

VILLAGE PLAZA CONDOMINIUM ASSOCIATION
MONTHLY BOARD OF DIRECTORS MEETING
MINUTES

Meeting Date: Wednesday, May 21, 2025
Time: 6:00 PM
Place: Village Plaza Club House, 3555 Hispania Place. Sarasota, FL 34232

Armando Machado Called Meeting to Order at 6:00 p.m. – Pat Whalen opened the Zoom meeting,

Roll Call of Board Members, Present in person were: Armando Machado, President; Sharon Whalen, Treasurer; Patricia Whalen, Secretary; and Pasquale (Pat) Bruno, Director at Large. Mike Miller, Community Association Manager, was also in attendance. Greg Fitzgerald, Vice President, attended via Zoom.

Determination of Quorum: All Board members were in attendance. A quorum was achieved.

Proof of Notice of the Meeting. This Agenda was posted at the clubhouse before 6 pm on Monday, May 19, 2025. It was also posted on the website on May 19, 2025, and was emailed to owners.

Approval of Minutes: VOTE:

- Pat Whalen made a motion, seconded by Armando Machado, to Approve the Minutes of April 16, 2025, Monthly Board Meeting. All in favor, the Minutes were approved.
- Pasquale Brune made a motion to approve the April 23, 2025, Special Board Meeting on Section 1 assessment for termite tenting. Sharon Whalen raised an issue suggesting that the Minutes should include a notation to the Open Forum that the Board should look into filling the cracks around the condo foundations to avoid future termite and rodent infestations. Armando Machado made a motion, seconded by Pat Whalen, to approve the Minutes with that added notation. All in favor, the Minutes were approved with that added notation.

President's Report & Maintenance Issues – Armando Machado

1. **Termite tenting** – The tenting was completed in Section One. Those 24 owners were reminded that the assessment of \$700 will be added to their SmartWebs account and due between June 1 and December 31, 2025. This can be paid for in full or installments. We are reviewing a \$1,992 cost for a Warranty on this work.
2. **Trash enclosure in Section One** – The repairs from the damage by Hurricane Milton were completed – Ken Kumpf, Dale Lang, and Bill Korte did an excellent job with this project.
3. **Carport repairs in Section Two** – The new carport to replace the one destroyed by Hurricane Milton has been completed including County Inspection.
4. **Update on repair of drainage pipe** across our entry and exit to the community. The A-Team reports that they are still waiting for location services to be completed before they can begin.
5. **Gutter repairs** at condos: The target date for repairing and replacing gutters over several stairways and walkways is June 23, 2025. We will still be using Smucker's since their quote of \$1,735 is lower than the D&D quote of \$2,600.
6. **Landscaping issues** – several diseased palms have been removed
7. **Update on Don Wilson's unauthorized guest situation.** The person is still there, and only \$300 of the \$1,000 fine has been paid and will be 90 days past due on May 31. We need to give a 30-day notice if we will be going the next step to suspend usage of the common facilities to Don and all occupants of his unit, effective June 22, if the occupant is still there by that date. Armando will give him a letter tomorrow (May 22) to this effect.
 - **VOTE: Armando made a motion, seconded by Pat Whalen,** to suspend all recreational privileges to Don Wilson and all occupants of his unit, effective June 22, 2025, and to remain in effect until proof is given that the unauthorized occupant has vacated. All in favor.
8. **Irrigation issues** -- Ken has been saving us a lot of money on doing irrigation repairs, but he must

purchase many supplies on his account and then get reimbursed. He would like to have us open an account with SiteOne Landscaping Supplies. Sharon Whalen, Treasurer, agreed to set up the account.

Vice President's Report: Greg Fitzgerald

1. **Condo maintenance** – Greg reiterated that Jorge is working a new schedule and will continue to emphasize the need to stick to this:
 - Mondays & Fridays – Clubhouse & Miscellaneous
 - Section 1 – Tuesdays
 - Section 2 – Wednesdays
 - Section 3 - Thursdays

Secretary's Report & Communications – Patricia Whalen.

1. **Website updates** – the April Financials will be posted by tomorrow. A new Census and Reimbursement form have been posted as well as several updates to the Social events
2. **Home Monitor & Census updates** – a report is being circulated at the meeting to note where we are missing ages for more than half of those who submitted their Census documents and where we are still missing Home Monitor forms.
3. **Changing date of June Member meeting to Tuesday, June 17, 2025** – Pat explained that our usual 3rd Wednesday date for our June Member Meeting is outside the required 14-day window prior to the start of our fiscal year. Therefore, she is calling for a vote to move the date up by one day.
 - a. Armando noted that Bingo will need to be cancelled for that day.
- **VOTE:** Pat Whalen made a motion, seconded by Greg Fitzgerald, to approve the new date of June 17, 2025, at 6 pm for our Member Meeting and Board Meeting to approve the budget will follow. All in favor.
4. **Budget Mailout Package:** Pat reviewed the following items for mailing (or emailing) the budget package to owners:
 - a. Date for mailing – Monday, June 2, 2025
 - b. Contents: Proposed budget, Proxy/ballot, Agenda, cover letter, return envelope
 - c. Ballot items:
 - Waiving full reserves (now requires majority of all voting interests, not just those in attendance)
 - Cross Utilization of reserves
 - Waiving an audit for current budget
 - d. **Other items no longer necessary for inclusion:**
 - a. No new statutory reserves are being added
 - b. Since we have not yet made any changes to our documents to make them readable and add in all amendments, we are not yet at a stage to have them voted on.
- **VOTE:** Pat Whalen made a motion, seconded by Armando Machado, to approve the three ballot items with a board recommendation for “yes” on all. All in favor.
5. **Review of Comcast Survey results – Pat summarized the results of the survey (see attached for details). Key findings**
 - a. We had a 59% response rate indicating a very high interest among owners
 - b. There are four options being considered:
 - (Option 1 – stay with existing TV-only contract 1 more year with 4% increase.
 - Option 2 – new 6-year TV-only contract but with upgraded equipment and services and a 19% savings in first year.
 - Option 3 – Internet only with a 45% savings in first year
 - Option 4 – TV & Internet new 6-year contract but with upgraded equipment and services with a 27% cost increase but will likely result in significant individual savings for most owners on their Comcast bills.
 - c. The overwhelming preference is for Option 4 – TV and Internet with 54% positive votes, and 65% ranking it neutral to positive.. Options 2 and 3 were nearly tied with 32% and 30% positive votes, and only 13.5% positive votes for Option 1. We did not consider an option for dropping Comcast completely, since the

individual cost for owners would nearly double their retail rates, and Frontier only offers Internet and a 10-year contract that would require digging up the community to lay fiber optic cables. TV services via Fronteir would require a streaming contract for \$75/mo. for YouTube TV.

- d. Costs impact on Association fees for Option 2 and Option 4 was conducted by the Treasurer – see below and attached.

Treasurer’s Report – Sharon Whalen (See attached Treasurer's Report.)

1. **Financial status (see attached)**
2. **Review of proposed budget impact on fee increases based on fully funded and partially funded reserves assuming we go with Comcast Option 4.** Assuming the Partial reserves funding is approved, a comparison of other similar community assessments was handed out, showing Village Plaza in the middle of the group. (See attached.)

	CURRENT QUARTERLY FEE	NEW FEE WITH FULL RESERVES	NEW FEE WITH PARTIAL RESERVES
Section 1 - 24 owners	\$1,386	\$ 4,847	\$ 1,594
Section 2 -18 owners	\$1,385	\$ 4,721	\$ 1,592
Section 3 – 20 owners	\$1,368	\$ 3,762	\$ 1,576
Section 7 – 88 owners	\$1,685	\$ 2.939	\$ 1,900

- **VOTE:** Pat Whalen made a motion, seconded by Pasquale Bruno, to approve the proposed budget for mailout. All in favor.
3. **Comcast renegotiation** – cost impact of survey preference of TV & Internet (see attached cost comparison for TV only and TV and Internet). Assuming TV and Internet, see attached Comcast contract summary, which still needs legal review before signing.
 - a. Sharon noted that currently 124 of 150 owners pay for Internet at an average cost of \$71/mo. and a modem at \$10/ mo. Our bulk rate cost for these two will be \$32 plus tax for both. This should allow most owners to lower their monthly Comcast charges significantly.
 - **VOTE:** Armando Machado made a motion, seconded by Sharon Whalen, to approve, after legal review, a new Comcast 6-Yr Contract with TV and Internet and upgraded equipment and services. In favor were: Armando Machado, Greg Fitzgerald, Patricia Whalen, and Sharon Whalen. Opposed was Pasquale Brune. The motion passed.

Director At Large Report – Pat Bruno

New Residents: No new owners or tenants were reported.

Social Committee Report. – Carey Harris

- Carey reminded residents of the May 26, 5 p.m., picnic/potluck.
- She also mentioned that some morning activities have changed days and times as an experiment but have not yet been permanently changed on the calendars. They are:
 - **Monday** 10:00 a.m. Water Exercises for your joints
 - **Wednesday** 10:00 a.m. Water Exercises for your joints
 - **Thursday** 9:45 a.m. Tai Chi and 7:00 p.m. Ladderball & Corn Hole
 - **Friday** 10:00 a.m. Water Exercises for your joints

Additional Landscaping Issues –J.P. Bellissimo

- JP reported that GreenTech misses some smaller areas that needed pruning or other attention to ground cover and thanks Bill Korte and Bob Tighe for their help in cleaning up these areas.

Open Forum: Any questions, issues or concerns from community not already addressed. Items mentioned:

- Better trimming of bushes near exit to make turning north easier.
- Round-up usage continues to be of concern. Still looking at alternatives with GreenTech.

- Question of using a roof coating to prolong roof life – two realtors reported that this coating has been problematic in other communities and insurance will not accept it in lieu of roof replacements. Our goal is to keep our roofs for as long as they continue to hold up and our insurance carriers accept them.
- Two scam email alerts were reported and owners told to delete them – one is from Xfinity about past-due payments, and another is about Toll fees not being paid and possible arrests.

Adjournment – Armando Machado adjourned the meeting at 7:44 p.m.

Next Meetings:

- **Member Meeting on Budget** – Tuesday, June 17, 2025, at 6 pm. (sign-in begins at 5:30 p.m.)
- **Monthly Board Meeting** - Tuesday, June 17, 2025, following Member Meeting
- **Weekly Working Sessions with President** -- 1:00 to 2:00 PM every Wednesday at the Clubhouse except the third week of the month.

Attachments:

1. Treasurer’s Report
2. Fee comparison with similar condo communities with proposed increase
3. Cost comparison of budget impact with TV-only Comcast and TV & Internet Comcast
4. Comcast contract summary
5. Summary of Comcast/Xfinity Survey results

These Minutes were respectfully prepared and submitted by Patricia Whalen, Village Plaza Board Secretary, on June 6, 2025. Approved by the Board June 17, 2025. .

**Village Plaza Treasurer's Report - By Sharon Whalen, Treasurer
May 21, 2025**

Balances 5/20/25

Operating funds \$195,050

Obligations for these funds include \$12,671 in prepaid fees (we owe to owners), the balance of May and June expenses of roughly \$100K plus outstanding checks of around \$30K.

Reserve accounts :

Centennial – Reserve	48,551
Pacific Premier – Reserve	108,806
Ameriprise Investments	1,172,496
<u>Reserve funds total:</u>	<u>\$ 1,329,853</u>

Remaining big reserve projects – project completion dates are uncertain

- Repair of front entrance - \$39K paid, \$40K still due
- Updating clubhouse bathrooms. \$20k plus

Other \$\$ related items:

- The board has received the proposed budget for 2025-26 and reserve reports for all sections. .
 - Reserve balances reported are as of May 5, 2025, include all but the interest accrued during 2024-25 fiscal year. (interest will be calculated in our year end statement and assigned to each section as we move into the new year.)
 - See footnotes by section to report the ‘cross utilization’ that was approved.
- **Greentech contract** – approved at the last meeting. New price effective July 1, 2025.
- **Community Financials** is prepared to send invoices on June 1 to section 1 owners for the special assessment.
 - I expect the April 2025 financials before the end of this week.
- **Comcast – survey of residents complete. Negotiation complete.** Board will discuss and vote to move forward with either TV only or TV plus Internet for all. Attorney must sign off.
 - We will email / mail (per your preferences) details about the new program ... including how and when you can get updated equipment. In-home installation if needed / desired (at no charge)
 - In that same email we will tell you how to confirm that your account has been Comcast account that you pay separately has updated (corrected) to remove any charge that you have opted to end after the new agreement is in force. (we are aiming for July 1, 2025.)

Quarterly fees: Only 1 resident still owes 50% of April 1 fees; it is in hand and will be paid June 1.

- A reminder that the 2025-26 budget will be made available to all owners in early June.

Collection Policy: First notice that you're late at 15 days ... fee to be charged to any owner not paid by 30 days after payment is due: \$35. Plus 1.5% monthly (18% APY) late charge added every month following. After 30 more days we will refer the matter to an attorney for collection action, possible lien on the property.

My contact info: Sharon Whalen swhalen33@gmail.com 941-957-8805

Comparison of other local HOA quarterly fees

comparable size - some have 2 car garages,
others not ... amenities vary dramatically

Most are likely to
go up in Jan 2026

**cable tv, internet, pool, fitness, sauna,
pickleball, clubhouse, billiards, BBQ,
shuffleboard, classes and lovely people**

Village Plaza	1978	1900	
Casa del Sol		1794	decent amenities, tv only
Center Gate (5 different sections)		1755	pool, no reserves for roof
Chambery	1981	2100	Meadows community amenities, pool
Chanteclair	1980	2148	includes Meadows
Chatsworth Green	1990	2022	includes Meadows amenities (not golf), pool
Crestwood	1983	2277	new roofs w/assessment in 2026
Lakeshore Village South	1982	2100	cable tv, pool,
Oak Forest Villas	1984	1467	pool and tennis courts
Oakhurst	1982	1797	pool only
Park Place	1987	2025	pool
Pine Tree Village		1944	
Pine Trace	1988	1983	cable tv, no pool (can join Palm Aire CC)
Southgate Village Green	1968	1650	pool only
Village Green Forest Lake		1800	pool only
Village Green section 16	1976	2031	pool only
Westwoods (several small sections)		1503	cable tv, pool, tennis
Wilkinson Woods	1980	1638	cable tv, pool ... maybe a small clubhouse?

Proposed quarterly fees by section
2025 - 26 budget
with TV only (on the left) and with TV plus internet (on the right)

Sharon Whalen
updated May 19, 2025

Section 1	2024-25 fees	2025-26 section 1 fees	TOTAL INCREASE per quarter	increase per month	Section 1	2024-25 fees	2025-26 section 1 fees	TOTAL INCREASE per quarter	INCREASE PER MONTH
				8% increase					15% increase
operating expenses / TV only	1175	1190	15	5	operating expenses w/internet added	1175	1285	110	37
reserves for 2025-26	212	309	97	32	reserves for 2025-26	212	309	97	32
TOTAL QUARTERLY FEES w/ TV only	1387	1499	112	500	TOTAL QUARTERLY FEES w/ TV plus internet	1387	1594	207	531
Section 2	2024-25 fees	2025-26 section 2 fees	TOTAL INCREASE per quarter	increase per month	Section 2	2024-25 fees	2025-26 section 2 fees	TOTAL INCREASE per quarter	INCREASE PER MONTH
				8% increase					15% increase
operating expenses w/TV only	1154	1172	18	6	operating expenses w/internet added	1154	1267	113	38
reserves for 2025-26	232	325	93	31	reserves for 2025-26	232	325	93	31
TOTAL QUARTERLY FEES w/ TV only	1386	1497	111	499	TOTAL QUARTERLY FEES w/ TV plus internet	1386	1592	206	531
Section 3	last year were	2025-26 section 3 fees	TOTAL INCREASE per quarter	increase per month	Section 3	last year were	2025-26 section 3 fees	TOTAL INCREASE per quarter	INCREASE PER MONTH
				8% increase					15% increase
operating expenses w/TV only	1181	1196	15	5	operating expenses w/internet added	1181	1291	110	37
reserves for 2025-26	187	285	98	33	reserves for 2025-26	187	285	98	33
TOTAL QUARTERLY FEES w/ TV only	1368	1481	113	494	TOTAL QUARTERLY FEES w/ TV plus internet	1368	1576	208	525
Section 7	last year were	2025-26 section 7 fees	TOTAL INCREASE per quarter	increase per month	Section 7	last year were	2025-26 section 7 fees	TOTAL INCREASE per quarter	INCREASE PER MONTH
				8% increase					13% increase
operating expenses w/TV only	1297	1330	33	11	operating expenses w/internet added	1297	1425	128	43
reserves for 2025-26	388	495	107	36	reserves for 2025-26	388	475	87	29
TOTAL QUARTERLY FEES w/ TV only	1685	1825	140	608	TOTAL QUARTERLY FEES w/ TV plus internet	1685	1900	215	633
Common	last year were	2025-26 COMMON	TOTAL INCREASE per quarter		Common	last year were	2025-26 COMMON	TOTAL INCREASE per quarter	
operating expenses w/TV only Sharon	93	95	2		operating expenses w/internet added at \$145K	93	95	2	
reserves for 2025-26	93	100	7		reserves for 2025-26	93	100	7	
TOTAL QUARTERLY FEES w/ TV only	186	195	9		TOTAL QUARTERLY FEES w/ TV plus internet	186	195	9	

Village Plaza Condominium Proposed Bulk Package 1

Bulk Service	Service & Equipment
<p>Video, High Definition, Cloud DVR Service on X1 Platform</p> <p>High Speed Internet Gateway (Modem/Router)</p>	<p><u>Video and Internet:</u></p> <p>Popular TV with High-Definition (HD) and 20-Hour Cloud Digital Video Recording (DVR) Service with Fast Internet (600mbps):</p> <p>New Rate: \$69.80</p> <p>Door Fee: \$150</p> <p><u>Equipment:</u></p> <ul style="list-style-type: none">● 3 X1 High-Definition Boxes● 1 Gateway (Modem/Router)● 3 Courtesy Common Area Wi-fi Hotspots● 3 Courtesy TV Outlets <p>Free Installation for each unit. Xfinity will install the new equipment and return the old equipment. (\$100 value per visit). Window for installation will be 7/1/25 to 1/1/26</p>



Summary of Village Plaza 2025 Comcast/Xfinity Survey

The survey was conducted between May 1 and May 7, 2025.

Response rate: 85/150 (57%) -- **88/150 (59%)** with three write-in votes

The cover page provided background information comparing costs and savings for four different options we are considering. (We did not provide the option of opting out of Comcast completely because dropping their bulk rate would increase owners' costs by more than \$100/mo. over what they are currently paying Comcast.)

The background on the issues was as follows:

The Village Plaza Board of Directors is in the process of deciding what, if any, COMCAST/XFINITY services we should be contracting for over the next several years.

Your opinions matter to us as we consider four options that were outlined in the accompanying email with this survey link. Each of these options comes with different costs for the Association and pros and cons for our owners.

You should assume that any cost savings for the Association would be reflected in improved operating and reserves budgets but would not likely result in any lower quarterly fees.

- **Option 1** - to keep the Association's existing contract for TV service for one more year and decide next year how to proceed. Absorb the new 4% increase in fees.
- **Option 2** - to accept a new 6-year contract that provides an immediate cost savings to the Association of about 19% for TV service and provides upgraded equipment and services such as free DVR to all owners.
- **Option 3** - to contract for Internet services only and to drop TV service. Lowers the Association's cable costs by about 45%, but would significantly increase owner personal costs if they still wanted cable TV.
- **Option 4** - contract for TV & Internet. Would provide the same TV upgrades as Option 2 and add "fast" Internet, which would increase the Association's cable costs by about 27%, but could significantly lower owner costs and eliminate most of the separate Comcast/Xfinity charges to owners.

A summary of the results of the survey follow:

Q. 1 - Type of unit:

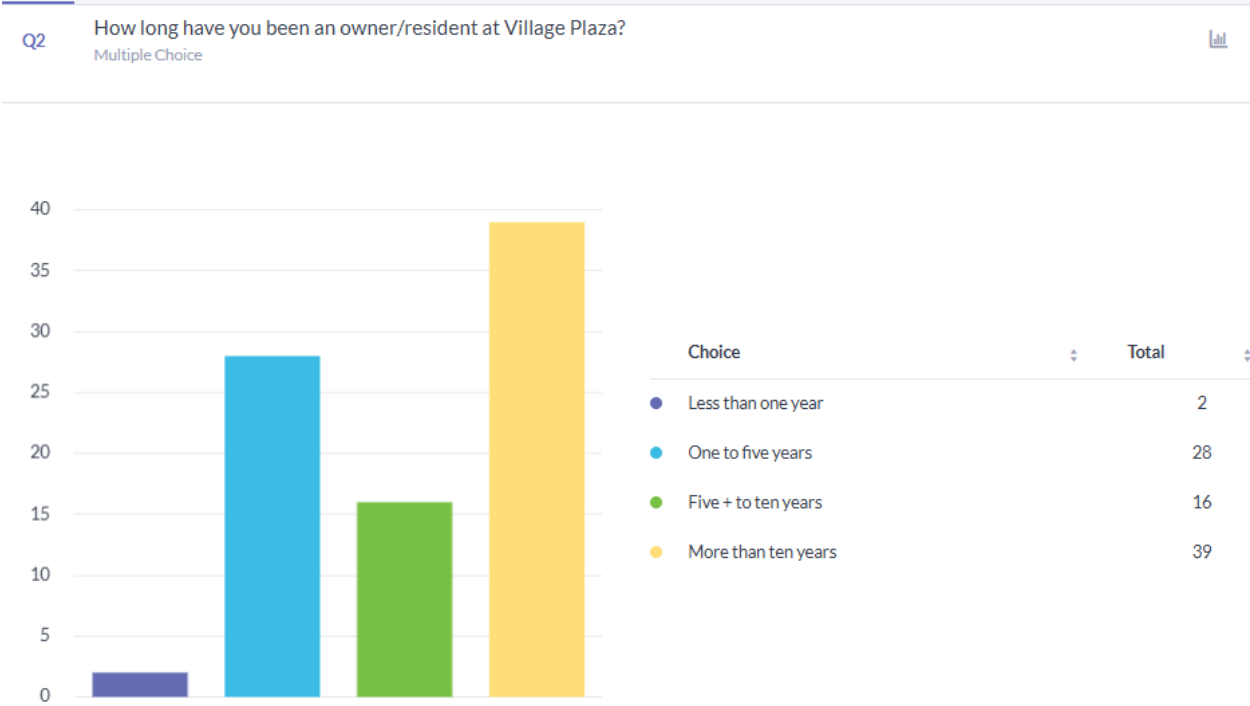
Villa: 52 of 88 (59% of villas; 35% of total owners)

- **61% of respondents**

Condo: 33 of 62 (53% of condos; 22% of total owners)

- **39% of respondents**

Q. 2 – Time at Village Plaza – The majority of respondents (46%) have lived at Village Plaza for more than 10 years. The second highest group (33%) have lived here 1 to 5 years.



Q. 3 – Live Full time or Part-time at Village Plaza

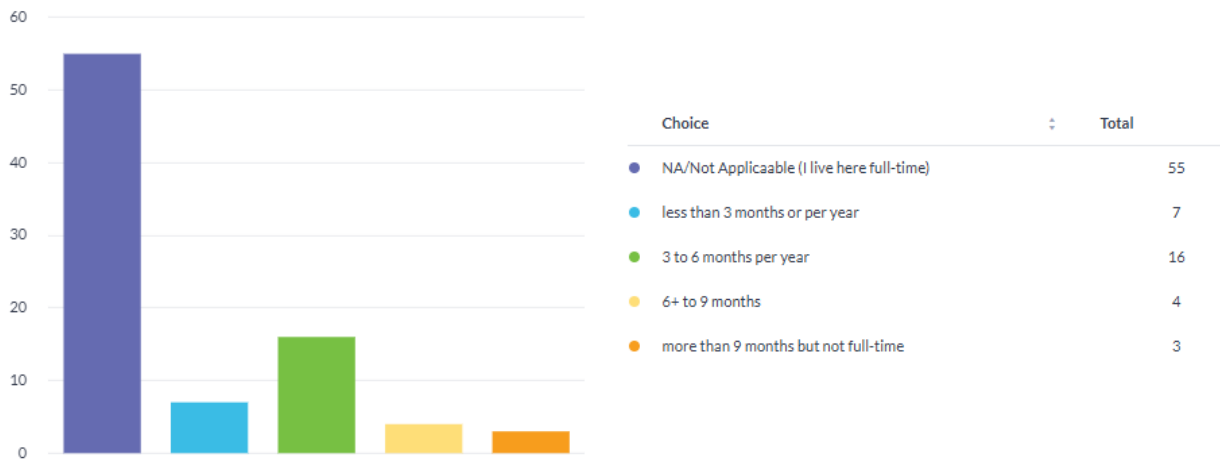
Full-time: 52 (61%)

Part-time 21 (25%)

Other/Don't live at Village Plaza (rents unit out: 6 (7%))

Q. 4 – How many months do you live at Village Plaza each year?

Q4 If you live at Village part-time, how many months are you here? (Mark NA if you live here full-time.)
Multiple Choice



Q. 5 - Of the 21 part-time owners, how many put their Comcast service on vacation hold?

12 of 21 – Yes on hold (57%)

9 of 21 – No (43%)

Q. 6 – Rating current Comcast services. Signal quality and channel lineup get the highest marks, and customer service and cost get the lowest.



Q. 7 – Which Comcast services do you currently pay for out of pocket?

Internet -- 72 out of 85 respondents pay for internet **(85%)**

DVR – 24 out of 85 respondents pay for DVR service **(28%)**

Home Telephone – 16 out of 85 respondents pay for home phone service **(19%)**

Xfinity Cell Service – 13 out of 85 respondents pay for Xfinity Cell Service **(15%)**

Sports Package -- 12 out of 85 respondents pay a special sports package **(14%)**

HBO/Max – 8 out of 85 respondents pay for HBO/Max **(9%)**

In the “Other” category, there were very few items listed -- Netflix and Showtime were mentioned twice each

Q. 8 – Do you use a non-Comcast service for Internet?

Yes: 4

No: 81

Q. 9 – Q. 12 Score Options 1, 2, 3, 4 on a 1-10 Scale:

RANK ORDER OF RESPONDENT’S PREFERENCES BY % OF POSITIVE SCORING:

Options in Order of Preference: Option 4 is the clear winner, with Options 2 & 3 nearly tied. Option 1 was the clear loser.

Option 4 – 53.6% positive votes

Option 2 – 31.6% positive votes

Option 3 – 30% positive votes

Option 1 – 13.5% positive votes

More detail of the above rankings:

1ST Choice: Option 4 – TV and Internet with higher Association costs but lower individual costs

- 44 of 82 scored this option positively or 53.6% -- it scored 499 points, the highest of all options

2nd Choice: Option 2 – TV only with 6-year contract and 19% savings

- 24 of 76 scored this option *positively*, or **31.6%** -- it scored 328 points, or the second highest of all options

3rd Choice: Option 3 – Internet only with 6-year contract and 45% savings

- 23 of 76 scored this option positively or 30% -- it scored 307 points, or third highest of all options

Last Place Choice: Option 1- keep existing contract for 1 more year

- 10 of 74 scored this option positively, or **13.5%** -- it scored 210 points, the lowest of all options

Q 13 – This question was similar to the previous rating questions, but put all 4 options on the same chart so owners could rate them against each other, from “Hate It” to “Love It.”

The results were similar, with the rankings changed slightly, with Option 4 still the clear winner.

Options 2 and 3 are still nearly tied. Option 3 (Internet only) had a few more positive rankings (27%) than Option 2 (TV only) at 24%. However, Option 3 had significantly more negative ratings (60% of respondents rated Option 3 negatively, while only 43% rated Option 2 negatively).

If adding the 33% neutral ratings with the 24% positive ratings, Option 2 clearly beats out option 3, suggesting that if we do not go with the combined TV and Internet Option 4, then we should go with the TV-only new contract (Option 2).

Option 1 was still the clear loser, with 67% rating this option negatively and only 5% rating it positively.

	Option 1 TV only existing contract		Option 2 TV only new contract		Option 3 Internet only		Option 4 TV & Interent	
		%		%		%		%
1 Hate it	45	67%	29	43%	36	60%	22	35%
2 Neg	9		7		13		7	
3 Neutral	23	28%	28	33%	10	12%	12	15%
4 Pos	1	5%	8	24%	4	27%	5	50%
5 Love it	3		12		18		36	
*TOTALS	81		84		81		82	

***Totals differ since some people skipped rating some options**

ORDER OF PREFERENCE:

1st Choice: Option 4 – TV & Internet

50% ranked it a 4 or 5 out of 5

65% ranked it neutral to positive

2nd Choice:-- Option 2 – TV only

24% ranked it a 4 or 5 out of 5

57% rated it a combined neutral to positive

3rd Choice – Option 3 - Internet Only

27% ranked it a 4 or 5 out of 5

39% ranked it a combined neutral to positive

4th Choice – Option 1 – TV only w/ current contract

5% ranked it a 4 or 5 out of 5

33% ranked it a combined neutral to positive