

The Liberty Letter

Liberty Tower Condominiums

November 2005



Liberty Tower Owners Association

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General Policies Updated by LT Board

Living in an urbanized community such as Liberty Tower requires some rules, regulations and guidelines to keep residents and guests safe, healthy and happy.

To that end, LT's Policy and Procedures Committee has been looking at general policies over the last several months. The Board adopted the updated policies at its October meeting. Changes were generally modest.

Here is a refresher on some of the most significant ones:

BUILDING ELEMENTS

Structural alterations made to individual units must be approved by LT's Board and must be in compliance with any applicable building or trade code.

Heat, AC and fire alarm systems are LTOA's responsibility. Residents installing their own heat and AC units do so with the understanding that they become a part of the common elements.

Residents are responsible for electrical systems and plumbing fixtures within their units. Damages from these items that affect other units are the resident's responsibility. Tampering with common element equipment or fixtures that serve each unit is prohibited.

Exterior windows and doors should be closed when necessary to prevent storm damage.

Residents are requested to provide the association's office

with access keys that shall be kept in a locked location at all times. Upon reasonable notice, access shall be granted to LTOA employees for necessary purposes. They will respect residents' privacy. Residents who do not provide keys or grant access assume damage responsibility should a problem or emergency occur.

Care should be taken to assure water is not left running for an unreasonable or unnecessary time.



BALCONIES

Balconies are part of the building's common elements and cannot be altered without Board approval. Repairs to common balcony components are LTOA's responsibility. New balcony enclosures are prohibited. However, those installed prior to 1994 may remain.

Nothing should ever be placed on balcony railings and in the concrete block walls. Throwing anything from a balcony is prohibited. With the exception of well-secured Christmas lights, nothing can be hung from balconies.

Awnings, projections or other objects may not be hung from balconies.

FIRE PREVENTION

All units must have at least one working smoke detector. Live Christ-

mas trees are prohibited. Flammable oils or fluids such as gasoline shall not be stored in any unit.

Access in hallways, stairwells and common areas may not be obstructed. Flammable holiday decorations or other materials may not be placed in hallways.

Outdoor cooking appliances must comply with the city's fire code: "It shall be unlawful to use electric or open-flame cooking appliances, including charcoal, electric or gas grills, on combustible outdoor balconies or outdoors within 10 feet of any combustible portion of any building ..."

PEOPLE AND PETS

Residents are responsible for their own conduct, as well as that of guests and contractors. Loud noises, bad odors or other offensive behaviors are prohibited.

Children may not play in the hallways, stairwells, elevators or lobby area.

Smoking in common areas is only allowed in the parking garage and outside pool area.

Large items must be brought in and out through the basement. The freight elevator must be reserved for this. Damages to the building resulting from the moving of items are the resident's responsibility.

Shoes must be worn in common areas at all times except for the pool deck.

Pets shall be carried in the hallways, elevators and common areas at all times. Balconies may

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(Maintained by Bill Johnson)

Happenings ...

CLUBROOM LOOKING GREAT!

Thanks to Mella Glenn, Virginia Walker, Joann Miller, Glenna Alexander, Alice Spanier and the others who volunteered their time to repair and paint the 7th floor clubroom area. It is something LT residents can all be proud of. The fresh appearance should last awhile since window leaks have been sealed on the exposed faces of the building.

BUDGET MEETINGS HELD

LT's 2006 budget is currently being formulated through a series of meetings hosted by Treasurer Walter Long. Recommendations will be presented to the Board later this month. Attention has focused on improving short-term and long-term cash reserves, as well as addressing significant utility cost increase and ongoing improvement needs.

COX CABLE SCHEDULING

Residents scheduling internet and other services from Cox Communications need to do so during daytime hours. Technicians will not be able to access connection facilities on the 7th floor after 6 p.m.

SUPPORT BEAM REPAIRED

Workers with Cherokee Restoration quickly finished repairs to a deteriorated angle support beam on the northwest corner of the building. Disruptions in the parking garage were minimal. Bids are being received to refurbish other beams.

WEEKEND DESK UNCHANGED

Owl Nite Security staff are continuing to work the front desk on weekends. Finding people with good attitudes and abilities to hire as regular weekend employees has been challenging. Arrangements are being made to staff the desk with the same Owl Nite people on a regular basis and have them undergo refresher training on LT operations and procedures.

Remember LT Parking Policies

One of the biggest advantages to LT living is its parking facilities. Each residential unit is assigned a parking space in an enclosed and secured environment — just steps away from the elevators and home.

Policies affecting parking have been updated recently to keep the parking garage one of the building's biggest assets.

Management needs to be aware of any changes in space assignments. Residents shall not use or allow guests to use spaces assigned to another resident without that resident's permission. The assigned resident or LTOA could have the vehicle towed if this occurs.

Guests using a resident's extra parking space must be registered at the front desk and have a temporary permit assigned to them.

Vehicles in the parking garage must be in operable condition. Vehicles leaking abnormal amounts of oil, coolant or other fluids must be removed from the parking garage immediately. Inoperable or leaky vehicles will receive a Parking Violation Notice. Failure to make corrections may result in towing.

When a fluid leak has occurred, the unit owner or tenant is responsible

for cleanup within 5 days. Failure to do so will result in LTOA staff doing the work for a \$25 fee.

Changing oil and fluids in the parking garage is prohibited. However, they may be "topped off" as necessary.

The speed limit is 5 mph. Vehicles backing from spaces have limited visibility and need to be given the right of way. Vehicles driving on the left to turn into their spaces also shall be given the right of way. Turn signals must be used when doing this.

Headlights must be on when driving in the garage. Many corners have restricted visibility and headlights provide a means to "see" oncoming traffic.

Always park with the vehicle front facing the exterior wall and the front wheels touching the parking block. Backing into a space is prohibited.

Vehicle owners are responsible for accident damages. Assigned space holders are responsible for any damages caused by others given permission to park in the space.

Towing shall occur only after an effort has been made to contact the problem vehicle owner. Towing shall only be done by an authorized wrecker service at the request of LT personnel with approval of the manager or a Board member.

Commentary ... Something Special in the Air

It is a cool crisp fall morning. The sun is dancing in the clouds and I am chatting with my neighbor over the balcony railing as we watch the Tulsa Run stream by. The leaves are losing their green, and there is a hint of the spectacular fall colors to come.

Does it get any better than this?

I have lived in the building four years as of this month. I started out with a one-bedroom unit and have since moved to a two-bedroom unit. I have loved both accommodations and still marvel at the external amenities.

When we say around here it's all about the view, we mean it. One glance can make even the worst day

melt away. Superb sunrises and sunsets are regular events. Storms, snowfalls and changing seasons add to the mix. And oh yes, the sights and sounds of urban life — headlights and taillights — plus the occasional siren.

Certainly we in LT land face challenges. Our building is aging, and our neighborhood and city are in constant transition. Fortunately, the aging is graceful and the transitions will likely be very beneficial in the long term.

The key is to remember how special our world is. Where else can you have the events that define Tulsa unfold at your doorstep. Life is good!

Andy Templeton