



Barclay Park Newsletter

December 2007



Replacement Reserve Study

The Board recently contracted with Reserve Advisors of Milwaukee, WI, an engineering firm specializing in replacement reserve studies. The study was very comprehensive and included:

- reviewing the condominium documents to identify Association responsibilities
- developing an inventory of physical components owned and maintained by the Association
- physically inspecting a sample of the components to determine the remaining useful life
- estimating replacement costs
- determining the funds needed, year by year, for the next 30 years
- developing a cash flow analysis to establish funding levels required to have cash available for completing replacements as estimated

A preliminary report has been received, and the Board is reviewing the results. Various items were used to establish the Association's 2008 budget.

2008 Association Fees

(per month)

Hartford	\$276.00
Providence	\$235.00
Bridgeport	\$188.00
Greenwich	\$172.00
Concord	\$147.00



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FAQs about Parking

Barclay Park is home to 291 households worth of cars! Are you doing your part to ensure adequate parking for guests and other owners, keep fire lanes open and accessible, and show off the community's luscious green space? The Bylaws specify various parking restrictions to help guide you!



Question: How many cars may I have at Barclay Park?

Answer: Each unit is allowed 2 cars. Written permission from the Board is required if you wish to maintain more than 2 vehicles per unit at Barclay Park.

Question: Do I have to park in my garage?

Answer: Yes, your car(s) must be parked in your garage. Hartford units have a 2 car garage so Hartford residents may not park outside. Other units have a 1 car garage so residents from those units may park a "second vehicle" (if applicable) outside.

Question: My neighbor is creating a parking nuisance (i.e. parks in the fire lane, does not use his/her garage, has 3+ cars, etc.). What should I do?

Answer: Contact Meadow Management. The offending address and/or a description of the vehicle(s) is helpful!

Question: Is the Board considering assigning parking spaces or adding more parking in the community?

Answer: The Board considered options such as parking permits, assigning spaces, and adding parking. However, it was decided that available parking is more than adequate as long as residents use their garages. Therefore, existing parking regulations will be better enforced, eliminating the need to implement new and potentially costly alternatives.

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No Parking on Barclay Way

November 15, 2007 - March 15, 2008

If your vehicle is towed, contact Brewer's at 734-665-4888



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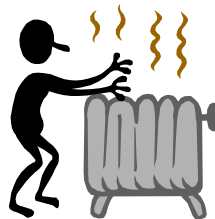


Condo Insurance Coverage

Consult your insurance agent to be sure your coverage is adequate! Insurance providers offer an "HO6 policy" for condo owners. The Bylaws (Article IV, Section 1a) require that you carry insurance, and your policy must contain a "subrogation waiver" clause. This protects you from water leaks and damage caused by a neighbor, even if the neighbor is at fault. If you damage a common element (i.e. drive into a structural support, cause a leak, start a fire, etc.), the Association's insurance may be applied. An owner who is at fault will be responsible for the deductible (currently \$10,000) or the cost of repairs. Review your insurance coverage, and protect yourself against unforeseen circumstances.



Heat during Winter



Freezing temperatures are just around the corner! Be sure to keep your furnace turned on throughout the winter, even if you plan to leave town for a short or long period of time.

The risk of flooding your home and your neighbors' homes is not worth the energy savings! During a previous winter, a couple buildings suffered burst pipes and extensive water damage to multiple units. Each resulted from pipes freezing after owners turned off their heat and left town. Set your heat to a reasonable temperature and enjoy peace of mind while on vacation!

10 Maintenance Tips

The best way to maintain your property is to stay on top of easy upkeep. Don't let cleaning and routine inspections go undone. Make a point to tackle **LITTLE TASKS** before they turn into **BIG PROBLEMS**. Here is how you can start:

- Vacuum heating ducts and cold air returns.
- Change your furnace filter every 1 to 3 months. Schedule an annual tune up by an HVAC professional.
- Pull large appliances away from the wall. Thoroughly vacuum behind and underneath them.
 - Clean the oven and stove drip pans in your range.
- De-stench your garbage disposal using your favorite home remedy.
- Inspect caulk around sinks, tubs, fixtures, and backsplashes.
 - Lubricate door hinges and water shut-off valves.
- Clean your closets and your garage to prevent critter infestation.
 - Replace smoke alarm batteries and burnt out light bulbs.
- Be proactive in maintaining your home. Prevent future problems and unwanted costs!



Landscaping Update

Enhancing the community's landscaping appeal remains a top priority. Retired City of A² Forester, Paul Bairley, currently with Greening of Detroit, was hired to analyze the soil, turf, and stressed and dead trees in the community. Improvements and corrections are well underway. Some items are under warranty, while others need replacement due to improper planting or poor placement. Meadow has pulled various dead trees, and replanting will begin in the spring. The number of trees in some areas will be reduced to avoid *overplanting*.



Pet-Friendly Reminder

Snow cover is on the way, but don't let that stop you from picking up after your pooch! Waste bag dispensers have been conveniently located throughout the community. If your beloved hound's favorite territory is not near a dispenser, ask Meadow if one can be added or relocated.





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Who do I contact for...?

Contact Meadow for...

Service requests
Accounting issues (association fees, late fees, fines, etc.)
Problems with other Co-owners
Questions about the bylaws

Contact the Board if...

You would like to volunteer for a committee:
Newsletter · Grounds · Social Activities · Clubhouse
Or any other committee you would like to form!

Meadow was hired to manage the Association. Please make a habit of contacting them, not the Board, with 99% of your issues. Tip: You may also find answers to your questions on the Association's website, www.barclaypark.org. The home page features a link to Frequently Asked Questions... and their answers!

Please respect our volunteer leaders, and refrain from unannounced home visits, phone calls, and emails. Look to Meadow to serve your day to day needs, and allow the Board to focus on meetings and decision making. If you have a concern that you would like the Board to address, contact Meadow to ask that it be added to a monthly meeting agenda.

Condo Rental Information

Have you considered offering your condo for rent? Understanding the various regulations is essential because you and your tenants must abide by them. These quick tips will help you navigate the complexities of leasing.

The Association does not provide a standard lease, but you may draft your own or consult an attorney. Refer to the Bylaws (Article VI, Section 2) for leasing restrictions. The Association must approve your lease prior to commencement. Two key items should be included: a 1 year minimum time frame AND a clause that the tenants acknowledge & will abide by the condo docs.

The City (www.a2gov.org) is primarily concerned with fair housing laws, property tax issues, and landlord & tenant rights and responsibilities. Owners are required to register with the City, and routine safety inspections are mandatory.

Service Requests

There are many easy ways to submit service requests!

Stop by **in person** to the onsite operations center, and complete a service request. If the office is closed, place it in the mail slot. Note: the drop box is for maintenance requests only. Do NOT drop off your association fees at this location.

Telephone the maintenance cell phone line at (734) 476-4116. If there is no answer, leave a message.

Access the **internet**, and go to www.meadowmgmt.com. Click on 'Service,' and complete the requested information.

Email service@meadowmgmt.com. Include your name, address, phone number, and a description of the problem or requested service.

Association Contact Information

Board of Directors

Seraphin Tam
president@barclaypark.org

Pat Sharon
vp@barclaypark.org

Ron Duprey
treasurer@barclaypark.org

Hasdi Hashim
secretary@barclaypark.org

Colleen Flynn
flynn_cmf@yahoo.com

Nick Lewis, ex-officio member
lewisnic@acm.org



Association Website

www.barclaypark.org

Community Email List

barclaypark@yahoogroups.com

Join the Barclay Park email list!

Receive community information including an electronic version of this newsletter, and stay in touch with other internal news & discussions.

To join, simply send an email to:
barclaypark-subscribe@yahoogroups.com

Management Agent for Barclay Park

Meadow Management
27780 Novi Rd., Suite 110
Novi, MI 48377

Phone: (248) 348-5400

Fax: (248) 348-5960

Email: service@meadowmgmt.com

Website: www.meadowmgmt.com

Sr. Property Manager: Dave Friedrichs

Onsite Operations Center

"the former pump house building near the entrance"

Phone: (734) 476-4116

Contract Maintenance:
Bud Youngs

Groundskeeper:
L. Cooper

Get together with your neighbors this holiday season!



Barclay Park 2007 Holiday Party



Date: Wednesday, December 19, 2007

Time 6:00 - 8:00 PM

Location: Barclay Park Clubhouse

Enjoy a delicious catered dinner.
Bring your favorite dessert to share if you would like.



Musical performance by the YpsiArbor Wind Quintet
Featuring homeowner Monica Chu and her ensemble

RSVP by: Sunday, December 16th

Email: seraphin@barclaypark.org

Include: address & number of guests