

AUGUST 2009

Kirtland Family Housing Newsletter

1008 Golden Smoke Drive · Albuquerque, NM 87116
Leasing Office Phone 505.232.2049
Maintenance Phone 505.266.0079
Fax 505.255.0155

Office Staff

- Paul Tourné,
Community Director
- Veronica Huling,
Assistant Manager
- Kristi Wagner,
Sr. Leasing Agent
- Christine Coffield,
Accounting

Maintenance Staff

- Wade Little,
Supervisor
- Bill Ward,
Assistant
Supervisor
- Joyce Melton,
Coordinator
- Debbie Melton,
Coordinator

LEASING OFFICE HOURS

Mon, Tue, Thur & Fri
8:00 a.m. to 6:00 p.m.

Wednesday
9:30 a.m. to 6:00 p.m.

Saturday
9:00 a.m. to 1:00 p.m.

MAINTENANCE HOURS

Monday – Friday
7:30 a.m. to 4:30 p.m.

School Is Back

School will be back in session August 20th, which means we all need to drive carefully and watch for children, especially through the school zone. The school zone signs will be posted again reminding you of the 15 MPH speed limit during school hours. Remember vehicles must yield to pedestrians.

Walking Pets: KAFBI 31-205 & KFH Rules & Regulations

Pets taken outside the confines of fenced yards and/or structures MUST BE ON A LEASH.

Pets are not allowed on athletic fields.

Blocking Sidewalks

The lower portion of each drive is part of the sidewalk. Make sure when you park in your drive that you aren't blocking this area.

Also, basketball backboard, etc., may not be set up and left on sidewalks or street.

Trash & Recycle Containers

Refuse and Recycle containers must be kept in the area specifically designed/provided for their placement at the individual unit and out of public view.

Wading Pools

Wading pools are allowed but cannot be left out overnight or unattended except in fenced back yards. Such pools must be less than two (2) feet in depth and not more than eight (8) feet in width.

CHILDREN

With the sunny weather we've been having, lots of kids are playing outside. This is good because it gets them out in the fresh air and provides a chance to interact with other kids, get some exercise, etc. The concern is for their safety. When kids are caught up in their play, they don't remember all the safety lectures we give them. You can expect them to dart out from between cars, not look before they cross streets, etc. They aren't supposed to play in the streets, but they will. PLEASE DRIVE SLOW AND PAY ATTENTION! Also, all parents should review KAFBI 36-2901, Standards of Conduct for Family Members and Sponsored Guests. This instruction gives clear guidelines about what is expected from parents in supervising their children. We have a copy at the KFH Office for your use, but following are some highlights:

Family members are prohibited from playing or loitering in any area except designated playgrounds, ball fields, their own yards, or yards of other residences with tenant's permission.

No one may play games on streets or in areas where playing of such games will interfere with vehicle traffic or cause a safety hazard. These games include, but are not limited to football, baseball, softball, soccer, frisbee, roller-skating, skateboarding or roller-blading.

Loud Noise – Occupants are responsible for keeping noise to a minimum. Generally, if noise can be heard at the boundary of the resident's property, it is considered too loud.

Kirtland Family Housing

Fenced Areas

If you have a chain-link fence, you are responsible to maintain and perform lawn maintenance in a manner that is in compliance with Management specifications.

Records Update

Remember, if you re-enlist, pick up rank, change phone numbers, get promoted, etc., come by the office so we can change our records. It's important we have current information.

Thanks

From all of us at KFH, we all enjoy being here working with the Kirtland Team.

Upcoming Events can be viewed online!

See us at:

www.kirtlandfamilyhousing.com

Cleaner's List

We maintain a list of cleaning vendors at our office. The individuals on this list have stated they will clean military family housing. KFH does not endorse nor do we have any affiliation or relationship with these individuals. KFH is in no way responsible or liable for the actions of these individuals. The use of a cleaner below for "final out" purposes is in no way a guarantee to pass inspection. If you are interested, come by the leasing office and pick up a list. You are responsible to contact the vendor for negotiation. If you are interested in providing cleaning services to residents and want to be included on the list, come by our office at any time during business hours to discuss.

After Hours Emergencies

The following listed items are considered to be after-hours emergencies:

- Sewage Back-Ups of Any Type
- Gas Leaks that set-off the Carbon Monoxide Detector
- Flooding
- No Cold or Hot Water to Entire House
- Toilet Stoppage – If Only Toilet in House
- Large Water Leak
- No Heat
- Range – All Burners or Oven Inoperative
- Carbon Monoxide Detector Inoperative or Beeping
- Smoke Detector Inoperative or Beeping
- No Power to Entire House
- No Power to Appliances or Furnace
- Plumbing Leaking into Rooms
- Inoperative Door – Cannot Secure House
- Glass Breakage – Security Problem or Hazard
- Leaking Walls, Roofs, Ceilings
- Fire in the House of Any Type

If you experience any of the above emergencies, please contact the On-Call Maintenance at 505.260.7264. If you have a maintenance problem that is not an emergency, call the Maintenance Office the next business day to initiate a work order.

Bulk Trash Pickup

Bulk trash pickup is for those moving in and moving out only. To arrange a pickup, please call the Maintenance office. Items that will not be picked up include: appliances, furniture, fences, computers and monitors, hazardous waste materials and items that are contaminated with such materials.

Maintenance Tip:

To ensure that your air conditioner is working at its very best, be sure to change your filter every 30 days.

Filters are available through Self Help at the Maintenance Office.

Kirtland Family Housing Tenant Representatives

Primary Contact for Representatives

CMSgt. Crisler, 377th MSG
846-7711

Village V

TSgt. Melanie Duplantis, 58MOS
702-3265

Village II

MAJ John Shannon
266-6201

Village VI

SSgt. Kamuela Alesna, 377 SFS
808-381-6653

Village III

To Be Named

Village VII

SRA Daniel Bergmann, 898 MUNS
254-7766

Village IV

MSgt. Salvador Zamora, 377 SFS
620-9735

Pershing

SSgt. Raymond Castro, 377 SFS
302-632-4907

Village Representatives meet with KFH on a monthly basis. If there are issues you'd like discussed, please inform your representative.

THE ABOVE INFORMATION IS FOR OFFICIAL USE ONLY

NOTICE

Need volunteer for Village 3 Tenant Representative. Anyone interested please contact the leasing office.

NEIGHBORHOOD TOWN CENTERS

If you are planning a personal activity or function like a birthday party, graduation party, family dinner, etc. you can arrange to use one of our town centers to hold your event. A security deposit of \$100.00 is required from the Resident reserving the facility, in form to two (2) checks each for \$50.00. Deposit is due when agreement is signed. Deposits are to be returned to Resident if no charges are assessed for cleaning, damages or missing equipment. To schedule an event, you may contact the leasing office to check for availability.