



Town Crier

Congress Square I Condominium

December 2011

PO Box 360426

Strongsville, Ohio 44136

*Best wishes for safe
and happy holidays
and a first rate 2012*

Trash Pickup

FRIDAY

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

Allied Waste

(800) 433-1309

(440) 458-5191

Association Administrator

condohome, limited

Phone (440) 572-7649

Fax (866) 743-3451

Web

<http://csone.condohome.net>

Winter Services



The Association provides reasonable snow removal services up to 2 times per day, only when snow levels exceed 2" during early morning and late afternoon times of the day. Residents are responsible for the removal of snow or ice on all occasions where the Association does not provide services. The Association does not provide continuous snow removal during all hours of the day during blizzard conditions and cannot accommodate specific requests of owners.

The insulation in attics as built by the developer is less than current building standards provide. This can result in ice dams forming over gutters due to the heat loss from the homes. Ice dams, long icicles and the possibility of leaks into the units are not a sign of clogged gutters or a defective roof. Minimal relief can be had by keeping closet doors closed and reducing the use of dryers and ceiling exhaust fans during periods when a heavy snow load is on the roof. Owners with year over year icing may consider adding additional attic insulation.

Remember that parking restrictions will be in effect at any time that snowfall exceeds 2"

Gutter cleaning on all buildings will be performed after "final leaf drop" has occurred.

Outside Water Shutoff

You must turn off the water supply to the outside faucet at this time. The valve is located on the cold water line under the kitchen sink in most homes and on the water line between the floor rafters in homes with basements. After the water supply has been shut off, open the outside valve and leave it open all winter.



Remove Door Mats and Pet Items



It is essential that all doormats be removed from the sidewalks in front of your home. These mats are easily hidden by snow and darkness when services are performed and can cause damage to equipment and personnel resulting in extreme delays and inconvenience in clearing snow. Pet chains and leashes are **NEVER** permitted on the common areas (even in good weather) and must be removed immediately.

Additional Pet Requirements

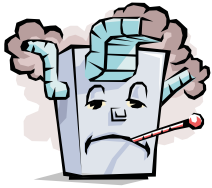
Dogs must be hand leashed when outside of the home and may not be outside, unattended or leashed, tethered or chained to any part of the common grounds. If your patio is fully enclosed by a gate, you may place leash your pet inside your patio. This is the only exception to the hand leashing of dogs and is not available at homes that do not have gated patios.

Pet owners are required to remove all waste from the ground immediately. We have noted several pet owners who have permitted piles of waste to form on the lawn or who walk their dogs without the necessary waste pick up bags. In addition to being unhealthy and unsightly, winter months will only compound the problem.



Gas Appliance Safety

Periodic maintenance is necessary to provide safe operation and minimize the possibility of the effects of carbon monoxide buildup in gas appliances. The following items should receive your attention:



- **All new furnace and water heater installations require a building permit** issued by the City of Middleburg Heights. **You should see the building permit before any work is started at your home.** Final payment to the contractor should only be made after the work has been inspected by the City and a green approval sticker has been placed on the equipment. Contact (440) 234-2218 for contractor licensing and permit requirements.
- Flue pipes or the mortar that seals the pipe to the chimney must not be rusted, cracked or loose. It is important to have any damage repaired immediately.
- All sources of combustion need a supply of air to burn safely to minimize the production of excess carbon monoxide gas, a byproduct of all fossil fuels. The duct that provides combustion air from the attic should not be obstructed by insulation in the attic or by items in the utility room. Air flow should be apparent when the furnace is operating.
- Columbia Gas requires only **fully louvered doors** at the entrance to the utility room from the kitchen in homes without basements.
- Furnaces and hot water tanks should be cleaned and adjusted annually, to provide efficient and safe operation.
- **All homes must have working smoke and carbon monoxide detectors** installed according to manufacturer's instructions. Proper location of detectors is important to prevent false readings and to insure that units are audible in sleeping areas.
- The replacement of windows, addition of insulation and other steps aimed at reducing air infiltration into the home may reduce the efficiency of the original design of the attic vent and other sources of combustion air may be necessary. If basement areas have been remodeled, it may be necessary to provide an alternate supply of outside air for combustion as the addition of walls and sealers may block the flow of air for combustion.
- Gas dryers, kerosene heaters or fire pits cannot be safely used in or around our homes.
- There are generally two efficiency levels for new gas furnaces - 80% or 90% AFUE. Either type may be installed with permits from Middleburg Heights. A variance is necessary from the Association when the installation requires a plastic vent installed through the roof.
- Do not store propane gas tanks in the unit or garage. Return them to the dealer.

Financial and Real Estate Markets

Owners who make timely maintenance fee payments continue to be the backbone of our Association and thanks are extended. Although payment plans are available to owners in distress, the Association utilizes opportunities available to it to collect the costs of operations that are left temporarily unpaid by residents involved in foreclosures and other delinquencies. The Rule printed in this issue assesses enforcement costs to owners and should be retained with your other Association governing documents.



The Federal Finance Housing Agency has developed revisions to the Home Affordable Refinance Program (HARP) which provides home owners with loans financed by Fannie Mae or Freddie Mac to refinance with reduced restrictions.

[Http://www.fhfa.gov/webfiles/22721/HARP_release_102411_Final.pdf](http://www.fhfa.gov/webfiles/22721/HARP_release_102411_Final.pdf)

<http://www.makinghomeaffordable.gov>

The real estate downturn is a national problem and we have limited abilities to impact forces that affect the overall market. Some recent sales have occurred at higher prices in comparison to market lows and foreclosure sales as the Association utilizes means in an attempt to protect market values of our homes.

The Board is in the process of formulating the 2012 budget, with specific information sent separately. The Association continues to implement practices to make the funds that are collected go further and temporarily minimize the impact of inflation. We have multi-year agreements to provide certainty in future expenses, the planting of replacement trees has been suspended and certain services have had timelines extended or grouped to take advantage of volume discounts.



Congress Square I Condominium

Rule 2010-1

Adopted:

December 6, 2010

COLLECTION OF COVENANT ENFORCEMENT COSTS

Whereas, the undersigned, constituting a majority of the Members of the Board of Directors of Congress Square #1 Condominium Association, shall exercise the powers, discharge the duties and be vested with the rights conferred by operation of law pursuant to its Declaration, Bylaws and Rules of the Association; and

Whereas, the Board is responsible for the administration of the Common Facilities and arranging for their management; and

Whereas, the Board recognizes the need for reasonable means of encouraging and insisting upon compliance with the provisions of the Declaration, Bylaws, and Rules; and

Whereas. The Board has the power to adopt reasonable Rules and Regulations as it may deem advisable for the maintenance, conservation and beautification of the Condominium Property, and for the health, comfort, safety and general welfare of the Unit Owners and Occupants pursuant to Article IV, General Powers of the Association, paragraph I, Section 4 Rules and Regulations of the Bylaws; and

Whereas, the Board believes that the recouping of attorneys' fees, administrative late fees, enforcement assessments, collection costs, paralegals' fees, court costs, etc. should be paid for by the violator and as an incentive to certain Members of the Association to not violate the aforesaid provisions.

1. The Board of Directors has a fiduciary duty to enforce the provisions of the Declaration, the Bylaws, and the Rules and Regulations ("documents") according to the Ohio Revised Code 5311. The costs generated by such enforcement may be recouped so that the general welfare of those who abide by the documents will not be unfairly burdened by those who do not abide by said documents, etc.

2. The common expenses chargeable against a unit and the enforcement costs consisting of interest, administrative late fees, enforcement assessments, collection costs, attorneys' fees, paralegals' fees, court costs, etc. may be collected and liened against any unit or interest in the Common Elements.

3. Such costs and payments shall be credited as follows: (a) first, to the interest owed to the Association; (b) second, to the administrative late fees owed to the Association; (c) third, to the collection costs, attorneys' fees, paralegals' fees, court costs, etc.; (d) fourth, to the principal amounts that the unit owner owes to the Association for the common expenses chargeable against the unit.

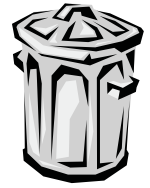
4. An administrative late fee, not more than Fifteen Dollars (\$15.00) may be assessed against an owner's interest for failure to pay any assessment on time, in addition to the aforesaid costs generated by the Association's enforcement of its documents.

In witness whereof, the Members of the Board have approved this Resolution on this 6th Day of December, 2010.

/S/ Board of Directors of Congress Square #1 Condominium

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 and is a violation of city ordinances.



- Place trash and recyclables at the curb no earlier than 6 PM Thursday evening
- Store refuse in the garage in closed plastic bags or cans with lids.
- Remove refuse cans from the curb by Friday evening.
- When new appliances are delivered on days other than Thursday, the discarded appliances should be removed by the delivery personnel. Old appliances or furniture is not permitted on the tree lawn until 6 PM Thursday evening.
- Refrigerators and air conditioners must have the refrigerant removed by an EPA certified contractor and properly tagged by the contractor prior to placement for pickup. Call Middleburg Heights (440) 234-2216 or Allied Waste for information.
- Tires and Batteries are not picked up by Allied Waste. Arrange for disposal at your dealer.
 - Building materials like carpet, drywall, fence boards and other items, must be securely tied in bundles no larger than 2 x3 ft. and weigh no more than 50 pounds
 - Discarded cabinets, windows and other fixtures should be removed by your contractor/installer or stored in the garage until 6 PM Thursday evening.
 - Containers are available at the City Service Center on Engle Road for disposal of refuse on non trash days.
 - Recyclable items should be placed on the Right side of the driveway when facing the street.



All complaints, about an Association resident, must be in writing, contain the signature of the complaining party and be sent via US Mai. Complaints about resident behaviour are not accepted by telephone, fax, or e-mail.



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Strongsville OH 44136