



Town Crier

Congress Square I Condominium

April 2001

PO Box 360426

Strongsville, Ohio 44136



Trash Pickup
FRIDAY

Recycle Right - Place
recyclables on the
Right side of the
driveway.

BFI (800) 433-1309

**Association
Administrator**

Fax (775) 890-1151

E-Mail

condohome@aol.com

Lawn Restoration

Last year mother nature brought us a money saving bounty. The season's many rains and weather conditions caused an overall regeneration of most of the lawn areas and the Board committed the funds that had been allocated for a total re-seeding of the lawn to other priorities and the reserve fund for future capital expenses. This Spring, our landscaper will sow seed and add top soil to selected low areas on the lawn throughout the development. Your cooperation will be appreciated in watering any newly planted areas.

Collections Policy Revised

We are fortunate to have the overwhelming majority of homeowners honor their responsibility of Association membership by paying their monthly maintenance fees in a timely manner. Our level of accounts receivables is consistently low, a factor which makes it easier for owners to obtain financing at preferred interest rates when units are sold or refinanced. There are a limited number of unit owners who neglect their duty to contribute to the financial operation of the Association, and the Board has acted to revise the procedures related to collections in order to maintain the financial integrity of the Association. The Financial Manager will send reminder notices to accounts that are generally 1 - 2 months in arrears. Should these efforts not bring about a response and payment of the monies owed, action in accordance with the Declarations will be taken which includes the filing of liens and ultimately, foreclosure.

Payments, as always, are due on the First day of the month and an administrative fee is assessed for payments received after the 10th. Should your personal financial situation cause you to make compromises please remember that condominium fees have a priority second only to taxes and your first mortgage. Questions related to your individual maintenance fee account should be directed in writing to: Congress Square I, PO Box 24321, Mayfield Heights OH 44124.

Annual Meeting

The Association Annual Meeting is being planned for the month of May. Board member elections and reports to homeowners will be presented at that time. Please be sure to sign and return your proxy when the notice with the date and time of the meeting arrives.

Insurance Update

The Association master insurance policy was renewed without interruption with Allstate Insurance Company. Since the only change was an increase in the replacement value of the buildings, certificates of insurance were not reissued to homeowners or lenders. You

may receive a request for insurance information from your mortgage holder in instances where a loan has been sold to another lender or where a loan was originated by a mortgage company and transferred through several entities at the time of closing. Please mail or fax a copy of the actual notice to us and a new certificate will be issued as necessary.

The Association master policy covers only the common areas and facilities. Personal property and the units are not insured by the Association. Due to policy limitations and exclusions, there may be situations where certain losses are not covered by any insurance and costs may be borne by the individual unit owner. Each resident must carry condominium owners and/or renters insurance for the contents of their homes, all portions of the unit and limited common areas as described in the Declaration, (furniture, carpet, interior improvements, patios, storm doors, etc.) public liability protection, additions, alterations and upgrades to the home over standard grade materials and additional living expenses in the event of a loss.

Property Maintenance

A maintenance walk through will be conducted by the Building and Grounds Committee of the Board of Managers to review the condition of the property in order to plan work that is necessary on the part of homeowners and the Association. The remaining concrete work will be scheduled for completion this summer.

You may desire to review areas the limited common property around your unit such as your patio fence, windows and doors to plan for necessary maintenance and architectural compliance so that you will not be surprised should a maintenance notice be sent to you. Please refer only to Association published documents and guidelines for correct specifications and standards. Looking at your neighbor's home for guidance may result in two violations.

Refuse Collection

A service provided by the City of Middleburg Heights with pickup each **Friday**. The Association has no facilities to accommodate the disposal of refuse under any circumstances. Place trash and recyclables at the curb *no earlier than 6PM Thursday evening* and store refuse in the garage in securely closed plastic bags or cans with tight lids. Recyclable items should be placed on the **Right** side of the driveway when facing the street. No trash, other than newspapers, should be in paper bags. The City does not pick up tires, which should be disposed of at your tire dealer, unbundled building materials, carpeting or yard debris or refrigerators or air conditioners that do not have an EPA sticker indicating that the refrigerant has been removed. When purchasing new appliances, please make arrangements for the delivery personnel to remove the old appliance at the time of delivery. Contact Middleburg Heights City Hall for additional details regarding trash pickup and recycling at (440) 234-2216.