

HOUSING HOTLINE

Clarksville Housing Authority
605 Lucas Street
Clarksville, AR 72830
Shelly Wood, Executive Director




AUGUST 2022

Phone (479) 754-3564
Fax (479) 754-3963

Office CLOSED Wednesday, August 31st at noon
for end of month processing.

Annual Inspection Work Orders – Maintenance will be in units throughout August completing Annual Inspection Work Orders. Please call the office if you or anyone in your household is experiencing COVID and/or other viral illnesses.

Back to School! – School starts Wed, August 17. Students only need to bring a backpack. The school is providing all school supplies. 

Freebies! – A free bag of food for residents may be picked up Aug 1st – 12th when you pay rent or have your Annual Re-Exam! *We will not run out. You do not have to make a special trip.* Remember it is only one bag per household. Additionally, one gift card will be drawn each week for those who put their name in at their Re-Exam appointment.

Reminders

1. Unblock all intake vents inside the unit to allow for adequate airflow.
2. Keep yards, porches, and all-around units tidy and free of clutter and trash. This includes around hedges. Please remove inoperable furniture and/or inside furniture from porches.
3. Do NOT put anything around central units, including toys, debris, or other items. If you do have something around your central unit, it must be removed!
4. Any blocked egress (blocked windows) **must** be unblocked. Nothing should be in front of any window blocking access in case of a fire.
5. Lawncare may be seen around the units. All yards are maintained by a contractor. Any comments, questions or issues concerning such by tenants or tenant guests should be brought to the office.
6. Attached you will find a copy of the pet policy as a reminder of policy violations that have been observed.
7. Be sure that all food and pet food is properly contained when stored to avoid any unwanted pests.

Annual Re-Exams for New Rents for Oct. 2022 – Sept. 2023

Re-Examination time is here. You should have received a letter stating your appointment time and a list of documents to bring to your re-exam this month. If you have not, call the office to find out the date and time of your appointment.

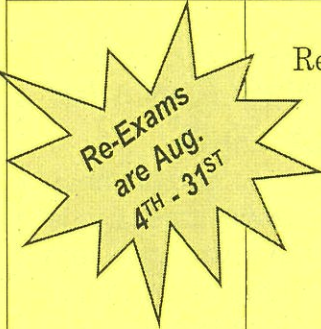


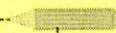


Based on the information you supply; new rents will go into effect starting October 1st. You may prepare for your re-exam by gathering verifications and any other documents as requested by our office. **Verifications must be dated August 1, 2022, or after** (for the year dated: August 1, 2021 - July 31, 2022). We will try our best to stay on schedule. You can help us do this by coming at your assigned time, bringing the necessary paperwork, and if you qualify for medical expense deductions, having these papers together and **totaled**. You may drop off your paperwork earlier than your scheduled time to allow us to prepare your paperwork for signing later. Please be reminded that if we do not have the needed documentation at your scheduled appointment time, we will be unable to calculate your October 2022 rent amount and will need to reschedule your appointment or maximize your rent. Be prepared to **update your Emergency Contact numbers** and **register new vehicle purchases for parking permits** (note: vehicles registered in your name). Thanks in advance for your understanding and patience during this extremely busy time.

Annual Re-Exam Appointments – If you did not receive your letter in the mail with your Annual Re-Exam appointment time, please call the office at 479-754-3564.

Arkansas LIHEAP – Assistance may be available for utility costs if certain criteria is met. Call Johnson County ARVAC at 479-705-1108 for more information.

AUGUST 2022

DOG DAYS OF SUMMER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Rent Due	2	3	4	5 Delinquent letters	6 
7 	8	9 Late Fees	10	11	12 Eviction Letters	13
14	15	16	17 hello  FIRST day of SCHOOL 	18	19	20
21	22	23	24	25	26 Eviction Deadline	27
28	29	30	31 Pest Control & Inspections  Office Closes at noon.	Tax-Free Weekend – Tax-Free Weekend is from 12:01am on August 6 to 11:59pm on August 7, 2022. Some items included are clothing, electronic devices, and school supplies. For more info, call (501) 682-7104 Monday–Friday from 8am–4:30pm. <i>*Note: Clarksville School District is providing all school supplies for their students. Students only need a backpack.</i>		

CLARKSVILLE HOUSING AUTHORITY - PET OWNERSHIP POLICY OUTLINE

- A. Pet must be registered with the CHA office before the pet is brought on the premises. (Assistance animals that are needed as a reasonable accommodation for person with disabilities are not considered pets, and thus, are not subject to PHA pet policies.)
- B. Registration must be updated annually, at annual recertification of tenant's lease.
1. Lease must be changed to include pet addendum.
 2. Furnish certificate from a state licensed veterinarian certifying pet is in good health and has had all necessary inoculations for contagious diseases and/or vaccinations for the Rabies virus.
- C. Tenant must be physically and mentally able to take care of pet and agrees to abide by all pet regulations.
- D. All pets must fall under the category of common household pets; specifically:
1. Dogs: Maximum 40 lbs. or 15"
 2. Cats: Maximum 20 lbs.
 3. Birds: small sized
 4. Fish: 5 gallons tank or more
 5. Hamsters – Gerbils
 6. Rodent: Maximum 15 lbs. (Example: Rabbits)
 7. Reptiles: Turtles (or Terrapins) **NO SNAKES ALLOWED**

Within these categories, the following restrictions will apply: (Number of pets per unit is based on unit size.)

0 -1 BR – 2

2 BR – 2

3 BR – 3

1. Dogs – Must be a pet of no more than 15" in total height. The owner will have to certify that the pet is either house-broken or paper-trained and must show evidence the dog is currently licensed and inoculated under prevailing local regulations. No more than two dogs per household will be permitted and must be kept on a leash when not in unit. No dog will be permitted to be tied and left unattended. All City ordinances must be followed.
2. Cats – Domestic breeds only. Must be certified pet is vaccinated for the Rabies virus by.
3. Birds – Small birds such as parakeets, or canaries, etc. No more than two per household permitted.
4. Fish – No limitation.
5. Hamsters/Gerbils – Two per household maximum.
6. Rabbits – One per household maximum.
7. Reptiles – One per household maximum; **NO SNAKES ALLOWED**

E. If pet disturbs other residents by barking, scratching, whining or other unusual noises or threatening behavior, the tenant owning the pet will be asked to vacate or get rid of the pet.

F. Pet will be kept free from fleas, ticks or other vermin.

G. Pet shall not be left unattended in a dwelling unit longer than 12 hours.

H. Pet waste will be disposed of daily and litter twice weekly, put in plastic bag and deposited in trash can.

I. In case of death of owner, pet will be placed with a registered veterinarian or animal shelter until disposition of pet can be determined.

J. Deposits will be collected over and above the normal security deposit in the following amounts:

- | | | |
|----------------------------------|-----------------------------|---------------------|
| 1. Dog - \$75.00 | 2. Cat - \$50.00 | 3. Bird - \$ 5.00 |
| 4. Fish - \$20.00 | 5. Hamster/Gerbil - \$10.00 | 6. Rabbit - \$10.00 |
| 7. Reptile - \$25.00 (No Snakes) | | |

Deposits will be held, without interest, until such time as the owner moves out or until the pet is no longer in residence. The deposit shall be applied against all damages caused by the pet or the tenant's failure to clean up after the pet. Under no circumstances shall the special pet deposit be used to defray the cost of other unrelated repairs while the tenant is in tenancy.

K. The owner shall be responsible for cleaning up after his/her pet both inside the units, within the building and on Housing Authority grounds. Pets will not be permitted to use the grounds for rest areas.

L. The owner shall enter into a separate Pet Agreement that specifically outlines the Housing Authority's interpretation of pet care and owner responsibility. Failure to comply with the terms of this Agreement will result in termination of tenancy or permanent removal of the pet.

M. Visiting Pets: Pets that meet the size and type criteria outlined above may visit the housing divisions where pets are allowed for up to two weeks with Clarksville Housing Authority approval. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

N. This policy is subject to change at any time.

**CLARKSVILLE HOUSING AUTHORITY
PET AGREEMENT - ADDENDUM TO LEASE**

A deposit of \$ _____ is hereby acknowledged. Said deposit will be held, without interest, against the possibility of damage caused by my pet or my failure to clean up after it. The pet is specifically described as: _____

This pet will be kept in Unit No.: _____, Address: _____, Clarksville, Arkansas, and it is understood it must be kept in my exclusive care.

I agree that I will abide by the Pet Ownership Policy's Rules and Regulations. Failure to do so will result in the termination of my tenancy or the immediate removal of my pet.

I, therefore, further agree as follows:

1. My pet has been examined by a licensed veterinarian and has been pronounced healthy in that it has no disease that could prove harmful to me or other persons occupying the surrounding units.

Veterinarian's Signature

State License # _____
Date of Exam: _____

I will resubmit this information annually to provide continued assurance of this pet's health.

2. I agree it is my exclusive responsibility to clean up after my pet. It will not be allowed to use common areas of the building or grounds as bathroom areas and should such accident occur, it will be my responsibility to clean up.

3. In the event I become unable to care for my pet I agree to find another suitable home for its care within 5 days or relinquish my pet to the local animal shelter.

4. I understand my pet is not to be allowed outside the confines of my unit unless it is restrained by a leash and is under my control.

5. I will not allow my pet to bark or otherwise create such noise as will interfere with other residents' rights to the peaceful enjoyment of their homes.

6. At all times I will be considerate of the rights of others; taking into consideration the possibility of allergies, fear, or dislike of animals and my pet's temperament around others.

7. I agree that my pet will be kept free from fleas, ticks, or other vermin.

8. I will not leave my pet unattended for longer than 12 hours.

9. My pet's waste will be picked up and disposed of daily; or replace the litter twice weekly; put in a plastic bag, and deposited in the trash can provided.

10. I shall physically control or confine his/her pet during the times when Housing authority employees, agents of the Housing Authority or others must enter the pet owner's unit to conduct business, provide services, enforce lease terms, etc.

11. If my pet causes harm to any person, I shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. I may also be subject to termination of my dwelling lease.

12. I certify my pet is: _____ housebroken.
_____ paper or litterbox trained.
_____ caged.

Signature of Tenant/Pet Owner

Date