



PASEO MASTER ASSOCIATION, INC

November 2021

The Board of Directors:

Mike Pawielski
Ron Bendell
John Lines
Dave Cabell
Lynda Adler

President
Vice President
Treasurer
Secretary
Director



Presented By KW Property Management:

Adam Radler
Tracy Duhaney
Andy Kalikas
Zuly Maribona

General Manager
District Manager
Vice President
Sr. Vice President





FINANCIAL HIGHLIGHTS

October 2021 Treasurers Report

FINANCIAL SUMMARY

The Paseo HOA had an operating surplus of \$662,388 which is \$58,435 in excess of the minimum recommended by our professionals (two months of 2022 assessments).

The replacement reserves were \$1,306,163 at 12.31.20 and increased to \$1,743,401 as of 10.31.21. Assessments of \$360,000 along with a transfer from operations of \$300,000 and interest of \$143 were added to the reserves. Total expenditures of (\$222,905) were charged against the reserves during the calendar year. Additional replacements have been approved by the board with an estimated cost of (\$6,998).

The working capital fund was \$136,155 at 12.31.20. Year to date capital contributions of \$312,000 were added to the fund. Special projects of (\$100,930) were expensed leaving a balance of \$347,225 as of 10.31.21. Additional estimated expenditures of (\$15,016) have been approved by the board. Please note there have been 6 closings since 10.31.21 and there are currently 11 pending sales.

For the month, the association had a loss of (\$3,019) against a budget of \$3,104 for a negative variance of (\$6,123). Food and beverage subsidy was higher than budget by (\$6,010).

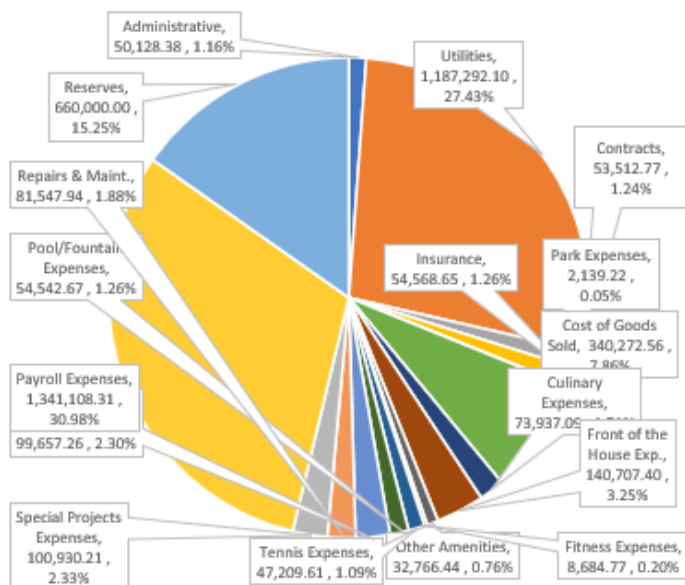
For the year, the association had an income of \$342,999 against a budget of \$38,853 for a positive variance of \$304,146. Food and beverage subsidy was under budget by \$127,257. Salaries, excluding food and beverage, were below budget by \$97,154. Almost every other cost center is under budget year-to-date.

For the year, food and beverage had a direct loss of (\$212,489) against a budget of (\$339,746) for a positive variance of \$127,257. Salaries were below budget by \$71,412, supplies by \$10,318 and cost of goods sold due to the rate variance by \$28,018.

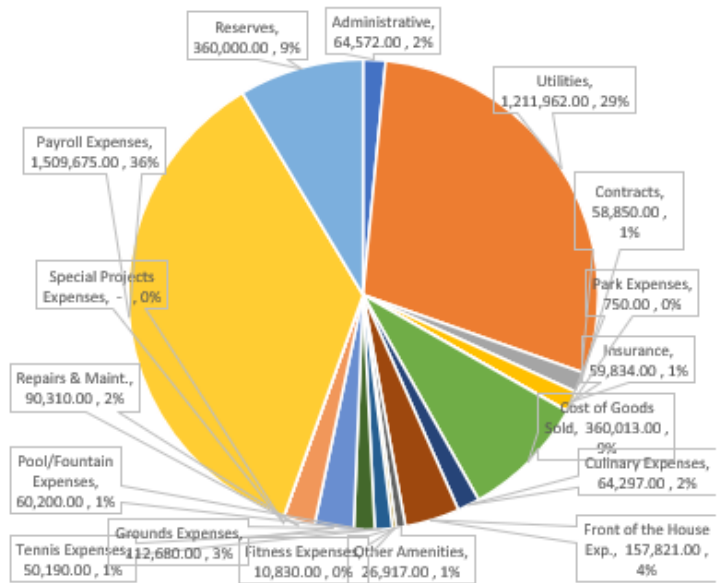


	Year to Date Actual		Year to Date Budget		Year to Date Variance \$
EXPENSES					
Administrative	50,128.38	1.16%	64,572.00	1.54%	(14,443.62)
Utilities	1,187,292.10	27.43%	1,211,962.00	28.86%	(24,669.90)
Contracts	53,512.77	1.24%	58,850.00	1.40%	(5,337.23)
Insurance	54,568.65	1.26%	59,834.00	1.42%	(5,265.35)
Park Expenses	2,139.22	0.05%	750.00	0.02%	1,389.22
Cost of Goods Sold	340,272.56	7.86%	360,013.00	8.57%	(19,740.44)
Culinary Expenses	73,937.09	1.71%	64,297.00	1.53%	9,640.09
Front of the House Exp.	140,707.40	3.25%	157,821.00	3.76%	(17,113.60)
Other Amenities	32,766.44	0.76%	26,917.00	0.64%	5,849.44
Fitness Expenses	8,684.77	0.20%	10,830.00	0.26%	(2,145.23)
Tennis Expenses	47,209.61	1.09%	50,190.00	1.20%	(2,980.39)
Pool/Fountain Expenses	54,542.67	1.26%	60,200.00	1.43%	(5,657.33)
Grounds Expenses	99,657.26	2.30%	112,680.00	2.68%	(13,022.74)
Repairs & Maint.	81,547.94	1.88%	90,310.00	2.15%	(8,762.06)
Special Projects Expenses	100,930.21	2.33%	-	0.00%	100,930.21
Payroll Expenses	1,341,108.31	30.98%	1,509,675.00	35.95%	(168,566.69)
Reserves	660,000.00	15.25%	360,000.00	8.57%	300,000.00
Total	4,329,005.38	100.00%	4,198,901.00	100.00%	130,104.38

YTD Actual



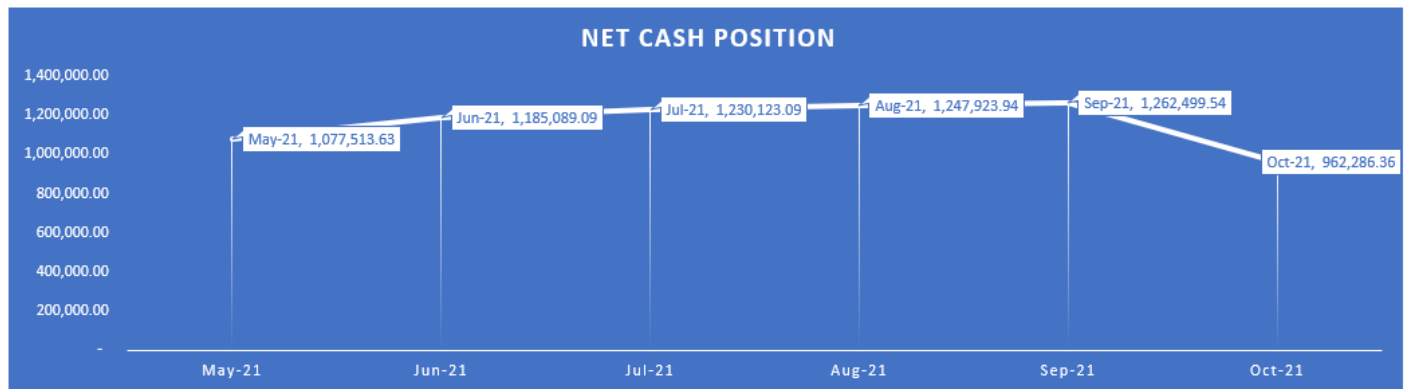
YTD Budget





Description	Oct-21	Sep-21	Aug-21	Jul-21	Jun-21	May-21
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CASH POSITION						
Total Cash Balances	1,665,111.01	1,393,143.99	1,678,854.77	1,954,770.27	1,299,515.40	1,463,797.88
Plus: Net Receivables	71,964.47	2,869.74	9,884.83	26,955.70	10,244.84	82,866.72
Less: Current Liabilities	(774,789.12)	(133,514.19)	(440,815.66)	(751,602.88)	(124,671.15)	(469,150.97)
Net Cash Position	962,286.36	1,262,499.54	1,247,923.94	1,230,123.09	1,185,089.09	1,077,513.63



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OPERATIONS

MEETINGS HELD

DRC Meeting was held on November 15th

Board meeting was held on November 17th

Monthly Managers meeting was held on November 18th

UPCOMING MEETINGS

DRC meeting December 13th

Board Meeting December 15th (tentative)

KWPMC Monthly Managers Meeting December 16th

BOARD ACTION ITEMS

Approved cancelation of existing pool contract

PENDING BOARD ACTION ITEMS

Approval of new pool contract



CORRESPONDENCE

Weekly newsletter eblasted every Thursday

Eblast about new website.

Eblast about Thanksgiving

Eblast about Apps and Laughs

Eblast about Wine and Jazz





ARCHITECTURAL MODIFICATIONS

- a. 11107 & 11109 Esteban Dr (roof replacement. Email approved)
- b. 8332 Adelio Lane – Front Door
- c. 11924 Tulio Way #2904 – Door replacement
- d. 10959 Esteban Dr. – Lanai kitchen
- e. 8236 Provencia Ct – Landscaping
- f. 11870 Liana Street #8805 – Lanai screen enclosure



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FACILITIES MANAGEMENT

WORK ORDERS

Paseo Master
From: 10/20/2021 To: 11/15/2021
Status: All Status

Service	Master
Administrative Offices	1
BBQ (s)	1
Bistro	1
Breezeway	3
Breezeway Bathroom	2
Doors	3
Drainage	1
Driveway/Roads/Paving	1
Electrical	1
Elevator (s)	1
Fire Extinguishers/Panels	1
Fitness Center	1
Ice Cream Parlor	1
Kiddie Pool	1
Kitchen	1
Lagoon Pool	3
Landscape	4
Lighting	1
Miscellaneous	3
Pumps	1
Theater	1
Tiki	3
Town Center Circle	1
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PREVENTIVE MAINTENANCE

Preventative Maintenance carried out on the following:

Pool Furniture Cleaning
Shark Bite application at Tiki flooring
Tiki Kitchen equipment

SUMMARY/RECOMMENDATIONS

As many of you are already aware, the AC for the theater was installed on Monday. My kudos to Chris for staying on the vendor to make sure this was completed sooner than later.

We were having intermittent issues of crackling of speakers around the pool deck, this issue was addressed yesterday.

I will be making a recommendation to the Board at the next meeting to move forward with canceling our contract with our current pool vendor (net 30 days) and then bring on Green and Clean as our new partner. The new vendor will be \$3,270 per month vs our current \$3,850

Reynolds is set to be out next week to address the condensation issues in the AC duct work in the Pub and Member Services.

I am researching new hand-held radio options for Paseo. The current set up and product is just not feasible anymore as we have constant issues with reliability and product quality.

All 3 pickleball courts are surfaced and playable. We currently have the landscaping improvements and the pavers being installed at the new court. Tyler is meeting with Coastal Canvas next week to go over the canopy installation. US Tennis is currently working on replacing the posts for courts one and two. As well the camera for courts one and two was installed today. .

I approved the replacement of the 3 computers in the library a couple of weeks ago. They were installed today. The previous computers had been in place since 2017 and were needing constant attention. .

Tiki drawings have been sent to “utilities” so they may begin their process of creating utility drawings. Once I have new info I will pass along.

Annual preventive maintenance and testing of all the tiki kitchen equipment took place this week in anticipation of moving the kitchen operations back to the tiki next week.





PROJECT UPDATE

ACTION PLAN								
PASEO								
KW PROPERTY MANAGEMENT & CONSULTING								
Project Title	Priority	Goal Champion	Length of Time (1 Fast - 5 Long)	Task % Complete	End Date	Notes	Budget \$	Actual \$
Tiki Renovation Phase 1	Medium	GM	3.50	50%	5/1/2022	Revamp of server station, bar layout, center island, and walk in	\$ 100,000	TBD
Selection of Beltram for bar layout		GM	1	100%	11/18/2020	Beltram contract signed and sent on 11/17/2020		
Selection of GC for project		GM	3	100%	12/31/2020	Call in to Gulfpoint Construction		
Selection of Architect for project		GM	3	100%	12/31/2020	MJRDB design		
Design agreement by new Board		GM	4	85%	11/30/2021	Final meeting with Beltram to take place on 10/19, final layout to be distributed to the Board		
GC to pull necessary permits		GM	5	0%	5/1/2022	Permitting for wire pulls and install of walkin cooler		
GC to purchase necessary equipment		GM	5	0%	5/1/2022	Cooler will be 90 days out from order		
In Progress								
Project Title	Priority	Goal Champion	Length of Time (1 Fast - 5 Long)	Task % Complete	End Date	Notes	Budget \$	Actual \$
Tiki Renovation Phase 2	Medium	GM	5.00	25%	7/1/2022	Construction and installation phase	Same as above	TBD
GC to begin agreed upon improvements		GM	5	0%	11/30/2021	GC will need to provide construction quote, utility drawings complete. Sent to GC for quote.		
Beltram to begin revamp of layout		GM	5	75%	5/1/2022	Beltram meeting has taken place. CADS being completed. Utility drawings complete.		
Completion of all approved projects		GM	5	0%	7/1/2022	Test all equipment and POS to ensure everything in working order. Punch list to be signed off by GM.		
In Progress								





Theater Carpet Replacment	Medium	Dir of Ops	3.00	100%	2/15/2021	Replace carpet in the theater	\$ 6,000	\$ 4,100
Vendor and Design selection		Dir of Ops	3	100%	1/15/2021	2nd round of carpet samples are being sent, scope of work now includes acoustic fabric		
Install		Dir of Ops	3	100%	2/15/2021	Walls complete, floors are next		

YOUR PROJECT IS COMPLETED

Project Title	Priority	Goal Champion	Length of Time (1 Fast - 5 Long)	Task % Complete	End Date	Notes	Budget \$	Actual \$
Card Room Flooring	High	Chief Engineer	2.00	100%	12/10/2020	Remove carpet and replace with apoxy flooring	\$ 15,000	\$ 5,900
Remove Kitchen equipment and supplies		Chief Engineer	1	100%	12/1/2020	To be completed by inhouse team		
Remove Carpet		Chief Engineer	1	100%	12/2/2020	Third party vendor to remove and dispose of carpet		
Pick new flooring color		Chief Engineer	1	100%	12/10/2020	darker flooring to hide scuff		
Apply new covering		Chief Engineer	3	100%	1/4/2020	on hold till after new year		
Reinstall kitchen equipment and supplies		Chief Engineer	4	100%	1/6/2020	completed the day after floor cures		

YOUR PROJECT IS COMPLETED

Project Title	Priority	Goal Champion	Length of Time (1 Fast - 5 Long)	Task % Complete	End Date	Notes	Budget \$	Actual \$
Pub Flooring	Medium	GM	3.75	100%	8/15/2021	Decision on color of new pub flooring TBD.	\$ 15,000	\$ 10,000
Floor Selection from vendor		GM	3	100%	4/1/2021	Board decided to complete project inhouse, purchase from HD		
Purchase of Flooring after measurements		GM	3	100%	4/30/2021	Sample boxes purchased		
Removal of existing Floor		Chief Engineer	4	100%	8/1/2020	Project will be delayed due to volunteers being on vacation.		
Install Flooring		Chief Engineer	5	100%	8/15/2021	Will attempt to complete this with in house team		

YOUR PROJECT IS COMPLETED

Project Title	Priority	Goal Champion	Length of Time (1 Fast - 5 Long)	Task % Complete	End Date	Notes	Budget \$	Actual \$
Pickleball Court Expansion	Medium	GM	2.67	100%	11/1/2021	This is a redesign of an existing court	\$ 15,000	\$ 31,410
Board and GM to meet to layout proposed reding of court		GM	1	100%	5/1/2021	Layout agreed upon, decision still needed on saftey net		
Dave C. to design court via CAD drawing		Board	2	100%	5/14/2021	CAD completed and being delivered to vendors		
Gather quotes		GM	3	100%	8/1/2021	US Tennis completing second round or quote. Board has approved quote. Discussion on fence option		
Approved vendor to pull permits		Vendor	3	100%	9/1/2021	Permitting only needed for Fence		
Landscaping plan to be established seperatly		Landscaping Committee	3	100%	11/1/2021	Ameriscapes approved to begin project		
Project begin with demo and new court pour		vendor	4	100%	10/22/2021	Vendor is beginning surface application on 10/19, fencing has been installed		

YOUR PROJECT IS COMPLETED

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HOSPITALITY/SOCIAL EVENTS



November 2021 REVISED

Member Services Hours: Mon - Thurs 7:00AM- 4:00PM | Fri & Sat 7:00AM—5:00PM | Sun 7:00AM—2:00PM

Member Services Phone #: (239) 834-6300

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7 DAYLIGHT SAVINGS ENDS 10:00AM—11:30AM Brunch (Reservation required) Bistro 11:00AM—7:00PM NFL Sunday Tiki	8 10:00AM—1:00PM Better Than a Bistro Village Circle 4:00PM Book Club The Rosie Project by Graeme Simsion Bibiana Park 5:00PM—7:00PM Food Truck Monday: Greek Spot Tiki Parking Lot 5:30PM Paseo Condo Board Meeting Theatre	9 10:00AM Daily Puzzle Pick Up Member Services 5:00PM—7:00PM Food Truck Tuesday: Hungry Pony Tiki Parking Lot	10 8:00AM—5:00PM OnSpot Dermatology Tiki Parking Lot 1:00PM—5:00PM Poker Club Pub 5:30PM Paseo Condo Board Meeting Bistro 6:00PM - 8:30PM Apps & Laughs Feat. Frank Del Pizzo Pub to Theatre - Tickets Required for this Event	11 VETERAN'S DAY 10:00AM—3:00PM Mahjong Meet Up Pub 6:00PM—9:00PM Live Music: Ron Rutz Pool Deck 	12 10:00AM Daily Puzzle Pick Up Member Services 5:00PM - 6:00PM Thanksgiving Crafts & Fun w/ Jessie Bistro 6:00PM Movie: Matilda (PG) Bistro 5:00PM - 9:00PM Pub Dinner - Reservations Required Pub	13 10:00AM Daily Puzzle Pick Up Member Services 1:00PM Matinee Movie: Free Birds (PG) Theatre 6:00PM Movie: Matilda (PG) Theatre 6:30PM—8:30PM NEW Live Music: Thistle & Lace Pool Deck
14 10:00AM—11:30AM Brunch (Reservation required) Bistro 11:00AM—7:00PM NFL Sunday Tiki	15 10:00AM Daily Puzzle Pick Up Member Services 5:00PM—7:00PM Food Truck Monday: Dudley's Beach BBQ Tiki Parking Lot	16 10:00AM Daily Puzzle Pick Up Member Services 5:00PM—7:00PM Food Truck Tuesday: Crab Cake Hotline Tiki Parking Lot	17 1:00PM—5:00PM Poker Club Pub 2:00PM—4:00PM NEW: Trulli Pasta Village Circle 5:30PM Provenca Meeting Theatre	18 10:00AM Daily Puzzle Pick Up Member Services 10:00AM—3:00PM Mahjong Meet Up Pub 6:30PM—8:30PM Tiki Trivia Night w/ Jessie Tiki / Pool Deck	19 5:00PM - 9:00PM Pub Dinner - Reservations Required Pub 6:30PM—9:30PM Live Music: Torched Pool Deck 6:00PM Movie: Friendsgiving (R) Theatre	20 9:00AM Medicare Educational Event Pub 1:00PM Matinee Movie: Disney Pixar's Coco (PG) Theatre 6:00PM—9:00PM Elite Sounds of Florida DJ Pool Deck 6:00PM Movie: Friendsgiving (R) Theatre
21 10:00AM—11:30AM Brunch (Reservation required) Bistro 11:00AM—7:00PM NFL Sunday Tiki	22 10:00AM Daily Puzzle Pick Up Member Services 5:00PM—7:00PM Food Truck Monday: Smokin' Pot Tiki Parking Lot	23 10:00AM Daily Puzzle Pick Up Member Services 2:00PM Genealogy Seminar Bistro 5:00PM—7:00PM Food Truck Tuesday: Grilled Cheese Kitchen Tiki Parking Lot	24 11:30AM - 3:30PM Thanksgiving TO GO Pick Up Member Services Desk 1:00PM—5:00PM Poker Club Pub 	25 8:00AM - 11:00AM Annual Turkey Trot Village Center 10:00AM—3:00PM Mahjong Meet Up Pub 11:30AM - 1:30PM Thanksgiving Buffet- Reservation Required Bistro	26 10:00AM Daily Puzzle Pick Up Member Services 6:00PM Movie: Northmen- A Viking Saga (R) Theatre	27 1:00PM Matinee Movie: The Croods- A New Age (PG) Theatre 6:00PM—9:00PM Live Music: Bobby Stillwell Pool Deck 6:00PM Movie: Northmen- A Viking Saga (R) Theatre
28 10:00AM—1:00PM Holiday Craft Show Village Circle 11:00AM—7:00PM NFL Sunday Tiki 	29 10:00AM Daily Puzzle Pick Up Member Services 5:00PM—7:00PM Food Truck Monday: Cosita's Gourmet Tiki Parking Lot	30 10:00AM Daily Puzzle Pick Up Member Services 5:00PM—7:00PM Food Truck Tuesday: La's Caribbean Roti & Curry Tiki Parking Lot				

