

C.A.R.E

C ommunication

- There is only one designated parking spot in the Community for a resident with special needs. All other units do not have assigned spot(s) reserved in front of them. It is and always has been first come, first served.
- There are some areas with tarps that will have roofing and/or skylight repairs soon. The severe hail storm this spring has made these roofing resources scarce to gather three competitive bids.

A wareness

- If you have special circumstances or needs that require a nearby parking, please contact the Management Company.
- Windows can not be replaced unless the Clifton Historical Society gives permission. Do not proceed with anything on the exterior of your unit or deck (i.e. painting, power-washing, staining, minor repairs etc.) without prior approval. Please contact the Management Company with your concerns or intentions, so they can contact the Board.
- In Spring 2013, the common elements will be mulched and bed “weeding” will occur. There is money in the approved budget for this.

R esponsibility

- Please remember to take down Halloween decorations or seasonal decorations in a timely fashion.
- It is the owner’s responsibility to keep their heat pump cleared off. This will extend the life of the compressor. With recent heavy winds leaves may have blown into or on your unit. In the A/C months make sure your drain pipe from your unit is clear. Adding some bleach to the drain pipe for the inside of your A/C unit will help keep your drainage pipe free flowing. There are also enzyme solutions that can be purchased to prevent backing up. The condensation can cause moisture to back up and cause damage in your unit or the unit below/near you.
- If someone else is staying at your unit for an extended time or if you lease your unit please have their emergency contact information on file with Mulloy Property Management.

E ffort

- Walking to your front door from a few parking spots away or from a nearby building should be manageable for most of us.
- If you use a hose during the potential freezing months please make sure the hose is disconnected from the faucet after use.
- The Board volunteered several hours of service and materials to maintain some of the common elements in the Community. Ex: Several thousands of dollars were saved by avoiding service runs on seasonal pool readings.
- There was not enough effort by the Community to attend or send a proxy for the annual meeting, so there was no quorum. The current Board will stay in place until a meeting can be held in the early spring outside by the pool.