

Property Management Professionals

Montelena Condominium Association, Inc.

PURCHASE APPLICATION

Mail: _____ **or** _____ **Drop Off:**

Montelena Condominium
c/o PMP of SWFL, Inc.
75 Vineyards Blvd., Third Floor
Naples, FL 34119
Ph# 239-353-1992

Please submit application at least 20 days prior to sale date

APPLICATION ARE NOT COMPLETE WITHOUT THE FOLLOWING

1. **Copy of Sales Contract**
2. **Completed and Signed Application**
3. **Application fee. Check or Money Order for \$150 payable to Montelena**

Application fee is non-refundable

MONTELENA CONDOMINIUM ASSOCIATION, INC.
APPLICATION FOR APPROVAL TO PURCHASE
OR LEASE A CONDOMINIUM UNIT

TO: **The Board of Directors of Montelena Condominium Association, Inc., a Condominium.**
(Please check appropriate box)

I hereby apply for approval to **purchase** _____ Montelena Circle Unit# _____ at Montelena Condominium Association, Inc., a Condominium, and for membership in the Condominium Association. **A complete copy of the signed purchase agreement is attached.**

I hereby apply for approval to **lease** _____ Montelena Circle Unit# _____ at Montelena Condominium Association, Inc. for the period beginning ___/___/20___, and ending ___/___/20___. This unit must not be leased for less than thirty (30) days or more often than three (3) times in any calendar year. **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 form, either sale or lease. **Make check payable to: Montelena Condominium Association, Inc**

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's Name(s) _____

PLEASE TYPE OR PRINT LEGIBLY THE FOLLOWING INFORMATION

1. Full name of Applicant _____ SS# _____
Driver License# & State Issued: _____ D.O.B: ___/___/___
Monthly Income: _____
2. Full name of Spouse (if any) _____ SS# _____
or Other Applicant
Driver License# & State Issued: _____ D.O.B: ___/___/___
Monthly Income: _____
3. Home Street address _____
City _____ State _____ Zip _____
Telephone: Home () _____ Email: _____
4. Nature of Business or Profession _____
If retired, former business or profession _____
5. Company or Firm Name _____
6. Business Address _____
7. The condominium Documents of **Montelena Condominium Association, Inc.** require an obligation of unit owners that all units are to be used as single family residences only. Please state the name and relationship of all other persons who will be occupying the unit on a regular basis.

8. Name of current or most recent landlord _____
Address _____
City/State/Zip _____ Phone () _____
9. Two personal references (**local if possible**)
Name _____
Address _____
City/State/Zip _____ Phone () _____

Name _____
Address _____
City/State/Zip _____ Phone () _____

10. Two credit references (**local if possible**)
 Name _____
 Address _____
 City/State/Zip _____ Phone () _____
 Name _____
 Address _____
 City/State/Zip _____ Phone () _____
11. Person to be notified in case of emergency:
 Name _____
 Address _____
 City/State/Zip _____ Phone () _____
12. Make of car to be kept at the Condominium:
 Model/Make _____ Year _____ Model/Make _____ Year _____
 License No. _____ State _____ License No. _____ State _____
13. Mailing address for notices connected with this application:
 Name _____
 Address _____
 City/State/Zip _____ Phone () _____
14. (If this transaction is a **sale**, please circle the number that applies)
 I am purchasing this unit with the intention to:
 (1) ___ reside here on a full-time basis;
 (2) ___ reside here part-time; or
 (3) ___ lease the unit

I (we) will provide the Association with a **copy of our recorded deed within ten (10) days after closing.**

15. **Please sign and return the attached Rules & Regulations with this application as acknowledgement** that you are aware of, and agree to abide by the Declaration of Condominium Montelena Condominium Association, Inc., a Condominium, the Articles of Incorporation, By-laws and any and all properly promulgated rules and regulations. I acknowledge receipt of a copy of the Association rules.
16. I understand and agree that the Association, in the event it approves the 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 Declaration of Condominium of Montelena Condominium Association's by-laws, and the rules and regulations of the Association.
17. **Renters are not permitted to have pets.**

The prospective purchaser or lessee will be advised by the Association office within a 30-day period (15 days for leases) from the date of application, of whether this application has been approved.

AUTHORIZATION: I/We hereby authorize the Rental Agency and/or the Unit Owner 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 list on the application.

APPLICATION FEE NON-REFUNDABLE

PLEASE RETURN THE COMPLETED APPLICATION, ALONG WITH APPLICATION FEE TO:

PMP OF SW FL
 75 VINEYARDS BOULEVARD, THIRD FLOOR
 NAPLES, FL 34119

DATE: _____

Applicant _____

Applicant _____

APPLICATION APPROVED: _____ **DISAPPROVED** _____

DATE: _____

BY: _____

Officer or Director

MONTELENA CONDOMINIUM ASSOCIATION

RULES AND REGULATIONS

REVISED OCTOBER 2022

These Rules and Regulations are to the Montelena Condominium Association (the "Association") properties, common elements, limited common elements and units, shall be deemed in effect until amended by the Board of Directors of the Association, and shall apply to and be binding upon all unit owners. The unit owners shall at all times obey said Rules and Regulations and shall use their best efforts to see that these rules are faithfully observed by their families, guests, and invitees, servants, lessees and persons over whom they exercise control and supervision.

1. BUILDING APPEARANCE AND MAINTENANCE:

- A. The sidewalks, walkways, entrances and stairs must not be obstructed or used for any purpose other than ingress and egress to and from the units, nor shall any carriages, toys, bicycles, wagons, shopping carts, chairs, benches, tables or any other object of a similar type and nature be left thereon.
- B. Personal property of unit owners shall not be stored outside their units. Unit owners may keep normal porch furniture on their lanais.
- C. No garbage cans, supplies, containers or other articles shall be placed in or on the walkways or entry ways, nor shall any linens, cloths, clothing, curtain, rugs, mops, laundry of any kind or other articles be shaken or hung from any of the windows, doors, walkways, balconies or entry ways, or exposed on any part of the limited common elements and the common elements shall be kept free and clear of refuse, debris and other unsightly material.
- D. No unit owner shall allow anything to fall from the windows, walkways, balconies, entry ways or doors on the premises, nor shall he sweep or throw from his units any dirt or other substance outside of his unit or on the limited common elements or common elements of the Condominium.
- E. Refuse and garbage shall be disposed only in the area provided therefor. All garbage must be bagged. All garbage and recycling cans shall be stored in the garage except when placed curbside for collection.
- F. No unit owner shall make or permit any disturbing noises by himself, his family, employees, agents, visitors or licenses, nor do or permit anything by such persons that interfere with the rights, comforts or convenience of other unit owners. No owner shall operate upon or permit to be operated a tape/disc player, television, radio or musical instrument in such a manner as to unreasonably disturb or annoy other occupants or the Condominium.

- G. No exterior radio or television, antenna installation, or other wiring, shall be installed without the written consent of the Board of Directors.
 - H. No sign, advertisement, notice or other similar material shall be exhibited, displayed, inscribed, painted or affixed, in or upon any part of the units, limited common elements by any unit owner or occupant without the written permission of the Board of Directors.
 - I. No flammable, combustible or explosive fluid, chemical or substance, shall be kept in any unit or limited common element, except those necessary and suited for normal household use.
 - J. Unit owners, residents, their families, guests, employees, agents or visitors shall not at any time or for any reason whatsoever enter upon or attempt to enter upon the roofs of the buildings.
 - K. The coverings and appearance of windows and doors, whether by draperies, shades or other materials visible from the exterior of the units, shall be white or off-white in color.
 - L. Garage doors are to remain closed at all times except for ingress and egress, when a person is present in the garage, or when necessary, during the course of maintenance, repair and other activities.
 - M. Parking on the street in the community is generally intended to be temporary in nature. With that in mind, it is a violation of these rules to stand or park a vehicle, whether occupied or not, except momentarily to pick up or discharge a passenger or passengers:
 - a. In front of a driveway (except with the permission of the unit owner)
 - b. Within 15 feet of a fire hydrant
 - c. At any location when stopping, standing, or parking would obstruct the safe movement of vehicles
 - d. On the street anywhere in the community between the hours of 11 pm and 7 am
 - e. on the grass surface anywhere in the community without permission from the Association. A vehicle is considered to be parked on the grass when the surface of any tire is in contact with the grass.
 - N. Hurricane shutters must comply with the specifications adopted by the Board of Directors.
2. ALTERATION OF CONDOMINIUM: Unit owners are specifically cautioned that their right to make any addition, change, alteration or decoration to the exterior appearance of any portion of the Condominium is subject to the provisions of the Declaration of Condominium. For example, no unit owner may install screen doors, or apply any type of film or covering to the inside or outside of window or door glass without the prior approval of the Association. All such additions, changes or alternations must be presented in writing to the Board of Directors for approval accompanied by written plans or drawings and specifications. The Board of Directors shall approve such requests only if the Association is protected against, or indemnified as to, construction liens and/or claims arising from such work.

3. EMERGENCIES IN OWNER'S ABSENCE: In order that proper steps and procedures may be taken in a minimum amount of time during an emergency situation, the Association may retain pass-key to all units.

Any unit owner who plans to be absent from his unit for an extended period of time must prepare his unit departure in the following manner:

- A. By removing all furniture, plants and other objects from around the outside of the unit; and
 - B. By designating a responsible caretaker to care for his unit should his unit suffer any damage caused by storms, hurricanes, winds or other violent acts of nature. The Manager and the Association shall be provided with the name of each unit owner's aforesaid designated caretaker. Such caretaker will notify the Association prior to making any entry to the unit during the owner's absence.
4. PETS: The Board may impose reasonable restrictions upon how and where pets may be permitted upon the common elements in accordance with the Declaration of Condominium.
5. USE OF COMMON AREAS:
- A. No member or its respective unit owners or occupants shall use or permit the use of the Common Areas in any manner which would be disturbing or be a nuisance to unit owners and occupants, or in such a way as to be injurious to the reputation of the property.
 - B. The use of Common Areas shall be consistent with existing law, the By-Laws and the governing documents of the Association and shall not constitute a general nuisance.
 - C. No camping facilities shall be permitted on any Common Areas.
 - D. Common Areas shall not be obstructed, littered, defaced or misused in any manner.
 - E. No animals or pets shall be allowed on Common Areas except to the extent permitted by the Declaration of Condominium; further, cats, dogs and the like shall be allowed only if carried or on a leash while on Condominium property. Pet owners must clean up after their pets. No pets are permitted in the pool area.
 - F. No unit owners or occupants shall post any advertisements or posters of any kind in or on the Common Areas except as required for notice of Association or Board Meetings and except as authorized, in writing, by the Board of Directors.
 - G. All garbage shall be deposited in the disposal installations provided for such purpose.

H. No barbecuing or outdoor cooking of any type shall be permitted on Common Areas except where the Association designates a place or provides facilities for such cooking and all rules associated therewith must be followed.

FREQUENTLY ASKED QUESTIONS AND ANSWERS SHEET
MONTELENA CONDOMINIUM ASSOCIATION, INC.

As of January 2024

Q: What are my voting rights in the condominium association?

A: Each unit in the Association will be entitled to cast one vote consisting of its voting interest on all matters on which the membership shall be entitled to vote. If more phases are constructed, then there will be more units voting. The first phase contains 4 units. Therefore, you will have 1 vote out of 4. If additional phases are constructed, you will have 1 vote out of however many units exist upon the declaration of the additional phases. **(See Article 23.3 of the Declaration of Condominium.)**

Q: What restrictions exist on my right to use my unit?

A: Only residential use is permitted. There are restrictions on the alteration and improvement of units. There are restrictions on signs. There are restrictions on pets. There are restrictions on the use of common elements and common areas. **(See Article 12 of the Declaration of Condominium.)**

Q: What restrictions exist on the leasing of my unit?

A: Only entire units may be leased. Board approval is required. No leases for less than 30 days. Board must be given 20 days notice and fully executed lease for approval. Board may require a personal interview. No more than 3 leases per year. No lease for more than 1 year. **(See Article 13 of the Declaration of Condominium.)**

Q: How much are my assessments to the condominium association for my unit type and when are they due? Your assessments are due quarterly. January 1, April 1, July 1, and October 1 of every year.

A: The quarterly assessment for each unit in the Condominium is \$3,105.00 which amount includes reserve payments and payments to the Master Association (see below). Assessments are due on the first day of each and every quarter (January 1, April 1, July 1 and October 1).

Q: Do I have to be a member of any other association? If so, what is the name of the association and what are my voting rights in this association? Also, how much are my assessments?

A: Yes. The Vineyards Community Association, Inc. is the master association for whole Vineyards property. You have one (1) vote per unit owned. The quarterly assessment for the Master Association is \$475.00 and is included in the calculation of your condominium association assessment.

Q: Am I required to pay rent or land use fees for recreational or other commonly used facilities? If so, how much am I obligated to pay annually?

A: No.

Q: Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000.00? If so, identify each such case.

A: No.

NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO ALL REFERENCES, EXHIBITS HERETO, THE SALES CONTRACT AND THE CONDOMINIUM DOCUMENTS.

Montelena Condominium Association, Inc.
2024 Approved Budget
For the Period of January 1, 2024 through December 31, 2024

33 Units

	2023		2024		
	Approved Budget	Actuals 9/30/2023	Estimated 12/31/2023	Approved Budget	
Income					
4145	Operating Assessments	\$ 245,154	\$ 183,843	\$ 245,154	\$ 301,028
4150	Reserve Assessments	\$ 45,917	\$ 34,452	\$ 45,917	\$ 46,121
4151	VCA - Master Association	\$ 21,725	\$ 16,335	\$ 21,725	\$ 22,764
4155	Bulk Rate Communication Fees	\$ 38,677	\$ 29,007	\$ 38,677	\$ 39,972
4190	Special Assessment		\$ 29,700	\$ 29,700	\$ -
4200	Interest & Late Fees		\$ 146	\$ 175	\$ -
4240	Interest Income - Operating		\$ 19	\$ 25	\$ -
4250	Reserve Interest		\$ 432	\$ 450	\$ -
4295	Miscellaneous Income		\$ 238	\$ 350	\$ -
	Prior Year Surplus / (Deficit)	\$ -	\$ -	\$ -	\$ -
	Total Income	\$ 351,473	\$ 294,172	\$ 382,173	\$ 409,885
Administrative Expenses					
6025	Corporate Filing Fee	\$ 62	\$ 61	\$ 62	\$ 62
6028	Fees to Division	\$ 132	\$ 132	\$ 132	\$ 132
6040	Management/Accounting Fee	\$ 12,360	\$ 9,270	\$ 12,360	\$ 12,731
6050	Office Expense	\$ 2,000	\$ 1,650	\$ 2,000	\$ 2,000
6052	Postage	\$ 300	\$ 405	\$ 550	\$ 500
6056	Legal / Accounting (CPA)	\$ 7,000	\$ -	\$ -	\$ 6,500
6070	Pool Permits/Taxes	\$ 1,300	\$ 1,125	\$ 1,125	\$ 1,125
	Bad Debt/Uncollectible Fees	\$ -	\$ -	\$ -	\$ -
	Sub-Total Administrative Expenses	\$ 23,154	\$ 12,644	\$ 16,229	\$ 23,050
Insurance					
6310	Package Insurance	\$ 75,000	\$ 63,324	\$ 104,560	\$ 129,667
	Sub-Total Insurance	\$ 75,000	\$ 63,324	\$ 104,560	\$ 129,667
Utilities					
6100	Electricity	\$ 14,000	\$ 11,813	\$ 15,000	\$ 16,000
6105	Irrigation Water	\$ 4,600	\$ 4,091	\$ 4,800	\$ 4,900
6110	Trash Disposal/Recycling	\$ 275	\$ -	\$ 275	\$ 275
6120	Water/Sewer	\$ 38,000	\$ 29,299	\$ 38,500	\$ 43,000
	Sub-Total Utilities	\$ 56,875	\$ 45,203	\$ 58,575	\$ 64,175
Grounds & Building Maintenance					
6141	Irrigation Repairs/Maintenance	\$ 2,500	\$ 1,359	\$ 2,500	\$ 2,500
6145	Grounds Maintenance/Repairs	\$ 1,500	\$ (140)	\$ 1,500	\$ 1,500
6150	Gate Maint / Repairs / Improvements	\$ 1,500	\$ 2,958	\$ 1,500	\$ 1,500
6160	Landscape Maint.	\$ 39,471	\$ 29,604	\$ 39,471	\$ 31,800
6162	Sod/Plants/Other	\$ 5,000	\$ 789	\$ 5,000	\$ 5,000
6163	Mulch	\$ 8,000	\$ -	\$ 7,859	\$ 8,100
6165	Tree Trimming (palms and front Oaks in 2023)	\$ 4,000	\$ 2,781	\$ 3,000	\$ 4,000
6170	Fountain Maintenance / Pool	\$ 11,400	\$ 8,550	\$ 11,400	\$ 11,400
6172	Fountain & Pool Equip & Repair	\$ 3,000	\$ 1,578	\$ 3,000	\$ 3,000
6190	Building Maintenance and Repairs	\$ 5,000	\$ 715	\$ 5,000	\$ 5,000
6192	Building Supplies	\$ 400	\$ -	\$ 400	\$ 400
6194	Janitorial Service	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600
6196	Dryer Vent Cleaning (Next due in 2024)	\$ -	\$ -	\$ -	\$ 1,450
6213	Fire Extinguisher Inspections & Repair	\$ 350	\$ 545	\$ 545	\$ 350
6230	Pest Control Contract	\$ 1,404	\$ 1,290	\$ 1,464	\$ 1,536
6240	Fire Panel Monitoring & Inspections	\$ 5,000	\$ 3,366	\$ 5,000	\$ 5,000
	Hurricane Special Assessment Expenses	\$ -	\$ -	\$ -	\$ -
	Sub-Total Grounds & Bldg Maintenance	\$ 90,125	\$ 54,994	\$ 89,239	\$ 84,136
Miscellaneous					
6300	VCA - Master Association	\$ 21,725	\$ 16,294	\$ 21,725	\$ 22,764
6303	Bulk Rate Communication Fees	\$ 38,677	\$ 29,008	\$ 38,676	\$ 39,972
	Contingency	\$ -	\$ -	\$ -	\$ -
	Sub-Total Miscellaneous Expenses	\$ 60,402	\$ 45,302	\$ 60,401	\$ 62,736
	Total Operating Expenses	\$ 305,556	\$ 221,468	\$ 329,004	\$ 363,764
6420	Reserves	\$ 45,917	\$ 34,871	\$ 45,917	\$ 46,121
6430	Reserve Unallocated interest	\$ -	\$ -	\$ -	\$ -
	Sub-Total Reserve Income	\$ 45,917	\$ 34,871	\$ 45,917	\$ 46,121
	Total Common Expenses	\$ 351,473	\$ 256,338	\$ 374,921	\$ 409,885

Montelena Condominium Association, Inc.

2024 Approved Budget

Capital Expenditures and Deferred Maintenance

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

Item	Estimated Life When New (Years)	2024 Estimated Remaining Life (Years)	Reserve Balance 9/30/2023	Add'l Reserve Funding in 2023	*Estimated Reserve Balance 12/31/2023	Additional Reserves Required	Annual Funding Required In 2024
3008 Roof Replacement	30	27	800,000	5,680	180,908	613,413	22,719
3010 Painting	8	5	60,000	2,075	16,407	41,518	8,304
3012 Pavement/Seal Coating	25	8	35,020	594	10,622	23,804	2,975
3006 Roof a Cide Program	2	2	7,000	839	5,324	837	419
3004 Exterior Lighting	25	22	30,000	309	2,466	27,225	1,238
3016 Pool / Spa /furniture/deck	15	3	37,080	722	22,016	14,342	4,781
3018 Fountains	15	1	60,000	65	59,679	256	256
3005 Gutters/downspouts /Soffits	25	22	75,000	760	3,554	73,800	3,355
3001 Irrigation Repair/Improvements	5	2	10,000	320	7,120	2,560	1,280
Pool House restrooms	15	15	5,000	-	-	5,000	333
3002 Uninsured Loss/Deductibles			10,000		10,000	-	-
3000 Unallocated Interest	N/A		9,270		5,201	-	-
3015 Def Maint & Capital Exp	N/A	1	10,000	116	9,422	463	463
Totals			405	11,480	332,719	803,217	46,121

Reserve replacement cost and estimated remaining useful lives are projections based on estimates. Even if the Association is currently fully funding the reserves, the accumulated amounts may not be adequate to meet all future repairs and replacement. If additional funds are needed the Association has the right to increase regular assessments, levy special assessments, borrow or delay repairs and replacement until funds are available.

2023 budget estimated life for power washing roofs needs to go to 2 years

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

	<u>Annually</u>	<u>Quarterly</u>
Operating Assessment	9,122	2,281
Reserve Assessment	1,398	349
<i>Montelena Condominium</i>	10,520	2,630
VCA Fee	690	172
Bulk Rate Communication Fee	1,211	303
<i>Total Assessment Due</i>	12,421	3,105

2024 Quarterly Assessments = \$3,105

Summit-Broad-Band Monthly Communication Cost

Basic Cable TV and digital Plus	33.90
Internet	28.79
Phone Lines	7.40
NAC Fee	21.56
Taxes, FCC fees, 911 fees	9.29
	100.94

Yearly the cost is \$1211.28 for Summit

MONTELENA CONDOMINIUM ASSOC.

Balance Sheet
As of 12/31/23

ASSETS

CURRENT ASSETS

Cash:

1009	First Horizon Bank Oper #2336	\$ 72,523.61	
1012	First Horizon Oper MM #2786	3,757.02	
	Sub-Total Cash		\$ 76,280.63

Reserves:

1015	First Horizon Reserves #2344	\$ 95,804.81	
1016	First Horizon Reserve ICS 2344	11,503.00	
1018	1ST HORIZON CD776 4/18/24 5.20	150,000.00	
1020	BankUnited CD663 11/29/24 5.50	80,000.00	
	Sub-Total Reserves		\$ 337,307.81

Accounts Receivable:

1450	Owners Receivable	\$ 8,992.65	
	Sub-Total Accounts Receivable		\$ 8,992.65

Total Current Assets \$ 422,581.09

Other Assets:

1690	Prepaid Insurance	\$ 32,866.27	
	Total Other Assets		\$ 32,866.27

TOTAL ASSETS \$ 455,447.36

LIABILITIES & EQUITY

CURRENT LIABILITIES:

2110	Accounts Payable	\$ 5,743.41	
2250	Owners Prepaid	37,305.00	
	Subtotal Current Liab.		\$ 43,048.41

These financial statements are for management-

MONTELENA CONDOMINIUM ASSOC.

Balance Sheet
As of 12/31/23

use-only and not intended for third-party use.

MONTELENA CONDOMINIUM ASSOC.

Balance Sheet
As of 12/31/23

EQUITY & RESERVES

RESERVES:

3000	Reserves-Unallocated Interest	\$	8,310.76	
3001	Reserve-Irr Repair/Improvement		7,440.00	
3002	Uninsured Loss/Deductibles		10,000.00	
3004	Reserves - Exterior Lighting		2,775.00	
3005	Reserves-Gutters/downspouts		4,313.62	
3006	Reserves-Power Washing Roofs		6,163.00	
3008	Reserves - Roof		186,587.34	
3010	Reserves-Painting/Power Wash		18,483.00	
3012	Reserves - Paving		11,216.45	
3015	Reserves-Def Maint & Capt Exp		9,537.24	
3016	ReservePool/Spa/Furniture/Deck		22,738.21	
3018	Reserves - Fountains		59,743.19	
	Subtotal Reserves			\$ 347,307.81

EQUITY:

3300	Retained Earnings	\$	38,117.31	
	Current Year Net Income/(Loss)		26,973.83	
	Subtotal Equity			\$ 65,091.14
	TOTAL LIABILITIES & EQUITY			\$ 455,447.36

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

MONTELENA CONDOMINIUM ASSOC.

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	
INCOME:								
04145	Maintenance Fees	20,427.00	20,429.50	(2.50)	245,124.00	245,154.00	(30.00)	245,154.00
04150	Reserve Fees	.00	3,826.50	(3,826.50)	45,936.00	45,918.00	18.00	45,918.00
04151	V.C.A. Fees	1,815.00	1,810.38	4.62	21,780.00	21,725.00	55.00	21,725.00
04155	Bulk Communication Fees	3,223.00	3,223.12	(.12)	38,676.00	38,677.00	(1.00)	38,677.00
04190	Spec. Assmnt.	.00	.00	.00	29,700.00	.00	29,700.00	.00
04200	Late Charge Fees / Interest	90.60	.00	90.60	249.19	.00	249.19	.00
04240	Interest Income - Operating	1.59	.00	1.59	24.95	.00	24.95	.00
04250	Interest Income - Reserves	1,782.50	.00	1,782.50	3,541.41	.00	3,541.41	.00
04295	Miscellaneous Income	.00	.00	.00	287.85	.00	287.85	.00
	TOTAL INCOME	27,339.69	29,289.50	(1,949.81)	385,319.40	351,474.00	33,845.40	351,474.00
EXPENSES:								
ADMINISTRATIVE								
06025	Corporate Filing Fee	.00	5.13	5.13	61.25	62.00	.75	62.00
06028	Fees to Division	.00	11.00	11.00	132.00	132.00	.00	132.00
06040	Management / Accounting Fee	1,030.00	1,030.00	.00	12,360.00	12,360.00	.00	12,360.00
06050	Office Expense	256.34	166.63	(89.71)	2,300.33	2,000.00	(300.33)	2,000.00
06052	Postage	21.94	25.00	3.06	473.40	300.00	(173.40)	300.00
06056	Legal/Accounting (CPA)	.00	583.37	583.37	.00	7,000.00	7,000.00	7,000.00
06070	Pool Permits/Taxes	.00	108.37	108.37	1,125.00	1,300.00	175.00	1,300.00
	SUB-TOTAL ADMINISTRATIVE	1,308.28	1,929.50	621.22	16,451.98	23,154.00	6,702.02	23,154.00
UTILITIES								
06100	Electricity	1,501.07	1,166.63	(334.44)	15,928.16	14,000.00	(1,928.16)	14,000.00
06105	Irrigation Water	335.08	383.37	48.29	5,210.74	4,600.00	(610.74)	4,600.00
06110	Trash Disposal/Recycling	.00	22.88	22.88	252.60	275.00	22.40	275.00
06120	Water/Sewer	3,186.12	3,166.63	(19.49)	38,886.19	38,000.00	(886.19)	38,000.00
	SUB-TOTAL UTILITIES	5,022.27	4,739.51	(282.76)	60,277.69	56,875.00	(3,402.69)	56,875.00
GROUNDS/BLDG. MAINTENANCE								
06141	Irrigation Repairs/Maintenanc	260.00	208.37	(51.63)	3,277.25	2,500.00	(777.25)	2,500.00
06145	Grounds Maintenance/Repairs	.00	125.00	125.00	(140.00)	1,500.00	1,640.00	1,500.00
06150	GateMaint/Repairs/Improvement	105.00	125.00	20.00	3,395.21	1,500.00	(1,895.21)	1,500.00
06160	Landscape Maintenance	6,578.66	3,289.25	(3,289.41)	39,471.96	39,471.00	(.96)	39,471.00
06162	Sod/Plants/Other	.00	416.63	416.63	1,671.00	5,000.00	3,329.00	5,000.00
06163	Mulch	.00	666.63	666.63	5,905.50	8,000.00	2,094.50	8,000.00
06165	Tree Trimming	.00	333.37	333.37	2,781.00	4,000.00	1,219.00	4,000.00
06170	Pool/Fountain Maintenance	950.00	950.00	.00	11,400.00	11,400.00	.00	11,400.00
06172	Fountain & Pool Equip Repairs	.00	250.00	250.00	1,577.74	3,000.00	1,422.26	3,000.00
06190	Building Maintenance&Supplies	909.00	416.63	(492.37)	4,523.50	5,000.00	476.50	5,000.00

MONTELENA CONDOMINIUM ASSOC.

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	
06192	Building Supplies	.00	33.37	33.37	.00	400.00	400.00	400.00
06194	Janitorial Service	.00	133.37	133.37	1,950.00	1,600.00	(350.00)	1,600.00
06213	Fire Ext Inspect & Repair	.00	29.13	29.13	544.63	350.00	(194.63)	350.00
06230	Pest Control Contract	.00	117.00	117.00	1,534.00	1,404.00	(130.00)	1,404.00
06240	Fire Panel Monitoring & Inspec	195.18	416.63	221.45	4,518.76	5,000.00	481.24	5,000.00
	SUB-TOTAL GROUNDS/BLDG.MAIN	8,997.84	7,510.38	(1,487.46)	82,410.55	90,125.00	7,714.45	90,125.00
MASTER ASSOCIATION								
06300	VCA Master Association Fees	1,810.49	1,810.38	(.11)	21,725.88	21,725.00	(.88)	21,725.00
06303	VCA Bulk Communication Fees	3,223.11	3,223.12	.01	38,677.32	38,677.00	(.32)	38,677.00
	SUB-TOTAL MASTER ASSOCIATIO	5,033.60	5,033.50	(.10)	60,403.20	60,402.00	(1.20)	60,402.00
INSURANCE								
06310	Property/Liability/Other Ins.	8,673.03	6,250.00	(2,423.03)	89,342.74	75,000.00	(14,342.74)	75,000.00
	SUB-TOTAL INSURANCE	8,673.03	6,250.00	(2,423.03)	89,342.74	75,000.00	(14,342.74)	75,000.00
RESERVES								
06420	Reserves-Gutters/downspouts	.00	253.25	253.25	3,039.00	3,039.00	.00	3,039.00
06421	Reserve-Irr.Repair/Improvemen	.00	106.63	106.63	1,280.00	1,280.00	.00	1,280.00
06422	Reserves - Roof	.00	1,893.25	1,893.25	22,719.00	22,719.00	.00	22,719.00
06424	Reserves - Exterior Lighting	.00	103.12	103.12	1,237.00	1,237.00	.00	1,237.00
06425	Reserves-Def Maint & Capt Exp	.00	38.50	38.50	462.00	462.00	.00	462.00
06426	Reserves - Power Washing Roof	.00	279.75	279.75	3,357.00	3,357.00	.00	3,357.00
06428	Reserves-Painting/Power Wash	.00	692.12	692.12	8,305.00	8,305.00	.00	8,305.00
06430	Reserves - Unallocated Int.	1,782.50	.00	(1,782.50)	3,541.41	.00	(3,541.41)	.00
06444	Reserves - Paving	.00	198.00	198.00	2,376.00	2,376.00	.00	2,376.00
06466	Reserves-Pool/Spa/Furniture	.00	240.62	240.62	2,887.00	2,887.00	.00	2,887.00
06488	Reserves - Fountains	.00	21.37	21.37	256.00	256.00	.00	256.00
	SUB-TOTAL RESERVES	1,782.50	3,826.61	2,044.11	49,459.41	45,918.00	(3,541.41)	45,918.00
	TOTAL EXPENSES	30,817.52	29,289.50	(1,528.02)	358,345.57	351,474.00	(6,871.57)	351,474.00
	Current Year Net Income/(loss)	(3,477.83)	.00	(3,477.83)	26,973.83	.00	26,973.83	.00

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