

## **Additional Notes 2007 Plaza East Operating Budget Line-By-Line**

### **2.00 Administrative**

2.10, Accounting: \$175/wk + \$465/mo + \$13,845 in '06; and is 2% below '06 budget. '07 budget will remain same as '06.

2.20 Annual Audit in '06 was \$4600; increased by 8.9 % in '07, a 23.1% decrease in '07.

2.30 Auto damage: Slight overage projected for '06, expense for '05 less than '06 budget. Maintain for '07 without change.

2.40 Legal: Slight overage projected for '06. Expense for '05 was less than '06 budget. Reduce '07 budget by 44% to \$10,000. Contact with Association Attorney will be by Board President or by advance approval of the Board President.

2.50 Office Equipment: Slight overage in '06 for a computer part (\$148) and American Express billing (\$1040), allowance of \$1,000 remains in '07 budget.

2.60 Office Expense: Slight overage projected for '06. Items include job ads, and service charges. Maintain in '07 without any change.

2.70 Payroll Service: '06 overage projected. '05 expense was below '06 budget.

2.80 Printing and Stationary: Maintain budget for '07 without change.

2.90 Postage: '06 overage projected. '06 mailings were above normal, reduce '07 budget by 8%. Web Site may assist in reducing postage expense

2.10 Web Site: <http://www.PlazaEast.info>. Board approved expense at \$150/mo.

### **3.00 Contracts**

3.10 Beach Raking: Contract is \$358/mo in '06. Increased '07 budget by 3.5 %.

3.20 Copier Lease: Projected overage because greater use in '06, which increased variable maintenance charges. Basic charge is \$224/mo (5 yr from 1/05). '07 budget by increased 25%. Overage due to Owner document requests and distribution.

3.30 Elevator Maintenance: Overage projected in '06. Contract cost is \$2,425/mo. '07 budget reduced by 6.3%.

3.40 Emergency Generator: '06 expense was \$91 thru 5/9, plus \$339.20/4 mo (8/3/06).

3.50 Fire Alarm: Overage projected in '06 based on \$10,913 (including permit \$7,726) thru 7/2 plus \$425/mo for last six months. Cost of \$425/mo is five year contract (7/24/06 to 7/24/11), '07 expense with permit \$12,825. Rounded '07 budget \$12,900 represents 8% increase.

3.60 Pest Control: Pest contract cost is \$600/mo (1/12/06). '07 budget is increased by 4.2 %.

3.70 Exterior Pest Control: '06 overage projected, pest contract cost \$1,300/3 mo (1/12/06), '07 budget increased by 15.6%.

3.80 Postage Meter: '06 expenditures are projected below '06 budget. Lease is for \$343/3 mo. '07 budget is decreased by 9.1%.

3.90 Rodent Control: A new item '07 at \$1300/yr.

#### **4.00 Outside Maintenance Services**

4.10 A/C Repairs: '06 expenditures are below budget. Reduced in '07 by 25 %

4.20 Electrician: 400% increase is projected for replacement of aluminum wire with copper wire from meter to unit. Also Power Distribution Panels (PDP) requires upgrading for safety.

4.30 Plumber: '07 budget is reduced slightly (4%). Replace J-loops in unit kitchens.

4.40 Phones: '07 budget a 7.1% increase. Each elevator needs a cell line. Cost is \$250.

4.50 Tree Trimming: eliminated from the '07 budget.

#### **5.00 Maintenance**

5.10 Supplies and Repairs: '06 actual fell below budget and '05 actual. Reduce '07 by 1%.

5.20 Exercise Room: s '06 actual fell below budget. Reduce '07 by 50%.

5.30 Uniforms: '06 actual higher than budget. Increase 07 budget by 25%

5.40 Asphalt Sealing and Striping: Removed from operating budget put in reserve budget.

5.50 Wilma damage - does not apply

5.60 A/C Risers - does not apply

#### **6.00 Grounds Maintenance**

6.10 Grounds Supplies: '06 actual have exceeded its budget, due to Hurricane Wilma. There were no '05 expenditures, in '07 budget is being increased by 150% to \$10,000 to allow replacing plants, bushes, and trees.

6.20 Landscaping: A contract at \$2455/mo is \$29,460 annually. '07 budget of \$30,000 represents a 63.7% increase over '06.

#### **7.0 Pool**

7.10 Pool Supplies and Maintenance: '07 budget remains the same as '06.

7.20 Repairs and Furniture: '07 budget increases 33% to \$2,000. '06 actual exceeded budget

7.30 Heaters – new in 2005

### **8.00 Security**

8.10 Security Equipment and Supplies: '06 expenditures included radio rental, cameras, and web site. '07 increase is for increased security and information.

8.20 Uniforms: '06 budget was exceeded, '07 budget increase (25%) is between '06 budget and '06 actual.

### **9.00 Employee Expense**

9.10 Administrative Payroll: '07 budget Payroll for Secretary and Manager is 14 % lower.

9.20 Maintenance Payroll: '07 budget is 1% lower in '06 (7 employees, one part-time person, and overtime).

9.30 Security Payroll: '07 budget is 3 % higher over '06 (24 employees and overtime).

### **10.00 Utilities**

10.10 Cable TV: TV is \$7376/mo plus a 4% increase each year on May 1, '07 budget is 3% higher over '06 budget.

10.20 Electric: '06 actual is over '06 budget. '07 budget is close to 06 actual representing an 18% increase. FPL plans a 2% residential rate reduction beginning January 07.

10.20 Gas: '06 actual expense is lower than budgeted. '07 budget is 7% lower than '06 budget. Suppliers include Teco, Infinite Energy, and Energy Tax Solutions.

10.30 Telephone: '06 actual is slightly above budget, '07 budget remains same. Phone bills are for ATT, Bell South, and T-Mobile services.

10.50 Trash Removal: '06 actual and budget are comparable. '07 budget is a round-off '06 budget, representing a 1% increase. Waste Management bills are by dump load.

10.60 Water and Sewer: '06 actual and the budget are comparable. '07 budget represents a 0.4% increase over '06

### **11.00 Taxes and Fees**

11.10 Condo Bureau: Condo tax is fixed at \$4 per unit; 266 units, cost is \$1064.

11.20 Misc. Taxes: None were paid in either '05 or '06 item is removed from '07 budget.

11.30 Permits and Fees: '07 budget remains same as '06 budget.

11.40 Payroll Taxes: '06 actual are above '06 budget. '07 is 10% higher than '06 budget.

## **12.00 Insurance**

12.10 General Insurance: Includes liability, umbrella liability, windstorm, boiler and machinery, glass (condo units and common areas), directors, officers, and crime. '06 general insurance budget was underfunded by \$362,535 ( $\$648,831 - \$286,296 = \$362,535$ ). Annual premium increased from \$286,296 in '06 to \$578,831 in '07. Annual premium is \$648,831 plus \$70,000 from 12/31/06 insurance fund.

12.20 Workers Compensation: '06 actual are projected to be slightly higher than '06 budget.

12.30 Flood: '06 budget and '07 budget are same.

12.40 Financing Cost: '06, paid a financing charge of \$5661, which will be zero in '07.

12.51 Employee Health: '06 actual are 5% less than budget. '07 budget remains same.