Fountainview Condominium Owners' Association, Inc.

5300 S. Butterfield Way, Greenfield, Wisconsin 53221

Dear Neighbor,

Welcome to Fountainview! We hope you will find the following information useful as you make this transition. You should have received a copy of the by-laws from the previous owner. If you have not, please contact our secretary for a copy. If you have any questions, please contact one of our board members and we will get the answers you need

Monthly Dues — The monthly fee of $465.00 is due on the 1st of the month. · You may pay by check or automatic withdrawal from your checking account. If you choose to pay by check you may deposit in the Fountainview mailbox located at 5374. You may pay quarterly. If you would like the automatic withdrawal option, please contact our treasurer Barb Richards at 262-993-4943. Crichards6@yahoo.com. She will assist you. The monthly fee includes water and sewer charges, insurance (check with your carrier to see what additional insurance you will need), roof, siding, and concrete repair, all outside maintenance to common areas including snow removal, lawn mowing and trimming of bushes.

Garbage Pickup - Garbage is picked up every Thursday and recyclables every other Thursday. If a holiday falls on a Monday, pickup will be delayed a day to Friday. If you need to place your carts the night before, please wait until after 6pm. If you need to exchange your carts for a larger or smaller size, call John's Disposal Service at 262-473-4700. You are entitled to 2 free bulk pickups per year. This would be for items that do not fit in your cart. Call Johns's to make arrangements. The cost for garbage pickup will be on your tax bill.

Pets— Per the bylaws you are allowed 2 pets per unit. The pet must be under 26 inches in height when measured from the base of the fore paw to the top of the shoulder. No reptiles or uncaged birds are allowed. The pet is not allowed on any of the Common Elements unattended or unleashed. Owners must pick up after their pets. Due to the sightings of coyote in this area, you are discouraged from leaving pets tied up outside unattended.

Water Valve — There is one main water valve per building not per unit. If you have the water meter on your side, you have the main valve. This is located under the air conditioner/furnace unit. If you turn it off, you also turn off the water to your neighbor and we cannot legally enter the unit to turn it back on. If you need to turn off the water to your unit because you are going to be gone for an extended period of time, please use the valve above the hot water heater.

Windows and Doors— It is the owner's responsibility to replace any doors or windows. Should you decide to replace them, they must be the same design as the original. You may put a screen door on the front door.

Interiors — You may decorate the interior of the unit as desired. This would include any flooring or carpeting, wall color, countertops, light fixtures etc. You may not change the structure of the unit by taking down walls or extending existing walls to the common areas.

Satellite Dishes — You may have a satellite dish installed but it cannot be on the roof and any placement must be approved by the Board and your neighbors. If you move, you will be required to remove the dish prior to moving.

Landscaping — Your monthly fees provide for lawn mowing, bush trimming, replacement of trees and bushes if needed and mulch application. You may add any decorative plantings and containers. Should you decide to replace any of the original bushes, you will need to send drawing of the plans to the board for approval. Payment and maintenance will be the responsibility of the owner.

Maintenance - All interior maintenance is the responsibility of the owner. This would include the air conditioner/furnace, hot water heater, fireplace etc. The Condo Association will maintain the roofs, outside painting and siding, driveways, and all common areas. If you have a maintenance issue you may call or email a board member.

Snow Removal - Your condo fees cover snow removal and road salting. Your front walk will be salted and shoveled. It is your responsibility to salt the front walkway if needed after the initial salting.

Emergency contacts — We encourage you to give your neighbor or Board member an emergency contact number or extra key. If you are not home and there is an emergency in your unit we cannot enter legally.

Board Meetings —The Board meets every quarter or more if needed. We encourage the residents to attend. A schedule of the meetings will be distributed at the Annual Meeting. The Annual General Membership Meeting is at the end of January. You will receive information in the mail in January. This is an important meeting as decisions are made that affect you. This is the time to give your opinions and suggestions.

Communication – All communication is done be Email. Exceptions to this would be for meeting notification, changes to amendment and legal issues. This would be a general mailing. We will request phone number and Email for our records when you move in. If you do not have an Email, please submit an Email address for a relative or friend whom you communicate with that can relay messages to you.

Please feel free to contact us for any questions or concerns.

Joanne Bellis – Secretary 414-870-0813

Board of Directors