



Neighbors April



FROM THE DIRECTOR'S DESK

Happy Spring!

A few reminders as we head into warmer weather:

- You are responsible to maintain your lawn. If the lawn is not cut, 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.
- Lawn mowers should be stored in the garage or behind the home.
- No burning allowed
- Children should play in their own yards and never in the streets.
- When grilling, all grills should be kept at least 10 feet from the structure. NO GAS CANS.
- Basketball hoops are allowed if they are freestanding (not attached to the home)
- No fire pits allowed

If you have a voucher and your income changes, please contact your caseworker to report that change.

The office will be closed on Friday, April 15, 2022 for Good Friday



Stay safe!

Dionne, 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

Will take place in the homes on **Hickory Park Drive - Odd Numbers.**

Please refer to the Shelbyville Homes Housekeeping Policy for any questions.

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.

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. Sidewalks and porches are to be kept clear of items which could cause someone to trip and fall. You are required to care for the walks and grounds adjacent to your home.



Quick Tips to Save Money at the Grocery Store

1. Budget what you can afford to spend before you go .
2. Make a meal plan for the week and only buy what’s needed.
3. Shop your pantry, fridge and freezer first.
4. Clip coupons and check the store’s rewards program.
5. Shop the sales.
6. Go generic.
7. Stick to your list to avoid overspending.
8. Eat before you shop. Don’t go to the store hungry!!

General Housekeeping

- **Walls** — clean and free of dirt, grease, holes, cobwebs and fingerprints
- **Floors** — clean, dry and free of hazards
- **Windows** — clean and not nailed shut
- **Doors** — have doorstops with working locks and clean of grease and fingerprints
- **Trash** — shall be disposed of properly and not left in the unit
- The **entire unit** should be rodent and insect free



Kitchen

- **Stoves** — free of food and grease
- **Refrigerator** — clean inside and out
- **Cabinets** — clean and free of grease and spilled food
- **Sinks** — clean and limited to light-weight items underneath
- **Oven Hood** — free of grease
- **Storage areas** — should be neat and clean without any spilled food
- **Trash** — stored in a covered container until removed

Bathroom

- **Toilet and Tank** — clean and odor free
- **Tub and Shower** — (with proper curtains) should be clean with no mold and mildew
- **Lavatory** — should be clean
- **Exhaust fan** — free of dust
- **Floors** — clean and dry

