

PARADISE PINES RV CONDOMINIUM ASSOCIATION, INC.

9300 N. 16th Street
Tampa, FL 33612
(813) 930-8036 (ext 311)

Board of Directors 3-13-18 Meeting – minutes

President Mike Beedy called the meeting to order at 11:00 am.

President Mike Beedy requested that all phones be silenced.

Quorum Present: President Mike B, VP Georgie R. , Treasurer Steve C., Secretary EJ C., At Large Bob L., Dee V & Alice K from Vanguard.

Proof of meeting notice posted on Friday March 9th at 3:40 pm.

Reading & approval of minutes from 1/16/18, 1/25/18, 1/30/18. Motion was made by Georgie to waive reading and approve minutes. 2nd EJ All in favor – Mike B., Georgie, EJ, and Steve. Abstain – Bob L

Reading & approval of minutes from 2/20/18: Mike made note that from now on minutes of all meetings will be read and then sent out to all members. Minutes were read by EJ. Fred N (Lot 79) requested that it be recorded in the minutes that Chuck M. would be willing to fill future open director position. Motion was made by Mike B. to approve minutes with addition of statement regarding Chuck M. Bob 2nd All in favor/unanimous

After checking the recorder Fred Nash's request was added to the minutes.

President's Report:

President Mike stated that PPRVP is a business and needs to run as a business. We have 81 investors in the business. He stated that all opinions will be accepted and requested that owners raise their hand to speak and provide name and lot number. Personal attacks will not be tolerated.

The following items are being addressed immediately by licensed, bonded & insured providers to ensure compliance:

- Back-flow valve repair – Inspected on March 12 (scheduled for Thurs March 22 – park water will be shut off for 8 hours)
- Fire hydrant flush scheduled for March 22
- Inspection of fire extinguishers scheduled for March 22
- Inspection of lift station to be done by a certified person
- Inspection of clubhouse bathrooms/showers was made and estimate to re-grout was accepted. Only 1 shower in each of the men's & women's area will be available for a 5-7 day period while re-grouting is being done. Work will be started on March 15th.
- Pond management – Georgie is researching requirements for compliance.

Treasurer's Report:

Treasurer Steve indicated there is \$30,974.59 in Operating Income. Good practice is to have two or three months of expenses. Reserve balance is \$91,682.09 which is about \$75,000/\$80,000 short. There are three insurance policies maintained for total cost of about \$11,000 – Directors, common area & workman's comp. Owner will now receive monthly financials by email each month.

Ratify ARC for Lot 44 shed. Georgie stated that Lot 44 shed approval was done in February. However there was a new ARC submitted for a different shed which needs approval. The new shed will be 8X12. Georgie made a motion to approve the amended ARC for Lot 44. 2nd Steve C. All in favor/unanimous

Old Business

Discuss changes to Rules & Regulations – Lease and Purchase sections

Georgie indicated that a minor change was made to the proposed language changes from the previous board in January. The sales & rental website thepinesrvp.com replaced PPRVP website. (attached as Exhibit A). Steve stated that we need a total separation of PPRVP and the Sales and Rentals web site. Mike agreed. Mike stated that anyone connected with sales and rentals cannot be paid in any way since they are not licensed. Georgie will research and make sure that they will be separate. The board will email the new Rules and Regulations to everyone. Georgie made a motion to accept the rule changes for leasing and purchasing and the renewal form for leasing and purchasing. 2nd Mike B. All in favor/unanimous

New Business

Landscaping discussion – a quote from our landscaping provider – replace 60 crotons \$680 and guaranteed for 60 days. The plants will be obtained from southern Florida and will be bigger than the plants that are available locally. They will be guaranteed provided landscaper is allowed to test and adjust irrigation system. Landscaper did not recommend a hardier plant but to continue using crotons for their color.

Mike B. made a motion to accept the proposal from our landscaper. 2nd Georgie All in favor/unanimous

Mike Benjamin had several suggestions regarding landscaping as follows:

- Purchase “frost cloth” & clamps approximate cost \$250 for a more efficient method of covering sensitive plants during a frost event. President Mike was open to the idea but asked Mike Benjamin to bring it up in August/September.
- Washingtonia palm trees at the entrance are very fast growing. That growth can be managed best by not watering or fertilizing. Mike Benjamin noted that the landscaping provider fertilized them recently. President Mike indicated that landscaper would be advised not to fertilize them.
- The papyrus around the yard waste area needs to be trimmed to 2 feet each year.
- Mulching is important for preventing frost damage. Mike Benjamin suggested waiting until December to mulch and water before a frost. President Mike stated that volunteer labor for laying mulch is ok as it not a compliance issue. Getting quotes from landscaper & cost of mulch only with plan to mulch this spring and again in December.

Gate upgrade discussion Barry S reported – (see Exhibit B)

Mike stated that he is going to put this to a committee. He asked Bob L to be involved in this committee since he has been managing the gate for a period of time. Bob replied that what we do on the computer has nothing to do with the gate. We put information into the computer and then transfer it into the gate. If his computer goes down the gate will still work. All we do is put phone numbers and names into the computer then program a remote. He feels we spent money with Gate Tech and they never solved the gate problem. He feels that the gate is working great and is costing us nothing now so why are we going to do something that is going to cost us \$900.00. Mike B stated that by going to an internet based program that we don't have to rely on a computer in Ohio, we can do the work here in Florida. Bob stated that what we have now will last another 20 years. Mike stated the technology is out of date and we really need to update to present and better technology. Georgie stated we only program 7 to 10 clickers a year and to keep in mind

what we will be spending our money on. A clicker cost \$30.00. Steve C. stated that if something happens to Bob L. we are at a loss since he is the only one who knows how to program clickers. Steve says at the classes he attends the people laugh at our present system, that we are a couple centuries behind. We need to think about redoing the whole system. Mike B. stated we need a backup person. One person cannot handle the whole system. Right now we do not have an established procedure. We will need a procedure where we will have at least two people.

Jeff C. from Lot 7 explained that he recently recovered a clicker from a previous renter who was continuing to enter the park with it for 2 years. How many more are out there? This presents a security problem. Also how long the gate stays open is another problem. He asked everyone to watch who comes through the gate behind them since we have had 11 gate crashers in the last month. If and when we get a new system we need a restart of all clickers.

Mike B. stated that renters should get clickers from owners and owners should keep track of the clickers. This seems to be a weakness in the system.

Mike B. asked Barry to be part of the Gate Committee along with Bob L. and Bob Watson Lot 19. Also George will write a procedure sheet for the gate.

Kathy Lot 17 spoke to the fact that this is a no brainer best business practice. She felt \$900 was a great investment for what we would be getting. Mike B. agreed and that we need to look at it in the best interest of the park. The committee would be activated in the fall since everyone will be going home soon. At that time the committee will also check into all the workings of the gate which includes security, boxes used by law enforcement and fire department etc. There will be more than one person to handle all the workings of the gate clicker system, along with backup for everything connected with the gate. Also cars that have the capability to be programmed as a clicker are a problem when the person owning the car is no longer a renter or owner.

Bonnie Lot 55 stated while just sitting here she saw 3 cars come through on just one opening of the gate. She stops and checks to see who comes through the gate and recommends others do the same.

Ray Lot 72 mentioned we have a Model T for a gate, everything is wearing out. Mike agreed and stated the committee will look at that too. If we need to upgrade the whole system, then we need to budget to do so.

Committee for Technology (Barry, Dennis and Jason) will be added to the minutes (see Exhibit C)

Discuss pet rules – service dogs & emotional support animals

Georgie started the investigation because she got a call from a woman who had a 65 pound pit bull as an emotional support dog. The woman, however, ended up not coming. Georgie investigated all levels of laws (county-state-federal) to determine what common ground we all had. Any service dog or emotional support animal can go into any public place by law. But since we provide housing Georgie feels our PPRVP bylaws are more restrictive. Service and emotional support animal must have a written prescription from a licensed doctor. Since emotional support animals are becoming more common she wanted to point out that owners of these animals must meet our requirements not the other way around.

Mike made a motion to adopt policies regarding service animal. That a doctor's written prescription will be required for cancer or diabetic sniffing dogs or any other specific reason. Internet Doctor Prescriptions will not be accepted. It must be a certified medical doctor. Georgie 2nd all in favor/unanimous (See Exhibit D)

Discuss Temporary Common Area Parking Pass and Procedures

Mike B. explained that this is for guest who will be staying for more than a 24 hour period. They would go to any board member to get the pass. This would enable everyone to know that the vehicle has permission to park in a common area for an extended period of time, preventing the need for policing. This will also allow owners to park off their property for reasons such as having work done on their own property etc. The pass is user friendly and easy to fill out. The pass will be placed in the driver side windshield. EJ passed out a sample of the pass for people to review.

Mike made a motion to accept the temporary parking pass and procedures. 2nd by Georgie All in favor/unanimous (See Exhibit E)

Owner Comments/Concerns

Georgie made an announcement that the biker's party would be at Paradise on April 8th from Noon to 5 pm. All are welcome.

A reminder: All dog owners need to pick up after their dogs. There is still doggie due that is not being picked up in a lot of grassy areas as well as on pavers.

Bonnie Lot 55 gave a report on the outdoor lighting. She spoke with Duke Energy about the guards that were on the lights before they were redone with LED lighting. Some need to be put back. Steve C. said all guards were put back and if any more are needed they will need to be paid for. Bonnie will continue to be in touch with Duke Energy and provide updates.

A reminder: All cardboard boxes need to be broken down. Steve C stated that we call the cardboard people to pick up our cardboard (for which we get money) but it sometime takes a week for them to get here.

Mike thanked everyone who showed up for the meeting. Bob L. made a motion to adjourn Mike 2nd All in favor/unanimous

Meeting ended at 12:32 PM

Respectfully Submitted

EJ Charron Secretary

EXHIBIT A

Draft 3.13.18

Lease procedure:

Any person(s) wishing to lease a lot will need to contact the lot owner to arrange the terms of the lease.

- The lease will be provided by the lot owner.
- The "Application and Screening Information Form" must be completed and submitted to Vanguard Management. A background check is part of the Application. (See Application Form)
- Four photographs of the RV must be submitted along with the application for approval by the board. Photographs must be of sufficient quality to determine the condition of the RV and must be taken from all four sides.
- You will be notified by Vanguard Management of your approval status.

- Part time returning renters must re-submit the “Application and Screening Information Form” with RV photos. A new background check will only be required if it has been more than 12 months since the end of the previous lease.
- Current lease residents that renew an existing lease, move to another lot and establish a new lease or purchase a lot should complete the “Lease Renewal – Lot Change Notice”
- The “Application and Screening Information Form” and “Lease Renewal – Lot Change Notice” can be obtained from the thepinesrvp.com website under the applications section.
- The completed lease form should be returned to the Owner
- The completed "Application and Screening Information Form" together with all attachments should be sent to Vanguard.
- The completed “Lease Renewal – Lot Change Notice” should be sent to Vanguard.

Purchase Procedure:

Any person(s) wishing to purchase a lot will need to contact the lot owner to arrange the terms of the purchase.

- Purchase agreements are the responsibility of the owner and purchaser.
- The “Application and Screening Information Form” must be completed and submitted to Vanguard Management. A background check is part of the Application. (See Application Form)
- Four photographs of the RV must be submitted along with the application for approval by the board. Photographs must be of sufficient quality to determine the condition of the RV and must be taken from all four sides.
- A current renter who is purchasing a lot should complete the “Lease Renewal – Lot Change Notice”
- The “Application and Screening Information Form” and “Lease Renewal – Lot Change Notice” can be obtained from the Paradise Pines RV Park web site under the forms section.
- The completed "Application and Screening Information Form" together with all attachments should be sent to Vanguard.
- The completed “Lease Renewal – Lot Change Notice” should be sent to Vanguard.

EXHIBIT B

Barry S. Report to the Board

In the fall of 2017, I was asked by the immediate past president what the best way would be to make our gate controller accessible to a management team of volunteers that will provide the park with better data communications reliability and the ability to have backup management personnel. He asked me about this because currently, a telephone line and a modem is required hardware for managing the gate controller and modems are no longer readily available or supported since they are no longer considered to be “standard” equipment.

I reported back to him that the way to do this would be to make the gate controller management interface Internet-accessible which will effectively allow anyone with modern computer hardware and a connection to the Internet to be appointed by the BOD to share in the responsibility of gate controller management. I would also like to state up front and for the record that I have absolutely no desire to be on this management team except as a technical advisor for the details of connecting to and managing the interface from both inside and outside the park.

The first order of business was to see if we had enough Ethernet capacity on the park’s router to handle the gate controller. We do, so I provisioned an unused Ethernet interface on the park’s router to be dedicated to gate controller management.

A total of three estimates for the work required were requested from contractors. We first attempted to obtain the names of recommended local distributors and installers for Linear Access Systems equipment, which is the manufacturer of our existing gate controller.

After repeated attempts, the first recommended local distributor from whom we solicited a quote never replied, most likely because the job was way too small for them and they knew it.

The second recommended local distributor from whom we solicited a quote looked over the job and gave us an estimate of approximately \$2500 to completely upgrade our gate controller to a new Linear Access Systems model that was way over qualified for what we need in our relatively small 81-lot community. At that point it became clear to us that these local distributors were more interested in selling new systems than they were in solving our specific issues.

Not being satisfied with that \$2500 quote we then asked Vanguard for a recommendation of a local gate contractor and they suggested one called Gate Tech, whom we later found out actually serviced our gate a few times over the past few years when it needed attention for a mechanical problem. In other words, this contractor was already familiar with our gate controller installation.

Gate Tech's representative came to the park, looked at the job and gave us some very important information that we didn't previously have about our existing equipment.

The biggest surprise to us was that our existing gate controller is not nearly as old as we originally thought it was based on the fact that it uses an essentially retired method of data communications technology for its management interface.

It turns out that our gate controller was manufactured in the later part of the last decade so it is only about 10 years old and the Gate Tech representative specifically told us that it has some good years of operation still left in it. Obviously, we were very glad to hear that.

He gave us a quote of approximately \$900 for an equipment upgrade that will result in no change to existing functionality or visible common property. When the work is completed, the park will still have the same gate controller that it has now, but with modern data communications technology that will provide a much more generally accessible means of management access.

This is the scope of the work that is included in the \$900 quote:

1. The modem board in the gate controller will be replaced by an Ethernet-to-serial board so that a telephone line with a modem attached to it will no longer be needed by the managers of the controller.
2. Ethernet cable will be provided, pulled and connecterized for plugging into to the park's router and an Ethernet surge suppressor will also be installed to help dissipate the effects of power brown outs and nearby lightning strikes.
3. A new control program that utilizes the Internet instead of a modem to connect to the management interface of the controller will be provided.

Now along with using an upgraded means of data communications and new management software there will also be a required change to the data format of the configuration file that resides in the gate controller. This means that a copy of the existing configuration file that is used in the current system will need to be provided to Gate Tech so that it can be converted to the newer format, otherwise, we will have to start over with programming each FOB and lot telephone number from scratch. There are 2 hours worth of programming time included in the quote from Gate Tech which is just about right if we can obtain a copy of the current configuration file. Gate Tech will do the conversion for us from the original and retired control program for modem-based technology to the new and current control program for Internet-based technology.

It is therefore my opinion that \$900 is a very reasonable price for the materials and labor that have been included in the scope of this work.

Upside and Downside

The upside of doing the work this year is that it offers immediate and better data communications reliability as well as management personnel backup options that the park did not previously have.

The downside of doing the work this year is that the park has to spend \$900.

I hope this satisfies the BOD's request for a report on this.

Barry Siegfried

March 13, 2018

EXHIBIT C

PPRVP Networking Committee

Annual Report

February 13, 2018

I am submitting this report on behalf of the PPRVP Networking committee, which other than myself consists of Dennis Rhein (of Lot 30) and Jason Gear (of Lot 77) although they are both probably very surprised to find out they are on this committee with me.

I first want to say thank you to Dennis who designed and constructed our current WiFi system completely by his own design and labor. This is Dorothy's and my 6th year at Paradise Pines as owners and I can unequivocally say that the snapshot of internet coverage in the park that we had in 2012 and what we all have access to now only 5 short years later is very different.

Since I was handed this job 4 short months ago I have been pulling myself up the learning ladder in taking over this rather complex set of responsibilities from Dennis which is more time consuming than anyone can possibly imagine. The work essentially entails being responsible for the park's main router in the Club House as well as 36 dedicated WiFi devices around the park and insuring that they are all configured correctly and working properly.

22 of these 36 dedicated WiFi devices are 11 general-purpose Access Points to which users can connect their personal equipment plus another 11 Access Points and Stations that comprise 5 Point-To-Point 5G backbone links over which high speed internet service from the Club House is delivered to those general-purpose Access Points.

The remaining 14 of the 36 dedicated WiFi devices are individually owned 5G Stations which deliver high speed internet service to the lots of their owners. 3 more of those are in the planning stages right now, which will bring the total number of dedicated WiFi devices in the park to 39 before this winter season is over.

Fortunately, Dennis remains available to me when I have questions about what came before and how to deal with situations I haven't yet encountered although thankfully, these are becoming fewer and farther in between. As Dennis exits gracefully from his former role as the PPRVP network administrator, we owe a round of thanks to him for all the

work he did when he was here more often and for the networking support he continues to provide to the park through me.

We also owe a round of thanks to those owners who provide and pay for electricity for hosting the park's outlying WiFi equipment on individual lots that brings high speed internet service closer to everyone else. In addition to Dorothy and me, this includes Bob & Maureen, Dennis & Georgie, Richard & Denise and Dale.

In October we were faced with repairing a few issues that occurred because of hurricane Irma in September, which is unofficially the 5th most destructive hurricane on record. Although this hurricane caused 67 billion dollars total in damages, we here at Paradise Pines miraculously escaped with only a few downed trees and a relatively minimal number of issues. Of particular note to the park's network, the bottom of the pole on Lot 61 on which are mounted three 2.4G Access Points that serve the southwestern side of the park came loose from its mooring to the bottom of the pedestal and it was leaning, and the 2.4G Access Point on the Club House roof which serves the northern side of the park stopped working altogether. Both of these sites normally have several users connected to them because they are highly visible sites. With Jason's mechanical and climbing assistance and Dennis' telephone and email support, we were able to repair both of these items in the two weeks following Jason's arrival to the park.

Going forward, we are developing solutions to try to expand our networking capabilities and put backups in place to help us when we have equipment failures, as well as look for more ways to get better internet service from our provider's point of presence in the Club House to more lot owners without anyone outside the park stealing our service. That can be a challenge, since certainly some of our neighbors outside the fence can see our Access Points on their devices.

For us, this means, PLEASE do not share the park's WiFi login credentials with anyone outside the park, no matter how harmless you think it may be to do so. You would all be amazed how quickly our bandwidth can be used up by unauthorized access or somebody who is intent upon crippling our service to a crawl. Yes, these things *can* and do happen if we don't be careful or pay attention. So if you need to provide temporary service for a guest, please enter the login credentials on the guest's device yourself without divulging what they are.

Currently, several of our WiFi Access Points have a great many residents utilizing them, the busiest one being PPRVP 10, which is the 5G Access Point on top of the Lot 42 park model and which I will be replacing within a day or two because it had a failure last week that took Richard and Denise's internet service away from them. I have seen upwards of 23-24 users connected to PPRVP 10 at a single time, which I find to be an incredible statistic because it is fully double the number of connections that are on the second busiest Access Point in the park.

If you stream HD video a lot (for example if you use a Roku box or an Amazon stick to provide video to your HDTV), I can't emphasize enough that you are sharing bandwidth with all of your neighbors who are connected to the park's network and if you are trying to stream HD over one of the park's 2.4G Access Points, the buffering delays you will quickly encounter will discourage you, particularly during the busy season (which is right now). Unfortunately, the 2.4G frequency band is shared by many other modern electronic devices such as personal routers, cordless telephones, Bluetooth, baby monitors, microwave ovens and garage door openers to name just a few. All it takes is for somebody in the neighborhood to activate one of these devices that operate on the same frequency as your connection to a park 2.4G Access Point and it will cause that connection to inexplicably drop, which is frustrating to say the least and I am sure many of you have experienced this and have asked yourself, "why is this happening?". The only solution for this is to take advantage of the 5G WiFi bands which we are trying to do here in the park wherever possible.

So in order to stream with fewer buffering delays, you will need the ability to receive your service from one of the currently three general purposes 5G Access Points we have in the park. These are PPRVP 10 on the top of the Lot 42 park model, PPRVP 11 on the top of the Lot 36 shed and PPRVP 12 on the eastern side of the Lot 76 shed. If you are close

enough to one of these and your device sees a good signal, then you can perhaps connect your streaming device or smart TV directly to it. If you are not close enough for reliable 5G service from a park Access Point directly to your device or your device doesn't support 5G, then we have been bringing in higher bandwidth service on 5G private links to more individual lots using the same method that Dennis designed and developed over the past few years for the park's 5G backbone links. It requires a one-time expenditure of somewhere around \$100-\$150 to purchase some equipment and an Ethernet cable that is conditioned for outdoor use and if you are interested in doing this then please come and see me or get in touch with me by email.

Thank you for your time.

Barry Siegfried

PPRVP Lot 36

EXHIBIT D

Clubhouse:

The clubhouse facilities are available 24 hours a day. Please be aware that tile floors may be very slippery when wet, please use caution. When you use the clubhouse facilities, including the bathrooms and/or showers, you are expected to clean up after yourself.

No smoking or vaping allowed in the clubhouse.

No pets are allowed in the clubhouse, **except during weather emergencies. Service and emotional support animals specifically trained for the individual's medical condition are welcome to assist an individual's needs.**

Pets

Pets are limited to two domesticated animals only. Owners/renters and their guests must provide vaccination records of the pet(s) and a copy of the pet license (if applicable) to the association property manager before arrival in the park. Rottweilers, Dobermans, and Pit Bulls are not allowed.

The common area along the retention basin has been designated as our pet walk. Always clean up after your animal. When walking, pets must be leashed on no more than a 6' leash and not allowed to trespass on private lots. Be courteous and control your dog's barking.

Pets that pose a potential threat to residents shall not be allowed.

Paradise Pines RV Park's pet(s) policy applies to all service animals and support animals, unless otherwise specified by a certified medical professional stating a certain breed is required for the individual's medical conditions. (ie: Diabetic sensing, Cancer or specific illness requiring a specified type of service animal) Owner/renter must provide certified medical documentation to property manager for review prior to service animal being permitted in the park.

EXHIBIT E

Parking/Vehicles and USES

All motorized vehicles, including, but not limited to golf carts, must be operated at a speed not to exceed 9mph. Vehicles shall only be driven in the direction of posted arrows. The only exception is when positioning a recreational vehicle on a Unit.

All vehicles must be licensed. Non-licensed gas powered vehicles, with the exception of golf carts, are not permitted.

The parking areas near the clubhouse are intended for owner, renter and guest parking only. These parking areas may be used on a temporary basis only. Parking in these areas is for motor vehicles only and shall not exceed a period of more than 24-consecutive hours in any 7-consecutive day period. Any other uses/time allowances for these parking areas require prior director approval. **Please see a director to obtain a PPRVP Temporary Common Area Parking Pass.**