



Autumn Glen Townhome Owners Association, Inc.

c/o Florida CAM Services

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Dear Homeowner or Occupant,

October 2, 2021

ROOF REPLACEMENT INFORMATION & PREPARATION

ROOF REPLACEMENT FOR BUILDING 2315 WOOD HOLLOW LANE STARTS ON MONDAY, OCTOBER 4th.

DEPENDING ON VARIOUS FACTORS, ESPECIALLY THE WEATHER, each building will take about 4-5 days so watch for **UPDATE POSTINGS** on the buildings from either Keith Stern Roofing or the CAM. **THE ROOFER'S SCHEDULE FOR AUTUMN GLEN (AG) FOLLOWS*:**

SCHEDULE DATE	BUILDING
WEEK OF 10/4 OLDEST BUILDING 1 ST , ETC.	2315 WOOD HOLLOW LANE
WEEK OF 10/11	2310 WOOD HOLLOW LANE
WEEK OF 10/17	1505 VINELAND CIRCLE
WEEK OF 10/25	1515 VINELAND CIRCLE

TIME: Crews will start at 7:00 A.M. & finish by 7:00 P.M.

THINGS TO PREPARE, DO OR BE AWARE:

- **PARKING:** To keep your cars safe, no parking in driveways or on the street. Orange cones will mark building's construction site. The Roofer needs the driveways to load the shingles up with special equipment. Since the Amenities' Center allows parking overnight, the Board highly recommends that you call the **Amenity Center at 904-278-8613** to make arrangements with their office when you need to park there. We thank you for your cooperation to keep roadways clear, especially for service and emergency vehicles. **TOWING WARNING!** *If your car blocks any scheduled building's driveways or roadways, per the HOA's attorney according to Florida Statutes, there is a chance that your car will be towed at your own expense.*
- **IMPORTANT ENTRANCE/EXIT NOTICE FOR THE WEEK OF OCTOBER 4:** All, who live in AG's south side, 1600 Vineland Cir., Wood Hollow Lane and Green Springs Cir., please avoid Wood Hollow Lane section of 2315 and use the north side of AG, 1500 Vineland Cir. to enter or exit Autumn Glen.
- **SATELLITE DISHES:** Per Roofer, dishes will remain on the roof until the nailing starts, day 2 or 3. **To toss it,** call roofer's office at **904-272-0244** and ask that the dish be trashed. **To keep it,** call roofer's office and report your name, address and for equipment to be saved. When roof is done, contact your provider to install and reconnect. **Additionally,** send via web site. The Roofer or HOA will not be held responsible for reinstallation of equipment or provider services.
- **PERSONAL ITEMS:** Remove from the front and back to prevent damage or loss. The Roofer or the HOA will not be held responsible for any personal items left outside during the construction.
- **ATTICS:** Replacing some plywood on your roof may affect attic items that could be exposed to the wind, saw dust, the elements, etc. Therefore, please cover them with a tarp or move them to a better location inside your home. The Roofer or the HOA will not be held responsible for any personal items left in your attic during the construction.
- **CLEAN UP OF DEBRIS:** Roofer hauls away each evening. Nails are treated by magnetic rollers, and there may be a missed nail or two. If you find one in your car tire, and it is flat, immediately contact the CAM via the Web site, **autumnglenfip.com**, to report the issue.

THANK YOU FOR YOUR COOPERATION!

*Note: The Board apologizes for the posting of wrong start date for Building 2310.