



Kentucky Realty Corporation

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May 4, 2007

To: Woods of Glenmary Owners

From: Ben Adams, Site Manager

Re: "POD" Use / Moving Guidelines / Block Watch Procedures / Collection Procedures

The Woods of Glenmary Advisory Board has asked that I write to all owners in regards to community issues that have arisen and that need to be addressed. Specifically the use of "PODs," or portable storage containers that are often delivered to those owners who may be moving, or simply storing items away, will now need to abide by the following procedures when procuring and using these storage containers:

1. Please contact the management company (473-0003) prior to ordering your portable storage container for approval.
2. Owners will be responsible for any damage to the driveways, sidewalks, and or landscaping that the delivery/pickup, or use of the storage container may cause.
3. There is a four (4) day maximum that the storage container may sit in your driveway. Any owner keeping the storage container after the 4 day period can be fined up to \$100.00 per day until the storage container is removed.
4. Any owner who does not receive approval before the storage container is delivered can be fined up to \$400.00 per day while the container is on site.

Please note that these regulations have been created to keep the Woods of Glenmary looking its best and to avoid having owners take advantage of the convenience these containers provide.

In addition, those owners selling their homes are reminded to contact the management company prior to closing, in order to put the association on notice, and to provide any known closing dates, and new owner information. Sellers must pass on their copies of the Covenants, Conditions, and Restrictions, and the Bylaws to new owners. Copies of these documents are available from the management office for a fee.

As a reminder to all residents of proper Block Watch procedures, if you see, or hear of some type of suspicious persons, or activity, please DO NOT approach these people and attempt to question, or resolve the situation yourself. Please contact the police department immediately. Please remember that the Advisory Board is not responsible for policing the property, and that residents are asked to contact the police directly with trespassing, or security concerns.

Finally, the Advisory Board has asked that the management office institute the following maintenance fee collection policy:

1. Any patio home with maintenance fees 60 days past due will receive a 30 day demand letter from the association's attorney. The cost of this letter will be added to the patio home's account balance.
2. Any patio home with maintenance fees 90 days due will have a lien recorded against the unit. The cost of preparing and recording this lien will be added to the patio home's account balance.
3. Ultimately if the fees are not paid, the association can foreclose to collect the past due fees.

Thank you for your attention to these matters and please do not hesitate to contact me with any questions, or concerns you may have.