



Date: March 17, 2020

To: Willow River, Lake Mallalieu and Ridgecrest Tenants

From: Management and Owners of Hafner Properties

Re: Coronavirus Update for the Community

Dear Residents of Willow River, Lake Mallalieu and Ridgecrest Apartments,

The health and safety of our employees, residents, vendors and all their families, is of primary concern, as such we are monitoring the COVID-19 situation very closely and following guidance from the World Health Organization, Centers for Disease Control and Prevention, and other health authorities. With continued news around coronavirus (COVID-19), these are the steps we are taking to protect residents and on-site employees:

1. We have always taken seriously the cleanliness of our buildings and common areas. We know this is more important than ever. Aligned with guidance from health authorities, we are implementing additional measures to further clean and disinfect our building common areas on a daily basis. A strong focus is placed on sanitizing commonly touched elements (door handles, elevator buttons, railings, etc.).
2. Sub-contractors visiting the sites are asked if they are ill and if they are, told they cannot service the property.
3. Visitor Restrictions: We have posted notices on all building doors asking Residents to restrict visitors to **only essential visitors** until further notice (i.e. EMS, food deliver, medical delivery personnel, etc.). We encourage loved ones to communicate with Residents by using video chat, call, texting, or checking in on social media. Though we do not have the staff to enforce this notice regarding restricting visitors into our communities, we expect Residents to act responsibly toward their neighbors and play their part in slowing the spread by practicing COVID-19 Prevention and Protection as outlined in the guidelines directions issued by the CDC and State and Local Authorities.
4. While we look forward to continuing to serve you during this time, our employees wellbeing is also a top priority. Employees are to follow health authority best practices like frequent hand washing and are asked to stay home if they are feeling unwell and/or have a fever, cough, and/or shortness of breath.

March 17, 2020

In the case our on-site offices in Hudson and/or Oakdale are closed, we will always remain available to our Residents by phone or email for any questions, concerns or maintenance requests:

Hudson Main Office: 715-386-5109 or 715-377-5659
Email: apts2@comcast.net
Hudson After Hours Maintenance: 651-785-7936
Ridgecrest Apartment Office: 651-738-1348
Ridgecrest After Hours Maintenance: 651-802-8250

5. Limiting maintenance inside apartment homes to essential and emergency only. Every resident who submits a work order will be asked if they or anyone in their home is feeling ill. We will move toward completing emergency work orders (severe leaks, clogged toilet, no heat, etc.). Any non-emergency work orders will be assessed individually and may be tabled for the time being.

With these measures firmly in place, we are optimistic that this health crisis will soon come to an end. In the meantime, we remain open for business and ready to serve you, taking every precaution possible to protect the health of you and your family and our employees every step of the way.

Sincerely,

Jessica Gray
Office Manager
Hudson Main Office

Encl.

Cc: Michele Drevnick, Owner
Michael Hafner, Owner
Eileen "Dolly" Sparber, On-site Manager
William Klein, Maintenance Supervisor