

Dear Owners and Residents,

As you know your HOA started Project Refresh in summer with the first phase of replacing exterior wood that was damaged. Morgan Termite recently completed their phase of the project. Again, despite that length of their phase, the overall cost was not changed except in two units where wood replacement was more necessary than originally inspected.

We are ready to proceed to the next phase with Action Painting. They have estimated an approximate 25 working days, not on weekends, to complete their phase once they start.

Action Painting has started that they will be able to start in January, 2017. We agreed that our Glendora Garden IV units will be ready for them

by January 6th

Here is the project 'work performance plan'. Owners: please communicate with your renters as to unit preparation. Please remove of all Holiday decorations, nails, decorations, potted plants and other decorations, such as flag holders. If "its" attached to the wood, it's going to be painted. OR, the painters will not paint that section if the item is in the way. The contractor shall protect their work area and adjacent work area from paint spillage or over-spray with suitable covering over such items such as patio surfaces, patio furniture, decks and BBQ equipment. The contractor shall store painting supplies on the premises, probably in a storage container that will occupy one or two parking spaces.

Residents: written notification shall be delivered to each resident 72 hours in advance stating procedures prior to preparations and the painting of the unit.

Front Doors: A fresh coat of varnish will be applied to all front doors. The contractor will make two attempts. To paint the front door, please leave it in the open position. Suggest you coordinate with neighbors and/or friends to accomplish this part. If not one is home on the second attempt, they will paint/varnish the door in the closed position. The edges will not be painted. If unit security door is locked, the unit will be skipped. Any later request to paint the door will be at the owner's cost.

All work will be done during normal business hours Monday through Friday, from 7:30am to 4:00pm.

Another letter will be distributed to remind owner and residents the commencement date what they need to do to be ready for the painters.

Happy Holidays,

2016 HOA GGH IV Board

GGH IV HOA