

HIGHLAND TOWERS BUDGET 2025

	2024	2025	
	Annual	Annual	Increase/
	Budget	Budget	(Decrease)
Income			
4001 · Maintenance Income	584,174	710,240	\$ 126,066
4002 · Rental (G2) Income		TBD	
4003 · Other Income		TBD	
4004 · Late Fee Income		TBD	
4005 · Application Fee Income		TBD	
4006 · Laundry Income		TBD	
4007 · Gate/Pool/Key Income		TBD	
4008 · Interest Income - Reserves		TBD	
4504 · Special Assessment Acct Interest		TBD	
4050 · Prior Year Surplus Carried Over		TBD	
Total Income	584,174		
Expense	2024	2025	+/-
5000 · PROFESSIONAL EXPENSES			
5001 · Management Fees [Andres]	42,675	32,048	\$ (10,627)
5002 · Accounting Fees	19,050	22,850	\$ 3,800
5003 · Professional Fees	500	250	\$ (250)
5004 · Legal Fees	5,000	5,000	\$ -
5005 · License/Permits/Fees	1,800	1,000	\$ (800)
5007 · Office Supplies / Postage	2,750	2,750	\$ -
5008 · Board Events	2,000	2,500	\$ 250
5008.1 House Committee	1,000	1,000	\$ -
5009 · Bank Fees	1,140	1,284	\$ 144
5010 · Screening Expense	0	250	\$ 250
5011 · Taxes-Other	100	100	\$ -
Total 5000 · PROFESSIONAL EXPENSES	76,015	69,032	\$ (6,989)
5100 · INSURANCE			
5101 · Insurance Expense	193,620	274,000	\$ 80,380
5102 · Insurance Workers Comp	2,000	1,000	\$ (1,000)
Total 5100 · INSURANCE	195,620	275,000	\$ 79,380
5200 · REPAIRS & MAINTENANCE			
5201 · Building Repairs *	8,000	1,600	\$ (6,400)
5202 · Pest Control	1,800	1,800	\$ -
5203 · Elevator Service	18,500	18,500	\$ -
5204 · Lawn Maintenance	18,000	15,000	\$ (3,000)
5205 · Landscaping Extras	800	2,000	\$ 1,200
5206 · Tree Trimming	1,600	1,600	\$ 400
5207 · Irrigation	100	1,000	\$ 900
5208 · Beach/Deck Repairs&Maint	3,700	3,672	\$ (28)
5209 · Pool Maintenance	5,500	7,500	\$ 2,000

5210 · Pool Repairs	0	\$	-
5211 · Janitorial / Maintenance	27,400	30,000	\$ 2,600
5211.1 Janitorial G-2 [Paid from Rental I]	0	1,170	\$ 1,170
5213 · Fire Alarm & Equipment	4,500	4,500	\$ -
5214 · Building Maint Supplies *	11,000	12,500	\$ 1,500
5215 · Electrical Repairs *	3,000	3,000	\$ -
5216 · Plumbing Repairs	3,500	3,500	\$ -
Total 5200 · REPAIRS & MAINTENANCE	107,400	107,342	\$ 342
5300 · UTILITIES			
5301 · Electricity - Building	11,000	11,000	0
5301.1 G2 [Paid from Rental Income]	900		-900
5301.2 Irrigation	500	500	0
5302 · Water	21,000	26,369	\$ 5,369
5302.1 Water Irrigation	6,800	11,626	\$ 4,826
5303 · Telephone Expense	1,620	1,700	\$ 80
5304 · Gas	10,000	6,000	\$ (4,000)
5305 · Cable / Internet	55,650	57,480	\$ 1,830
5306 · Trash	11,700	12,858	\$ 1,158
5307 · Sewer	18,000	23,433	\$ 5,433
Total 5300 · UTILITIES	137,170	150,965	\$ 13,795
	2024	2025	+/-
5400 · PAYROLL EXPENSES			
5401 · Gross Wages	62,500	96,680	\$ 34,180
5402 · FICA Expense Employer	4,063	5,994	\$ 1,932
5403 · Medicare Expense Employer	906	1,402	\$ 496
5404 · Unemployment Fed/State	300	100	\$ (200)
5305 · Administrative Costs	200	500	\$ 300
5407 Employee Phone Reimbursement		1,200	\$ 1,200
Total 5400 · PAYROLL EXPENSES	67,969	107,901	\$ 37,907
TOTAL OPERATING EXPENSE	584,174	710,240	\$ 126,066
RESERVE EXPENSE Non Structural*	56,700	130,000	\$ 73,300
SIRS RESERVE EXPENSE*		143,500	\$ 143,500
*Paid from surplus funds			