April 16, 2021

Communiqué

Gate Project Update

As previously announced, to enhance the safety and security of our campuses, Willow Valley Communities will be installing manned and unmanned security gates throughout both campuses. Our plan is to make several of these gates operational during the month of May. The table below indicates the locations of the gates and which of them include a manned gate house.

Campus	Entrance Location	Gate House
Manor	Clubhouse	No
Manor	Guest Suites (formerly Arbor View)	**Yes**
Manor	Manor	**Yes**
Lakes	Lakes Main Entrance	**Yes**
Lakes	Lakeside	No
Lakes	Welcome Center/PM&S Barn	No
Lakes	Kendig Road (Gables)	No
Lakes	Upper Cultural Center	No
Lakes	Violet Avenue (SouthPointe)	**Yes**

Obtaining Resident Vehicle ID Tags

As project work continues, the WVC Security Department is preparing to activate several of the unmanned automated gates and two of the four manned gate houses. The gates are designed to open/close automatically via a vehicle ID tag. Once gates are activated, Residents who are fully vaccinated for COVID-19 will be authorized to enter/exit via the automated gates at both campuses via their own personal vehicle ID tag(s). This will allow fully vaccinated Residents with no visitors in the vehicle to bypass COVID screening. Residents who are not fully vaccinated, Residents with accompanying visitors, and contractors will be required to go through COVID screening and may not use the automated gates for entry.

Automated gate access will be enabled via a Resident vehicle ID tag, affixed to your automobile, that opens the gate as the vehicle approaches it. Residents will obtain their tag(s) at the Resident Vehicle Tag-Day Event for their community.

(over please)

We are attaching information that includes the following three items:

1. **Resident Vehicle ID Tag Request Form:** Please use this form to document your personal vehicle information and receive your tags. Complete the Resident Vehicle ID Tag Request Form for ALL of your personal vehicles PRIOR to the Tag Day event. The form will be collected at the event (described below).

2. **ID Tag Day Event Schedule:** Please see the attached schedule for the dates for Resident vehicle ID tag distribution. **Bring your completed Resident Vehicle ID Tag Request Form with you.**

    a) WVC Security will confirm your personal vehicle information at the event.

    b) WVC Security will assign and issue you the appropriate number of tag(s) for your vehicle(s).

3. **Tag Installation Guide:** This is a simple instruction guide that briefly describes the best practices for installing a tag on your vehicle. Once you receive your vehicle ID Tag(s), you may either:

    a) Install the tags on your vehicle(s) yourself at your convenience. See "Tag Installation Guide"
    Have WVC Security personnel assist you with installing the tag(s) on your vehicle(s) during the event.

    b) Have WVC Security personnel assist you with installing the tag(s) on your vehicle(s) during the event.

Please note that vehicle ID tags will not be issued to guests. Guests will be required to enter/exit the campus via a manned security gate. More information about the process for guests will be sent in a future communication.

For those Residents who cannot attend any of the scheduled events, please contact Cindy Bowman (Property Management and Services Administrative Assistant) at 717.464.6215 to arrange a date/time to obtain your vehicle ID tag(s). Also, if you have any further questions or if you are in need of further assistance, please do not hesitate to contact the Property Management & Services Department at 717.464.6215.

Jim—Jim Tracy, Senior Director, Property Management

Neile — Neile Hicks, Safety & Security Manager

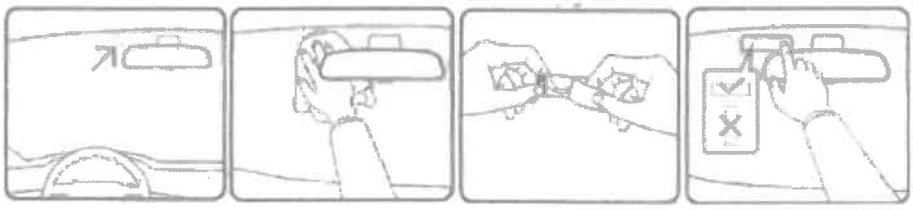
Resident Vehicle Tag-Day Event Schedule

Manor Campus				
Community	**Building**	**Event Location**	**Date**	**Time**
Manor	A	Front Lobby	4/20	9:00 am - 10:30 am
	B	Front Lobby	4/20	10:30 am - Noon
	C	Front Lobby	4/20	12:30 pm - 2:00 pm
	D	Front Lobby	4/20	2:00 pm - 3:00 pm
	E	Front Lobby	4/20	3:00 pm - 4:00 pm
North	F & G	Front Lobby	4/21	9:00 am - 10:00 am
	H & I	Front Lobby	4/21	10:00 am - 11:30 am
	J	Front Lobby	4/21	Noon - 1:00 pm
	K	Front Lobby	4/21	2:00 pm - 3:00 pm
	L	Front Lobby	4/21	3:00 pm - 4:00 pm
	M & N	Front Lobby	4/21	4:00 pm - 5:00 pm
Providence Park	Villas/Townhomes	The Clubhouse	4/22	9:00 am - Noon
Vistas	Vistas	Parking Garage	4/22	1:00 pm - 5:00 pm
Garden Apartments	Garden Apartments	Parking Garages	4/23	9:00 am - Noon
Lakes Campus				
Community	**Building**	**Event Location**	**Date**	**Time**
Lakes Manor	A and B	Front Lobby	4/27	8:00 am - 10:30 am
	C and D	Front Lobby	4/27	10:30 am - 1:00 pm
	E and F	Front Lobby	4/27	2:00 pm - 4:00 pm
Spring Run	H	Parking Garage	4/28	8:00 am - 10:30 am
	I	Parking Garage	4/28	10:30 am - Noon
	J	Parking Garage	4/28	1:00 pm - 2:30 pm
	K	Parking Garage	4/28	2:30 pm - 4:00 pm
Gables	Gables 600's	Cultural Center LL	4/29	8:00 am - 9:30 am
	Gables 800's	Cultural Center LL	4/29	9:30 am - 11:00 am
Villas	All Villas	Cultural Center LL	4/29	11:00 am – 1:00 pm
SouthPointe	All Villas	Cultural Center LL	4/29	2:00 pm – 4:00 pm
Midrises	Midrise 1	Garages	4/30	8:00 am – 9:00 am
	Midrise 2	Garages	4/30	9:00 am – 10:00 am
	Midrise 3	Garages	4/30	10:00 am – 11:00 am

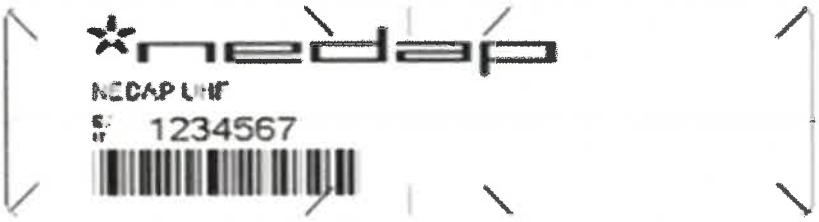
TAG INSTALLATION GUIDE

Windshield Sticker Tags

1. Thoroughly clean the area on the windshield where the tag will be mounted.
2. Remove the backing from the sticker.
3. Mount the tag to the left of the rearview mirror, approximately 2 inches from the top of the window and 0-4 inches to the left of the rearview mirror.



Front (facing outside)



Back (facing inside)

Note that tags are approximately 3.5" long x 1.0" wide.

Willow Valley Communities

Resident Vehicle ID Tag Request Form

Date: _____

Please fill out this form prior to the event and bring the completed form to the event.

Resident Last Name	**Resident First Name(s)**
Community/Building	**Unit/Apartment Number**
Vehicle Year, Make, and Model	**Resident ID Number** *(if known)*
License Plate Number	**Electric Vehicle** *(Yes or No)*
WVC Parking Permit Number	**ID Tag Number** *(Internal Use Only)*
Resident Last Name	**Resident First Name(s)**
Community/Building	**Unit/Apartment Number**
Vehicle Year, Make, and Model	**Resident ID Number** *(if known)*
License Plate Number	**Electric Vehicle** *(Yes or No)*
WVC Parking Permit Number	**ID Tag Number** *(Internal Use Only)*
Resident Last Name	**Resident First Name(s)**
Community/Building	**Unit/Apartment Number**
Vehicle Year, Make, and Model	**Resident ID Number** *(if known)*
License Plate Number	**Electric Vehicle** *(Yes or No)*
WVC Parking Permit Number	**ID Tag Number** *(Internal Use Only)*

PLEASE BRING THIS COMPLETED FORM TO THE EVENT