



# Columbia Housing and Redevelopment



**ANNUAL INSPECTION** on **April 30, 2018**. The U.S. Inspection Group will perform the annual inspection.

**ALL apartments in Southern Hills, Creekside, Oakwood, Northridge, and Northridge Annex will be inspected.** This includes the inside and outside of every apartment, appliances, common areas, and general property. It is not necessary for you to be home during this inspection. **The inspections will be conducted Monday-Thursday duringl working hours of 7:30a.m.-6:00p.m.**

We ask that you begin preparing for the inspection today by cleaning the inside and outside of your apartment. Following the inspection, U.S. Inspection Group will provide CHRC a report of any deficiencies, repairs, or housekeeping issues within the apartments. ANY apartment that does not pass the inspection especially due to housekeeping or pest control issues will receive an eviction notice from CHRC requiring that these issues must be corrected within fifteen (15) days prior to the re-inspection. Those residents who do not comply with these specific instructions and fail their annual inspection will receive an eviction notice.

**Please review the list below and make sure your apartment is ready for the inspection:**

1. **Your apartment MUST BE CLEAN.** This includes the kitchen, bathroom(s), and every bedroom of the house. There should be no clothes or other items on the floors. Cords (i.e. cable) should not cross walkways because this is a tripping hazard.
2. Your stove and oven must be clean and free of grease around the burners or in the oven.
3. If you have just one bug or roach – “dead or alive” – it’s called an infestation. You must contact the office immediately so that your apartment can be treated. **Check your apartment including windows, cabinets, and closets to make sure all of the dead bugs are removed.**
4. **Do NOT block windows and doors.** You cannot have anything blocking the windows or doors. This is considered blocked egress and is recorded as a “life-threatening hazard”.
5. Smoke detectors will be checked. If your smoke detector is missing, you will be charged \$25.00.
6. We will check for dripping faucets or leaking drains. Sinks and commodes must not be stopped up.
7. **MOLD** must be removed from everything in the bathroom, walls, windows, ceiling, and kitchen. Household bleach will remove the mold. Just spray it on or use a brush to scrub the mold.
8. All of your lights must come on. If you have a burned out bulb, it will be replaced. Also, please do not remove any bulbs from light fixtures in your apartment.
9. Make sure your clothes dryer is properly vented to the exterior.
10. Doors and walls should **NOT** have peeling paint, holes in them, or art drawn by your child.
11. Light switches and plugs should work. The cover plates should not be cracked or missing.
12. **If you have a pet, it must be properly cared for, on a leash, and under control of the resident. You must have a signed pet lease and proper documentation for each animal. Any violators will be reported.**
13. **Your apartment, parking space, and YARD must be clean of all trash, broken bottles, paper, and cigarette butts. This includes yard furniture, ornaments, pots, and other items that prevent proper lawn care by CHRC. If there is trash, furniture, toys, or bulky items outside your apartment/in your yard, it must be removed prior to the inspection. CHRC will charge the resident for removing these items.**
14. **CHRC Maintenance staff will develop a list of needed repairs inside or outside each apartment that are the responsibility of CHRC. All of these repairs will be completed at one time following the inspection. You do not need to call in work orders for repairs identified during the inspection.**

## CHRC Commissioners

Jane Eve Rayburn, Chairperson  
Thomas Sneed, Vice Chairperson  
Jadonna Secrest, Commissioner  
Jeffrey Lowrey, Commissioner  
Willie Jones Jr., Commissioner

## CHRC Staff

Trent Ogilvie, Executive Director  
Marsha Vick, Property Manager  
Conitha Howell, Executive Assistant  
Bria Johnson, FSS Coordinator  
Brian Lovell, Maintenance Director  
Dona Anderson, Resident Services  
Murenda Frierson, Receptionist  
Michael Armstrong, Maintenance  
Tim Kennedy, Maintenance  
James Polk, Maintenance  
Mark Moore, Maintenance

WOODBINE COMMUNITY ORGANIZATION

643 SPENCE LANE  
NASHVILLE TN 37217

wco@woodbinecommunity.org

# BECOME a Homeowner

May 14<sup>th</sup>, 2018

5:00PM

101 PENNY AVE. COLUMBIA TN 38401

## NEW 3 BEDROOM 2 BATH HOMES AVAILABLE

Find out about how you can OWN not lease a brand new home being built in your neighborhood.



Choose from 3 Paint, Carpet and Cabinet Options: Must attend a THDA approved Home Buyer Class

New homes built: Energy Star Certified



## Think you might smell gas?



- If you ever detect even a small amount of the odor of natural gas in the air, don't stay—get away. Then, contact the office at 931-388-5203 or call 911.
- Look for the blue flame. If pilot lights and burners have a steady, blue flame, they are operating correctly, if not contact the office.
- Keep areas around all appliances & equipment clean & unblocked for proper air flow.
  - Review these natural gas safety tips regularly with ALL family members.
  - Never use your stove or oven to heat your home under any circumstances.
  - Never move or install a gas appliance or change the connector in any way.

**9:00 A.M. - 2:00 P.M.**

**MAURY REGIONAL HEALTH MOBILE MEDICAL UNIT**



**FIRST WILL BE**

**COLUMBIA HOUSING & REDEVELOPMENT CORPORATION**

**101 Penny Avenue, Columbia, TN 38401**

Many residents have little or no access to health care services due to no transportation or the lack of capabilities to pay for services. Maury Regional Health Mobile Medical Unit will be a great asset to many families in Maury County!

The medical mobile unit is a 38 foot vehicle customized with two exam rooms and a laboratory area, it is wheelchair accessible and will be staffed by clinical specialists who will provide services including:

- General primary care services
- Routine screenings including glucose, cholesterol, lipid profile, height/weight (BMI) and blood pressure
- Education and outreach for preventable and manageable diseases
- Coordinating patient care through referrals to appropriate providers

**They will also be here on the following dates serving the community in May**

**(Open to the Public)**

**Location: Columbia Housing & Redevelopment Corporation**

**Date and Time: Monday May 7th, 9:00 a.m.-2:00 p.m.**

**Location: Columbia Housing & Redevelopment Corporation**

**Date and Time: Wednesdays May, 16<sup>th</sup> -23<sup>rd</sup> and 30<sup>th</sup> 9:00 a.m.-2:00 p.m.**

## Father's and Mother's Day Initiative

Date & time: Every Wednesday at 10:30

Location: 101 Penny Avenue (Office)

Don't miss out on these sessions! Call Dona for more information at 931-388-5203

Presenter: Brian Logging

**NOW HAPPENING**



Drawing for a free Kindle at the end of the classes. Snacks provided at each session

## FRESH START CLASSES

Date & time: Wednesday@1:00-3:00 (4 weeks)

Location: 101 Penny Avenue (Office)

This class will help if you are a smoker, trying to stop smoking, know someone that smokes, if you are receiving second hand smoke or a past smoker

Sessions last no longer than one hour! Free "FRESH" prizes provided during the FRESHSTART

Presenter: Jessica O'Neal Crawford

**BEGINNING on Wednesday MAY 2<sup>nd</sup> 1:00-3:00**

