

Town Crier

Congress Square I Condominium

May 2002

PO 360426

Strongsville, Ohio 44136



Trash Pickup

FRIDAY

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

BFI (800) 433-1309

Association Administrator

E-Mail

condohome@aol.com

Web

www.geocities.com/
congresssquare

Annual Meeting









The Association Annual Meeting will be held on **Thursday, May 23, at 8:00 PM** at the Middleburg Heights Recreation Center. Board of Manager elections will be held and reports to unit owners will be presented. Please return your proxy by mail or fax to (775) 890-1151 or submit it via The Internet <http://www.geocities.com/congresssquare> to enable us to achieve a quorum.

Door Painting

Funds have been budgeted for front and garage door painting during the summer. Residents will be notified by the contractor of the specific times when the work is scheduled for a particular building/color. The contractor will also arrange for limited evening and/or weekend services in order to paint door at a time when they can be open. If it is not possible for the door to be open when painting occurs, the area masked by weather stripping will not be painted by the contractor. Necessary repairs to doors must be arranged prior to the start of work.

Property Maintenance

The Board has conducted its property walk through and many areas to be addressed by the Association and individual unit owners have been identified. Notices to unit owners will follow. Additional time will be granted on request for you or your contractor to complete the necessary work if requested in writing. Other items of note:

-  Patio fences generally need to be stained every other year
-  Full replacement of 30 year old fences should be considered
-  Older fences require leveling annually
-  Window mullions should be straightened every time windows are washed
-  Oil stains may be removed by covering the area with laundry detergent
-  Pet waste must be removed from the common areas within 15 minutes
-  Specific architectural standards are in place which must be adhered to
-  Get accurate information regarding standards from official Association publications. Changes are not permitted without prior Board consent.

Roof Replacement

Continuation of roof replacement work will occur in late summer or early fall. Several buildings will be serviced each year over the next several years until all roofs have been replaced. Money to pay for this work will come from the capital reserve fund and no additional special assessment should be necessary.