

WINTER IS HERE!!!

On Weekdays, snow plowing will begin at 7:30AM if snowfall is less than 2". Plowing will begin at 5:30AM if snowfall is heavier. Areas around mailboxes and sidewalks will be shoveled and salted daily if above 2".

PLEASE HAVE YOUR CARS REMOVED FROM ALL PARKING AREAS AND IN FRONT OF YOUR GARAGE BY 9:00 AM OR YOU WILL GET PLOWED IN.

If there is a snow storm (8" or more) additional equipment will be called in if needed to make certain the snow is removed in a timely manner. On weekends, the roads will only be done if there is 2" or more of snow. Plowing will begin at the same time as weekdays. Driveways and sidewalks will be done on weekends only if there is 5" of snow or more. Although we make every effort to keep the snow clear at all times, you may want to keep a shovel on hand for your convenience.



Maleno Development values you as a resident and we would like to show you our appreciation by inviting you to our Holiday Open House. We will be serving food and beverages and you can pick up your holiday gift that day as well. We look forward to seeing you there!

The Village, Scenery Hills and Lakeview Residents:

Monday December 15th from 3:00-7:00 p.m. at 2315 Jamestown Drive

Shadow Pines Residents:

Tuesday December 16th from 3:00-7:00 p.m at 5355 Rome Drive

Should you not be able to make the open house please feel free to stop by our office located at in the Village on Pacific at 2315 Jamestown or our office in Shadow Pines located at 5355 Rome Drive to pick up your holiday gift!

CHRISTMAS DECORATING

Real Christmas trees are permitted in all of our apartment homes. But please remove the tree when it dries out, as it becomes a fire hazard. Our garbage service will not accept the trees; we ask that you dispose of your tree at one of the recyclable drop off areas.



Winter Brings Slippery Roads And Hazardous Driving Conditions. Please Drive Slowly And Exercise Extra Caution When Approaching Intersections Within The Apartment Communities!

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 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 You can make a one-time payment or sign up to have your payments withdrawn each month.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 2015! 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.



LOCK OUTS



Please remember your keys every time you leave your apartment. It is quite easy to walk out your door with the bottom knob locked. If you get locked out during our regular business hours (Mon-Fri, 8:00AM-5:00PM) we will be happy to help you with no charge. After business hours, we will unlock your door the first time as a courtesy. We will charge \$25.00 for any lock out after that. If we are unable to help you, we will advise you to call a locksmith. When leaving a message on our after-hours emergency line, be sure to leave a phone number so we can contact you.

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. We have recently added a new text message feature to our automated system. You may receive a text message instead of a phone call notifying you of important information. 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 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 THAT ALL RESIDENTS WHO HAVE A GARAGE PLEASE USE IT AND IF YOU HAVE A SECOND VEHICLE PLEASE PARK BEHIND YOUR GARAGE.



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 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 "Holiday" 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!

REMEMBER, YOU CAN RENT THE PARTY ROOM AT THE LAKEVIEW CLUBHOUSE FOR YOUR HOLIDAY GATHERING FOR ONLY \$50.00 AND A \$50.00 DEPOSIT. PLEASE CALL OR STOP BY THE PROPERTY MANAGEMENT OFFICE AT THE ENTRANCE TO THE VILLAGE ON PACIFIC TO RESERVE YOUR DATE TODAY.

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

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.

NEIGHBORHOOD WATCH program: Should you see a resident or a trespasser placing trash outside the dumpster, please call our office at 814-833-6516 and give a license plate number of the vehicle they were driving.



COLD WEATHER TIPS

1. Never turn your furnace off in cold weather or let the room temperature fall below 60
2. On very cold days, do not close the door to your bathroom when not in use
3. On very cold days, open the vanity doors under the bathroom sinks
4. Make sure the heating vents in all bathrooms are left open
5. Be sure to keep your garage door closed at all times
6. Air conditioning cannot be used in winter months

LET ALL OF US AT MALENO DEVELOPMENT BE THE FIRST TO SEND OUR BEST WISHES FOR A HAPPY THANKSGIVING, A JOYOUS HOLIDAY SEASON, AND A NEW YEAR FILLED WITH HEALTH, HAPPINESS AND PROSPERITY!

~Natalie, Jarrod, Mark, Sally, Linda, Aric and Cristina

