



# NEWSLETTER

January—February 2023 Issue

## THE TEAM



**Angela Smith**

*Resident Manager*

**Anthony Cavallaro**

*Leasing Consultant*

**Mark Button**

*Maintenance Supervisor*

**Tony Williamee**

*Maintenance*

**Ann Button**

*Maintenance/Cleaner*

**Office Hours**

Monday-Friday  
8:00am-5:00pm

**Office Phone:**

607-962-3110

**After Hours Emergency:**

1-800-301-0809

## COOKIE EXCHANGE



We will be having a cookie exchange on Tuesday February 14th from 10am-12pm. Please bring 2 dozen of your best cookie recipe to be enjoyed by all. Participants will be entered in an drawing for awesome prize. Om Nom Nom Nom.

## COFFEE HOUR

Join us for coffee hour, 2nd Friday every month from 10am - 11am

## CLUBHOUSE RENTALS

Reserve the clubhouse now for winter/holiday parties!

\$100 Rental Fee  
\$150 Deposit  
Email or stop in to reserve your event!



## APPFOLIO

Please be sure to register for the online portal at your earliest convenience!

You can make rental payments, service requests, view leases and letters, and purchase renters insurance. You can also update your information to be sure you get all updates!

If you need and invite please let us know and we can either email or text you the link to set it up!

ACCESS YOUR ONLINE PORTAL FROM THE MOBILE APP!



Online Portal  
by AppFolio

## INSURANCE REMINDERS

When you are renewing your policy please upload it to the portal so you are not charged the opt out fee.



## SNOW REMINDERS

After the snowplows have cleaned an area, please move your cars to the cleaned area so we can have as many spots open as possible.



## MAINTENANCE REMINDERS

### Disposal Issues:

Please be sure to put permitted items in the disposals.

### Plumbing Issues:

Please be sure to NOT flush anything but bodily waste and toilet paper.  
\*Flushable Wipes are not permitted\*

### Emergencies are

- No heat
- Smoke Detector
- No hot water
- No Power (Just your home)
- Water leaks
- Non-Working fridge
- Plugged Toilet
- Lock Outs



## FRIENDLY PET REMINDER

It is against your lease and the Health Department to **NOT** pick up after your pets and **NOT** throw the bags away **IMMEDIATELY**.

Please be sure to pick up after your pets.

It is against your lease to have your pets **OFF** their leash. Please be sure to keep your pets on their leash and not in your neighbors patios/areas.



## TRASH/RECYCLING REMINDER

Please remember to always **break down your boxes** before placing them into the recycling bins. If the recycling or garbage bins are full, please take your items to another trash room,

**do not leave it on the floor.**

Also, the rooms are not meant for bigger items and furniture. Please take these items to the dump. Dec 26th drop off your broken down cardboard on the trailer by maintenance shop to keep our Community clean.

Christmas Tree removal process– Please discard your trees in the dumpster by club house.

**Not in garbage rooms.** We appreciate your cooperation.