



## Maxwell Place Contact Information

4129B Mercury Cir  
Albuquerque, NM 87116

### Phone Numbers

Office: 505-255-1188

After Hours Emergency Maintenance: 844-887-6838

Fax: (505) 255-0155

### Staff

Community Director	Charlena Cavender
Community Manager	Jesse Lopez
Leasing Agent/RSS	Martha Castillo
Maintenance Director	Paul Melendez
Asst. Maintenance Director	Don Morrison
Asst. Maintenance Director	Bill Ward
Marketing Coordinator	Amber Tracy

### Website

[www.kirtlandfamilyhousing.com](http://www.kirtlandfamilyhousing.com)

### Facebook

[www.facebook.com/MaxwellPlaceABQ](http://www.facebook.com/MaxwellPlaceABQ)

### Office Hours

Mon-Fri 8:00 am - 5:00 pm  
Wednesday 9:30 am – 5:00 pm  
Closed 1:00 - 2:00 pm  
Sat & Sun CLOSED

### Helpful Numbers

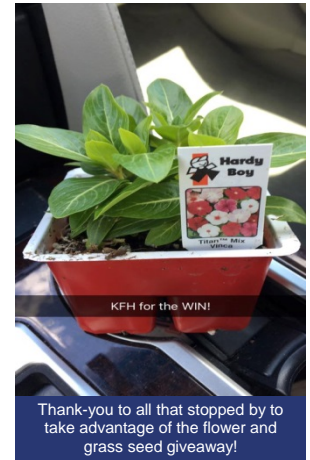
Non-Emergency APD (505) 242-2677

**We are happy to serve you!**

## Fun at Maxwell Place

Last month we gave away flowers & grass seed with our residents to help add a little color to our community this Spring & Summer! We love hosting events and doing giveaways for our residents!

Share with us your ideas as we are looking to fill our calendar with lots of fun this Summer! Feel free to shoot our Marketing Coordinator, Amber, an email at [amber.tracy@huntcompanies.com](mailto:amber.tracy@huntcompanies.com). She looks forward to hearing from you!



Thank-you to all that stopped by to take advantage of the flower and grass seed giveaway!

## Hunt Update

### Mothers' Day Ideas

Encourage kids to do something – make a card, make a book to read to Mom, plant a flower in a decorated pot, make anything with a kid's handprint on it. Make a circle of handprints and draw a stem a leaves for a flower for Mom. Take photos while the kids make cookies and put one in a frame. (This only works if you clean the kitchen, too.) Take Mom out to breakfast or lunch, even if it involves unwrapping food and a plastic toy. Better yet, take the kids to the playground while Mom takes a NAP!



Lots to Celebrate in May!  
Mothers' Day, Armed Forces Day, Graduations, Memorial Day. Enjoy time with your family and friends and the unofficial kick off to summer!

## Maintenance

Summer's just around the corner! Here are a few maintenance and safety reminders:

Give your air conditioner a test run to ensure its operating properly. Don't wait until the first scorching day! Please initiate a maintenance request if needed.

Let Mother Nature cool your home – open windows on cool mornings and evenings, close windows and shades during the heat of the day.

Summer means more outdoor activities – be on the lookout for runners, bike riders and children playing. Don't forget sunscreen and bike helmets!  
Watch children around water. It only takes a few seconds of inattention and a few inches of water for tragedy to happen.

Ensure grills are attended by an adult when in use. Keep grills away from homes, fences, other structures, overhangs and trees. Have a hose or fire extinguisher within reach.

# MAY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Batman Day Lei Day	2 Trash Pick-up	3 Different Colored Shoe Day	4 School Nurse Day Firefighters' Day Star Wars Day	5 <b>Last Day to Pay Rent!</b>  Cinco de Mayo Holocaust Remembrance Day	6 Military Spouse Appreciation Day	7
8 <b>Mother's Day</b>	9 Trash & Recycling Pick-up	10 Ocean Day	11 Eat What You Want Day  <b>Community Information Session 6-7p</b>	12 Nutty Fudge Day Nurses' Day Limerick Day	13 Frog Jumping day	14
15	16 Trash Pick-up  Drawing Day	17 Baking Day Pack Rat Day	18 Museum Day	19	20 Bike to Work Day Pick Strawberries Day	21 <b>Armed Forces Day</b>
22	23 Trash & Recycling Pick-up	24 Tiara Day	25 Tap Dance Day	26 Blueberry Cheesecake Day	27 Sunscreen Day	28
29	30 Trash Pick-up  <b>Memorial Day Offices CLOSED</b>	31 No Tobacco Day Save Your Hearing Day				

## Calendar Events

- **A few friendly reminders:**
  - Speed limit is 15 MPH throughout the entire community.
  - Please clean up after your pets & keep them leashed when outside! This is your responsibility as a pet owner!
  - Make sure your front/backyards are kept neat, as well as your carport, in order to avoid violations. Also, any fence installed must be in compliance with KFH regulations. Come by the office for more information.
  - Please avoid parking in front of mailboxes as this makes it difficult for the carrier to deliver the mail.
- Don't forget to visit our **Lending Library** at the Kirtland Family Housing Town Center. Bring a book to leave for someone else to enjoy, and take a "new" one home with you!
- Have a noise complaint or some other non-emergency police matter? Please call APD at (505) 242-COPS (2677)
- Pay your rent from the comfort of your home at [rentpayment.com](http://rentpayment.com)!