



Housing Happenings



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Please be aware that this 4th of July is pretty dry since we have not had any rain in a while. Please be mindful of that while setting off your fireworks this year! Also please clean up your trash when you are done shooting off your fireworks! Please don't leave it on the ground. We would really appreciate it!

**HAVE A HAPPY
AND SAFE
INDEPENDANCE
DAY!!**



PEST CONTROL



Pest control will be for Lower Terrace, Patrick & Riverside Manor. Staff will be wearing personal protective equipment for you safety and theirs. We will be resuming the housekeeping inspections and the \$25 gift card for the cleanest apartment. THE WINNER FOR UPPER TERRACE, WALNUT & DALTON is Ronnie Hicks. CONGRATULATIONS AND KEEP UP THE GOOD WORK.

Please remember!!!

Don't forget!!! Rent is due by the 5th of the month, every month. If it is not paid by the 6th, you will receive a \$5.00 late fee, then it will be an additional \$1.00 for every day late after that. If you see that you are going to be late and there is NO WAY around it, please come in and sign a rent extension so that we know what is going on. This is very important!!!

You are only allowed 3 rent extensions each year

WANT TO PAY YOUR RENT ONLINE?

Go to :

pha1320.com

Set up your account here and you can also receive text updates and emails about important dates and events.

RATHER BE SET UP ON BANK DRAFT?

We can do that too, Just contact Kelly or Stephanie at the office, 870-892-9278.

HAVE A FACEBOOK ACCOUNT?

Look us up

[@pokeyhousingauthority](https://www.facebook.com/pokeyhousingauthority)

[@Patrickmanor](https://www.facebook.com/Patrickmanor)

[@Riversidemanor](https://www.facebook.com/Riversidemanor)

Clarification of the Marijuana Letter

Everyone received a letter in the mail from office regarding the medical/recreational use of marijuana. There is some clarification that needs to be made, because for some it was not all together clear. First of all if you DO NOT use it, it doesn't pertain to you. Second, if you DO have a medical card, we are not saying you CANNOT use it, we are saying you CANNOT use it on Pocahontas Housing Authority Property. Using is defined as, smoking, vaping, eating.

Medical marijuana IS legal in the State of Arkansas. Recreational marijuana IS NOT legal in the State of Arkansas. Neither medical or recreational marijuana is Federally legal. What that means is the use of marijuana of any kind is not allowed on any Federal property or Federally Funded property. Pocahontas Housing is Federally Funded, therefore its use is not allowed on Pocahontas Housing Authority property.

If you are caught smoking or ingesting marijuana of any kind or if there is a complaint about you smoking or ingesting marijuana of any kind, you will receive a lease violation for Disturbing the Peaceful Enjoyment of Your Neighbor. If you continue to do this you will continue to receive the lease violations until you receive 3 of them. When you receive 3 lease violations you can then be Evicted for Disturbing the Peaceful Enjoyment of Your Neighbor.

It is pretty simple, we do not care that you have a medical card, we do not care if you have possession of marijuana, you just CANNOT USE it on our property. If it is ever taken off the Federal Narcotics list and De-Federalized, this rule will change in some ways.

Please have respect for your neighbors, please understand that if you can hear them in your apartment, they can hear you, same thing is true for smells or smoke. If you have any questions or this is still not clear, please call the office and we will be happy to try and explain it.

WORK ORDERS

It is time to explain how work orders work again. If you have something in your apartment that is NOT working properly, you need to call that in to the office and let maintenance come and repair it so that it is working properly. You are supposed to call these in as soon as you notice them. It doesn't matter how small you might think it is. Call them in as you notice them. **DO NOT TROUBLE SHOOT THE PROBLEM YOURSELF, DO NOT FIX IT YOURSELF!!!** If you try and fix it yourself, you may do more harm and it may cost you when it is fixed properly. Maintenance is here to work on problems, and repair malfunctioning items, as well as their other duties. They are paid to fix and repair. With that being said, **DO NOT TROUBLE SHOOT OR TRY TO REPAIR IT YOURSELF.**

I would like to talk about the screen doors now. We are asking that you do not lock these doors when we are going to be doing preventative maintenance, pest control, or for emergency purposes. The reason for this is simple. Your front door is more than sufficient to keep you safe. Your front door is reinforced and very strong, strong enough that the police department could not even break the door in. So you are plenty safe with just having the front door locked.

Maintenance has to have access to your apartment for preventative, maintenance, pest control and emergencies. By you keeping your screen door locked, that is denying them access to do their job properly and completely. This means that you are in non-compliance with your lease, Section 20 a-b (i), ***“(a) The landlord agrees to enter the unit only during reasonable hours, to provide reasonable advance notice of his/her intent to enter the unit, and to enter the unit only after receiving the Tenant’s consent to do so, except when urgency situations make such notices impossible or except under paragraph (c) below. (b) The Tenant consent in advance to the following entries into the unit: (i) the tenant agrees to permit the Landlord, his/her agents or other persons, when authorized by the Landlord, to enter the unit for the purpose of making reasonable repairs and periodic inspections.”***

Please do not lock your screen door, or we will be issuing lease violations for non-compliance of your signed lease. If you receive 3 violations for this, you can be evicted.

BBQ Chicken Nachos

Ingredients

2 c. shredded chicken
3/4 c. barbecue sauce
1 (18 oz) bag tortilla chips
3 c. shredded cheddar
1 c. crumbled Cotija
1 c. pickled jalapenos
1/2 small red onion, thinly sliced
1 avocado, thinly sliced
Freshly chopped cilantro, for garnish

Directions

1. Preheat oven to 400° and line a large baking sheet with foil. In a large bowl, toss chicken with barbecue sauce.
2. Layer half the chips, cheddar, Cotija, chicken, pickled jalapenos and onion. Repeat.
3. Bake until cheese is melty and nachos warmed through, 15 minutes.
4. Top with avocado and cilantro before serving.



EXTRA INFORMATION

To provide safe and sanitary housing for our residents, we just have a maintenance procedure in place. All work orders received will be performed in the following order:

- 1. Emergencies**—Refers to a response to conditions that pose an immediate threat to life, facilities, health and/or safety of residents and/or Housing Authority property. Emergency conditions must be responded to immediately and corrected or abated within 24 hours. Some examples of emergencies are: fire of any nature (in this case the tenant should call 911); gas leaks (in this case the tenant should call Summit 1-800-992-7552); missing or inoperable smoke detector (maintenance may ask questions about this and walk you through correcting the issue when possible); broke water lines causing a flood (not just a drip); electrical fault with visible sparks or over heating; complete loss of power (only if the surrounding units still have power); dangerous structural hazards; loss of air conditioning in elderly buildings; sewer/toilet back up (maintenance may walk you through ways to correct this issue over the phone if possible); heat not working if the temperature is expected to be below 35 degrees; frozen water lines in the winter time; natural disasters; door or windows busted or broken to the point they are not secure (if bodily harm is present please call 911). If a tenant is locked out of the apartment and it is after normal business hours there will be a minimum of \$30 charge to the tenant.
- 2. Urgent**—Refers to items that if not repaired pose a potential threat to life, facilities, health and/or safety of residents. Urgent items must be corrected/abated within 48 hours of notification. Samples of this would include, refrigerator not working; no hot water' cracked window' air not working in the summer; heat not working in the winter.
- 3. Unit Turnover**—Refers to the maintenance/cleaning of a unit to make unit ready for occupancy.
- 4. Routine**—Most of the work that is not classified as an emergency, urgent or preventative would be classified as routine. Routine work order examples are screen door repair; changing light bulbs; slow drain; dripping faucet; and general maintenance items.
- 5. Preventative Maintenance**—Refers to work conducted as part of the property's annual PM Program such as: changing the air filter; servicing water heaters; servicing heat/air units; pest control; etc.
- 6. Other**—Refers to work orders that do not fall into any other category such as special projects around the property: painting rails; cleaning parking pad; pressure washing buildings; etc. Most of these work orders are done on an as needed basis.

AFTER HOURS WORK ORDERS

FOR ALL AFTER HOURS EMERGENCY WORK ORDERS ONLY!!

CALL 870-892-9278 AND FOLLOW THE PROMPT

Pocahontas Housing Authority is open Monday-Thursday from 7 am to 4:30 pm and Friday's 7 am to 3:30 pm. Any work order called in after these hours must fall into the Emergency category above or they will not be performed until the next business day. Should you call in a non-emergency work order after hours, you may be charged for the call, so if the work can wait until the next working day, please wait until then to call it in or you can place it in on the website for tenants at pha1320.com. **ONLY EMERGENCIES CAN BE CALLED IN AFTER NORMAL WORKING HOURS!!**

NEW RESIDENT CHARGE LIST



Charges will be applied if resident repairs are deemed abuse or neglect by the resident and/or their company in accordance with Section 11 of your signed lease agreement.

Repair/Item	Resident cost
<input type="checkbox"/> Screen Repairs	Screen wire \$5.00 ft., plus cost of repair to frame (if necessary)
<input type="checkbox"/> Front, back door glass, & all windows	Cost of outside repairs
<input type="checkbox"/> Door Locks (per apartment)	\$115.00
<input type="checkbox"/> Replacement Key	\$15.00
<input type="checkbox"/> Appliance Bulb	\$3.00
<input type="checkbox"/> Light Bulb	\$5.00
<input type="checkbox"/> Pickup garbage, toys, or other items not stored properly, furniture, etc.	\$30.00 minimum
<input type="checkbox"/> Replacement of damaged ceiling fan	\$80.00
<input type="checkbox"/> Damaged or broken light fixture	\$5.00-\$80.00 depending on the light
<input type="checkbox"/> Smoke Alarm	\$30.00-\$65.00 depending on smoke alarm
<input type="checkbox"/> After hours lock out	\$30.00 minimum
<input type="checkbox"/> Refrigerator or stove Damage due to tenant neglect	Cost of new Refrigerator or stove
<input type="checkbox"/> Move Outs	Cleaning & repairs will be charged at the cost of labor and materials to repair.
<input type="checkbox"/> Unauthorized painting	Charges will be according to time and materials to repaint or repair it.
<input type="checkbox"/> Sewer stop ups due to neglect (wipes, feminine products, paper towels, toys, etc. placed in toilet)	\$30.00 minimum depending on time and labor costs
<input type="checkbox"/> Vehicle towing	Owner's expense
<input type="checkbox"/> Planting veggies, flowers, plants etc. in the ground	\$30.00 minimum
<input type="checkbox"/> All other charges due to tenant neglect will be at the cost of labor and materials.	Will vary



DOHELG EASTER PWL
 RDVUGARDENS EOEI
 TIHBMZPAYXIBLDB
 FXFTCMRMDBPOLDL
 REFPWXIAMUIREIU
 ESLHSAPNIOANNNE
 SNUOKPKLGNWTLGS
 HBJNWDRIABYIISK
 ALDPNEJONNIDNOY
 IOOICYREUGTRAGN
 ROGCQPDSCCTUIDYA
 JMWNVRGACZIPNSS
 WIOIMOOVYYBNDGH
 HNOCRMFWKSIRGZL
 KGDSWARMINGS LUG

JULY 2022

Sun

Mon

Tue

Wed

Thu

Fri

Sat

					1 <i>RENT DUE</i> TRASH DAY FOR PATRICK AND	2
3	4 <i>OFFICE CLOSED</i> 	5 <i>LAST DAY TO PAY RENT</i> TRASH DAY ECHO, BLUFF OAKCREST	6 TRASH DAY TERRACE WALNUT DALTON	7	8 TRASH DAY FOR PATRICK AND RIVERSIDE	9
10	11	12 TRASH DAY ECHO, BLUFF OAKCREST	13 TRASH DAY TERRACE WALNUT DALTON	14	15 TRASH DAY FOR PATRICK AND RIVERSIDE	16
17	18	19 TRASH DAY ECHO, BLUFF OAKCREST	20 TRASH DAY TERRACE WALNUT DALTON	21 <i>PEST CONTROL FOR LOWER TERRACE, PATRICK & RIVERSIDE</i>	22 TRASH DAY FOR PATRICK AND RIVERSIDE	23
24	25	26 TRASH DAY ECHO, BLUFF OAKCREST	27 TRASH DAY TERRACE WALNUT DALTON	28	29 TRASH DAY FOR PATRICK AND RIVERSIDE	30
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