



# Parkview News

December 2005 Volume 3 Issue 12

By: Shelly Gilcrest, Resident Manager



## OFFICE HOURS

### MONDAY

8:00 A.M.—12:00 P.M.

### THURSDAY:

2:00 P.M.—5:00 P.M.

## OFFICE PHONE

342-5472

## Emergency Phone

896-5904

**Can't Make it during office hours? THEN...**

⇒ Call Shelly and leave a message for a quick callback during business hours OR

⇒ Call Shelly to set up an appointment OR

⇒ Leave a note with details in our correspondence box right next to the office door OR

⇒ E-Mail Shelly at: [shelly@sfinvest.com](mailto:shelly@sfinvest.com)

## WORK ORDER INFORMATION!!

- Name
- Phone
- Unit #
- Problem Description
- Permission to Enter?

## Holiday Open House

**When:** Wednesday December 7th

**Time:** 3:00-7:00 P.M.

**Where:** Resident Activity Center

Please join us in kicking off the holiday season Parkview Style with Holiday Treats and Music, Gingerbread House decorating, Ornament Making, Food, Drinks, and lots of holiday Cheer!

## NEW KEYS!!

All Schlage locks within the company have been changed for security reasons. We change our Schlage locks every 5 years. The effect of this at Parkview was that all Clubhouse, Pool, Workout Room and Bathroom locks were re-keyed.

You have been or will be issued new Pool / Clubhouse / Workout Room / Bathroom keys very shortly in connection with this work.

Thank you for your understanding.

**"I heard the bells on Christmas Day,  
their old, familiar carols play,  
And wild and sweet the words  
repeat of peace on earth,  
goodwill to men!"  
-Henry Wadsworth Longfellow**

## Welcome Tom

Our new Maintenance Supervisor is Tom Sharkey who is assuming Parkview's maintenance duties along with Kaelin Gilcrest. Tom and Kaelin are committed to providing you with the same level of service we have provided in the past. Our work order system is now more integrated and Tom will manage the workflow in a way that work orders will be addressed within two business days of being called in as they have in the past.

Tom has worked at Parkview now for about 1 year starting during our clubhouse construction, and is well versed in many phases of construction and maintenance.

You can reach Tom by emailing him at [tom@sfinvest.com](mailto:tom@sfinvest.com).

### Red Velvet Cake with Vanilla Cream Cheese Frosting

#### Ingredients:

- \*1 bottle red food color (1 oz.)
- \*2 tsp. vanilla extract
- \*2 1/2 cups flour
- \*1/2 c. cocoa powder
- \*1 tsp. baking soda
- \*1/2 tsp. salt
- \*1 c. butter, softened
- \*2 cups sugar
- \*4 eggs
- \*1 cup sour cream
- \*1/2 c. milk
- \*Vanilla Cream Cheese Frosting  
(Recipe to Follow)

#### Directions:

**Sift** flour, cocoa, baking soda, & salt; set aside. Beat butter & sugar in large bowl with mixer on high until light & fluffy. Beat in eggs, one at a time. Mix in sour cream, milk, food color, & vanilla. Gradually beat in flour mixture on low speed just until blended.

Do not overbeat.

**Pour** batter into 2 greased & floured 9" round cake pans.

**Bake** in preheated 350° F oven 35-40 minutes or until toothpick inserted in center comes out clean. Cool 10 minutes; remove from pans. Cool completely on wire rack. Fill and frost cake layers with Vanilla Cream Cheese Frosting.

**Vanilla Cream Cheese Frosting**  
Beat 1 pkg. (8oz.) cream cheese, 4 tbsp. butter, & 2 tbsp. sour cream in large bowl until smooth. Mix in 2 tsp. vanilla extract. Gradually beat in 1 pkg. confectioners' sugar on medium speed until light & fluffy.

## Holiday Safety Guidelines Christmas Trees

- Purchase green, moist Christmas trees, never old or brittle. Check the needles. Try to find a tree with needles that bend instead of break.
- After purchasing a live tree, be sure to cut the bottom of the tree to expose new wood that will be able to soak up water.
- Always keep live trees watered.
- Keep trees (and any other combustibles) away from ignition sources such as fireplaces, space heaters, candles, overhead lights, and radiators.
- Ensure that artificial trees are fire resistant and UL (Underwriters Laboratory) or FM (Factory Mutual) listed. This will ensure the tree has been manufactured and tested to meet specific safety standards. Make sure the base is steady so the tree won't tip over easily.

### Christmas Lights and Surge Protectors

- Only use UL or FM approved surge protectors with built in circuit breaker.
- Extension cords are **not** allowed at Parkview.
- Inspect the cord for damaged insulation, splices, or loose plugs before using. Immediately replace any broken bulbs that have exposed filaments.
- Never use electric lights on old metal artificial trees.
- Don't run cords through doorways or under rugs. The insulation on the cords can become damaged if the door closes on the cord, or if people step on it under the rug, causing a potential fire and/or shock hazard.
- Match plugs with outlets. Don't force a 3-pronged plug into a 2-pronged outlet or surge protector.

**BE SAFE AND HAVE A HAPPY HOLIDAY SEASON**

## Holiday UPS and FEDEX Deliveries

*As a courtesy to our residents here at Parkview, we will sign for your delivered packages and hold them in the office for you to pick up. Here are the guidelines for packages in the office:*

\* *Usually, when attempted delivery is made to your apartment, the delivery person will leave a note on your door notifying you that the package will be in the office.*

\* *When you receive this notice, you will have approximately 3 business days to pickup your package.*

\* *If needed, please call the office to schedule other arrangements.*



\* *Large & or heavy boxes will not be delivered by Parkview staff to your apartment.*

\* *We enjoy providing you this service, however, if you do not want us to sign, please let us know.*

*Check out our website for useful information, submit work orders, and pay your rent at:  
[www.parkviewapartments.com](http://www.parkviewapartments.com)*