

Royal Poinciana Condo 2020 Operating Budget

INCOME	Monthly	Annually
Assessment Income - 6310	87,617.78	1,051,413.42
Reserve Assessments - 6810	7,556.42	90,676.99
TOTAL INCOME WITH RESERVE	95,174.20	1,142,090.41

EXPENSES	Monthly	Annually
General & Administrative		
Accounting & Audit Fees - 7020	1,000.00	12,000.00
Legal & Professional - 7160	1,000.00	12,000.00
Background Fees - 7170	200.00	2,400.00
Bank Charges - 7250	500.00	6,000.00
Credit Card Fees - 7255	200.00	2,400.00
Insurance Property/Liability - 7280	15,000.00	180,000.00
Petty Cash - 7310	350.00	4,200.00
Office Supplies - 7320	350.00	4,200.00
Accounting Software - 7330	200.00	2,400.00
Office Equipment & Repair - 7325	200.00	2,400.00
Printing & Postage - 7400	250.00	3,000.00
Copier Lease/Maintenance - 7401	300.00	3,600.00
Corporate Annual Report - 7460	10.00	120.00
Licenses, Fees, Permits - 7470	20.00	240.00
Condominium Filing Fee - 7475	135.00	1,600.00
Contingency Fund - 7480	1,768.00	21,233.56
Bad Debt Expense- 7990	750.00	9,000.00
Total General & Administrative	22,233.00	266,793.56
Community Room/Building		
Pool Service - 8210	325.00	3,900.00
Pool Repairs & Supplies - 8220	150.00	1,800.00
Pool License - 8230	40.00	480.00
Gym Equipment Maintenance - 8390	300.00	3,600.00
Total Community Room/Building	815.00	9,780.00
Personnel Expense		
Payroll Processing Fee - 8610	300.00	3,600.00
On site Personnel - 8620	18,000.00	216,000.00
Federal Employer Contribution - 8710	3,500.00	42,000.00
Medical Insurance - 8750	4,000.00	48,000.00
Workers Compensation - 8780	600.00	7,200.00
Total Personnel Expense	26,400.00	316,800.00

EXPENSES	Monthly	Annually
Utilities		
Electricity - 8910	2,750.00	33,000.00
Water & Sewer - 8930	16,350.00	196,200.00
Cable TV - 8941	200.00	2,400.00
Telephone Office - 8990	500.00	6,000.00
Telephone Gate - 8991	200.00	2,400.00
Total Utilities	20,000.00	240,000.00
Maintenance		
Building/Roof Repair & Maint - 9110	1,500.00	18,000.00
Asphalt/Paving Repair - 9120	500.00	6,000.00
Backflow Certificate - 9161	20.00	240.00
Gate Repairs - 9170	1,000.00	12,000.00
Plumbing Repairs & Drain Cleaning-9180	1,350.00	16,200.00
Electrical Repairs & Supplies - 9190	100.00	1,200.00
Maintenance & Cleaning Supplies - 9200	750.00	9,000.00
Equipment Repair/Purchase - 9580	100.00	1,200.00
Total Maintenance	5,320.00	63,840.00
Contract Services		
Lawn & Tree Maintenance - 9610	4,500.00	54,000.00
Irrigation Maint & Repair - 9611	900.00	10,800.00
Fertilization & Pest Control - 9612	1,600.00	19,200.00
Alarm Monitoring Clubhouse - 9625	75.00	900.00
Golf Carts - 9651	75.00	900.00
Fire Alarm/Extinguisher/Insp - 9660	1,250.00	15,000.00
Trash Collection - 9700	4,000.00	48,000.00
Lake & Fountain Service - 9800	450.00	5,400.00
Total Contract Services	12,850.00	154,200.00
Reserve Contribution		
Reserve Transfer - 9910	7,556.41	90,676.92
Total Reserve Contribution	7,556.41	90,676.92
TOTAL EXPENSES	95,174.41	1,142,090.48