

**NEWSLETTER**  
**December 2018**

**Seasons' Greetings**



**NO Bumpers Hanging over Sidewalks**

***NO bumpers should hang over the curb*** so that the sidewalks can be cleaned.

Allow the snow removal company access to the sidewalks so that we don't have ice and build up on walks.

Please get in the habit of parking well back from the sidewalk.

***Use your assigned parking space when it snows.***

If you have more than one vehicle as much as possible, drive your vehicle out of the lot on days that it snows so that the lot has few to no vehicles to allow for better snow clean-up.

**Minnick Property Management**

**Minnick Property Management** assumed management of BronzeLeaf December 1.

**Chanel Mumford** is the contact person.

**e mail**

[info@minnickmanagment.com](mailto:info@minnickmanagment.com)

**Address**

1143 Stoneridge Dr., Ste. 2  
Bozeman, MT 59718

**Mailing address**

P O Box 1862  
Bozeman, MT 59771

**Phone**

(406) 556-7187

**Emergency Number After 5 p.m.**  
**406.581.9234**

**Pay Dues Using Portal**

The portal should be available by December 14 at Minnick PM.

Owners will be able to pay their dues by check, e check (auto payment from a checking account), or through the new portal with Minnick PM beginning in December. There is a 2% charge to use the portal. To save money you could arrange for automatic payments from a checking account or pay by check.

**Checks should be made out to BronzeLeaf HOA.**

**Emergency Keys to Condos**

In order to facilitate the emergency preparedness plan, owners can leave a copy of their key with Chanel at Minnick Property Management. In the event of an emergency such as flooding or fire in which there was no response from the occupant, access to a key from the property manager would prevent the necessity of breaking down a door.

Keys will be kept in a secure area at the Property Manger's site.

If an owner is locked out, Minnick will provide the key during business hours 8 a.m. to 5 p.m. After hours owners can call the emergency line to gain admittance.

Owners may provide the key voluntarily to their unit to Minnick PM for emergency purposes or to have available in case of lock out issues. The owner possesses the key to their condo. Giving the key to Minnick PM is voluntary.

**Emergency at BronzeLeaf**

**What to do in case of an emergency at BronzeLeaf?**

For any emergency requiring police, ambulance, or fire call 911. For a non-emergency requiring the police such as someone playing loud music call 406.582.2000

Emergency number 406.581.9234 (Minnick PM)

BronzeLeaf has contracted an emergency preparedness plan with Buffalo Restoration. There is no cost to BronzeLeaf for this service.

Minnick PM will contact the correct authorities to help with mitigation.

Buffalo Restoration will help with repairs and help contact the proper agencies. They will help find emergency housing.

To cover the cost of emergencies to individual units it is important for the *owner to carry sticks in insurance and for tenants to carry renters insurance.*

Be sure to notify the Board by e mail of all emergencies after contacting 911 or Minnick P M's emergency number after hours or the office during the day.

### **Parking in lot**

Parking in the lot is limited to 48 continuous hours. Owners who park cars longer than 48 hours in the lot without requesting permission to park longer from the Board will be notified that the car will be towed at the owner's expense.

If you will be gone for an extended time and need to park your vehicle on the lot, e mail the Board with the make, model, color, year, and license plate of your car as well as the dates you will be gone.

All condos have one assigned parking space which is your garage or carport.

### **Bike Rack**

If you want to use the bike rack, you should put your bike on the rack. If the rack is full, we will be more likely to get a second rack through our builder. Several of you were concerned at the last owner's meeting about the lack of space to park bikes.

### **New Buildings**

Wallis Bryan has been able to sell all of the units in the new building, 4615.

BronzeLeaf is finally after nearly 10 years on its way to being completed. Building 4643 with 8 condos planned completion date is May 2019. The parking gutters, garbage enclosures, paving, and so forth will finally be

completed and greatly improve the overall appearance of our complex.

### **Planned Maintenance**

The exterior doors are past their warranty date. The screws are stripped causing the doors to lean and not close. Bids are being sought to replace the doors and closures.

Painting of the common areas in the buildings has been under discussion since last year.

The Board will meet with the new PM to determine what projects can be completed.

### **Illegal Dumping**

Please remember to report to the Board and/or Property Manager, anyone you see dumping items when they do not live at Bronzeleaf.

A few individuals have been caught but we must not let down our vigilance. If possible take a picture and get a license number.

Illegal dumping can be subject to a \$500 fine.

### **Dumpsters REMEMBER—**

You need to ***BREAK DOWN YOUR BOXES!!*** so the dumpster does not overflow before the next pickup. You may place household goods such as furniture and appliances by the dumpsters for pick up. ***DO NOT*** place large items ***in*** the dumpsters.

### **Landlords/Property Managers**

Please share all newsletter information with your tenants.

### **Board Meeting**

The next Board meeting is tentatively scheduled for second Tuesday at 5 p.m. at the library study room.

**If any owner wants to attend, please e mail the board ahead of time so that we can find a larger room.**

### **The Bronze Leaf Condo Association Board**

***Patrick Weaver, President***

***Ed Fillbach, Vice President***

***Sue Beland, Secretary/Treasurer***