



HEIGHTS MANOR APARTMENTS

AUGUST 2018 NEWSLETTER

Heights Manor Staff

Kathy Buzzard	Property Mgr.
Mark Stewart	Maintenance Mgr.
Justin Woolley	Maintenance
Randy Simmons	Maintenance
Tammie Hill	Maintenance
Chuck Keyes	Maintenance

Maintenance Emergency #

330-853-8626

Maintenance phone number 330-385-4047
Monday thru Friday 8 - 4:00 p.m.

Office Hours:

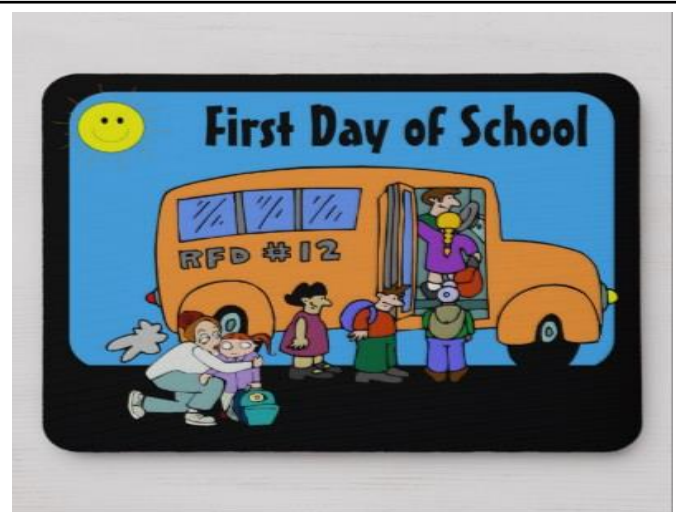
Monday – Friday 8:00 to 4:00 p.m.

heightsmanor@yahoo.com

330-385-4047



Equal Housing
Opportunity



School starts August 29th . Slow down and watch for children.

East Liverpool back to school bash is Wednesday August 22, 2018 at the practice field by Patterson Field. 6-8 p.m.

Bus passes, games, obstacle course, photo booth, petting zoo, DJ and refreshments. Come join all the fun!!!!

NOTICE

For any resident receiving a utility check from us we ask that you cash the check within 30 days. If you do not receive your reimbursement check on any given month please call the office by the 20th of the month and let me know.



RECIPE OF THE MONTH

REFRESHING

WATERMELON SALAD:

3 cups chopped watermelon
(3/4- inch chucks).

1 cup chopped cucumbers (1/4-
inch chucks).

½ cup crumbled mild Feta
cheese

2 Tbsp. chopped fresh mint

This block contains community events
in our area. If you want to tell our
residents about an up and coming
event please let Kathy know by the 15th
of the month.

Columbiana County Fair July 30th-August 5th

30th Truck & Tractor Pull @ 7pm

31st Senior Citizen & Veterans free

Bike Night @ 4pm

1st Mutton Busting @ 7pm

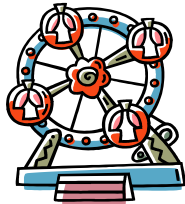
2nd Northern Comfort Concert @ 8pm

3rd Smoker Series Truck/Tractor Pull
@ 7pm

4th Saturday Night Pull-off @ 5pm

5th Combine Derby @ 1pm, Smash It
Car Demolition Derby @ 630pm

The events on 30th, & 2nd are all free
grandstand Admission.



The back doors are to be kept closed at all times. Propping the doors open is not allowed. This poses a security risk. If caught doing so you could be found in violation of your lease and termination of your lease.

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REMINDER:

Heights **emergency** number for maintenance is 330-853-8626. Please only use this number for emergencies after hours and on weekends. For all regular routine maintenance you are still to use 330-385-4047 ext #4 .

The Maintenance staff is out on the grounds most of the day so we ask that you refrain from stopping them and telling them your request. Due to the amount of work they may be doing at the time, they may forget what you tell them by the time they reach the building.

Please make sure you call the maintenance number when you are reporting a maintenance request. If you get the voice mail then please leave your name, apartment number and a description of your request. They check the voice mail throughout the day. If you still do not get a response after leaving a voice mail then please call me or Mark at the 330-385-4047 number. I hope this helps and as always if anybody has any suggestions then please let me know.

Thanks Kathy

