



Neighbors



FROM THE DIRECTOR'S DESK

***Only the person(s) listed on the lease is/are allowed to live in the house. If a tenant allows someone to move in who is not listed on the lease, the tenant is breaking the terms of their lease. The tenant shall not house recurring overnight guest(s) for a period longer than 14 days per year. Tenants may be given special permission to house out of town visitors for longer periods than described above. Please call the Housing Authority office and advise us of your situation. Any guest staying longer than this period can be considered permanent and will be considered an unapproved resident. The tenant will be subjected to possible eviction. Only those persons whose names appear on the lease are approved residents of the unit.



**The outside of each home is to be well maintained—no debris or trash. This includes children's toys, bicycles, etc. These items are to be kept in the garage.

**If you have a complaint, it must be put in writing and sent to the office. We do not accept anonymous complaints.

**You are responsible to maintain your lawn. You must not cut it too low to the ground. We

require that it is no taller than 5" in height. If beyond this height, we will send you a notice. If not taken care of after the notice, our maintenance staff will contract your yard to be mowed at your expense. We expect you to keep all shrubs trimmed and planted areas weeded.

- Lawn mowers are to be stored either in your garage or behind the home.
- Leaf burning or burning of anything in the development is not allowed.

Closed Monday July 4th for Independence Day!

Stay Safe and have a Happy 4th of July!

Dionne Wyatt, CEO



Address:

P.O. Box 643
760 Anderson St.
Carlinsville, 62626
(217) 854-8415
Fax: (217) 854-8749

Office Hours:

Monday & Tuesday
8 a.m.-4:30 p.m.
CLOSED WEDNESDAY
Thursday & Friday
8 a.m.-4:30 p.m.

EMERGENCY NUMBER:
(217) 827-2100

EMERGENCIES INCLUDE:

- ◆ Gas leaks
- ◆ Broken water pipes
- ◆ Exposed electrical wires
- ◆ No heat (if the outside temperature is 45-degrees or lower)
- ◆ Sewer line stoppage (not drain line)- this includes a clogged toilet
- ◆ CO/Smoke detector beeping or chirping

Also fire, flood, or anything that threatens life, safety or property damage.

HOUSEKEEPING INSPECTIONS

There are no scheduled housekeeping inspections this month. Please make sure that your home is up to the housekeeping policy standards. If you need a copy of the Housekeeping Policy, please contact the office and we can send you one.

Summer is finally upon us, it's important to remember some basic safety as we start to get out and enjoy ourselves.

Here are some Safe Grilling Tips:

- Make sure the grill has been moved at least 10 -feet away from the building before cooking and heating up the grill.
- Clean the grill surface and have the grill hot before cooking.
- Thaw and marinate foods in refrigerator.
- Grill food thoroughly. Use thermometer to be sure meat is fully cooked.
- Don't let raw juices from uncooked meat, poultry or fish come in contact with cooked meat, poultry or fish, ready-to-eat food.
- Store leftovers in the refrigerator or freezer within two hours of taking food off the grill. In hot weather (above 90 degrees), food should never set out for more than an hours.
- Clean the grill once done cooking and after grill has been cooled, move the grill back into the garage for storage.

