

RESIDENT SERVICES AT



Services that are available in the Association Office -- during office hours



- * Package acceptance for residents (packages held at Office for pickup)

- * Copying and faxing (small jobs & occasional use)

- * Document shredding



- * Notarizing of documents (call for availability of notary)

- * Copying of keys -- if key blanks are in stock



- * Assistance with cable TV and Internet installation



- * When authorized by residents, letting delivery people and contractors into residents' units

- * Metering of mail

- * Acceptance of outgoing mail

- * Keeping Lost & Found items in Association office.



- * Short-term loan of tools and equipment - owners only (call for list).

- * Short-term loan of tables and chairs - owners only

- * Community Room rental for private functions.

(Free for owners. \$50 for renters. Deposit required for both.)

- * Tracking of unit sales with sales reports provided on request.

- * Info for Office visitors on units for sale or rent by owners.
(Owners responsible for providing the info, and keeping the info up to date.)

Other services provided by the Association to residents

- * Access provided to low-cost cable TV & Internet (MeadowVision)

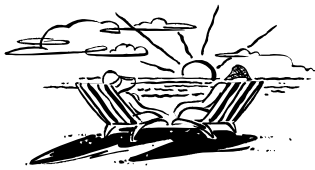
- * Assistance provided with maintenance and repair issues

- * Info provided on recommended contractors & service providers

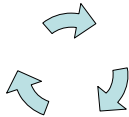
- * When needed, Association work coordinated with work of owner's contractor

- * TV guide delivered weekly

- * Coordination and advertising of Spring and Fall garage/yard sales



Additional Services provided on request



- ✦ Acceptance of items for residents. Resident items can also be left at the Office for pickup by others.
- ✦ Moving of vehicles if it snows while residents are out of town (with signed authorization & key)
- ✦ Checking unit doors, while residents are out of town, to make sure that nothing sits outside the doors
- ✦ Checking units, while residents are out of town or while units are vacant, to ensure no water leaks or loss of heat occur unnoticed.
- ✦ Info available in the Office on how to dispose of/recycle almost any item.
- ✦ Rental storage lockers available (\$6 - \$20 per month).
- ✦ Cold weather vehicle starting -- during office hours or when vehicles need to be out of the parking lots for snow plowing.

Association Programs for Owner Improvements

No cost to Owner:

- Screwing down sub-flooring in second-floor units (when carpet or vinyl is removed).
- Sealing with caulk the outer perimeter of first-floor units (when carpet is removed).
- Testing for sound channel problems or noise complaints.

Partial Cost to Owner *:

Installation of permanent patio plantings (maximum one-time Association contribution of \$480)

Total Cost to Owner *:

- Replacement patio slabs
- Replacement patio doors and window sash
- Replacement air conditioners & sleeve
- Installation of garage door openers (installation through the Association only).
- Installation of air conditioner sleeves and/or air conditioners.
- Installation of electronic wall thermostats (provide more even heat throughout units).



* Note: Payment programs are available for work done by or through the Association.

Meadow Creek Condominiums are managed by Dunbar Strandness, Inc.

