



BRICKELL Bay Tower

Monthly Newsletter

Volume 2 Issue 7

January 2019

Brickell Bay Tower
Condominium Association, Inc.
 1408 Brickell Bay Drive
 Miami, FL 33131

ASSOCIATION OFFICERS

President.....Lorraine Jessell
Vice-Pres./Sec...... Ramiro Curiel
Vice-Pres./Treas..... Alvaro Quintero
Asst. SecretaryCelia Reigle
Director Mercedes Cubas

PROPERTY STAFF

Prop. Manager Roxana Perez
 Concierge..... Maria Villarta
 Maintenance Sup. Ramiro Aguiar
 Maintenance Asst. Norly Delgado

IMPORTANT NUMBERS:

Office.....305-371-9647
Office Fax305-373-3327
Manager Cell.....305-336-3242
Front Desk.....305-373-2606
Security.....305-343-9809
Email manager@brickellbaytower.com

OFFICE HOURS

Mon. – Fri. 8:30 AM – 5:00 PM

MAINTENANCE HOURS:

Mon. – Thurs: ... 7:00 AM – 5:00 PM
Fridays: 7:00 AM – 3:00 PM

CONCIERGE HOURS:

Mon. – Fri: 7:00 AM – 8:00 PM
Sat. – Sun:..... 9:00 AM – 6:00 PM

POOL HOURS: .9:00 AM – 9:00 PM

GYM HOURS: 7:00 AM – 10:00 PM

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Brickell Bay Updates and Reminders

The Holidays have come and gone so quickly but the memory of our beautifully decorated building remains! The lights outside were delightful and welcoming and we thank Ramiro Aguiar and Norly Delgado for their efforts!

Then there was the TREE! Our tree this year was spectacular! If you get an opportunity, please thank our past-president, Martha Marich, for her energy and dedication to our building. She volunteered her car and time and selected a tree with Ramiro Aguiar that was outstanding! Martha, Ramiro and Norly thank you for a beautifully decorated tree! We would also like to thank Norma Leiva for assembling the tree topper we placed this year! We were in dire need of a new one and Mrs. Leiva took the time to help us assembling it to give the tree the final touch it needed. Thank you to all!

Orchid Updates

We are pleased to announce that several of our tree orchids have adjusted to the change in environment and we have 10 new shoots to welcome the New Year! Two have already bloomed and there are 10 coming our way so keep your eyes open around the pool area and the entrance to the building for some new color! A special thanks to Celia Reigle, Beatriz Quintero and Terese Curiel for your diligence in placing, watering and nurturing our tree orchids so they become established. Anyone interested in helping with landscaping, just let us know! Anyone with orchids that have bloomed and they

want to donate to the building, we gladly accept orchids for tree placement.

Please flatten boxes!

With the holidays near, we are experiencing a higher volume of boxes left in the laundry room receptacles and in the recycling room. We ask that you please flatten the boxes before leaving them in either of these two areas. This will reduce the overflow of items in the containers.

Check for Toilet and faucet leaks:

It is important that you inspect your toilet tanks, valves, and faucets for leaks. These leaks usually go unnoticed but if not addressed it with time, it will lead to high water consumption and a higher water bill. It is suggested to check for leaks every month to make sure that there are no existing leaks. If you need assistance with this, please contact the Management office today to schedule a FREE leak inspection in your unit.

Condo Control Central:

We welcome you to use the building’s website powered by Condo Control Central. In this site you may review association documents, change personal contact information, post items to be sold/purchased, post units for rent/sale, connect with your neighbors, add guest to your unit so that guards do not have to call you upon your arrival, reserve amenities, etc. If you need assistance with signing up or maneuvering the site, please contact the Manager today!

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Updates (cont. from page 1)

Kitchen Drain Usage:

Please be cautious of what is disposed of down the kitchen drain; the only thing that should be disposed of is liquids. If food seeps through the drain pipes, it will cause backup and stoppages to occur, affecting the units in the first floor. Please make sure you place a drain strainer to avoid having food fall down the drain.

Suggestions and Comments:

If you have any suggestions or comments to share with Management regarding the Association, please feel free to contact the Property Manager today! You may visit the management office, email, or call to share your thoughts. We look forward to discussing any suggestions, comments, or concerns you may have!

Storage Rooms:

On 12/11/18, Management will be entering all storage and hurricane panel rooms and remove personal items that do not belong in these rooms. The next storage sweep will take place on 1/8/19.

Reminder on Elevator Usage:

This is a notice to ALL pet owners. We ask that you please use the **service elevator** when traveling with your pet. Per Section 11 of the Rules and Regulations of Brickell Bay Tower, "pets must be with their owners at all times and shall be carried in the service elevator only". This applies to all types of pets (i.e. service animal, emotional support animal). We understand that some pets are heavier than others, however, you must still travel with them in the service elevator. We ask that you please cooperate and follow the rules. We also ask that when using the grocery carts that you travel with them via the Service Elevator. Also, once you are done with the cart, to please return it to the lobby.

Access Card Enforcement:


We would like to remind you that in order to access the property you must have your access card or clicker. Security will NOT open the gate for you regardless if you claim you are resident. If you do not have an access card or clicker, you will be asked to show a photo ID to verify that you are a reg-

istered resident. Once you have been verified that you are a registered resident you will be granted access.

Smoking in Common Areas:

Smoking in the common areas is strictly prohibited per the Rules and Regulations of the Association. As stated directly from section Q of the Rules and Regulations: "By law, smoking is prohibited in the common areas, including but not limited to the lobby, hallways, stairways and elevators, as well as the recreation room during meetings of the Association". It has been brought to Management's attention that smoking has been witnessed specifically in the pool and pool deck area. This makes it unpleasant for other residents that are also in this area because the smoke becomes bothersome. We ask residents that smoke to please respect the rules and refrain from smoking in the common areas. Additionally, if you smoke in your balcony, please refrain from throwing the cigarette butts down the balcony. This is a fire hazard and could lead to damages to other residents' personal property.

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Updates (cont. from page 2)

Trash Chutes:

Please keep in mind that trash bags larger than 4 lbs. are NOT allowed down the trash chutes. Trash bags larger than 4 lbs. will cause the trash chute to clog and potentially damage it. Please be considerate when disposing of waste by making sure you place it in the required sized bag.

Add your Permanent Guests:

Due to changes of our resident software, we will need to update all permanent guests for each unit into the new system. If you have any permanent guests you would like for us to add to your unit, please send your request in writing to manager@brickellbaytower.com so that the name(s) may be added. You may also provide the names to Maria at the Concierge.

Proof of Insurance Requests:

If you received a proof of insurance request from your lender, please provide copy of the letter by dropping it off at the Management office or emailing it to manager@brickellbaytower.com

Notary Services: The Management office now offers notary services for \$10.00 a document. If you are in need of notary services, you may visit the Management office Monday – Friday between 8:30 AM – 5:00 PM. You may purchase the following items from the Management office:

1. Entry Card - \$100.00
2. Entry Clicker - \$100.00
3. Gym Key - \$18.00

Recycling Request: Please make sure you flatten ALL boxed prior to disposing them in the recycling bin. Boxes that are not flattened take up space in the bin, causing bin to overflow. Any plastics or Styrofoam may NOT be placed in the recycling bins. Please dispose of them in the laundry room receptacle.

Disposing of Household Items:

Please keep in mind that if you need to dispose of any furniture or household items you must do so at your own expense. Disposing of these items on Brickell Bay Tower property is NOT permitted. Please find your own means of disposing of any household or furniture items.



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