

Village at Highland Park

April 2011

Professionally Managed by Springwood Real Estate Services



Community Management Office

1104-03 Columbus Ave.
Lemoyne, Pa. 17043
717-737-4102

Office Hours

Monday through Friday
9 a.m. to 6 p.m.
Saturday
10 a.m. to 3 p.m.

Anna Mock-Ward
Residential Manager
amward@springwood.net

Jeff Elicker
Service Manager

Judy Stone
Porter

Stacie Dawson
Leasing Agent

Emergency Maintenance
717-730-3426



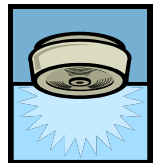
From the Manager's Desk...

Spring has arrived! I am looking forward to the warmer days and sunshine!

The Community Management Office will be closed Friday, April 22, 2011 for the Easter Holiday. For your convenience, the office will be open Saturday, April 23, 2011 from 10:00 a.m.—3:00 p.m. Village at Highland Park would like to wish everyone a Happy Easter. If you have a maintenance emergency during this time, please call the Emergency Maintenance number.

Spring Cleaning

As part of our spring cleaning, we will be scheduling times to inspect your heating unit, change your furnace filter and smoke detector batteries, and check for leaks. A notice will be sent out with the specific date for your apartment. We will need access to each room in the apartment. You do not need to be home during this service.



Calling All Gardeners!



Please remember that if you are planting flowers in front of your building, you must maintain their upkeep at all times. Be sure to water frequently in summer months, and remove any dead plants prior to winter.

Patios and Balconies

Please remember that **only outside patio furniture in good condition** is allowed on porches, patios, and balconies. Please contact the community office if you are unsure as to what is acceptable for outside décor. We would also like to remind you that no grilling on patios or balconies is permitted as well.



Say no to non-recyclable batteries!

The fastest-growing kind of trash in the world is toxic, non-recyclable, batteries. Use rechargeable batteries. You will save money AND help the environment.



Earth Day **April 22nd**



Let us take a moment and reflect on our planet, Earth. Do you know the important greenhouse gases for our Earth? Water vapor and carbon dioxide are important atmospheric greenhouse gases that selectively absorb and emit infrared radiation, thereby keeping the earth's average surface temperature warmer than it otherwise would be. However, if we continue to add greenhouse gases in concentration, the average surface air temperature is projected to rise substantially by the end of this century. So please, let us take care now and protect our future.

FURNITURE MOVING and DELIVERY

We know that you care about the appearance of our community as much as we do.



When moving furniture or other items in or out of your apartment, please remember to monitor whoever is helping you to make sure they are being careful not to damage any part of the building, property, apartment, or your precious belongings. Costs associated with repairing any damage done while moving your furnishings or other items in or out of the property will be your responsibility.

Please contact the Residential Manager prior to the moving/delivery day to go over the Moving and Delivery Policy and go over details such as, determining what route to take and where to park trucks or vehicles to load and unload. At no time are any trucks or vehicles permitted on the grass or sidewalks.

Careful monitoring of movers/delivery persons will help prevent damage and keep the Community looking beautiful.