



MEMO

Tuesday, April 30, 2019

RE: Exterior Construction

We have completed our Pre-Construction Kick-Off meeting and we are ready to get started! Our exterior renovations will begin on Monday, May 6th. These renovations are expected to continue into the month of July. All construction areas will be fenced off and kept secure around the exterior west side of our building. Our experienced construction company has assured us many times that their number one priority while on-site is safety.

While we are so excited to get this upgrade, we understand that there will be some challenges and inconveniences along the way (noise, limited space, etc.). We want all our guests and staff to know that we appreciate their patience and support during this time (we promise – it will be worth it!).

The west side of our building will be utilized for construction materials, equipment storage, garbage disposal, etc. To provide the construction company with ease of access, we will be temporarily moving our handicap parking stalls to the right of the entrance pad where the Out of School Care loading zones are currently situated. When the renovations are complete, our handicap and loading zone parking stalls will be returned to their original locations.

We would like to remind our guests and staff that there is protected parking along Midlake Boulevard. For quick access, there is a break in the fence near the west end of the community garden.

If you have any questions, please reach out to either Sharmaleigh or Vanessa.

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