

Brookside of Livonia

A Condominium Community

Newsletter
June, 2010

Board Officers

President – Homer Shepherd
Secretary Treasurer - John Waterworth
Member-at-Large - Dale Devitt
Member-at-Large – Greg Razook
Member-at-Large – TBD

Property Manager

Frank Cassar
Property Services Group, Inc.
1495 Maple Way, Suite 100
Troy, Michigan 48084
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New Property Manager

Property Services Group, our property management company, has assigned a new person to manage our property. Frank Cassar has replaced Jim Theunick as the property manager for Brookside of Livonia. His contact information is provided above.

New Board Member

At this time, the Board has not decided on a replacement for Mary Slater on the Board of Directors.

Villas Awnings

If you are interested in having an awning over your back deck, please contact Judy Reedy of Marygrove Awning at 313-408-4719. There is information about the awning on our website. You can also contact Frank Cassar if you have any questions. ***An alteration/modification request form must be submitted and approved prior to awning installation. A special request form for the awning is available on our website.***

Lawn

Our lawn is not in very good condition this year. The Board has consulted with several suppliers to determine the best course of action. The plan is to revise the type of fertilization to apply to the lawn, and to increase the number of applications. The lawn will be aerated and a Richlawn application will be applied. The Board is expecting the lawn to improve by the end of this summer. The Board is not planning to remove the existing lawn and replace it with new sod. ***Villas co-owners should not try to remedy the lawn around their unit as this might conflict with the applications being applied.***

Dog Care

Co-owners with dogs must pick up their dog's feces. Dogs should not urinate on the lawn adjacent to any of the roadways. It is preferred that dog owners have their dogs urinate on the lawn in back of their unit. The urine spots should be diluted with water to prevent uneven growing spots or dead spots. ***Dogs are to be on a leash and controlled anytime they are outside.***

Loose Trash

Each co-owner should make sure that their trash items, including recyclables, are secure enough so that they do not get blown around our neighborhood.

Traffic Issues

Co-owners and their guests must obey all stop signs in our community. There have been several incidents where motorists have coasted through the stop signs. Please remember that the incoming traffic does not have a stop sign at our main intersection, and they have the right-of-way. Co-owners and their guests should observe a 25 mph maximum speed limit. We have joggers, walkers, bicyclists and children who use our streets.

Villas Landscape Beds

The Villas landscape beds are a common area and are maintained by the association. ***No variation should be made without an approved Modification/Alteration Request Form.*** All original plants must be maintained and cannot be removed without Board Approval. If the Board approves a request to add plants, the plants cannot be placed or allowed to grow so as to touch the wood of the structure or damage the original plants. Plants cannot be placed or allowed to grow so as to obstruct sprinkler heads or their operation. Un-authorized plants must be removed. ***No items other than plants are allowed in the plant beds.***

Home Rental

If you are planning to rent your home or have any changes in your current rental agreement, please contact Frank Cassar. He will provide you with information that is required to be filed with the Association. You must provide a copy of the Brookside by-laws, and the Brookside rules and regulations to your tenants. You are responsible for any infractions that your tenant commits.

Oil Leaks

Co-owners are responsible for cleaning up oil leaks that have occurred in their driveways and the roadway in front of their unit. If a neighbor or neighbor's guest has created the oil leak condition, then the co-owner should contact Frank Cassar.

Storage of Vehicles (Villas)

Vehicles should not be stored on driveways or the visitor parking spaces. These vehicles should be kept in the garage. ***Campers, RV's, commercial vehicles and trailers are not allowed to be parked overnight on the streets or driveways in our community.***

Sump Pumps

Please check to make sure your sump pump is working. We have had a lot of rain this spring. If you have not heard it running recently, please pour water in the well to get the sump pump to run. If you have any problems with your sump pump, please contact Frank Cassar.

Walkways

The Board has identified 45 Villas walkways that need repair. The worst case units will be fixed this year and the remaining will be done either next year or the year after next. The sidewalks in the Estates are the responsibility of the co-owner to repair and maintain, because they are not General Common Element sidewalks. They are within the property line of each Estate unit. The only General Common Element sidewalk is the one that parallels our front entrance.

Villas Paint

The Board has not developed a plan for painting the Villas buildings. However, the Board is planning to fix the paint on some end unit bay windows, the middle unit columns and rails, and around the garage doors. ***Please contact Frank Cassar if you have observed some painting needs on the outside of your unit.***

Planned Tasks for this Year

- Dead scrub replacement
- Trim rose bushes
- Fix remaining Villas downspouts between the middle and end units
- Fix uneven Villas walkways
- Fill cracks on Villas driveways
- Fix north tree line irrigation system
- Move bushes from between Villas buildings to the “bowling alley”.
- Touch up paint for Villas
 - end unit bay window
 - middle unit columns and rails
 - around garage doors

Completed Tasks for this Year

- All Villas sprinkler heads have been repaired, moved and adjusted.
- Fixed Villas end unit downspouts
- Mulch Villas landscape beds
- Install rain sensors for irrigation system
- Planted flowers in the Villas’ landscape beds.

Planned Tasks for next Year

- Fix uneven Villas walkways

BrooksideOfLivonia.org

Be sure to visit our website for copies of all Rules and Regulations, Alteration Request Forms, copies of Newsletters and General Information regarding our Association. Any items you want to sell can be listed here as well as on Craig’s List. Feel free to get online with our Blog and let others know what you think about any legitimate subject. It’s all there for you! Google “Brookside Livonia” for the homepage if you are out and can’t remember the URL.

Alteration & Modification Requests

Please use the Alteration & Modification Request form if you are considering a change to the exterior of your Villa or Estate home. The Board, acting on behalf of the Association, reviews all requests. The Board wants to make sure that a proposed change does not conflict with the bylaws of the association and to preserve the continuity of our community. ***Violations of the by-laws have been and will be pursued by the Board.***

Questions/Concerns/Problems

The Board is reminding you to submit your questions, concerns or problems to our Property Manager, Frank Cassar. He will collect this information and pass it onto the Board. The Board wants to know what you think about their handling of Association business. ***In order to address your questions, concerns, or problems promptly, please be very specific about the issues that you have, and provide any suggestions that you may have to fix the problem or concern***