

**VILLAGE PLAZA CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MONTHLY BOARD MEETING
MINUTES**

Meeting Date: Wednesday, February 25, 2026
Time: 6:00 PM
Place: Village Plaza Club House, 3555 Hispania Place. Sarasota, FL 34232

Meeting was called to Order by Armando Machado at 6:00 p.m. Pat Whalen opened the Zoom meeting. There was no one in attendance on Zoom.

Roll Call Board Members: In attendance in person were Armando Machado, President; Mike Stumpe, Vice President; Sharon Whalen, Treasurer; Patricia Whalen, Secretary; and Beth Stoffel, Member at Large. Mike Miller, Community Association Manager, was also in attendance in person.

Determination of Quorum – Since all five Directors were in attendance, a quorum was established

Proof of Notice of the Meeting. The Agenda was posted at the clubhouse before 6 pm on Monday, February 23, 2026. It was also posted on the website and emailed to owners on February 23, 2026.

VOTE to Approve Minutes: . Pat Whalen made a motion to approve the Minutes of February 4, 2026, Organizational Board Meeting that followed the Annual Member Meeting; seconded by Sharon Whalen. All in favor. The Minutes were approved.

President’s Report & Maintenance Issues – Armando Machado

1. **Bike Racks in Condos.** Reminder to Condo residents with Bicycles in the Section Rack to identify their unit or name. Any bikes found with flat tires will be removed to the shed area where owner can claim it. Seasonal residents should bring the bicycle into their unit or storage bin when they leave.
2. **Roof Cleaning:** Armando asked Sharon Whalen to review since she’s been collecting the bids. Sharon reported that we have three quotes received from vendors: Gorilla Kleen: **\$40,495.00**, Mold Munchers: \$21,895.00 (did them last time but there were some concerns about plants not being protected from the chemicals), and UBA for \$98,518.
 - a. **No VOTE** to approve the Mold Munchers quote of \$21,895 was taken as we are awaiting a new quote from Gorilla Kleen.
3. **Fence Issues still being researched** for cost to repair, pressure wash and stain. One quote was received from UBA for \$9,100 for power washing the wooden fence. Other quotes needed from potential tile roof cleaners before making a decision.
4. **Reminder to call Fire Department 941-861-5470** to schedule free smoke detector replacement and consider the Bed Shaker for those with impaired hearing.
5. **Driveways:** Armando and Ken will take a look at the driveways needing replacement, considering any that are on roads that need resurfacing. We don’t want the heavy cement trucks to damage any newly paved roads.

Vice President’s Report: Mike Stumpe:

1. **Review of general landscape rules and why they exist**
 - a. Landscape change process – Please use the Landscape Change Request form for any updates to your landscaping that you want to do. Provide a drawing and list of plants you would like to install. Keep in mind the list of Invasive or nuisance plants that we prefer you not plant, watering needs, etc. Note that the cost and labor is borne by the home owner. No planting or plant removal may be undertaken until you have an approved request form.

- b. If you have dead landscaping or other landscaping problems to be addressed by the Association, please submit a Work Order form to the office in the clubhouse.
- 2. **Condo courtyards**
 - a. Mike hopes to set a minimum standard of the association for all courtyards and work on enhancing them above the minimum standard. If you are in a condo, feel free to reach out to Mike if you see problem areas in your courtyard. His first priority will be in Condo Section 3 that has several areas needing to be addressed.
- 3. **Projects**
 - a. Entry way
 - i. Selective removal or clearing out and redoing the overall appearance – see rough sketch. Sharon Whalen asked about what plants would be used and if there were flowering plants to add color. She asked if Mike could provide pictures of the proposed plants.
 - ii. Priority to be given to removing the bushes on Beneva that block the view of traffic.
 - b. Condo Three courtyards – Mike suggested that the courtyards in Sections 1 and 2 are ok for now, but Section 3 needs work and would be a high priority..
 - c. Perimeter wall – sections that need repair and sections that need trimming or new plants.
 - d. Several areas around the condos have been identified as needing railroad ties replaced. Some will be ordered.
- 4. **Budgeting for landscape improvement** – Mike will be reviewing the Greentech contract to be updated in June and will be meeting with Hector and put together a memo to go over various landscaping issues with him. .
- 5. Mike will compile pictures of potential plants/trees for display in lobby for resident input on changes to the plants along the entryway on Pinecrest.
- 6. A reminder to residents: Submit work orders for any special plant trimming requests before March 2nd.

Secretary's Report & Communications – Patricia Whalen.

- 1. **Website updates:** December financials were posted as were an updated Winter Newsletter and Feb & Mar Social Calendars. Also posted were bids for roof cleaning, and the final approved Minutes from Jan 21, 2026, and the June 17, 2025, Member Meeting.
- 2. **Pat thanked Deb Jacobsen** for keeping the website updated with pictures of all the social events and all social event flyers, etc.
- 3. **Annual Member Meeting Draft Minutes posted for Feb 4, 2026,** Approval in May 2026.

Treasurer report - Sharon Whalen (See attached report.)

- 1. **Current Financial Status & Investment updates.**
- 2. **Budget work is well underway.** Herb Fitzon and I are meeting with Nick Dunning from Karin's Engineering next week to discuss our current reserve info / changes to the laws / recording the updates we've made in recent years.
- 3. Board members are asked to submit WISH LISTS for any proposed special project anticipated expenses. Please submit with as much specificity as possible since the budget is already pretty tight. Please also share any quotes that have been supplied by vendors. **Deadline for submission: March 16 2026 (rough budget to be discussed 3/25)**
- 4. **Operating Expenses** -Project that may yet impact the 2025/26 budget: Landscape improvements, Laundry room updates, any ongoing maintenance related projects, website / communications, reserve study, audit , personnel costs
- 5. **PROPOSED Or Anticipated RESERVE EXPENSES** - road resurfacing, driveways, storm drains
- 6. **Budget Impacts For 2026-27 Were Discussed:**
 - a. **Reserve expenses:** Herb and Sharon will meet with Nick Dunning from Karin's

Engineering within the week to discuss reserve requirements.

- i. Sharon raised the question; Do we need a new reserve study? Pat Whalen clarified that it was not required by the statute but was good business practice to do a new one or update every 3 years. The last full reserve study was done in May of 2020 and was updated in June 2024. Budgeting for one next year is a good idea.
- b. Sharon also asked if we needed to plan and budget for an audit? (The last proposal was \$9K with our CPA) Pat Whalen noted that the 2025 changes to Statute 718 only allow us to waive an audit every other year. So, since we waived an audit last year, we need to plan and budget for an audit in the fall of 2026 to audit the 2025/26 financials. .
- c. **Other Reserve items being considered for the budget:**
 - i. Sections 1, 2, 3: Updating laundry rooms.
 - ii. Section 7 : Driveways ... we are assembling the list of those that remain in original condition. We've paid from operating in past years, could be reserve item
 - iii. Common Expenses:
 1. Anticipate a proposal from Greentech for the coming year in about 10 days (contract renews in July) – Sharon and Mike will review. We already have new pricing from Pools by Lowell
 2. Roads continue road improvements in the coming year / and possibly setting a goal of completing all the roads in VP over the next 3-4 years. We have one vendor's pricing already; will construct an RFP from those specs we can share with the board to determine our priorities and get additional quotes.

Member at Large – Beth Stoffel

1. **New Resident Approvals.** Charles Dimidio and Patricia Gordon recently purchased Unit 124 at 3690 Pinecres; and Michael and Lauren Scott, were approved for the one month April lease of 3657 Puerta Court, Unit #412.
2. **Laundry Rooms –** Beth reported that there was one laundry machine down that she was working to get repaired or replaced. She reminded condo residents that they can use other laundry rooms in the interim.

Social Committee Updates – Carey Harris

- a. **Carey reviewed recent social events:**
 - The Super Bowl gathering on Feb. 8 and
 - The Brews & Blues Speak Easy event on Feb. 21. She thanked Jan Ivers and Greg Fitzgerald for their efforts to make this a success and for making it a memorial for Dan Archetti. The Social Committee has decided that next year's theme will be Country & Western.
- b. **Carey reminded everyone of upcoming events including:**
 - St. Patrick's event on Mar. 15 – it will not require a dish to pass. Pay \$10 upfront.
 - Block Party is set for Saturday, March 28, Dinner from 3:30 p.m. to 5 p.m. Music with live DJ from 5 to 8 p.m. Pay \$15 in advance by March 25. She turned it over to JP to discuss further details.

Additional Landscape Issues & Block Party – JP Bellissimo

- JP said there was no rain date for the event. Things would just move inside if there was rain.
- Bill and Herb will cook hamburgers and hot dogs.
- Block party volunteers are needed – there is a signup sheet in the lobby. She asked for volunteers to meet at 9 am on March 28th to help. set up tables under the carports and to set up other tables at noon.
- Block party attendees: Sign up and pay prior to block party to enable food purchase

Open Forum:

1. Armando thanked Diane & JP for their work in painting all the light posts and various poles around the community. It was a lot of work and they even cleaned out all the light globes to make the community shine.
2. Pat Whalen asked about obtaining paint from Ken to paint her mailbox post herself. All owners are welcome to do this themselves or put in a work order.
3. A dispute about furniture placement and movement at the end of the walkway in Condo Section 2 was raised. It was suggested that if the affected parties could not reach a mutually satisfactory solution, they should attend the Wednesday 1 p.m. session with Armando, who will try to mediate the issue. It was also mentioned that we may need to address the issue in the next version of our Rules and/or Architectural Guidelines to be more explicit about the need for anyone who moves existing furniture to move it back when done.
4. Landscaping Cleanup: A resident asked about Greentech's schedule for cleaning up around bushes, etc. and felt they needed to be doing more.
5. Volunteers: Sharon and Armando requested that anyone handy with tools willing to help with several projects around the community plan to meet on Monday, March 2, at 12 p.m. to discuss volunteer projects with Ken. He has a long list of projects and will also need to create a list of supplies and equipment to complete them including railroad ties for various landscaping projects and wood for fencing.

Adjournment – Armando Machado adjourned the meeting at 7:27 p.m.

Following the meeting a brief private meeting of the Board was held to discuss personnel matters:

- Pat Whalen reminded the Board that there are only two instances where the Board may meet privately: (1) when meeting with the attorney on legal issues and (2) when discussing personnel issues.
- Concerns have been raised by residents about Jorge's ability to keep up with the condo maintenance schedule.
- It was agreed that Beth and Sharon take the lead on discussing this with him and getting his input on what the next steps should be.
- If he decides to step down in his role, then efforts will be made to find a replacement.

Next Meetings:

- **Monthly Board Meeting:** Wednesday, March 25, 2026, 6 p.m. – preliminary budget to be discussed
- **Weekly Working Sessions with Board President** -- 1:00 to 2:00 p.m. Wednesdays at the Clubhouse (except the 4th Wednesday)

Attachments:

- **Treasurer's Report**
- **Rough sketch of landscaping changes by Mike Stumpe on entrance along Pinecrest**

These Minutes were respectfully prepared by Patricia Whalen, Village Plaza Secretary, on March 23, 2026. Approved by the Board of Directors on March 25, 2026.

Village Plaza Treasurer's Report February 25, 2026
By Sharon Whalen, Treasurer

Balance as of 2/22/26

Operating funds **\$247,675** (after paying \$175K for insurance)

Reserve accounts:

Centennial – Reserve 49,181

Columbia Bank – Reserve 132,971

Ameriprise Investments - reserve 1,253,183 (\$750K in CD's, \$503,183 in Ameriprise MM)

Reserve Total **\$ 1,435,335**

Other \$\$ related items:

- We have 3 past due residents. All have received late fees – 2 are being notified that a lien on the property is coming soon.
- January Financials are available, posted to the website.
- Entrance drain repair and asphalt work is complete. Drain repair from reserve, asphalt from operating \$.
- **Budget work is well underway.** We are meeting with Nick Dunning from Karin's Engineering next week
- Board members are asked to submit WISH LISTS for any proposed special project anticipated expenses. Please submit with as much specificity as possible since the budget is already pretty tight. Please also share any quotes that have been supplied by vendors. **Deadline for submission: March 16 2026 (rough budget to be discussed 3/25)**
 - **OPERATING EXPENSES** - Landscape improvements, Laundry room updates, any ongoing maintenance related projects, website / communications, reserve study, audit , personnel costs all part of operating \$
 - **Big BUDGET IMPACTS to common operating:** Common operating: reserve study? audit? (last proposal was \$9K with our CPA . May need a new cpa.)
 - Other for common: Greentech, already have new pricing from Pools by Lowell
 - **PROPOSED or anticipated RESERVE EXPENSES** - road resurfacing, driveways, storm drains
- RE: Xfinity Every owner is entitled to up to 3 tv boxes and an internet modem at no cost. Home installation is \$100 ... if you are confident about installation you can pick up equipment at Stickney Pt and Tamiami Trail Xfinity office. **Call Bulk Center 833 /501-1893.**
- **Paying quarterly fees / setting up auto pay:** If you have questions about your balance, account #, arranging for auto pay or anything else you can call the helpline **833-266-3646.** You'll receive an invoice for April 1 fees around mid-March.
 - **Quarterly fees:** Section 1 \$1594 Section 2 \$1592 Section 3 \$1576 Section 7 \$1900

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

Front entrance landscape proposal from Mike Stumpe Feb 25, 2026

