



TORRANCE
EXECUTIVE PLAZA

WINTER
NEWSLETTER



The Road Goes Ever On and On
-J.R.R. Tolkein



Important Dates

Monday Feb. 17th: President's Day Office Closed

Tuesday April 22nd: Earth Day E-waste Event

MANAGEMENT OFFICE HOURS

Monday-Friday

8:30am-5:30pm

PHONE

(310) 316-4290

For Service Requests Login To The
Tenant Portal

www.torranceexecutiveplazawest.com

In this newsletter
you can expect:

Important Dates

Observed
Holidays

Updates &
Events

Second Wave
Donation List

Property
Contacts &
Reminders

Fun Dates
Feel Good News
Recipe of the
Month





TORRANCE EXECUTIVE PLAZA

Observed Holidays

2023

PRESIDENT'S DAY MON. 02/17

MEMORIAL DAY MON. 05/26

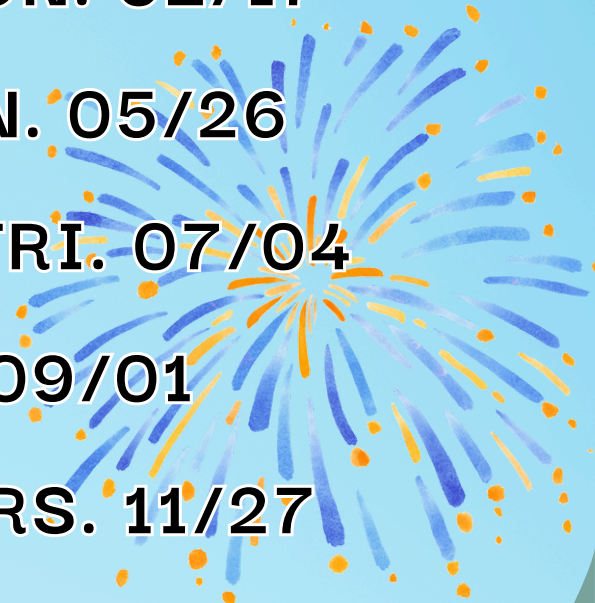
INDEPENDENCE DAY FRI. 07/04

LABOR DAY MON. 09/01

THANKSGIVING THURS. 11/27

CHRISTMAS DAY THURS. 12/25

NEW YEAR'S DAY THURS. 01/01






Updates & Events

Inspections

Suite Inspection Schedule to improve night cleaning

Wednesday, February 12
Buildings 3524 & 3528

Coming Soon

March Madness
Bracket Challenge 
*Details to follow

Earth Day Tuesday, April 22nd
E-Waste Removal Event



3838 Building Northwest side
10AM-12PM



Volunteer Spotlight

We want to thank everyone who donated for *Food for Kids*, we were able to raise \$1,789 in funds and 72 bags of food.

We also contributed in raising \$4,151.39 for the *City of Hope Breast Cancer Drive*.

Now we continue to support those affected by the fires and ask that you join us in donating to *Second Wave Support*, a fire recovery donation drive. Our office will be collecting donations. See next page for donation items.

The Muller Company holds our charity work dear to our hearts and will continue to support important causes.

Events



We would like to thank everyone who came out to our tenant events last year. We look forward to create more fun in 2025!





Second Wave Support : Fire Recovery Donation Drive

Items should be **new** and **unopened**. We are not accepting clothes or food at this time.

Focus Items for Donation:

Bottled water	Toilet paper
Blankets	Lotion
First aid kits and supplies	Diapers
Pet supplies	Wipes
Toiletries/hygiene products	Paper towel
Soap	Portable chargers
Shampoo and Conditioner	Sleeping bags
Deodorant	Twin air mattresses
Toothbrushes and Toothpaste	Baby food
Visa gift cards	Diapers
Pet store gift cards	Reading Glasses
Grocery store gift cards	Puzzles and games



TORRANCE EXECUTIVE PLAZA



E-WASTE REMOVAL EVENT

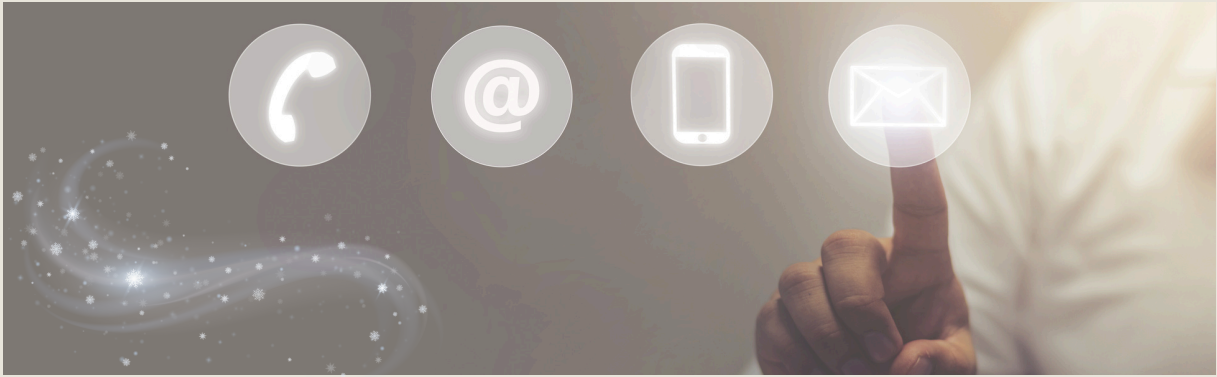


TUESDAY, APRIL 22ND

3838 BUILDING NORTHWEST SIDE | 10AM-12PM

- ✓ Bring all electronics EXCEPT refrigerators, light bulbs, regular & car batteries, washers & dryers, dishwasher, & other large appliances.
- ✓ Quick and trouble-free service
- ✓ Recycling e-waste can be used to make new products

Property Contacts



Management Office Staff

Audrey King

Senior Property Manager



Harry Sixta

Assistant Property Manager



Tiffany Williams

Contracts Administrator



Roxana Pinto

Property Administrator







Maintenance Staff

Carlos Gonzalez
Elvira Larios
Delfino Vidal

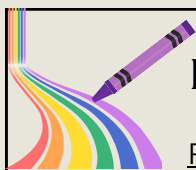
Dayporter

Miguel Morales

Management Office Contacts

 PHONE NUMBER: 310-316-4290	 AFTER HOURS EMERGENCY PHONE NUMBER: 310-316-4290 PRESS 4
 General Mailbox torranceadmin@mullerco.com	 3838 Carson Street Suite 100 Torrance CA 90503





Fun Dates!

February 13th
National Wingman Day

February 16th
Do a Grouch a Favor Day

February 20th
Cherry Pie Day



March 6th
National Oreo Cookie Day

March 31st
National Crayon Day

April 3rd
Find a Rainbow Day

April 11th
Barbershop Quartet Day



April 25th
World Penguin Day



Feel Good News

Bakery Owner Discovers Her Longtime Customer Is Her Biological Son

A heartfelt reunion at Give Me Some Sugah Bakery in Chicago. Longtime customer Hunter Varmarr loved visiting Lenore Lindsey's bakery not just for the pastries but for the service from the baker behind the counter. Lindsey only knew Varmarr as a valuable customer. Neither knew they were mother and son. To find out how they reunited

[CLICK HERE](#)



Recipe of the Month: Overnight Oats



Ingredients:

Old-Fashioned Oats
Milk (you can use 2% or any plant based milk)
Chia Seeds
Greek or Vegan Yogurt
Vanilla Extract
Honey (From our local bees)
Toppings (fresh fruit, dried fruit, nuts and spices like cinnamon)

How To Make:

1. Combine old-fashioned oats, chia seeds, Greek or vegan yogurt, vanilla extract and honey.
2. Top with your choice of milk
3. Mix the overnight oats together until there are no clumps
4. Cover with a lid and chill in the fridge for at least 2 hours or overnight
5. Next morning add your favorite toppings and enjoy!



Thank you for reading!