

Park Tower CONDOMINIUM ASSOCIATION

5415 NORTH SHERIDAN ROAD • CHICAGO, ILLINOIS 60640 • PHONE 769-3250

SEPTEMBER 1982

WELCOME

The Park Tower Condominium Association and Management Staff would like to take this opportunity to welcome all new owners and residents to Park Tower.

The following is a recap of the Board of Directors meeting held on September 8, 1982.

- * The Association contract with DYNABALANCE has been extended through February 28, 1982 in an attempt to have all contracts expire in conjunction with the PTCA fiscal year.
- * AN AUDIO SYSTEM will be installed, enabling the doormen to communicate with individuals attempting to enter through the service area without a card.
- * The deck surrounding the pool area WILL BE REFINISHED in green Dex-0-Tex.
- * The SHOWER STALL AND COMMODE IN THE MEN'S LOCKER ROOM will be repositioned to create as much additional space in that room as possible.
- * NEW HOUSE RULES were adopted regarding RESALES and RELETS as well as use of the PASSENGER ELEVATORS. NEW HOUSE RULES WILL BE MAILED TO ALL UNIT OWNERS and become effective November 8, 1982.
- * DAVID CABRAL, Unit 2808, was appointed CHAIRMAN OF THE GARAGE COMMITTEE.
- * JOHN SPATUZZA, Unit 1204, was appointed CHAIRMAN OF THE BUILDING & MAINTENANCE COMMITTEE.

The next Board of Directors meeting will be held on WEDNESDAY, NOVEMBER 10, 1982 at 7:30 p.m. in the Park Tower Party Room. All residents are welcome (owners and renters) and your attendance is encouraged.



A FIRST PROPERTY MANAGEMENT COMMUNITY

IT'S FOR YOU

FRIENDLY REMINDERS

- * Portable dishwashers are not allowed in Park Tower. Our main pipe risers for domestic hot and cold water and the sizing of the hot water heaters do not allow for an additional volume of washers. Furthermore, if a portable dishwasher should overflow, it would cause damage not only to the user's apartment, but also to the apartment below. With installed dishwashers, this is not the case.
- * Parking in the front driveway is a fire hazard. If a fire engine or emergency vehicle were needed for the building, much time would be lost because of cars parked in the driveway. Although courtesy emergency parking is available for fifteen minutes only, this courtesy should not be abused.
- * In order to preserve harmony throughout the building and to insure that the pet policy is equitably administered, all authorized pet owners must abide by the regulations set forth in the Declaration of Condominium.
- * Dogs are never permitted on the passenger elevators. Also, visiting dogs are not allowed at Park Tower.
- * Being friendly and helpful is nice. . .but that should not include holding security doors open for strangers. Instead, you can be helpful by directing them to the doorman in the front lobby.
- * Music appreciation is a gift to behold if it stays in the confines of each individual apartment. Because your ceiling, floor and walls adjoin your neighbors, loud noises can be carried a few floors above and below.



Consideration of your neighbor can be put into practice by keeping your stereo's base and volume at an acceptable level (during reasonable hours).

SWIMMERS

Private swimming lessons are now available at the pool. For details, call 769-1513 or see the lifeguard on duty.

FOR SAFETY SAKE

In an effort to stop drivers from speeding in the garage, the Board voted to install SPEED BUMPS (as all of you garage parkers have noticed). Please note the speed limit is 5 m.p.h.



PREVENTIVE MAINTENANCE TIPS

- * Exhaust vents. Vacuum these vents regularly to keep them functioning properly.
- * Keeping drains clear. Be sure the strainer is in the tub when you shower or bathe. After use, clean the strainer in the wastebasket to help avoid clogged drains. Should your drain become clogged, DO NOT use commercially available drain cleaning products. These chemicals cause damage to the pipes. Call the Management Office to have your drains rodded at NO Charge.
- * Air conditioning/heating units. Check the filter to be sure it is in its proper position. It can normally be put in the correct position by pushing upward on the filter until it snaps in. Vacuum the drip pan under your unit regularly. At the same time, remove the grills and vacuum the heating/air conditioning coils of your unit. This could help prevent clogging of the drip pan, which could cause an overflow during the air conditioning season. Do not allow paper or other matter to enter the unit as it results in rattling noises and can cause damage.

REFRIGERATORS

Vacuum out refrigerator coils every 3-4 months.

EXTERMINATING

No matter how cautious we may be, it isn't unusual in a building this size to experience a roach problem from time to time. PLEASE, if you are presently experiencing a pest problem in your apartment, call the Management Office to schedule exterminating. This building employs a contract exterminating service for this purpose At No Charge. Do not be embarrassed to call for help. Not reporting a pest problem and trying to ignore it could create a major problem throughout the building.

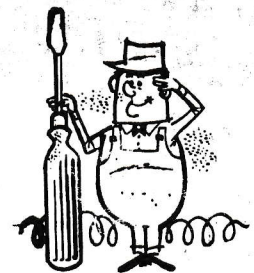
OVERFLOWING TOILETS

Should your toilet begin to overflow for any reason, you can stop the water in most instances by lifting the ball inside the tank while tapping the flush handle until the water recedes. This action could prevent water damage.

NO CHARGE MAINTENANCE ITEMS

The following work items are considered part of the common elements and are included in your assessment fee.

- * Filter changes in heating/air conditioning units.
- * Dripping faucets.
- * Exterminating service.
- * Installation of owner/resident purchased smoke detectors.
- * Clogged drains (unless caused by owner/resident neglect).
- * Leaking convector units.
- * Window leak problems.
- * Installation of water-saving showerhead restrictors.
- * Repair and replacement of window springs.
- * Intercom problems.



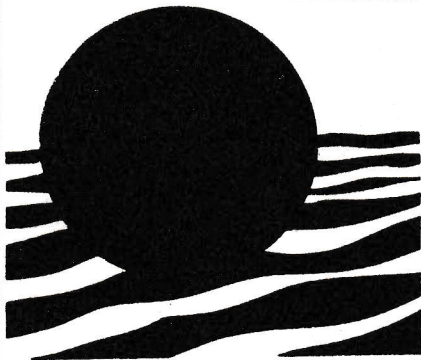
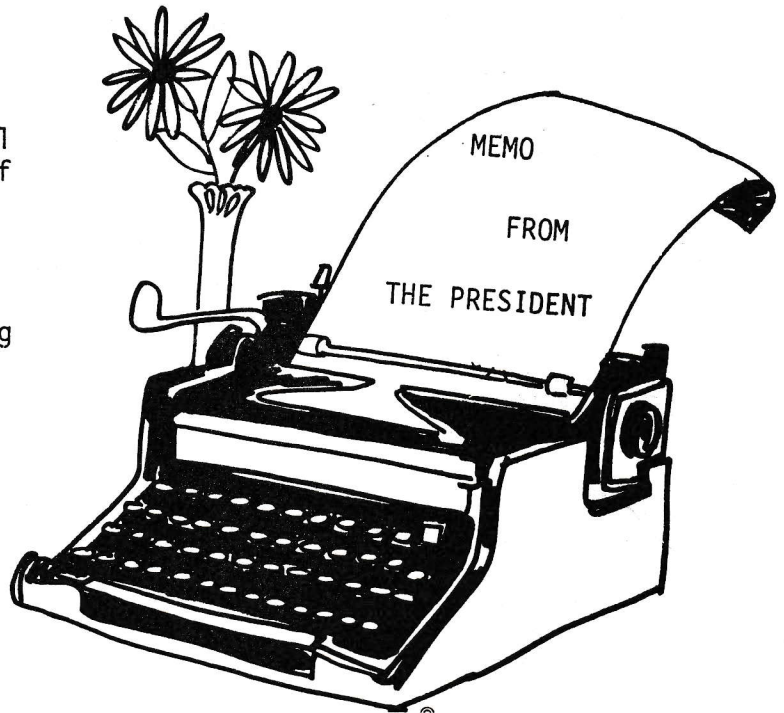
Dear Friends:

We would like to solicit any and all serious suggestions that will improve OUR HOME! Please don't hesitate to give your ideas to the Board, the Management Office or any of the many committee members serving Park Tower.

Please jot down your ideas (seal them and address them to any one of the above you wish) and put them in the message box in the lobby across from the doorman's console. **DO NOT** tell us your ideas in the hall, the elevators or the swimming pool. Write them down.

We need them!
We'll read them!
We'll heed them!

Thank you all,
Russ Baruch



First Property Management

OFFICE HOURS

Monday thru Friday 9:00 a.m. - 5:00 p.m.

MAINTENANCE HOURS

Monday thru Friday 8:00 a.m. - 4:30 p.m.

LAUNDRY ROOM HOURS

5:00 a.m. to 1:00 a.m.

STAFF

Joy Pipala...Property Manager

Diane Kulczycki

Ann Marie Jadrach

Madelin Sussman

Val Trifu...Maintenance Supervisor

Kip Foster...Pool Supervisor

LOCKOUT CHARGE \$5.00

PHONE NUMBER

769-3250 24 hours

EMERGENCY

In case of a maintenance or security emergency after office hours, call the above telephone number.

BOARD MEMBERS

Russ Baruch.....President
Frank Gomes.....Treasurer
Jim Byrd.....Secretary
Tim Honeywill.....Vice President
Duane Vogelsburg.....Vice President