



Flower Day: Although we had some heavy rainfall that morning, we are happy to report that 71 residents participated. All the hard work paid off and the flower beds look great! We want to see them looking this good throughout the summer so please remember to keep the flowerbeds free of weeds.

Alteration Permit: Prior to doing any type of improvement, an Alteration Permit must be obtained from the office or the website located on the “Current Members” page. This form must be submitted to the office for approval. Depending on the improvement, such as; electrical or plumbing, a permit from the City of Utica may also be required.

No Feeding The Animals – Summer is here and all the animals are out and about so we want to remind you about the Animal Feeding Policy. Members are not allowed to place food outside their unit, i.e. bread, nuts, or any type of food. In addition, bird/squirrel feeders are not allowed.

Parking Spot Reminders:

- Vehicles cannot occupy a visitor (“V”) spot for 72 consecutive hours.
- Your vehicle must be drivable and have valid license plate and tabs.
- Tell your guests to park in a visitor (“V”) spot and not to park in a numbered spot.
- Park your car in between the lines. Do not park on or over the lines.

Furnace Filters – Furnace filters should be replaced every 3 months. They can be obtained in the office or you can call, text, or email us and we can drop them off to you. Should you need assistance replacing the furnace filter please let us know.

Dumpsters and Bulk Item Pick Up – The dumpsters and bulk item pick up is for Carriage House Cooperative residents only. Please do not have other family members or friends that live outside of the complex add to the bulk item area or use the dumpsters. They have trash pick up and bulk item services where they live. If not, they can find somewhere else to dispose of their garbage! Waste Management overage charges are expensive.

New Accounting and Work Order Program and Online Portal – We have been working on a new accounting and maintenance work order program for over a month now. Included in this program is an app so you (the residents) can view your account and set up Ach payments (money taken directly from your checking account) at no charge to you. Credit card payments have fees that will be at your expense. You can also add maintenance work order requests on the app as well.

The app is optional and not required. You do not have to register or sign up if you don’t want to. More information about this program/app coming soon!

Equity Form – If you don’t have a will and trust we have an “Instructions Regarding Payment of Equity Upon Death of a Member” form you can obtain from the office or we can email it to you. It will need to be signed and notarized and returned to the office. We understand that nobody wants to think about it but it should be done so your loved ones don’t have to go to probate court to get letters of authority after you are gone. This form will give them the right to either qualify for membership or sell the unit.