



COUNTRY CLUB VILLAGE

APARTMENTS

1200 Office Park Road | West Des Moines, Iowa | 515-223-1180



Office

McKenzie Robertson
Christine Connor
Abigail Cornett
Jentry Saltzman

Maintenance

Jamie Matheny
Kevin Christensen
Jordan Newman

Office Hours

MON : 9:00—5:30
TUES : 9:00—6:30
WED : 9:00—5:30
TH : 9:00—5:30
FRI : 9:00—5:30
SAT : 10:00—4:00
SUN : CLOSED

Office

515-223-1180

Emergency Maintenance

515-729-3599

EMERGENCY MAINTENANCE REMINDER!

Don't forget that Country Club Village Apartments offers 24/7 maintenance. If there is an issue during office hours, please call 515-223-1180 or put a work order in through your resident portal. If there is an emergency after hours or weekends please call 515-729-3599.

If you are unsure of what an emergency is, please reference the list below for some examples or call the emergency number and they will further assist!

- Water leaks (toilets, dishwashers, water heaters, ceilings, etc.)
- No heat if outside temp is below 60
- No AC if outside temp is above 75
- Not hot water
- Appliances/toilets not functioning
- Clogged drains
- Chirping fire alarms
- Balcony lock out (not apartment entry lock out)
- Gas leak (call MidAmerican Energy first, then call emergency maintenance)
- Electrical outage (AFTER you have reset all breakers and called MidAmerican to verify the whole area's not affected)
- Car stuck in garage
- Unwanted large critters
- Ice spots during winter months
- Fire (call 911 first!)

CCV Costume Contest!

We will be having a costume contest on October 30th! Stop by the office anytime to get a treat and let us take a photo of your costume. We will post the photos to our social media and allow people to vote, with the winner being announced November 1st. The winner will get a gift card of \$100! We can't wait to see all the creative costumes you come up with.

Heat Best Practices

Please keep in mind there is only one heat return vent in the hallway in your apartment. For proper air movement for heating and cooling, it's best for the doors within your apartment to stay open.

THANK YOU!

We want to thank everyone for their patience and cooperation during City Inspections and Unit by Unit Inspections. We apologize for the amount of inspections and we understand the inconvenience it might have caused but both were necessary and important. So again, thank you! We will start scheduling repairs and work orders found during inspections in the coming weeks. Please be on the lookout for notices regarding the scheduling of these.

Social Media

Follow our Facebook and Instagram pages for updates and giveaways





Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 RENT DUE!	2	3	4	5
6 LATE FEES ASSESSED!	7	8 PEST CONTROL 1180-1202	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30 COSTUME CONTEST AND TREATS IN THE OFFICE!	31 HAPPY HALLOWEEN!		

Hello Jordan! Good Luck Levi!

Have you seen a new face around the property? Well, let us introduce you to our new maintenance technician Jordan! We are very excited to have Jordan on our team. Be sure to say hi and introduce yourself when you see him! With that being said, you may have noticed a face missing. Levi went to one of our sister properties, Sierra Pointe, and joined their team as a maintenance technician there. We are sad to see him go, but excited as we know Sierra Pointe will be very lucky to have his skills!

Roof Repairs

Roof replacements and repairs will be starting around the property. Please see the notices posted on the doors of each building to see if your building will be impacted. When repairs begin, they will be working until 7:00PM. We apologize for any inconveniences and thank you for your patience while we complete this project.