

# Lake Forest Homeowners Association

## IMPORTANT Pandemic Announcement

14 May 2020

Dear Lake Forest HOA Owners,

The HOA Board of Directors, in consultation with the association manager, attorney, and insurance provider, has been planning for contingencies that may arise in the community as a result of the spread of COVID-19.

Based on guidance of the Centers for Disease Control, the CO Department of Public Health and Environment and on Governor Polis' Executive Order (4.26.2020), we have detailed some possible scenarios and our current plans to deal with them. These plans are subject to change based on CDC guidance, advice from our professional partners and State regulations.

### **Association operations**

**Cleaning.** The association is wiping down and sanitizing surfaces in common areas and amenities. For now, this is limited to the Garbage and Recycling Building. Owners are responsible for their private property.

**Common areas and amenities.** The association has closed the Spa until further notice and in keeping with the Executive Order above.

**Meetings and events.** The CDC has recommended against any gatherings of 50 or more people through the middle of May. In addition, Governor Polis' Executive Order prohibits "public gatherings of ten (10) persons or more in both public spaces and private commercial venues." That is why we are conducting all official HOA meetings using online, live platforms. In addition, the Annual Owners Meeting will be held in late June but will NOT be in person. Details regarding the online venue and access information will be forthcoming.

**Social distancing.** Many experts also are urging people to practice "social distancing" (maintaining a roughly 6-foot distance between other people) and using face masks whenever in public (see Executive Order above). It also means limiting nonessential travel, avoiding public transportation when possible, working from home, and skipping social gatherings.

**Staffing.** The community may experience temporary staff shortages if employees get sick or need to remain at home. Move-ins and move-outs, open houses, construction work, social events, large deliveries, and maintenance may be curtailed until the coronavirus pandemic is better controlled and State regulations are so modified.

### **If you get sick**

Medical authorities are strongly urging all persons who exhibit symptoms to stay home and avoid public spaces unless you need medical care. You also should separate yourself from other people and pets in your home.

If you need to need to visit a doctor or get tested for COVID-19, develop a plan before you go:

- Call ahead before visiting your doctor to determine the safest, most effective venue for evaluation.
- Wear a facemask if you are sick.
- Cover your coughs and sneezes.
- Clean your hands often.
- Avoid sharing household items, such as utensils, plates, glasses, and towels.
- Clean all “high-touch” surfaces, such as counters, tables, doorknobs, bathroom fixtures, phones, keyboards, and remotes.

If appropriate, the association may notify residents that an individual in the community has contracted the virus.

The association will be prepared to reasonably accommodate an owner who is sick by postponing violation hearings, extending deadlines on architectural applications, or granting **HARDSHIP** payment extensions if appropriate.

This association will not and does not make any of the decisions mentioned above lightly. These actions are being taken to ensure the health and welfare of the residents of this community. We pledge to keep residents informed of all relevant developments and how they affect association operations.

It is also incumbent upon residents to take this situation seriously and do their part to minimize the spread of this deadly disease. The association highly encourages you to review safety guidelines and look for updates from the CDC, the State and local health departments, the Governor’s Office and the World Health Organization.

Thank you for your cooperation and understanding. Stay safe and healthy.

Sincerely,

Kathy Chinoy, President  
The Board of Directors  
Lake Forest HOA