

**LAKE COUNTRY VILLAGE HOMEOWNERS ASSOCIATION**

**10 Maine Road, Plattsburgh, NY 12903**

**[www.lcvcommunity.com](http://www.lcvcommunity.com)**

*This newsletter contains the following;*

- *The yearly report for July 2011 to June 2012*
- *Next year's budget of income and expenses (July 2012 to June 2013)*
- *A survey to complete and return*
- *Homeowners fee coupons for your monthly payments*

*It is important that you read through this information so that you know how your fees are being spent. We were able to keep the fees down for this year. Water conservation helps us to keep our water/sewer bills as low as possible. You can do your part by having any leaks or drips fixed as soon as possible. Please read the yearly report to see what we all have accomplished this past year.*

*The last page contains your HOA fee coupons that we ask that you use if paying by check or money order (NO cash please). You may also contact the bookkeeper or access the Lake Country Village web site to see who you can make your monthly payments directly from your bank. This is especially helpful for those living in other places several months of the year.*

*The survey that we are asking you to fill out is very important. We need to know who your emergency contact is in case of a problem with your unit or a unit in your building. We also, by HOA rules and regulations, need to know the names of all renters that you may have living in your unit. This helps us in knowing who to contact in any emergency or if we need permission to enter your unit as when we may have to shut off the water main valve for your building for repairs.*

*We will be starting up a recreation committee to assist in obtaining funds and doing repairs to the playgrounds, tennis and basketball courts. If we do not get enough volunteers we may have to hire an outside maintenance crew to make needed repairs and to do upkeep. This may result in higher HOA fees which we really do not want to do.*

*We are planning our yearly LCV yard sale on July 6,7,8. The kiosks have volunteer sign-up sheets for July 7<sup>th</sup>. Please contact Sharon (314-7149) to sign up to help or to donate items to sell at the HOA table. Proceeds will be used to offset landscaping and beautification expenses.*

*We encourage you to look at the website to see all the latest water reports, minutes, rules and regulations, online work order form to pull down and fill out, etc as well as some current notices and events. The site also has a calendar to let you know when our HOA meetings will be held and where. For homeowners without computer access, you can request a copy of any information they need from the Property Manager Bob Olsen.*

*We hope that you have a wonderful time living here in the North Country at Lake Country Village. Please attend our meetings and volunteer to help on different events and committees.*

*Sincerely, your LCV-HOA Board*

# **LAKE COUNTRY VILLAGE HOMEOWNERS ASSOCIATION**

## **YEARLY REPORT FOR JULY 2011 – JUNE 2012**

### **Board Members for this year were:**

Sue Phillips – President    Robert Turek – Vice President    Naomi Bradshaw – Secretary  
John Burdo – Treasurer    Members at Large; Maureen Carlo, Gerry, Eagan and  
Bob Olsen who retired from the Board in August and Dan Shusda was elected in his place

### **HIGHLIGHTS FOR THE YEAR**

- The HOA fees were increased from \$192 per month to \$195 per month.
- Gary Favro was asked to be the LCV-HOA lawyer for the year and he accepted.
- 7 roofs were replaced this summer by Thomas Construction. This makes 62 roofs new or completely replaced and 34 left to do.
- A new landscape contract was created by committee and sent out for bids. Harts Landscaping was awarded the one year contract. Cost is \$127,623.60.
- A new snow removal contract was created by committee and send out for bids. Harts Landscaping was awarded the one year contract. Cost is \$129,600.01.
- The catch basin in the Baltimore cul-de-sac was replaced.
- Homeowners were again informed that a person needs to own this residence in LCV for 2 years before they can consider renting the unit.
- Our property manager, CSS, worked with several homeowners and our landscaping contractor to have repairs made to LCV property after the Irene storm. Our insurance company covered most of the cost.
- Maureen Carlo created a new website for LCV-HOA to help in our communication with the homeowners. The name is [www.lcvcommunity.com](http://www.lcvcommunity.com)
- At the September HOA meeting MACs Locks presented options to the homeowners to better secure their unit.
- The roofing contract was updated and again awarded to Thomas Construction for 2012. Eight roofs are planned to be replaced at a cost of \$166,766.64.
- Several homeowners worked with the board to decorate the trees around the flag pole on the corner of Maine and Maryland.
- A home holiday decorating contest was conducted and six homeowners won and given gift certificates. The cost of the gift certificates was covered by some of our local contractors.
- The description of the various HOA committees was updated and reviewed by the board and then place on the HOA website. [www.lcvcommunity.com](http://www.lcvcommunity.com)
- A snow plowing plan was created by the board and given to Harts to follow. It basically requests that their team start work in all 3 phases of LCV at the same time so that homeowners who have a true need to get out in an emergency can do so in the quickest time possible.
- Lt. Scott Beebie of the Plattsburgh Police Dept attended out January HOA meeting. He talked about and answered questions on vandalism, burglary, lighting, dogs, noise, and people who canvas our neighborhood.

# **LAKE COUNTRY VILLAGE HOMEOWNERS ASSOCIATION**

## **YEARLY REPORT FOR JULY 2011 – JUNE 2012**

(continued)

- At our February HOA board and homeowners meeting Curtis Latremore from NBT Latremore along with insurance consultant George Busch gave a talk on what kind of insurance each homeowner should have and what coverage is recommended. Some of the information was included in the February 2012 minutes and is available on the LCV-HOA website.
- Our lawyer, Gary Favro, presented an opinion letter addressing HOA/Unit Owners Responsibilities for Repair and Maintenance of their LCV unit. The letter was included in the February 2012 minutes and is available on the LCV-HOA website.
- It was reported at the March 2012 HOA board and homeowners meeting that the updated contract for landscaping for 2012 was again awarded to Harts Landscaping for the same amount as last year.
- Statement from the March 2012 meeting minutes. Regarding the painting or maintenance of support posts and fences in the backyard of the unit, it is the unit owner's responsibility. In the front of the unit it is the HOA's responsibility.
- At the April meeting the board informed the homeowners that the contract for the Property Manager was rewritten to split it apart. There is now a new contract for the Property Manager and one for the Bookkeeper. The new bookkeeper position was awarded to Anne Sanford, a financial consultant and local resident of LCV. The Property Manager position was posted in the legal column of the newspaper. We received 5 offers, set up 3 interviews with the committee in charge of the updated position. The committee recommended Bob Olsen to be our Property Manager for a term of one year. The board voted to accept the committee's recommendation.
- The three cul-de-sacs in LCV are on common property of the LCV-HOA. They are not the responsibility of the City of Plattsburgh per the original agreement with city and the developers. The HOA board is in the process of setting up some parking rules for these cul-de-sacs to minimize congestion and confusion for the homeowners.
- In February the city has raised the base water/sewage charge for each building in LCV from \$47.79 to \$49.69. The HOA fee still currently covers the city water/sewage charge as part of our LCV expenses but eventually we may have to raise the fees due to increased expenses.
- The LCV-HOA treasurer and board have worked on the homeowner fee budget for 2012-2013. The anticipated receipts from fees are \$748,800. The projected expenses are \$803,428. The difference will be made up by a one-time transfer from reserves of \$54,628. This allows us to keep the monthly fee at \$195 per unit for July 2012 through June 2013.
- Please remember that the board is doing their best to serve the LCV community. Your participation by attending the monthly meetings would be greatly appreciated. Also please consider helping by volunteering to serve on one of the HOA committees. For updated information please look at the bulletin boards in the kiosks and on the LCV-HOA website, [www.lakecountrylv.com](http://www.lakecountrylv.com)

In Service to the LCV Unit Owners,  
The HOA Board

## **HIGHLIGHTS OF LAKE COUNTRY VILLAGE RULES AND REGULATIONS**

**[www.lcvcommunity.com](http://www.lcvcommunity.com)**

**HOA FEES** – As a homeowner in Lake Country village you are required to pay monthly HOA fees. Association fees are to be mailed to: Maine Road, Plattsburgh, NY 12903 payable to Lake Country Village. It is strongly encouraged that you sign up for auto pay. **Fees are due on the 1<sup>st</sup> of each month and not later than the 5<sup>th</sup>.** A late charge of 20% will be applied to your account if not received on time. A \$25.00 service fee will be posted to your account for each returned check. The current monthly fee is       195.00      .

**INSURANCE is required by all homeowners.** Your policy should be HO-6. If you have made any upgrades to appliances, flooring, wall coverings, kitchen/bath cabinets, fixtures, doors/windows, disposals, etc. you need to keep a record of those costs and BE SURE to have YOUR insurance policy covers the replacement of those items in the dwelling coverage section.

**Basic Condo Courtesy.** Living in a homeowners association may be a new experience for many Lake Country Village residents. Space is limited and it is crucial that we all respect the needs of our neighbors to make the community a good place to live. Please keep the following regulations.

- 1) Keep all electrical cords off the common areas and away from areas where snowplowing or mowing equipment may be used.
- 2) Keep all hoses and yard items off the common areas so that mowing can be easily accomplished. Hoses that must be hung should be hung inside the homeowner's fence in a way that obscures them from view.
- 3) You must receive permission to place and flowers, plants, etc. you add to the common area and once added you must maintain them.
- 4) You must receive permission from the building committee to alter building appearances such as windows, doors, and any indoor structures.
- 5) Remove all seasonal decorations within 30 days after the holiday in question. Decorations on the common area are not allowed without permission from the Property Manager.
- 6) Remove all air conditioner units from windows by October 15<sup>th</sup>.
- 7) Do not play electronic equipment such as televisions, radios or CD players so loud that they become an annoyance to your neighbors. Loud noises are strictly prohibited from 10:00pm to 7:00am.
- 8) Be careful of slamming doors and cupboards – sound carries easily in attached units.
- 9) If you must be away for extended periods of time, please have someone check on your home and notify the Property Manager of a way to contact you and the person watching your home in case of emergency. IT is also a good idea to forward your mail as the boxes are quite small.
- 10) Do not begin (or allow a contractor to begin) loud outdoor work or activity until after 8:00am and cease that activity by 8:00pm.

**HOMEOWNERS THAT LEAVE FOR WINTER.** Be sure to report to the Property Manager the length of time that you will be away, a contact in case of emergency and have someone you trust oversee your home occasionally. You must make sure that the heat is set to no less than 60 degrees and the furnace and electric remain ON.

**ANIMALS.** All animals must be kept on a leash when outside your home. THIS IS THE LAW – CITY OF PLATTSBURGH Lease Law. Each resident shall be entitled to a maximum of two pets. NO Rottweilers or PitBulls are allowed. All pet owners who walk their animals on leashes must carry a means to clean up their excrement and do so immediately. Pets may not be chained or confined on the common area. Pets who exhibit menacing or aggressive behavior to other residents; or who damage HOA property; or who make excessive noise can be removed from Lake Country Village. (See your prospectus for an explanation of the procedures for filing a complaint about a nuisance animal.) Homeowners who do not clean up daily their pet excrement from their patios or common area will be subject to fines and/or reported to the County Health Department.

**All Garbage must be placed in bags** and be placed in appropriate identified garbage cans with lids. Garbage must be placed out on pick up day only and must be removed from the curb once garbage has been picked up. All recycling must be placed in the appropriate container, no loose bags allowed. All cardboard must be secured. Grass, brush, branches, etc. must be picked up and placed in the common area on the day of scheduled pick up only. Organic waste must be in paper recyclable bags (which can be purchased at True Value, Aubuchon's, Bucks' or Wal-Mart's.) otherwise the Landscaper will not pick them up.

**Satellite dishes** cannot be installed without clearance from the Property Manager and the Building Committee. If one is installed it cannot be on the roof. It must be installed on the fascia board only.

**PROPERTY RENTALS – No home in LCV can be rented for the first 2 years following each change of ownership.** A Unit Owner renting his, her or its unit, shall notify Lake Country Village Homeowners Association, Inc. of the rental of the unit **prior** to the tenant taking possession of the unit. Written notification shall be provided to the Property Manager for Lake Country Village Homeowner's Association, Inc. A Unit Owner renting his, her or its unit, shall advise the Property Manager and the HOA Board of Directors whether or not the lease is a written lease or a verbal lease, a list of all tenants who are renting the unit, along with the identification of any and all motor vehicles used by said tenants with make, model, year and license plate numbers of said vehicles, and a written acknowledgement from the Unit Owner that the Unit Owner has included in the lease agreement with all tenants (whether verbal or written), that the tenants have been notified that they must abide by all the rules and regulations of Lake Country Village Homeowners Association, Inc. and that if they fail to abide by these rules and regulations, the lease may be terminated by Lake Country Village Homeowners Association, Inc. not less than ten (10) days notice to the owner and the tenant as stated in the Declaration of Covenants, Conditions, Easements and Restrictions. All tenants must be 21 years of age or older. For further information please see the Resolution titled, "Establishing Rules and Regulations for the Rental of Units." This information is on the LCV website.

**Work on Vehicles/Running Business out of Homes.** No work on any motor vehicles, boats, or machines or any kind shall be permitted outdoors on the Property, except with the consent of the Board of Directors. Property is for residential use only and no commercial activity, retail or wholesale, can occur within LCV with the exception of setting up a home office.

**Noxious or offensive odors.** Any activity that emits noxious or offensive odors including, but not limited to, smoke, ash, dusts, fumes, herbicides, insecticides, etc. is prohibited.

**No Outdoor drying** or airing of any clothing or bedding shall be permitted on the Property.

**Barbecue Grills.** Use of barbecue grills should not be done close to buildings or under overhangs within your fenced in backyard. This may result in fire damage to your home and the home of your neighbors in your two, three, or four plex.

**PARKING RULES.** Owners must utilize the parking space that exists in front of their garage if possible. If there is no space in front of the garage they are to utilize the common parking areas on a first come first served basis Parking is forbidden on any grass covered areas. IF this occurs, the owner will be notified and if not removed, the vehicle will be towed at owner's expense.

- 1) Where homes face each other, no parking is allowed in front of buildings.
- 2) The small space at the end of 'villas' is to be used as a turnaround only.
- 3) Please ask guests to park on the streets to be considerate of your neighbors.
- 4) Street parking in cul-de-sacs is being limited to those parking spots defined by the painted lines in the street. This also helps to facilitate moving vehicles around to assist contractors in snow plowing.
- 5) All mail kiosks have a 30 minute parking limit.
- 6) No unregistered vehicles are allowed within Lake Country Village.
- 7) No boats, RV's or other recreational equipment nor any commercial vehicles are allowed to be parked or stored on HOA property. See Plattsburgh city regulations for parking on city owned streets.
- 8) For more information, please refer to the HOA Parking Resolution on the LCV website.
- 9) **In addition to the above regulations, all City of Plattsburgh parking regulations apply. When the amber lights are flashing at the entrance to the Village, all cars must be removed from city streets from midnight until 6:00am for snow removal. All cars must be removed from the driveways by 8:00am to allow for plowing of the individual driveways and cul-de-sacs. Failure to comply will result in your having to clear your own driveway.**

**USE OF BASKETBALL/VOLLYBALL/TENNIS COURTS.**

- 1) Hours of operation are 8:00am until 8:00pm
- 2) You use all common areas are your own risk. Lake Country Village assumes NO responsibility for injuries received on the courts.
- 3) No alcohol is allowed on or near the courts.
- 4) No one is to hang on the rims, nets or fences.
- 5) No organized leagues are allowed.
- 6) Be considerate and limit your time if others want to use the facilities.
- 7) All children MUST be accompanied by an adult at all times.
- 8) Keep the noise level to a minimum.
- 9) Proper language and appropriate behavior must always be used on the courts.

**RULES OF THE PLAYGROUNDS.** Use at your own risk – No exceptions!

- 1) The playground is CLOSED from Dusk to Dawn
- 2) Do NOT use equipment without adult supervision (Adults = 21 years or older)
- 3) Do NOT use equipment when wet or when the ground is frozen.
- 4) No Bare feet. Wear proper footwear (Full shoe coverage – no open heel or toe)
- 5) No running, pushing, or shoving on the playground.
- 6) Do NOT use Play equipment improperly.
- 7) You are solely responsible for the use of this equipment and solely at your own risk.
- 8) No Glass containers and no Roller Blades.
- 9) PRIVATE PROPERTY for use by Lake Country Village Residents Only.
- 10) Follow the Rules and Play Carefully!

A CAVEAT – If you are having trouble with a neighbor, or feel the neighbor is in violation of one or more of the rules and regulations of LCV, the first thing you might choose is to attempt to speak to the neighbor directly. Often, individual homeowners are simply unaware that something may be causing difficulty for you. If you find that you can't resolve the issue yourself, please contact the Property Manager and attempts will be made to resolve the issue.

For a full description of the Rules and Regulations and Resolutions of Lake Country Village please visit our website at:

[www.lcvcommunity.com](http://www.lcvcommunity.com)

**Property Manager** - The LCV Property Manager is Bob Olsen and he can be reached by calling 518-534-3075 or sending an email to [propertymanager@lcvcommunity.com](mailto:propertymanager@lcvcommunity.com).

The Property Managers primary responsibilities are;

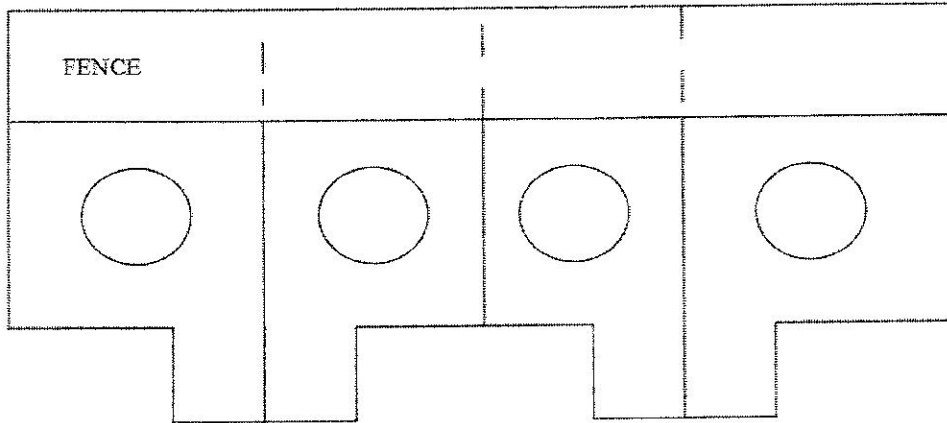
- 1) Enforce HOA policies
- 2) Building issues
- 3) General HOA information
- 4) Oversee contractual services
- 5) Provide support to all committees and the HOA Board of Directors
- 6) Respond to emergency situations.

**LCV-HOA Bookkeeper** – The LCV Bookkeeper is Anne Sanford and she can be reached by calling 518-563-1275 or by sending an email to [bookkeeper@lcvcommunity.com](mailto:bookkeeper@lcvcommunity.com)

LAKE COUNTRY VILLAGE HOMEOWNERS ASSOCIATION, INC.  
10 Maine Rd., Plattsburgh, NY 12903

**WORK REQUEST (LCV \_\_\_\_\_) LCV # to be issued by office only**

BUILDING request:	LANDSCAPING request:	HOMEOWNER requests:
<input type="checkbox"/> Roof Leak	<input type="checkbox"/> Replace shrubs	<input type="checkbox"/> Fix / Replace Door
<input type="checkbox"/> Fascia Repair	<input type="checkbox"/> Removal of tree	<input type="checkbox"/> Fix / Replace Window
<input type="checkbox"/> Siding Issue	<input type="checkbox"/> Replace tree	<input type="checkbox"/> Fix / Replace Fence
<input type="checkbox"/> Fence	<input type="checkbox"/> OTHER	<input type="checkbox"/> Install Satellite
<input type="checkbox"/> OTHER	<input type="checkbox"/>	<input type="checkbox"/> OTHER
_____	_____	_____
_____	_____	_____
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_____	_____	_____



Describe Issue: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_ DATE: \_\_\_\_\_

*(office use only)*

<input type="checkbox"/> Approved	By Whom: _____	Date: <u>  </u> / <u>  </u> / <u>  </u>
<input type="checkbox"/> Declined	By Whom: _____	Date: <u>  </u> / <u>  </u> / <u>  </u>





**Lake Country Village Homeowners Association, Inc**

10 Maine Road, Plattsburgh, NY 12903

www.lcvcommunity.com

Owner(s) \_\_\_\_\_  
Renter(s) \_\_\_\_\_  
LCV Address \_\_\_\_\_  
Owner(s) Address if different \_\_\_\_\_

Telephone: Home \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

Emergency Numbers:

Name : \_\_\_\_\_  
Phone : \_\_\_\_\_  
Second Contact Name: \_\_\_\_\_  
Phone: \_\_\_\_\_

Personalized Information:

Automobile \_\_\_\_\_ Plate# \_\_\_\_\_  
Automobile \_\_\_\_\_ Plate# \_\_\_\_\_  
Automobile \_\_\_\_\_ Plate# \_\_\_\_\_  
Common Charge \_\_\_\_\_  
Use of Electronic Direct Payment?    Yes        No  
Bank Transit # \_\_\_\_\_  
Branch Transit # \_\_\_\_\_  
Bank Account # \_\_\_\_\_  
Resource person at the bank: \_\_\_\_\_

**Notes:**

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