

HOUSING HOTLINE

Clarksville Housing Authority
605 Lucas Street

Clarksville, AR 72830

Shelly Wood, Executive Director



Check out our website:
cha-ar.com



AUGUST 2025

Phone (479) 754-3564

Fax (479) 754-3963

Office CLOSED:

Aug. 29th – 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 were in July. Maintenance will continue 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.

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.

Annual Re-Exams for New Rent Oct. 2025 – 26

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

Based on information you supply; new rent amounts 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 August 1, 2025 or after (for the year dated: August 1, 2024 - July 31, 2025). Help us stay on schedule by coming to your appointment on time and bringing all the necessary paperwork. If we do not have the required documentation at your scheduled appointment time, we will be unable to calculate your October 2025 rent amount. If you cannot make it to your appointment, please call the office as soon as possible. If you do not call or do not show up to your appointment, you will be flat rented. You may submit your paper to the office in advance starting in August and we will try to have it prepared for your signature(s) at the appointment time. Thank you for your patience during this busy month.

Re-Exams will use some pre-HOTMA regulations until all regulations are finalized.

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.

Roof Project on Poplar – The roof project on Poplar Circle begins Tuesday, August 12 at 7am. Please be sure to keep toys, plants, and décor out of the way of the roofers. For questions, call the office at 479-754-3564.

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.
- 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 these areas 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 feet from your unit in any direction.
- Housekeeping, as stated before, is a priority. Grease buildup on stoves and hood vents is unsanitary and a fire hazard. Please clean these areas.

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 Mon., August 11 for both Lamar School District and Wed., August 13 for Clarksville School District.

Clarksville Schools are **NOT** providing any school supplies this year. Lamar is providing all school supplies. Follow your school's Facebook page for more info. Breakfast is free for every student in the state of Arkansas.



Free School Supplies – Junior Auxiliary is hosting the annual School Store at the First United Methodist Church Family Life Building on Friday, August 1, 2025 from 8:30am – 5:30pm. Students must be present. Clarksville Students will get supplies and a backpack. Lamar, Oark, and Westside students will only get backpacks.

Hard work today means
success tomorrow.



AUGUST 2025



SUN	MON	TUES	WED	THURS	FRI	SAT
<u>Tax-Free Weekend</u> – Beginning at 12:01a.m. on Saturday, August 2, 2025, and ending at 11:59p.m. on Sunday, August 3, 2025, 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.			ALL TENANT EVENTS THIS MONTH WILL BE HELD AT THE BILL DICKERSON COMMUNITY CENTER AT 15 POPLAR CIRCLE.		1 <u>Rent Due</u>	2 
3 	4 	5	6 Donuts 9-10am	7 <u>Delinquent Letters</u> Bingo 2-3pm	8 Bingo 2-3pm	9 LEO Day 10am-2pm
10	11 <u>Late Fees</u>	12	13	14 <u>Eviction Letters</u>	15 Bingo 2-3pm	16
17	18	19	20	21	22 Hot Dogs & Chips 12-1pm	23 Breakfast with Shelly 8-10am FHCC
24 31	25 Bingo 2-3pm	26 Donuts 9-10am	27 <u>Pest Control & Inspections</u> 	28 Bingo 2-3pm	29 <u>Office Closed at 3pm to foot traffic</u>	30



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 1/4 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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