

# **INFORMATION SUMMARY FOR OWNERS AND BUYERS OF CONDOMINIUMS AT EAST VILLAGE**

You have bought or are purchasing a “Condo”. Buying a Condo is not like buying a lot and building a home. You do not “own” real estate. You own a portion of the walls, attachments to the walls and the air inside the walls. Your rights, duties and responsibilities are governed by the Declaration of Covenants, Conditions and Restrictions (“CCRs”) for this property.

If have not received a copy of this document  
you should immediately request one and READ IT!

## **HOMEOWNERS DUES -**

You must pay monthly dues. Those dues are set by the Board of Directors (“Board”) for the Condominium Association (“HOA”). The dues pay for the upkeep, maintenance and administrative costs of the HOA. The HOA should also fund a reserve account to pay for major repairs such as roof replacement.

The Board can raise your dues every year - limited to a 5% increase in any one year - to pay the expenses of the HOA. Any increase over 5% must receive a majority vote of the Owners.

If you do not pay your dues the HOA can charge interest, costs, lien filing fees, other expenses of collection and can file a Lien on your Unit.

## **REPAIR AND MAINTENANCE -**

The HOA will maintain and repair the “Common Areas”. Most typically the Common Areas include the roof, exterior, common hallways, grounds and parking areas. In East Village common areas also include common pipes, wiring, duct work and interior support walls.

You will be responsible for repairs of your sheet rock and anything attached to your sheet rock such as cabinets, molding, appliances, carpet and so on. You are also responsible for repair of your air conditioning compressor even though it sits in the common area (roof or grounds outside your unit).

You may or may not be responsible for repair of your windows, doors and garage doors depending on your HOA’s CCRs. Each HOA can be different. If you are responsible for the repair or replacement of those items you must still get the Boards permission to replace so as to insure the integrity and commonality of the entire property.

Repair of water leaks depends upon the source. If from the roof, the HOA is responsible for all repairs. If from your upstairs neighbor's bathtub or sink then your neighbor is responsible and not the HOA.

## **THE HOA -**

The HOA is a non-profit corporation. It is run by the Board who are elected by you - the Owners. Elections are held once a year at the annual meeting. Each Board members term is 2 years. Approximately one-half of the Board should roll off each year and the other half stay on for their second year.

Once the Board is elected the Owners have completed their job. The Board will elect officers who serve for one year, until the next annual meeting. Board members, Officers and any Owner and any affiliated company may NOT be compensated for their services, only for approved expenses.

### **I urge you to get involved in your HOA**

## **RESTRICTIONS ON YOUR USE -**

You may not do whatever you want to in any Condo or neighborhood. All property is subject to use restrictions and this one is no exception. The following is a list of the Restrictions - but it is not comprehensive. Read the CCRs, the Bylaws and any Rules and Regulations adopted by the Board for a complete List.

Use	Single Family only - no businesses.
Nuisance	Loosely defined to include annoyances which are obvious to the Owners and the Board
Pets	Limited to 2. May not have vicious animals or large animals
Number of Occupants	Maximum of 2 per bedroom
Parking	Open and may not park on 12th Avenue side which is reserved for retail
Bldg. Exterior	May not attach anything to exterior
Interior changes	Superficial only - may not move walls, change out windows or doors without approval
Leases/Rentals	Owner MUST furnish HOA with copy or be subject to fines

Please note the Board is authorized to adopt Rules and Regulations which may be enforced by fines. Make sure you have a copy of any Rules and Regulations.

**INSURANCE -**

The Building and Common Areas, including the walls in your Unit, are covered by a Master Insurance Policy. You should obtain a Condo Policy which will cover the other interior improvements. The Condo policy is designed to pick up where the Master Policy leaves off.

**DISPUTES -**

Your CCRs contain a provision that requires the HOA and all Owners to use Alternative Dispute Resolution in lieu of litigation for all non-monetary disputes. Non-payment of dues is not included, but all other disputes must be submitted first to a facilitator, then mediator, then binding arbitration. Experience tells us almost all disputes can be settled through this process much cheaper and more amicably than litigation.

**CONTACT INFORMATION -**

Management Company

Neighborhood Services Corporation  
Attn: Jennifer Barajas, office manager  
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Website

[www.NeighborhoodsPlus.com](http://www.NeighborhoodsPlus.com)  
(select East Village from the list)

Board Members

Name

Phone

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**WELCOME TO EAST VILLAGE - WE ARE GLAD YOU ARE HERE**