

NOTE: MEMBERS WILL BE CHARGED FOR THE REPLACEMENT OR REPAIR OF ANY DAMAGE TO THE APPLIANCE THAT IS THE RESULT OF NEGLIGENCE OR ABUSE.

SCREENS

Screens must be kept in good repair and members will be charged for any repairs.

SEASONAL ITEMS

Seasonal items are to be put away within thirty (30) days of the end of the season or holiday. This includes decorations, shovels, hoses, patio chairs, pools, etc.

SHEDS

Rubbermaid ® type sheds are only allowed within fenced areas of units without a basement, and they can't be seen over the top of the fence.

SIDEWALKS

Members are asked to shovel the approaches to their porch when it snows.

No flowerpots, bicycles, or anything else is to be placed on the sidewalk where it may impede access to any unit.

SIGNS (see also WINDOWS)

Election signs, announcements, etc. must be removed within 48 hours after the event.

SMOKE DETECTORS

In the name of fire safety for all Members, Village Square Cooperative will take action against any Member/Household who is determined by Management or the Board of Directors to have dismantled, removed, or made inoperable any of the unit's smoke detectors as follows:

1. First Infraction: A warning letter to the Member specifying the nature of the violation and the possibility of future fines,
2. Second Infraction: \$25.00 assessment per each smoke detector that is disabled,
3. Third Infraction: \$50.00 assessment per each smoke detector that is disabled and referral to the Cooperative Board of Directors.

SNOW REMOVAL

Maintenance Department Procedure

Maintenance closely monitors the weather forecasts during the winter and when snow is expected, all personnel are placed on snow alert. In the event of snow accumulations of two inches (2") or greater, a snow emergency is considered to exist and snow removal operations begin. During non-business hours, the staff will report to the property as soon as possible to begin clearing snow and ice.

Please Remember: The staff must travel through what are often treacherous conditions to get to the property. So please, be patient.

Snow removal takes priority over all non-emergency maintenance service requests.

Snow removal operations are performed in the following order of descending priority. (These may be performed concurrently, depending on the severity of the weather conditions).

1. Main streets and parking lot thoroughfares,
2. All main sidewalks,
3. Individual parking spaces (only when the first two (2) items are completed.)

* Please be aware and promptly move your vehicle when you see the plows coming.

All streets, parking lots and main sidewalks are salted as necessary. Extra attention is given to keeping street curves free of ice, so salt spreading may occur in these areas even when the same is not required in other areas of the property.

It is our goal to have the main streets and parking lot thoroughfares cleared, so that cars may pass by 7:00 a.m. during the weekdays. Please be advised that sidewalks and individual parking spaces may still be snow or ice covered during the early morning hours, especially during times of heavy snowfall.

Also, slippery conditions may exist when snow has been removed from walkways, but underlying ice has not yet been salted. Please be aware of the hazards which may exist, and exercise extreme caution as you walk through these areas before they are cleared and/or deiced.

What Do Members Need to Do?

Snow removal is a team effort between maintenance personnel and members. Members can contribute to help by doing the following:

1. **BE AWARE OF YOUR SURROUNDINGS.** Always assume that all streets, parking lots, and sidewalks are slippery, and take appropriate precautions when walking or driving over these areas.
2. Please keep your porch, approach sidewalk, and assigned parking space clear of snow or ice. Ice melter is available free of charge. It can be found in a large container on the front porch of the Community Building. You will need to bring your own container for this.
3. Help your neighbors clear their areas.
4. Be patient. The staff will clear snow and ice in your area as soon as they can. Remember that snow and ice removal takes priority over all non-emergency work requests. Work orders will be addressed as soon as possible once snow removal operations are complete.
5. Stay clear of all snow equipment. **PLEASE WATCH OUT FOR CHILDREN AND KEEP THEM AWAY FROM THE EQUIPMENT.** The truck or tractor operators may not be able to see or hear you, so wait until they acknowledge your presence and wave you past.

PLEASE DO NOT TRY TO GO AROUND THE PLOWING EQUIPMENT UNTIL THE OPERATOR WAVES YOU PAST.

6. Please do not park your vehicle(s) over the sidewalks as it impedes the passage of snow removal equipment. This is especially important if your space is located near a sidewalk handrail.
7. Do not place your trash for pick-up on the sidewalk. Instead, place it on the lawn area. The walks need to remain clear of debris so the machines can pass freely.
8. Please cooperate by moving your vehicle when you see others doing so (or if asked by maintenance personnel). If you expect that you will not be home, please leave keys to your car with a neighbor or park your car in a "V" parking space.
9. When the plows are working to clear your court, please do not park your vehicle **anywhere** in the lot until all plowing is completed.
10. DO NOT DOUBLE PARK YOUR VEHICLE.
11. Do not attempt to stop snow removal vehicles to ask questions or make requests. If you need information, please contact the office.
12. If you wish to clean your assigned parking spot, please do so before the plow truck has cleared the aisle way behind your vehicle. Push the snow into the isle so that the truck can clear it away when it passes.

STORAGE

Cluttered storage or garbage is not allowed inside or outside of a privacy fence. Rubbermaid® type storage sheds are only allowed within the fenced area of units without basements, and they may not be seen from outside the fence.

STREETLIGHTS

No signs or unauthorized decorations can be attached to the street light poles.

TAXES

You may deduct, for Federal Income Tax purposes, the portion of your carrying charge payments that was used for real estate taxes and mortgage interest. In January of each year, we send you the information with the percentages you are allowed. The long form with itemized deductions must be used. The amount you save in taxes will depend on your income, your other deductions, your family status, and the amount of carrying charges paid during the year.

TENTS

No outdoor camping is allowed on Village Square property. You may set up your tent to clean it and air it out, but it may not be for more than eight (8) hours and never over night.