

SALEM NOTES



Monday - Thursday:
9:00 a.m. - 6:00 p.m.

Friday: 9:00 a.m. - 5:00 p.m.

Saturday: 10:00 a.m. - 4:00 p.m.

Sunday: Closed

*Office hours subject to change

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Thank You

We'd like to say "welcome" to all the new residents who moved in during the last few months and a very big "thank you" to those of you who have continued your residency here. We appreciate all of you and look forward to continuing to go *Beyond the Expected* for your housing needs.

Pool Season

The hot weather has arrived and it's time to join your neighbors for a dip in the pool! The pool will be open between 10:00 a.m. and 10:00 p.m. daily. Please take careful note of the inserted pool rules, so we can all enjoy a safe and fun summer! **Don't miss out on the August poolside party.** Keep an eye out for the annual resident appreciation party invitation, so you can be sure to mark your calendar for a summer evening of food, fellow residents, and fun!

Stay Connected

Check us out on our website (condorliving.com) and on social media for 24/7 access to news and events at your community and in the Inver Grove Heights area.

 @SalemGreenApts

 @SalemGreenApts

 @salemgreenapts

Connect with us today! We're always looking for new ways to make your life easier when it comes to your home.



Celebrate Freedom

Memorial Day and the 4th of July are great opportunities to celebrate America.

As you enjoy these holidays, **please remember that NO fireworks are allowed on the property.**

Thank you to all of our residents who are currently serving or have served our country. We truly appreciate your dedication!

In Case of Emergencies

There are staff members available after hours for emergencies. An emergency is considered anything that can't wait to be handled until office hours resume. Common examples include A/C problems, plumbing or other water leaks, being locked out of your apartment, and excessive noise concerns. For this type of after-hour

emergency, please call **651.455.2277** and follow the prompts to reach an on-call staff member. Call 911 for police, fire, or health emergencies.

For situations that don't require immediate attention, please leave a message, or fill out a maintenance request any time at condorliving.com under the "resident's area" tab. An office staff member will return your call and assist you during business hours.

SUMMER NOTES

Outdoor Toys

Have a boat, motorcycle, or other seasonal vehicle? Ask the office about renting an extra garage stall. Stall rental is based on availability, so this is a great time to grab one for an extra vehicle or to plan ahead for cold weather. Due to limited parking, the storage of boats, campers, RVs, etc. is not allowed in the lots without prior approval by management. Please be especially aware of bicycles, pedestrians, and children in the parking lot when driving. Always observe the 10 mph speed limit.

Resident Services

Take advantage of these convenient services designed to make your life easier:

- Visit condorliving.com to pay rent online, ask the Rental Office a question, check out our social media sites, fill out a survey, and more.
- Visit the Rental Office to check out a basketball to use on the outdoor court or canoes and life jackets to use at the lake.
- Can't make it to the office before the end of the day? Ask the staff to deliver your packages right to your home.
- Keep your car sparkling by using the car wash bays in each building.
- Reserve the party room for your next special occasion.

- Call us to "apartment sit" while you're away. We'll water your plants, feed your pets, and pick up your mail. *Pet sitting must be during office hours and for limited time frames.*

- The following items are available at the Rental Office: fax machine, copier, light bulbs, stamps, and area information.

Gorgeous Grounds

Help keep your community looking as beautiful as the weather outside with these simple tips:

- The yards will be seeded and fertilized over the summer months. Please help the grass grow back faster by using the sidewalks and not walking or riding bikes on the grass.
- As you open up windows and spend time on your patio, be sure to check any screens for tears. To keep out insects and keep our community beautiful, call the office right away to report any necessary repairs to windows and screens.
- Be mindful of disposing trash properly, especially in outdoor areas. Always throw cigarette butts away in appropriate receptacles, never on the ground or off your patio.
- Please don't feed geese, ducks, or other animals who may visit the property, as we do not want wildlife approaching people or apartments.

- Bird feeders are not allowed on your patio or on trees near your home. They attract rodents that may then enter the building and apartments.

Grilling 101

The smell and taste of barbecued food is sensational this time of year. When you use the grills on the property, please remember to clean them and properly dispose of your trash before you leave.

Also remember that **private grills are not allowed** on the grounds, patios, and balconies. Any violation of this community policy may result in a fine from the Fire Marshal.

The leading factors in grill fires are combustibles placed too close to heat and cooking left on the grill unattended. Remember to do the following when you're using the community grills:

- Never leave grills unattended while cooking.
- Keep all combustible materials away from the grill.
- Use caution when lighting charcoal and avoid adding lighter fluid after coal has been lit.
- Always place coals in a metal container with a tight lid after they have cooled.

RENT REMINDERS

Remember, rent is due on the 1st of each month. Rent payments received on the 4th of the month or later will incur a late fee.

You can pay rent conveniently 24/7 from your smart phone or computer. Online payment now allows you to improve your credit score as well!

Please remember that effective March 1, it is a requirement of your lease to pay rent online at condorliving.com.

We are excited to be 100% paperless in our rent collection process, and we hope you are too!

We are aware that some residents may have reasonable objections or may not have the ability to pay online and would be happy to discuss that individually.

Please contact the Rental Office if you have any questions or need help getting set up.



No Smoking

In accordance with the Minnesota Indoor Clean Air Act, smoking is prohibited in all common areas. This includes the elevators, lobbies, garages, grilling areas, and swimming pool area.

Please respect this policy and have consideration for your neighbors by limiting your smoking to your car or apartment.



Pretty Patios

Put your creativity and green thumb to work by decorating your balcony or patio. Add your own personal touch with your favorite plants and flowers, and you could win a prize! In the beginning of

June, the staff will judge patios based on originality and appeal.

Remember that balconies and patios are considered common areas and should be maintained in a manner that's non-offensive to other residents. While they can't be used for storage, appropriate patio furniture, plants, flowers, and other decorations are always encouraged.

Remember, NEVER use potted plants to extinguish a cigarette. The chemicals in potting soil could ignite and cause a fire.

Noise Notes

As we all begin to enjoy the warm weather, please remember that open windows and doors make it easy to hear noise from your apartment and from the courtyards.

Sound travels easily between buildings, so be conscious of your noise level to ensure you and your guests aren't disturbing your neighbors.

The same applies when you and your

guests enjoy the pool area, grill areas, and any other common amenities.

Please don't hang wind chimes from your patio. Even though you may enjoy the sounds they make, your neighbors may not.

Apartment living requires each of us to be considerate of those around us.



TIPS FOR A COOL SUMMER

Your air conditioner is a small appliance with a big job to do. Please follow these steps to get the most out of your air conditioner this summer:

- Remove the air conditioner cover and store it in your storage locker or a closet.
- Close all windows and doors.
- Keep blinds closed during peak sun hours – especially if you're not home.
- Put the temperature dial on 8 or 9. By running it at 11 or 12, the unit may freeze up and stop working.

- Turn the air vent knob to the closed position. The open position pulls air in from outside.
- Turn the selector dial to cool high first (if desired), and then switch it to cool low.
- To ensure a cool apartment when you get home, set the unit on 6 or 7 low and let it run all day. It won't use a lot of energy, but it will keep out the humidity.
- Remove and rinse out the filter at least every two weeks.

An air conditioner can cool inside air up

to 15 degrees below the outside temperature. Please allow a few hours for your apartment to reach the desired temperature. When the outside temperature falls below 55 degrees, your air conditioner may automatically shut down. When this happens, turn it off, open the windows, and place the air vent knob on open.

If you think your air conditioner is not cooling correctly or if you need help with any of these steps, please call the Rental Office. After-hours and weekend maintenance will be managed according to outside temperatures.

GO GREEN

Recycle Right

One of the biggest threats to the recycling industry right now is contamination. Contamination causes an issue because it increases the cost of recycling, which, coupled with a decrease in the value of waste products, is causing problems for struggling recycling plants.

Contamination is caused by placing non-recyclable items in the recycling or by placing dirty recyclable items in the recycling. **The biggest contamination issue at our community is plastic bags in the recycling.** Place your recyclable items in paper bags or simply carry your recycling to the community bins in the container you use to collect it in your home.

One way cities are working to combat this issue is to provide more education. A flyer with instructions for recycling is available

in the Rental Office.

Please take the time to ensure anything in your recycling is on the list of accepted items and that anything not on this list is placed in the trash or recycled at an acceptable location. Also be sure to rinse out and dry containers, bottles, and jars before placing them in your recycling. If you have any questions, don't hesitate to contact the Rental Office.

Thank you for helping us make every day Earth Day here at Salem Green Apartments!

Energy Efficient

Using cost-saving measures and energy-efficient practices is a great way to "live green." One way to do this is to purchase energy efficient lighting products and use



any efficiency-related settings on electronics like microwaves, toasters, computers, alarm clocks, televisions, stereos, and DVD players. Also remember to unplug electronics and switch off lighting when not in use.

Regularly check around your apartment for leaking water pipes, dripping faucets, and running toilets, which waste water. Call the office immediately for these types of maintenance needs.

PLAY IT SAFE

Safety Tips

Always take the necessary precautions with your personal property. It's a good idea to periodically review the following tips so you can be safety minded when securing your home and vehicle.

Vehicle safety

Don't invite break-ins by leaving valuables in your car. Articles most frequently stolen include electronics, work tools, credit cards and ID, money, garage door openers, and sunglasses. Take these items out of your car before you lock it. Always stop your vehicle after entering and exiting the underground garage, and wait a few seconds to watch the door close so no one enters behind you. Never leave your garage door opener in your vehicle.

Building safety

Never allow anyone to gain entry through the main doors unless it's a resident that

you know lives in your building, and don't buzz people in from your apartment unless they are your guests. This includes delivery people and other residents. The police and other emergency personnel have access to keys and don't need to contact a resident to gain entrance. Never prop open entry doors.

Apartment safety

Always lock windows and doors when you leave home, while you're sleeping, or when you're unable to monitor the area.



If you see anything suspicious, call 911 to report it immediately. You can also call the Rental Office during business hours or the emergency number after hours.

Renter's Insurance

Renter's insurance is an affordable and effective way to protect yourself and your belongings. According to your lease, management is not responsible or liable for injury, loss, or damage that occurs in your apartment, garage, storage locker, etc. This includes loss caused by natural disaster, malfunction of equipment, or the actions of third parties (i.e., intruders or guests). **All**

residents are required to have a renter's insurance policy in force throughout the duration of their residency, carrying a minimum of \$100,000 in liability. In addition, it is wise to protect the value of your belongings with that same policy.