Green Leaf RIverwalk

December Newsletter

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| Green Leaf RIverwalk Staff & Office hours  Property Manager:  Elizabeth Velasco  Assistant Manager:  David Mercer  Leasing Associate:  Sally Gomez  Maintenance Supervisor:  Warren Goldman  Maintenance Tech:  Dan Fields  Porter:  Laura Dial  Office Hours:  Monday-Friday 9am-6pm  Saturday 10am-5pm |
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[Click here to add a caption]

# After Hours Emergency call center

We are pleased to offer after hour emergency service for maintenance emergencies. The phones when our office is closed are forwarded to a call center. This is **ONLY** for maintenance emergencies. We **DO NOT** receive any messages left with the call center. The best way to ensure your message is received would be to email [riverwalk@grnlf.com](mailto:riverwalk@grnlf.com) after hours. Our office is open Monday-Friday from 9am-6pm and Saturday from 10am-5pm unless noted. We appreciate your cooperation.

“May your holiday be bright as your spirits are light” – unknown

# Holiday office hours

The holidays are here! Please keep in mind the following holiday hours for December and January. We will be closed December 24th and 25th in recognition of the holiday so our staff can spend time with friends and family. We will also be closed December 31st and January 1st for the New Year. If there is a maintenance emergency, please call 541-357-4146 for our afterhours emergency call center. Rent is still due no later than January 4th at midnight. There is a drop box in the office for your convenience located by the stairwell to the gym. We hope everyone has a safe and wonderful time with friends and family.

Trash Rooms

Please do not leave trash on floor in trash rooms, Holiday season means more trash, please respect your neighbors and do not make a mess for them to walk through in the garbage rooms. We appreciate your cooperation.

Please be courteous when entering/exiting your home

We know that the doors slam when entering and leaving your home, please be aware and be mindful

Smoking

Please remember this is a non-smoking community and you must be 30ft away from the building. Thank You



Tree Pick Up

Beginning December 26th, 2016 there will be stations set up near building 456 and 488 Alexander Loop to dispose of your tree. They will be picked up by our landscape team after the first of the year. We hope everyone has a wonderul holiday season.

Friendly Fall and Winter Tips!

* Please make sure the heat is on and set to no lower than 55 degrees. If you plan to be away have someone check on your home.
* Remember to clean out the lint in your dryer filter after each load of laundry to avoid overheating and to keep your dryer running effenciently.
* Reducing moisture build-up in your home
  + Wipe down showers after using; clean mildew as necessary
  + Stretch out shower curtains after showering to facilitate drying
  + Do not leave wet/damp clothing and towls piled up; allow to dry
  + Do not store wet/damp clothes and shows in closets. Be especially careful during the rainy season.
  + Do not over-water indoor plants
  + ALWAYS run fans in bathrooms when showering and bathing.
  + Turn-on exhaust fans in laundry areas when washing and drying clothes.
* Please remember to call the office as soon as possible if there is anything that needs attention in your home.

Quick Easy 3 Ingredient Sugar Cookies

Need to bake something quick to bring to a holiday party or a super fast homemade gift this holiday season? Check out these easy three ingredient sugar cookies.

Ingredients:

1 Stick Butter plus 2 Tablespoons

1/3 Cup Sugar

1 Cup Flour

Sprinkles (optional)

Directions:

1. Preheat the oven to 325°F.
2. Use an electric mixer to cream the sugar and butter, whipping the two until the butter is almost white and the mixture is light and fluffy, almost like a slightly gritty frosting.
3. Stir in the flour.
4. Form the cookies into 1-inch balls, placing them about 2 inches apart on a baking sheet. Flatten them into a disc shape if you're topping with sprinkles before baking.
5. Bake for 15-17 minutes, or until the edges of the cookies are lightly golden