

Sandarac Association, Inc.
6666 Estero Boulevard
Fort Myers Beach, FL 33931
Phone (239) 463-6080 Fax (239) 463-6090

NOTICE CHANGE TO MEETING DATE

A BOARD OF DIRECTORS meeting TO ADOPT THE 2017-18 BUDGET will be held
Thursday February 9th in The Sandarac Social Room at 10:00 A.M.

AGENDA

1. Call to order
2. Roll call
3. Review and approve meeting minutes
4. Treasurer's Report
5. Manager's Report
6. Old Business –
7. New Business –
 - a. 2017-18 Budget
8. Adjournment

Budget Definitions

<u>Group Title</u>	<u>Definition</u>
6300 Revenue	
6310 Maintenance fees	Maintenance fees that have been earned.
6315 Beach Commissions	Amount earned for Cabana contract
6325 Cond Watch	Fees from Condo Watch
6330 Administrative Fees	Fines, transfer fees and Estoppel letters
6340 Late Fees	Amount earned for late fees
6355 Reserves	Reserve fees that have been earned.
6910 Interest Earned	Non reserve interest received from bank
6920 Misc. Income	Sale door keys and misc.
6600 Payroll	
6500 Workman's Comp.	49% of monthly cost
6550 Payroll Creation costs	49% of cost charged by Paychex for payroll creation + 49% of Zane costs
6600 Payroll expenses	Sandarac I portion of the payroll, calculated on the payroll spreadsheet
6650 Payroll Taxes	Company liability for Payroll Expense (FICA, UAE, etc.)
6700 Contract Labor	Non payroll labor expenses
7000 Administrative	Office expenses and professional services necessary to run the business.
7020 Accounting fees	Cost for annual audit 100%
7025 Internet/Web site	Cost for domain name, updating costs and online backup of data 49%
7030 Legal fees	Cost of law support for questions, annual meetings and law suites 100%
7035 Bank fees	Cost any misc. fees 49%
7039 Postage	Postage machine rental and postage refills 49%.
7040 Office Expense	Paper, Ink, supplies, furniture, water and misc. 49%.
7041 Office Equip./Software/Services	Equipment, services or software purchased to run the office 49%.
7042 Auto Expense	Any reimbursable auto expense 49%.
7043 Depreciation	Cost provided by accountant 100%.
7050 Misc. Administrative	Licenses, Professional fee's, Engineering, taxes, etc. 49%.
7500 Insurance	Monthly allocation of annual cost
7570 Building/Property/Wind/Equipment Breakdown 17-18	Property
7571 Flood Insurance	Flood insurance including 49% of Office
7570 Wind Insurance	Now included in Building/Property
7573 Umbrella Policy	Excess Liability
7574 Bolier & Machinery	Now included in Building/Property
7575 Insurance Financing	Cost to pay insurance over time.
8000 Building & Grounds	
8020 Elevator Maintenance	Annual maintenance agreement and service calls
8050 Building maintenance	All purchases made or services purchased to maintain or secure the buildings
8070 Pool Maintenance	49% of chemicals used and repairs.
8080 Grounds Maintenance	Cut Grass, spray of bugs, trim landscape, mulch and palms
8090 Landscaping	Cost of NEW landscaping
8500 Utilities	
8510 Water & Sewer	Monthly FMB Public Works cost
8515 Water Office/Pool	49% of Monthly FMB Public Works cost.
8520 Electric	Monthly FP& L costs for building and Social room
8525 Electric Office/Pool	49% of Monthly FP& L costs for office and pool
8530 Telephone	49% of 11 lines used for both complexes (billed by Sandarac II)
8540 Trash	Advance disposal charges for trash pickup
8550 Propane	Refill propane for generators and gas grills.
8555 Cable TV	Hotwire annual contract

1/24/2017

**Sandarac I 2017-2018 PROPOSED
Budget and Reserves**

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2017-2018
	<u>ACTUAL</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>YE Estimate</u>	<u>BUDGET</u>
REVENUE							
MAINTENANCE FEE INCOME	384,322	385,088	413,952	435,272	457,942	435,272	459,306
BEACH COMMISSIONS	6,000	6,000	7,000	7,000	7,000	7,000	10,000
COND. AND OTHER FEES	4,018	5,179	3,000	2,200	2,200	2,200	2,200
RESERVE INCOME						0	112,640
CARRY OVERS FROM PREVIOUS YEAR						-	
TOTAL	394,340	396,267	423,952	444,472	467,142	444,472	584,146
EXPENSES							
66000 Payroll							
6500 WORKERS' COMPENSATION		4,333	3,519	3,796	3,528	3,500	3,381
6550 PAYROLL CREATION COSTS	1,271	1,188	1,200	1,403	1,275	1,250	1,275
6560 401K Expense			1,000	382	470	470	0
6600 PAYROLL EXPENSES	47,898	95,758	101,371	100,195	99,914	99,000	103,000
6650 PAYROLL TAXES	11,707	7,817	693	8,109	7,960	7,700	8,420
6700	36,128	3500					
TOTAL	97,004	112,596	107,783	113,885	113,147	111,920	116,076
7020 ACCOUNTING & AUDITING	4,000	4,000	4,000	4,000	4,000	4,500	5,500
7025 Internet/Website	210	450	330	200	400	400	400
7030 LEGAL	1,416	0	14,983	3,553	3,000	10,000	5,000
7035 BANK FEES	0	16	66	389	500	400	500
7039 POSTAGE	138	431	272	317	250	400	400
7040 OFFICE EXPENSE	1,750	851	1,773	1,283	1,200	1,600	1,200
7041 OFFICE EQUIPMENT	1,060	537	1,089	624	1,000	1,000	1,000
7042 AUTO EXPENSE	0	0	454	1,176	1,200	1,200	1,200
7043 DEPRECIATION	0	0	0	0	0	0	0
7050 MISC. ADMINISTRATIVE	0	1,829	2,890	1,655	1,000	1,200	1,000
TOTAL	8,574	8,114	25,857	13,197	12,550	20,700	16,200
7570 Building/Property/Wind/Equipment Brea	15,335	14,909	15,694	16,915	57,000	59,988	62,900
7571 Flood Insurance	32,607	40,637	44,503	49,397	81,095	52,536	62,600
7572 Wind Insurance	45,342	52,477	59,155	62,900	1,700	1,572	
7573 Umbrella Insurance	1,815	1,816	1,829	1,788	700	0	1,650
7574 General Liability	433	637	644	666	0	5,604	6,200
7575 INSURANCE FINANCING	5,630	0	0	0	0	0	0
TOTAL	101,162	110,476	121,825	131,666	140,495	119,700	133,350
8020 ELEVATOR MAINTENANCE	7,952	9,235	9,942	4,126	6,950	6,950	7,880
8050 BLDG & MAINT SUPPLIES	19,368	22,994	24,142	24,985	24,000	25,500	26,000
8070 POOL MAINTENANCE	2,988	3,211	4,224	4,242	3,500	4,000	3,500
8080 GROUNDS MAINTENANCE	23,042	14,924	13,566	18,717	15,000	17,000	17,400
8090 LANDSCAPING	0	1,286	2,988	750	3,000	2,000	3,000
TOTAL	53,350	51,650	54,862	52,820	52,450	55,450	57,780
8510 WATER & SEWER	42,591	42,591	42,156	44,465	42,000	39,000	42,000
8515 WATER & SEWER OFFICE & POOL	2,000	1,491	1,500	1,894	2,100	1,500	2,000
8520 ELECTRICITY	10,384	7,874	8,300	8,063	8,000	8,000	8,000
8525 ELECTRICITY Office/pool	5,126	5,922	4,000	4,107	4,000	5,000	5,000
8530 TELEPHONE	2,163	4,625	4,000	2,651	2,800	2,500	2,500
8540 TRASH REMOVAL	8,351	7,635	8,000	8,600	8,000	6,000	7,000
8550 PROPANE	399	658	700	363	600	300	600
8555 TV CABLE	29,761	31,081	36,000	68,076	76,500	76,000	76,500
TOTAL	100,775	101,877	104,656	138,219	144,000	138,300	143,600
Contingency	1,934	0	0	4,800	4,500	4,500	4,500
OWNER REVENUE							571,946
All other revenue			(10,000)	(9,200)	(9,200)	(9,200)	12,200
TOTAL REVENUE							584,146
TOTAL OPERATING EXPENSES	362,800	384,713	414,984	454,587	467,142	450,570	471,506
RESERVE TRANSFER							112,640
TOTAL EXPENSES							584,146
QUARTERLY MAINTENANCE FEE					1,301		1,305

SANDARAC I -- APPROVED RESERVE SPREADSHEET -- 2017-2018

ITEM	RESERVE BAL <u>03/31/15</u>	Forecasted	Installed Repaired <u>YEAR</u>	Installed Repaired <u>Cost</u>	LIFE in <u>years</u>	2016	Funding <u>DATE</u>	Funding <u>Amount</u>	3 <u>2017-18</u>	1 <u>2018-19</u>	2 <u>2019-20</u>	6 <u>2020</u>	7 <u>2021</u>	8 <u>2022</u>	9 <u>2023</u>
		Net Activity <u>2016-17</u>				REMAINING LIFE <u>03/31/16</u>									
S															
Lobbies & social room (note 1)			2009		15	8	2024	\$25,000							
Parking Lot replacement			2004		30	18	2034	\$230,000							
Carport Replacement			2005		35	24	2040	\$230,000							
Paint/Waterproof exteriors every 8 years			2013		8	5	2021	\$275,000	\$10,000				\$275,000		
Pool (note 5)			2009		10	3	2019	\$25,000			\$25,000				
Walkways - Recoat/paint			2013		20	17	2033	\$100,000							
Roof Stacks 1-2			2000	\$35,750	22	6	2022	\$36,000						\$36,000	
Roof Stack 3			2002	\$11,202	20	6	2022	\$10,000						\$10,000	
Roof Stack 4			2002	\$11,202	20	6	2022	\$10,000						\$10,000	
Roof Stack 5			2002	\$11,202	20	6	2022	\$10,000						\$10,000	
Roof Stacks 6-8			2003	\$35,000	20	7	2023	\$35,000							\$35,000
Roof Stacks 9-10			2002	\$22,404	20	6	2022	\$22,000						\$22,000	
Roof Stack 11			2002	\$11,202	20	6	2022	\$10,000						\$10,000	
Office Roof		(\$14,441)	2016	\$14,441	10	10	2026	\$15,000							
North Elevator repair Modernization			2016		30	30	2046	\$120,000							
North Elevator Cab Modernization			2009		16	9	2025	\$25,000							
South Elevator repair Modernization			2016		30	30	2046	\$120,000							
South Elevator Cab Modernization			2009		16	9	2025	\$25,000							
Emergency generator		(\$32,639)	2016		40	40	2056	\$35,000							
North Trash Chute			1976		47	7	2023	\$30,000							\$30,000
South Trash Chute			1976		47	7	2023	\$30,000							\$30,000
Modernize Fire system?			1976				1976	\$75,000				\$75,000			
Underground Water Main			1976		47	1	2016	\$60,000	\$60,000						
Interest							0								
Unused Plumbing Assessment	\$9,546	(\$6,601)	\$2,945												
Plant & Air conditioning		(\$16,708)							\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Pooled reserve expenditures		(\$70,389)							\$95,000	\$25,000	\$50,000	\$100,000	\$300,000	\$123,000	\$120,000
Additions from Regular assessment		\$105,600		<u>283231</u>					\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640
Additions from special assessment															
Pooled reserve Balance	\$60,842	\$96,053							\$113,693	\$201,333	\$263,973	\$276,613	\$89,253	\$78,893	\$71,533

	Past Year	Units	Per QTR.	Per Year
2016-17 Reserve charge	\$300	88	\$26,400	\$105,600
2017-18 YEAR				
Proposed Budget 2017-18	\$320	88	\$28,160	\$112,640
Special Assessment		88	\$0	\$0

10 <u>2024</u>	11 <u>2025</u>	12 <u>2026</u>	13 <u>2027</u>	14 <u>2028</u>	15 <u>2029</u>	16 <u>2030</u>	17 <u>2031</u>	18 <u>2032</u>	19 <u>2033</u>	20 <u>2034</u>	21 <u>2035</u>	22 <u>2036</u>	23 <u>2037</u>	24 <u>2038</u>	25 <u>2039</u>	26 <u>2040</u>	27 <u>2041</u>	28 <u>2042</u>	28 <u>2043</u>	28 <u>2044</u>	
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\$75,000	\$50,000	\$40,000	\$25,000	\$25,000	\$300,000	\$25,000	\$25,000	\$123,000	\$160,000	\$255,000	\$25,000	\$40,000	\$300,000	\$25,000	\$50,000	\$280,000	\$50,000	\$25,000	\$25,000	\$25,000	
\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640	\$112,640
\$109,173	\$171,813	\$244,453	\$332,093	\$419,733	\$232,373	\$320,013	\$407,653	\$397,293	\$349,933	\$207,573	\$295,213	\$367,853	\$180,493	\$268,133	\$330,773	\$163,413	\$226,053	\$313,693	\$401,333	\$488,973	