

VILLAGE PLAZA CONDOMINIUM ASSOCIATION
MONTHLY BOARD OF DIRECTORS MEETING
MINUTES

Meeting Date: Wednesday, April 16, 2025
Time: 6:00 PM
Place: Village Plaza Club House, 3555 Hispania Place. Sarasota, FL 34232

Armando Machado Called Meeting to Order at 6:01 p.m. – Pat Whalen opened the Zoom meeting, but there was no one in attendance on Zoom. (There may have been a Zoom link issue.).

Roll Call of Board Members, Present were Armando Machado, President; Greg Fitzgerald, Vice President; Sharon Whalen, Treasurer; Patricia Whalen, Secretary; ;and Pasquale (Pat) Bruno, Director at Large. Mike Miller, Community Association Manager, was not able to attend.

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

Proof of Notice of the Meeting: The Agenda was posted at the Clubhouse on Monday, April 14, 2025, at 5 p.m., more than 48 hours in advance of the meeting. It was also posted on Monday to the website and emailed to owners. .

VOTE: Sharon Whalen made a motion, seconded by Pasquale Bruno to approve the Minutes of March 19, 2025, Monthly Board Meeting. All in favor; the Minutes were approved.

President’s Report & Maintenance Issues – Armando Machado

1. **Reminder of special Board meeting on April 23rd at 1:00 PM** on possible assessment of the 24 units in Condo Section 1 for the tenting of two buildings for termites. Tenting is scheduled for mid-May.
2. **Update on Trash enclosure in Section One** damaged by Hurricane Milton - Dale and Ken will attach wooden fence walls to the enclosure in the next few weeks.
3. **Quotes to repair our crumbling drainage pipe across our entry and exit to the community.** A-Team’s quote: \$79,800 and SRQ decided not to quote the job. We need to move forward since this work must be done BEFORE the rainy season to avoid flooding.
 - **Discussion of approving an \$89,000 expense** to use the A-Team (who did the large drainage project behind El Poinier Ct. last year) to do the repair. The higher approval amount is to cover asphalt and unexpected contingencies and with the hope that they can also repair the problem at the turn off from Pinecrest at the same time and save on expense.
 - **VOTE:** Patricia Whalen made a motion to approve \$89,000 using the A-Team to do the repair using funds from Reserves. The motion was seconded by Sharon Whalen. All in favor; the motion passed.
4. **A new doorbell has been installed at the front door to clubhouse** for those needing assistance to enter. **If you hear it, please help the person at the door.**
5. **Gutter repairs at condos:** Obtained a quote from Schmucker’s Seamless Gutters to repair several gutters over Condo staircases and to determine cost of other gutters to stop intrusion into two condo lanais for \$1,735. D & D is scheduled to quote the same jobs on Thursday.
 - **VOTE:** Patricia Whalen made a motion, seconded by Armando Machado, to approve up to \$1,735 for repairing/replacing condo gutters and to allow Armando to

- choose the best vendor of the two for the project. All in favor, the motion passed.
6. **Update on unapproved guest at Don Wilson's**, who is still on premises. The full \$1,000 fine was reached in late February and has not been paid in full. Armando agreed to draft a letter to Don spelling out the date when the 90-day delinquency is reached and that the next steps will be to suspend all recreational facilities for all owners and residents at that until the unauthorized person is gone and the fine is paid.
 7. **Irrigation repairs:** Thank you to Ken Kumpf for saving the Community hundreds of dollars making irrigation repairs when possible.

Vice President's Report: Greg Fitzgerald

1. **Clubhouse bathroom remodel:** Greg reported that we would hold off on the remodel until mid-summer.
2. **Condo maintenance** – Greg has created a new work schedule (below) for Jorge and asks that residents do not give him additional tasks that cause him to go off schedule. All required work should be submitted via a work order at the clubhouse.
 - Mondays & Fridays – Clubhouse & Miscellaneous**
 - Section 1 – Tuesdays**
 - Section 2 – Wednesdays**
 - Section 3 - Thursdays**

Secretary's Report & Communications – Patricia Whalen.

1. **Website updates** – updated instructions for new residents/renters/buyers, added March financials, new calendars of social activities, will add a link to the Village Plaza Facebook page if Danny Archetti will send the link
2. **Completed cost spreadsheet on insurance** for budget.
3. **Have updated our records for receipt of Waiver form, Census form and Home Monitor forms** – hope to reprint the directory by the June Member Meeting. Will email reminders to owners missing any of the forms. (Home Monitors are only needed for units that are left vacant for more than a few weeks at a time.)

Treasurer's Report – Sharon Whalen

1. **Financial update** – see attached Treasurer's Report
2. **Reserves** – Reviewed current balances by section after allocations that were approved last meeting
3. **Budgeting work** --- drafts are underway to address next year's operating expenses and to beef up reserves for each section.
 - a. Wish-list items to address in the upcoming budget -
 - o Trees / plants – have recommendations from GreenTech owner ... plant materials and where to see them / where to buy them, when to plant them.
 - o Wind mitigation update - details and discussion – no decision was made on covering this expense
 - o Legal fees to re-type our docs / update amendments, etc. – need attorney input to see if this requires a member vote
4. **Miscellaneous Discussion:**
 - a. Comcast renegotiation - survey coming to assess owners' needs and interests
 - b. Upcoming Contract renewals:
 - a. Community Financials – anniversary was 4/1/25 rate increased by \$100
 - b. Greentech – new proposed contract was provided to the board and posted to

the website. Negotiated the 4% annual increase to 3%.

- c. Miller Management contract will expire soon – goal is to keep current costs the same for the coming fiscal year

5. **Landscaping Issues -**

- a. 6 palm trees to be removed / all are sick (2 with Ganoderma). \$200 per tree – Joe Butrum (Twin Palm). Date for removal is coming soon. The cost will be \$1,200.
- b. Fertilization of lawns ... coming soon
- c. Reaching out to get the mess of residue from removed trees picked up by Brown's Tree Service.

Director At Large Report – Pat Bruno & Pat Whalen

New Residents: Pat Whalen reported on approval of new owners and tenants:

Social Committee Report. – Carey Harris reminded residents of the Easter Lunch and Memorial Day potluck/picnic and to sign up in the lobby.

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

- A number of questions and issues were brought by some owners in Section 1 regarding the need for tenting two buildings and charging the owners in that section for the approx. \$17,000 expense rather than charging the Commons budget for all owners to pay. A special meeting of the board will address these issues on April 23.

Adjournment: Armando Machado called to adjourn the meeting at 8:16 p.m.

• **Next Board Meetings:**

Special Board Meeting on Assessment: Wednesday, April 23, 2025, at 1 p.m.

Monthly Board Meeting: Wednesday, May 21, 2025, at 6 p.m.

- **Weekly Working Sessions with President** – 1:00 to 2:00 PM every Wednesday at the Clubhouse except the third week of the month.

Attachment: Treasurer's Report

These Minutes were respectfully prepared and submitted on May 19, 2025, by Patricia Whalen, Village Plaza Board Secretary. Approved by the Board on May 21, 2025.

Treasurer's Report April 16, 2025

By Sharon Whalen, Village Plaza Treasurer

Bank balances as of 4/12/2025

Operating accounts:

We've moved \$31K of already reported operating funds into PPB. Account remains open only to accommodate the deposit of quarters once each month.

***Operating funds available \$302,340 (still outstanding fees approx. \$3,2000)**

***(many outstanding and upcoming expenses will significantly lower this amount)**

Reserve accounts

Centennial – Reserve \$ 48,481

Pacific Premier – Reserve 37,605 (moved \$200K into Ameriprise in March)

Ameriprise Investments 1,221,897 (CD interest reported only at maturity)

Reserve funds total: \$1,307,983

Remaining big projects – seems unlikely these will be completed in the current fiscal year.

- Repair of front entrance - \$79K – contract to be discussed and voted on tonight
- Updating clubhouse bathrooms. \$20k plus

Other \$\$ related items:

- **The audit of our 2023-24 financial books** was distributed
- Insurance payments - allocations have been received and are being factored into the 2025-26 budget.
- The board has been provided a summary of current reserve balance after the cross utilization approved at last month's meeting was completed and accrued interest applied to negative balances or to increase the roofing fund, depending on the section.
- **Reserve Investments with Ameriprise:**
 - We invested \$200K from PPB reserve and \$50K from Money Market funds into a 9-month CD with Western Alliance Bank in Phoenix. Pays 4.2%, matures 12/2025
 - Last month we reinvested \$250K for one year at 4.25% into a Bank of America (not callable) and comes due 3/6/26. Cost for the transaction was \$5. Interest \$5K moved to Money Market

- A reminder that Money Market funds are liquid and can be made available to us with 24 hours' notice – should a need arise.
- A reminder that the interest accumulating on our CD investments is not reported until they are due to be reinvested. So that interest isn't reported to you monthly.
- **Greentech contract – set to expire June 30, 2025.** NEW PROPOSAL WILL BE AVAILABLE TO BE VOTED ON .
- February 2025 have been received and should be posted. MARCH FINANCIALS ARE DUE MOMENTARILY.
- **Comcast – annual contract review and negotiation.** **Our contract expires in 13 months.** We will be surveying the community re: their preference re: cable services via the VP budget and for what period of time.
 - New proposal would cut our costs by \$18K a year but would require that we renew for 6 years. (one year remaining on our current contract plus 5 more.) Monthly cost \$6720. Would provide a \$150 per door (\$22.5K) refund to be distributed \$3750 per year over 6 years.
 - Accept a new contract for internet only @ \$27 (plus tax) per household but no cable services
 - Continue as we are at \$8254 per month – reopen negotiation later this year.
 - Plan to leave Comcast in April 2026 and let each resident negotiate for the services they want.
- Community Financials. Our contract with them renewed on April 1 ... fee went from \$1599 to \$1678 per month

Update on quarterly fees due April 1:

- Checks being mailed are moving very slowly. As of Saturday 4/12 we still had 22 resident payments either not yet received or not yet recorded. Presume they were all mailed.

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