	1,500	1,618	2,157	2,000
Postage	250	168	224	-
Loan P&I Payments	77,585	59,592	79,456	83,688
Legal/Accounting/Tax Prep/Prof Fees	1,000	694	925	1,000
<b>Total Administrative Expenses.</b>	<b>93,046</b>	<b>70,633</b>	<b>95,344</b>	<b>103,249</b>
<b>Professional Fees &amp; Insurance</b>				
Insurance Package	12,870	9,129	12,172	16,000
<b>Total Professional Fees and Insurance</b>	<b>12,870</b>	<b>9,129</b>	<b>12,172</b>	<b>16,000</b>
<b>Utilities</b>				
Electricity - Lights / Fountains	27,000	17,219	22,958	24,000
Irrigation Water	4,650	3,894	5,192	5,000
County Water/Sewer - entrance fountains	350	219	291	350
<b>Total Utilities</b>	<b>32,000</b>	<b>21,332</b>	<b>28,442</b>	<b>29,350</b>
<b>Grounds Maintenance</b>				
Entry Fountain Maintenance	1,800	2,175	2,900	1,854
Entry Fountain Equipment & Repair	1,000	408	544	1,000
Power Washing Water Falls once yearly	-	4,995	4,995	5,000
Power Washing Front Entrance	1,200	430	573	500
Water Feature/Lake Fountains Maintenance	3,600	2,250	3,000	900
Irrigation Repairs / Replacement	1,500	326	435	750
VCA Lake Maintenance	1,598	1,199	1,598	1,598
Water Feature Equipment & Repair	2,500	2,754	3,672	3,500
Grounds Maintenance/Repair	1,500	1,388	1,850	1,500
Landscape Contract	37,227	26,589	35,452	38,343
Mulch /Sod/Annuals	3,500	1,696	2,261	3,605
Gate Maintenance	1,500	3,824	3,824	1,500
<b>Total Grounds &amp; Maintenance</b>	<b>56,925</b>	<b>48,034</b>	<b>61,105</b>	<b>60,050</b>
<b>Total Operating Expenses</b>	<b>194,841</b>	<b>149,127</b>	<b>197,063</b>	<b>208,649</b>
<b>Miscellaneous Expenses</b>				
Master Association Fee VCA	15,800	11,850	17,352	16,557
Access Control Fee	11,473	8,605	11,449	12,229
Vintage Colony Blvd. Fee	3,523	2,642	3,288	3,523
Bulk Communications	28,129	21,097	26,600	29,070
<b>Total Miscellaneous Expenses</b>	<b>58,925</b>	<b>44,194</b>	<b>58,689</b>	<b>61,379</b>
<b>Total Misc. and Operating Expenses</b>	<b>253,766</b>	<b>193,322</b>	<b>255,752</b>	<b>270,028</b>
Reserves	30,815	25,759	34,316	33,426
<b>Total Common Expenses</b>	<b>284,581</b>	<b>219,081</b>	<b>290,068</b>	<b>303,454</b>

**Venezia Grande Homeowners Association**  
**2024 Approved Budget**

**Capital Expenditures and deferred Maintenance**

**For the Period of January 1, 2024 through December 31, 2024**

24 Units

Item	Estimated Life Years	Estimated Replacement Cost	Estimated Remaining Life (Years)	YTD Reserve Contribution 9/30/2023	Additional Reserve Funding in 2023	Estimated 2023 Reserve Contribution	Additional Reserve Required 12/31/2023	Annual Funding Required In 2024
Lake Fountains (3)	5	20,000	4	26,335	-	26,335	-	-
Waterfalls Mechanical Items/Lights	13	38,600	12	14,027	56	14,083	24,517	2,043
Waterfalls Structure/Ponds	65	501,944	64	16,429	2,049	18,478	483,466	7,554
Entrance Marble & Fountains	5	8,000	4	12,933	-	12,933	-	-
Front Entrance/Gate Equipment	5	37,400	4	11,870	1,502	13,372	24,028	6,007
Roadway Replacement & Repair	24	235,564	23	42,160	2,072	44,231	191,333	8,318
Street Lights	9	28,800	8	3,682	689	4,370	24,430	3,054
Landscape Replacement	10	6,000	9	9,496	-	9,496	-	-
Audit Expenses	2	6,000	2	2,700	900	3,600	1,200	1,200
Deferred Maint & Cap Expenditures	24	47,000	23	6,312	438	6,749	40,251	1,750
General Reserve Fund								
<b>Total Residents</b>		<b>\$929,308</b>		<b>145,942</b>	<b>7,704</b>	<b>153,646</b>	<b>789,226</b>	<b>29,926</b>
Interest Income								<b>3,500</b>
<b>Total</b>								<b>33,426</b>

**Notes:**

Estimated Replacement Cost values are principally taken from the 2021 study undertaken by Reserve Advisors, the reserve expert engaged by the Association. For the most part they represent the amounts needed for a total and immediate one time replacement action. And if not, they are considered to be sufficiently adequate amounts to cover significant replacement and/or repairs.

Estimated Remaining Lives are based on estimates and projections also provided by Reserve Advisors.

While the Association is making best efforts to estimate and fund reserves over the useful lifetime of its assets, our reserves may not be adequate to meet all future replacements/repairs should they occur prematurely versus our useful life estimates. And thus if additional funds are necessary, the Association reserves its rights to take appropriate actions. These actions could include, but not be limited to one or more of the following actions: increase regular assessments, levy special assessments, borrow necessary funds or delay replacements/repairs until appropriate funds are available.

# VENEZIA GRANDE HOMEOWNERS ASSOC. INC.

2024 Approved Budget

24 units

**Reserve & Assessment Schedule per Homeowner  
For the Period of January 1, 2024 through December 31, 2024**

	Annually <u>2023</u>	Annually <u>2024</u>	Quarterly <u>2023</u>	Quarterly <u>2024</u>
Venezia Grande Operating Assessment	\$8,118	\$8,694	\$2,030	\$2,173
Venezia Grande Reserve Assessment	\$1,284	\$1,247	\$321	\$312
VCA Master Fee	\$658	\$690	\$165	\$172
VCA Access Control Fee	\$478	\$510	\$120	\$127
Vintage Colony Blvd. Fee	\$147	\$153	\$37	\$38
Bulk Rate Communication Fees	\$1,172	\$1,211	\$293	\$303
<b>Total Assessment Due</b>	<b>\$11,857</b>	<b>\$12,505</b>	<b>\$2,964</b>	<b>\$3,125</b>

## Summit-Broad-Band Monthly Communication Cost per Homewoner

Basis Cable TV and digital Plus	\$33.90
Internet	\$28.79
Phone Lines	\$7.40
NAC	\$21.56
Taxes, FCC fees, 911 fees	\$9.29
	<u>\$100.94</u>

Annual Summit cost is \$ 1211.28 per home.

**2024 Quarterly Assessment per Resident      \$3,125**

VENEZIA GRANDE HOA, INC.

Balance Sheet  
As of 12/31/23

ASSETS

CURRENT ASSETS

Cash

1009	First Horizon Bank Oper #9013	\$ 64,289.87	
	Sub-Total Cash		\$ 64,289.87

1020	First Horizon Bank Res #9021	\$ 148,246.79	
	Sub-Total Reserves		\$ 148,246.79

Accounts Receivable

	Sub-Total Accounts Receivable		\$ .00
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	Total Current Assets		\$ 212,536.66
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Other Assets

1690	Prepaid Insurance	\$ 1,043.73	
	Total Other Assets		\$ 1,043.73

	TOTAL ASSETS		\$ 213,580.39
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LIABILITIES & EQUITY

CURRENT LIABILITIES

2110	Accounts Payable	\$ 4,294.62	
2250	Owners Prepaid	31,250.00	
	Subtotal Current Liab.		\$ 35,544.62

LONG TERM LIABILITY

2200	Loan #3492 5/17/29	\$ 409,772.56	
	Subtotal Non-Current Liab.		\$ 409,772.56

EQUITY & RESERVES

RESERVES

3002	Reserves - Roadway Replacement	\$ 44,231.00	
3004	Reserves - Street Lights	4,370.00	
3006	Landscape Replacement	7,615.00	
3008	Reserves - Def. Maint & Capita	6,749.00	
3010	Reserves - Audit Expenses	3,600.00	

**VENEZIA GRANDE HOA, INC.**

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Balance Sheet  
As of 12/31/23

3012	Reserves - Lake Fountains (3)	23,390.37	
3020	Reserves-Waterfalls Mechanical	14,082.73	
3021	Reserve-Waterfall Structure	18,477.93	
3022	Reserve-Entry Marble/Fountains	12,359.00	
3030	Reserve-Front Entry/Gate Equip	13,371.76	
	Sub-total Reserves	<hr/>	\$ 148,246.79
EQUITY:			
3300	Retained Earnings	\$ (432,622.42)	
	Current Year Net Income/(Loss)	52,638.84	
	Subtotal Equity	<hr/>	\$ (379,983.58)
	TOTAL LIABILITIES & EQUITY		<hr/> \$ 213,580.39 =====

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

# VENEZIA GRANDE HOA, INC.

## Income/Expense Statement

Period: 12/01/23 to 12/31/23

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
<b>INCOME:</b>								
04145	Maintenance Fees	16,232.00	16,236.75	(4.75)	194,784.00	194,841.00	(57.00)	194,841.00
04150	Reserve Assessments	.00	2,567.88	(2,567.88)	30,816.00	30,815.00	1.00	30,815.00
04151	V.C.A. - Master Association	1,312.00	1,316.63	(4.63)	15,744.00	15,800.00	(56.00)	15,800.00
04152	Access Control Fees	960.00	956.12	3.88	11,520.00	11,473.00	47.00	11,473.00
04154	Vintage Colony Blvd Fees	296.00	293.62	2.38	3,552.00	3,523.00	29.00	3,523.00
04155	Bulk Communications Fees	2,344.00	2,344.12	(.12)	28,128.00	28,129.00	(1.00)	28,129.00
04250	Interest Income - Reserves	64.20	.00	64.20	2,985.39	.00	2,985.39	.00
04295	Miscellaneous Income	.00	.00	.00	33.70	.00	33.70	.00
	<b>TOTAL INCOME</b>	<b>21,208.20</b>	<b>23,715.12</b>	<b>(2,506.92)</b>	<b>287,563.09</b>	<b>284,581.00</b>	<b>2,982.09</b>	<b>284,581.00</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE</b>								
06020	Contingency	.00	129.13	129.13	.00	1,550.00	1,550.00	1,550.00
06021	Holiday Lighting/Decorations	.00	175.00	175.00	3,500.00	2,100.00	(1,400.00)	2,100.00
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	258.77	125.00	(133.77)	2,126.59	1,500.00	(626.59)	1,500.00
06051	Loan Interest & Bank Fees	1,334.65	6,465.38	5,130.73	18,149.97	77,585.00	59,435.03	77,585.00
06052	Postage	48.54	20.87	(27.67)	242.06	250.00	7.94	250.00
06056	Legal / Accounting (CPA)	630.00	83.37	(546.63)	2,156.25	1,000.00	(1,156.25)	1,000.00
	<b>SUB-TOTAL ADMINISTRATIVE</b>	<b>3,021.96</b>	<b>7,753.87</b>	<b>4,731.91</b>	<b>35,236.12</b>	<b>93,046.00</b>	<b>57,809.88</b>	<b>93,046.00</b>
<b>UTILITIES</b>								
06100	Electricity-St.Lights/Fntr	2,396.44	2,250.00	(146.44)	24,830.41	27,000.00	2,169.59	27,000.00
06105	Irrigation Water	390.62	387.50	(3.12)	5,116.61	4,650.00	(466.61)	4,650.00
06120	County Water/Sewer-Fountain	27.60	29.13	1.53	328.90	350.00	21.10	350.00
	<b>SUB-TOTAL UTILITIES</b>	<b>2,814.66</b>	<b>2,666.63</b>	<b>(148.03)</b>	<b>30,275.92</b>	<b>32,000.00</b>	<b>1,724.08</b>	<b>32,000.00</b>
<b>GROUNDS</b>								
06130	Entry Fountain Maintenance	200.00	150.00	(50.00)	2,844.95	1,800.00	(1,044.95)	1,800.00
06132	Entry Fountain Equip & Repair	.00	83.37	83.37	408.00	1,000.00	592.00	1,000.00
06133	Power Wash Waterfalls-2X year	.00	.00	.00	4,995.00	.00	(4,995.00)	.00
06134	Power Washing Front Entrance	.00	100.00	100.00	530.00	1,200.00	670.00	1,200.00
06140	Water Feature Maintenance	1,900.00	300.00	(1,600.00)	3,525.00	3,600.00	75.00	3,600.00
06141	Irrigation Repairs/Maintenanc	.00	125.00	125.00	326.24	1,500.00	1,173.76	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	1,804.00	208.37	(1,595.63)	4,758.00	2,500.00	(2,258.00)	2,500.00
06145	Grounds Repairs/Maintenance	1,918.95	125.00	(1,793.95)	3,952.87	1,500.00	(2,452.87)	1,500.00
06160	Landscape Contract	2,954.43	3,102.25	147.82	35,452.46	37,227.00	1,774.54	37,227.00
06162	Mulch/Sod/Annuals	515.22	291.63	(223.59)	2,210.96	3,500.00	1,289.04	3,500.00
06169	Gate Maintenance	.00	125.00	125.00	3,824.42	1,500.00	(2,324.42)	1,500.00
	<b>SUB-TOTAL GROUNDS</b>	<b>9,292.60</b>	<b>4,743.75</b>	<b>(4,548.85)</b>	<b>64,425.90</b>	<b>56,925.00</b>	<b>(7,500.90)</b>	<b>56,925.00</b>
<b>MASTER ASSOCIATION</b>								

VENEZIA GRANDE HOA, INC.

Income/Expense Statement  
 Period: 12/01/23 to 12/31/23

Account	Description	Actual	Current Period		Actual	Year-To-Date		Yearly Budget
			Budget	Variance		Budget	Variance	
06300	Master Association Fees	1,316.72	1,316.63	(.09)	15,800.64	15,800.00	(.64)	15,800.00
06302	Access Control Fee	956.08	956.12	.04	11,472.96	11,473.00	.04	11,473.00
06303	Vintage Colony Blvd.	293.60	293.62	.02	3,523.20	3,523.00	(.20)	3,523.00
06304	VCA - Bulk Communication Fees	2,344.08	2,344.12	.04	28,128.96	28,129.00	.04	28,129.00
	SUB-TOTAL MASTER ASSOCIATIO	4,910.48	4,910.49	.01	58,925.76	58,925.00	(.76)	58,925.00
INSURANCE								
06310	Insurance - Package	1,043.71	1,072.50	28.79	12,260.16	12,870.00	609.84	12,870.00
	SUB-TOTAL INSURANCE	1,043.71	1,072.50	28.79	12,260.16	12,870.00	609.84	12,870.00
RESERVES								
06430	Reserves - Unallocated	64.20	.00	(64.20)	2,563.95	.00	(2,563.95)	.00
06432	Reserves-Roadway Replacement	.00	.00	.00	8,286.00	8,286.00	.00	8,286.00
06434	Reserves - Street Lights	.00	.00	.00	2,754.00	2,754.00	.00	2,754.00
06438	Reserves - Def. Maint & Ca	.00	.00	.00	1,750.00	1,750.00	.00	1,750.00
06440	Reserves - Audit Expenses	.00	.00	.00	4,021.44	3,600.00	(421.44)	3,600.00
06448	Reserves-Waterfalls Mechanica	.00	.00	.00	224.00	224.00	.00	224.00
06449	Reserve-Waterfall Structure	.00	.00	.00	8,194.00	8,194.00	.00	8,194.00
06450	Reserve-Front Entry/Gate Equi	.00	.00	.00	6,007.00	6,007.00	.00	6,007.00
	SUB-TOTAL RESERVES	64.20	.00	(64.20)	33,800.39	30,815.00	(2,985.39)	30,815.00
	TOTAL EXPENSES	21,147.61	21,147.24	(.37)	234,924.25	284,581.00	49,656.75	284,581.00
	Current Year Net Income/(loss)	60.59	2,567.88	(2,507.29)	52,638.84	.00	52,638.84	.00

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

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