July 2023 Volume 7. Issue 07



# Ngighbors 😏 🕇





## FROM THE DIRECTOR'S DESK

### Summer is here!

If you're your kids are outside playing: always keep an eye on your children. If you see they have drawn graffiti on the side of your house/unit, please remove it. Also, if your kids are riding bicycles please remind them to be mindful of parked or moving vehicles.

If you are thinking about getting a pet, you first have to call our office for a pet application. The application needs to be completed and then you will have to make an appointment with our office before you can keep the pet in your unit. Please give us at least a weeks' notice before getting a pet so we have time to schedule you an appointment. At that time you need to bring your application and the pet in for us to approve your pet.

The office will be closed on Tuesday, July 4th, 2023 to observe Independence Day.



Stay Safe and Healthy!

Dionne Wyatt, CEO

#### Address:

P.O. Box 303 760 Anderson St. Carlinville, 62626 (217) 854-5393 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

- Gas leaks
- **Broken water pipes**

**EMERGENCIES** 

**INCLUDE:** 

- **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

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

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## **HQS INSPECTIONS**

### **ALL OF SUNNY LANE**

# INSPECTIONS MAY TAKE PLACE ON ANY DAY OF THE MONTH BETWEEN THE HOURS OF

8:00 A.M.- 4:30 P.M., MONDAY-FRIDAY

\*Q&A (Quality Assurance) inspections may take place on work orders and inspections anywhere from 3-5 days after the inspection/work order happened.

When grilling, make sure you move your grill at least 10 feet away from the building and do not grill next to the building as it can cause damage. One propane tank is allowed per gas grill. Grills must be in good working order and the propane tank properly connected to the grill.





It is your responsibility to clean your furnace filter on a monthly basis. If you cannot get the filter out to clean it, call the office and our maintenance staff will remove the filter for you to clean at no cost. Your furnace filter is designed to improve the quality of air you breathe, and also protects your HVAC system from build-up of dirt and debris. Not changing out your furnace filter can cause problems and damages to your HVAC system which you could be responsible for.