

# MALLARD LAKE REFLECTIONS

livesmart

WWW.MALLARDLAKEAPTS.COM

MALLARD LAKE  
APARTMENTS

■ FEBRUARY 1, 2011 ■ ISSUE 2, VOLUME 4 ■

## YOUR FRIENDLY STAFF AT MALLARD LAKE

*Leasing Team:* Shelly, Jackie, Kelly B, Kelly G & Sudarsana

*Maintenance Team:* Kevin, Jim, Adam, Andrew, Helena, Marek & Miguel

## OFFICE HOURS

M - W: 10:00am - 7:00 pm  
Th - F: 9:00am - 5:00pm  
Sat: 10:00am - 5:00pm  
Sun: 12:00pm - 4:00pm

## MAINTENANCE EMERGENCIES

For after-hours maintenance emergencies, call the leasing office phone number and follow the prompts. For all other emergencies, call 911.

## ONLINE WORK ORDERS

Visit us online today at [www.mallardlakeapts.com](http://www.mallardlakeapts.com) to quickly enter service work orders, download forms, read this newsletter, print event pictures and more!

Username: mallardlake  
Password: fixit

## QUESTIONS/COMMENTS?

E-mail the Property Manager at [mallardlke@aol.com](mailto:mallardlke@aol.com) today!

Drop your used pop-tabs in the leasing office to be donated to the Ronald McDonald House Charity!



Don't forget to recycle this newsletter when you finish reading it. Thank you!



Happy  
Valentine's  
Day!

## Mallard Lake News & Notes

### Sorry, No Special Treatment

While Mallard Lake appreciates all of its residents, please remember that we cannot take into consideration how long a resident has lived here, how many people they have referred or their age or family status when making decisions.

Recently, many residents have been asking to have work orders processed more quickly or for other special treatment because of the factors mentioned above. Due to Federal Fair Housing laws, as well as Mallard Lake's devotion to treating all residents equally, we are unable to grant your requests. Each and every resident is a priority to our staff!

### Cars and Sidewalks

Please remember that during the winter months you cannot let the front end of your car hang over the sidewalk. This slows the maintenance staff from properly clearing snow. Because we have posted several warnings regarding this issue, vehicles in violation after a snow fall will be towed at the owner's expense.

### Resident Referral Bonus Deadline

In order to receive a Resident Referral Bonus, the Leasing Office MUST receive the

request form within 90 DAYS of the new resident's move-in date. Unfortunately, for budgeting reasons, we can no longer honor the referral bonuses after that date. This policy is effective immediately.

### Resident Referral Recognition

We would like to thank our residents who referred new tenants to Mallard Lake in January: Girish of 732 Lakeview Drive, Jeyanthkumar of 1605 Hunter Drive, Farouq of 1571 Lakeview Drive, and Sivaprakash of 1610 Woodduck Lane.

### Renewal Deadlines

Please note the following deadlines for renewal paperwork if your lease ends in April or if you have received your renewal paperwork:

- Early Bird Deadline for leases expiring April 24, 2011 is **FEBRUARY 2, 2011**.
- The FINAL Renewal Deadline for all short-term or long-term lease extensions is **FEBRUARY 22, 2011**.
- Notice to Vacate for all residents moving out on April 24, 2011 is due by **FEBRUARY 22, 2011**.

## February Rent Giveaway

# Letter Openers

Stop by the Leasing Office starting on January 27 to pay your February rent and receive a letter opener with a special surprise! Each letter opener pops open to reveal a handy compact mirror. Limited supply available.

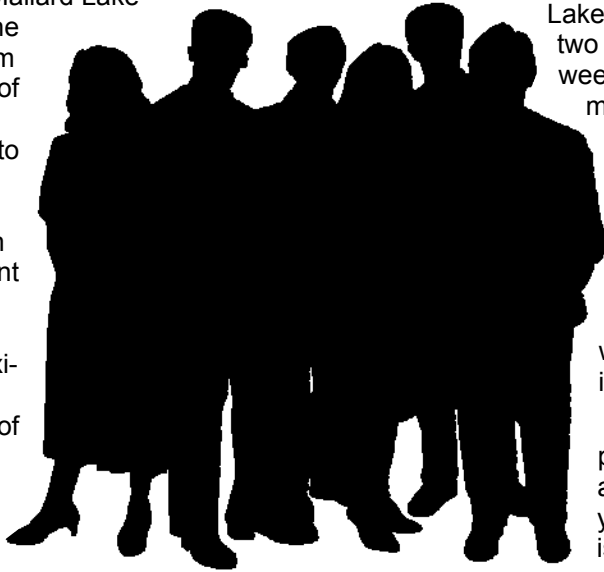


# Please Report Over-Occupancy Concerns

Recently, we've had numerous complaints about apartments that have more than the allowed number of resident living in them.

Per Mallard Lake

policy, the maximum number of people allowed to live in a one-bedroom apartment is two people. The maximum number of people allowed to live in a two-bedroom apartment is four people. These maximums include children of ALL ages. **For example, you MAY NOT have two adults and a newborn baby living in a one-bedroom apartment.**



Guests are allowed to stay for less than thirty days within a single calendar year. Anyone consistently staying in an apartment or parking their vehicle at Mallard

Lake more than two nights a week, receiving mail, or using the community amenities is considered an occupant and must be registered with the Leasing Office.

If you suspect that any apartment in your building is over occupied, please contact the Leasing Office immediately. Residents in violation of our occupancy policy will be asked to move into a larger apartment and their ability to renew their lease may be jeopardized.

# Forms, Policies and Procedures at Mallard Lake



Please remember that all Mallard Lake forms, policies and procedures are subject to change at any time without advanced notice. This includes any paperwork, forms and policies distributed in the Leasing Office and online at [www.mallardlakeapts.com](http://www.mallardlakeapts.com).

Only the most recent copy of all forms and policies are considered valid. This means that even if you have signed a policy in the past, you are still responsible for the rules and guidelines expressed in the most current version of that policy. At times, we may ask you to re-sign certain forms and we appreciate your flexibility.

If you have any questions regarding forms, paperwork or policy changes at Mallard Lake, please call the Leasing Office. We are happy to provide you with copies of all policies and forms and we strive to make the most current information available to you online.

**COMING SOON!  
NEW FITNESS CENTER  
ACCESS POLICY**

Please watch your bulletin boards for details.

# Preferred Mallard Lake Service Providers

## RENTER'S INSURANCE

Looking for renter's insurance? We recommend calling our preferred renter's insurance provider, **State Farm Insurance**. You can agent Tim Ratigan at (847) 342-1200 or call the leasing office for more information!

## COMCAST REPRESENTATIVE

Do you need **Comcast Cable**? If so, call Dick Duel, our preferred Comcast representative, for installation of new services. He has the best specials to offer, so call today at (847) 366-3646 for cable, phone, and internet!

## LOCKED OUT?

If you get **locked out** of your apartment after regular Mallard Lake office hours, **A-1 Suburban Locksmith** offers discounted rates on lock-out services to all Mallard Lake residents (847) 541-8500.



# Staying Warm in the Winter



Please note during the winter months, temperatures in Chicagoland will, many times, reach below freezing. It is at these times that the regular setting on your thermostat may no longer be sufficient to keep your apartment feeling comfortably warm. Please feel free to turn your heat higher than what you would normally keep it at (into the upper 70's), to ensure proper warmth throughout the apartment.

Also, during the winter months, proper attire is required even when inside your apartment. The casual, lightweight clothing we don throughout the year may not be sufficient when we are experiencing freezing temperatures.

Shorts and t-shirts are not always going to keep you warm when the temperature outside your apartment is in the single digits or less.

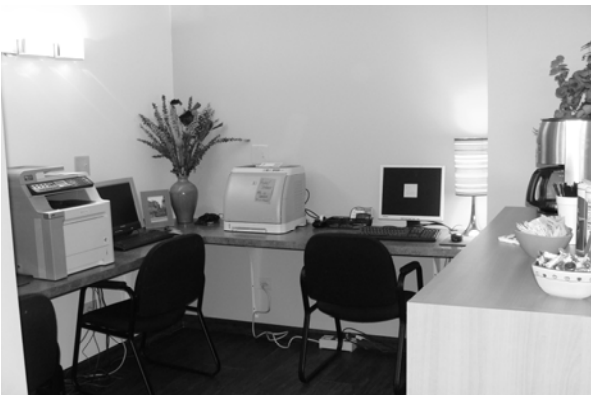
Finally, please note that heat rises. If a bed is not lifted off of the ground, you will experience very cold temperatures in the evening when the temperature is at it's lowest. On-the-floor bedding is not sufficient when trying to keep warm during the night.

Please keep these points in mind, and perhaps adjust your warmer-weather habits accordingly for the winter season. If you have any questions, please don't hesitate to call the Leasing Office.

## The Business Center is Now Open for Business

Pardon our dust! We have successfully remodeled the Leasing Office to make our Business Center more accessible to our residents and it is officially open again! We appreciate your patience while we took the time to reorganize our office and complete a little construction.

The Mallard Lake Business Center consists of three computers with Internet access that you are welcome to use during regular business hours. We also have a scanner, printer and photocopier inside the Business Center. A fax machine is available upon request. We hope you enjoy and take advantage of this wonderful Mallard Lake amenity!



## Humidity & Mold



Mold has been an ongoing problem at Mallard Lake since the start of this winter. Mold typically grows on the outside bedroom walls of the apartment where the outside air temperature and humidity meets the inside air temperature and humidity. Many of the mold issues are commonly caused by residents who are contributing to mold growth in the following ways:

1. Running humidifiers or running the bath water to generate humidity or to wash laundry.
2. Setting the thermostat to run over 75 degrees continually or covering the windows with plastic, therefore preventing the apartment from exchanging interior air with exterior air.
3. Excessive steam from cooking. (Cracking your patio door while cooking can be extremely helpful.)

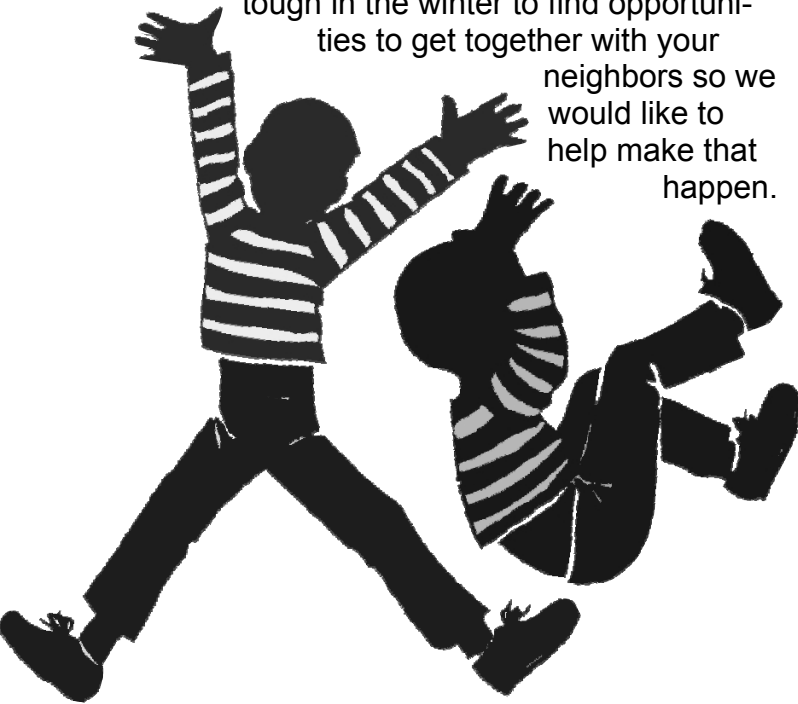
All of these actions increase the humidity in the apartment which encourages mold growth. Mallard Lake will evaluate the mold situation when a work order is entered, but if the mold's origin is found to the result of resident behavior, the repair cost will be charged to that resident's account. While mold is often associated with health scares, typically the mold type and levels found at Mallard Lake are not toxic and can be repaired. The most important part of the solution is for all residents to reduce and/or eliminate any of the behaviors above.



# MALLARD LAKE EVENTS

## CLUBHOUSE PLAY DAYS

Mallard Lake is excited to try out a new event at our property! During the month of February, we will open the clubhouse to allow families to meet and children to play. We know it's tough in the winter to find opportunities to get together with your neighbors so we would like to help make that happen.



On February 10, 17 and 24 from 10:00am to 12:00pm the clubhouse doors will be open for "OPEN PLAY." Mallard Lake will not be providing any entertainment or snacks but simply giving everyone a chance to get together under one roof. So, bring a game, bring a friend, bring your imagination or just bring yourself. The fun is up to you!

Please call the office to register for one or all dates. If less than 10 people sign up, we will cancel the event for that day. Also, please remember that all participants are responsible for their own clean-up after each gathering. See you there!

FEBRUARY 10, 17 & 24

10:00AM to 12:00PM

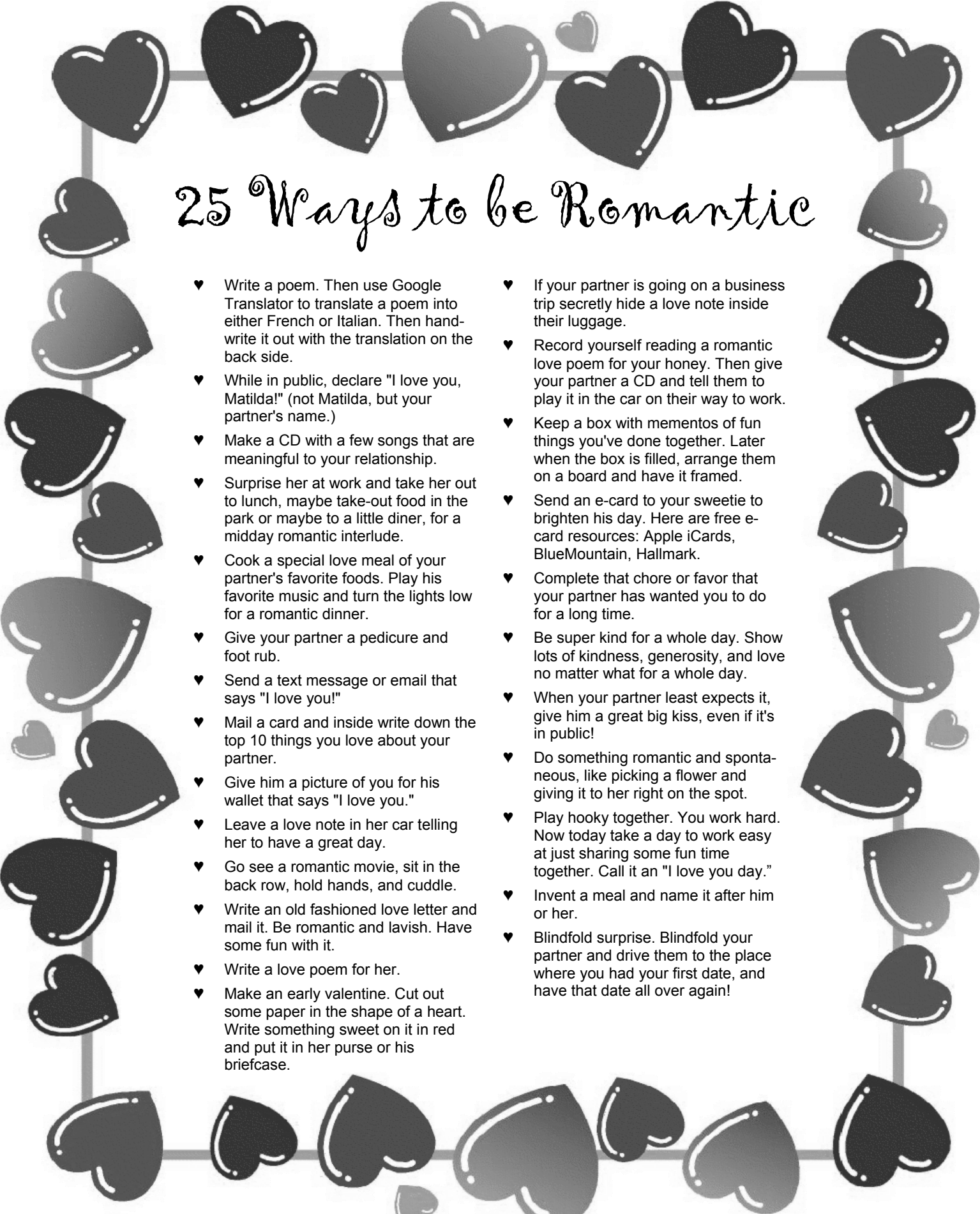
Mallard Lake Clubhouse

Call to register for one or all days!

## Hangin' with Santa!

Thank you to all of the families that came out to have their picture taken with Santa! Mr. Claus had a chance to meet with over 100 children at the Mallard Lake Clubhouse just in time to get last minute Christmas wishes. We were happy to have the opportunity to capture such great memories. If you participated in this event, please stop by at your earliest convenience and pick up your photo prints. Everyone looked great!





## 25 Ways to be Romantic

- ♥ Write a poem. Then use Google Translator to translate a poem into either French or Italian. Then hand-write it out with the translation on the back side.
- ♥ While in public, declare "I love you, Matilda!" (not Matilda, but your partner's name.)
- ♥ Make a CD with a few songs that are meaningful to your relationship.
- ♥ Surprise her at work and take her out to lunch, maybe take-out food in the park or maybe to a little diner, for a midday romantic interlude.
- ♥ Cook a special love meal of your partner's favorite foods. Play his favorite music and turn the lights low for a romantic dinner.
- ♥ Give your partner a pedicure and foot rub.
- ♥ Send a text message or email that says "I love you!"
- ♥ Mail a card and inside write down the top 10 things you love about your partner.
- ♥ Give him a picture of you for his wallet that says "I love you."
- ♥ Leave a love note in her car telling her to have a great day.
- ♥ Go see a romantic movie, sit in the back row, hold hands, and cuddle.
- ♥ Write an old fashioned love letter and mail it. Be romantic and lavish. Have some fun with it.
- ♥ Write a love poem for her.
- ♥ Make an early valentine. Cut out some paper in the shape of a heart. Write something sweet on it in red and put it in her purse or his briefcase.
- ♥ If your partner is going on a business trip secretly hide a love note inside their luggage.
- ♥ Record yourself reading a romantic love poem for your honey. Then give your partner a CD and tell them to play it in the car on their way to work.
- ♥ Keep a box with mementos of fun things you've done together. Later when the box is filled, arrange them on a board and have it framed.
- ♥ Send an e-card to your sweetie to brighten his day. Here are free e-card resources: Apple iCards, BlueMountain, Hallmark.
- ♥ Complete that chore or favor that your partner has wanted you to do for a long time.
- ♥ Be super kind for a whole day. Show lots of kindness, generosity, and love no matter what for a whole day.
- ♥ When your partner least expects it, give him a great big kiss, even if it's in public!
- ♥ Do something romantic and spontaneous, like picking a flower and giving it to her right on the spot.
- ♥ Play hooky together. You work hard. Now today take a day to work easy at just sharing some fun time together. Call it an "I love you day."
- ♥ Invent a meal and name it after him or her.
- ♥ Blindfold surprise. Blindfold your partner and drive them to the place where you had your first date, and have that date all over again!



# Chocolate Heart-Shaped Pizza



**INGREDIENTS**

- 1-1/2 cups HERSHEY®'S Milk Chocolate Baking Chips
- 1 cup HERSHEY®'S Butterscotch Chips
- 3/4 cup miniature marshmallows
- 3/4 cup chopped salted peanuts
- 3/4 cup crushed potato chips
- 2 tablespoons flaked coconut
- 7 maraschino cherries, halved
- 1/4 cup milk chocolate M&M's
- 2 tablespoons vanilla or white chips
- 1/2 teaspoon shortening

**DIRECTIONS**

On waxed paper, draw a 10-in. heart; place on a baking sheet. Set aside. In a large microwave-safe bowl, melt chocolate and butterscotch chips; stir until smooth. Stir in the marshmallows, peanuts and potato chips. Immediately spread on prepared pan into heart shape. Sprinkle with coconut; top with cherries and M&M's.

In a small microwave-safe bowl, melt vanilla chips and shortening; stir until smooth. Drizzle over top. Refrigerate until firm, about 1-1/2 hours. Remove waxed paper. Let stand for 10 minutes at room temperature before cutting. **Yield:** 1-3/4 pounds

## February 2011

SUN	MON	TUE	WED	THU	FRI	SAT
		1 <b>RENT DUE</b> Exterminator on property. Call for an appointment.	2 Groundhog Day <b>April Early Bird Renewal Deadline</b>	3 Chinese New Year	4 Disney on Ice: Toy Story 3 at United Center! (2/2-2/13)	5 Professional Bull Riders Championship, Sears Centre, 7:30pm
6 <b>RENT LATE at 12:01AM!</b> SUPERBOWL SUNDAY!	7 <i>Les Miserables</i> at Cadillac Palace Theater (2/2-2/27)	8 Exterminator on property. Call for an appointment.	9 February is Bake for Family Fun Month!	10 <b>OPEN PLAY DAY at Mallard Lake Clubhouse, 10am-12pm</b>	11 Take the kids to see <i>Gnomeo &amp; Juliet</i> in theaters tonight!	12 Watch your favorite monster trucks at <i>Monster Jam</i> at Allstate Arena!
13 Chicago Auto Show, McCormick Place (2/11 - 2/20)	14 Valentine's Day	15 Exterminator on property. Call for an appointment.	16 Blackhawks vs. Minnesota, 7:30pm	17 <b>OPEN PLAY DAY at Mallard Lake Clubhouse, 10am-12pm</b>	18 Blackhawks vs. Columbus, 7:30pm	19 See Martin Lawrence in <i>Big Momma's Like Father Like Son</i>
20 Blackhawks vs. Pittsburg, 3pm	21 President's Day No School	22 <b>Final April Renewal Deadline</b> Exterminator on property.	23 Get great deals during Chicago Restaurant Week (2/18-2/27)	24 <b>OPEN PLAY DAY at Mallard Lake Clubhouse, 10am-12pm</b>	25 See Nicholas Cage in <i>Drive Angry: 3D</i> .	26 Kid Rock live in concert at the United Center, 7pm
27 Blackhawks vs. Phoenix, 6pm	28 Lady Gaga performs at the United Center, 8pm	<b>COMING SOON... RESIDENT APPRECIATION CELEBRATION!! MARCH 2011—WATCH FOR DETAILS</b>				

