



ORCHARDS OF LYON 2011 SPRING NEWSLETTER

Board Of Directors

Jeff Rockwell
President

jsrockwell74@gmail.com

Jennifer McPherson
Vice President

jlf700@hotmail.com

Derek Eng
Secretary

engldm@yahoo.com

Kara Walker
Treasurer

karaw7979@comcast.net

Joel Mallory
Director

Matthew Zabiega
Director

Dan Chewning
Director

Jim Madison
Director

Management

Compass Management
Professionals

734-582-9603-Office

734-582-9604-Fax

managers@compass-pm.com

✧ Friendly Reminders ✧

- ◆ Residents please notify management if you change contact information such as your phone number(s) or email address.
- ◆ If you are in the process of selling your home please notify management. Your realtor may need information from our company that could hold up the closing process of your home if not received soon enough.
- ◆ Spring has arrived!!! Please take down and store any and all holiday decorations or lighting from the outside of your home.
- ◆ Please report any running water, leaking sprinkler heads, or lights that are out around the community immediately to management at 734-582-9603 or by way of email.
- ◆ The next board meeting will be held Tuesday, May 17, 2011, at 7 p.m.

Inside This Issue

Community Updates

Managements Responsibilities

Resident Information

Association Policies

Garage Sale Flyer

Community Updates

- As many of you are aware, the Orchards Of Lyon Homeowners Association is now managed by Compass Management Professionals. There are several changes that occur when a management company takes over a self managed community. First, we would like everyone to understand that we try to give each association one on one service. In order for us to do this to the best of our ability we need cooperation from all of you. There were several questions regarding billing / invoicing for our first round of collections with your community. We would like to remind all of you who were unable to attend the Annual Meeting, that Compass Management will not be doing separate invoicing for each resident. Your invoices will be emailed to those residents who have email addresses listed with our company, and mailed to those who do not have email. Our main reason for doing this is to scale down on mailing charges. It would cost your association \$192.60 to mail each resident their own personal invoice. These prices include creation of invoices, postage, copies, & envelopes. Please be advised, billing / invoicing is a courtesy to residents that many association do not offer. It is the responsibility of the homeowner to pay their assessments on time and remember payment dates. If you have any questions regarding billing please feel free to contact our office at 734-582-9603 or by email at mangers@compass-pm.com.
- Several bids were obtained for the 2011 lawn maintenance season. Lotus Landscape of Livonia was contracted for your grounds maintenance needs. Spring Cleanups were completed Saturday, April 30, 2011, on all common areas & islands. Flowers will also be installed at both entrances on or before the Memorial Day Holiday. We ask that you contact Compass Management if you see any areas that the lawn crew may have missed during their cleanup. This is their first season with your community so we would appreciate a call or email with any problems you may see. Tru-Green has been contracted for another season to handle your common area fertilizing.
- A new board was elected for the Orchards Of Lyon Community. Thank you to Jeff Rockwell, Jennifer McPherson, Derek Eng, Kara Walker, Joel Mallory, & Matt Zabiega for volunteering their time for further betterment of the Orchards Of Lyon Association.

Managements Responsibilities & Your Community

Any person who has ever served as a board member can tell you that running an association is a ton of work. The job of a property manager is to relieve your board of the many responsibilities related to operating a community such as yours. Many of you may ask, *DO WE STILL HAVE A BOARD? Or, WHY DO WE NEED A BOARD IF WE HAVE A MANAGEMENT COMPANY?* The answer is YES you have a board, and you need a board to help with final decision making for your community. Our company brings 25 years+ experience in homeowner, & condominium association management. What this means for you is SAVINGS & PROTECTION of your most important investment.

Some of the many responsibilities of Compass Management are; bylaw enforcement, grounds maintenance, contract negotiations, legal issues, collection efforts for nonpaying homeowners, accounting, liaison between residents & the board of directors, liaison between builders still building within the community & quarterly assessment collections.

Your association has contracted us to handle any / all association related matters. We would appreciate you contacting management if you have any questions, comments, or suggestions. If your questions require board approval, or involvement, we will send this to the appropriate person(s). Our company does visit your community several times a month however, we still depend on you to contact us when you see something wrong. Due to the nature of some of these issues, management will always keep phone conversations between residents confidential. Our office hours are 9 a.m. -5 p.m. Monday - Friday. We can also be reached through email at managers@compass-pm.com during the weekend.

Many community related questions can be answered by visiting the Orchards Of Lyon website at www.orchardsoflyon.com, or attending board meetings. Dates and times for these meetings can be found on the association website, or by contacting management. Again, we ask that you contact Compass Management if you have any association related questions. Please remember, we cannot help or make changes if we are not aware of the issue at hand.

Best Regards,

Stacey Sherrille & Franklin Jassick
Orchards Of Lyon Managing Agents

Resident Information

- If you are a new resident of the Orchards Of Lyon Community, or a resident who still does not have a mailbox please contact Compass Management immediately. For your convenience we will set up the order, have your mailbox installed, and invoice you directly. Please contact Stacey Sherrille at Compass Management for all mailbox related matters.
- New Residents please contact Duncan Disposal at (248) 437-8600 to set up initial garbage service. After you contact Duncan Disposal please contact Stacey Sherrille at Compass Management so she can confirm trash removal service with Duncan Disposal. Please be advised, garbage service is included in your \$99.85 quarterly association dues.
- Invoices were emailed or mailed to all residents on March 7, 2011. Reminder invoices were mailed to all residents we did not receive payments from the week of April 18th. If we did not receive your payment by May 1, 2011, please be advised a \$35.00 late fee has been added to your account. Contact management if you have any questions regarding your account.
- Please remember to make all checks payable to the Orchards Of Lyon Association and mail to Compass Management at 705 S. Main St. # 183 Plymouth, MI 48170. The P.O. Box previously used for the Orchards Of Lyon has been closed.
- After hour emergency number for Compass Management is 734-306-0231. Please leave a detailed message regarding your emergency and a Compass Management staff member will contact you immediately.
- Quarterly Association Due Dates are: January 1st, April 1st, July 1st, & October 1st. Dues are due on the 1st, and considered late after the 10th day of that month. A late fee of \$35.00 will be applied if association fees are not paid by 5 p.m. on the 10th of the month. Late fee's will be added on the 1st of each month that your outstanding balance is not paid.

Association Policies

- **Every pet owner** is responsible for the cleanup of their pet. Any resident that does not collect and dispose of fecal matter belonging to their pet will be assessed a **\$25.00 fine**. Any pet running loose on the common elements without owners supervision will come under Lyon Township pet ordinance. Please contact management if you have any questions or would like to report a loose / dangerous pet, or a resident who is not cleaning up after their pet.
- **Please remember** any improvements made to the outside appearance of your home must be **approved** by the Board of Directors. Please respect the communities rules & regulations before improvements are made and Contact Compass Management for a modification request form.
- **Watch your speed**, there are several small children and animals within the Orchards Of Lyon Community. Please be mindful and obey the proper speed limit of 25 m.p.h or less.
- **Residents, please remember** to put your trash receptacles away after garbage has been picked up. We do understand many of you work and are not home immediately after trash pick up. It would be appreciated if these receptacles were put away when you arrive home and not left outside of your home.
- **Every resident is** responsible for the upkeep / general appearance of the outside perimeter of their home. We ask that you keep your yard within the standards of the community which is safe, clean, & sanitary. Free of all trash, weeds, & overgrown grass.
- **NO** house trailers, commercial vehicles, boat trailers, boats, camping vehicles, camping trailers, snowmobiles, snowmobile trailers, or vehicles other than automobiles may be parked or stored upon the premises of your home. Fines will be assessed accordingly for any person(s) not following section 7 Article VI of the Orchards Of Lyon Master Deed.



The Orchards Of Lyon Community Garage Sale

will be held

Thursday May 19th thru Saturday May 21, 2011

Signs will be put out at the front entrance to let passerby's know
about the Garage Sale.

If you would like to participate just set up shop in your
driveway or front yard area.

Happy Selling.....

****Please remember to remove any garage sale signs after you are done selling items...****