

HOUSING HOTLINE

Clarksville Housing Authority

605 Lucas Street

Clarksville, AR 72830

Shelly Wood, Executive Director



Check out our website:
cha-ar.com

NOVEMBER

2025

Phone (479) 754-3564

Fax (479) 754-3963

Office CLOSED:

Nov. 11th – Veteran's Day

Nov. 27th – At 3pm for end of month processing

Nov. 28th-29th – Thanksgiving

Daylight Savings Time Ends – Daylight Savings Time ends November 2nd at 2:00am, so be sure to set your clocks back one hour before bed.

Going Away – If you will be away from your unit overnight, please inform the office, especially if there is a chance for freezing weather. Do not turn off the heat in your unit when you leave. Do leave cabinet doors open to allow heat in those areas.

Holiday Cleaning Supplies – CHA is giving away cleaning baskets in November. These baskets will have a variety of cleaning supplies to help you get ready for the holidays and to keep your home tidy. There is a limited amount of baskets available, so these are first come, first serve. You must be present to pick up your basket. Baskets will be available starting DATE and given away until all are gone.

No Assigned Parking – There are NO assigned parking spaces. Tenants are required to have a blue CHA parking permit on vehicles. Parking permits may be picked up at the office with proof of registration. Also, non-working vehicles may be towed at owner's expense. No vehicle maintenance may be done on CHA property.

SNAP Benefits – If you have been affected with a suspension of SNAP benefits in the month of November, please call the office at 479-754-3564, to inform us of this information by Thursday, November 13 at 4pm. CHA wants to help during this time and will need a headcount.

Public Hearing – A public hearing will be held on Friday, January 16, 2026 at 9:00am in the Foy Howard Community Center located at 605 Lucas Street (at the main office) to specifically discuss:

- 2025 Annual Plan/Agency Plan/Action Plans
- 5-Year Agency Plan
- Modernizations/Improvements
- Admissions & Continued Occupancy Policy

This is every tenant's opportunity to express cares/concerns about your unit, the area you live, and common areas, such as playgrounds and community centers.

Visitation Policy – Residents are allowed overnight guests up to 14 days per calendar year, unless authorized by CHA. Residents who fail to notify CHA of additions to the household or who permit persons to join the household without undergoing the eligibility screening process are in violation of the lease. Persons added without CHA approval are considered unauthorized occupants and the entire household will be subject to eviction.

All vehicles without parking permits are subject to be towed. Temporary parking permits are issued for overnight guests so register at the CHA office during our regular business hours.

Please be respectful of those around you while entertaining guests. Remember guests are subject to housing authority rules and regulations in the same manner as residents. **Quiet hours are from 10pm to 6am. Anyone at your unit after 10pm is considered an overnight guest.**

If your guests smoke, make sure they are 25 feet from all CHA buildings and cigarette butts are properly disposed.

Annual Inspection Work Orders – Maintenance still has Annual Inspection Work Orders to complete. **Consider this your notice of entry.** They will be in every unit getting these items completed throughout November. You do not have to be present. There is no set time of the day for when maintenance will be in any unit.

Heaters – If you have not yet turned on your heater, please do so to make sure that it is working properly. If you have any issues, please call the office so a work order can be placed. Remember, space heaters are fire hazards and are not allowed. If more heat is needed, you may turn up the thermostat or use an extra quilt or blanket.

Non-Emergency After Hours Calls – For any true emergency maintenance work order, call the numbers on the card you were given at the time of your lease signing. If you do not get an answer, then call the Clarksville Police Department and they will contact the Director. Do not contact other office personnel for work orders or emergency maintenance issues after business hours. For any non-maintenance issue, call the Clarksville Police Department. Wellness checks should be called into the police department, not Housing Authority maintenance personnel.

What Is An Emergency Work Order? – Work orders that fall under the emergency category are smoke alarms beeping, carbon monoxide detectors going off, plumbing/water, electrical, or HVAC/heating issues. This is not an extensive list. Use your best judgment. If you don't know, it is best to call and ask. Maintenance can determine if it is an emergency or if it can wait until regular business hours.

Trash Disposal – Please be mindful of trash in your area. If trash falls out of your vehicle, pick it up and dispose of it properly. All trash should be placed in bags and tied before being placed in your trashcan. Trashcans should be pulled to the curb on Monday night and pulled back to your unit on Tuesday.

Under Sink Storage – Be mindful when storing items under the kitchen and bathroom sinks so the area is not over filled. When that area does become over filled, the plumbing can get knocked loose and cause damage because it is not always easily noticeable at first. Tenants will be responsible for damage that occurs due to over storage under the sink.

From Maintenance – Be mindful of these items:

- **Disconnect all garden hoses** from outside water faucets before the first heavy frost/freeze. Any tenant whose frozen garden hose causes damage will be responsible for the cost of repair.
- **Do not leave your water hose hooked up or laying in the yard** because lawn care providers may not see your hose when mowing. If they run over the hose, you will be responsible for costs incurred to repair.
- **Do not bag leaves expecting maintenance to remove them.** Lawncare will mulch the leaves when they mow but will not remove bags.
- **Any trash and debris found in your yard is your responsibility to clean, regardless of how it got in your yard.** Yards must be kept tidy without trash, toys, etc. laying around. If you see glass and can dispose of it safely, please do. If you cannot safely dispose of it, report it to the office and a work order will be placed.
- **Showers and bathtubs are the tenant's responsibility to keep clean.** Maintenance is NOT responsible for cleaning showers. Prevention is the best method. One way to prevent mildew buildup is to run the vent in the bathroom while you shower and even for a little while after to help dry up the moisture that remains. Try cleaning your shower while you are using the shower. Lysol with Peroxide is a good cleaner to prevent mildew buildup.
- **Heat lamps in storage units need turned on.** If the heat lamp does not work, please call the office so a work order can be placed.
- **Keep storage room doors closed.** This will help retain the heat from the heat lamp to keep pipes from bursting in freezing temperatures.
- **If you have any blocked egress, it needs to be unblocked.** This means anything blocking any windows should be moved. You may have something up to the windowsill, but not over it.
- **Tenants should NOT plant trees or hedges around their units.** Small flowers and/or plants inside the flowerbeds are okay. Trees and hedges are not allowed. Nothing should be planted around HVAC equipment. If maintenance sees this, it will be cut down. If damages occur due to something a tenant has planted, the tenant could get a fine.



EVENTS THIS MONTH

Pizza and Pennies – Join Tiffany at the Foy Howard Community Center on Thursday, November 13th at noon for a meal and a lesson on how to utilize cost saving apps. Pizza will be served. RSVP by Friday, November 7th at 4pm.

Friendsgiving – Lunch will be served on Tuesday, November 25th from 12-1pm. Enjoy a free meal and the company of your neighbors. This event will be held at the Foy Howard Community Center at 605 Lucas Street. Various soups & chili will be served. RSVP by Friday, November 7th at 4pm.

Thanksgiving Day – A meal will be provided at noon on Thanksgiving Day, Nov. 27th, at the Foy Howard Community Center at 605 Lucas Street to any tenant who would like to come. You **MUST** RSVP no later than Friday, November 7th at 4pm. If you would like a plate, but cannot attend, you may call to inform the office before Friday, November 7th at 4pm. A plate will be delivered to you on Thanksgiving Day.

Community Service – Clarksville Junior High students will be sweeping porches and porch ceiling on Poplar Circle on Saturday, November 15th from 8am to 12pm, weather permitting.

Free Meals – Due to the suspension of SNAP benefits for the month of November, Executive Director Shelly Wood will provide lunches every Saturday and Sunday of November. Additionally, lunches will be provided throughout the last week of November. Meals on Saturday and the last week of November will be at the Foy Howard Community Center at 605 Lucas Circle, while meals on Sunday will be held at the Bill Dickerson Community Center at 15 Poplar Circle. Meals will be To-Go style meals except for the previously mentioned Friendsgiving and Thanksgiving meals.

Locations – Please be sure to note the location of each event. Both community centers will be utilized throughout the month.

LET OUR
hearts
BE FULL OF BOTH
THANKS AND
giving

OTHER INFORMATION

Supercook.com – The best way to create a meal out of things you have on hand is using supercook.com. When you go to the website, you just add all the ingredients that you have, and it will generate meals based on only those ingredients. This is a great way to utilize the things in your pantry that you haven't used yet.

Simple Recipes – You can create simple recipes by getting creative. Try making Chicken Alfredo by using Knorr Pasta Sides Alfredo noodles and diced chicken nuggets. Just cook the pasta and nuggets according to the package directions then cut up the nuggets and add to the pasta. Another simple recipe is Cheesy Chicken Broccoli and Rice. You can get Knorr Rice Sides and add your chicken of choice. Knorr Sides are inexpensive and easy to make when you are on a budget.

“Gratitude is the inward feeling of kindness received. Thankfulness is the natural impulse to express that feeling. Thanksgiving is the following of that impulse.”

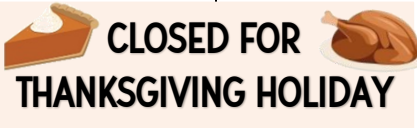
- Henry Van Dyke

NOVEMBER



2025



SUN	MON	TUES	WED	THURS	FRI	SAT
Thanksgiving is often a time of reflection. What are you thankful for this year? Maybe it has been a difficult year with many challenges. Maybe this year has been a chance for new beginnings and opportunities. Whatever the case is for you, know that we at the Clarksville Housing Authority are thankful for you.						1 To-Go Lunch FHCC @ 12-1
2 Daylight Savings Ends  To-Go Lunch BDCC @ 12-1	3 <u>RENT DUE</u>	4	5	6 Bingo BDCC @ 2-3	7 <u>DELINQUENT LETTERS</u> RSVP By 4pm	8 To-Go Lunch FHCC @ 12-1
9 To-Go Lunch BDCC @ 12-1	10	11 <u>OFFICE CLOSED</u> 	12 <u>LATE FEES ADDED</u> Bingo BDCC @ 2-3	13	14	15 Community Service 8am-12pm To-Go Lunch FHCC @ 12-1
16 To-Go Lunch BDCC @ 12-1	17 <u>EVICTON LETTERS</u> Puzzles All Day BDCC	18	19	20 Puzzles All Day BDCC	21	22 To-Go Lunch FHCC @ 12-1
23 To-Go Lunch BDCC @ 12-1	24 Coffee & Donuts BDCC @ 9am To-Go Lunch FHCC @ 12-1	25 Friendsgiving FDCC @ 12-1	26 <u>Office Closed at 3pm</u> <u>Pest Control & Inspections</u> To-Go Lunch FHCC @ 12-1	27  CLOSED FOR THANKSGIVING HOLIDAY Thanksgiving Meal FHCC @ 12-1	28 To-Go Lunch FHCC @ 12-1	29 To-Go Lunch FHCC @ 12-1
30 To-Go Lunch BDCC @ 12-1						