

# LHA Resident Connect



## Important Dates to Remember

**APRIL 1<sup>ST</sup> – RENT DUE**  
**APRIL 11<sup>TH</sup> – RENT LATE**  
**APRIL 18<sup>TH</sup> - OFFICE CLOSED FOR GOOD FRIDAY**

**\*IMPORTANT ANNOUNCEMENT\***  
**ALL ADULT TENANTS NEED TO SIGN THE NEW LEASE BY MAY 31<sup>ST</sup>!!!**  
**MORE INFORMATION IN THIS NEWSLETTER**



## 2025

It's that time of year again to do some spring cleaning inside/outside your units. LHA Maintenance will do **\*FREE\* Haul-Off during the week of April 1<sup>st</sup>**

Place any and all items on the curb outside your unit that you would like to be hauled off by April 1<sup>st</sup>.  
 Thank you for your help in keeping our properties clean!

### Office Staff

**Vicki Engelhardt** – Executive Director  
**Scott Durham** – Operations Manager  
**Alex Brewer** – Business/HR Manager  
**Melissa Saxon** – Property Manager  
**Jerri Anne Daniels** – Occupancy Specialist  
**Darla Harlan** – Occupancy Specialist  
**Maintenance Staff**  
**Matt Olive** – Maintenance Supervisor  
**George Bentley** – Maintenance Mechanic  
**Jimmy Stephens** – Maintenance Mechanic  
**Josh Hill** – Maint. Mechanic/Clerk of Works  
**Kelly Massa** – Maintenance Mechanic  
**Josh Walls** – Maintenance Mechanic  
**Dylan Lemay** – Maintenance Mechanic

### Phone Directory

Main Office (931) 762-7532  
 Emergency Work Orders (931) 762-9436

*Reasonable Accommodations Are Available Upon Request*



## \*IMPORTANT ANNOUNCEMENTS\* FOR ALL LHA RESIDENTS

In order to pass annual inspection requirements, we ask that you correct the following errors in your unit, if you see them:

1. DO NOT REMOVE THE GLOBES/COVERS ON ANY LIGHTS INSIDE OR OUTSIDE THE UNIT FOR ANY REASON!
2. MAKE SURE THERE ARE NO KINKS, TEARS, OR ANY OTHER DAMAGE IN YOUR DRYER VENT HOSES
3. PLEASE REPORT ANY SIGHTINGS OF PEST INFESTATIONS IN YOUR UNIT AS SOON AS YOU SEE THEM.

## RENT PAYMENTS

1. Rent is due on the 1<sup>st</sup> of the month.
2. You have through the tenth (10<sup>th</sup>) of the month to pay your rent without a late fee.
3. On the 11<sup>th</sup> day of the month, a late charge of \$25.00 will be added to the account as part of the current bill. (Reference Item 2.C. of your lease)
4. A late letter will be sent on the 11<sup>th</sup> that gives you 30 days to either pay the current charges or vacate the unit.
5. After the 30-day period, a detainer warrant for non-payment of rent will be issued and a court date set to seek judgement on the matter. Court costs will be added to your account. (Minimum of an additional \$170.50). You may contact our office with any questions. 762-7532

We do not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, our federally assisted programs and activities. If you are disabled and would like to request an accommodation or if you have difficulty understanding English, please request our assistance and we will ensure that you are provided with meaningful access based on your individual needs. Federal civil rights laws addressing fair housing prohibit discrimination against applicants or tenants based on one or more of the following classifications: race, color, national origin, sexual orientation, gender identification, disability, religion, and familial status.

## MAINTENANCE ANNOUNCEMENTS

### \*\*48-HOUR NOTICE\*\*

**Air Filters** - Beginning the week of April 7<sup>th</sup>, maintenance will be coming into all units to replace air filters. Please leave your screen doors unlocked and have pets contained.

**Work Orders** - We will begin scheduling work orders this month to repair issues found from the annual inspections. Please be prepared.



## Pest Control

### THIS IS YOUR 48-HOUR NOTICE

April 1 -	Crowson
April 8 -	Crescent & Clearview
April 15 -	E. Taylor, Stephens, Stewart, Dawn, Perry, Windsor, Violet, Kay & High
April 22 -	Roberts

**\*\*LHA STAFF WILL BEGIN LOOKING IN CLOSETS DURING PEST CONTROL DUE TO ISSUES FOUND AT ANNUAL INSPECTIONS.**

**A housekeeping inspection will be conducted on your unit as well during pest control treatment.**

**Please make sure:**

- Screen doors are unlocked
- Windows and doors aren't blocked
- Your unit is clean and free of clutter
- Your pets are contained



## RECERTIFICATION INSPECTION

### REMINDERS

If you have an appointment this month for recertification, this is a reminder, as stated in your recertification appointment letter, that we will be conducting a housekeeping inspection on your unit per the lease requirements.

The inspection dates are two weeks before your appointment date and will be performed April 2<sup>nd</sup>, April 3<sup>rd</sup>, and April 7<sup>th</sup>.

As always, please make sure:

- Screen doors are unlocked
- Windows and doors aren't blocked
- Your unit is clean and free of clutter
- Your pets are contained

## MOWING



Mowing season has begun again! Please be sure that your yard is free of debris and children's toys, garden hoses, and any other hazards, at all times or you may be charged a yard pick up fee.

**LHA Maintenance will be handling the mowing at the following locations:**

Crowson, Clearview, Crescent Factory, and Roberts

**A contracted company will be handling the mowing at all other locations.**

If you have any questions, please contact the office.

Thank you,  
LHA

### \*\*REMINDER\*\*

## Keeping the Property Clean

We have noticed toys and other items are being left in the playground areas. Please note from here on out, **anything left at the playground areas unattended will be thrown away.**

Thank you for your help in keeping the properties clean!

### \*\*\*\*\*LEASE SIGNING\*\*\*\*\*

**We will begin signing the new lease this month and need all adults to come sign the lease.**

When you come in the office to pay rent, pick up your utility check, or any other reason, we need **ALL ADULT HOUSEHOLD MEMBERS** to sign the new lease before May 31, 2025. Please ensure all adult household members come in and sign the new lease before this date.

Thank you for your cooperation!

### \*\*\*REMINDER\*\*\*

Per your lease, you are "required to report all changes in family composition and all new income of any kind, within ten (10) days after they occur."

**Any change in income** must be reported to the LHA Office within 10 days of the change, even if you do not yet have documentation. This includes new job, quitting/losing job, any pay changes (raise or deduction), child support, social security/SSI, etc.

You must also report **any changes in family composition** (birth of child, foster/adoption, marriage, etc.) within 10 days of the change. This will ensure your rent calculation is up-to-date at all times.

Thank you,  
LHA