



## Natalie Washburn is our new Rental Property Manager

Natalie Washburn has been with the company since 2003 working in both leasing and Real Estate and recently became the Property Manager for all rental units. Natalie will be overseeing both leasing offices as well as the day to day operations. Natalie would welcome the opportunity to meet with you, feel free to stop by and say hello!

## THE POOL OPENS MEMORIAL DAY

After the long winter, we know you are anxious to enjoy the outdoors! We invite all of our residents to take advantage of our swimming pool. The pool will open May 26 and will be open every day from 11:00AM – 8:00PM, weather permitting. You will need your access code to enter the pool area and the restrooms. All residents are given an access code at move in. Remember that you must enter your 4 digit code followed by the pound sign (#). If you do not have your code, please call our office and we will provide you with it. The pool does not have a lifeguard on duty; all children under the age of 14 must be accompanied by an adult at all times. You are permitted to have guests join you, but please be considerate of your fellow residents by limiting the number of your guests. Guests MUST be accompanied by a resident. We appreciate your cooperation in helping us provide a family friendly atmosphere at the pool, no alcoholic beverages or smoking is permitted in the pool area.



**An adult must accompany children under 14 years of age at all times.**

## Maleno Development welcomes Cristina Ras and Sara Allegretto!

Cristina joined the Maleno Development team in January of 2014 and will be working in the Property Management office as an office administrative assistant. Cristina is responsible for providing assistance to clients in rental accounts as well as day to day operations of the office.



Sara joined the Maleno Development team in April of 2014 and will be working in the Property Management office as an office administrative assistant and will also be joining the Real Estate Sales team in the near future.

## PAY YOUR RENT ON LINE!

Remember that you can pay your rent on-line with a credit card or an e-check. Visit our website at [www.malenodevelopment.com](http://www.malenodevelopment.com) and look for the "Pay Your Rent Online" box located at the bottom of the homepage. You can make a one-time payment or sign up to have your payments withdrawn each month. The charge for this service is \$2.20 per transaction and the credit card payment fee varies with each credit card company.



In addition to mailing your check or making a payment at any of our offices with check or money order, we still offer a monthly withdrawal from your checking account with no additional charge. We hope that these services will make paying your rent a little more convenient.

## Loyalty Program

We are pleased to inform all of our residents that we are continuing our Renewal Loyalty Program for residents who sign a one year lease. We have added some new upgrade options to this program for 2014! You will receive information on this program in the mail prior to your current lease end date. We have this program in place to let you know how much we appreciate your confidence in Maleno Development by continuing to make your home in our apartment community.



## S-L-O-W D-O-W-N

Please help us keep our apartment complex safe by driving slowly. School will be out soon, so please exercise extra caution when approaching intersections. We have had complaints from homeowners living close to our apartments that residents are driving at a high rate of speed when entering or leaving the complex. Please slow down. We appreciate your cooperation.



## KEEPING YOU INFORMED

Maleno Development continues to use an automated call system to be sure our residents receive important information in a timely manner. You will be contacted about the day and time of your semi-annual preventative maintenance check, lease expiration reminders and other information by this call system. It is very important that we have your current phone number on file in our office. If your phone number changes, please call our office or e-mail [sally@malenodevelopment.com](mailto:sally@malenodevelopment.com) and give us your new number.



# IMPORTANT PARKING INFORMATION

## SHADOW PINES

We understand that parking spaces are limited and there may be times it is a challenge to find a space. The lots have been lined to help make use of all the parking spots. If everyone is considerate there is enough spaces for all of our residents, however there may be times when you will have to park in a lot a little further away from your building. We ask all residents who have a garage to please use it at all times and to make use of the spot in front of your garage for a 2nd car or guests.



We have asked several times that residents avoid parking in front of the building entrances. It is for the safety of all of our residents that we were forced to initiate towing of vehicles parked in front of building entrances for long periods of time. With cars parked in front of the doors, it is impossible for emergency personnel to gain access to the building. To avoid any inconvenience and expense, please respect the parking policies for Shadow Pines

## LAKEVIEW, SCENERY HILLS, AND THE VILLAGE ON PACIFIC

Please use your garage, the spot in front of your garage or the space between garages for parking. Save the spots outside for guests. Please do not park on the grass or in front of any mail gazebos or mailboxes.



## WIN A GAS CARD!

We know how busy you are and we appreciate our residents taking the time to read our Newsletter! We also value the confidence you show in Maleno Development by continuing to make your home in one of our Apartment Communities.

To show our appreciation, we are giving you a chance to win a gas card. Simply count the number of times the word Resident is used in this Newsletter. Be one of the first six to call our office at 814-833-6516 and you win a \$10 gas card!

**NOTE: WE DO NOT ALLOW GARAGE SALES OR HOUSEHOLD SALES IN ANY OF OUR APARTMENT COMMUNITIES.**

## PLEASE PITCH IN AND HELP!

We continue to have problems with trash bags and other large items being left outside of the dumpsters. Please pitch in and help us keep the areas around the dumpsters clean and free of trash.

Never leave garbage bags outside of the dumpster. If one dumpster is full, please go to another dumpster location.

Our garbage service will not accept any furniture or appliances. If you have these items that you need to dispose of, please call a local hauling company. Woody's Hauling has offered to work with our residents and give free estimates. You may reach Joshua Wood, owner at 814-528-2672

### New Shadow Pines dumpster locations:

One Garbage & One Recycling Dumpster – next to 5332 Rome

One Garbage Dumpster in Southwest lot – next to 5225 Copper

One Garbage & One Recycling Dumpster – in south lot at the end of Rome Dr

Once Garbage Dumpster in Southeast lot – next to 5551 & 5559 Rome

Please be considerate of your neighbors living near the dumpster locations. Our maintenance team is working hard to keep these areas clean. We ask that you take pride in your apartment community and help Maleno Development maintain an attractive community appearance for all of our residents. **PLEASE NOTE:** You are not allowed to leave mattresses/box springs around the dumpsters.



## A MESSAGE FROM YOUR MAIL CARRIER

Many mailboxes are not being emptied on a regular basis. This causes the mail to get jammed in the boxes, making it difficult to open the mailbox door. Even if you primarily use a post office box, please check your mail at least once a week. The Mail Carrier will be forced to return unclaimed mail to the Post Office when the box becomes full. If you are planning to be away from your home for any length of time, please fill out a "Mail Hold" request at [www.USPS.com](http://www.USPS.com) or by stopping at the post office.

**REMEMBER:** If there is a vehicle parked in front of mail boxes, the Mail Carrier *will not* deliver mail that day.

## WE NEED YOUR HELP

The Maleno Family-to-Family fund is always looking for new volunteers. The Maleno Family-to-Family fund was established by the Maleno family to support building and renovation projects for Erie families and neighborhoods in need. Inspired by their involvement in ABC's "Extreme Makeover: Home Edition," the Maleno family will continue to give back to the community through the fund. Your support of the Maleno Family-to-Family Fund will help build a stronger community. Please visit our website and click on the Give Back link for more information.

