

***Midlake
On Big Boulder Lake***



***New Homeowner
Welcome Packet & Quick Reference Guide***

Revised 12/2021

MIDLAKE CONDOMINIUM ASSOCIATION

FirstService Residential
106 Columbia Drive
Suite 3
East Stroudsburg, PA 18301
(570) 842-0321

Dear Homeowner:

Welcome to our community here at Midlake Condominium Association!

I realize you may still be getting settled in to your new home, but I wanted to reach out to you with some very important information.

You should have been provided with a set of Rules and Regulations and Covenants and Restrictions at your closing. These documents provide you with important information about restrictions pertaining to your home and how each of us is to conduct ourselves within our community.

Perhaps most importantly, is to provide management with the members of your household and updated property owner information. Please complete the property owner information form and return it to the management office.

You will also be asked to register on the community's website, <https://MIDLAKEONBIGBOULDERLAKE.connectresident.com>. Our website will provide you with a host of information pertaining to all the aspects of the community. Once registered, you will receive E-mails and updates from the community.

For further information, please feel free to contact the management company team and ask any questions you may have.

Scott Matthews

Community Manager
Regional Director
FirstService Residential
Scott.Matthews@fsresidential.com

HISTORY

When William Penn established the colony of Pennsylvania in 1682, this area was home to the nation of the Lenape Indians. The early colonialists that came in contact with the Lenapi called them the Delaware Indians.

In 1737, the infamous Walking Purchase cheated the Lenapi out of a large part of this area. During and after the 1750's French and Indian War the Poconos were the site of several bloody Indian massacres.

As settlements continued, rich deposits of coal, iron, slate and limestone were discovered. In 1791 anthracite coal was discovered in Northeastern Pennsylvania by Philip Ginter. The major problem was the transportation of the mined coal. It was during the War of 1812, when the supply of coal from Virginia was cut off to the north, especially to Philadelphia, that the need to find a new source of coal became a priority. This forced two individuals by the name of Josiah White and Erskine Hazard to look north where coal was abundant. They had two challenges: first to make the Lehigh River navigable and second was how to move the coal from the mountains to the Lehigh River.

In 1817 White, Hazard and George Hauto formed Lehigh Coal and Navigation Company. The company not only was involved in mining and transporting coal but also acquired vast land holdings. This mountainous and forested area, in later years thru the creation of a subsidiary "The Blue Ridge Real Estate Company", began to manage the usage and sale of these holdings.

Split Rock Lodge was opened in 1942 as a retreat for LC&N's management and executives. Skiing was introduced at SRL in 1943 as well as a 1,600 foot Toboggan Run. The Big Boulder slope was opened in 1946. A rope tow was added in 1948. "Big Boulder" area was the only winter sports center south of New England. Snowmaking, which became a necessity because of the unpredictable winter weather in Pennsylvania, started during the 1956-1957 winter.

Big Boulder Lake, which covers 175 acres, was created in 1957. The lake provides the water for the snowmaking machines during the skiing season and much of the water returns to the lake after the meltdown. The lake affords members opportunity for fishing, sailing, boating and swimming at the Blue Heron Beach. Currently Big Boulder Lake is accessible to only those condo owners who purchase membership in the Lake Mountain Club.

In the early 1980's Blue Ridge, partnered with Crosslakes Development Corporation and constructed the Blue Heron Townhouse community. They followed by developing Midlake next and later on Laurelwoods. Blue Heron and Laurelwoods are held in a trusteeship and Midlake is a fee simple holding.

Big Boulder Lake, along with 20 feet around the edge of the lake, and 19,513 acres of land are owned by Blue Ridge.

Midlake construction was started in 1984 and completed in 1989. The construction began with the E building along with the swimming pool and continued in the following order: buildings D, C, A, B, F, G, H and I. (Please Note: In 2014, due to 911 re-addressing, the entrance address of Midlake were changed:

Building A: Entrances 5, 7

Building B: Entrances 9, 11, 15

Building C: Entrances 19, 21
Building D: Entrances 23, 25
Building E: Entrances 29, 33
Building F: Entrances 39, 41, 43
Building G: Entrances 45, 47
Building H: Entrances 49, 51, 55
Building I: Entrances 59, 61, 63

The complex houses 132 condo units in nine (9) buildings. The Midlake contractor was Springfield Construction and the architect was The Martin Organization Architects and Land Planners. In August of 1989 the Association became responsible for the administration and maintenance of the complex. The Association is governed by a Board of five elected homeowners.

The water and sewage treatment plant are owned and operated by Blue Ridge. Big Boulder Drive is also owned and maintained by Blue Ridge however, Midlake, Blue Heron, Laurelwoods and Boulder Lake Village are assessed for its usage and maintenance. The Midlake parking lot is the responsibility of Midlake.

In 1999 Midlake had major restoration work done on all of our buildings. The buildings were coated with Silflex to aid in moisture retardation, new railings on front and back of the buildings and gutters and spouting were replaced.

In 2001 all the roofs, along with the skylights, were replaced.

During the spring of 2004 all the hallways were re-carpeted, halls re-papered and railings and doors were painted. The hallways were once again refurbished in 2016.

Currently, the Midlake Condominium Association has retained the services of FirstService Residential as our property management company.

Of interest: On our property at the lower entrance we have an American Chestnut tree. The tree is located between Big Boulder Drive and our parking lot on the east side entrance. It was wrapped at one time with blue plastic. The American Chestnut, tree once one of the most valuable of American hardwoods, had been virtually destroyed by chestnut blight. The tree is very susceptible to blight cankers. The tree on our property is registered with the American Chestnut Foundation. We will continue to monitor and treat it accordingly.

Midlake Community Watchmen

Midlake on Big Boulder is a special place to be shared with neighbors, friends and guests. We ask that you obey all rules and regulations to insure a safe visit for you and those around you. Your cooperation is important. We encourage community involvement, so please contact Elite Guardsmen (security), or management if you see anything unusual, unsafe or have any questions.

Please call 911 for all emergencies.

Midlake Watchmen (Security) Elite Guardsmen: 570-413-3524

**Property Manager, FirstService Residential
Scott Matthews: 570-252-7005**

Emergency: 911

Fire Department: 570-722-8138

Kidder Township Police: 570-722-0192

Local Hospitals:

Pocono Medical Center: 570-421-4000

Geisinger Clinic: 570-829-2621

Poison Control Center: 800-222-1222

CVS Pharmacy – Blakeslee: 570-643-7286

D'Urso Lock Service: 570-872-3437 (If you want to change your locks)

FirstService Residential needs a copy of your key or method of entry

Pool passes should be obtained from the previous owner. If the pool passes are lost or stolen they are \$10.00 each to replace.

If you rent your unit, you need to contact Kidder Township to register.

Midlake Condominium Association

c/o FirstService Residential 106 Columbia Drive, Suite 3, Stroudsburg, PA 18301 (570)842-0321

Midlake on Big Boulder Condominium Association Community Rules and Regulations

COMMON AREAS

- Homeowners are responsible for their guest occupants and must adhere to all MCA rules.
- The tenancy limits for each unit are as follows: first and second floor units 6 person maximum, third floor units 8 person maximum as per MCA Bylaws.
- Quiet hours must be observed between 11:00PM to 8:00AM. Any form of fireworks are prohibited.
- Common hallways are to be kept clear at all times of personal property with the exception of unit door mats and unit door decorations. (No carriages, bikes, skis, boxes etc.) Access doors must remain closed per local ordinance.
- It is forbidden to compromise the integrity of any building by piercing the exterior stucco.
- Signs or advertising of any kind is strictly forbidden as per MCA bylaws.
- Cutting common ground vegetation is forbidden.
- Trash must be placed in trash receptacles in the parking lot. Please find an empty trash can if the one across from your building is full. Do not leave trash on the side or top of dumpsters.
- Used tobacco products must be discarded in designated receptacles.
- Only homeowner and family member pets are permitted in the units. Non-owner pets are prohibited. Pets must be leashed as per Kidder Township ordinance. Pet droppings must be picked up and disposed in trash containers.
- Feeding of wildlife is prohibited. Birdfeeders are prohibited.
- Observe all no parking zones; cars illegally parked will be removed.
- Trailers, campers, boats and other large recreational vehicles are not permitted on Midlake property.
- Parking lot activities are prohibited.
- Bicycles are to be kept on the bicycle racks located in the parking lot.
- Patios and balconies should be clear of empty flower pots, buckets, rusted or broken items, trash cans, trash, broken and non-patio furniture, etc.

***The Midlake Board reserves the right to limit unsightly or unkept items on common or limited common areas.**

SUMMER RULES

- Charcoal grills are strictly prohibited.
- Hanging wet towels and clothing over balcony railings is prohibited.
- Pool passes are necessary to enter the pool complex and are *not transferrable* to non MCA unit owners. All guests must have a pass and are limited to the unit capacity.
- Children under 12 years old must be adult supervised and are not permitted in the hot tub.
- Kayaks and other watercraft may not be stored on Midlake property.
- Use of tobacco products within pool complex is prohibited.
- Pool complex hours will be enforced. After hour entrance to the pool will be considered trespassing. Security and/or local police will be notified.

WINTER RULES

- Fireplace safety: Flues should be closed and ashes disposed of ONLY when embers are cooled.
- Firewood may not be stored on balconies or patios.
- Wood is for homeowners and their guests. Locks are changed seasonally for access to the sheds.

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MCA INFRACTION POLICY

Midlake on Big Boulder Community has identified levels of infractions for breaching the MCA rules and regulations.

All homeowners are encouraged to display the MCA Rules in their unit and remind guests they will be held accountable to adhering to the community rules.

Any homeowner renting their unit is urged to have the rules document on display in their unit. If not visible, renters may claim they were not aware of such infractions.

The protocol for insuring a pleasant visit to Midlake is as follows:

If occupants violate MCA policies and rules, security will be notified of the issue.

1. Security will write a formal violation and submit it to the occupant & FirstService Residential office.
2. FirstService Residential office will issue the violation letter to the homeowner and directly call the homeowner to inform them that an infraction has taken place.
3. Based on the level of infraction a fine may be levied against the homeowner.
4. The nature of the violation is reflected on the infraction fee schedule.
5. The infraction schedule of fines will reset annually beginning July 1 of each fiscal year. Incidents are cumulative for a one year period ending June 30 of each year.

***Rules and Regulations Fine Schedule**

Rule and regulation category	Fine amount per documented incident			
	1	2	3	4
General Rules and Regulations	Warning	\$100	\$250	\$500
Safety and Code Violations	Warning	\$100	\$500	\$1000
Occupancy Violation	\$300	\$500	\$700	\$1000
Unauthorized Pet Violation	\$300	\$500	\$700	\$1000
Pool and Spa Rules	*Warning	*\$150	*\$300	*\$500
7 (and Privileges revoked for the day)				

Homeowners – must display in your rental property

Please CALL 911 or 570-722-0108 to report any Violations

FINES ARE \$100.00 and will be strictly ENFORCED

Pennsylvania Title 72 Section 9404 – Use of Consumer Fireworks

(b) **Prohibitions** – A person may not intentionally ignite or discharge:

(1) Consumer fireworks on public or **private property without the express permission of the owner.**

(2) Consumer fireworks or sparkling devices within, or throw consumer fireworks or sparkling devices from, a motor vehicle or building.

(3) Consumer fireworks or sparkling devices while the person is **under the influence of alcohol, a controlled substance or another drug.**

(4) Consumer fireworks within **150 feet** of an occupied/unoccupied structure.

ILLEGAL IN KIDDER TOWNSHIP "Display fireworks." Large fireworks to be used solely by professional pyrotechnicians. The term includes, but is not limited to:

(1) Salutes that contain **more than two grains or 130 milligrams of explosive materials;**

(2) Aerial shells **containing more than 60 grams** of pyrotechnic compositions

Township Ordinance

§ 121-5 Loud, disturbing and unnecessary noises enumerated.

The following acts are declared to be loud, disturbing, and unnecessary noises in violation of this chapter, but said enumeration shall not be deemed to be exclusive, namely:

B.

Radios in such manner as to disturb the peace, between the hours of 11:00 p.m. and 7:00 a.m., in such a manner as to be plainly audible at a distance of 50 feet from the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this section.

D.

Yelling, shouting, or singing on the public or private streets, particularly **between the hours of 11:00 p.m. and 7:00 a.m.** or any time or place as to annoy or disturb the quiet.

§ 121-6 Violations and penalties.

Any person who violates or permits a violation of this chapter shall be guilty of a summary offense and pay a fine of not more than \$1,000, plus costs of prosecution.

MidLake on Big Boulder Lake Condominium Assn. has a new community web site provided through FirstService Residential Connect. FirstService Residential invites you to log into the Resident Portal. This community website powered by Connect, our proprietary management software, provides an easy and helpful way to access pertinent information about your community and your account. Your secure and fully-supported community website is available anywhere you have Internet access.

WHAT YOU HAVE ACCESS TO 24 HOURS A DAY, 7 DAYS A WEEK

- Community Calendar
- Community News & Events
- Association Documents
- Forms & Applications
- Work Order Submission Tracking
- Resident Directory
- Assessment Balance & History
- Online Payment Options
- Direct Online Contact with FirstService Residential

HOW TO GET STARTED

1. In your Internet browser, enter <https://midlakeonbigboulderlake.connectresident.com>. This is the public page of the website.
2. Scroll to *Resident Access* section.
3. Select Register option.
4. Enter the requested information and follow the on-screen prompts to complete your registration.
5. Once on the website, be sure to update your phone and email contact information so that you can receive important community updates. You may also want to take this time to designate which phone number(s) and/or email address you wish to appear in the resident directory.

Once you've completed the registration process, you can use the same credentials to log into the Mobile App. Find the app by searching Connect Resident in the Google Play or iTunes store.

Need help? You can contact our **Customer Care Center at 1-800-870-0010** for assistance 24/7/365!

Don't wait! Register today to start taking advantage of all that FirstService Residential Connect has to offer.

Insurance Requirements



Having insurance on your property is important. The Board of Directors initiated this years ago and the current board has updated the insurance recommendations. The Board recommendations are as follows:

1. A minimum of \$500,000 in liability insurance.
2. Backup of sewer and water coverage for all first floor units, with a minimum of \$5000 insurance.
3. All those that rent their units should have “rent to others endorsement” on their policy.
4. MCA and FirstService Residential should be listed as additional insured so that copies of your proof of insurance go directly to FirstService Residential.

MIDLAKE CONDOMINIUM ASSOCIATION

FirstService Residential
106 Columbia Drive
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Dear Mid Lake Homeowner,

The Board and Management recently discussed the importance of being able to communicate electronically to all owners. As of today there are several owners who have not provided an email address which requires those owners to be mailed a hard copy of all correspondence which comes at a cost to the entire Association. In addition there are several owners who have not provided a contact phone number which is essential in the case of an emergency. As of January 2020, the Board has decided that FirstService Residential needs to have a phone number and email address on file for all owners. Any information that is mailed out from the Gouldsboro office to any homeowner due to not having an email address on file will incur a charge starting at \$5.00 for postage, administration fees, etc. Enclosed is an owner information form. Please fill this form out and send it back to Wendy at Midlake on Big Boulder Lake, c/o FirstService Residential, PO Box 305, Gouldsboro, PA 18424 or you can email her at wendy.prytherch@fsresidential.com with your phone number and email address.

If you are receiving this notification due to Management not having an email address or phone number on file for you, please supply contact information as soon as possible. If you have any questions please let me know.

Sincerely,

Scott Matthews
Regional Director
FirstService Residential

MIDLAKE ON BIG BOULDER LAKE HOMEOWNERS ASSOCIATION

OWNER INFORMATION SHEET

Please take a moment to complete and return this important informational form.

Owner(s) Name: _____

Property Address: _____

Mailing Address (if different than above): _____

Home Telephone: _____ Office Telephone: _____

Cell # 1: _____ Cell # 2: _____

Email Address: _____

Vehicle 1: _____

Make Model Color Year License Plate

Vehicle 2: _____

Make Model Color Year License Plate

Pet(s): _____

Type Breed Color Size Registration #

Emergency Contact: _____

Name(s)

Home Phone

Cell Phone

RENTAL INFORMATION

Do you rent your home? _____ Yes _____ No Lease Term: from _____ to _____

If you rent your home, please provide the following information:

Name of Rental Company or Online Booking Site (VRBO, AirBnB, etc): _____

Address: _____

Contact Person: _____ Telephone #: _____



This form must be completed and sent to the Management Company for each rental:

RENTER INFORMATION

Name of Renter(s): _____ Telephone #: _____

Email Address: _____

Vehicle 1: _____
Make Model Color Year License Plate

Vehicle 2: _____
Make Model Color Year License Plate

Pet(s): _____
Type Breed Color Size Registration #

Emergency Contact: _____
Name(s) Home Phone Cell Phone

PLEASE SEND THIS FORM TO:

**106 Columbia Drive
Suite 3**

Stroudsburg, PA 18301

Fax: 570-842-0321 ~ Email: Wendy.Prytherch@fsresidential.com

~ <https://MidLakeonBigBoulderLake.connectresident.com>



After reading the above information, please sign, date and put your unit number on the line below and send it back to:

**FirstService Residential
106 Columbia Drive
Suite 3
Stroudsburg, PA 18301**

I/We have received and read the Midlake Homeowner Packet & Midlake Rules & Regulations.

Homeowner Signature

Date

Unit Number