

December 2017 Volume 9 Issue 12

Director's Report Bv Paul McKnight

Valued maintenance employee Delbert Warfield is retiring effective January 4, 2018. If you see Delbert, wish him well. He has 16 years of outstanding service. He will be missed!

Please welcome Anthony to our maintenance team and congratulate Tony on his promotion to full time maintenance employee.

Excess utility bills are always due by the end of the month. Example: If they are dated and mailed at the end of October, then they are due **BEFORE** Dec 1st. Thank you for your cooperation regarding this. If you have guestions about billing cycle, please call our office and ask.

****I have ordered First Aid Kits filled with bandages, first aid tape, finger splints, tweezers, pain relievers, antibiotic ointment packets and much more for each apartment. The kits have a total of 185 pieces per kit. These are yours to keep. The items are all neatly packed in a plastic case with a handle. They are being delivered with this newsletter and will be left at vour door. ****

The HUD-mandated non-smoking policy will start to become enforced on July 1, 2018. That is 7 months from now before implementation. You will be provided information regarding this policy at your annual appointment.

Terminated one lease for nonpayment, one for non-reported income, and one other for visitation issue, having a non-registered pet, and nonreported income.

Calendar :

November 30: excess utility bills that were mailed out at the end of October are due.

December 1: rent is due

December 22 & 29: Office closes at 11:30

December 25, January 1, & January 15: Office closed for holiday

Office Phone

(618) 524-8411

Emergency Phone

(618) 638-2739



CHRISTMAS WORD SEARCH

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Editors: Paul McKnight and Jamie Emerson