

Property Manager
Allison Wirtjes

Office Manager
Denise Pawloski

Admin Assist.
Lyndsey Morrissey

Maintenance
Joshua Denda
Eddie Rodriguez

Grounds
John Scott

Board Members
Audra Carson
Debra Johns
Nancy Knight
Raini Majeske
Tom Morrissey

Office Hours
Monday - Friday
8:00 am - 5:00 pm
Contact Directory Office
(517) 882-3461
Emergency Maintenance
(517) 202-7820
Police Non-Emergency
(517) 483-4600
Emergencies
Dial 911
Website
Villagetownhouses.com
Animal Control
(517) 676-8370
Consumers Energy
1-800-477-5050
Board of Water & Light
(517) 702-6006
South West Carrier Annex
(Post Office)
(517) 272-0684

Village Townhouses

Preparation for Window Replacements

Our window replacement project is beginning Monday, September 21st, 2026! Please ensure that you are prepping your home before your scheduled installation date. Final details were delivered to all homes on September 1st, 2026, so please ensure you read through the list and are aware of everything you need to complete. Also make arrangements for parking as stated in this notice.

New Window/ Portable AC Policy Delivered September 1st.

Please ensure you have fully reviewed the new Portable AC Policy that was delivered to your home, and place it on your Member Handbook. Because of the new windows being installed, Window AC's are no longer allowed for next Summer.

Office Closed

The Office will be closed September 7, 2026. If you have a Maintenance Emergency while the Office is closed, please call (517) 202-7820.

Policy Reminder Window Air Conditioners

Window air conditioners are required to be out of the windows by November 1st or sooner if your windows are being replaced in September or October. If any member chooses to leave the window air conditioner in the window past the deadline, a charge of \$20 per window air conditioner per month will be assessed from November through April.

September Board Meeting

The next Board Meeting will be Monday
September 28, 2026.



Fall Clean Up

With the change of season coming, it is time to start thinking about your flower beds and common areas. After the first "Big" frost, most of the annual flowers planted will need to be pulled. Please help Village continue to look neat and clean by taking care of your flower bed area's. We ask you to not put your yard waste in the dumpsters, but rather in the bed of the truck located by the Office garage. Remember yard waste must be in paper bags. Thanks for helping keep Village looking neat.



Open Windows and Doors

Reminder that when the temperature falls below 50 degrees, all windows and doors are to be kept closed. Windows and doors can be open for a short period of time (10 to 15 minutes) to help with cooking smells/smoke or bathroom moisture issues. When open windows and doors are observed, the Member will be assessed a charge per open door and window. Please remember that energy waste has a monetary effect on everyone here at Village.



Summer Items

Please start thinking about where you will move your summer items, i.e toys, bikes, chairs, etc. All of these items should be stored inside or offsite. Do not store gas cans, gas tanks or propane tanks in the townhouse for your safety and that of your fellow Members.

September 2026

Smoke Detectors

As a reminder, NEVER remove the batteries from a smoke detector, or remove it from the wall if it is beeping. We must keep Village safe from fires! If Management or Maintenance enters a home and the smoke detector has been removed, it's an automatic \$100 fine. Removal of just the batteries also incurs fines. Always call the office during the day or call emergency maintenance at night or on the weekends to replace these batteries.



Community Bulletin Board

Do you have an item you want to sell or give away? Do you want to promote your Yard Sale? Perhaps you are looking for a service or need some assistance for a task? Please feel free to post an ad or inquiry to the Bulletin Board across from the drinking fountain outside the entrance of Denise's Office.

Yard Sales

It is already September! If you are thinking of having a last minute Yard Sale, especially if you are wanting to clear items out of your home before your windows are replaced, come fill out the Yard Sale form at the Office. Feel free to advertise it on the Office bulletin Board and Happy Selling!



Pets

This is a reminder to all pet owners to review the pet policy to ensure you are in compliance. Also, we would like to remind everyone to clean up after their pets on a daily basis. If you need to repair the damaged lawn from your pet, this is the time to do it. With the Fall rains coming, it won't take long for your lawn to look good again.



Exterior Hoses

If you have a garden hose, please disconnect and store the hose properly by October 31st. Hoses need to be disconnected to help prevent the water lines from freezing and rupturing. Any damage caused due to a hose not being disconnected will be charged back to the member.

Maintenance Tips

Just a reminder that ONLY TOILET TISSUE is to be flushed down the toilet. The toilets and plumbing are not designed for any other articles to be flushed into the sewer lines. You will be charged for any service call to remove or clear a drain line if any items other than toilet paper are found to have caused the blockage. Also, if your toilet is running or a sink is dripping, please contact the office because it has a direct impact on the water bill. Your cooperation is appreciated in these matters.



September
WORD SEARCH



P E A R S L E A V E S Q S G A
X P Z Y K H I D B H A R D Q M
B R D H A C O R N H W N I O G
Z U O U H A F O L X V F A L L
K W X U C P C Y E L L O W H B
G F A E P Y F R I E N D S I H
Z B F O O T B A L L Q N P Q P
X E O Y B C K I V P S R Z T L
Y R E H A P P L E S X Z O A P
H X Q L P I E Y U M T R E E S
N X Q S C H O O L O O Z U G Q
C O R N X M K A H P E N C I L
B L B O O K S B A C K P A C K
G K C C J V E S L E Z B R N W
A V R Y O V N M T B F Z M G M



Acorn
Apples
Backpack
Books
Corn
Fall
Friends

Football
Leaves
School
Pears
Pencil
Trees
Yellow

September 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Carrying Charges Due	2	3 Mowing	4 Trash Pick up Mowing	5
6	7 Office Closed	8 Trash Pick up Rose Pest Control	9	10 Mowing	11 Trash Pick up Mowing 8:00 am Late fees Assessed	12
13	14 Trash Pick up Lawn Fertilization	15 Lawn Fertilization	16 Lawn Fertilization	17 Mowing	18 Trash Pick up Mowing	19
20	21 Trash Pick up Window Replacements Begin	22 Rose Pest Control	23	24 Mowing	25 Trash Pick up Mowing	26
27	28 Trash Pick up 6:30 pm Board Meeting	29	30			

