

Gables Professional Management Co.

March 17, 2020

Dear Board of Directors.

We have been closely monitoring and assessing the impact of COVID-19 and urging our employees to follow recommendations from the Centers for Disease Control and Prevention and the Florida Department of Health for protecting themselves and others from this virus. This includes limited face to face interactions, and practicing social distancing for your safety and the safety of our employees.

We have implemented a plan and are following our procedures for ensuring continuity of service. Our goal is to continue to provide clients with quality service, support and responsiveness, while taking every precaution to keep our staff and clients safe.

This includes limiting access to our offices for essential personnel only and putting various processes and procedures in place that are designed to limit the spread of the virus.

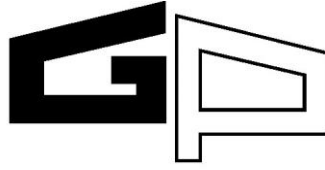
Out of an abundance of caution and our commitment to protecting the health and safety of our employees and our clients, effectively immediately, our managers will not be attending group Board of Director meetings for March and April. Board members and their property manager should evaluate the importance of the action items to be discussed and if a meeting is necessary. If so, such meeting should be conducted by way of telephone (speaker phone). We would recommend that the Board considers temporarily suspending and postponing the meetings until after April 30, 2020.

In regards to your community's amenities and common areas, social gatherings in clubhouses and recreational facilities are also a cause of concern, and should be closely evaluated. Overly restricting the use of common elements is something that should be carefully evaluated. Limiting the use of gyms, pools, meeting rooms and other amenities will be left to the discretion of the board of directors. However, we are recommending to our managers, the common areas be sanitized periodically for health and safety of the community residents.

We will continue to monitor the situation, and provide updates if we will require any additional steps to ensure our staff and clients safety.

Thank you
Regards,

Roger Cainzos, President



Gables Professional Management Co.

17 de Marzo

La Junta Directiva

Estamos monitoreando y evaluando de cerca el impacto de COVID-19 y urgimos a nuestros empleados que sigan las orientaciones emitidas del Centro para el Control Y Prevencion de Enfermedades (CDC) y departamento de salud del Estado de la Florida, para protegernos de este virus. Esto incluye limitar interaccion de cara a cara, y practicar distancia social para el bien de nuestros empleados y a su vez nuestros clientes.

Se ha implementado un plan y estamos llevando nuestros procedimientos para asegurar la continuidad de nuestro servicio. Nuestro objetivo es continuar proporcionando a los clientes un servicio de calidad, soporte y capacidad de respuesta mientras tomamos precaucion adecuada tanto para nuestros empleado como la salud de nuestros cliented. Se limitara el acceso a nuestra oficina solamente para nuestros empleados, asi evitar diseminar el virus.

Para la seguridad y proteger la salud de nuestros empleados, y clientes inmediatamentr nuestros administrsdores no asistiran a reuntiones de grupos, incluyendo reuniones de la junta directiva por el remanente del mes de Marzo y April. Solicitamos a los directores y administradores (Manager) que evaluen la importancia de las reuniones y si tienen que proceder de emergencia, se proceda a traves del uso de telefono (speaker phone). Recomendamos que la junta suspenda y pospongan reuniones hasta el final de April 30, 2020.

En referencia a amenidades y areas comunes, como casa club y facilidades recreacionales, se deben de tomar precauciones y evaluar el uso de los mismo. Restringir excesivamente el uso de elementos comunes es algo que debe evaluarse cuidadosamente. Limitar el uso de gimnasios, piscinas, salas de reuniones y otras comodidades se dejará a discreción de la junta directiva. Pero nosotros recomendamos que dichos lugares sean desinfectado periodicamente para la salud y seguridad de los residentes de la comunidad.

Continuaremos monitoreando la situación y le informaremos de futura recomendaciones emitidas por los departamentos de salud.

Gracias

Atentamente

Roger Cainzos, President