

HOUSING HOTLINE

Clarksville Housing Authority
605 Lucas Street
Clarksville, AR 72830

Shelly Wood, Executive Director



Check out our website:
cha-ar.com



AUGUST 2024

Phone (479) 754-3564
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Office CLOSED:

Aug. 30th – At 3pm for end of month processing

Housekeeping – Be reminded, housekeeping inspections will take place during the Annual Inspections and Work Orders. Excessive clutter and poor housekeeping will be written up. (This is the #3 reason why tenants get evicted.) Many dirty, greasy stoves and hood vents, as well as dirty commodes were noted during Annual Inspections. It is extremely important to clean hood vents and stoves. Greasy hood vents and stoves can cause fires. Clutter inside and outside of your unit makes a good breeding ground for pests like mice, snakes, and bugs. Remember your unit is NOT meant for storage, but for housing and living.

Annual Inspection Work Orders – Annual Inspections began in July. Maintenance will finish the Annual Inspections and begin doing the Work Orders that come from the Annual Inspections throughout August. **Consider this your notice of entry.** Maintenance will be in every unit. You do not have to be present. There is no set time of the day for when maintenance will be in any unit as they will be in all 173 units doing multiple and various items on each work order. It is important that you clean your stove, hood vent, and commode. For example, if you have a commode that rocks, but the commode has urine on it, maintenance will **NOT** fix the commode until it has been cleaned and sanitized. Maintenance will not clean it for you, nor are they required to work in conditions with biohazards such as bodily waste.

Smoke Alarms/Carbon Monoxide Detectors – Maintenance will be installing the new smoke alarms and carbon monoxide detectors during Annual Inspection Work Orders where possible and on into the month of September. Please be sure to remove an abundance of clutter to allow access for where maintenance needs to be to install these new alarms.

Annual Re-Exams for New Rent Oct. 2024 – 25

Re-Examination time is in August. Tenants should have received a letter in July stating an appointment time and a list of documents to bring. If you have not, call the office to find out the date and time of your appointment.

Based on information you supply; new rents will go into effect starting October 1st. Prepare for your re-exam by gathering verifications and any other documents as requested by our office.

Verifications must be dated within sixty (60) days of your Re-Exam appointment (for the year dated: August 1, 2023 - July 31, 2024). Help us stay on schedule by coming at your assigned time, bringing the necessary paperwork, and having all medical expense deduction documents gathered and totaled, if you qualify for those deductions. If we do not have the required documentation at your scheduled appointment time, we will be unable to calculate your October 2024 rent amount & will need to reschedule your appointment or maximize your rent. If you have prepared paperwork, you may submit it to the office in advance and we will try to have it prepared for your signature(s) at the appointed date and time. Thanks in advance for your understanding and patience during this busy month.

*** Re-Exams will use pre-HOTMA regulations. ***

Vehicles – All vehicles must be registered during your Re-Exam appointment. Bring the most current vehicle registration. Inoperable vehicles and unregistered vehicles are not allowed to be parked on CHA property. All vehicles must have a parking permit. Any vehicle that is inoperable, unregistered, or without a parking permit is subject to being towed at the owner's expense.

Freebies! – Tenants may receive a free bag of food when they come to their Re-Exam appointments on time! Please note: it is only one bag per household.

Annual Inspections – There were many finds during the Annual Inspections in July. Here are some of the big issues to be addressed:

- Absolutely **NO** flammables are allowed on CHA property; this includes gas cans, propane bottles, candles, incense, etc.
- Tenants are **NOT** allowed to do their own maintenance. Tenants should **NEVER** use chemicals like: Liquid Plumber, Drain-o, or other chemicals in commodes, drains, etc. This could cause a serious safety risk to maintenance.
- Do **NOT** leave light sockets open. Do not remove the bulb until it can be replaced. This also includes any personal lamps. If a bulb goes out, please call in a work order. There will be **no charge** for bulbs during Annual Inspections and Work Orders.
- CHA will **not** move furniture to check outlets that are hidden for cracks, chips, or missing screws. Please check these and call the office if any are damaged, so we can fix them at this time.
- There should be NO CLUTTER in front of, around, or on electric panels or water heaters. This is a safety risk and keeps maintenance from being able to do their jobs. Please be sure that electric panels and water heaters are clear of clutter.
- Every door in your unit should be able to open and close properly. Nothing should be placed in front of doors to block them from closing. Furthermore, doors should **NEVER** be removed from your unit!!!
- Outside landscaping is allowed, but certain guidelines **MUST** be followed. If the plants or flowers are not maintained, lawncare will mow them down. If the landscaping exceeds that of a **small flowerbed** beside your unit, it will be removed. If you are not sure, ask. A good rule of thumb is to not exceed two (2) feet away from your unit in any direction.
- Housekeeping, as stated before, needs to be a priority. Grease buildup on stoves and hood vents is unsanitary and a fire hazard. Please clean these areas.

Work Orders – Work orders must be called in as soon as an issue is found. Do not wait until you see maintenance personnel to inform them of an issue.

Call the office from 8am-12pm and 1pm-4:30pm to place a work order. Use the emergency numbers given to you at lease signing for emergency work orders that occur after hours and on weekends.

Visitation Policy – Residents are only 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. (Allowing overnight guests over 14 days and/or not informing CHA of overnight guests is the #2 reason why residents get evicted.)

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 regular business hours.

Please be respectful of those around you while entertaining guests. Remember guests are subject to follow the Housing Authority rules and regulations in the same manner as residents. **Quiet hours are from 10:00 p.m. to 6:00 a.m.** **Anyone at your unit after 10 p.m. 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. If your guests smoke in your house, on your porch, or anywhere less than 25 feet from CHA buildings, it could get you an eviction. (Smoking is the #1 reason tenants get evicted.)

Back to School! – School starts Wed., August 14 for both Clarksville and Lamar School Districts. **Clarksville Schools** are **NOT** providing any school supplies this year. **Lamar students** only need to bring a backpack. Lamar is providing all school supplies and student lunches. Follow your school's Facebook page for more info.

Tax-Free Weekend – Beginning at 12:01a.m. on Saturday, August 3, 2024, and ending at 11:59p.m. on Sunday, August 4, 2024, the State of Arkansas will hold its sales tax holiday where certain electronic devices, school supplies, school art supplies, school instructional materials, and clothing can be purchased tax free.

Thank you for all you do to make
Clarksville Housing Authority
a great place to live!

EVENTS THIS MONTH

Back to School Bash – A Back to School Bash will be held on Saturday, August 10th from 11:00am-2:00pm. Smokey the Bear will be present! The Johnson County Library will be giving away books and bicycle helmets. There will be facepainting, tattoos, games, and stickers. Three local School Resource Officers will be here along with the Lego police car with the gaming systems! There will be a bouncy house! Be sure to swing by for one last fun bash before school starts!

Lunch with Speaker – Lunch will be served on Thursday, August 22nd from 12:00–1:00pm. Rusty Hardgrave will be speaking. **RSVP to this event no later than Thursday, August 15th. A headcount is required.** Call the office to RSVP. **Simply leave your name with how many from your household will attend the luncheon. *** IF YOU DO NOT RSVP TO THIS EVENT, THERE MAY NOT BE ENOUGH FOOD FOR YOU. *****

Yoga – If you have been hesitant to try yoga, this is the time to jump out of your comfort zone and do it! Everyone who has attended, said they were nervous at first, but really enjoyed it. Come to the Foy Howard Community Center on Friday, August 9th and August 30th to try Chair Yoga. Yoga starts at 9:30am and ends at 10:15am. You do not have to bring anything. Participants will not have to get in the floor or do anything they feel they cannot do.

Bingo – Bingo will be held on Monday, August 12th and Thursday, August 29th from 2:00-3:00pm on both days.

Cornhole – For avid cornhole players and newbies, try your hand at beating Family Resource Coordinator Joel Ostendorf on Thursday, August 15th from 2:00-3:00pm and Friday, August 23rd from 10:00–11:00am. Even if you aren't interested in playing, come cheer on your neighbors and watch the fun!

Tenant Events – Why is it so important to RSVP for a tenant event? The Housing Authority works with limited funds for events. If we buy too much, then it goes to waste. If we buy too little, then someone would miss out. The Lunch with a Guest Speaker events are catered in and donated by local restaurants, businesses, organizations, and individuals. We do not want to take advantage of such generosity. Furthermore, occasionally events may get cancelled. We are unable to control if a guest speaker has an unforeseen circumstance and cannot make the event. There are times when staff may have an emergency and must cancel an event. Life happens. These events are free to tenants. It is important to remember to always be kind, even if an event is canceled. Be grateful. Don't be hateful.



Feedback – What interests you? Who would you like to see as a guest speaker? What information would best benefit you? One job of the Family Resource Coordinator is to get community involvement. He has started that with the Guest Speaker Lunch, but he is looking for some ideas and feedback. Is there a topic in which you would like more information? Is there a skill you would like to learn? Is there something that you find fascinating and would like to hear from an expert? Tell us your thoughts, dreams, ideas, and opinions! Call us at 479-754-3564 or send an email to cha@cha-ar.com. We would LOVE to hear from you!

JOIN US FOR SOME FUN

AUGUST



SUN	MON	TUES	WED	THURS	FRI	SAT
				1 Rent Due	2	3
4 	5	6	7 Delinquent Letters	8	9 Late Fees Chair Yoga 9:30-10:15 am	10 Back to School Bash 11am-2pm
11	12 Bingo 2-3pm	13	14 Eviction Letters 	15 Cornhole 2-3pm	16	17
18	19	20	21	22 Lunch with Guest Speaker 12-1pm	23 Cornhole 10-11am	24
25	26	27	28 Pest Control & Inspections 	29 Bingo 2-3pm	30 Office Closed at 3pm to foot traffic Chair Yoga 9:30-10:15	31



Bed Bugs: Prevention Tips

Bed bugs are well known in the hospitality industry; however, because they are adept at hitchhiking, they can end up anywhere at any time, making industries located near highly populated areas more susceptible to a bed bug introduction. Learn how you can prevent bed bug infestations with Rentokil's expert tips.

Where you might see them

- Bed bugs are most likely to appear in sleeping areas and high-traffic areas where humans are present.
- Sleeping areas are the primary location where bed bugs are found: hotel rooms, patient rooms, dormitories, etc.
- Areas where people sit and gather: break rooms, lounges, reception areas and lobbies.
- Locker rooms and employee storage areas.
- Goods, supplies, and equipment may also be prone to bed bug activity, as the pests can hitchhike on things such as incoming goods, vacuums, carts, etc.
- Bed bugs hide in gaps, voids, cracks and crevices, such as in furniture, walls, and spaces in decorative items.

What you can do to help

- Make note of any signs, such as eggs, nymphs, fecal stains, or live bed bugs. This will help your pest professional identify potential hotspots.

Tips for prevention

- Inspect items coming into your business. Institute a quarantine period for suspect items and monitor them for activity.
- Seal cracks where bed bugs can hide, especially in high-risk areas.
- Restrict areas where employees can store personal belongings to minimize introduction points.
- Enforce weekly or monthly employee locker clean outs to identify any activity.
- Minimize clutter to reduce bed bug hiding places.
- Use mattress and box spring encasements to protect beds from becoming infested.
- Educate employees on how to identify signs of activity. They are the first line of defense in spotting potential issues.



ID and biology

- Adult bed bugs are usually less than ¼ inch and brown to reddish-brown in color.
- Nymphs are visible, but difficult to see.
- Bed bug eggs are extremely small and pearly white.
- Females lay 10-20 eggs per week, which translates to 500-1000 bed bugs per year.
- Signs of activity include fecal smears (dark mildew-like spotting) on mattresses, box springs, bedding, walls, and other items where they hide.

Experience pest-free. Call 866.483.5166 for a FREE consultation or contact us online at rentokil.com/us

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