



# Neighbors



## FROM THE DIRECTOR'S DESK

**April**

Mowing begins this month. Residents should make sure yards are clean—no toys, trash, clothing, furniture—nothing to keep the mowers from doing their jobs.

Make sure if you have flower beds that they are fenced off or marked, if not, the mowers will mow over them. As people start to spend more time outdoors they should remember to pick up after themselves and to keep the noise down. Residents who want to pick up sticks, gumballs, leaves or other yard waste can leave that in trash bags at the curb and call the office to have maintenance pick it up. Large branches may be dragged to the curb for pick-up. Make sure you call the office to let us know they need to be picked up. We now have a new mowing company so they may not come on the same days as they did last year.

If your phone number has recently changed, please notify the office as soon as possible so we can updated our records.

While we have waived late fees for the past several months due to COVID-19 pandemic, we began charging late fees effective March 1, 2021. If rent is not paid by the 5th of the month, you will be charged a \$50 late fee. If you are mailing your payment to the bank, it must be postmarked by the 5th. Meaning, the date the post office stamps it (the day it goes in the mail) is the day it must be dated, not the date of the check.

**\*\*We will be closed Friday, April 2, 2021 for Good Friday and Thursday, April 15, 2021 for training.\*\***

Stay Safe and Stay Healthy and have a Happy Easter!

Senior Executive, Peg

**Address:**

P.O. Box 303  
 760 Anderson St.  
 Carlinsville, 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

**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.

## PREVENTATIVE MAINTENANCE INSPECTIONS

**WILL BE PERFORMED ON HORIZON LANE IN GILLESPIE.**

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

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

**SPECIFIC DAYS AND TIMES WILL NOT BE GIVEN!**

### **IMPORTANT NOTICE**

If you have any symptoms regarding COVID-19, have tested positive for COVID-19, or have been in contact with anyone who has tested positive for COVID-19, please let us know immediately so we can add you to our COVID-19 list. You will remain on the list for 2 weeks unless stated otherwise. After the 2 weeks are up, if you had a scheduled inspection or a work order, we will be out to complete it. Even if you don't think the symptoms are COVID related, please still call the office.



Just a reminder - Michelle's is now offering curbside Covid-19 testing at all 3 of our locations Monday through Friday. This is the Rapid Diagnostic Test with results in about 15 minutes. **An appointment is required - call us in Gillespie at 217.839.9901, Bunker Hill at 618.585.1293, Carlinville at 217.854.4022. Payment is required at the time of the test.** The Covid-19 vaccine will be available shortly, although we do not have a definite time-line yet. When it's ready, we will notify you here and on our other five web portals, including our web site and on our app.



If your relative, friend, or caregiver calls on your behalf, without a release signed by you, we are unable to speak to anyone regarding your tenancy with us for any reason. You can call and request a Release of Information form to be sent to you to add someone that we can speak to on your behalf. This is for the safety of your privacy.