



November Newsletter

October 29, 2021



The Big Rapids Housing Commission will be closed on Thursday, November 25, 2021, and Friday, November 26, 2021, in observance of Thanksgiving.

Rent is due on November 1, 2021. Late fees will be assessed at 8:00 a.m. on Monday, November 8, 2021.

Upcoming Meetings

The following meetings will be held in the High-rise Conference Room:

Tuesday, November 9, 2021, 3:30 p.m.	Resident Council Meeting
Tuesday, November 9, 2021, 4:00 p.m.	Neighborhood Watch Meeting
Thursday, November 11, 2021, 9:00 a.m.	Big Rapids Housing Commission Meeting

Signatures Needed

Residents who need to stop by the office and sign a completed rent review are as follows: 1C 2A 3C 4B 6D 7B 7C 8B 8CU 12A 12B 14C 15A 18C 101D 101E 105B 107C 108C 111B 112A 113A 117A 118B 118C 119A 119B 119C 119D 121A 121B 122D 123D 124B 125E 126B 126C 126E 127C 127D 128D 129C 131B 131E 131F 132C 133B 133D 135C 135E 135F 403 404

Please avoid coming to the office if you are sick or have COVID symptoms.

Daylight Savings - Remember to set your clocks back 1 hour on Sunday, November 7, 2021.

Thermostats

Your thermostat will not go above 72°. If you force it past 72° it will break, the connection to the heating system will be lost, you will have no heat and you will be charged up to \$101.00 for replacement.

Report All Income Changes

Please remember you must report all income changes within 10 days of the change. Do not wait until your first check. If you fail to report the change in a timely manner you could be subject to retroactive rent.

Parking on City Streets

Beginning November 15, 2021, parking is not allowed on city streets from 2 a.m. – 6 a.m. until March 15, 2022. This is to allow for snow removal. You will be ticketed and/or towed if you park on the streets during this time.

Winter Reminder

Garden hoses need to be disconnected and boats removed from the parking lots by November 15, 2021.

Air Conditioner Reminder

Please be reminded that in accordance with the Air Conditioner Policy, air conditioners must be removed by October 1 of each year. Therefore, they should all be out now.

Snow Removal Reminders

Please DO NOT pull your car over the curb. This blocks the sidewalks and makes snow removal difficult.

Pet Policy Reminder

The Pet Policy states: Residents are responsible for immediately removing feces dropped anywhere and disposing of it properly. Also, remember when walking your pet to always use a leash.

Space Heater – Excess Utility Charge for Residents in apartments 101-A – 114-D

Please be reminded where no direct metering or check metering is in place, monthly charges will be assessed for resident owned appliances. Residents living in 101A – 114D ONLY will be charged \$21.00 per month for excess electric usage for using a space heater. If you live in the North Parkview Senior Section, it is your responsibility to report your space heater to the office (the same as you do your air conditioner). Management will apply the excess utility charge for the period you use the heater and remove the charge when you report that you are no longer using the heater. All space heaters must be UL approved and approved by the Big Rapids Housing Commission. A resident who fails to report the possession of a resident owned appliance will be assessed a \$50.00 fee. Please contact the office if you have any questions.

Reminder: Do not heat your apartment with your oven!

Maintenance Reminders to All Residents

If you are aware of an emergency work order, such as having no heat, or toilet not flushing – call during hours of operation, if possible! Please do NOT wait until the end of the day to report an issue you were aware of earlier in the day! If you do have an after-hours **maintenance** emergency that cannot wait until working hours, please call 1-877-451-0123.

Security Cameras

For your protection we have installed security cameras throughout the Housing Commission complexes.

Speed Limit



The speed limit in the complex is 10 MPH and will be enforced in the best safety interest of the children and adults in the complex. We have had complaints that people are driving too fast through Evergreen. Children should not be unattended or playing in the parking lots.

Maintenance Treatment for Bed Bugs

The Housing Commission has contracted with Rose Pest Solutions to inspect all apartments for bed bugs, inspect and/or install monitors on all the accessible beds and couches. Residents will receive an additional notification. This is the tentative schedule for this month:

Apt #	Date
1A	11/24/21
1B	11/24/21
1C	11/24/21
1D	11/24/21
2A	11/24/21
2B	11/24/21
2C	11/24/21
2D	11/24/21



Annual Inspections- RESCHEDULED

Unit Inspections have been RE-scheduled for all apartments in the family section on the following dates:

Parkview Family (1-A – 117-C)	Tuesday, November 9, 2021
Evergreen Village (118-A – 127-E)	Wednesday, November 10, 2021
Evergreen Village (128-A – 135-G)	Thursday, November 11, 2021

If this time is not convenient for you, Monday, November 8, 2021, will be the alternate date. You must contact the office by 10:00 a.m. on Monday, November 1, 2021, to reschedule your inspection.

If any needed repairs are identified during the inspection the maintenance staff may be re-entering your apartment on your inspection day to complete the repairs whether you are home or not.

We will be making sure that your stove is clean, including oven and under stovetop. We will also be making sure you are taking proper care of your floors (mopping and waxing when needed) and take an overall look at your general housekeeping. We will be checking for damage to the unit and looking for any work orders that are not being reported to the office in a timely manner. Please be reminded it is your responsibility to call the office if you need a work order completed. It is also important that the areas in front of and behind your unit are clean, including your shed. Residents in violation of the Curtain Policy will receive a lease violation notice. If you need curtains, please stop by the Curtain Pantry located in the Highrise, for free curtains.

BEFORE THE STAFF ENTERS YOUR APARTMENT: IT IS YOUR RESPONSIBILITY TO CONTACT THE OFFICE IF YOU ARE IN QUARANTINE DUE TO COVID-19 EXPOSURE OR POSITIVE TEST, IF YOU ARE SICK OR HAVE EXPERIENCED ANY OF THE FOLLOWING COVID-19 SYMPTOMS: FEVER, COUGH, SHORTNESS OF BREATH, SORE THROAT OR VOMITING/DIARRHEA.

We strongly encourage you to wear a mask, leave the apartment/be in a separate room, social distance, and always remain at least 6 feet away from the staff.

See attached flyer for Early Head Start.

