

THESE MINUTES REVIEWED, REVISED AS NEEDED AND APPROVED ONLINE,
by Al Berzett 19 Oct.; Dan Sheffer 20 Oct.; and Cole Baas 23 Oct. 2023

MINUTES OF THE PENINSULA MASTER ASSOCIATION BOARD MEETING
FOR 11 OCTOBER 2023 REGULAR MEETING, 4:00 PM, AT REMAX CONFERENCE ROOM
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President Al Berzett convened meeting at 4:00 pm.

ATTENDEES:

Master Board: Al Berzett, president; Dan Sheffer, V/P; Philip Paulk, treasurer; Lyle Brown, secretary;
and Cole Baas, member at large.

HOA Presidents: Baywalk, Steve Gregg, pres.; Blvd. Paul Hagen, pres.; Haven, Willey Russel, pres.;
Lakes, Ken Lee, V/P; LGV, Mary Ann Pflueger, pres.; Preserve, Joe Lapinsky, pres.; Racquet Club, Kathy
Anderson, non COA-board member, proxy from Jonathan bond, pres.; Retreat, Ron Hall, pres. Eight of
nine COA/HOAs represented.

CMA: Susan Anderson.

Others: Jack Malone.

ARC APPEALS: None

ACTION ITEMS:

Draft 2024 Budget was presented by Treasurer Philip Paulk to the PMA presidents and the Master Board. After discussion and some changes, Treas. Paulk was to come back with a revised copy and another meeting is to be scheduled with the COA/HOA presidents on the draft 2024 budget.

Extreme Landscaping's proposed 2024 contract was approved by the Master Board, 5 to 0, as moved by Al Berzett and seconded by Philip Paulk.

Contract with CMA was renewed and extended to 31 Dec. 2024 (14 months) so that future contracts would coincide with the calendar year, as moved by Lyle Brown and seconded by Philip Paulk. Passed 5 to 0. Increase of 1.5% (new monthly amount of \$3350). All other terms remain the same as the 2023 contract.

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REPORTS:

Sept. Financials summary was passed out by Philip Paulk.

Roads were reported on by Dan Sheffer. Storm drain work expected to be done this week. V/P Sheffer reported he has a new estimate from American Asphalt paving company of \$200,000.00 per mile to repave our roads, noting some milling of existing pavement would be required (included in the estimate). He compared this to a 2022 estimate of \$227,000.00 per mile.

Piers were reported on by Philip Paulk. He noted that pier repair has been “stop-gap” thou we have some bids for more extensive work. Boardwalk Reserve (piers) is only about \$38,000.00.

DISCUSSIONS:

Administration fee of \$25.00 for each short term rental to offset costs incurred by the Peninsula Master Association (PMA) was moved by Al Berzett and seconded by Philip Paulk. Passed 5 to 0. It was noted by Susan Anderson (CMA) that the condos had 17 rental units.

All COAs and HOAs are now current with dues.

A Master Board composed of the PMA (COA/HOA) presidents instead of an elected Master Board has been proposed by Lakes President Tom Davis and was presented at this meeting by V/P Ken Lee. No justification was given for such a change, in response to a question by Al Berzett. Some general discussion followed, by and between Master Board members and COA/HOA presidents.

ADJOURNMENT: By Pres. Al Berzett at 6:21 pm.

By Secretary Lyle Brown, 12 thru 23 Oct. 2023

PLEASE SEE DOCUMENTS FOLLOWING:

October 11, 2023 MASTERS BOARD MEETING FINANCIAL SUMMARY

Bank Balance CIT Bank as of September 30, 2023	\$119,228.90	Operating account
Bank Balance-Pacific Western Bank	\$38,305.63	
Roadway Reserve Fund	\$635,963.97	
Boardwalk Reserve	\$38,188.51	
Monthly deposits amount to RWR	\$24,000	

10-11-23

Masters 2023 Budget and 2024 Proposed Budget			
	2023 Budget	2023 Actual	2024 Budget
Operating Income			
Annual Dues	\$716,460.00	\$716,460.00	\$721,860
Other Revenue			
Arc Review Fee	\$0.00	\$900.00	\$0
Non Budgeted GLs			
Late Fees/Interest	\$0.00	\$482.66	\$0
Fines	\$0.00	\$750.00	\$0
Transponder Sales	\$0.00	\$33,250.00	\$0
Misc Income	\$0.00	\$4,060.78	\$4,500
Bank Interest Income	\$0.00	\$32.08	\$0
From Roadway Reserves		\$1,346.88	\$0
Total Other Income	\$0.00	\$40,822.40	\$4,500
Total Income	\$0.00	\$757,282.40	\$726,360
Operating Expense			
Administrative			
Insurance GL/DO/Prop	\$34,100.00	\$11,958.62	\$15,000
Guard House Insurance	\$3,850.00	\$0.00	\$0
Crime Policy Insurance	\$0.00	\$0.00	\$0
Management Fees	\$40,200.00	\$40,200.00	\$40,200
Legal Fees	\$1,000.00	\$3,505.18	\$1,500
Office & Adm-CMA	\$1,500.00	\$3,300.41	\$3,200
Taxes Property	\$5,000.00	\$353.34	\$600
Tax/Audit/License	\$0.00	\$0.00	\$2,000
Accounting Fees	\$500.00	\$600.00	\$450
Website	\$900.00	\$662.46	\$1,025
Office Supplies/Printing			\$1,400
Office Rental	\$6,000.00	\$6,000.00	\$7,200
Bank Fees	\$350.00	\$350.00	\$0
Office Computer Software	\$0.00	\$0.00	\$200
Other Landscape/Grounds	\$0.00	\$2,260.00	\$1,500
TOTAL ADMINISTRATIVE	\$93,400.00	\$69,190.01	\$74,275
Grounds & Landscaping			
Landscaping Contract	\$71,960.00	\$74,969.94	\$66,800
Pine Straw/Mulch	\$0.00	\$2,695.00	\$3,200
Irrigation Repairs/Supplies	\$0.00	\$0.00	\$12,000
Total Grounds/Landscape	\$71,960.00	\$77,664.94	\$82,000
Repairs & Maintenance			
Guard House Repair & Maint	\$0.00	\$2,989.31	\$5,000
Gate Maintenance	\$500.00	\$710.72	\$1,500
Boardwalk Maintenance	\$5,000.00	\$2,747.38	\$7,500
Building Supplies	\$0.00	\$346.28	\$400
Maint. General Repair	\$0.00	\$9,945.63	\$2,500
Total Repairs & Maint	\$5,500.00	\$16,739.32	\$16,900
Access & Monitoring			
Controlled Access	\$217,150.00	\$120,130.34	\$153,226.36
Transponders	\$0.00	\$2,688.00	\$0
Total Access/Monitoring	\$217,150.00		\$153,226.36
Utilities			
Electricity	\$22,150.00	\$14,229.55	\$25,000
Water/Sewer	\$1,600.00	\$559.61	\$1,000
Cable	\$0.00	\$51.00	\$0
Telephone <i>& Internet</i>	\$1,700.00	\$1,719.69	\$3,000
Total Utilities	\$25,450.00		\$29,000
Reserve Funding Exp			
Roadway Reserve	\$288,888.00	\$288,888.00	\$351,925
Boardwalk Reserve	\$15,000.00	\$15,000.00	\$16,534
Total Reserve Funding	\$303,888.00	\$303,888.00	\$368,459
Roadway Funding Expense			
Roadway-Project Exp		\$20,272.50	
New Gate System		\$46,153.46	
Total Roadway Expense		\$66,425.96	
Total Expenses			\$723,860
Difference			-\$2,000

0
221,860

-1900
-2000
+3000 *84,500*

- changes