

# CYPRESS BEND CONDO I

March 10, 2020  
Via Email and Posting

**Re: Coronavirus (COVID-19)**

Dear Residents:

KW PROPERTY MANAGEMENT, LLC (“KWPM”) and your Board of Directors is committed to the health and welfare of the residents of the Association. We have been closely monitoring the developments of the Coronavirus (COVID-19).

KWPM and the Board of Directors knows that you regularly use the Association’s common elements including the gym, playrooms, and other common spaces. We recognize that these common elements are an important and valuable part of your daily activities that you have been accustomed to using, and they are an extension of your homes. We are doing our best to ensure that your Association’s property operates normally, unless instructed otherwise by applicable governmental authorities.

Since the Centers for Disease Control and Prevention (“CDC”) recommends cleaning and disinfecting frequently touched objects and surfaces to avoid the spread of viruses, including Coronavirus (COVID-19), our efforts, to date, include: having our janitorial personnel clean and sanitize all “high-touch” surfaces more frequently.

We have advised our team members to stay home if they are sick. And, we have also secured contractors that are able to perform deep disinfectant cleaning and provide additional temporary workers, if the circumstances require.

While we remain diligent, it will take a collective effort. We advise our residents to do their part. Below is a list of official websites to help keep you informed:

General info from the CDC: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

General info from the WHO: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

Additionally, below are the present recommendations from the CDC.

## The CDC Recommends:

- ✓ Avoid close contact with people who are sick.
- ✓ Avoid touching your eyes, nose, and mouth.
- ✓ Stay home when you are sick.
- ✓ Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- ✓ Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- ✓ Follow CDC’s recommendations for using a facemask.
  - CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.

- Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

We are here to manage and support your property. As we gather additional information, we will keep you informed.

Sincerely,

Management Office