

CCM Weekly Update 4-2-20

We have closed out the month of March and begun processing payments, the first check run of April and gathering bank statements for the financials to be prepared.

The "STAY AT HOME" order was issued today and will go into effect April 3, 2020 at midnight. We have been gearing up for this possibility for the past couple of weeks. All of our staff has tested their remote access. We have held Zoom meetings and conference calls. We are as prepared as we can be for these unprecedented times.

Our Property Managers fall under the "Essential Critical Infrastructure Workforce" and we have provided them the appropriate letters to be on the road between their home and the properties as needed. Remote access to our computer systems as well as our smart phone options give us the tools to keep most of the day to day operations moving.

Our Accounting Team Members fall under the "Essential Critical Infrastructure Workforce". The accounting team has their letters to be able to gain access to our main office. We have set up a rotation of staff for the main office so that we will allow for the proper "social distancing" for all of our staff while they work in shifts at the main office.

Patience is going to be what helps us all get through this unprecedented time with limited frustrations. Understand that some vendors will not be available during the weeks ahead, some projects may take longer because the work force may be reduced, and communications may be limited as we are in new territory.

We are committed to our staff and families that we will provide a safe working environment, consistent ability to work their normally scheduled amount of hours and that we will provide them as much flexibility as necessary to work around their family commitments. The Casey Team that has

been so consistent in providing quality service for all these years, is the same team we want in place when we get the "all clear" to return to full operations.

What does this mean for our association?

If you have not done so yet- CLOSE YOUR SWIMMING POOLS, FITNESS ROOMS, AND CLUBHOUSES.

The State of Florida Department of Business and Professional Regulation has issued an Emergency Order that was filed 3/27/20 that confirms that all Associations are operating under the "Declared State of Emergency". I am attaching the Order as well as what those emergency powers are for associations in 718 and in 720.

In an earlier update- I mentioned that the attorneys I have spoken to have strongly suggested that all board meetings and member meetings be postponed until the "social distancing" requirements have been lifted as we cannot

accommodate owners participation in the current environment. However, if there are items that need immediate action contact me and we will find a way to set something up.

Since the update last week- I have heard from a few landscapers that they are considered "essential workers" as well. However, they may have smaller crews on site as they are having to reduce the number of people traveling to the associations together. We will see how things play out but I am hopeful that we will see very little interruption in contracted services.