



Neighbors



FROM THE DIRECTOR'S DESK

Friendly Reminders

- ⇒ You are responsible for maintaining your lawn. We require that it be 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 area weeded. Lawn mowers are to be stored either in your garage or behind the home.
- ⇒ You are responsible to weed your own yard especially around your house and A/C unit
- ⇒ The outside of each home is to be well maintained – no debris or trash. This includes but is not limited to children's toys, bicycles, etc. These items are to be kept in the garage. Sidewalks and porches are to be kept clear of items which could cause someone to trip and fall. Indoor furniture is not to be used outdoors. If you wish to have seating outside, it must be made to be outdoors and maintained in a good condition.
- ⇒ Overnight guests need to be reported to our office. One guest can only stay 14 nights within a 12-month period. Whether it be a family member or a friend. If they are not on the lease they are considered an overnight guest and need to be reported. If you are unsure how many days a certain person has stayed already, call the office and we can tell you. If a person is not on your lease they cannot use your address for reason.



Our Office will be closed Monday September 1st 2025 for Labor Day!

~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.

There are NO Inspections for HICKORY PARK DIRVE for the Month of August

INSPECTIONS MAY TAKE PLACE ON ANY DAY OF THE MONTH

If you are in need of a work order, please call the office immediately for repair.

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

30 HACKS THAT WILL SAVE YOU TIME EVERY SINGLE WEEK



1. **Keep a donation bag by the door for quick clear-outs**
2. **Wipe the bathroom mirror while waiting for the shower to warm**
3. **Batch-cook and freeze meals on Sunday**
4. **Use baskets to collect clutter in each room**
5. **Run the dishwasher overnight and empty it in the morning**
6. **Set a timer for 10-minute tidy bursts**
7. **Put laundry away right after drying**
8. **Keep disinfectant wipes in every bathroom**
9. **Meal plan once a week to avoid last-minute faffing**
10. **Write your shopping list as you run out of things**
11. **Store things where you use them (not where they "should" go)**
12. **Keep a microfibre cloth under the sink for quick wipe-downs**
13. **Lay out your outfit the night before**
14. **Use a shared digital calendar for appointments + reminders**
15. **Declutter your handbag weekly**
1. **Wipe the kitchen counters while the kettle boils**
2. **Sort your post immediately — bin, action, file**
3. **Label storage boxes so you're never searching**
4. **Use drawer dividers to find things faster**
5. **Clean the shower while you're in it**
6. **Keep duplicate cleaning supplies upstairs and downstairs**
7. **Use a "Sunday basket" to reset for the week**
8. **Fold laundry directly from the machine — no laundry mountain!**
9. **Keep a go-to dinner list for no-think meal nights**
10. **Do a fridge check before shopping to avoid double buys**
11. **Group items by task (e.g. tea station, snack drawer)**
12. **Set phone alarms for your routines (e.g. tidy-up reminder)**
13. **Use a mini hoover or handheld vac for daily crumbs**
14. **Hang clothes straight from the line to avoid ironing**
15. **Do your "tomorrow self" a favour before bed**