

June 2010

Kirtland Family Housing Newsletter

1012 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 Community
Director
- Christine Coffield,
Accounting
- Nikki Jarvis, Receptionist

Leasing Staff

- D'Layne Esquivel,
Leasing Agent
- Jessica Davis, Leasing
Agent
- Angela Gutierrez,
Leasing Agent

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.

KFH Pool Opening

KFH will have the Grand Opening Pool Party the following weekend, Saturday, June 5th.

Scheduled pool hours are :
12:00pm to 10:00pm, Wednesday thru Monday, closed Tuesdays for maintenance. Adult only swim hours are noon to 1:00 pm and 9:00 to 10:00 pm daily.

Playground Equipment

Trampolines must be in fenced yards, have approved safety netting installed and be secured to the ground.

Unfenced rear areas are considered to be common landscape grounds and are not to be used for placement of personal property or items

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.

Just a reminder....

Wading pools are allowed but cannot be left out overnight or unattended except in enclosed backyards. Such pools must be less than 2 feet deep and no more than 8 feet in diameter.

Children must be supervised when using these pools at all times.

If You're Moving.....

PCS Season is approaching and for those of you departing from KFH, be sure to keep in mind the appropriate process to give notice. All residents are required to give **written** notice at least thirty (30) days **prior to the next date rent is due** (end of the lease, monthly term **or** rental period) to avoid liability for the next month's rent. If termination of lease is due to retirement, separation from military or PCS orders, resident must provide a copy of official orders.

Yard Maintenance

Time to get your fenced yards in shape for summer! Clean them up, get all the dead plants or weeds out and get some grass seed down. Grass seed is available at the self help store. Pershing Park Residents – remember you need to water the lawn areas around your house.

Did you know that you can check out the following lawn equipment through the Maintenance Office?

- Electric Lawnmower w/cord
- Weed Eater w/cord
- Grass Seed
- Rake

Contact Maintenance for details.
(505)-266-0079

Garage & Yard Sales

Warm weather is coming, and that brings garage and yard sales. Just a reminder that signs can go out no more than 24 hours before, and must be taken down as soon as the event is over.

Kirtland Family Housing

PEST CONTROL

Any pest control issues you may have (spiders, ants, etc) can be reported to the Maintenance office.

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

Spring "Things"

It's the time of year that brings out travel trailers, motorcycles, and BBQ's. Please remember:

- Trailers can be parked in housing 24 hours for loading and unloading only
- Motorcycles can be parked on driveways and the street, not sidewalks
- BBQ's need to be in the back of the house

Also.....pets aren't allowed on athletic fields....and there is a leash law!

After Hours Emergencies

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

- Sewage Back-Ups of Any Type
- Gas Leak or Large water leaks
- No Cold or Large Water to Entire House
- No Heat
- Range Inoperative
- Carbon Monoxide Detector and Smoke Detector inoperative or beeping
- No Power to Appliances or Furnace or entire house
- Plumbing Leaking into Rooms
- Security Problem or Hazard, broken window can't secure exterior door
- 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.

Quiet Hours

Monday – Thursday: 10pm-6am

Friday – Sunday: 11pm-6am

Many residents work night shifts and sleep during the day. Please be considerate.

At other times, if your TV, stereo or party can be heard more than 10 feet away its too loud.

This applies to vehicles too. If your car stereo can be heard by residents in their house it's too loud.

PET REMINDER

Pet owners....please ensure your pets don't become a nuisance due to noise, odors, unsightliness, etc. Dogs outside must be in a fenced area or on a leash, you can't tether your pets

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.

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 Jerome Litzo
239-5114

Village VI

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

Village III

Cpt Thompson, 550 SOS
853-9693

Village VII

SRA Daniel Bergmann, 898 MUNS
254-7766

Village IV

MSgt. Salvador Zamora, 377 SFS
620-9735

Pershing

Village Representatives meet with KFH on a monthly basis. If there are issues you wish to be discussed, please inform your representative.

THE ABOVE INFORMATION IS FOR OFFICIAL USE ONLY