

Gramercy Place Condominiums

Homeowner FAQs

Monthly Assessments: The monthly assessments are due on the first day of each month and considered late on the 10th of each month. At that time late fees will be assessed to the account. All homeowners are encouraged to set up auto pay for monthly assessments. To do this, please log into your account at <https://portal.ymginc.com/login> and then click on the "Payments" tab. Then click on the "Enroll" button next to "Auto-Draft:" and fill out the information. You must have a \$0 account balance before you can enroll in auto-draft.

What does my monthly assessment cover:

- Structural Insurance and Property Management fees
- Administrative expenses
- Grounds maintenance and improvement
- Exterior maintenance, including roofs and balconies
- Common area gas and electric utilities
- Water supply
- Snow removal
- Trash removal
- Common area maintenance and cleaning
- Clubhouse and maintenance
- Annual termite inspection of building exteriors & treatment as needed.

Website: Please take a moment to register on the Gramercy Place website, <https://gramercyplace.org>. Once registered on the website you will have access to the Board of Directors, homeowner directory, Association documents including the governing documents (Condominium Declaration, Bylaws, Rules and Regulations), payment portal and the ability to submit Unit Modification requests. You will also receive email alerts for important events and announcements.

Key to Unit: The Association documents require the association to have a key to your unit. You may place a duplicate key in the drop slot at the front of the club house – 10150 W. 96th Terrace (red door). Please note name and address on envelope.

Insurance: A copy of your condominium insurance policy is required to be on file with the management office. Please have your agent email to: kristen@ymginc.com or mail to: Gramercy Place Condominiums, 10660 Barkley Street, Suite 200, Overland Park, KS 66212.

Exterior Changes: Most exterior changes or improvements need to be approved by the Association. Any interior changes that require access to the shared electricity and plumbing lines requires prior approval. You can submit a Unit Modification Request form for exterior changes by visiting the Association website, and then clicking on the requests tab, and then clicking on the improvements tab.

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Swimming Pool: The Gramercy Place swimming pool is available to Gramercy Place residents. Access is with the touch pad located on the gate. The code is posted to the website prior to opening for the season – Friday of Memorial Day weekend through the end of the day Monday of Labor Day weekend. Hours are 10a.m. to 9p.m. daily. The pool gate is on a timer. You must exit the pool enclosure prior to 9p.m. The Pool Rules and Regulations are posted on the website.

Disposal Service: There are 11 enclosed dumpsters located in the Gramercy Place parking lots. Only bagged household trash may be placed in the dumpsters. These are serviced four times per week – Monday, Wednesday, Friday and Saturday. The association provides a roll off dumpster each spring for residents to dispose of large items.

Property Manager Contact: If you have any questions, please contact the property manager, Kristen Hildreth at Kristen@ymginc.com, or by calling 913-890-2311.