

# *The Bluffs at Baiting Hollow*

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## **Winterizing recommendations for Homeowners not in Residence**

1. Shut off main water supply
2. Open cold/hot water handles on all faucets
3. Winterize hot water heater
4. Change batteries in Thermostat (recommended for all homeowners) and set at a minimum of 55 degrees
5. Change batteries in Smoke/Carbon Monoxide detectors
6. Change batteries in water alarms (First floor units)
7. Change Air filter in heating Unit (recommended for all homeowners)
8. Install a telephone interactive temperature monitoring system (Nest or equivalent). This system will contact you in the event the temperature in your unit falls below or rises above pre-set levels so that you are advised if there is a failure of the heating system while you are not in residence. You can contact the Management Office for advice on preferred equipment
9. It is recommended that unit owners not leave their vehicles in the parking areas for an extended period of time during the winter months. If your vehicle is left on site during the winter months, it should be parked in a guest parking spot, on the south side of the lot, to enable snow removal from assigned parking spaces
10. Notify the Management Office of your winter travel plans. Unless you instruct otherwise, upon such notification, Ziggy will enter your unit on a weekly schedule to verify that the heating system is functioning and no other maintenance issues are present.

## **Parking Lot Safety Tips**

We must be extra vigilant to safe guard our properties and beautiful community.

### **Here are some helpful tips that may reduce the risk of crime:**

1. Always roll up car windows, lock the doors, and pocket the key when you park your car.
2. Do not leave valuables in sight (phones, GPS systems, wallets, etc.) Never leave your purse in the vehicle as this is an invitation for theft. Put packages, tennis equipment, golf clubs, sporting equipment, etc. in the trunk and if you cannot do so, put them on the floor in the back with some type of covering.
3. Do not keep your insurance card and registration in your glove box. Keep them in your purse or wallet.
4. Do not store an extra key under the car/fender/etc.
5. Never leave your vehicle running unattended.  
Statistics show the 20% of the vehicles that get stolen have keys in them. Do not make it easy for the thief.
6. Be aware and report any suspicious activity immediately to security, when on duty, and if necessary, notify the local police department.
7. Any theft should be reported to the police department.

## **Fire Safety & Prevention**

**Sirens:** Whenever you hear an emergency siren, it means volunteer firefighters are responding to someone in need of help, possibly someone you know. Please pull over to the right and let the emergency vehicle pass.

**Blue Lights:** Flashing blue lights on cars represents volunteer firefighters on their way to the firehouse to respond to an alarm. Please give them the courtesy on the road.

**Smoke and Carbon Monoxide Detectors:** Smoke detectors should be in every bedroom of your home. Test them monthly-Tip: Batteries in the smoke and carbon monoxide detectors should be changed twice a year. Daylight savings is a great time to do so.

**Each unit owner:** Should purchase a separate CO detector that plugs into a wall outlet and shows a digital read out for PPM.

**Two ways out:** Everyone in your household should know two ways to exit out of your home. If you have young children or a handicapped individual, designate one person to help them out in an emergency situation. Practice EDITH (Exit Drills In the Home). (1) Designate a place to meet when you exit your house. (2) Close the doors behind you, but don't lock them. (3) Phone calls for help should be made from outside your home, i.e. Cell phone or neighbor's house. Tip: It is a good idea to sleep with the bedroom doors shut to slow the spread of smoke or fire.

**Fire Extinguishers:** Everyone in your home, including children, should know how to use a fire extinguisher. Keep several off them handy, especially in the kitchen and in the reach of people short and tall.

**Grease Fires:** To stop a grease fire on the stove NEVER USE WATER! Tip: Cover to smother.