

WINTERPORT CONDOMINIUM ASSOCIATION, INC

C/o GUARDIAN PROPERTY MANAGEMENT

6704 LONE OAK BLVD

NAPLES, FL 34109

PHONE 239-514-7432 FAX 239-514-7759

**SALES**

1. **No application will be processed unless fully and properly completed with appropriate check or checks. The application must be submitted at least 20 days before occupancy.**
2. Include a non-refundable \$100.00 application fee; **made payable to Winterport** must accompany your application.
3. Include a fully executed copy of the proposed sales contract or lease must be enclosed with this application.
4. Include a legible copy of a driver's license or photo I.D. for each adult applicant
5. Pets of any kind **are not** permitted anywhere on the building premises, at any time, for any reason  
This applies with equal force to renters, guests or visitors, regardless of period of stay.
6. Smoking on the lanais is PROHIBITED
7. Gas Grills; under no circumstances shall any owner or tenant thereof have on the condominium property  
Including the lanai area, a gas grill of any type
8. Rentals; 3 months minimum, one (1) year maximum. **\$500.00** Owner's Security Deposit required by owner  
on rented units.
9. All absentee residents or renters shall notify a member of the board when guests will be occupying your unit  
For any given reason
10. Unit owner to deliver to buyer a copy of Declaration of Condominium of Winterport Condo Association, Inc.

**Please sign here that you have read the rules and regulations and agree to abide by these and other rules and regulations as set forth in the Documents.**

Signature

Date

Signature

Date

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**C/O GUARDIAN PROPERTY MANAGEMENT**

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**NAPLES, FL 34109**

**PHONE 239-514-7432 FAX 239-514-7759**

**APPLICATION FOR APPROVAL TO PURCHASE**

Note: Please type or print legibly all information requested.

To: The Board of Directors of Winterport Condominium Association, Inc.

I (we) hereby apply for approval to purchase Unit # \_\_\_\_\_ and for membership in the Winterport Condominium Association.

1. Full name(s) of applicant (s): \_\_\_\_\_

2. Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone (     ) \_\_\_\_\_ Cell (     ) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

How Long At Above Address \_\_\_\_\_ Own (     ) Rent (     )

3. Nature of Applicants business or profession: \_\_\_\_\_

4. Do you or any other person planning to occupy the unit, plan to conduct a business from the unit? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please explain \_\_\_\_\_

5. Please state the name(s) and relationship(s) of all others who will be occupying the unit on a regular basis: \_\_\_\_\_

6. Are any of the applicant(s) named above currently an active member and on active duty of the United States Armed Forces or the Florida National Guard or the United States Reserve Forces? \_\_\_\_\_ Yes \_\_\_\_\_ No. If applicable, what is branch of service and the contact information? \_\_\_\_\_

7. Please furnish two personal references (local if possible):

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_ Phone (     ) \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_ Phone (     ) \_\_\_\_\_

8. Person to be notified in the event of emergency:



**WINTERPORT CONDOMINIUM ASSOCIATION, INC.**  
**4072 BELAIR LANE**  
**NAPLES, FL 34103-3554**

**“FREQUENTLY ASKED QUESTIONS AND ANSWERS”**

1. Q. What are my voting rights in the association?
- A. Owners are entitled to one (1) vote for each unit owned. The total number of votes shall equal the total number of units which is twelve (12). The vote of a unit is not divisible. See Section 3.1 of the by laws for details.

2. Q. What restrictions exist in the condominium documents on my right of use?
- A. No more than one (1) family may live in a unit. Occupancy of each unit shall be limited to the number of persons for which its sleeping quarters (2 bedrooms) have been designed. Overnight sleeping/occupancy is **not** permitted on lanais.

Visiting guests are limited to occupancy, **not** to exceed thirty (30) days.

There is no restriction of the age of occupants.

All occupants under the age of eighteen (18) shall be supervised by an adult to ensure that they do not become a source of unreasonable annoyance to other residents. In consideration of all occupants, excessive noise must be avoided.

Pets of any kind are **not** permitted anywhere on the premises at any time, for any reason. This applies with equal force to renters, guests and visitors, regardless of period of stay.

Gas grills are **not** permitted on the premises.

3. Q. What leasing restrictions exist in the condominium documents?
- A. No unit may be leased, rented, or sublet without prior written approval of the Winterport Board of Directors. Requests for such action should be addressed to the President of the Board or the designated management firm. Renting of a unit is limited to a minimum term of three (3) months with a maximum lease term of one (1) year. All applications must be accompanied by a non-refundable fee of \$100.00 payable at each rental period. Further, there is a \$500.00 Owner's Security Deposit required to offset potential damages.

**WINTERPORT CONDOMINIUM ASSOCIATION, INC.**  
4072 Belair Lane, Naples, Florida 34103-3554

**RULES AND REGULATIONS**

**Forward**

Winterport is a residential only complex with restrictions and standards of conduct that protect the rights of all individuals in the community. The Rules and Regulations have been designed primarily to assure the comfort, convenience, safety, privacy and general peace of mind associated with dignified living. They convey little more than good common sense and courtesy toward our neighbors. Guests of owners and renters are expected to abide by the same rules as owners of units.

**General**

All owners shall make it their equal responsibility to comply and help enforce the rules hereinafter to the total benefit of all. If in their opinion, they are witness to any actions that appear to be out of character or out of place; it is asked that such actions be brought to the attention of a board member as soon as possible.

**Sale/Leasing/Renting**

No unit at Winterport may be leased or rented without the written approval of the Board. Request for such action should be addressed to the President of the Board. Renting of a unit is limited to a minimum term of three (3) months, with a maximum lease term of one (1) year. The lease shall in no way violate any terms of the Declaration or the By-Laws nor shall it violate any law including the laws of the State of Florida. A unit owner wishing to lease his/her unit must be in good standing and current with all quarterly Association fees and/or Assessments. If not in good standing, the lease application may be denied on these grounds.

No subleases are allowed. Any lease entered into without the prior written consent of the Board shall, at the option of the Board, be treated as a nullity, and the Association shall have the authority to evict the tenant(s) in accordance with the Florida Statutes, without securing consent to such an eviction from the unit owner. In addition, the Association has the right to impose upon the owner a fine of up to \$50.00 per violation, or \$1,000.00 in the aggregate for an unauthorized lease. All leases are subject to Chapter 718 of the Florida Statutes and the Condominium Documents.

Owners are to provide tenants and guests with a copy of these Rules & Regulations. Failure to comply with these Rules & Regulations by either the tenants or guests will be the responsibility of the unit owner.

### **Security Deposit**

In the event of an approved lease, the owner must deposit with the Association an amount not to exceed the equivalent of one (1) month's rent. The current security deposit has been established at the sum of \$500.00 as a security deposit towards potential damage to the common elements. This deposit shall be used to offset damages, if any. This deposit shall be non-interest bearing and given to the association upon approval of the application and prior to occupancy. The refunding of such deposit shall be handled in the same manner as provided in Part II of Chapter 83, Florida Statutes.

### **Application for Membership**

An application for membership at the time of purchase, lease, or renewal in the case of a rental, must be accompanied by a fee of \$100.00 check or cash per applicant submitted with the application for each rental period, unless otherwise waived by the Board or by Florida Law. Notice of intent to renew, shall be presented to the association at least sixty (60) days prior to the expiration of the current approval period. Board approval, regardless of term of lease, shall not exceed one year and must be renewed annually. No applicants will be accepted without an initial personal interview. The Board of Directors must approve all sales, leases and renewals. In each of these situations, the following are to be submitted and approved by the Board: 1) Application for Resident Membership and \$100.00 2) Copy of valid picture ID (Driver's License) 3) Completed copy of Accepted Purchase Contract, Executed Lease or proposed extension thereof. Also, in each of the situations, no purchaser or lessee may occupy a unit, for any period without Board Approval. When approved, the board shall issue an executed Certificate of Approval.

### **Guests**

All absentee residents or renters shall notify a member of the Board when guests will be occupying your unit for any given time.

### **Children**

There is no restriction of the age of occupants. All occupants under the age of eighteen shall be supervised by an adult to ensure that they do not become a source of unreasonable annoyance to other residents.

### **Pets**

Pets of any kind are **not** permitted anywhere on the building premises, at any time, for any reason. This applies with equal force to renters, guests, or visitors, regardless of period of stay.

### **Smoking**

Smoking on the lanais is prohibited.

### **Pool**

No glassware will be taken to or be used in the pool area. All smoking material is to be extinguished into a proper receptacle and removed from the pool area and grounds. Children under the age of twelve (12) shall be accompanied and supervised by a parent or adult guardian. All incontinent individuals are not permitted in the pool without protective swimwear. Loud radios are not allowed at the pool. Pool opens at 8:00 AM closes at 10:00 PM. Additionally, it is asked that when using the pool area, which is common to everyone, please return the furniture to the way you found it by placing chaise lounges to their upright position and leave them in a neatly spaced order. The same shall apply to the pool umbrella. Also, it is asked that you do not leave personal items such as towels, floats, tubes, boards at the pool or outside of your units out of respect to fellow occupants.

### **Nuisance**

In consideration of and for the comfort of all occupants, excessive noise should be avoided.

### **Construction**

All owners shall notify the association if he/she/they shall be contemplating any type of interior structural changes or improvements within a unit to avoid various construction issues. No structural changes shall be made to the common elements, without the prior written approval of the Board.

No owner shall paint, or make any alteration, decoration, repair, replacement or change of or on the common elements, limited common elements, or to any outside or exterior portion of the unit without the prior written approval of the Board.

If a vendor is being utilized to carry out such structural changes or improvements, they the vendor, shall provide the owner and the association a current copy of the proper City of Naples Building Permits along with evidence of their current insurance coverage for both Liability and Workmen's Compensation. All contractors must be licensed and insured. No work shall commence until all of these are in possession of both parties.

Any and all structural changes, alterations or remodeling projects creating noise, dust or dirt shall not be allowed during the period between November 1<sup>st</sup> and May 1<sup>st</sup>. The Board may shut down any project that extends beyond the permissible time period. This rule is not intended to apply to painting, carpeting or papering.

Construction shall be limited to the hours of 8AM to 6PM and there shall be no construction on holidays or weekends. Debris shall be contained and removed from the property daily or placed in a construction dumpster no larger than an average automobile, which must be placed in a single guest parking spot in the rear parking area of the property. No dumpster shall remain on association property for a period of more than one month. All common areas of the association including the walkways, stairwells, driveways/parking areas shall be cleaned of debris daily.

### **Garbage**

Garbage shall be wrapped securely in plastic bags and tied before being deposited in the dumpster and the dumpster lid securely closed.

### **Buildings**

No exterior alterations may be made to any unit without written request to and approval of the Board.

### **Vehicles**

Trucks of all types, Commercial trucks, commercial vans, motor homes, recreational vehicles, motorcycles, mopeds, vehicles for hire (excluding auto rentals), boats and trailers shall not be parked on common elements within the project, except for temporary periods.

### **Parking**

A maximum of two (2) acceptable maintained and licensed vehicles per unit are allowed on the premises. One (1) automobile per unit owner is permitted one (1) spot, under cover in the existing carports as assigned by the association. Guest parking is available as marked.

### **Bicycles**

A maximum of two (2) non gasoline properly maintained bicycles per unit may be kept on the condominium property. Bicycles shall be stored either under the rear stairs or in the association bike rack at the rear of the property.

### **Drones**

The operation, flying or use of a drone, as a drone is defined in Section 934.50 (2)(a), Florida Statute as may be amended from time to time, on, over or through the condominium property is prohibited without the operator or owner of such drone having first obtained the express, written approval of the Board of Directors. If such approval is granted, the use of the drone shall be operated in accordance with the provisions of Section 934.50, Florida Statute, as may be amended from time to time, and the operator may not use a drone equipped with an imaging device to record an image of privately owned real property or of the owner, tenant, occupant, invitee, guest or licensee of such property with the intent to conduct surveillance on the individual or property captured in the image in violation of such person's reasonable expectation of privacy without his or her written consent.

### **Delivery Vehicles**

When arranging a delivery, please make sure the sales person and/or delivery service is aware of the procedure that large trucks may enter either the entrance or the exit drive, but must back out of the entrance so not to damage our driveways, carports, and sprinkler system and green areas.



Please arrange to have someone present to accept the delivery and to ensure that the driver complies with the procedure.

### **Occupancy**

There shall be no more than one (1) family living in a unit. Occupancy of each unit shall be limited to the number of persons for which its sleeping quarters (2 bedrooms) have been designed. Overnight sleeping/occupancy is **not** permitted on lanais. Visiting guests are **not** to exceed thirty (30) days occupancy in any calendar year.

### **Housekeeping**

All owners, renters and/or guests shall remove everything from their lanais if they are going to be away for an extended period of time to reduce potential risk of damage to the property of the association and/or the adjoining owners in time of high winds and/or hurricane threats. As we all share a view of the courtyard, no owners shall maintain potted plants of any type outside of their lanai areas or anywhere on the Association property.

### **Water**

All owners, renters and/or guests shall turn off their individual water supply if they are going to be away for any period of time. This is mandatory to eliminate the risk of flooding and damage to the property of the association and/or adjoining owners.

### **Insurance**

Condominium insurance by the Association covers the exterior buildings and grounds as well as liability coverage for each owner for accidents in the common areas. Individual Homeowner's policies, covering the interior of each unit, is the responsibility of each owner or resident, including liability coverage.

### **Emergency Entry**

Each owner shall provide the association with a key to their unit to be used for entry in the event of an emergency or for maintenance of common property. The President or his designee shall be in possession of such keys for each unit at all times. If there is an emergency when the President is not in residence, he or another member of the board shall be called and shall arrange for immediate access by a trusted person to evaluate the situation.

### **Emergency Services**

In the event of any noticeable emergency problem in and around the association properties, it shall be the responsibility of every owner to immediately notify a member of the board of directors. The director in turn shall notify the management company if any, or in the absence of such, the President or other officer of the Association. Under no circumstances shall an owner

without the permission of the aforesaid mentioned, go outside of the organization in hiring an individual or business of any type to perform services on the property. In the event it should happen, the individual owner shall be held financially and legally responsible for any payment and/or liability that may arise thereafter.

### **Fines**

The Association shall have the right, concurrent with all other rights, to levy fines as special assessments. Such fines shall be levied for violation of the conditions, covenants, and restrictions contained herein, or for violations of rules and regulations as promulgated by the Association. The fines shall be \$50.00 per violation, or \$1,000 in the aggregate or to the maximum as provided for by the then current law.

### **Late Charges**

Quarterly Assessments and /or Special Assessments are due within ten days of their due date, which if not paid in a timely fashion shall result in a late fee of \$25.00 for each violation. A \$25.00 fee will also be assessed for the return of any checks, per check.

### **Fire Extinguishers**

Fire Extinguishers are located in walkways of each building on each floor.

### **Maintenance Shed**

Resident owners may use the Maintenance Shed, within reason, on a temporary basis, to store items while keeping in mind that every owner has a temporary right to 1/12<sup>th</sup> of the available space. The storage shed is **not** for use by non-owners. The association is not responsible for the damage or theft of items kept in the maintenance shed.

### **Car Washing & Detailing**

Owners shall limit the washing and detailing of their own vehicles to the rear of the South building in order to keep the residue contained in an area that cannot be easily tracked onto the walkways and stairwells.

### **Gas Grills**

Under no circumstances shall any owner or tenant thereof have on the condominium property including the lanai area, a gas grill of any type.

### **Devices & Hazardous Items**

Unless prior written approval is obtained by the Board, neither owners nor their tenants shall install or operate on the condominium property any machinery, refrigerating or heating device or

use any illumination other than electric light. With the exception of equipment used for landscaping or repair work being used on the condominium property, It is prohibited to possess or use any flammable oils, or fluids such as gasoline, kerosene, naphtha, benzene or other explosives or items deemed to be hazardous by the Board.

### **Law & Ordinances**

Every owner and occupant of every unit, their guests and invitees shall comply with all laws, statutes, ordinances and rules of federal, state and county governments applicable to the properties and any violation thereof may be considered a violation of this Declaration; provided the Board shall have no obligation to take action to enforce such laws, statutes, ordinances and rules.

**NOTE:** This document represents a brief summary of the official documents of the association as filed in the Collier County Clerk's Office and as amended. It represents some of the more important issues and supersedes and replaces any prior communication, policies, rules, regulations, practices, standards and/or guidelines to the contrary, whether written or oral. Full details of the official documents are found in the Declaration of Condominium Documents. If there is any discrepancy or omissions between the information in this brief summary and the terms of the official documents, the official documents shall always govern. These official documents are on file and may be reviewed as stated above.

Failure by the Association or any unit owner to enforce any rights contained in these Rules & Regulations, Declaration, Articles of Incorporation or By-Laws, shall not constitute a waiver of the right to do so thereafter, within a reasonable period of time.

### **NOTE:**

Each owner should have possession of the fully detailed by-laws. Most of the foregoing has been extracted from same and last revised November 21, 2019

November 21, 2019

**WINTERPORT CONDOMINIUM ASSOCIATION, INC.**  
**4072 BELAIR LANE**  
**NAPLES, FL 34103-3554**

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4. Q. How much are the association assessments for each unit and when are they due?

A. Please see budget for quarterly fees. Payable in advance **prior to** January 1, April 1, July 1 and October 1. The Board may modify this amount at any time and levy Capital, Special Assessment or other costs as needed.

5. Q. Does the association have a reserve for capital expense items?

A. No. Annual reserves have been waived by the members (owners).

6. Q. Do I have to be a member of any other association?

A. No, except that the Park Shore Association does offer an annual beach/park pass to all owners within the city designed Park Shore area.

7. Q. Are there any rent, land use or other fees for common areas?

A. No.

8. Q. Is the association involved in any court cases in which it may face liability?

A. No.

9. Q. What restrictions exist on parking or having vehicles on the premises?

A. There is one (1) designated private parking space for each unit. Guest parking is also identified. A maximum of two (2) acceptable maintained and licensed permanent vehicles on the premises (excluding guest vehicles) is allowed for each unit. Also, a maximum of two (2) non gasoline properly maintained bicycles per unit may be kept on the condominium property. Bicycles shall be stored either under the rear stairs or in the association bike rack at the rear of the property. Trucks of All Types, commercial trucks, commercial vans, motor homes, recreational vehicles/trailers, motorcycles, moped, vehicles for hire (excluding auto rentals), boats and or boat and trailers shall **not** be parked on common elements within the project except for temporary periods. Guest parking is available as marked

Note: The new generation of privately owned “minivans” and “sport utility vehicles, and crossovers **are** permitted.

10. Q. Does the association have a central fire sprinkler system?

A. No. In 2016, as allowed by law, the owners by unanimous vote have opted out of the choice to retrofit our buildings to comply with this ongoing issue.

**NOTE:** The statements contained herein may have been summarized and/or paraphrased. All references, sales contracts, rental agreements and condominium documents should be totally reviewed before making any commitment. In case of a dispute, condominium documents or other accepted written document will have precedence over any person promise, verbal commitment or interpretation by any individual, renter, property owner or board member. If the dispute still is in question a majority decision of the Board of Directors will prevail.

Revised 01/22/2021

## INSTRUCTIONS ON HOW TO OBTAIN CONDO DOCUMENTS

- If your Association has a Website, Current registered owners can access the website to see if there is a link to their association documents and print them from there.

OR

- To download and copy association documents from the Lee or Collier County Websites:  
You can print a set off the clerk's website for free. You should verify with the clerk's office that the set you are downloading is current or you will have to search for any additional amendments. If there are additional items, the clerk's office should be able to direct you further.

LEE COUNTY Phone: 239-533-5000 <a href="http://www.leeclerk.org">www.leeclerk.org</a>	COLLIER COUNTY Phone: 239-252-2745 <a href="http://www.collierclerk.com/records-search/official-land-records-search">www.collierclerk.com/records-search/official-land-records-search</a>
▶ Click Official Records/Recording	▶ Click OR Document Search
▶ Click Official Record Search	▶ PARTY NAME: Business Name: (Type Association Name)
▶ Click Official Record Public Search	▶ DOCUMENT TYPE: <input type="checkbox"/> DECL : Declaration of Condo
▶ Accept Disclaimer	▶  Search
Party Type: Direct	
Name: (Type Association Name)	
Document Type: Select DOC	
▶ Click Search Records	

# Winterport Condominium Association, Inc.

## 2023 APPROVED BUDGET

For the Period January 1, 2023 through December 31, 2023

TOTAL 12 UNITS

	APPROVED 2022 BUDGET	ACTUAL through August 31, 2022	PROJECTED ACTUAL Sept. - Dec. 2022	PROJECTED 2022 Total	APPROVED 2023 BUDGET
<b>INCOME:</b>					
4000 Maintenance Assessments	72,000.00	48,000.00	24,000.00	72,000.00	72,000.00
4002 Special Assessment	-	6,000.00	-	6,000.00	-
4009 Late Fees	-	25.00	5.00	30.00	-
4018 Prior Year Surplus	2,361.00	-	-	-	2,290.00
4030 Misc. Income	-	3,000.00	-	3,000.00	-
<b>Total Income</b>	<b>\$ 74,361.00</b>	<b>\$ 57,025.00</b>	<b>\$ 24,005.00</b>	<b>\$ 81,030.00</b>	<b>\$ 74,290.00</b>
<b>OPERATING EXPENSES:</b>					
<b>Building Maintenance</b>					
5000 Building Maintenance	1,000.00	3,856.43	350.00	4,206.43	1,000.00
5025 Pest Control	670.00	418.00	209.00	627.00	670.00
5030 S/A Pool Area Renovation	-	2,600.00	2,581.60	5,181.60	-
<b>Total Building Maintenance</b>	<b>\$ 1,670.00</b>	<b>\$ 6,874.43</b>	<b>\$ 3,140.60</b>	<b>\$ 10,015.03</b>	<b>\$ 1,670.00</b>
<b>Safety/Security</b>					
5500 Fire Safety & Extinguishers	150.00	75.00	-	75.00	150.00
<b>Total Safety/Security</b>	<b>\$ 150.00</b>	<b>\$ 75.00</b>	<b>\$ -</b>	<b>\$ 75.00</b>	<b>\$ 150.00</b>
<b>Grounds Maintenance</b>					
6000 Lawn Care	6,300.00	4,200.00	2,100.00	6,300.00	6,300.00
6002 Plantings & Mulch	1,700.00	820.00	800.00	1,620.00	1,700.00
6020 Sprinkler Repairs	200.00	-	75.00	75.00	200.00
6044 Tree trimming & Replacement	100.00	475.00	-	475.00	200.00
<b>Total Grounds</b>	<b>\$ 8,300.00</b>	<b>\$ 5,495.00</b>	<b>\$ 2,975.00</b>	<b>\$ 8,470.00</b>	<b>\$ 8,400.00</b>
<b>Amenities/Clubhouse</b>					
6220 Pool Service	3,096.00	2,168.00	1,084.00	3,252.00	3,300.00
6221 Pool Repairs	1,000.00	193.31	650.00	843.31	1,000.00
<b>Total Amenities/Clubhouse</b>	<b>\$ 4,096.00</b>	<b>\$ 2,361.31</b>	<b>\$ 1,734.00</b>	<b>\$ 4,095.31</b>	<b>\$ 4,300.00</b>
<b>Utilities</b>					
6304 Electricity	3,600.00	2,965.88	890.00	3,855.88	4,000.00
6318 Water/Sewer	12,000.00	8,408.70	5,700.00	14,108.70	14,000.00
<b>Total Utilities</b>	<b>\$ 15,600.00</b>	<b>\$ 11,374.58</b>	<b>\$ 6,590.00</b>	<b>\$ 17,964.58</b>	<b>\$ 18,000.00</b>
<b>Insurance</b>					
6500 Property Insurance	19,675.00	11,620.36	5,042.00	16,662.36	17,000.00
6504 Crime Insurance	300.00	178.80	90.00	268.80	300.00
6506 Directors & Officers	1,000.00	625.75	347.00	972.75	1,000.00
6508 Flood	12,000.00	7,278.00	3,639.00	10,917.00	12,000.00
6509 General Liability	800.00	574.41	300.00	874.41	800.00
6515 Umbrella	2,000.00	1,265.20	674.00	1,939.20	2,000.00
6516 Workers Comp	630.00	409.23	200.00	609.23	630.00
<b>Total Insurance</b>	<b>\$ 36,405.00</b>	<b>\$ 21,951.75</b>	<b>\$ 10,292.00</b>	<b>\$ 32,243.75</b>	<b>\$ 33,730.00</b>
<b>Administration</b>					
7001 Management Fee	5,940.00	3,960.00	1,980.00	5,940.00	5,940.00
7003 Office Expense	800.00	702.85	180.00	882.85	900.00
7000 Accounting	350.00	350.00	-	350.00	350.00
7006 Professional Fees	450.00	-	-	-	350.00
7015 Misc. Expense	500.00	-	-	-	400.00
7035 Taxes, Licenses & Div. Fees	100.00	48.00	-	48.00	100.00
<b>Total Administration</b>	<b>8,140.00</b>	<b>5,060.85</b>	<b>2,160.00</b>	<b>7,220.85</b>	<b>8,040.00</b>
<b>TOTAL EXPENSES</b>	<b>\$ 74,361.00</b>	<b>\$ 53,192.92</b>	<b>\$ 26,891.60</b>	<b>\$ 80,084.52</b>	<b>\$ 74,290.00</b>

Per Unit	2022 QTR	2023 QTR
Maintenance Fees	1,500.00	1,500.00

**THE BUDGET OF THE ASSOCIATION DOES NOT PROVIDE FOR RESERVES FOR CAPITAL EXPENDITURES AND DEFERRED MAINTENANCE. WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVE USES OF EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY OR UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS.**





**Assets**

Operating Funds

10-1002-00 AMB Operating #4859 \$20,141.63

Total Operating Funds: \$20,141.63

Other Current Assets

12-1220-00 Prepaid Insurance 19,916.87

12-1230-00 Prepaid Expense 1,170.00

Total Other Current Assets: \$21,086.87

**Total Assets: \$41,228.50**

**Liabilities & Equity**

Liabilities

20-2000-00 Accounts Payable 525.00

20-2005-00 Accrued Other Expense 1,000.00

20-2050-00 Prepaid Maintenance Assessments 10,500.00

Total Liabilities: \$12,025.00

Fund Balance

39-3900-00 Fund Balance 30,876.69

Total Fund Balance: \$30,876.69

Net Income Gain / Loss (1,673.19)

**Total Liabilities & Equity: \$41,228.50**

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
Income							
4000-00 Maintenance Assessments	\$6,000.00	\$6,000.00	\$-	\$72,000.00	\$72,000.00	\$-	\$72,000.00
4002-00 Special Assessment	-	-	-	6,000.00	-	6,000.00	-
4009-00 Late Fees	-	-	-	25.00	-	25.00	-
4018-00 Prior Year Surplus	-	196.75	(196.75)	-	2,361.00	(2,361.00)	2,361.00
4030-00 Other/Misc Income	-	-	-	3,000.00	-	3,000.00	-
Total Income	\$6,000.00	\$6,196.75	(\$196.75)	\$81,025.00	\$74,361.00	\$6,664.00	\$74,361.00
Total OPERATING INCOME	\$6,000.00	\$6,196.75	(\$196.75)	\$81,025.00	\$74,361.00	\$6,664.00	\$74,361.00
OPERATING EXPENSE							
Building Maintenance							
5000-00 Building Maintenance	-	83.37	83.37	506.43	1,000.00	493.57	1,000.00
5025-00 Pest Control	52.25	55.87	3.62	627.00	670.00	43.00	670.00
5030-00 S/A 2022 Pool Area Renovation	-	-	-	8,531.60	-	(8,531.60)	-
5049-00 Hurricane Ian 2022	-	-	-	850.00	-	(850.00)	-
Total Building Maintenance	\$52.25	\$139.24	\$86.99	\$10,515.03	\$1,670.00	(\$8,845.03)	\$1,670.00
Safety/Security/Emergency Response							
5500-00 Fire Safety & Extinguishers	-	12.50	12.50	75.00	150.00	75.00	150.00
Total Safety/Security/Emergency Respo	\$-	\$12.50	\$12.50	\$75.00	\$150.00	\$75.00	\$150.00
Grounds Maintenance							
6000-00 Lawn Care	525.00	525.00	-	6,300.00	6,300.00	-	6,300.00
6002-00 Plantings & Mulch	(920.00)	141.63	1,061.63	3,943.00	1,700.00	(2,243.00)	1,700.00
6020-00 Sprinkler Repairs	-	16.63	16.63	-	200.00	200.00	200.00
6044-00 Tree Trimming & Replacement	-	8.37	8.37	475.00	100.00	(375.00)	100.00
Total Grounds Maintenance	(\$395.00)	\$691.63	\$1,086.63	\$10,718.00	\$8,300.00	(\$2,418.00)	\$8,300.00
Amenities/Clubhouse							
6220-00 Pool Service	271.00	258.00	(13.00)	3,252.00	3,096.00	(156.00)	3,096.00
6221-00 Pool Repairs	-	83.37	83.37	611.25	1,000.00	388.75	1,000.00
Total Amenities/Clubhouse	\$271.00	\$341.37	\$70.37	\$3,863.25	\$4,096.00	\$232.75	\$4,096.00
Utilities							
6304-00 Electricity	550.48	300.00	(250.48)	4,472.76	3,600.00	(872.76)	3,600.00
6318-00 Water/Sewer	1,000.00	1,000.00	-	12,959.51	12,000.00	(959.51)	12,000.00
Total Utilities	\$1,550.48	\$1,300.00	(\$250.48)	\$17,432.27	\$15,600.00	(\$1,832.27)	\$15,600.00
Insurance							
6500-00 Property Insurance	1,260.42	1,639.62	379.20	16,662.04	19,675.00	3,012.96	19,675.00
6504-00 Crime Insurance	22.49	25.00	2.51	268.76	300.00	31.24	300.00
6506-00 D & O Insurance	86.75	83.37	(3.38)	972.75	1,000.00	27.25	1,000.00
6508-00 Flood Insurance	1,034.33	1,000.00	(34.33)	11,415.32	12,000.00	584.68	12,000.00
6509-00 General Liability Insurance	75.06	66.63	(8.43)	874.65	800.00	(74.65)	800.00
6515-00 Umbrella Insurance	168.55	166.63	(1.92)	1,939.40	2,000.00	60.60	2,000.00
6516-00 Worker's Comp Insurance	49.92	52.50	2.58	608.91	630.00	21.09	630.00
Total Insurance	\$2,697.52	\$3,033.75	\$336.23	\$32,741.83	\$36,405.00	\$3,663.17	\$36,405.00
Administrative							
7000-00 Accounting	-	29.13	29.13	350.00	350.00	-	350.00
7001-00 Management Fees	495.00	495.00	-	5,940.00	5,940.00	-	5,940.00
7003-00 Office Expense	52.68	66.63	13.95	914.81	800.00	(114.81)	800.00
7006-00 Professional Fees	-	37.50	37.50	-	450.00	450.00	450.00
7015-00 Miscellaneous Expense	-	41.63	41.63	100.00	500.00	400.00	500.00
7035-00 Taxes, Licenses & Div Fees	-	8.37	8.37	48.00	100.00	52.00	100.00
Total Administrative	\$547.68	\$678.26	\$130.58	\$7,352.81	\$8,140.00	\$787.19	\$8,140.00
Total OPERATING EXPENSE	\$4,723.93	\$6,196.75	\$1,472.82	\$82,698.19	\$74,361.00	(\$8,337.19)	\$74,361.00
Net Income:	\$1,276.07	\$0.00	\$1,276.07	(\$1,673.19)	\$0.00	(\$1,673.19)	\$0.00