

Oak Creek Estados Condominium Management Corp
Operating Budget 2020

January through December 2020

| | Jan 20 | Feb 20 | Mar 20 | Apr 20 | May 20 | Jun 20 | Jul 20 | Aug 20 | Sep 20 | Oct 20 | Nov 20 | Dec 20 | TOTAL Jan - Dec... |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------------|
| Ordinary Income/Expense | | | | | | | | | | | | | |
| Income | | | | | | | | | | | | | |
| Bank Error - Deposit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Income | | | | | | | | | | | | | |
| Administration Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 | 0.00 | 0.00 | 25.00 |
| Amenity Keys | 135.00 | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 225.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 510.00 |
| Disclosure Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 720.00 | 1,720.00 |
| HOA Dues | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 36,085.00 | 433,020.00 |
| Late Fees | 164.00 | 61.00 | 171.00 | 68.00 | 140.00 | 0.00 | 0.00 | 0.00 | 20.00 | 108.00 | 81.00 | 170.00 | 983.00 |
| Long Term Rental Fees | 285.00 | 100.00 | 50.00 | 75.00 | 25.00 | 25.00 | 75.00 | 50.00 | 50.00 | 50.00 | 100.00 | 25.00 | 911.00 |
| Real Estate Resale Fee | 0.00 | 0.00 | 250.00 | 0.00 | 250.00 | 250.10 | 249.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,006.00 |
| Short/Vacation Term Rentals | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 1,105.00 | 13,260.00 |
| Transfer Fee | 0.00 | 0.00 | 40.00 | 0.00 | 40.00 | 40.02 | 119.98 | 0.00 | 40.00 | 0.00 | 250.00 | 80.00 | 610.00 |
| Income - Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Income | 37,775.00 | 37,501.00 | 37,701.00 | 37,333.00 | 37,645.00 | 37,505.12 | 38,359.88 | 37,240.00 | 37,800.00 | 37,373.00 | 37,621.00 | 38,185.00 | 452,039.00 |
| Returned Check Charges | 12.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12.00 |
| Total Income | 37,787.00 | 37,501.00 | 37,701.00 | 37,333.00 | 37,645.00 | 37,505.12 | 38,359.88 | 37,240.00 | 37,800.00 | 37,373.00 | 37,621.00 | 38,185.00 | 452,051.00 |
| Gross Profit | 37,787.00 | 37,501.00 | 37,701.00 | 37,333.00 | 37,645.00 | 37,505.12 | 38,359.88 | 37,240.00 | 37,800.00 | 37,373.00 | 37,621.00 | 38,185.00 | 452,051.00 |
| Expense | | | | | | | | | | | | | |
| Automobile Expense | | | | | | | | | | | | | |
| Gasoline | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | 13.00 | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | 180.00 |
| Automobile Expense - Other | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 56.00 | 672.00 |
| Total Automobile Expense | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 71.00 | 852.00 |
| Bad Debt Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Bank Service Charges | 12.00 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | 0.00 | 0.00 | 0.00 | 21.50 | 3.00 | 12.40 | 104.00 |
| Cash Advance Repayment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Computer and Internet Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30.00 | 112.00 | 453.00 | 75.00 | 86.00 | 45.00 | 120.00 | 931.00 |
| Contract/Temp Staffing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Depreciation Expense | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 3,571.00 | 42,842.00 |
| Dues and Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Employee Cell Phones | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 420.00 |
| Employee Loan/Dan | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Entertainment Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 | 250.00 |
| Gifts | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| Income Tax | 0.00 | 0.00 | 0.00 | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| Insurance Expense | | | | | | | | | | | | | |
| Workers Comp Insurance | 0.00 | 0.00 | 0.00 | 2,078.00 | 0.00 | 0.00 | 550.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,628.00 |
| Insurance Expense - Other | 0.00 | 7,319.00 | 0.00 | 7,319.00 | 0.00 | 0.00 | 7,319.00 | 0.00 | 0.00 | 7,319.00 | 0.00 | 0.00 | 29,276.00 |
| Total Insurance Expense | 0.00 | 7,319.00 | 0.00 | 9,397.00 | 0.00 | 0.00 | 7,869.00 | 0.00 | 0.00 | 7,319.00 | 0.00 | 0.00 | 31,904.00 |
| Licenses, Permits & Inspections | 60.00 | 0.00 | 78.00 | 0.00 | 10.00 | 25.00 | 0.00 | 0.00 | 0.00 | 720.00 | 0.00 | 0.00 | 893.00 |
| Office Supplies | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 171.00 | 2,052.00 |
| Payroll Expenses | | | | | | | | | | | | | |
| Employee Bonus | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| Payroll Expenses - Other | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 86,700.00 |
| Total Payroll Expenses | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 7,225.00 | 8,225.00 | 87,700.00 |
| Payroll Tax Expenses | | | | | | | | | | | | | |
| FUTA | 0.00 | 0.00 | 0.00 | 168.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 168.00 |
| Payroll FICA/Medicare ER | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 553.00 | 630.00 | 6,713.00 |
| SUTA | 0.00 | 0.00 | 0.00 | 63.00 | 0.00 | 0.00 | 21.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 84.00 |
| Payroll Tax Expenses - Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Payroll Tax Expenses | 553.00 | 553.00 | 553.00 | 784.00 | 553.00 | 553.00 | 574.00 | 553.00 | 553.00 | 553.00 | 553.00 | 630.00 | 6,965.00 |
| Postage/Mailing Expense | 0.00 | 0.00 | 0.00 | 50.00 | 0.00 | 0.00 | 0.00 | 330.00 | 243.00 | 0.00 | 0.00 | 0.00 | 623.00 |
| Printing and Copying Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 31.00 | 0.00 | 0.00 | 0.00 | 0.00 | 31.00 |
| Professional Fees | | | | | | | | | | | | | |
| Accounting Services | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 350.00 | 4,200.00 |
| Legal Fees | 195.00 | 723.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 3,000.00 | 275.00 | 585.00 | 480.00 | 7,258.00 |
| QuickBooks Payroll Services | 445.00 | 2.50 | 2.15 | 2.15 | 2.15 | 2.15 | 2.15 | 2.15 | 2.15 | 2.15 | 2.15 | 2.15 | 469.00 |
| Total Professional Fees | 990.00 | 1,075.50 | 352.15 | 352.15 | 352.15 | 352.15 | 352.15 | 3,352.15 | 3,352.15 | 627.15 | 937.15 | 832.15 | 11,927.00 |
| Reimbursed Expenses - Employee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 158.00 | 0.00 | 0.00 | 142.00 | 0.00 | 300.00 |
| Reimbursed Expenses - Owners | 0.00 | 168.00 | 197.00 | 0.00 | 0.00 | 281.00 | 0.00 | 0.00 | 0.00 | 975.00 | 0.00 | 0.00 | 1,624.00 |
| Repairs and Maintenance | | | | | | | | | | | | | |
| Boiler | 2,862.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 353.00 | 0.00 | 3,215.00 |
| Catwalks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 285.00 | 0.00 | 95.00 | 0.00 | 380.00 |
| Cooler | 0.00 | 0.00 | 0.00 | 450.00 | 640.00 | 320.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,410.00 |
| General Maintenance | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 1,202.00 | 14,424.00 |
| Insect Service | 0.00 | 240.00 | 0.00 | 240.00 | 75.00 | 605.00 | 0.00 | 75.00 | 0.00 | 315.00 | 75.00 | 240.00 | 1,865.00 |
| Inside Unit Repair | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 425.00 | 5,100.00 |
| Landscaping and Groundskeeping | 0.00 | 0.00 | 320.36 | 283.67 | 99.98 | 0.00 | 466.08 | 255.00 | 98.32 | 205.68 | 214.67 | 0.00 | 1,943.76 |
| Landscaping Services | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 3,060.00 | 36,720.00 |
| Office and Clubhouse | 50.00 | 120.00 | 50.00 | 50.00 | 105.00 | 0.00 | 180.00 | 0.00 | 165.00 | 40.00 | 0.00 | 58.00 | 818.00 |
| Pool and Spa Maintenance | 0.00 | 1,614.00 | 531.00 | 1,075.00 | 674.00 | 268.00 | 865.00 | 360.00 | 2,250.00 | 1,110.00 | 350.00 | 718.00 | 9,815.00 |
| Railings | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Roofs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Sidewalks | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Small Tools-Shop | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Speedbumps | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Swamp Cooler | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| Total Repairs and Maintenance | 7,899.00 | 6,661.00 | 5,588.36 | 6,785.67 | 6,280.98 | 5,880.00 | 6,198.08 | 5,377.00 | 7,450.32 | 6,642.68 | 5,679.67 | 5,798.00 | 76,240.76 |
| Small Tools & Equipment | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 1,800.00 |
| Telephone Expense | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 130.00 | 1,560.00 |
| Utilities | | | | | | | | | | | | | |
| Electric | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 1,610.00 | 19,320.00 |
| Gas | 5,195.00 | 4,780.00 | 5,350.00 | 3,285.00 | 2,680.00 | 2,150.00 | 1,590.00 | 1,450.00 | 1,735.00 | 1,955.00 | 1,835.00 | 2,825.00 | 34,950.00 |
| Sewer | 67.00 | 67.00</ | | | | | | | | | | | |

Oak Creek Estados Condominium Management Corp
Operating Budget 2020

January through December 2020

| | Jan 20 | Feb 20 | Mar 20 | Apr 20 | May 20 | Jun 20 | Jul 20 | Aug 20 | Sep 20 | Oct 20 | Nov 20 | Dec 20 | TOTAL Jan - Dec.. |
|------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------------|
| Net Ordinary Income | 7,216.00 | 1,066.50 | 9,704.49 | 751.18 | 11,790.87 | 12,255.97 | 5,796.65 | 10,825.85 | 8,365.53 | 2,602.57 | 12,575.18 | 10,707.45 | 93,652.24 |
| Other Income/Expense | | | | | | | | | | | | | |
| Interest Income | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 144.00 |
| Total Other Income | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 144.00 |
| Other Expense | | | | | | | | | | | | | |
| Transfer to Capital Reserves | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 72,000.00 |
| Total Other Expense | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 6,000.00 | 72,000.00 |
| Net Other Income | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (5,988.00) | (71,856.00) |
| Net Income | 1,222.00 | (4,921.50) | 3,716.49 | (5,236.82) | 5,802.87 | 6,267.97 | (191.35) | 4,837.85 | 2,377.53 | (3,385.43) | 6,587.18 | 4,719.45 | 21,796.24 |

OAK CREEK ESTADOS CONDOMINIUM MGMT (

CAPITAL RESERVE BUDGET

FISCAL YEAR 2020

| | | |
|---|----|---------|
| Beginning Balance - Capital Reserves, September 1, 2019 | \$ | 155,602 |
| Operating Account Transfers | \$ | - |
| Total Reserves Available | \$ | 155,602 |
| Capital Improvement Projects | | |
| Driveway - Resealing | \$ | 18,000 |
| Sewer Sleeving | \$ | 13,500 |
| Total Capital Improvement Projects - 2020 | \$ | 31,500 |
| Excess Capital Reserve Funds | \$ | 124,102 |