

# RESIDENT NEWSLETTER

Housing Authority of Murray

May 1, 2019



We regret to announce that Sherece Cole, Occupancy Specialist, has resigned from the Housing Authority. Vonda Murdock will be assuming that position effective May 1<sup>st</sup>.

## Housekeeping Inspections

**May 16th** – Hurt Drive and re-inspects

## Policy Reminders

Be sure the office has a **working phone number** for you at all times.

**NO** rent amount will be given out over the phone. Come to the office if you need to get the amount or wait for your statement in the mail.

The Housing Authority of Murray is a **smoke free** facility. Smoking in your residence is a direct violation of your lease. Three (3) smoking violations will result in eviction.

**Community Service:** Be sure that the office has a copy of **each new SNAP benefit letter** to maintain your exemption status.

**DO NOT** feed stray animals.

If you suspect you have **bed bugs** you must notify the office **immediately**.

Allowing a **banned individual** to visit your residence is grounds for eviction.

## Maintenance Notes

**Quarterly Pest Control** is scheduled for May 21<sup>st</sup>-23<sup>rd</sup>. Please see back of newsletter for the schedule.

**Please keep** porches, yards and sidewalk areas **free of trash and clutter**, this **includes** cigarette butts. We take pride in keeping our areas looking nice.

**Toys/bicycles** are to be stored in the **back** of the unit. If maintenance **has to move** items for the mowing crew your account will be charged a \$25 fee.

Please contact the office with any mowing concerns. **DO NOT** interrupt our mowing contractors.

If your trash can is full and the **lid is open** the garbage truck will not stop and pick it up.

If a call is made to the After Hours **EMERGENCY** number and it is not an emergency there will be a \$25 fee charged to your account. Call the office phone and leave a message. A work order will be placed the following business day.

## Ellis Center Activity

The **Lego Freebuilding Group** will meet every 4<sup>th</sup> Sunday of the month from 2:30-4:30 p.m. Ages 8 and up (strictly enforced) are welcome. Adult must stay with child. Legos provided. **Contact Melissa Petik** at: (270)978-3696.

## *IMPORTANT REMINDERS*

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- **Rent is due on the 1<sup>st</sup>. No rent is taken after 3:30 p.m.**
- **Late fees will be applied on Wednesday May 15th at 3:30 p.m.**
- **Late fees are: \$30 for rent and \$20 for cable.**
- **After hours drop off is available through the slot on the front door.**
- **The office will be closed May 24<sup>th</sup> & May 27<sup>th</sup> to observe Memorial Day.**
- **Work orders can be submitted on our website [www.phamurray.org](http://www.phamurray.org).**
- **If you suspect any criminal activity on HAM property contact the Murray Police Department at 270-753-1621.**

**May 1, 2019**

TO ALL RESIDENTS

FROM: Faye Dodd, Executive Director

SUBJECT: **PEST CONTROL SCHEDULE FOR MAY 2019**

**PEST CONTROL:** The maintenance crew will be performing our quarterly pest control during the month of May 2019. Every resident must remove items from under the kitchen sink on the day that you are scheduled for spraying. Food is to be covered and all your pets are to be contained during the spraying. We will also be changing the filters.

In addition, if we come to your home and are not able to gain entry, or you have not removed everything from under your kitchen sink and cleared the baseboards, we will reschedule and you will be charged a \$25.00 fee.

If a housekeeping issue is reported to the office during this pest control visit, a representative from the office will inspect your unit that day. This is your only notice of our intent to enter.

The following is the pest control schedule for May 2019:

May 21st: Nash, 9<sup>th</sup>, Broad and Lafollette

May 22nd: Cherry St., Ash St., Spruce St., Pine St., L.P. Miller St., N. 1<sup>st</sup> St., Chestnut St. and Ellis Dr.

May 23rd: Riley Court, Hurt Dr. and Fairlane Dr.