

PASEO MASTER ASSOCIATION, INC

August/September 2020

The Board of Directors:

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|----------------|----------------|
| Mike Pawielski | President |
| John Lines | Treasurer |
| Patty Stanton | Secretary |
| Ron Bendell | Vice President |
| Dave Cabell | Director |



Presented By KW Property Management:

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|---------------|--------------------|
| Adam Radler | General Manager |
| Tracy Duhaney | District Manager |
| Andy Kalikas | Vice President |
| Zuly Maribona | Sr. Vice President |

Engineering:

Naples awning is now fully set up as a vendor and we are working on the deposit payment. Gorilla garage had expired insurance certificates and we are working with them to get the updated info.

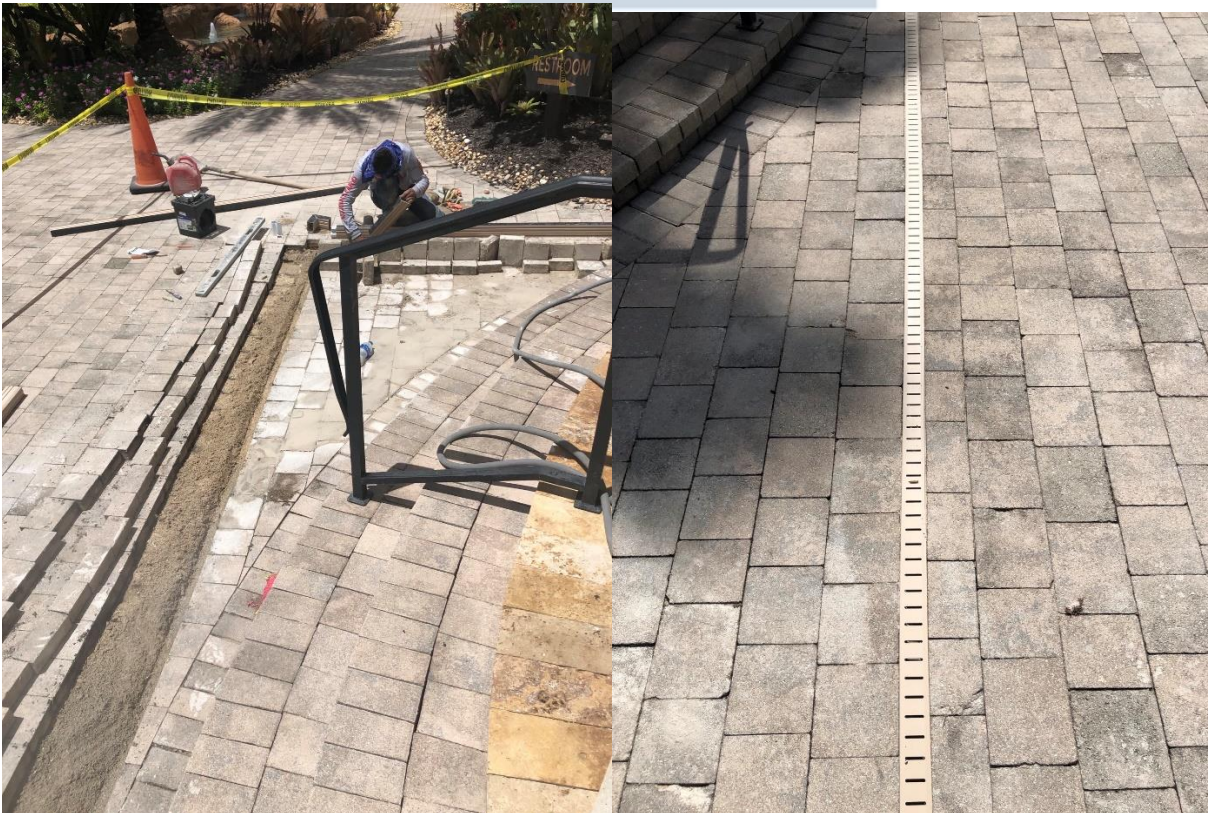
Chris secured a very good quote from Grout Magnificent for the exterior restrooms and locker rooms. We will be having those areas cleaned in the next couple of weeks.

Pressure washing starts this Monday 9/14 and should be finished this Tuesday 9/15. We e-blasted the community and have had face to face conversations with the coffee group to inform them of what and when it would be taking place.

Wall repairs in the kitchen are finally scheduled. As requested, the project will be broken into two phases to limit the down time of the tiki. Project will start on the 21st through the 23rd and will reopen for operation on the 24th. Project will start up again on the 28th. We do not anticipate having to close the tiki on 30th.

I have authorized Down To Earth to begin the camera scoping project for the pool deck drainage lines.

Deco drain install is underway.





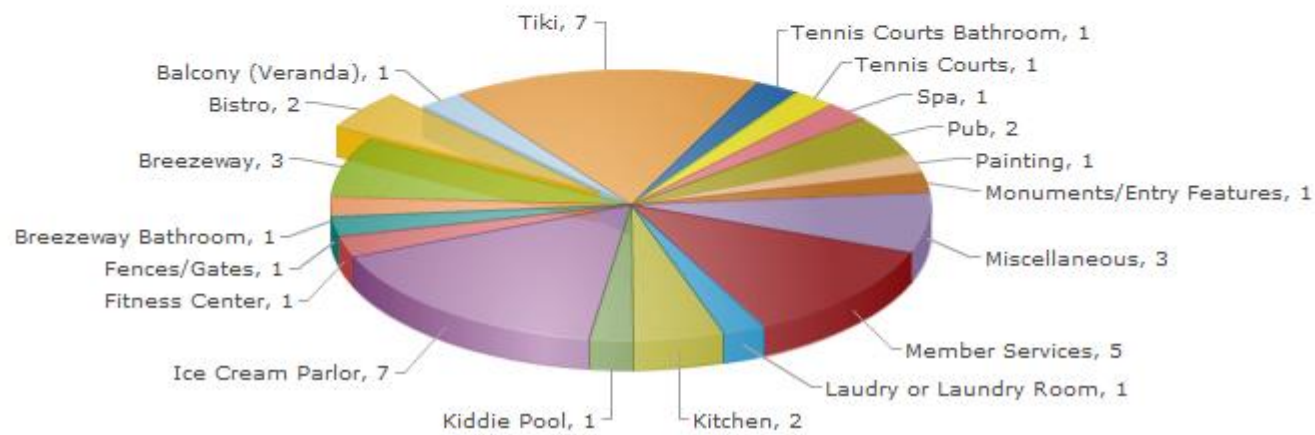
Some of the needed parts, pumps, mounting brackets and hardware has arrived for the VFD project. Unanticipated delays with shipping and product availability due to Covid has delayed this project. We anticipate install to begin next week and will take several days to complete. And then as more VFDs arrive, they will be installed.

With September right around the corner and the expected end to rainy season, pressure washing projects will become a priority for me. I am working with Tim Amman to provide quotes for some of these issues.

WORK ORDERS: 8/18 to 9/21

50 completed

Work Orders Report
From: 08/18/2020 - To: 09/21/2020



Operations/Admin:

In an effort to find more storage on the property, we have decided to repurpose the rec managers office in the gym for an area to store items that must be kept safe from the heat and elements. I am shopping around for a multi person work station for the executive office that will accommodate up to 4 persons.

We have found a very affective cleaning product for the new pool furniture. Each day we the amenity attendants are taking a handful of pieces of a furniture and wiping them down with the product. This is to be used on the metal framing and not a product for the slings.



I have put in a work order with our camera vendor to have one additional camera installed in the room formally known as the card room. Camera should be installed in the next week.

I have been in discussions with Richard about the master's ability to suspend amenity rights to owners who are behind on their association dues to their sub associations. As of this moment he does not believe we have the authority to act, but he does have an opinion piece he wrote on this topic that he is looking for to confirm his initial thoughts.

Our cabinet vendor has had a bit of a hiccup in relation to finishing the project. All the cabinet doors are missing from his shop. He is scrambling to have them remade locally so we can finish the project ASAP. The plan is the doors will be finished by Monday, with the install to take place on Wednesday. The repair to the damaged drywall will take place on Wednesday as well. Coffee vendor is prepping for the equipment move.

Some modest landscaping installs have taken place at both the lifestyle park and near and around Bocce. Some additional work is needed and Dustin will be providing proposals ASAP.

Sheila has been working with Tropitone on a proper cleaning solution for the new furniture. Chris has ordered the recommended product and we will be beginning tests next week.

I spoke with Perry from KB Patio this week. He received the deposit check on 8-7-2020 and ordered the products that day. He informs me due to Covid, Polywood still has one factory down, because of that ship times have gone from 4 weeks to 10 weeks. Perry will get back in touch with me the second the order ships.

We removed all the stored Pub furniture from the Bistro and have fully set up the Pub for dining. When we reopen the Pub, and if social distancing requirements are still needed, we will simply just have every other table be put in "not in service" status.

Lifestyle/Recreation/Member Services:

All the cabinets with doors, drawers, and hardware are finally in. Electric has been moved to accommodate the move of the coffee machines. The move of the machines themselves has been scheduled, we are just waiting on the actual commencement date from the vendor.



Village center photo shoot was completed last week.

F&B:

Tablets are finally up and running! The team is actively using them and working out any kinks and operational limitations that are arising.

Our inventory software program, Pulp, is fully up and running for the past month. Again, Chef has been working out any hiccups that come along. Over the next few months new modules will become available that will help with a perpetual inventory.

Chef has begun working on his fall menu which will roll out mid to late October. Chef and I have been discussing pricing and we believe its time to reset the menu back to our normal pricing so we can achieve our 42% COGS. As usual we will circulate the menu to the Board before we publish it to the community.

New IO cooler for the tiki and new glass froster for the Pub have arrived and been installed.



I have approved the replacement of the ice cream freezer at the ice cream parlor.

Because of social distancing requirements for seating at the bar, NFL Sundays are going to be a bit different this year. Because of the limited seating around the bar, we are working on some different ideas with the high tops and moving them closer to the perimeter of the bar. Either way, it will be a different viewing experience this year.

I have authorized purchases to replace the IO Freezer at tiki and the glass froster for the Pub. Both pieces have stopped working with repairs no longer cost efficient.

Chris and Hubert have been working on some creative ways to hide the trash and dish cart located at the tiki. This floating wall is on wheels and can be moved to different locations.

