

Valley Pines Condominium Association
Operating Proposed Budget
 January through December

	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 21	Jan - Dec 22	2021 / 2022
	Actuals	Actuals	Actuals	Actuals	Budget	Budget	Variance
Ordinary Income/Expense							
Income							
Assessment	93,878	98,472	100,707	101,752	100,713	104,521	3,808
Late Fees	2,619	3,380	3,604	1,383	500	500	0
Dog Fee (\$50/dog per year)	0	50	200	0	500	500	0
Heat Tape Timers Rebate	553	0	0	0	0	0	0
LED Light Conversion Rebate	480	0	0	0	0	0	0
Total Income	97,530	101,902	104,511	103,135	101,713	105,521	3,808
Expense							
Admin & Office Expense							
Accounting & Tax Return	5,899	5,432	4,811	4,858	5,500	5,500	0
Bad Debt	1,398	0	0	0	0	0	0
Insurance	16,071	19,612	20,674	22,429	21,690	25,314	3,624
Legal	0	0	0	1,162	0	1,000	1,000
Office Supplies	251	0	0	628	0	225	225
Postage and Delivery	34	0	0	0	0	0	0
Property Management Fees	12,168	11,906	11,849	11,692	12,000	11,692	(308)
Taxes	0	0	0	1,403	0	0	0
Website	175	449	0	317	0	350	350
Total Admin & Office Expense	35,997	37,399	37,334	42,489	39,190	44,081	4,891
Building Maintenance							
Elevator							
Inspection (Annual)	2,550	2,627	2,571	3,075	2,675	2,975	300
Maintenance & Repairs	120	268	0	0	475	475	0
Telephone	1,275	1,325	1,363	1,461	1,424	1,500	76
Total Elevator	3,945	4,220	3,934	4,536	4,574	4,950	376
General Maintenance / Repairs							
Contingency	(466)	1,368	0	0	4,070	14,124	10,054
Deck Handrails Maint / Repairs	0	0	0	1,344	0	516	516
Drains / Gutters (PM)	0	0	0	1,677	1,008	1,032	24
Fire System Inspect/Monitoring	480	6,156	2,772	915	3,800	3,814	14
Front of building cleaning	0	0	0	0	756	516	(240)
Heat Tape Timers	2,435	0	0	0	126	129	3
Holiday Dec.-Ent. Logs	0	0	0	414	420	430	10
Leak Repairs	0	683	120	4,843	3,025	3,096	71
Keys	0	0	0	0	0	0	0
Maintenance / Repairs Labor	8,005	4,368	7,605	1,769	1,007	1,032	25
Maintenance / Repairs Supplies	168	101	553	312	400	400	0
Motion Lights	0	0	291	0	0	0	0
Pest Control	0	0	0	128	252	258	6
Security Cameras	2,430	2,391	2,484	2,620	2,600	2,751	151
Stucco Repairs	0	0	0	405	0	0	0
Thermostats	0	0	0	0	126	129	3

Valley Pines Condominium Association
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	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 21	Jan - Dec 22	2021 / 2022
	Actuals	Actuals	Actuals	Actuals	Budget	Budget	Variance
Trash Service	14,749	15,085	15,017	16,675	14,175	15,500	1,325
Window Cleaning	0	0	0	672	546	602	56
Total General Maintenance / Repairs	27,801	30,152	28,842	31,774	32,311	44,329	12,018
Gym							
Cable / TV	946	957	990	1,058	1,050	1,111	61
Equipment Maintenance / Repairs	0	306	0	0	250	250	0
Total Gym	946	1,263	990	1,058	1,300	1,361	61
Housekeeping							
Service	12,420	11,360	11,315	12,498	11,315	12,096	781
Supplies	84	120	53	204	205	205	0
Total Housekeeping	12,504	11,480	11,368	12,702	11,520	12,301	781
Total Building Maintenance	45,195	47,115	45,134	50,070	49,705	62,941	13,236
Grounds Maintenance							
Bikes & Racks	0	0	0	149	168	172	4
Dog Pots (Labor & Supplies)	0	0	0	1,002	1,092	1,118	26
Fill Under Patios and Walkways	0	0	1,666	0	0	1,000	1,000
Irrigation Maintenance & Repair	0	0	5,514	745	740	1,879	1,139
Landscaping and Groundskeeping	30,325	23,208	17,942	12,255	14,908	12,432	(2,476)
Parking licenses plate monitoring	0	0	0	0	336	344	8
Parts & Supplies	0	0	0	453	200	500	300
Snow Shoveling	9,368	14,599	10,999	5,342	10,000	10,000	0
Total Grounds Maintenance	39,692	37,807	36,121	19,946	27,444	27,445	1
Total Expense	120,884	122,321	118,589	112,505	116,339	134,467	18,128
Net Ordinary Income	(23,354)	(20,419)	(14,078)	(9,370)	(14,626)	(28,946)	
Net Income	(23,354)	(20,419)	(14,078)	(9,370)	(14,626)	(28,946)	

Valley Pines Condominium Association
Operating/Rental Proposed Budget
 January through December

	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 21	Jan - Dec 22	2021 / 2022
	Actuals	Actuals	Actuals	Actuals	Budget	Budget	Variance
Income							
Club House							
Owner	(450)	0	0	350	0	0	0
Rental	0	0	0	0	0	0	0
Total Club House	(450)	0	0	350	0	0	0
Kitchen	6,600	6,600	5,500	6,600	6,600	10,200	3,600
Move In/Out Fee	500	2,000	2,500	1,000	1,000	1,000	0
Office Space							
First Floor	1,200	1,200	1,200	1,200	1,200	1,236	36
Second Floor	1,200	1,200	4,200	4,200	4,200	4,326	126
Total Office Space	2,400	2,400	5,400	5,400	5,400	5,562	162
Parking Space	1,200	1,200	1,200	1,200	1,200	1,236	36
Storage-Second Floor	900	1,200	1,800	1,800	1,800	1,854	54
Rules & Regulations Fines	500	650	0	0	250	250	0
Total Income	11,650	14,050	16,400	16,350	16,250	20,102	3,852
Expense							
Conference Area							
Inspections - After rental	0	0	0	0	0	0	0
Notice / Violations Labor	0	105	82	0	0	0	0
Repairs	0	480	0	0	250	250	0
Setup / Take Down	0	0	0	0	0	0	0
Total Conference Area	0	585	82	0	250	250	0
Office (First Floor)							
Maintenance & Repairs	0	0	0	0	0	0	0
Total Office (First Floor)	0	0	0	0	0	0	0
Total Expense	0	585	82	0	250	250	0
Net Income	11,650	13,465	16,318	16,350	16,000	19,852	3,650

Valley Pines Condominium Association
Operating/Utility Proposed Budget
 January through December

	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 21	Jan - Dec 22	2021 / 2022
	Actuals	Actuals	Actuals	Actuals	Budget	Budget	Variance
Ordinary Income/Expense							
Income							
Assessment	53,631	46,311	48,297	47,160	47,165	49,798	2,633
Holy Cross Bi-Annual Refund	341	393	438	456	0	150	150
Total Income	53,972	46,704	48,735	47,616	47,165	49,948	2,783
Expense							
Utilities							
Electric	7,807	9,054	8,292	8,493	8,375	9,044	669
Gas-Bldg C/Cib Hse N. 101-204	3,666	3,261	2,766	2,671	3,375	3,044	(331)
Gas-Bk Bldg/Cib Hs N.W. 105-208	3,607	4,308	3,622	3,719	3,900	4,077	177
Gas-Bldg A&B/Cib Hse S. 110-219	6,381	6,933	5,624	7,078	6,760	6,872	112
Gas-Bldg E/N.W. 130/31/32/33	1,312	1,409	1,087	1,446	1,375	1,380	5
Gas-Bldg F/N.E. 134/35/36/37	1,371	1,410	1,195	1,463	1,375	1,424	49
Gas - Clubhouse	3,577	3,070	3,498	3,396	3,625	3,487	(138)
Gas - Gym	413	410	230	358	420	349	(71)
Water & Sanitation	18,116	17,727	17,249	22,940	18,110	20,271	2,161
Total Utilities	46,250	47,582	43,563	51,564	47,315	49,948	2,633
Total Expense	46,250	47,582	43,563	51,564	47,315	49,948	2,633
Net Ordinary Income	7,722	(878)	5,172	(3,948)	(150)	0	
Net Income	7,722	(878)	5,172	(3,948)	(150)	0	

Valley Pines Condominium Association
Garage Proposed Budget
 January through December

	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 21	Jan - Dec 22	2021 / 2022
	Actuals	Actuals	Actuals	Actuals	Budget	Budget	Variance
Ordinary Income/Expense							
Income							
Assessment	6,156	7,488	7,918	6,204	5,940	6,732	792
Special Assessment	14,435	0	0	0	0	0	0
Total Income	20,591	7,488	7,918	6,204	5,940	6,732	792
Expense							
Garage							
Accounting & Tax Return	484	450	381	387	400	400	0
Building	22	69	1,773	104	500	500	0
Electric (Garage/Ext. Light/CH)	903	776	949	755	950	950	0
Grounds	2,093	1,531	1,376	937	1,180	998	(182)
Insurance	1,415	1,028	1,075	1,167	1,130	1,326	196
Property Management Fees	367	362	360	360	375	375	0
Snow Removal	658	1,149	771	392	750	750	0
Trash Removal	1,110	1,122	1,130	1,255	1,075	1,175	100
Water & Sanitation	248	281	187	615	350	379	29
Concrete Repairs	0	168	0	1,044	0	0	0
Exterior paint & staining	0	1,540	1,274	0	0	0	0
Landscape refurbish & repair	0	816	611	591	0	700	700
Garage Door Staining	14,435	0	0	0	0	0	0
Misc Repairs	0	0	0	2,543	0	0	0
Total Garage	21,735	9,292	9,887	10,150	6,710	7,553	843
Total Expense	21,735	9,292	9,887	10,150	6,710	7,553	843
Net Ordinary Income	(1,145)	(1,804)	(1,969)	(3,946)	(770)	(821)	(51)
Net Income	(1,145)	(1,804)	(1,969)	(3,946)	(770)	(821)	(51)

Valley Pines Condominium Association
Capital Reserve Proposed Budget
 January through December

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 21	Jan - Dec 22	2021 / 2022
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Budget	Budget	Variance
Income										
Assessment	23,100	72,062	74,093	76,447	77,818	79,574	81,060	80,153	85,113	4,053
Interest	0	0	0	26	4,156	3,249	0	1,000	50	50
Special Assessment	0	96,000	0	0	0	0	0	0	0	0
Total Income	23,100	168,062	74,093	76,472	81,974	82,823	81,060	81,153	85,163	4,103
Expense										
Capital Reserve										
Exterior										
Concrete repairs project budget	0	0	0	0	2,391	0	0	0	0	0
Drainage repairs	0	0	0	0	0	10,883	0	0	0	0
Exterior paint staining	0	0	0	0	11,991	0	0	0	0	0
Exterior beams staining	0	0	0	0	0	2,050	0	0	0	0
Landscaping	0	0	0	0	10,841	7,309	10,000	0	9,300	(700)
Total Exterior	0	0	0	0	25,223	20,242	10,000	0	9,300	(700)
Interior										
Bathroom (1st Floor) vinyl replacement	0	0	0	14,430	0	0	0	0	0	0
Carpet-Clubhouse replace	0	0	45,369	5,275	0	0	0	0	0	0
Carpet-Phase 2 halls (newer)	0	0	0	35,012	0	0	0	0	0	0
Concrete - Fix 8 plex back steps	0	0	0	0	0	0	0	0	2,000	2,000
Concrete - addition of sidewalk by 8 plex	0	0	0	0	0	0	0	0	6,000	6,000
Fire Prot-control panel & alarm	0	0	0	0	0	4,311	0	0	0	0
Gutter/Downspouts/Heat Tape Employee Garage	0	0	0	0	0	0	0	0	5,522	5,522
Gutter/Downspouts/Heat Tape to Awning between CH & 8 unt Bldg	0	0	0	0	0	0	0	0	8,779	8,779
Heat Tape Westside of Main CH Condos	0	0	0	0	0	0	0	0	4,968	4,968
Heat Tape NE Corner Entry to CH	0	0	0	0	0	0	0	0	3,470	3,470
Miscellaneous pumps	0	0	0	0	0	0	0	4,000	4,000	4,000
Motion Sensor Lights - Front Entry	0	0	0	0	0	0	0	0	500	500
Gym	24,061	0	0	0	0	0	0	0	0	0
Security Cameras	12,489	0	0	0	0	0	0	0	0	0
Total Interior	36,550	0	45,369	54,717	0	4,311	0	4,000	35,239	35,239
Total Buildings	36,550	0	45,369	54,717	25,223	24,553	10,000	4,000	44,539	34,539
Total Capital Reserve	36,550	0	45,369	54,717	25,223	24,553	10,000	4,000	44,539	34,539
Capital Reserve (Trans to bank)	(13,450)	168,062	28,725	21,755	56,752	58,269	0	0	0	(31,576)
Total Expense	23,100	168,062	74,093	76,472	81,975	82,822	10,000	4,000	44,539	34,539
Net Income	0	0	0	0	(1)	1	71,060	77,153	40,624	

Valley Pines Condominium Association Building, Grounds and Fire System Inspect/Monitoring Schedules

Task

Building Description:	January 2021 through December 2021												Annual \$	
	Time	D	W	M	A	Hrs/day	Hrs/wk	Hrs/mo	Hrs/yr	\$/day	\$/wk	\$/mo		\$/yr
Housekeeping	6.00			4		0.00	0.00	24.00	0.00	\$0	\$0	\$12,096	\$0	\$12,096
Holiday Lights - Logs only and leave up for the year	10.00				1	0.00	0.00	0.00	10.00	\$0	\$0	\$0	\$430	\$430
Small Repairs / Maintenance	2.00				1	0.00	0.00	2.00	0.00	\$0	\$0	\$1,032	\$0	\$1,032
Decks and Handrails maintenance / repairs	6.00				2	0.00	0.00	0.00	12.00	\$0	\$0	\$516	\$516	\$516
Drains / Gutters Clean	12.00				2	0.00	0.00	0.00	24.00	\$0	\$0	\$1,032	\$1,032	\$1,032
Front Entrance Cleaning	1.00				1	0.00	0.00	1.00	0.00	\$0	\$0	\$516	\$0	\$516
Heat tape turn on / off	1.50				2	0.00	0.00	0.00	3.00	\$0	\$0	\$129	\$129	\$129
Thermostats - Turn up / down	1.50				2	0.00	0.00	0.00	3.00	\$0	\$0	\$129	\$129	\$129
Colorado Department of Labor	100.00				1	0.00	0.00	0.00	100.00	\$0	\$0	\$100	\$100	\$100
Stucco Repairs	0.00				1	0.00	0.00	0.00	0.00	\$0	\$0	\$0	\$0	\$0
Windows Clean	14.00				1	0.00	0.00	0.00	14.00	\$0	\$0	\$602	\$602	\$602
Miscellaneous - leaks and other	6.00				1	0.00	0.00	6.00	0.00	\$0	\$0	\$3,096	\$0	\$3,096
														\$19,678

Fire System Inspect/Monitoring Description:	Frequency												Annual \$	
	Time	D	W	M	A	Hrs/day	Hrs/wk	Hrs/mo	Hrs/yr	\$/day	\$/wk	\$/mo		\$/yr
Flame Out Fire Protection Inc.	1000.00				1	0.00	0.00	0.00	1000.00	\$0	\$0	\$0	\$1,000	\$1,000
Flame Out / Vendor Assist	2.00				1	0.00	0.00	0.00	2.00	\$0	\$0	\$0	\$86	\$86
Proguard / Quarterly Monitoring	125.00				4	0.00	0.00	0.00	500.00	\$0	\$0	\$0	\$500	\$500
Proguard / Annual test & inspection of alarm system	2013.00				1	0.00	0.00	0.00	2013.00	\$0	\$0	\$0	\$2,013	\$2,013
Proguard / Allow access to units / post notices	5.00				1	0.00	0.00	0.00	5.00	\$0	\$0	\$0	\$215	\$215
														\$3,814

Grounds - Residential only Description:	Frequency												Annual \$	
	Time	D	W	M	A	Hrs/day	Hrs/wk	Hrs/mo	Hrs/yr	\$/day	\$/wk	\$/mo		\$/yr
Empty Dog Pots	0.50				1	0.00	0.50	0.00	0.00	\$0	\$1,118	\$0	\$0	\$1,118
Bike Notices / Removal	2.00				2	0.00	0.00	0.00	4.00	\$0	\$0	\$0	\$172	\$172
Pest Control	1.50				4	0.00	0.00	0.00	6.00	\$0	\$0	\$0	\$258	\$258
Front of building clean up	0.75				2	0.00	0.00	1.50	0.00	\$0	\$0	\$774	\$0	\$774
Parking licenses plate monitoring	2.00				4	0.00	0.00	0.00	8.00	\$0	\$0	\$0	\$344	\$344
Misc other - Supplies	200.00				1	0.00	0.00	0.00	200.00	\$0	\$0	\$0	\$200	\$200
														\$2,866

Grounds - Shared Residential & Garage Description:	Frequency												Annual \$	
	Time	D	W	M	A	Hrs/day	Hrs/wk	Hrs/mo	Hrs/yr	\$/day	\$/wk	\$/mo		\$/yr
Weekly Mowing	11.25				2	0.00	0.00	22.50	0.00	\$0	\$0	\$5,805	\$0	\$5,805
Dumpster Enclosure Cleanup	0.50				1	0.00	0.50	0.00	0.00	\$0	\$1,118	\$0	\$0	\$1,118
Dumpster Enclosure Powerwash	2.00				4	0.00	0.00	0.00	8.00	\$0	\$0	\$0	\$344	\$344
Trees, bushes and shrubs - Trim and clean up/Beilinski Tree Care	5.00				2	0.00	0.00	0.00	10.00	\$0	\$0	\$0	\$430	\$430
Weed & feed	4.00				2	0.00	0.00	0.00	8.00	\$0	\$0	\$0	\$344	\$344
Spray lawn & trees, spray for weeds - ABC Tree & Lawn - \$250	250.00				1	0.00	0.00	0.00	250.00	\$0	\$0	\$0	\$250	\$250
Spray lawn & trees, spray for weeds - Assist ABC Tree & Lawn	5.00				1	0.00	0.00	0.00	5.00	\$0	\$0	\$0	\$215	\$215
Install new mulch or small bark	10.00				1	0.00	0.00	0.00	10.00	\$0	\$0	\$0	\$430	\$430
Grass seed	4.00				1	0.00	0.00	0.00	4.00	\$0	\$0	\$0	\$172	\$172
Repair irrigation systems and timers	10.00				3	0.00	0.00	0.00	30.00	\$0	\$0	\$0	\$1,290	\$1,290
Irrigation turn on / off - Daily	150.00				2	0.00	0.00	0.00	300.00	\$0	\$0	\$0	\$300	\$300
Irrigation repairs and sprinkler check	10.00				1	0.00	0.00	0.00	10.00	\$0	\$0	\$0	\$430	\$430
Seal and stripe parking lot	10.00				1	0.00	0.00	0.00	10.00	\$0	\$0	\$0	\$430	\$430
Spring / Fall Clean up	14.00				2	0.00	0.00	0.00	28.00	\$0	\$0	\$0	\$1,204	\$1,204
Beilinski Tree Care, Inc.	10000.00				1	0.00	0.00	0.00	10000.00	\$0	\$0	\$0	\$10,000	\$10,000
Misc other - Supplies	1497.00				1	0.00	0.00	0.00	1497.00	\$0	\$0	\$0	\$1,497	\$1,497