



PASEO MASTER ASSOCIATION, INC

September 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

August 2021 Treasurers Report

FINANCIAL SUMMARY

The Paseo HOA had an operating surplus of \$999,941 which is \$350,541 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 \$1,403,903 as of 8.31.21. Assessments of \$270,000 along with interest of \$140 were added to the reserves. Total expenditures of (\$172,400) were charged against the reserves during the calendar year. Additional replacements have been approved by the board with an estimated cost of (\$27,541).

The working capital fund was \$136,155 at 12.31.20. Year to date capital contributions of \$280,500 were added to the fund. Special projects of (\$79,778) were expensed leaving a balance of \$336,877 as of 8.31.21. Additional estimated expenditures of (\$23,349) have been approved by the board. Please note there have been nine closings since 8.31.21 and there are currently 12 pending sales.

For the month, the association had an income of \$32,383 against a budget of \$4,811 for a positive variance of \$27,572. Food and beverage subsidy was below budget by \$6,478. Salaries, excluding food and beverage, were below budget by \$7,453. We reversed an accrual for a reserve study, electing to defer that to 2022 for a benefit of \$4,000. Utilities were under budget by \$3,068 due to leak repairs to the kiddie splash pad. This project should pay for itself in water savings in just a few months.

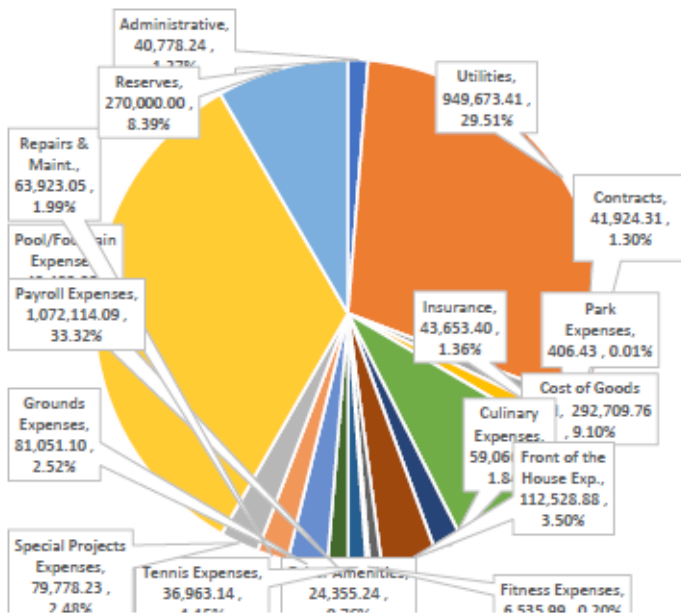
For the year, the association had an income of \$322,117 against a budget of \$38,674 for a positive variance of \$283,443. Food and beverage subsidy was under budget by \$119,866. Salaries, excluding food and beverage, were below budget by \$89,290. Every other cost center is under budget year-to-date.

For the year, food and beverage had a direct loss of (\$138,227) against a budget of (\$259,093) for a positive variance of \$119,866. Salaries were below budget by \$61,132, supplies by \$17,812 and cost of goods sold due to the rate variance by \$27,182.

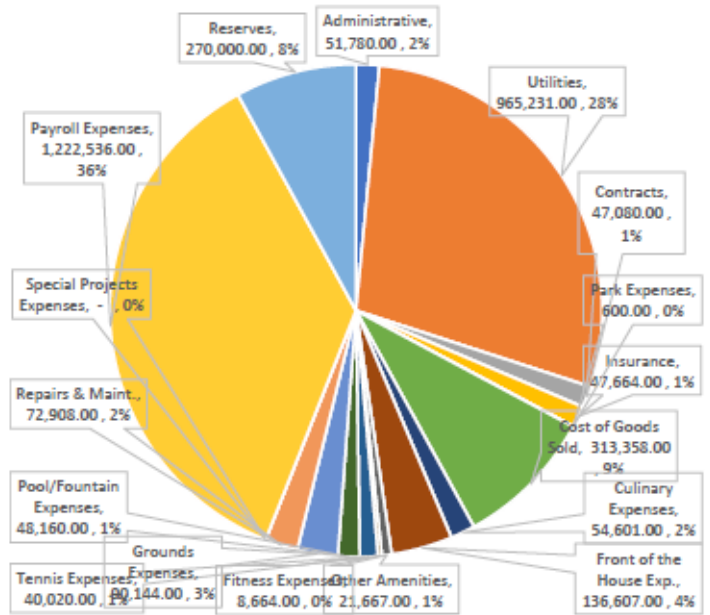


	Year to Date Actual		Year to Date Budget		Year to Date Variance \$
EXPENSES					
Administrative	40,778.24	1.27%	51,780.00	1.53%	(11,001.76)
Utilities	949,673.41	29.51%	965,231.00	28.46%	(15,557.59)
Contracts	41,924.31	1.30%	47,080.00	1.39%	(5,155.69)
Insurance	43,653.40	1.36%	47,664.00	1.41%	(4,010.60)
Park Expenses	406.43	0.01%	600.00	0.02%	(193.57)
Cost of Goods Sold	292,709.76	9.10%	313,358.00	9.24%	(20,648.24)
Culinary Expenses	59,066.25	1.84%	54,601.00	1.61%	4,465.25
Front of the House Exp.	112,528.88	3.50%	136,607.00	4.03%	(24,078.12)
Other Amenities	24,355.24	0.76%	21,667.00	0.64%	2,688.24
Fitness Expenses	6,535.99	0.20%	8,664.00	0.26%	(2,128.01)
Tennis Expenses	36,963.14	1.15%	40,020.00	1.18%	(3,056.86)
Pool/Fountain Expenses	42,493.89	1.32%	48,160.00	1.42%	(5,666.11)
Grounds Expenses	81,051.10	2.52%	90,144.00	2.66%	(9,092.90)
Repairs & Maint.	63,923.05	1.99%	72,908.00	2.15%	(8,984.95)
Special Projects Expenses	79,778.23	2.48%	-	0.00%	79,778.23
Payroll Expenses	1,072,114.09	33.32%	1,222,536.00	36.05%	(150,421.91)
Reserves	270,000.00	8.39%	270,000.00	7.96%	-
Total	3,217,955.41	100.00%	3,391,020.00	100.00%	(173,064.59)

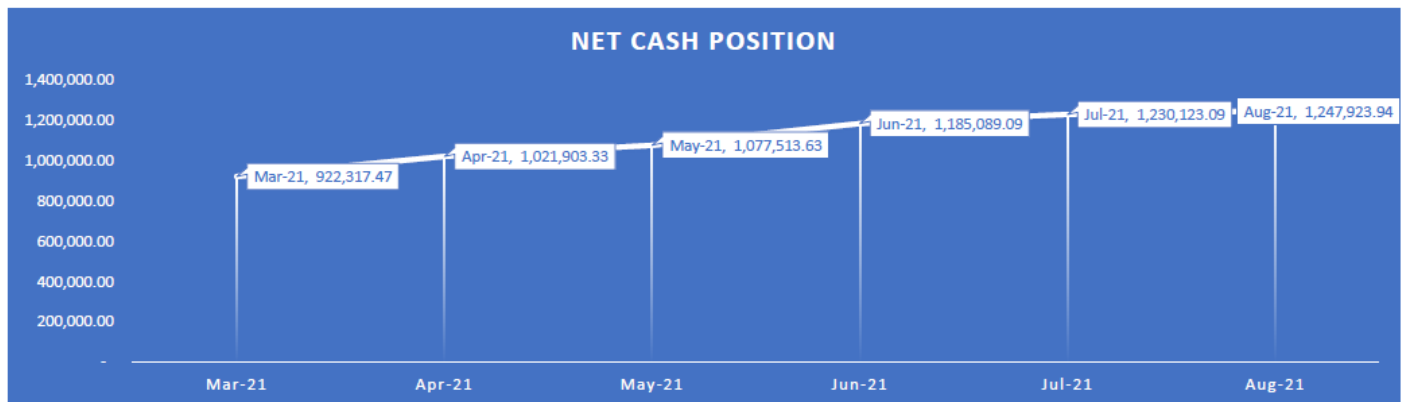
YTD Actual



YTD Budget



Description	Aug-21	Jul-21	Jun-21	May-21	Apr-21	Mar-21
CASH POSITION						
Total Operating Cash Balances	1,678,854.77	1,954,770.27	1,299,515.40	1,463,797.88	1,401,861.30	1,121,567.26
Plus: Net Receivables	9,884.83	26,955.70	10,244.84	82,866.72	347,675.56	11,696.06
Less: Current Liabilities	(440,815.66)	(751,602.88)	(124,671.15)	(469,150.97)	(727,633.53)	(210,945.85)
Net Cash Position	1,247,923.94	1,230,123.09	1,185,089.09	1,077,513.63	1,021,903.33	922,317.47



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OPERATIONS

MEETINGS HELD

DRC Meeting was held on September 13th

Board meeting was held on September 22nd

Monthly Managers meeting was held on September 23rd

UPCOMING MEETINGS

DRC meeting October 18th

Board Meeting October 20th

Budget adoption meeting October 20th

KWPMC Monthly Managers Meeting October 28th

BOARD ACTION ITEMS

N/A



PENDING BOARD ACTION ITEMS

Board to review budget

CORRESPONDENCE

Weekly newsletter eblasted every Thursday

Eblast about changes to operations about Kitchen Flooring

Eblasts about resuming normal operational hours

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ARCHITECTURAL MODIFICATIONS

- a. 11306 Hidalgo Ct (generator, previously approved and made a minor change)
- b. 11113 Esteban Dr (Roll down shutters)
- c. 11316 Paseo Drive (Solar Panels)
- d. 11068 Esteban Drive (approval letter extension)



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FACILITIES MANAGEMENT

WORK ORDERS

Work Order Count Report

Paseo Master
From: 08/17/2021 To: 09/20/2021
Status: All Status

Service	Master
Administrative Offices	2
BBQ (s)	1
Bistro	1
Breezeway	1
Breezeway Bathroom	1
Card Room	2
Curbs/Sidewalks	1
Doors	2
Electrical	1
Elevator (s)	1
Fences/Gates	2
Fitness Center	2
Kiddie Pool	2
Kitchen	5
Lagoon Pool	2
Landscape	1
Lap Pool	4
Library	2
Lighting	1
Miscellaneous	5
Pool/Spa	2
Pub	6
Tennis Courts	1
Tennis Courts Bathroom	1





PREVENTIVE MAINTENANCE

Preventative Maintenance carried out on the following:

Pub Kitchen equipment
Pub Kitchen Flooring

SUMMARY/RECOMMENDATIONS

Kiddie splash pad is finally operational. There are some tweaks that need to be made, mainly a new 2hp pump for the new water affects as the current pump can't provide enough pressure. This will be completed ASAP.

Reynolds AC will be addressing the constant condensation issues that are taking place both in the pub and member services. The excess condensation is damaging the ceiling and causing mold as well. This project will be completed in the next 2 weeks.

Since we believe the rainy weather is just about over, Chris is working on having our sidewalks and walkways pressure washed in the next couple of weeks. You can tell its been a wet summer because the areas are showing algae.

A meeting with Beltram (kitchen/bar designer) took place last week where we discussed the glycol chilled beer lines along with other items. The vendor will be making some adjustments based off of the questions and comments in that meeting and will be resubmitting a lay out in the next couple of weeks.

The new flag pool has been installed along with the lighting. Thanks to those members who volunteered to get that completed so fast.

Pickleball vendor was out this week and began excavating and lining out the courts. Not much progress was made as they hit some irrigation pipes that they wanted us to confirm would be rerouted and that they are abandoned. We have confirmed and they will jump back on the project right away.

New acrylic (plexiglass) backboard and rim just arrived for the basketball court. Install to take place in the next couple of weeks

Tyler has organized the fence repair for tennis with Carter Fencing. Repairs are not yet scheduled but deposit has been processed

6 new nets for Tennis have been ordered and delivered



PROJECT UPDATE

ACTION PLAN



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%	11/30/2021	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%	9/31/2021	Meeting with Board and KW team to create design parameters before final design. Awaiting final CAD design		
GC to pull necessary permits		GM	5	0%	10/31/2021	Permitting for wire pulls and install of walkin cooler		
GC to purchase necessary equipment		GM	5	0%	11/30/2021	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%	8/1/2022	Construction and installation phase	Same as above	TBD
GC to begin agreed upon improvements		GM	5	0%	6/1/2022	Walk in, Service entrance and pad, island, ice pass through		
Beltram to begin revamp of layout		GM	5	50%	7/1/2022	Beltram meeting has taken place. CADs being completed		
Completion of all approved projects		GM	5	0%	8/1/2022	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 Replacement	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 epoxy 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	63%	10/15/2021	This is a redesign of an existing court	\$ 15,000	TBD
Board and GM to meet to layout proposed reding of court		GM	1	100%	5/1/2021	Layout agreed upon, decision still needed on saffey 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%	10/15/2021	Ameriscapes approved to begin project		
Project begin with demo and new court pour		vendor	4	25%	9/30/2021	Selected vendor to begin and complete project		

In Progress



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HOSPITALITY/SOCIAL EVENTS





2021

Member Services Hours (Beginning 4-12)– Mon & Tues 7:00am - 3:00pm | Thurs– Sat 7:00am–4:00pm | Sun 7:00pm–1:00pm

Member Services Phone #: (239) 834-6300

Tiki Hours: Wed & Thurs 12pm-8pm | Fri 12:00pm–9:00pm | Sat 11:00am–10:00pm | Sun 12:00pm–7:00pm

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
		Food Truck Tuesday- Brookes Nugget Wagon- 5:00pm–7:00pm-Tiki Park- ing Lot		Bke Medic-9:00am– 1:00pm-Appt Required- Village Circle https:// mobilebikemedic.com/ community-days/ Mahjong-10:00am– 3:00pm-Pub	Movie-6:00pm-Out of Time (PG-13)- Theater	Children's Matinee-1:00pm- Sky Dog (G) -Theater Movie-6:00pm-Out of Time (PG-13)-Theater
5 Sunday Funday-Ron Rutz 1:00pm–4:00pm –Pool Deck 	6 Labor Day–Tiki Open 12 to 5! Live Entertainment-Keith Ruzika 1:00pm–4:00pm	7 Food Truck Tuesday-Nickel City Red Hots-5:00pm– 7:00pm-Tiki Parking Lot ONSPOT Dermatology- 8:00am–6:00pm-Village Circle-Appointment Re- quired. Call 877-2-ONSPOT to re- serve your appt or go to www.onspotdermatology.com/ Paseo	8	9 Mahjong-10:00am– 3:00pm-Pub	10 Movie--6:00pm-Enough Said (PG-13)- Theater Live Entertainment-Deven Starr- 6:00pm–9:00pm –Pool Deck	11 Movie-6:00pm-Enough Said (PG-13)-Theater Live Entertainment-Torched- 6:00pm–9:00pm –Pool Deck
12 NFL Sunday	13 Book Club-The Book of Lost Friends, by Lisa Wingate- Paseo Bistro-4:00pm Better Than A Bistro 10:00am-1:00pm– Village Circle 	14 Food Truck Tuesday- Dudley's Beach Side BBQ- 5:00pm–7:00pm-Tiki Park- ing Lot	15 Esperanza III Meeting-5pm - Theater	16 Mahjong-10:00am– 3:00pm-Pub	17 Movie-6:00pm-The Courier (PG-13)- Theater Live Entertainment-Acoustic Sounds by Gordon Russell–6:00pm–9:00pm – Pool Deck	18 Movie-6:00pm-The Courier (PG-13)-Theater Live Entertainment-Breakfast Club 80s-Leonal Mera 6:00pm–9:00pm –Pool Deck
19 NFL Sunday	20	21 Food Truck Tuesday-Grace's Taste of Poland-5:00pm– 7:00pm-Tiki Parking Lot	22 Paseo Master Board Meeting- 4:00pm-Theater	23 Mahjong-10:00am– 3:00pm-Pub Trivia-6:00pm–8:00pm- Pub-\$3 entry per person. Complimentary snacks will be available. 	24 Movie-6:00pm-Night Drive (NR)- Theater	25 Movie-6:00pm-Night Drive (NR)-Theater Keith Ruzika 6:00pm– 9:00pm –Pool Deck
26 NFL Sunday	27	28 Food Truck Tuesday- Farmer's Corn -5:00pm- 7:00pm-Tiki Parking Lot	29	30 Mahjong-10:00am– 3:00pm-Pub Bke Medic-9:00am– 1:00pm-Appt Required- Village Circle https:// mobilebikemedic.com/	1 Movie-6:00pm-TBA-Theater	2 Movie-6:00pm-TBA-Theater Wendell Ray 6:00pm– 9:00pm –Pool Deck

September 2021 Calendar subject to change

