

Community News

Welcome home to...

Brookside Meadows

Thank you to all our wonderful Residents and everything you bring to the Brookside Meadows Community.

We appreciate you calling Brookside Meadows your *Home*.



Mark your Calendar

The leasing office will be closed on 9/1-9/3/18 in observance of Labor Day.

Knitting Class – will be held on the 1st Saturday of the month in the movie room. The next class will be 9/1/18. *The office is closed- please enter through the movie room.*

Monday Movie – Held every Monday at the Movie Theater. Come join us at 1pm for lunch and the movie

Defensive Driving – September 8th Begins at 9am at the Brookside Movie Theater. Email

boltz@brooksidemeadows.com to reserve your seat. Pre-registration is required.

Upcoming Events!!

POOL PARTY

Back to School Pool Party will be held on 9/5/18 from 12pm-4pm. Join us at the clubhouse pool for some food and fun.

FIT CAMP!

This Saturday and Every Wednesday.. Free to residents. See the attached flyer with details!

Breakfast on the GO!



The next Breakfast on the GO will be held on 9/11/18 and sponsored by Royal Carting. See everyone at the West Road exit.

The clubhouse is available for your next party!

Contact the leasing office if you are interested. The cost is \$150.00

I Book Club

Come join us!!

The book club will focus on reading and discussing popular or literary fiction with an occasional classic novel or work of non-fiction thrown in. Meetings will be held in the movie room of the club house the fourth Thursday of each month from 7pm-9pm. The 1st meeting will take place on 9/27/18. All are encouraged to nominate titles....books will be voted on by members for future reads. Looking forward to having a great time discussing some excellent books while making new friends in the process! Please contact Linda Molinaro at zia34@aol.com or 267-246-4396 if interested in participating.

Payment Portal

Make a one-time payment or sign up to have your payment automatically deducted each month. Pay by online check or credit card. It's that easy!

Contact the Leasing Office to obtain your required registration code so you can enjoy the peace of mind utilizing online payments. Go to WWW.BROOKSIDEMEADOWS.COM. Click log in on the resident portal which is located on the bottom right corner of the page, then click here to register.

Registration is a two-step verification process, check your email inbox, and click on the registration verification link to verify your account

Online Work Order are NOW Available!!

Our NEW online work orders are now available. This is the perfect time to register for this time saving feature!!

From anywhere you can now open up a work order for any **non-emergency** issue anywhere at any time of the day or night.

In order for you to utilize this feature you will need to register with a unique registration code.

E-Mail boltz@brooksidemeadows.com to receive your registration code.

Community Alerts and Reminders

Sludge Removal – Postponed till 8/31/18

On 8/31/18 an outside vendor will be onsite to remove sludge from our septic system. During the removal you may experience an unpleasant odor. We apologize in advance for any inconvenience this may cause you.

Water

Please be aware that the water softener in the water plant is currently under repair. The water is safe to use. We have adjusted the chlorine and hope to have the water softener repairs completed today (8/14/18)

**8/24/18 UPDATE: we are addressing the issue with our water treatment facility. An outside vendor has been working very closely with us to rectify the issue. Our hope is that the vendor has been able to rectify the issue that was causing our water to be harder than normal.

Gate Remote

If you have a gate remote and it is not working, please return it to the leasing office so that we can replace the battery for you.



MAINTENANCE CORNER

Work Orders- When you open a work order we will enter your unit within 24-48 hrs unless you have a minor in the unit.

If you have a pet that requires you to be at the unit when we enter, notify the office when you make a request for a work order.

If you need to open up a work order for a **Non-Emergency** you may email us at office@brooksidemeadows.com. Please remember to include your unit # and if it is **okay to enter your unit.**

For Emergencies, remember to call us at **845-635-2600.** Emergencies consist of **No Heat, No Air-Conditioning, Water Leaks, Electrical and Toilet Clogs for 1 bedrooms.**

**** We are unable to enter the unit if someone under 18yrs old is alone in apartment.**



Our Maintenance Team has been very busy working on many items of concern on the property. We are not always able to let residents know that we will be working outside of your unit. If you are concerned about the work being done just give us a call at the office so we can answer any of your questions.

Pollination is needed for plants to reproduce, and so many plants depend on bees or other insects as pollinators. Should you see many bees on a plant we just want to assure you that they are doing their job. We will only treat areas that have a hive that are attracting the bees.

Vacants – when a unit becomes vacant our team will enter the unit and make any necessary repairs. We apologize for any unusual noise as we prepare the unit for your next neighbor.

Entryway Doors and Patios

Please remember to keep your doorways and patio free from clutter. It is each and everyone's responsibility to adhere to the keeping your entryway and patios neat.

Did you know?

Entry Gate- The West Road entry gate was recently hit by a box truck. We are waiting for the estimate to make the necessary repairs. A temporary repair was made to the gates so that it is operable. UPDATE: we have received the estimate and are awaiting the arrival of the gate repairs. At this time the gate is working.

Entry to the Community – If you see someone trying to gain entry to the community but seems to be having trouble, please DO NOT use your gate clicker to allow them into the community. The box truck that was hit by the gates gained entry because a resident used their gate clicker to allow them into the community. There are sensors under the ground that are timed to operate along with your gate clicker. Due to the drivers delay in entry the sensors didn't know that the truck was passing under the gates. Never let someone into the community because you are in a rush to get past them.

Work Orders – Permission to Enter - When opening a work order remember to let us know in your initial request if it is "ok to enter" your unit if you are not there. This allows us to complete your work order in a timely manner.

If you would like to open a NON emergency work order the most efficient way to do so is to open it up thru our portal. If you do not have access to the portal please contact the leasing office so we can assist you in signing up for the portal. If you have an emergency work order contact the office 24/7 635-2600.

LEASING RENEWAL REMINDERS

Automatic payments will need to be adjusted by the resident on our portal. If you are not sure what your increased rent amount is, please contact the office if you need assistance or have questions.

Your annual amenity fee is due at renewal. No need to write a separate check, you can include the amenity fee with your rent. *Amenity fees are due within 30 days of a lease renewal.*

Renters Liability Policy should be forwarded to the leasing office at each expiration. Please provide an updated policy when yours expires.

If you are a pet owner, please remember to provide updated vet records at your lease renewal.

90 days prior to your lease expiration you will receive notification of your renewal options. Our primary form of communication is email. If we do not have your email on file we will put a notice on your door.

You will also be contacted prior to signing your renewal documents so that we can schedule a unit inspection. This step is required in order to renew your lease.