



BUILDING NEWS

TENANT NEWS

MANAGEMENT CONTACT INFO



Holiday Office Hours

January 1st – Closed

Beth Parkhurst
Senior Property Manager
bparkhurst@parmco.com

Kelly Smith
Senior Property Manager
ksmith@parmco.com

Adriana Gutierrez
Tenant Service Coordinator
Mandalaytowers@parmco.com

Have a Safe and Happy Holiday from the Parmenter Family!



BUILDING ENGINEERS

Wade Reeves
Chief Engineer

Burton Tyler
Assistant Chief Engineer

BUILDING REMINDERS

- Before scheduling a contractor for your suite, please schedule a date/time with management; a COI is required.
- Please provide visitors with validations, as they will be subject to the new garage prices: \$20 without validation.
- Please do not tamper with suite thermostats, Work orders must be submitted to address temperature concerns.
- Please ensure that you look at the directional arrows when driving in the garage to avoid going the **WRONG WAY**.
- **Please remind all employees NOT to use the freight elevator. The freight elevator is for deliveries only. We will be monitoring the cameras inside the freight.**



SECURITY

Derrick Grant (Director)
214-697-8909
Mandalay Tower 1
214-673-9762
Mandalay Towers 2 & 3
214-502-5800

COMPANY INFORMATION



Parmenter would like to thank everyone who attended our Holiday Luncheon Events. They were an awesome turnout, and we hope everyone enjoyed them!

BUILDING CONCIERGE SERVICES

Canal Side Café

Located on the Canal Level of Tower 1
(7 am-3 pm)

Sub'z N Stuff

-Located on Las Colinas Blvd (11 am -8 pm)

Prime Time Auto Care

On-site hand car wash and detailing available every Wednesday and Friday.

For availability contact Larry at (214)361-9988

Canal Cleaners

Located in the Mandalay Tower 1 Parking Garage

Drop-off times:

7:00 am – 10:00 am

3:30 pm – 6:30 pm

BUILDING AMENITIES

Mandalay Tower 2 has two conference rooms for Tower 2 and 3 tenants only.

*The 4th-floor conference room seating arrangement cannot be modified.



MONTH OF JANUARY



Residents, neighborhood groups, and local organizations can bring comfort to an Irving shelter pet by donating during the Irving Animal Care Campus holiday donation drive

<https://www.cityofirving.org/CivicAlerts.aspx?AID=12495>

DID YOU KNOW?

- Originally, the Roman calendar had only 10 months, excluding January and February.
- January was named after the Roman god Janus.
- Julius Caesar added the 31st day to the month.

DECEMBER SAFETY TIPS



- Keep a winter survival kit in your vehicle if you must travel.
- Check tire pressure, antifreeze levels, heater/defroster, etc.
- Learn how to shut off water valves for potential pipe bursts in your home.
- Bring pets inside.

IMPORTANT ACTIVITIES



Join the City of Irving as we celebrate the legacy of Dr. Martin Luther King, Jr. This year's celebration will feature dance, song, poetry, and art performed by the Dallas Black Dance Theatre.

<https://www.cityofirving.org/1403/Martin-Luther-King-Jr-Observance>

