

Downtown I & II General Information

Management Company

Downtown I & II is managed by Tilton Bernstein; our property manager is Richard Bernstein. He can be contacted via email (richard@tiltonbernstein.com) or phone (202.232.5247 Ext. 11). Emails to Richard should include "Downtown I&II" in the subject line. Please copy the Board on any emails to Richard both so the Board is aware of problems as they occur and so that the Board can ensure problems are addressed in a timely manner.

The Association maintains a website through Tilton Bernstein (<http://www.tiltonbernstein.com/properties/downtown/>). Documents pertaining to the Association are posted here and owners are encouraged to check it periodically.

The Board primarily communicates to owners through the Association's list-serve ([Downtown I and II@yahoo.com](mailto:Downtown_I_and_II@yahoo.com)). Please contact a Board member to be added to the list-serve. The Board strongly encourages all owners to subscribe to the list-serve and check it frequently for important communications from Richard and the Board.

New owners receive a packet of information from Tilton Bernstein once they receive the HUD-1 form. This packet includes instructions for setting up electronic payment of monthly condo fees.

Trash

- The Association has 2 dumpsters – behind 1308 and 1225. If one dumpster is full, please take your bagged trash to the other dumpster. Please do not put it on the lid of the dumpster.
- The dumpsters are emptied four times a week: Mondays, Wednesdays, Fridays, and Saturdays.
- Please only place in the dumpsters bagged trash. The dumpsters are not meant for furniture, large boxes, TV's, umbrellas, mattresses or any other bulk items. Owners are responsible for arranging disposal for all of those items.

Recycling

- Recycling bins are provided for all owners in the courtyard behind DT I.
- Both newspapers and cardboard can be placed in the newspapers bin. Cardboard should be folded down to fit in the bin. If it can not fit in the bin, please break it down as much as possible and place it along the side of the recycling bin for removal.
- All plastics numbered 1 through 7 can be recycled including plastic lids.
- Recycling bins are emptied on Tuesdays.

Cleaning

Elgen provides weekly cleaning for the Association. They typically come on Thursdays. They are supposed to do the following:

- Clean all front entrance floors and all common entrances.
- Check the front and rear of property for debris.
- Sweep and mop stairs and entry ways.
- Dust and clean all railing baseboards.
- Vacuum all mats and runner.
- Wet wipe any smudge on doorways or trim.
- Change burned bulbs as needed.

- Hose down the front area when weather permit.
- Hose down the front area when weather permits.
- Dispose of any old mailings, newspapers or phone books as necessary.
- Clean and disinfectant around trash area.
- Sweep parking area and collect any debris.

If owners note that this is not being performed, they are encouraged to contact the Board so that Elgen can be contacted.

Satellite Dishes

According to the Association's bylaws:

Art. VI Sect. 4 (i) No satellite receiving systems or stations or exterior antennae of any kind shall be maintained in a unit or upon the Common Elements, except for any master antennae which may be provided by the Declarant or with the prior written consent of the Board of Directors.

Per our by-laws, satellite dishes are not allowed, except by Board approval. The Board has established criteria for installation, such that approval may be granted to requests on a case-by-case basis.

Installation Requirements:

- 1) Dish cannot be seen from the street.
- 2) Dish must be properly affixed to the roof.
- 3) Wires must be run through an existing chase to get to the roof. (wires cannot run along the outside of the building).
- 4) Cannot drill thru brick.
- 5) Cannot puncture the roof in any way (cannot affix bolts through roof membrane).
- 6) Dish must be removed if/when you move out. Failure to do so will result in a removal fee of \$500.

If you would like to install a dish, and can meet the above criteria, please send an email to the Board and we will review your request and then may grant approval.

Landscaping

Denchfield Landscaping is contracted with Downtown I & II to perform the following services:

- Clean leaves and debris from yard and beds, hand prune perennials, shrubs, and ornamental trees (as needed); apply fertilizer to beds; hand edge and weed beds.
- Provide a layer of double shredded hardwood mulch to the beds.
- Full service garden and bed maintenance – weeding, clean up, and pruning of the property, every two weeks during the growing season (May-September).
- Weekly lawn maintenance (weather permitting) April-November includes mowing, bagging of clippings, string trimming, edging and sweeping.
- Clean fallen leaves from the property every two to three weeks during the fall.
- Shrub and ornamental tree care includes fertilizer (spring/fall) and insect control (summer).

Some owners have been interested in doing their own gardening in the tree boxes in front of the Association and in other planting beds. Owners are welcome to do so but are asked to notify the Board of this so that we can ensure Denchfield is aware of it and does not interrupt owners' activities. Owners that do this do so at their own expense as the Association has budgeted for Denchfield to handle its gardening and landscaping work.

Limited Common Elements

Parking

According to the Association’s bylaws, parking spaces are a limited common element. Spaces must be owned by DTI&II owners. There is a separate monthly assessment for parking spaces which is used to cover the cost of snow removal for the parking lots and has been used in the past to repaint the parking stripes and numbers.

Parking space owners will be receiving a “hang tag” parking pass from Tilton Bernstein identifying their Downtown I &II parking space number. Owners are asked to place this on their rearview mirrors of their cars (including Zipcars). Lost tags will be charged a replacement fee.

Patios/Balconies

The Bylaws of the Association enumerate maintenance and repair responsibilities for Limited Common Elements. The specific provision is Article VI, Section 1(b)(2) of the Bylaws, which states:

“Each Unit Owner shall perform normal maintenance to any Limited Common Element appurtenant to such Unit Owner’s Unit . . . ”

Based on this language, responsibility for regular maintenance of a Limited Common Element terrace/balcony is placed on the unit owner with use of the area and not the Association. Regular maintenance in this context includes not only cleaning, but also protecting and sealing the terrace/balcony surface on a regular basis. Any damage occurring because of a unit owner’s failure to maintain a Limited Common Element will be the responsibility of the unit owner.

Should a structural problem emerge with a patio or balcony, please notify the Board and Richard so it can be looked into. These problems typically are the responsibility of the Association to address and repair.

Directory

Below are owner and tenant directory and parking information as of June 2010, according to the information provided to Richard Bernstein. If the information is incorrect, please contact Tilton Bernstein with updated information. If you would prefer not to be included in future directories, please contact the Board.

Unit #		Phone(s)	E-mail
	Tenant Name		
	Tenant Address		
1201A	1201 N Street, NW		
	Grell, Heather	202.470.2582	grellster@gmail.com
	Gary Dupree		
Mgr	Dale House	202.471.5201	dhouse@cbmove.com
698-01A	PSC 303 Box 24	561.289.2678	
Current	APO AE, 96204		

1201B 698-01B Current	De La Rocha, Alvaro 1201 N Street, NW Unit B Washington, DC 20005		
1201C 698-01C Current	Ben-Ari, Guy 1201 N Street, NW Unit C Washington, DC 20005	202.337.1566	guybenari@hotmail.com
1201D 698-01D Current	Young, David Scott Ellis 1201 N Street, NW Unit D Washington, DC 20005	202.285.3443 202.441.9969	david.andrew.young@gmail.com
1201E 698-01E Current	McLaughlin, Mary 1201 N Street, NW Unit E Washington, DC 20005	202.466.9099 202.270.7561	maryamclaughlin@yahoo.com
1201F 698-01F Current	Kristie Canegallo 1201 N Street, NW Unit F Washington, DC 20005	917.575.6335	kristie.canegallo@gmail.com
1201G 698-01G Current	Mays, Paul 1201 N Street, NW Unit G Washington, DC 20005		pcmays@us.ibm.com
1201H 698-01H Current	Katrina Timlin 1201 N Street, NW Unit H Washington, DC 20005		Kattimlin@gmail.com Nshenai@gmail.com
1203A 698-03A Current	Ambrose, Ellyn 1203 N Street, NW Unit A Washington, DC 20005		
1203B 698-03B Current	Franke, Jeffrey 1203 N Street, NW Unit B Washington, DC 20005		
1203C	Briscoe, Kate		

698-03C Current	1203 N Street, NW Unit C Washington, DC 20005		
1203D 698-03D Current	Pho, Yvon 1203 N Street, NW Unit D Washington, DC 20005	301.580.8796	pho.why@gmail.com
1203E 698-03E Current	Rivera, Alejandro 1203 N Street, NW Unit E Washington, DC 20005		alejandro.rivera@nasa.gov
1203F 698-03F Current	Herring, David 1203 N Street, NW Unit F Washington, DC 20005	301.221.3815 301.221.3815	herringdavid@hotmail.com
1203G 698-03G Current	West, Christina 1203 N Street, NW Unit G Washington, DC 20005	202.234.1620 202.489.8924	cdwesty@gmail.com
1203H 698-03H Current	Deb Harris 1203 N Street, NW Unit H Washington, DC 20005	617.519.9262	debharris@gmail.com
1205A 698-05A Current	Wehr, Thomas 1205 N Street, NW Unit A Washington, DC 20005		hipaeronerd@gmail.com
1205B 698-05B Current	Capozzi, John William McGlashen 1205 N Street, NW Unit B Washington, DC 20005	202.885.9934 202.885.9934	johnmemazza@hotmail.com
1205C 698-05C Current	Malpass, Jonathan Shawn Lamphear 1205 N Street, NW Unit C Washington, DC 20005	202.588.1717	jonmalpass@gmail.com shawn_lamphear@hotmail.com
1205D 698-05D	Booth, William 13907 Esworthy Road	301-908-9611	wbooth@sonnenschein.com

Current	Darnestown, MD 20874		
1205E 698-05E Current	Shelby, David 1205 N Street, NW Unit E Washington, DC 20005	202.746.3895	david1205e@yahoo.com
1205F	Matney, Shoshanna		Shoshanna.Matney@osd.mil
698-05F Current	1205 N Street, NW Unit F Washington, DC 20005		
1205G 698-05G Current	Arvind, Jain 1205 N Street, NW Unit 1205G Washington, DC 20005	202.518.7022 202.271.3919	arvindj2@yahoo.com
1205H 698-05H Current	Ruchi Jain 1205 N Street, NW Unit H Washington, DC 20005	713.501.7671	ruchi.jain1@gmail.com ruchi600@yahoo.com
1206A tenant 698-06A Current	Hermann, Caroline 1210 R Street, NW Unit 307 Washington, DC 20005	202.460.2868	cbch@hotmail.com
1206B Tenant 698-06B Current	Broderick, Casey Carla McNeill 1306 12th Street, NW Unit B Washington, DC 20005	202-257-1110	casey.broderick@booz.com carla.mcneill@gmail.com
1206C tenant tenant 698-06C Current	Zito, Mike Braford Frese Laura Sullivan 1306 12th Street, NW Unit C Washington, DC 20005	703.801.4744 240.676.0929 202.557.6708	mzito@juno.com braford.frese@gmail.com
1206D 698-06D Current	Ngar Yu 1306 12th Street, NW Unit D Washington, DC 20005		ngar.yu@gmail.com

1207A 698-07A Current	Corke, Susan 1207 N Street, NW Unit A Washington, DC 20005	202.506.6203 202.360.9149	corke_susan@hotmail.com
1207B 698-07B Current	Natalie Kathryn Wilburn 1207 N Street, NW Unit B Washington, DC 20005	202.652.1402 301.928.6245	nkwilburn@gmail.com
1207C 698-07C Current	Matier, Jeffrey Jeffrey Eslinger 1207 N Street, NW Unit C Washington, DC 20005	202.234.0113 202.234.0113	jmatier@gmail.com
1207D 698-07D Current	Drinkard, Anthony 1207 N Street, NW Unit D Washington, DC 20005	202-557-8741	t_drink@yahoo.com
1207E 698-07E Current	McKee, Sharon 1207 N Street, NW Unit E Washington, DC 20005		
1207F 698-07F Current	Knadler, Theresa 1207 N Street, NW Unit F Washington, DC 20005	202.667.2196	tknadler@paulweiss.com
1207G 698-07G Current		chrisbackemeyer@gmail.com	
1207H 698-07H Current	Neimat, Samir Mathhew Neimat 1207 N Street, NW Unit H Washington, DC 20005	301.299.1947 202.558.0292	neimatsr@yahoo.com
1208A 698-08A Current	Campbell, Erin 1308 12th Street, NW Unit A		

	Washington, DC 20005		
1208B 698-08B Current	Mitchell, Susan 1308 12th Street, NW Unit B Washington, DC 20005		
1208C 698-08C Tenant	Edwards, Abra 1308 12th Street, N.W Unit C Benji Serinsky Vera Feinhays	202.329.0229	ae8a@yahoo.com Benjis1984@gmail.com vfeinhaus@gmail.com
1208D 698-08D Current	Nixon, Marvin 1308 12th Street, NW Unit D Washington, DC 20005	202.669.3334	marvnixon@gmail.com
1225A 698-25A Current	Dowell, Laurie 1225 N Street, NW Unit A Washington, DC 20005	202.404.4463	elisadowell@verizon.net
1225B 698-25B Current	Nicholas DiBlasio Tony Lee 1225 N Street, NW Unit B Washington, DC 20005	202.413.1272 202.390.7888	nsdiblasio@gmail.com tonyrllee@gmail.com
1225C 698-25C Current	Bercaw Koschil, Danielle Christian Koschil 1225 N Street, NW Unit C Washington, DC 20005	202.486.9111	danielle_bercaw@hotmail.com
1225D 698-25D	Green, Colin 1225 N Street, NW	202.994.2343	colgreen@gwu.edu

Current	Unit D Washington, DC 20005		
1225E tenant 698-25E Current	Cooke, Gregory Devora Kaye 1225 N Street, NW Unit E Washington, DC 20005	(757) 493-1766 310.699.7229	knickescape@yahoo.com devora-kaye@gmail.com
1225F 698-25F Current	Cuddy, Kevin 1225 N Street, NW Unit F Washington, DC 20005	202.607.0961 202.607.0961	cultureboy1@yahoo.com
1227A 698-27A Current	Cassidy, Geoff 1227 N Street, NW Unit A Washington, DC 20005	202.332.0489 703.795.2412	gcassidy@nahb.com
1227B 698-27B Current	Oatmeyer, Steven 1227 N Street, NW Unit B Washington, DC 20005	202.986.8732 202.441.3534	steveoatmeyer@mac.com
1227C 698-27C Current	Autry, Candice 1227 N Street, NW Unit C Washington, DC 20005	202.232.3382 202.210.8913	candice autry@yahoo.com
1227D 698-27D Current	Jumat, Alejo 1227 N Street, NW Unit D Washington, DC 20005	202.415.1013	
P1	Campbell, Erin		
P10	Dan Sweeney Lauren Moll		
P11	Hermann, Caroline		

P12	Bachemeyer, Christopher
P13	Mays, Paul
P14	Cooke, Gregory
P15	Corke, Susan
P16	Neimat, Samir
P17	Dowell, Laurie
P2	Paul Mays
P3	Booth, William
P4	Broderick, Casey
P5	Shoshanna Matney
P6	Wehr, Thomas
P7	Jain, Arvind
P8	Rivera, Alejandro
P9	Drinkard, Anthony