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# The Homefront

SPRING 2010 EDITION

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## OFFICE HOURS

Monday thru Friday  
8:45-5:15

Closed for lunch  
11:30-12:30

Closed weekends &  
holidays

**Recar & Associates**  
Residential Leasing,  
Management, & Sales

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www.recar-realtors.com

## Play It Cool, Plan Ahead

It won't be long before we're again facing the heat of Austin summertime. As a proactive measure, we provide the opportunity for Landlords to have preventative maintenance checks done on the air conditioning systems in the homes we manage. This service can hopefully catch "breakdowns" before they occur, and prevent any inconvenience to you during the hottest of summer months ahead.

This year, the preventative maintenance checks will be performed by **RolAir and Westfall & Company** between the dates of **March 15<sup>th</sup>** and **March 31<sup>st</sup>**; this is the best that we are able to approximate the visit, as the vendors will be working on the majority of our properties during those dates and service is dependent on weather conditions. We will be releasing keys to the technicians so it is not necessary that you be present during the service call. All of the companies are bonded and **this is a REQUIRED service** unless the owner declines it. The **technicians will notify you a day in advance of the service** and will leave a card or report upon their completion to indicate the status of your system. Please make necessary arrangements for any pets and/or alarms on your scheduled day. Please also **remember to leave all keyless deadbolts unlocked on the day the service is scheduled**; unfortunately, a trip charge will be billed to you if they can't get in to service your unit because of a keyless deadbolt or any other situations preventing service.



If you have any questions, please call Resident Services Coordinator Judy Cage at 345-9886, or email her at [rsc@recar-realtors.com](mailto:rsc@recar-realtors.com).

Please be reminded to check your A/C filter prior to this visit and replace if necessary. **You will be charged for applicable service should the technician find a dirty filter or clogged coils as a result of a dirty filter.** Clean filters are also more energy efficient, so taking time to change them should lower your electric bills. **We highly recommend you check your smoke detector batteries at the same time.**

Even if the property owner opts out of the service your system isn't scheduled for a checkup, test it before the hotter months get here. If it doesn't seem to cool properly, you may submit a Maintenance Request online at our website.



## Money Saving Tips For Your Home

**Close the vents in unused rooms.** This can save 5-10% on your heating or cooling costs.

**Leave the thermostat alone.** When you use the air conditioner, don't turn the thermostat lower thinking it will cool your home faster or more. It won't! The thermostat simply tells the system to keep cooling until the desired temperature is reached.



Leasing or Buying,  
Recar & Associates is here  
to assist you!

“Forget injuries,  
never forget  
kindness”  
~ Confucius



# Window of Opportunity

While interest rates remain low, some renters are taking advantage of the local market and becoming homeowners. Even amid the turndown in national economics, home prices in Austin continue to rise, especially around the downtown area. So the time to purchase a home may be sooner than later.

If you are interested in purchasing a home or just finding out how the process works, please call our office to speak

to one of our professional REALTOR® agents.

They will offer to arrange a pre-approval appointment with a reputable lender to identify your range of affordability, and to increase your negotiating strength.

Your Recar & Associates agent will then conduct a Buyer counseling session to discuss your needs and goals and to plan the search for your new home.

Once we fully understand your

homebuyer requirements, we will focus our attention to showing you those homes in your desired location and price range.

All through the process, you'll be provided with helpful information and professional guidance so that you can make well-informed decisions.

We hope that you'll take advantage of the lease renewal terms offered to you. But when you're ready to buy, Recar is ready to assist you.

# Lease Renewals

Lease renewal information will be sent to you approximately 90 days in advance of the expiration of your current lease agreement.

Please be reminded that a 60-day moveout notice is required should you decide not to renew your lease.

If you have not received

your renewal terms prior to the notice period, please contact us Immediately!

If you decide not to renew, an agent will begin marketing the property during the last 30 days of the lease.

A \$100 penalty fee will apply should your moveout plans change and/or you

decide to renew past the 60-day notice period, as the agent will have already commenced with the marketing process.

We hope that you will take advantage of the renewal terms offered. Your residency is appreciated!

# We're Here to Assist...

*Your management / office staff:*

Judy Cage .....Resident Services Coordinator  
rsc@recar-realtors.com

Maintenance Services Coordinator (Non-Emergency & Follow-up)  
maintenance@recar-realtors.com

Esmeralda Colon-Zuniga .....Receptionist / Front Office Assistant  
frontdesk@recar-realtors.com



# Helpful Reminders...

Be sure that your address appears on all payments so that they can easily be identified and posted to the correct account.

All maintenance is contracted out and requires that you meet with vendors during business hours. If you have not heard from a vendor within 24 hours of your maintenance request, please contact our office. We want to provide you with prompt service!

## Maintenance Tips

In situations where power outage has occurred, please check for tripped breakers. Further, in situations where only part of the home is affected, check in the kitchen, bathrooms, and garage for tripped GFCI circuits. GFCI's are those outlets that have a reset button between the plug receptacles, which serve as "mini breakers".

If you notice water leaking from a toilet or from under a sink, try to determine whether the leak can be stopped by turning off a water valve at the immediate area. If the leak is at the valve itself, turn off the main valve near the street and call the Emergency Maintenance Line. The steps you have taken will remedy the "emergency" nature until a plumber can arrive.

Should you suspect a gas leak at an appliance, open all windows to ventilate the area. If you can quickly determine if the leak is due to a specific appliance (such as gas stove or water heater), you may be able to turn off the gas valve to that appliance. If this is not possible, evacuate all occupants and pets, go to a neighbor's house and immediately call the Gas Company!

*We want to reassure you that we will be there for you when there is truly a maintenance emergency. In most cases, however, we find that maintenance situations that occur after hours are not really emergencies or can be reduced to a non-emergency with your assistance. We will try to expedite all non-emergency calls concerning plumbing, heating and air conditioning to minimize the inconvenience to you.*

***"An optimist is  
the human  
personification  
of Spring"***

*~ Susan J. Bissonette*



# Website Services 24/7

## Resources now available ONLINE:

- Submit Maintenance Requests
- Maintenance Service Tips
- Seasonal Newsletters
- Resident Services & Inquiry Response
- Real Estate Market Information
- Service forms and surveys
- Move In/Out Tips
- Informative Area News
- LOTS more !!!



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Round Rock  
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Tuesday, August 19, 2008

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**HOMEFRONT**

Recar & Associates Owner Newsletter Archive

Recar & Associates is an industry leader in providing professional residential property management and leasing services in the Austin Texas area market. Since 1967, we have become one of the few companies who provide property management as its primary business (not as a side business of residential sales).

## Time to Make Your Home Smile

*“No man ever  
listened himself  
out of a job”  
~ Calvin Coolidge*

Spring is such a nice time of year here in Austin—trees putting on new leaves, flowers starting to bloom, and lawns should begin to turn green again.

Here’s some “survival” tips that we hope will make it easier to keep your lawn looking nice...

**Water lawn areas in the evenings or after dark.** Evaporation rates will be slower and cooler temperatures will be more enjoyable for you, too.

**Assess the lawn areas around your home.** If bare areas have developed and are not filling in, it may be necessary for you to reseed or patch them back in. Fertilizer or a ‘weed & feed’ mixture might also be needed. Those wonderful folks at Lowe’s and Home Depot Gardening Centers offer expert advice if you have questions about what works best.

**Use sprinklers or soaker hoses for watering.** The slower you water, the better water can be absorbed into the ground and less wasted. This also results in reduced frequency of watering needed and a savings in your water bills.

**Be sure to turn off exterior faucets snugly after use.** A dripping faucet will mean higher water bills and unneeded waste of a precious resource.

