PASEO MASTER ASSOCIATION, INC

October 2021

The Board of Directors:

Mike Pawielski	President
Ron Bendell	Vice President
John Lines	Treasurer
Dave Cabell	Secretary
Lynda Adler	Director

Presented By
KW Property Management:

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

FINANCIAL HIGHLIGHTS

September 2021 Treasurers Report

FINANCIAL SUMMARY

The Paseo HOA had an operating surplus of $1,023,841 which is $374,441 in excess of the minimum recommended by our professionals (two months of 2021 assessments). The treasurer plans on making a motion before year end to transfer $300,000 to the replacement reserves from this surplus.

The replacement reserves were $1,306,163 at 12.31.20 and increased to $1,376,014 as of 9.30.21. Assessments of $270,000 along with interest of $142 were added to the reserves. Total expenditures of ($200,290) were charged against the reserves during the calendar year. Additional replacements have been approved by the board with an estimated cost of ($25,993).

The working capital fund was $136,155 at 12.31.20. Year to date capital contributions of $298,500 were added to the fund. Special projects of ($99,956) were expensed leaving a balance of $334,699 as of 9.30.21. Additional estimated expenditures of ($11,290) have been approved by the board. Please note there have been 12 closings since 9.30.21 and there are currently 12 pending sales.

For the month, the association had an income of $25,000 against a budgeted loss of ($2,926) for a positive variance of $27,926. Food and beverage subsidy was below budget by $13,400. Salaries, excluding food and beverage, were below budget by $7,719. Utilities were under budget by $5,661 mainly due to leak repairs to the kiddie splash pad.

For the year, the association had an income of $346,017 against a budget of $35,748 for a positive variance of $310,269. Food and beverage subsidy was under budget by $133,266. Salaries, excluding food and beverage, were below budget by $97,009. Almost every other cost center is under budget year-to-date.

For the year, food and beverage had a direct loss of ($167,383) against a budget of ($300,649) for a positive variance of $133,266. Salaries were below budget by $79,203, supplies by $20,774 and cost of goods sold due to the rate variance by $26,521.

	Year to Date Actual		Year to Date Budget		Year to Date Variance $
EXPENSES					
Administrative	45,227.69	1.27%	58,176.00	1.55%	(12,948.31)
Utilities	1,066,739.65	30.02%	1,086,967.00	29.04%	(20,227.35)
Contracts	49,195.81	1.38%	52,965.00	1.42%	(3,769.19)
Insurance	49,085.36	1.38%	53,749.00	1.44%	(4,663.64)
Park Expenses	2,023.85	0.06%	675.00	0.02%	1,348.85
Cost of Goods Sold	309,472.20	8.71%	334,048.00	8.93%	(24,575.80)
Culinary Expenses	63,453.62	1.79%	59,136.00	1.58%	4,317.62
Front of the House Exp.	121,163.40	3.41%	145,856.00	3.90%	(24,692.60)
Other Amenities	26,617.02	0.75%	23,917.00	0.64%	2,700.02
Fitness Expenses	6,976.06	0.20%	9,747.00	0.26%	(2,770.94)
Tennis Expenses	42,212.69	1.19%	45,105.00	1.21%	(2,892.31)
Pool/Fountain Expenses	49,466.92	1.39%	54,180.00	1.45%	(4,713.08)
Grounds Expenses	90,469.18	2.55%	101,412.00	2.71%	(10,942.82)
Repairs & Maint.	71,681.91	2.02%	81,484.00	2.18%	(9,802.09)
Special Projects Expenses	99,955.71	2.81%	-	0.00%	99,955.71
Payroll Expenses	1,189,120.91	33.47%	1,365,333.00	36.48%	(176,212.09)
Reserves	270,000.00	7.60%	270,000.00	7.21%	-
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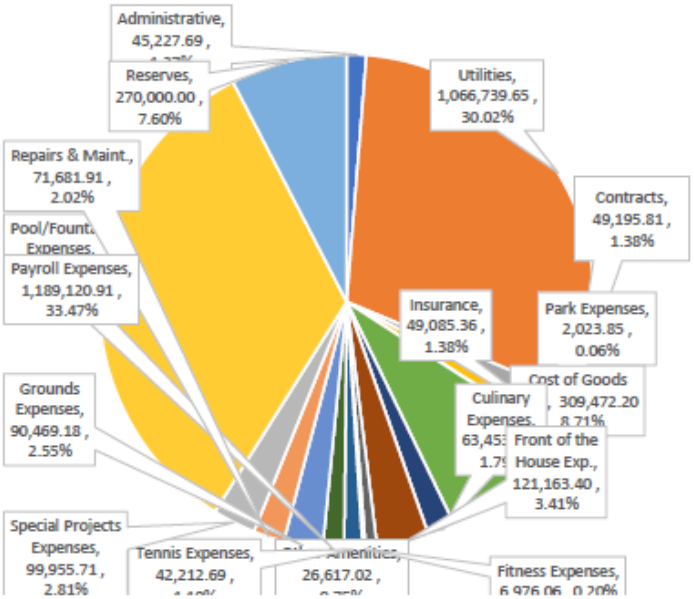
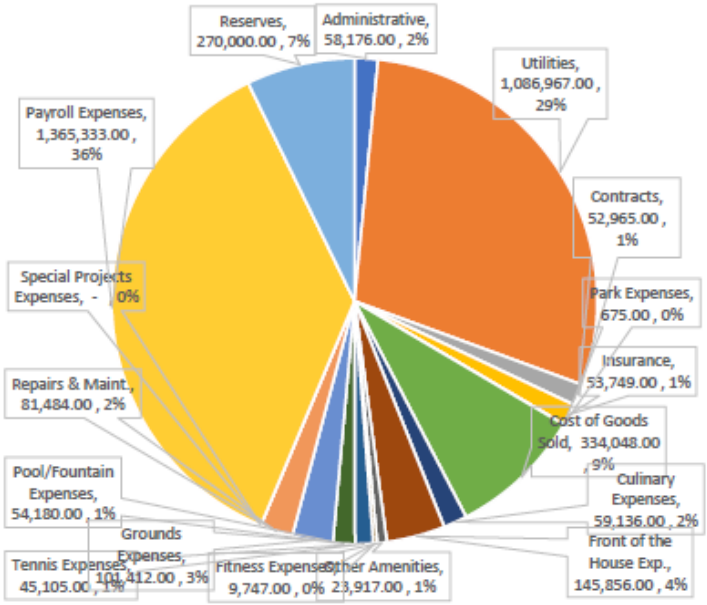
Total	3,552,861.98	100.00%	3,742,750.00	100.00%	(189,888.02)

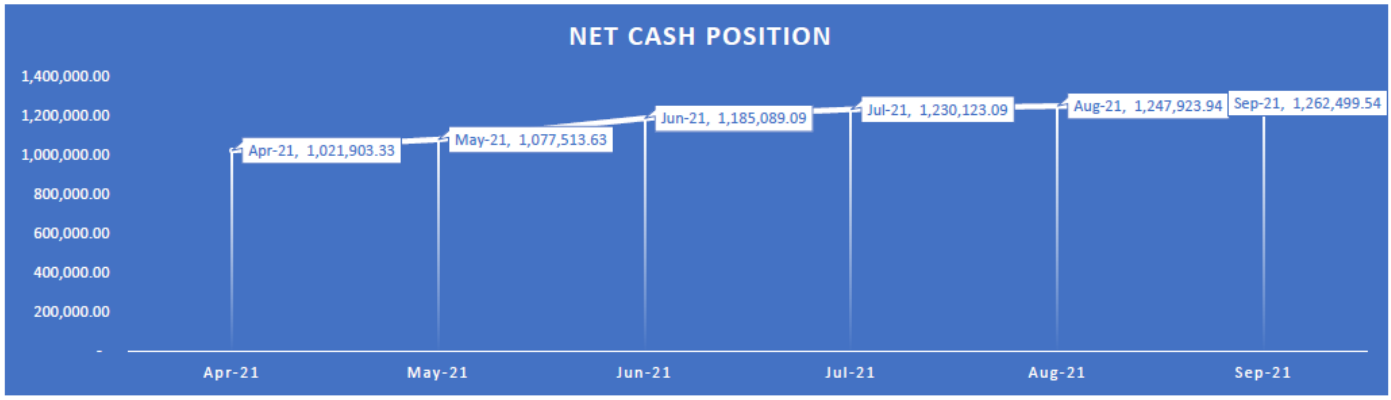
YTD Actual



YTD Budget



Description	Sep-21	Aug-21	Jul-21	Jun-21	May-21	Apr-21
CASH POSITION						
Total Operating Cash Balances	1,393,143.99	1,678,854.77	1,954,770.27	1,299,515.40	1,463,797.88	1,401,861.30
Plus: Net Receivables	2,869.74	9,884.83	26,955.70	10,244.84	82,866.72	347,675.56
Less: Current Liabilities	(133,514.19)	(440,815.66)	(751,602.88)	(124,671.15)	(469,150.97)	(727,633.53)
Net Cash Position	**1,262,499.54**	**1,247,923.94**	**1,230,123.09**	**1,185,089.09**	**1,077,513.63**	**1,021,903.33**



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OPERATIONS

MEETINGS HELD

DRC Meeting was held on October 18th

Board meeting was held on October 20th

Budget Adoption Meeting held on October 20th

Monthly Managers meeting was held on October 28th

UPCOMING MEETINGS

DRC meeting November 15th

Board Meeting November 17th (tentative)

KWPMC Monthly Managers Meeting November 18th

BOARD ACTION ITEMS

Approved replacement of 12.5 Ton AC unit for the theater

PENDING BOARD ACTION ITEMS

Discussion on Boars in the community

CORRESPONDENCE

Weekly newsletter eblasted every Thursday

Eblast about new members to the team

Eblasts about new menu

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ARCHITECURAL MODIFICATIONS

a. 11349 Paseo Dr Lot 241 (Hurricane Screens)
b. 11109/11107 Esteban Drive (Roof Replacement)
c. 8324 Adelio LN (Updated Generator Location)
d. 11947 Nalda St #11701 (Screen Enclosure)
e. 11316 Paseo Drive (Solar Panels) – email approved
f. 11306 Hidalgo CT (Landscaping)
g. 11937 Palba Way #6503 (Screened Lanai)
h. Discussion about Solar Panels

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FACILITIES MANAGEMENT

WORK ORDERS

Paseo Master
From: 09/19/2021 To: 10/19/2021
Status: All Status

Service	Master
Administrative Offices	1
Balcony (Veranda)	1
BBQ (s)	1
Bistro	3
Breezeway	3
Breezeway Bathroom	1
Card Room	1
Electrical	1
Elevator (s)	1
Fences/Gates	2
Fitness Center	1
HVAC Systems	1
Kiddie Pool	1
Kitchen	7
Lagoon Pool	1
Landscape	1
Library	1
Lighting	1
Miscellaneous	8
Pool/Spa	2
Pub	5
Signage	2
Spa	1
Tennis Courts	1
Tennis Courts Bathroom	1
Tiki	4
	53

PREVENTIVE MAINTENANCE

Preventative Maintenance carried out on the following:

Tiki and Pub Kitchen Hood system

SUMMARY/RECOMMENDATIONS

Unfortunately, it seems we aren't out of the woods yet with the kiddie splash pad. It has been observed that when the water spitters are running, there is water bubbling out of the ground. The working theory is that a connection has come lose wgeb the pavers were installed on top of the lines. Chris is working with the vendor to have this investigated and repaired ASAP.

The 12.5 Ton AC for the theater has been ordered and is not expected to arrive to our vendors yard until next week. After arrival it will be installed the following week. (11th through the 15th)

I have finalized the pressure washing for the Village Center with Tim, looking to tackle this around the last week in October.

We gathered quotes for the Bistro to have the carpet cleaned, as well as the marble floor by the restrooms. Will be a mid-October project.

Our IT vendor is working with the fingerprint software company to upload any repair patches needed as well working on troubleshooting some licensing issues. This project is taking longer than expected but should be wrapped up today.

Seasonal Member services hours are geared up to start the first Monday in November.

Asphalt has gone down for the new pickleball court. We are in the middle of the curing process for the court. Date for application for the top layers will be relayed once I have them. As well a date for the resurfacing of the two existing courts.

We are planning to have an event mid-October for a meet and great with the new members of the management team. More info to be eblasted to the community.

New basketball backboard and hoop is set to be installed early next week.

Two meetings took place this week to work on the website roll out. We are getting close to a hard date, but the team has not picked one yet.

While the pub kitchen floor has been completed, it has unfortunately started to fail in certain areas. We believe this is due to a poor job of stripping the floor of grease. There have been repairs made which seem to be holding. However we will be withholding a portion of the final payment so we can work with the vendor for a final solution.

TOAST is up and running and working well. As well the auto gratuity has been rolled out. We are having some internet issues with a failing switch. Our vendor believe it might be an issue with the fiber run. We are troubleshooting the issue in order to have a permanent fix ASAP.

PROJECT UPDATE

ACTION PLAN

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	48%	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	75%	11/1/2021	Final meeting with Beltram to take place on 10/19, final layout to be distrubted 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	17%	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		
Beltram to begin revamp of layout		GM	5	50%	5/1/2022	Beltram meeting has taken place. CADS being completed		
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								
Project Title	Priority	Goal Champion	Length of Time (1 Fast - 5 Long)	Task % Complete	End Date	Notes	Budget $	Actual $
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								

ACTION PLAN

KW PROPERTY MANAGEMENT & CONSULTING

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 $**
Pickleball Court Expansion	**Medium**	**GM**	**2.67**	**75%**	**11/1/2021**	**This is a redesign of an existing court**	**$ 15,000**	**TBD**
Board and GM to meet to layout proposed redsng 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	0%	11/1/2021	Ameriscapes approved to begin project		
Project begin with demo and new court pour		vendor	4	75%	10/22/2021	Vendor is beginning surface application on 10/19, fencing has been installed		
In Progress								

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HOSPITALITY/SOCIAL EVENTS

OCTOBER 2021

Member Services Hours – Mon & Tues 7:00AM- 3:00PM | Thurs– Sat 7:00AM—4:00PM | Sun 7:00AM—1:00PM
Tiki Hours: Wed & Thurs 12PM -8PM | Fri 12:00PM—9:00PM | Sat 11:00AM—10:00PM | Sun 12:00PM—7:00PM

Member Services Phone #: (239) 834-6300

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 12:00PM—7:00PM NFL Sunday *Tiki*	27	28 5:00PM—7:00PM Food Truck Tuesday: Grace's Taste of Poland *Tiki Parking Lot*	29 	30 9:00AM—1:00PM Bike Medic *Village Circle* 10:00AM—3:00PM Mahjong Meet Up *Pub*	1 8:00PM Outdoor Movie: Scoob! (PG) *Village Circle*	2 6:00PM—9:00PM Live Music: Wendell Ray *Pool Deck*
3 10:00AM—11:30AM Made-To-Order Breakfast *Tiki* 12:00PM—7:00PM NFL Sunday *Tiki*	4	5 5:00PM—7:00PM Food Truck Tuesday: Farmer's Corn *Tiki Parking Lot*	6	7 10:00AM—3:00PM Mahjong Meet Up *Pub* 5:30PM—8:30PM Live Music: Ron Rutz *Pool Deck*	8 5:00PM– 6:00PM Meet & Greet w/ Activities Director Jessie *Theatre* 8:00PM Outdoor Movie: October Sky (PG) *Village Circle*	9 9:00AM ABC's of Medicare w/ Medicare Mary *Pub* 6:30PM—9:30PM Live Music: The Florida Keys *Pool Deck*
10 10:00AM—11:30AM Made-To-Order Breakfast *Tiki* 12:00PM—7:00PM NFL Sunday *Tiki*	11 10:00AM—1:00PM Better Than a Bistro *Village Circle* 4:00PM Book Club: *Still Life* by Louise Penny *Pub*	12 5:00PM—7:00PM Food Truck Tuesday: Ma Petite Creperie *Tiki Parking Lot*	13 10:00AM Paseo Condo Board Meeting *Theatre* 5:00PM Esperanza II Board Meeting *Theatre* 7:00PM—8:30PM $ Cash $ BINGO w/ Activities Director Jessie *Bistro*	14 10:00AM—3:00PM Mahjong Meet Up *Pub* ATTENTION! 6:00PM—7:00PM NEW CHAPTER Chat & Mixer *Bistro*	15 6:00PM Movie: Leave No Trace (PG-13) *Theatre*	16 1:00PM Matinee Movie: Hotel Transylvania 3 (PG) *Theatre* 6:00PM Movie: Leave No Trace (PG-13) *Theatre* 6:30PM—9:30PM Live Music: Chasing Denver *Pool Deck*
17 10:00AM—11:30AM Made-To-Order Breakfast *Tiki* 12:00PM—7:00PM NFL Sunday *Tiki*	18	19 5:00PM—7:00PM Food Truck Tuesday: Mambo *Tiki Parking Lot* 5:30PM Provencia Board Meeting *Theatre*	20 4:00PM Paseo Master Board Meeting *Theatre*	21 10:00AM—3:00PM Mahjong Meet Up *Pub* 6:00PM—8:00PM Trivia Night w/ Activities Director Jessie $3 per person *Pub*	22 6:00PM Movie: Boo! A Madea Halloween (PG-13) *Theatre* 6:30PM –9:30PM Members Silent Disco Dance Party *Pool Deck* 	23 6:00PM Movie: Boo! A Madea Halloween (PG-13) *Theatre* 6:30PM—9:30PM Live Music: Soapy Tuna *Pool Deck*
24 10:00AM—11:30AM Made-To-Order Breakfast *Tiki* 12:00PM—7:00PM NFL Sunday *Tiki*	25	26 5:00PM—7:00PM Food Truck Tuesday: Viva La Taco *Tiki Parking Lot*	27 10:00AM Community Development District Meeting *Theatre* 6:00PM—8:00PM Wine & Jazz-FGCU Jazz Band (Tickets Required for this Event) *Village Center*	28 10:00AM—3:00PM Mahjong Meet Up *Pub*	29 5:00PM—6:00PM Halloween Crafts & Fun w/ Jessie *Village Center* 6:00PM Movie: Nightmare Before Christmas (PG) *Theatre* 	30 6:00PM Movie: Hotel Transylvania 3 (PG) *Theatre* 6:00PM - 9:00PM BITES & BOOze! *Tiki* 31 4:00PM - 5:30PM Spooktacular Fun Fest (Please RSVP) *Tiki Parking Lot*

October 2021 Calendar subject to change