

Neighborhood







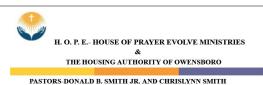


Vehicles that are:

- Parking in handicap with no tag
- Using 2 SPACES to park
- Parking in NO PARKING area
- IMPROPERLY Parked
- Not Operable
- Flat Tire
- Oil Leak
- NO PARKING PERMIT
- Expired License Plate
- Working of vehicles in parking lots
- Expire State Inspection Sticker

will be TAGGED and after 48 hours WILL BE TOWED AT the OWNER'S EXPENSE

PARKING PERMIT A-0001



PRESENTS



EASTER EGG HUNT

WHEN: SATURDAY
APRIL 19, 2025 1-3PM
AT THE CHURCHILL PARK

MUSIC SNACK FREE PICTURES WITH THE



In 1993, the Food Network premiered, there were 623 websites worldwide, and Tom Covington agreed to serve on the HAO Board of Commissioners. In those 31 years, Tom, as a member of a five-person board, worked to promote the mission the HAO. With his business background, open mind, willingness to jump into the newest challenge, and his guidance, the HAO's success is a direct reflection of his work.

In 2024, two Board Members left our board. Ms. Jean Maddox, another longserving board member, passed away and

Tom Covington retired from the Board in December. Tom has agreed to speak at the May 14th ribbon cutting ceremony for Churchill Park Apartments.

Thank you, Tom, for your selfless service to the HAO families for the past 31 years!

Community Room Rentals at Adams Village and Locke Apts.

Available for use by residents of Housing Authority of Owensboro/HAO Properties ONLY

Effective April 1, 2025, HAO is requiring a \$50.00 refundable deposit for community room rentals. This \$50.00 deposit must be in the form of a money order. The payee portion will remain blank unless payment is required. If no additional cleanup is needed, the blank check or blank money order will be returned.







April 2025 Rent, Housekeeping Inspections, and Maintenance Service

Monday	Tuesday	Wednesday	Thursday
	1 RENT DUE Housekeeping Inspections Churchill Park bldgs. 32-40 Smith Homes Pest Control and Filter Change	Housekeeping Inspections Churchill Park bldgs. 32-40 Smith Homes Pest Control and Filter Change	Housekeeping Inspections Churchill Park bldgs. 32-40 Smith Homes bldgs. 24-41 Smith Homes Pest Control and Filter Change
Tast day to pay without a penalty and last day to request waiver	\$ \$30.00 Late Rent Penalty Walker Place Pest Control and Filter Change	If your March rent has not been paid maintenance will be entering your apartment TODAY to check the status of your unit. HAO houses Pest Control and Filter Change	10
14	Housekeeping Inspections Smith Homes bldgs. 24-41	Housekeeping Inspections Smith Homes bldgs. 24-41	17
21	OFFICE CLOSED	23	24
28	29	30 Last Day To Pay April Rent Rent Notices Delivered	

All inspections & Services will be conducted between 8 AM - 4 PM. Please ensure easy access to breaker boxes by removing all items covering or in way of breaker boxes, windows, closets, furnace room, air returns in living room, and clear off top of refrigerator. Yard and deck areas will be inspected so make sure to keep the lawn around the apartment clean & free of trash, debris, paper, cans, clothing, boxes, bags, cigarette butts, etc.

MAKE SURE ALL TRASH IS TAKEN OUT!

<u>PEST CONTROL and HAO:</u> Please ensure furnace room doors are not blocked and the top of refrigerator and stove have been cleared off. Failure to remove items from these area, please know that HAO or pest control will not be responsible for any broken or damaged items. Make sure all pets are caged/crated or removed from the home while maintenance is in the home.

<u>WORK ORDERS</u>: Calling to place a work order dial ext. 221 and leave a message with your name, address, phone number, and the reason for the work order. PLEASE BE PATIENT! If you prefer, submit work orders by emailing the information to <u>workorders@owensborohousing.org.</u>

Anyone with a Disability or with a Medical Reason Requiring Air Conditioning

If you or anyone in your home that has a disability and/or have a medical reason that requires air conditioning, You will need to furnish this office with a current doctor's statement that states that air conditioning is required because of a medical condition. After we accept your doctor's statement, you will be sent a letter informing you that you have been added to our after hour emergency list.

ANYONE 62 OR OLDER

Anyone whose head of household and/or spouse is 62 years of age or older are automatically added to the after hour emergency air conditioning list. If you have any questions, please call 683-5365 for CRYSTAL ext. 201

Maintenance News

Bags of trash & Charges

Please take all trash and place into the dumpsters. Trash being left on porches will be charged \$50 if maintenance removes trash.

Infested Bed Bug Furniture

Please do not set any furniture out of unit if it has bed bugs, leave in unit and call in a work order. If you set out infested bed bug furniture you will be charged.

Don't block utility meters

Please do not store any items around the utility meters.

Work Orders

Please allow a reasonable time for maintenance to complete work order calls. All Work orders are entered the day and time you call in, there is no need to continue to call to check on work orders.

Air Return Vents

Please do not block or place items in front of the air return vents in your unit. Mainte-

nance must be able to access the vents.

Residents' Council

Open to all adult tenants

Smith Homes, Walker Place, Locke Apts, Baker Place & Adams Village

Held Wednesday April 23 at 3:30 pm Adams Village Community Center

Churchill Park

Held Tuesday, April 22nd at 3:30 pm HAO office

We would love for you to join us

For questions contact Tonette 270-683-5365. ext 214

SMOKING INSIDE OF YOUR APARTMENT

It's not worth it!!

If it is found that you are smoking in your apartment you will be charge a clean up fee of \$250 plus any additional costs for smoke damage OR an eviction notice will be issued.

(See Tenant Fact Sheet #3 and Section 7 titled Obligation of Tenant on your lease.)





LIVINGHOPEOWENSBORO.COM 1709 ALEXANDER AVENUE 270-374-0200

SUNDAY SERVICE- 10:30AM | WEDNESDAY GATHERING- 5:30PM











Communication

Say hello, introduce yourself, be courteous - you can even ask about their day.



Cleanliness

Keep exterior areas clean & always dispose of trash properly.



Noise

Turn down car stereos when entering the community. Avoid loud bass in your home & avoid loud noises at night like vacuuming.



Pets

Clean up after your pets right away & keep them on a leash when walking them.



Reach Out for Help

If you need help with an issue, please feel free to reach out to us. If there is a suspicious person, activity, or situation, call the police.

How is your Housekeeping?

Maintaining your apartment in a clean manner to assure a safe home and remaining in compliance with your lease's housekeeping requirements is very important. Below are the standards the HAO uses when in your unit.

- ☐ GOOD If none of the following Housekeeping Concerns apply to your apartment
- ☐ FAIR If one of the following Housekeeping Concerns apply to your apartment
- ☐ POOR (Failure) If two or more of the following Housekeeping Concerns apply to your apartment Housekeeping;
 - 1. Trash the size of 1 large bag is in any room or outside the unit (porches or decks)
 - 2. Diapers, feces, or urine of any type on the floor in more than one place
 - 3. Sticky floors because of spills
 - 4. Bathroom sink, toilet, and/or shower/tub filthy with dirt, hair, body fluids, feces or hair dye, or nail polish
 - 5. The kitchen has more than a day's worth of dishes in the sink, stove top and stove is very dirty and/or greasy, countertops, outside dirty refrigerator, and dirty inside with spills not cleaned up
 - 6. Excess food in rooms other than the kitchen (soda cans, plates of food, bags of food, drinks and/or other food items left out, conducive to bug activity, etc.)

Automatically POOR (Failure) Housekeeping units if:

Windows or doors are completely blocked with personal items OR

Roaches crawling on counters, walls, or floors and it is clearly associated with the cleanliness of the apartment.

There are changes on the way regarding how HAO Properties <u>will calculate income, deductions, and assets</u>, because of a federal law, Housing Opportunity Throught Modernization Act of 2016 (HOTMA). HAO Properties has updated its Administrative Plan to include the new HOTMA rules for both applicants and tenants. The Administrative Plan is available during business hours, for review and comment, beginning April 01 -30, 2025. Inside the Newsletter is a brief overview regarding some of the changes that will begin to take effect on May 01, 2025.

Lawn Care and Mowing Season

Spring is here and residents are reminded to keep the areas around their apartments neat and clean.

The lawn crews will begin working so all residents need to make sure all toys, chairs, signs etc. are not left in the yards. Items in the yard can hinder the work of the lawn crew and may possibly be cut or trimmed by the crew. The Housing Authority nor the contractor are responsible for damage to any items left in the yards and items left in the yard may be removed by Housing Authority staff to allow the lawn crew to complete work. If you do not want any items damaged please remove items from the yard on mowing days.

Please remember that bicycles and other items are to be stored at the back of the apartment or on your deck, not at the front door.

Mowing season is here!! April 1, 2025

Is It Worth Losing Your Apartment

PEOPLE, PEOPLE READ YOUR LEASE!!! We have evicted several residents not wanting to follow the rules. The 3 major complaints at this time are

- 1. Unauthorized Guest and Pets;
- 2. Threats of Violence; and
- 3. Marijuana & Smoking in apartments

If you want someone or an animal to live with you,
ADD THEM TO YOUR LEASE FIRST!

Marijuana is illegal in federally subsidized housing!!

- What you do inside your apartment or yard is your business as long as it is legal.
- However, if your conduct or actions cause problems for your neighbors, it becomes their business.
- 3. When they complain to us, it becomes our business.

Please consider your neighbor's rights to peace and privacy.

WHAT IS NATURAL GAS?

Natural gas is a non-toxic, colorless fuel about one-third lighter than air. Gas burns but only when mixed with air in the right proportion and ignited by a spark or flame. In its purified state, gas has no smell. For your protection, Atmos Energy adds a harmless, distinctive odor so you can detect and report the slightest leak.

HOW SAFE IS NATURAL GAS?

Natural gas has an excellent safety record, but like other forms of energy, it requires a certain amount of caution. Gas emergencies are rare but they can happen.

Whenever gas leaks from a pipe or pipe fitting, there is a possibility of fire or explosion.

If leaking gas accumulates in a confined space, it can displace air and cause suffocation.

If a gas appliance is not working properly, incomplete combustion can produce carbon monoxide and other toxic gases.

A pilot light or gas burner can ignite combustible materials and flammable vapors, such as gasoline, paint thinner or aerosols.

HOW CAN YOU PREVENT GAS EMERGENCIES?

Each of us can take certain steps to prevent gas emergencies. We need to follow these few steps to do this.

- Keep all appliances clean, properly vented and accessible at all times.
- Make sure everyone in your family knows how to operate your gas appliances correctly, and knows the smell of natural gas.
- Do not store flammable materials, such as boxes, newspapers or paper sacks near or on any gas appliances.
- Do not use any gas lines as hangers for drying clothes.
- Do not use an open gas oven for heating your home or for drying clothes.
- Never cover fresh air vents that supply air to your gas appliance.
- Have all gas line alterations and appliance repairs performed by the Housing Authority.
- Do not allow children to play with or on any gas appliances, meters or valves in the yard.
- Do not dig or plant without first checking with the office, so we can mark for buried lines.

WHAT TO DO IF YOU SMELL GAS

- I. Do not turn on or off any lights
- 2. Do not light matches
- 3. Open windows and doors
- 4. Do not use the phone
- 5. Leave the apartment
- 6. Go to a neighbor and call us

REPORTING CHANGES IN INCOME AND FAMILY COMPOSITION

It is <u>very important</u> to report all changes in family composition and income, in writing, to the office as soon as the change occurs. For example, report a job as soon as you obtain it - do not wait until you receive your first check.

BRING VERIFICATION OF CHANGES, IF POSSIBLE

If you receive an award letter or have other written verification of an increase or decrease in income, please bring this when you report your changes to the office.

Please contact Morgan at Ext: 202 if you have any questions about your rent calculation.

Please contact Wendy at Ext: 203 if you need to report a change in family composition or income.

Mildew grows on damp surfaces. Keep in mind the following:

- Wipe down all shower walls after bathing and open door/window for ventilation
- Do not overcrowd closets
- When cooking wipe down immediately any excessive moisture (special care to wipe the bottom of cabinets located above small appliances)
- Make sure all dishware, pots and pans are completely dry before putting into cabinets
- If you do see mildew or black spots on surfaces, spray with bleach let sit, then wipe down. Or purchase a mildew/mold cleaner.



IMPORTANT NOTICE FOR SECTION 8-PBV (PROJECT BASED VOUCHERS) PARTICIPANTS

All changes regarding household composition and/or income must be reported to the Housing Authority of Owensboro's (HAO) office, in writing or email, within 10 business days of the occurrence. The head of the household, spouse/co-head, is responsible for ensuring that all required changes are reported to the HAO. You may come into our office Monday-Thursday 7:30-4:00 to report the change in writing, or you may email the change to Wendy@owensborohousing.org. In either case, you will be provided with a receipt as proof you reported the change — be sure to keep it for future reference. If an email is not responded to within 7 business days, please contact the office by phone to ensure it is received. If there is a dispute regarding whether a change was reported, you will be asked to supply the written receipt or the email from the HAO acknowledging the change was received.

CHANGES IN HOUSEHOLD COMPOSITION:

Families must request PHA approval to add a new family member, live-in aide, foster child, or foster adult. This includes any person not on the lease who is expected to stay in the unit for more than 30 consecutive days or 90 cumulative days within a 12-month period and therefore no longer qualifies as a "guest." Requests must be made in writing and approved by the PHA prior to the individual moving into the unit.

If a household member ceases to reside in the unit, the family must inform the PHA within 10 business days. This requirement also applies to a family member who has been considered temporarily absent at the point that the family concludes the individual is permanently absent.

CHANGES IN INCOME:

The family will be required to report all changes in income regardless of the amount of the change, whether the change is to earned or unearned income, or if the change occurred during the last three months of the certification period. Families must report changes in income within 10 business days of the date the change takes effect.

CHANGES IN STUDENT STATUS

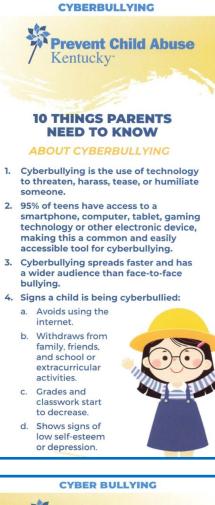
You must report if any adult in the household starts college, university, technical, trade, online, or mechanical schools, this does not include those attending on-the-job training courses.

GENERAL INFORMATION

At each annual re-exam or interim re-exam conducted on your household, you will be provided with a list of all the income that is being counted and household composition for you to review and keep for your record. If you notice there is income or a household member missing, please contact the office immediately.

You are responsible for reading and understanding this policy, for making sure that the other adults in your household understand this policy, and for reporting all required household composition or income changes, in writing or email within 10 business days of the date they occur. We cannot over-emphasize the importance of doing this correctly. If the Housing Authority discovers that a household member has experienced changes that should have been reported but were not, it can result in the household having to













BENEFITS TO PAYING YOUR RENT ON TIME

The rent you pay assures you of a place to live. You should make payment of your rent a priority item each month. It should come first, not last, in the list of bills you have to pay.

LATE RENT

Rent is due the first day of the month. On the sixth (6th) day of the month a late fee of \$30.00 is added to the rent and a 30 day Notice of Termination of Lease (eviction letter) is issued.

"WAIVER"

To avoid eviction being filed, a resident may request a "waiver" of the rule that rent be paid by the 5th day of the month. A waiver only means that you are allowed to pay your rent and/or all other charges no later than the last working day of the month. You must ask for a waiver no later than the 5th day of the month. You must come to the office in person to ask for a waiver and you must provide proof of need, in writing. If the waiver is granted, but you do not pay, an eviction action will be filed.

DELINQUENT RENT

Delinquent rent is rent paid after the expiration of the 30 day notice of eviction for nonpayment of rent.

Delinquent rent will be accepted by HAO Properties as outlined below:

- If you fail to pay your rent by the last day of the 30-day period described in the Termination of Lease Notice, and you request to pay your rent before an eviction action has been filed, we will accept that rent plus a \$15 administrative charge plus the \$30 late charge plus any other charges already due. All of these charges must be paid at this time.
- If you fail to pay rent by the last day of the 30-day period described in the Termination of Lease Notice and you request to pay your rent after eviction papers have been filed with the court but before the actual court date, the HAO Properties will accept rent under the following circumstances:
- a) You must pay the rent, plus the \$30 late fee, plus the \$15 administrative fee, plus all other charges shown on your statement; and
- b) You must also pay the eviction filing fee and service fees, which currently are \$88.07 and \$60.00 per adult member of the household. You must pay the total (a) & (b) above before the close of the business day prior to the court date. Payment will only be accepted by money order, cashier check, credit/debit card or agency voucher.

You will be charged an additional \$75.00 if you do not vacant per court order and the HAO must seek a warrant of restitution from the court.

Residents only have three opportunities to pay their rent late (and be charged the \$30.00 Late Fee) in a twelve-month period. This is a twelve-month period, not a calendar year. The fourth time a resident attempts to make a rental payment after the 5th working day and a \$30.00 Late Fee has been charged the HAO Properties will not be able to accept their payment and we will continue with eviction proceedings against the resident.

HARDSHIP WAIVER

Residents paying minimum rent (\$50) who have a financial hardship may request a hardship waiver of the minimum rent. Hardships exist when you have lost or are waiting for eligibility for a federal, state or local assistance program; or when your income has changed because of changed circumstances, such as a death in the family, or other situations determined by HAO Properties. If you want this hardship, you must request it no later than the 5th day of the month. When you request it, you must provide proof that supports your request. If you do not have the proof, the hardship will not be approved. If a hardship exists, your rent will be re-calculated on the basis of your income. We will charge you the income based rent for three months, if the hardship is temporary. After three months, the minimum rent will be charged, unless you have income that would raise your rent above the minimum, or unless the hardship is long term. In that case, the income-based rent will be charged. It is your responsibility to report when the hardship ends, and if you do not, the HAO will charge you retroactive minimum rent.

YOU DECIDE TO MOVE OUT WHAT SHOULD YOU DO?

- ♦ Come to the office and give a written notice no less then 30-days prior of your intention to vacate your unit.
- ♦ Your apartment should be left clean, without damage beyond normal wear & tear, to help lower your move-out charges.
- Your apartment will be inspected after you turn in your keys.

If you owe a balance to the HAO, a repayment agreement can be established after you move, if you leave a forwarding address. Unpaid balances will make you ineligible for subsidized housing, not only with HAO Properties, but with other agencies as well. Maintaining a good rental history is important and can affect your ability to obtain housing in the future.

VISA

Name _____

Age ____



SpringTime





Word list:
BLOOM
FLOWER
GRASS
GREEN
GROW
NEST
PARK
RAIN
SEED

WARM



Adams Village April Happenings

April 2	Bold Age Bingo		1:00 PM
April 7	JR Si	ngs/Music	2:00 PM
April 8	Shopping trip Leave		eave at 9:00 AM
April 10	Gam	ne Day (board/car	d) II:00 PM
April 15	Easter Party		12:00 PM
April 21	Bing	0	1:00 PM
April 23	Painting w/ Lisa		1:00 PM
April 24	Breakfast		9:30 AM
Every Thursday		Yoga with Jenn	ifer 10:30 AM
Every Thursday		Food Pantry	I- 4 PM

ADAMS VILLAGE CONGREGATE MEAL

Provided by FiveStar food mart Location:

519 DIETERLE DRIVE

Mondays - Wednesdays - Fridays

Meals are served at 11:30 AM for seniors 60 and older.

The suggested donation for a meal is \$1.50.

Call Dianne for questions 270-684-3492



Enter for a chance to have YOUR coloring in the next month's Newsletter 5 colorings (in different age groups) will win!

COLORING CONTEST

Visit the HAO office for additional blank coloring sheets. Return all entries to the HAO office!

