

**Promenades East Condominium Assn. Inc.
Approved Budget 2022 (1/1/22-12/31/22)**

	A	B	C	D	E
1					
2	Income			Amount	DESCRIPTION
3		601	Assessments Fee Income	552,737.25	+\$79,477 over 2021
4		602	Application Fees Rental/sales	4,200.00	\$350/month
5		618	Interest Income	1,000.00	Interest on accounts & paid finance charges
6		619	Misc. Income		
7		619.1	Insurance Refund	0.00	Insurance Refund flood & Owners Damage
8		619.2	Reimbursed Legal Fees	0.00	Reimbursement of Legal Fees Paid
9		619.3	Faxes/Copies	200.00	Misc. Fax and Copy Charges
10		619.4	Key/Fob Sales	700.00	Key/Fob Sales income
11		619.5	Tax Refunds (Federal & State Tax Refunds)	0.00	Tax refunds
12		619.6	Move in/ Move out fee (Move in/out supervision)	0.00	Move in/out fee, one per month
13		619.8	Dryer Vent Cleaning	0.00	Cleaning of dryer vents
14		619.9	Misc. Income - Other	500.00	Misc. other income, damage reimbursement
15		Total 619 · Misc. Income		1,400.00	Total misc. income
16	Total Income			559,337.25	Total projected income
17	Expense				
18		800	Payroll		
19		800.1	Manager Salary	79,620.00	Manager salary +3338
20		800.2	Payroll Maintenance	24,180.00	1 Maint. Tech. 30 hours/week -\$1020
21		800.25	Payroll Outside Service	2,000.00	Outside Janitor
22		800.3	Payroll Janitor	24,180.00	1 Janitor 30 hours/week +\$3860
23		800.4	Clerical	200.00	Office help as needed
24		800.5	Payroll Taxes	9,400.00	Federal & state income taxes due on payroll +\$2164
25		800.6	Payroll Expenses	400.00	Misc. Fed & State taxes
26		800.7	Unemployment Tax	100.00	Employee unemployment tax
27		800.8	Insurance - Employee Health	7,200.00	\$600/month Manager
28		800.9	Advertising - Personnel	200.00	recruitment ad charge
29		800.91	Training/Education	200.00	CAM continuing education, condo seminars
30		800.92	Workers Comp. Insurance	2,780.00	Workers comp. insurance +\$980
31		Total 800 Payroll		150,460.00	Grand Total Payroll
32		6621	Federal Tax - Corp	100.00	Corporate federal taxes
33		801	Accounting	6,700.00	Dees & Dees monthly charge plus annual audit +\$300

Promenades East Condominium Assn. Inc.
Approved Budget 2022 (1/1/22-12/31/22)

Proposed:10/11/21
 Approved:11/8/21

Cash Basis

	A	B	C	D	E
1					
2	Income			Amount	DESCRIPTION
34		802	· Legal Fees	2,400.00	Misc. legal charges/liens/foreclosures +\$900
35		807	· Bank Service Charges	400.00	Coupon Book Fees & Misc.+\$200
36		809	· Building Repairs	12,800.00	Parking lot bulbs, plumbing service, leak repairs, 2K Decorating +\$1053
37		816	· Insurance - Condo - General	89,900.00	Includes wind, liability, fidelity, bond & umbrella, +\$44,777, 99.25% increase
38		817	· Insurance-Flood	2,322.00	Flood clubhouse insurance
39		820	· Office Supplies/Postage	900.00	Paper, printer ink, postage & misc. office supplies
40		821	· Miscellaneous / Contingencies		
41			821.1 · Recreation Fund	1,000.00	Functions, Christmas supplies
42			821.2 · Employee Recognition	350.00	Employee birthday/holiday
43			821.3 · Miscellaneous / Contingencies - Other	1,400.00	Misc. uncategorized expenses -\$400
44			Total 821 · Miscellaneous / Contingencies	2,750.00	Total Misc/Contingencies
45		822	· Inspections /Licenses / Permits	611.25	Pool license, elev. Permits
46		823	· Filing Fees-annual condo	588.00	Annual Condo filing fees
47		830	· Grounds Care		
48			830.1 · Lawn Service Contract	12,000.00	\$1000/mo.-\$2400
49			830.2 · Plants	1,200.00	Misc plant replacement/additions +\$400
50			830.3 · Spraying/ Fertilizing Lawn	200.00	Application material & labor
51			830.4 · Tree Trimming	4,200.00	Additional Tree trimming, Perimeter Palms
52			830.5 · Mulch	3,400.00	Remulch all beds +\$900
53			830.6 · Irrigation Repair	3,600.00	Irrigation repair parts and service +\$2200
54			Total 830 · Grounds Care	24,600.00	
55		837	· Misc. Outside Services		
56			837.1 · Janitor Service	3,200.00	Misc.extra cleaning & window cleaning
57			837.2 · Move In/Out Supervision	0.00	Move in/out fee
58			837.4 · Waste Management	900.00	Dumping fees -\$100
59			837.5 · Carpet Cleaning	3,500.00	Shampoo all common area carpet -\$1300
60			837.6 · Misc. Outside Services- Other	3,500.00	Drywall repairs, assoc. leak repairs, install/remove Christmas Lights +\$1000
61			Total 837 · Misc. Outside Services	11,100.00	
62		844	· Small Tools	300.00	Misc tools
63		845	· Gas for Errands	720.00	\$30/month 2 Employees +\$360
64		851	· Janitorial Supplies	1,500.00	Paper towels, toilet paper, cleaning supplies +\$300

Promenades East Condominium Assn. Inc.
Approved Budget 2022 (1/1/22-12/31/22)

Proposed:10/11/21
 Approved:11/8/21

Cash Basis

	A	B	C	D	E
1					
2	Income			Amount	DESCRIPTION
65		852 · Paint, Lamps & Hardware		2,800.00	Light bulbs, ballasts, paint and misc. hardware +\$1000
66		853 · Equipment Rental & repair		200.00	Lift rental (parking lot lights)
67		854 · Air Conditioning repair/service		2,600.00	Quarterly AC service & Misc. repairs +\$200
68		859 · Background checks		2,400.00	\$200.00/month +\$1200
69		860 · Work Clothes		260.00	7 shirts each for two employees +20
70		862 · Pool & Spa			
71		862.1 · Pool & Spa Filters/ Repair		2,600.00	Filters replacement, stenner repairs & one pump replacement +\$350
72		862.2 · Pool & Spa Service		7,600.00	Pool service contract, Howards Pool World
73		Total 862 · Pool & Spa		10,200.00	Total pool & spa
74		873 · Diesel fuel- Fire pump		450.00	Diesel fuel delivered
75		874 · LP fuel for generator		300.00	LP fuel delivered +\$300
76		875 · Elevator Maintenance		6,200.00	Elevator maintenance contract + monitoring fee + misc. non-contract repairs +\$200
77		877 · Fire Arrest System			
78		877.1 · Fire Alarm Serv-Insp-Repair		3,200.00	Alarm & standpipe inspections & fire pump repairs +\$400
79		877.2 · Fire Extinguisher Insp-Repair		500.00	Annual fire extinguisher service/recharge/replace +\$140
80		877.3 · Exit Lighting Insp-Repair		300.00	Annual Emergency Lighting Insp. +\$50
81		877.4 · Sprinkler Insp-Repair		2,000.00	Annual Fire Sprinkler Insp-Repair +\$800
82		Total 877 · Fire Arrest System		6,000.00	Total fire system
83		878 · Diesel & Fire Pump Contract		2,300.00	Contracted amount AA Generator +\$700
84		879 · Annual Backflow Water Insp		180.00	Inspection of water valves & backflow +\$40
85		880 · Pest Control			
86		880.1 · Inside Pest Control		1,300.00	2/year unit
87		880.2 · Outside Pest Control		1,600.00	Per qtr. Grounds
88		Total 880 · Pest Control		2,900.00	Total pest control
89		892 · Water/Sewer		130,600.00	Main building & Clubhouse/pool water & sewer +\$2496
90		893 · Electric		29,400.00	Electric, common main bldg. & clubhouse/pool +\$2200
91		894 · Telephone		3,500.00	Main Phone, Fax, Elev Phones, Fire sys phone lines, cell phone, internet access -\$455
92		896 · Office Equipment			
93		896.1 · Office equipment Repair		400.00	PC, printer repairs, entry sys. Repairs,
94		896.2 · Hardware		900.00	Copier, Phone & misc. hardware +\$300
95		896.3 · Computer Software		620.00	Software/upgrades + QuickBooks payroll +260
96		896.4 · Office Equipment - Other		200.00	Misc. other office equipment

**Promenades East Condominium Assn. Inc.
Approved Budget 2022 (1/1/22-12/31/22)**

	A	B	C	D	E
1					
2	Income			Amount	DESCRIPTION
97		Total 896 · Office Equipment		2,120.00	Total office equipment
98		899 · Bad Debts		1,000.00	Bad debt write off
99		900 · Payment to Reserves		47,776.00	Full funding of reserve +\$10462
100	Total Expense			559,337.25	Total expenses for the year
101				559,337.25	Total income for the year
102	VARIENCE			0.00	overage/(shortage)