



Town Crier

Congress Square I Condominium

February 2005

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

Phone (206)203-2649

Fax (775) 890-1151

E-Mail

condohome@aol.com

Web

<http://csone.condohome.net>

www.geocities.com/congresssquare

htt

Snow Removal Service

Reasonable levels of snow removal services are provided when snow accumulation exceeds 2 inches during certain times of the day. A path is scheduled to be cleared in the early morning hours in main driveways and from front doors to garage areas after overnight snowfall. Crews will return for full clearing of sidewalks and parking areas by the early afternoon. Additional 2" accumulations in the late morning or early afternoon will result in similar clearing by late afternoon with final clean up by evening hours. Measurements are taken at open locations, which are not subject to drifting such as in front of doors. Our contract does not provide for continuous removal during blizzard conditions, for removal during non-service times (such as when the first 2" accumulation occurs after 6:30 AM or after 8:00 PM) or for removal when accumulation is less than 2". Residents should plan to handle situations where services are not provided by the Association.

Remove Door Mats and Pet Tethers

Door mats **MUST** be removed from the sidewalks in front of homes during all winter months. Mats can easily be hidden by snow and darkness when services are performed and frequently cause damage to equipment and delays in clearing snow when they jam snow blowers. Other residents are inconvenienced by late services when this occurs. Pet chains and leashes are **NEVER** permitted on the common areas (even in good weather). These items have caused serious personal injury to personnel at Congress Square I in the past when they have been left out and subsequently come in contact with maintenance equipment.

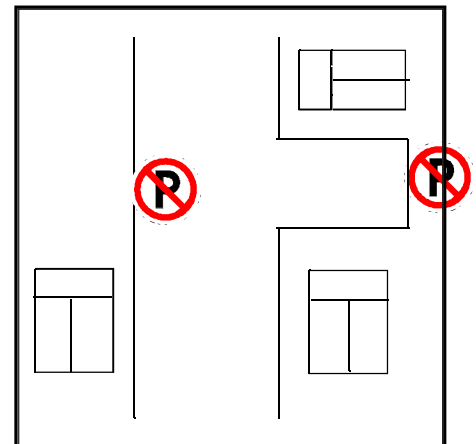
Winter Parking Guidelines

We appreciate your cooperation in adhering to our parking regulations during the snow season. Please review the parking rule (1985-1) which restricts parking in perimeter spaces when there are large accumulations of snow. This space is necessary to provide room for the snow removal crews to push snow out of the way. When cars are parked in these spaces during heavy snowfall, complete removal is hampered which makes it very difficult for persons in the homes facing away from the street to get in and out of their garages.

The time limit for parking is also reduced significantly. Parking areas that are free of cars provide the space necessary for snow removal equipment to maneuver to effectively clear snow from pavement areas. Please also do not parking directly across from any driveway on Williamsburg Court or within 100 feet of the Stop sign.

Winter Water Turn Off

To avoid freezing water pipes, be sure to turn off the water supply to the outside faucet. The valve is located under the sink, on the cold water supply line, in homes without basements or between the basement floor joists in homes with basements. Turn the inside valve **OFF** and **OPEN** the valve located outside your home and leave if open until Spring.



Gas Grill Safe Storage

Gas grill tanks may be stored *OUTSIDE the unit ONLY* — *NEVER in the garage*. At the end of the season, it is recommended that propane gas tanks be returned to your gas dealer for safe removal of any remaining gas. You may then store the *empty* tank *OUTSIDE*. Ideally the tank should be turned in to the dealer and a new tank obtained during the next season. The added cost is worth the additional degree of safety.

Insurance Matters

The Association maintains a master insurance policy for the common areas with Allstate Insurance. Should you receive a request for evidence of insurance, please mail or fax a copy of the request to us. 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 (Form HO-6) and/or renters insurance for personal property, all portions of the unit and limited common areas as described in the Declaration, (furniture, carpet, interior improvements, patios, storm doors, etc.) liability protection and additional living expenses in the event of a loss.

Utility Maintenance

Certain utility lines supporting the buildings are maintained by the Association including sanitary sewer lines which serve two or more units, natural gas lines from the street to the meters, and common fresh water lines, in buildings with basements only, from the main to the individual meters (All fresh water lines in units without basements are maintained by the unit owners). All utility companies have easements which permit them to enter Association property to maintain their lines, often without notice to the Association. This was evident with the recent reconstruction of underground electrical service lines, which was the full responsibility of The Illuminating Company and not the Association.

The Association does not have a business relationship with the utilities that serve your home. Should you experience outages or issues related to your utility service, contact customer service first as they should have up to date information about when services will be restored.

Trash Procedures

The Association does not have any facilities, budget or personnel for the handling or removal of trash. Services are provided by the City of Middleburg Heights on **Fridays**. Early placement of ANY refuse at the curb only serves to devalue our property. Place trash and recyclables at the curb *no earlier than 6 p.m. Thursday evening* and store refuse in the garage in securely closed plastic bags or cans with tight lids in order to comply with city ordinances. Refuse cans should be removed from the curb by Friday evening.

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.