



Dear Owner(s):

Good afternoon. Attached to this email is the Draft Budget Notice for January 5, 2021. As mentioned by John Liapakis at the last meeting, two people have come forward to stand as delegates for owners who may have questions. If you have questions regarding the budget or any other item on the Agenda, you may email me at jcain@mosaicsvc.com or provide your questions to a delegate in advance of the meeting.

The information for calling in to the Zoom meeting is below:

Blue Heron is inviting you to a scheduled Zoom meeting.

Topic: 2021 Budget Meeting

Time: Jan 5, 2021 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

[https://us02web.zoom.us/j/](https://us02web.zoom.us/j/84913939531?pwd=ZmFzRFp6OGFIR1AyQ3AyYjhXaEZrUT09)

84913939531?pwd=ZmFzRFp6OGFIR1AyQ3AyYjhXaEZrUT09

Meeting ID: 849 1393 9531

Passcode: 581912

One tap mobile

+19292056099,,84913939531#,,,,*581912# US (New York)

+13017158592,,84913939531#,,,,*581912# US (Washington D.C)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 849 1393 9531

Passcode: 581912

Find your local number: <https://us02web.zoom.us/j/84913939531?pwd=ZmFzRFp6OGFIR1AyQ3AyYjhXaEZrUT09>

Thanks,

Jennifer Cain



December 22, 2020

Dear Owner(s):

Enclosed in this mailing is a copy of the proposed 2021 Budget for adoption at a meeting to be held on January 5, 2021. The notice of meeting for adoption of the 2021 budget is included in this mailing as well.

This proposed budget represents all anticipated income and expenses for 2021. The newly elected Board of Directors has taken the previous DRAFT budget and has worked diligently reviewing contracts and expenses to further reduce the needed increase in 2021. As such, this revised DRAFT budget represents \$92,000 in cost savings over the previous DRAFT budget reducing the needed increase from 8% to 4%..

Once the new budget is adopted, coupons will be sent to owners. If you are on Automatic Debit for your assessments, you will not receive coupons; however, your fees will be automatically adjusted for the January assessment.

If you are currently mailing payments to the Lockbox, you may continue to do so with the coupons that will be mailed. If you would like to establish an automatic debit of your monthly fees, please fill out the ACH Debit form found on the Association website at www.bhorlandohoa.org.

Sincerely,

Jennifer Cain, LCAM, CMCA®, AMS
on behalf of the Board of Directors

Blue Heron Beach Resort Community Association, Inc.
13427 Blue Heron Beach Drive
Orlando, FL 32821
Phone: 407-778-1923 Fax: 407-778-1947
jcain@mosaicvc.com



Notice to Association Members of

**BLUE HERON BEACH RESORT COMMUNITY ASSOCIATION, INC.
BUDGET MEETING OF THE BOARD OF DIRECTORS**

Notice is hereby given that a meeting of the Board of Directors of the Blue Heron Beach Resort Community Association, Inc., will be held at the following date and time:

Date: January 5, 2021

Time: 6:00 PM Local Eastern US Time

Place: 13427 Blue Heron Beach Drive, Orlando, FL 32821

Board Pledge of Public Conduct:

We may disagree but we will be respectful and listen to one another. We will direct all comments to the issues and not personalities. We will extend same courtesy to staff, vendors, and owners. The board asks for similar professional courtesies when addressed by owners. The efforts of board and staff will be prioritized to maximize effectiveness for the betterment of the Blue Heron.

The Agenda

- I. Call to Order
- II. Reading and Disposal of Prior Meeting Minutes
 - a. December 6, 2020
 - b. December 8, 2020
- III. Old Business
 - a. Review and Adoption of 2021 Budget
- IV. New Business
 - a. Attorney Retainer
 - b. Landscape Contract
 - c. Trash Removal Contract
 - d. Reserve Study
- V. Adjournment

Notice and Agenda submitted by Jennifer Cain, LCAM, CMCA®, AMS

Each item on the agenda is open for discussion and decision. Owners are invited to attend and participate in an orderly manner. Roberts Rules of Order will be followed. Owners may also join the call via Zoom Teleconference. Call-In information will be sent via E-mail prior to the meeting.

13427 Blue Heron Beach Drive
Orlando, FL 32821
Phone: 407-778-1923 Fax: 407-778-1947
www.bhorlandohoa.org

Blue Heron Beach Resort Community Association, Inc.
2021 Budget
January 1, 2021 - December 31, 2021

Account Name	2020 Approved Budgets			2021 Proposed Budgets		
	Commons Budget	Tower 1 Budget	Tower 2 Budget	Commons Budget	Tower 1 Budget	Tower 2 Budget
REVENUE						
Owner Revenue						
Maintenance Fee Income	\$ 1,196,275	\$ 848,215	\$ 883,982	\$ 1,177,213	\$ 844,659	\$ 882,608
Maintenance Fees - Reserves	\$ 46,555	\$ 80,084	\$ 84,192	\$ 60,200	\$ 120,276	\$ 135,125
Common Exp/Reserve Allocated to Tower 1	\$ (608,536)	\$ -	\$ -	\$ (605,884)	\$ -	\$ -
Common Exp/Reserve Allocated to Tower 2	\$ (634,294)	\$ -	\$ -	\$ (631,529)	\$ -	\$ -
TOTAL OWNER REVENUE	\$ -	\$ 928,299	\$ 968,174	\$ -	\$ 964,935	\$ 1,017,733
PRIOR YEAR SURPLUS						
Prior Year Deficit/Surplus	\$ 97,800	\$ -	\$ -	\$ 129,300	\$ -	\$ -
TOTAL PRIOR YEAR DEFICIT/(SURPLUS)	\$ 97,800	\$ -	\$ -	\$ 129,300	\$ -	\$ -
Non-Owner Revenue						
Legal Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
R&M Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc In-Room Supplies & Labor	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -
In-Room Labor Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Lease Income	\$ 7,080	\$ -	\$ -	\$ 6,000	\$ -	\$ -
Lease Income - Admin Building	\$ 318,540	\$ -	\$ -	\$ 178,080	\$ -	\$ -
Vending Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Admin Building Pass-Thru Income	\$ 74,384	\$ -	\$ -	\$ 24,384	\$ -	\$ -
Interest Income - Non Member Common	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Non Member Inc - Common	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Resort Fee Income	\$ 78,000	\$ -	\$ -	\$ -	\$ -	\$ -
Outparcel Pass-Thru Expense Income	\$ 7,200	\$ -	\$ -	\$ 7,200	\$ -	\$ -
Reserve Interest - Common	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 810,204	\$ -	\$ -	\$ 215,664	\$ -	\$ -
EXPENSES						
ADMINISTRATIVE EXPENSES						
Depreciation Expense	\$ 97,800	\$ -	\$ -	\$ 97,800.00	\$ -	\$ -
Management Fees	\$ -	\$ 18,876	\$ 18,576	\$ -	\$ 18,876	\$ 18,576
Licenses & Permits	\$ 1,895	\$ 225	\$ 225	\$ 1,895	\$ 225	\$ 225
Legal Fees	\$ 30,000	\$ 1,000	\$ 500	\$ 30,000	\$ 1,000	\$ 500
Audit/Tax Prep Fees	\$ 11,000	\$ -	\$ -	\$ 12,000	\$ -	\$ -
Property Taxes	\$ 49,097	\$ 5,000	\$ -	\$ 9,097	\$ 5,000	\$ -
Fees to the Division	\$ -	\$ 572	\$ 560	\$ -	\$ 572	\$ 560
Admin Building Mortgage & Interest	\$ 300,000	\$ -	\$ -	\$ 350,000	\$ -	\$ -
Sales Tax on Admin Bldg	\$ 18,540	\$ -	\$ -	\$ 10,080	\$ -	\$ -
EIDL Loan Repayment	\$ -	\$ -	\$ -	\$ 2,196	\$ -	\$ -
Maint Fees Pd by Entities	\$ 17,353	\$ 34,071	\$ 29,167	\$ 18,387	\$ 35,902	\$ 30,877
Misc Administrative Expenses	\$ 18,920	\$ 100	\$ 5,100	\$ 20,000	\$ 100	\$ 5,100
TOTAL ADMINISTRATIVE EXPENSES	\$ 544,605	\$ 59,844	\$ 54,128	\$ 551,455	\$ 61,675	\$ 55,838
SALARIES AND WAGES						
TOTAL SALARIES & WAGES EXPENSE	\$ 578,572	\$ -	\$ -	\$ 507,480	\$ -	\$ -
INSURANCE						
TOTAL INSURANCE EXPENSE	\$ 20,993	\$ 76,861	\$ 94,853	\$ 31,905	\$ 81,807	\$ 100,997
CONTRACTS						
Landscaping & Grounds	\$ 29,628	\$ -	\$ -	\$ 18,000	\$ -	\$ -
Elevator Maintenance	\$ -	\$ 19,732	\$ 19,732	\$ -	\$ 19,732	\$ 19,732
Fire and Safety	\$ 854	\$ 8,674	\$ 9,545	\$ 854	\$ 8,674	\$ 9,545

Blue Heron Beach Resort Community Association, Inc.
2017 Approved Combined Budgets
January 1, 2021 - December 31, 2021

Account Name	2020 Approved Budgets			2021 Proposed Budgets		
	Commons Budget	Tower 1 Budget	Tower 2 Budget	Commons Budget	Tower 1 Budget	Tower 2 Budget
Pest Control	\$ 21,376	\$ -	\$ -	\$ 21,376	\$ -	\$ -
Communication Agreement	\$ 6,263	\$ 79,794	\$ 78,120	\$ 6,263	\$ 79,794	\$ 78,120
Security Services	\$ 51,592	\$ -	\$ -	\$ 51,592	\$ -	\$ -
Pool Maintenance	\$ 24,852	\$ -	\$ -	\$ 24,852	\$ -	\$ -
Pond Maintenance	\$ 2,020	\$ -	\$ -	\$ 2,020	\$ -	\$ -
Music Contract	\$ 500	\$ -	\$ -	\$ 400	\$ -	\$ -
Lift Station	\$ 3,400	\$ -	\$ -	\$ 3,400	\$ -	\$ -
Generator	\$ -	\$ 2,570	\$ 2,570	\$ -	\$ 2,570	\$ 2,570
Website	\$ 500	\$ -	\$ -	\$ 1,000	\$ -	\$ -
TOTAL CONTRACT EXPENSE	\$ 140,985	\$ 110,770	\$ 109,967	\$ 129,757	\$ 110,769	\$ 109,967
UTILITIES						
Water and Sewer	\$ 62,169	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Refuse Collection	\$ 42,123	\$ -	\$ -	\$ 32,000	\$ -	\$ -
Electricity	\$ 6,240	\$ -	\$ -	\$ 6,240	\$ -	\$ -
Propane, Oil, Natural Gas	\$ 42,840	\$ -	\$ -	\$ 39,340	\$ -	\$ -
Telephone	\$ 95,352	\$ -	\$ -	\$ 85,000	\$ -	\$ -
TOTAL UTILITY EXPENSE	\$ 248,724	\$ -	\$ -	\$ 222,580	\$ -	\$ -
REPAIRS & MAINTENANCE						
Equipment Expense	\$ 5,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -
R&M Supplies - Preventative Maintenance	\$ 49,000	\$ 1,500	\$ 2,000	\$ 30,000	\$ 500	\$ 1,000
Repair & Maintenance Supplies - Janitorial	\$ 12,000	\$ -	\$ -	\$ 13,000	\$ -	\$ -
Light Bulbs	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -	\$ -
Elevator Repairs	\$ -	\$ 3,000	\$ 4,500	\$ -	\$ 5,000	\$ 10,000
Landscaping Repairs	\$ 40,000	\$ -	\$ -	\$ 3,500	\$ -	\$ -
In-Room R&M Supplies and Labor	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -
Hurricane Supplies and Labor	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ -	\$ -
Irrigation Repairs	\$ 4,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -
Plumbing Repairs	\$ 1,000	\$ 1,500	\$ 1,000	\$ 1,000	\$ 500	\$ 500
Electrical Repairs	\$ 1,000	\$ 3,000	\$ 1,000	\$ 1,000	\$ 2,000	\$ 500
Pool Upgrades	\$ 15,700	\$ -	\$ -	\$ 1,000	\$ -	\$ -
Pool Repairs and Maintenance	\$ 16,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -
Keys & Locks	\$ 3,000	\$ -	\$ -	\$ 3,000	\$ -	\$ -
Repairs & Maintenance Fire & Safety	\$ -	\$ 5,000	\$ 2,500	\$ -	\$ 5,500	\$ 2,500
Recreation Area Supplies and Maintenance	\$ 5,000	\$ -	\$ -	\$ 2,500	\$ -	\$ -
Communications R&M	\$ 5,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 500	\$ 500
Security/Liability Exposure	\$ 6,200	\$ -	\$ -	\$ 2,500	\$ -	\$ -
TOTAL REPAIRS & MAINTENANCE	\$ 570,400	\$ 15,000	\$ 14,500	\$ 79,000	\$ 14,000	\$ 15,000
COMMONS						
Common Expense Allocated to Towers	\$ (1,196,275)	\$ 585,741	\$ 610,534	\$ (1,177,213)	\$ 576,407	\$ 600,806
TOTAL COMMON ALLOCATION	\$ (1,196,275)	\$ 585,741	\$ 610,534	\$ (1,177,213)	\$ 576,407	\$ 600,806
TOTAL OPERATING EXPENSES	\$ 0	\$ 848,216	\$ 883,982	\$ -	\$ 844,659	\$ 882,608
RESERVES						
Reserves Transfer	\$ 46,555	\$ 55,586	\$ 60,432	\$ 60,200	\$ 90,800	\$ 104,401
Common Reserve Expense Allocated to Towers	\$ (46,555)	\$ 22,795	\$ 23,760	\$ (60,200)	\$ 29,476	\$ 30,724
TOTAL RESERVE EXPENSE	\$ -	\$ 78,381	\$ 84,192	\$ -	\$ 120,276	\$ 135,125
TOTAL OPERATING & RESERVE EXPENSE	\$ 0	\$ 926,597	\$ 968,174	\$ -	\$ 964,935	\$ 1,017,733

Tower 1 Fee Schedule

<u>Type</u>	<u>2020 Monthly</u>	<u>2021 Monthly</u>
A	\$ 469	\$ 487
B	\$ 633	\$ 658
C	\$ 827	\$ 860
D	\$ 969	\$ 1,008
E	\$ 827	\$ 860
C1	\$ 41	\$ 42
C2	\$ 59	\$ 61
C3	\$ 87	\$ 90
C4	\$ 119	\$ 123
C5	\$ 329	\$ 342
C6	\$ 463	\$ 481
C7	\$ 536	\$ 557

Tower 2 Fee Schedule

<u>Type</u>	<u>2020 Monthly</u>	<u>2021 Monthly</u>
A	\$ 426	\$ 447
B	\$ 575	\$ 604
C	\$ 621	\$ 653
D	\$ 623	\$ 655
C1	\$ 28	\$ 29
C2	\$ 40	\$ 42
C3	\$ 50	\$ 53
C4	\$ 64	\$ 67
C5	\$ 67	\$ 70
C6	\$ 93	\$ 98
C7	\$ 108	\$ 113
C8	\$ 120	\$ 126
C9	\$ 196	\$ 206