



# PARKSIDE AT MAYFIELD RANCH

VOLUME 3, ISSUE II

NOVEMBER 2017



## INFORMATION FOR NEW RESIDENTS

First and foremost- welcome to the neighborhood! Moving into a new community is both exciting and stressful. As your professional community association management company, we are here to help. There are many useful tips on living in Parkside at Mayfield Ranch as well as links and number that you will need to set up your utilities below. If you have any questions that are not answered below, please contact the Southwest Management Services office and we will be happy to assist you.

### *How do I obtain a pool key?*

Please login to the community website with your user name and password and complete the online request form -Pool Use Agreement. Here you will agree to the terms and conditions of using the amenities, purchase, and submit your request to the management office. All requests will be filled within 48 and the card will be mailed to your home address on file with us.

### *How do I obtain a mailbox key?*

Please take a copy of your closing papers or lease to the local post office box and they will issue a mailbox key.

### *How do I reserve the amenity center for a private event?*

We make reservations easy for you! Please log in to the community website with your user name and password provided, and click on Activities-Reservation-Request a Reservation. There you can view dates available and submit your request. You will receive a response and further instructions from our office.

### *Who maintains the ponds at Parkside at Mayfield Ranch?*

The Parkside MUD maintains the ponds.

## WHY HOA'S NEED PROFESSIONAL MANAGEMENT

There's a lot more to managing a community association effectively than you may realize. It's much more than property management; it's also about governance—enforcing rules, conducting elections and more. Your home and your ownership interest in the common elements represent a huge asset—possibly your largest asset. Doesn't it make sense to have a knowledgeable, trained, professional community association manager watching out for your interests? Consider all they have to offer.

- Professional managers must be aware of many laws and regulations—real estate, corporate and labor laws; federal laws and state statutes and government regulations.
- Professional managers must have a working knowledge of finances, accounting, budget preparation, taxes and insurance.
- Professional managers must have strong personnel management skills—hiring and supervising contractors and staff.
- Professional managers must work and communicate effectively with residents, resolve disputes and facilitate communications.
- Professional managers must have a keen understanding of property maintenance—landscaping, repairs and replacements, facilities upkeep and mechanical maintenance.
- Professional managers coach and mentor the board members who govern the association. They help conduct meetings, supervise elections and ensure compliance with governing documents. Governance is one key area where property management and community management differ.

# PARKSIDE

## CONTACT INFORMATION

### ON THE WEB:

**Parkside at Mayfield Ranch Official web site:**

[www.southwestmanagement.net/parksideatmayfieldranch/home.asp](http://www.southwestmanagement.net/parksideatmayfieldranch/home.asp)

**Parkside at Mayfield Ranch Official Facebook page:**

### COMMUNITY PROFESSIONALLY MANAGED BY:

#### ***First Service Residential***

PO Box 342585

Austin, TX 78734

Phone: (512) 266-6771

Fax: (512) 266-6791

[www.fsresidential.com](http://www.fsresidential.com)

### E-MAIL CONTACTS:

**Accounting** ..... [accounts@fsresidential.com](mailto:accounts@fsresidential.com)  
(for questions about your HOA account or vendors with billing questions)

**Architectural Review:** ..... [acc@fsresidential.com](mailto:acc@fsresidential.com)  
(for questions about making modifications to the exterior of your home)

**Board of Directors:** ..... [board@fsresidential.com](mailto:board@fsresidential.com)  
(for feedback and requests to address the board at meetings)

**General Info Amenity Center & Pool Info:** .....  
..... [info@fsresidential.com](mailto:info@fsresidential.com)  
(for general questions about your Owners Association, Reservations & Pool Keys)

#### ***Lifestyle Director:***

Ali Vonal ..... [ali.vonal@fsresidential.com](mailto:ali.vonal@fsresidential.com)  
(for questions or suggestions about events or activities)

#### ***Community Manager:***

Sophie Carrington ..... [sophie.carrington@fsresidential.com](mailto:sophie.carrington@fsresidential.com)

#### ***Community Assistant Manager:***

Kerbie Anderson ..... [kerbie.anderson@fsresidential.com](mailto:kerbie.anderson@fsresidential.com)

## IMPORTANT NUMBERS

### EMERGENCY NUMBERS

EMERGENCY ..... 911

Fire ..... 911

Ambulance ..... 911

Williamson County Sheriff (Non Emergency) ..... 512-943-1300

### SCHOOLS

Leander ISD ..... 512-434-5000

Parkside Elementary School ..... 512-570-7100

Stiles Middle School ..... 512-570-3800

Rouse High School ..... 512-570-2000

### UTILITIES

AT&T/Uverse (phone, internet, cable) ..... 800-288-2020

Atmos Energy ..... 800-460-3030

City of Georgetown ..... 512-930-3640

Pedernales Electric Co. .... 512-331-9929

Time Warner (phone, internet, cable) ..... 512-576-3521

Wastewater (Parkside MUD) ..... 512-930-3640

### OTHER NUMBERS

Williamson County Phone ..... 512-943-1100

Williamson County Road Department ..... 512-943-3330

Parks & Recreation Department ..... 512-943-1920

Williamson County Regional Park ..... 512-260-4283

Williamson County Animal Shelter ..... 512-943-3322

Georgetown Post Office ..... 512-868-9925

Georgetown Animal Control ..... 512-930-3592

Round Rock Animal Control ..... 512-218-5500

Travis County Animal Control ..... 512-972-6060

### NEWSLETTER PUBLISHER

Peel, Inc. .... 512-263-9181

Article Submissions ..... [Parkside@peel.com](mailto:Parkside@peel.com)

Advertising ..... [advertising@peelinc.com](mailto:advertising@peelinc.com)

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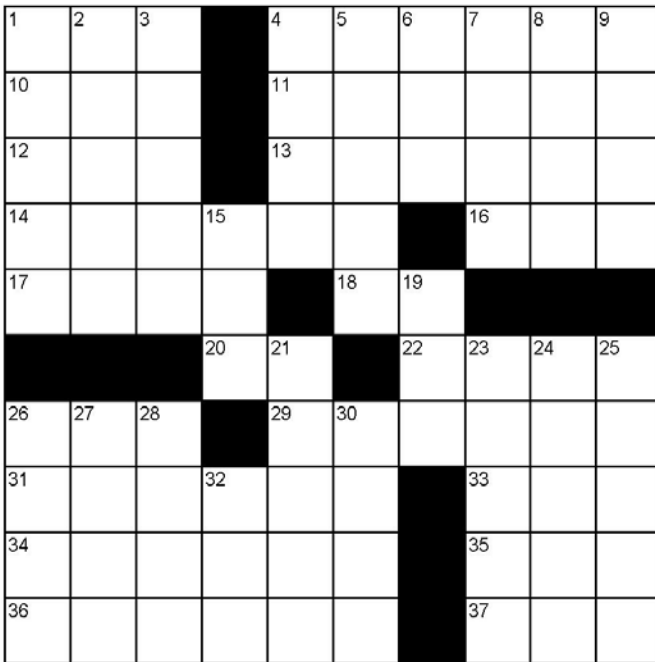
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## CROSSWORD PUZZLE



### ACROSS

1. Bad (prefix)
4. Asks for legally
10. Monkey
11. Author of "Sense and Sensibility"
12. Gross national product (abbr.)
13. Plan
14. More humble
16. Swab
17. Retired persons association (abbr.)
18. Education (abbr.)
20. Headquarters (abbr.)
22. Cool
26. Poisonous snake
29. African country
31. Penzoil is this (2 wds.)
33. MD
34. Build
35. Kimono sash
36. Walk quietly
37. Misty

### DOWN

1. Lava
2. Sleep disorder
3. Biblical outcast
4. Casing
5. Money
6. Tree
7. Detail
8. Business note
9. Metal fastener
15. Kilometers per hour
19. Cell stuff
21. Capital of Ecuador
23. Give
24. Mud brick
25. Inferred
26. Account (abbr.)
27. Dress
28. Secondary
30. Rejoicing
32. Grain

View answers online at [www.peelinc.com](http://www.peelinc.com)

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## AVOIDING MEETING MAYHEM

For many people, meetings are a fact of life. Whether it's a board or member meeting here in our association, a volunteer meeting at your child's school or a department meeting at work, being adept at participating effectively and managing meetings is a useful skill.

Sometimes one or two participants will dominate the discussion, steer it off topic and interrupt others, causing long, uncomfortable or unproductive meetings. Whether you're the meeting chair or a participant, there are techniques you can use to help engage others, limit intrusions and minimize distractions.

- **Table the discussion.** If a conversation is getting particularly heated, the chair or a participant can move to table the discussion for a later date. This helps clear the air and allows for a calmer and more meaningful conversation at the next meeting. It also sends the signal that debates will be conducted rationally and with respect.

- **Take it offline.** When a meeting attendee takes a topic off course, everyone's time is wasted. A good tool for the chair to use—or for another attendee to suggest—to get the meeting back on track is to invite the member to continue the discussion privately. Saying, "Let's take this offline so we can talk more," is an easy way to get back on the subject without alienating the sidetracked speaker.

- **Use the agenda.** The agenda is a useful tool for keeping a meeting moving efficiently. When a chair begins a meeting by saying, "We have a full agenda today," he or she sets the stage for productivity. Periodically referring to the agenda during the course of the meeting keeps all attendees focused on the discussion. If the chair doesn't have an agenda, ask the group pause a minute to create an informal agenda that simply lists the topics to be covered or goals to be accomplished.

- **Call on members.** To engage more reticent members of the group, and to balance the impact of more vocal participants, it's helpful to call on members by name to ask for their opinions. "What do you think, Mary?" or "Do you have some input here, Steve?" ensures that all members are valued. And you don't have to be the chair to ask for others' opinions.



## SELLING YOUR HOME?

For any homeowner who has waited patiently for the real estate market to improve before putting a home up for sale, now is a great time to do so. After several sluggish years, home sales are experiencing a very healthy recovery. But before you put the "for sale" sign in your front yard, take some time—and the following steps—to get your home ready to be viewed by real estate agents and potential homebuyers.

- **De-clutter and de-personalize the interior** by removing family photos, personal mementos and knickknacks from shelves and table tops.
- **Pay special attention to the kitchen:** Remove small appliances, like toaster ovens and coffee makers, from counters. Take everything out of the cabinets and pantry and wash off shelves—or even repaint them—and only put a few items back. Arrange canned goods by size and height and spices alphabetically. Stack dishes, glasses and cups neatly.
- **Clean out and rearrange closets and other storage areas** so they look more spacious and not cramped. Hang clothing items by type, for instance, with shirts buttoned and facing in the same direction and shoes lined up in rows. If necessary, rent a storage unit for any overflow items.
- **Make minor repairs,** like caulking tubs and showers, patching walls and replacing cracked tiles and grout. Wash windows inside and out, and repaint any uniquely painted inside walls so they are now a neutral color. Replace worn-out bedspreads, throw pillows, curtains or other fabrications. And air out the interior to eliminate any food or pet odors.
- **Make sure the lawn is mowed and bushes are trimmed,** and place potted flowers on the porch and near the entry.

And don't forget to check with the manager or board for rules about real estate signs

An advertisement for Peel Inc. It features a large, blue, circular logo with a white stylized letter 'P' in the center. To the right of the logo, on a red background, is the word "ADVERTISE" in white, followed by "Your Business Here" in smaller white text. Below that, in white text, is "Call 512.263.9181 for details". At the bottom right, on a white background, is the website "www.peelinc.com". The entire advertisement is framed by a thin black border.



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## Pet Health

Dogs and cats can be great companions, but they also can carry fleas, ticks and parasites into your home and our community. Infestations can spread quickly through a community when flea-infested carpeting or pet bedding is disposed of improperly, when a flea-infested pet plays with your pet and when pet waste is left uncollected on common areas.

Help avoid harmful pests in your home and community with the following tips, and follow up with your veterinarian to learn more about other ways to prevent and treat outbreaks.

- Apply a topical flea and tick pesticide. Fleas lay 40 to 50 eggs a day. Unless a pesticide kills 95 percent of the fleas, you won't eliminate the problem. To do this, you need to use the products sold by your veterinarian. Over-the-counter products just aren't strong or effective enough. Monthly applications will help keep pets healthy even when they're exposed to parasites—including mosquitos and mites.

- Always leash your pet. Although you may trust your pets to obey commands, keeping them leashed lessens the likelihood they'll be infected by other pets and wildlife.

- Keep your pet clean. Even indoor pets should be inspected for ticks and flea "dirt," which looks like pepper at the base of the coat on the skin. An occasional bath with flea shampoo is a good idea as well. Visit your local pet store or grooming facility or check online for information

on bathing routines and options that are best for your pet.

- Monitor your pet's behavior. Scratching is your first indication that fleas have discovered your dog or cat. Apply a topical pesticide immediately. Fleas, ticks and mosquitos carry potentially life threatening pathogens, so pets can experience a wide range of symptoms if infected; be suspicious of changes in behavior and discuss them promptly with your veterinarian.

- Keep the situation contained. Once you've treated your pet and your home (and possibly your yard or outdoor surroundings depending on how severe the infestation), keep the pet close to home until the problem is resolved. Wash bedding and toys that may harbor eggs or larvae in hot water. Infested bedding or carpeting should be tightly sealed in plastic bags before disposing to reduce risk of spreading to others.



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