



HEIGHTS MANOR APARTMENTS JANUARY 2019 NEWSLETTER

Heights Manor Staff

Kathy Buzzard	Property Mgr.
Mark Stewart	Maintenance Mgr.
Randy Simmons	Maintenance
Tammie Hill	Maintenance
Chuck Keyes	Maintenance
Chad Hayhurst	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

MAHMA SCHOLARSHIP NOW AVAILABLE

MAHMA is excited to announce that in 2019 they will be awarding three \$1,000 scholarships to MAHMA member residents. To qualify for the scholarship, an applicant must be at least a senior in high school, in pursuit of and accepted to post-secondary studies. In addition to colleges and universities, this scholarship may also be used for trade, vocational or professional classes.

Applications must be completed and returned to the MAHMA office for consideration no later than May 31, 2019. Scholarship winners will be announced by June 30, 2019 after being judged by members of the MAHMA Board of Trustees.

Visit www.mahma.com or call 888-242-9472 for more information

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.



VERY IMPORTANT PLEASE READ THE FOLLOWING:

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 number.

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

**RECIPE OF THE MONTH
SPINACH DIP:**

1 10 oz. package frozen spinach, Thawed and squeezed dry.

¾ cup plain yogurt

¾ cup reduced-fat mayonnaise

*2 scallions, white part only
thinly sliced*

Salt & Pepper

Blend spinach yogurt

Things you should know:

***Just a reminder Heights Manor has a
"NO PET POLICY"!***

Please notify the office immediately if your household has any changes that includes but not limited to income going up or down, household members move in or out.

Gross Rent Changes

Please remember to stop at the office to sign your papers for the December 1, 2018 rent change!

**1 bedroom rent will increase by \$3.00
2 bedroom rent will increase by \$4.00
3 bedroom rent will increase by \$5.00**

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Due to the amount of influenza and infectious diseases in the area we are asking you to not come into the office if you or a member of your family is sick. We need to try to prevent the spread of any illness to all of our residents and staff.

The staff at Heights Manor would like to wish everyone a Safe and Happy New Year!



Please welcome our newest staff member

Chad Hayhurst -Maintenance

Chad is a great asset to our maintenance staff, when you see him out and about please introduce yourself.