

## Highland Towers Inc. Approved Budget 2024

### Income

|                             |                |                         |                |
|-----------------------------|----------------|-------------------------|----------------|
| 4001 · Maintenance Income   | 584,174        | TOTAL OPERATING EXPENSE | 584,174        |
| 4101 · Reserve Contribution | 56,700         | RESERVE CONTRIBUTION    | 56,700         |
| <b>Total Income</b>         | <b>640,874</b> | <b>TOTAL EXPENSE</b>    | <b>640,874</b> |

### Expense

|                                               |                |                                      |                |
|-----------------------------------------------|----------------|--------------------------------------|----------------|
| 5000 · PROFESSIONAL EXPENSES                  |                | 5300 · UTILITIES                     |                |
| 5001 · Management Fees [Andres]               | 42,675         | 5301 · Electricity - Building        | 11,000         |
| 5002 · Accounting Fees                        | 19,050         | 5301.1 G2                            | 900            |
| 5003 · Professional Fees                      | 500            | 5301.2 Irrigation                    | 500            |
| 5004 · Legal Fees                             | 5,000          | 5302 · Water                         | 21,000         |
| 5005 · License/Permits/Fees                   | 1,800          | 5302.1 Water Irrigation              | 6,800          |
| 5007 · Office Supplies / Postage              | 2,750          | 5303 · Telephone Expense             | 1,620          |
| 5008 · Board Events                           | 2,000          | 5304 · Gas                           | 10,000         |
| 5008.1 House Committee                        | 1,000          | 5305 · Cable / Internet              | 55,650         |
| 5009 · Bank Fees                              | 1,140          | 5306 · Trash                         | 11,700         |
| 5010 · Screening Expense                      | 0              | 5307 · Sewer                         | 18,000         |
| 5011 · Taxes-Other                            | 100            | <b>Total 5300 · UTILITIES</b>        | <b>137,170</b> |
| <b>Total 5000 · PROFESSIONAL EXPENSE</b>      | <b>76,015</b>  | 5400 · PAYROLL EXPENSES              |                |
| 5100 · INSURANCE                              |                | 5401 · Gross Wages                   | 62,500         |
| 5101 · Insurance Expense                      | 193,620        | 5402 · FICA Expense Employer         | 4,063          |
| 5102 · Insurance Workers Comp                 | 2,000          | 5403 · Medicare Expense Employer     | 906            |
| <b>Total 5100 · INSURANCE</b>                 | <b>195,620</b> | 5404 · Unemployment Fed/State        | 300            |
| 5200 · REPAIRS & MAINTENANCE                  |                | 5305 · Administrative Costs          | 200            |
| 5201 · Building Repairs *                     | 8,000          | <b>Total 5400 · PAYROLL EXPENSES</b> | <b>67,969</b>  |
| 5202 · Pest Control                           | 1,800          |                                      |                |
| 5203 · Elevator Service                       | 18,500         | <b>TOTAL OPERATING EXPENSE</b>       | <b>584,174</b> |
| 5204 · Lawn Maintenance                       | 18,000         |                                      |                |
| 5205 · Landscaping Extras                     | 800            |                                      |                |
| 5206 · Tree Trimming                          | 1,600          |                                      |                |
| 5207 · Irrigation                             | 100            |                                      |                |
| 5208 · Beach/Deck Repairs&Maint               | 3,700          |                                      |                |
| 5209 · Pool Maintenance                       | 5,500          |                                      |                |
| 5210 · Pool Repairs                           | 0              |                                      |                |
| 5211 · Janitorial / Maintenance               | 27,400         |                                      |                |
| 5212 · Janitorial Supplies                    | 0              |                                      |                |
| 5213 · Fire Alarm & Equipment                 | 4,500          |                                      |                |
| 5214 · Building Maint Supplies *              | 11,000         |                                      |                |
| 5215 · Electrical Repairs *                   | 3,000          |                                      |                |
| 5216 · Plumbing Repairs                       | 3,500          |                                      |                |
| <b>Total 5200 · REPAIRS &amp; MAINTENANCE</b> | <b>107,400</b> |                                      |                |

### Reserve Budget

|                             |               |
|-----------------------------|---------------|
| 4101 · Reserve Contribution | <b>56,700</b> |
| 9001 · Building*            |               |
| 9002 · Paving               | 3,000         |
| 9003 · Fences/Gates         | 1,600         |
| 9004 · Roof*                |               |
| 9005 · Elevator             | 45,000        |
| 9006 · Seawall              | 3,600         |
| 9007 · Pool                 | 3,500         |
| 9008 · Painting*            |               |
| 9009 · Electrical*          |               |
| 9012 · Plumbing*            |               |
| 9013 · Fire Suppression*    |               |
| 9014 · Windows/Doors*       |               |
| <b>TOTAL RESERVES</b>       | <b>56,700</b> |

\*Deferred Pending SIRS