



Columbia Housing and Redevelopment



November/December 2018

During this Christmas holiday season, it is important for each of us to take a moment and reflect on the positive things in life. Things may not be perfect, but it could be a lot worse. It is important to be thankful each day for life, family, friends, and an affordable place to stay. It is our privilege at CHRC to provide outstanding affordable housing and redevelopment services to improve the quality of life for our residents and the community. I am truly grateful for our outstanding staff that works hard each day to provide great service for each of our residents. We want to take a moment to wish you **MERRY CHRISTMAS** from CHRC!

Here are a few reminders that are important for our residents to know:

1. **RAD RENOVATIONS** – The RAD renovations are in full swing in Northridge and Oakwood. The contractor for this phase of the RAD renovations is BESTCO. We are relocating and renovating both communities at same time. All residents in these two (2) communities will receive notification about the relocation schedule and the preparations they need to make in advance of renovations. You will receive specific instructions on packing and your temporary lodging arrangements at least thirty (30) days in advance of your scheduled moving date. CHRC will provide movers to move your belongings to the lodging apartment and then back to your renovated apartment. Always remember that your cooperation during this process is extremely important because the relocation/renovation schedule may change. The planned renovations for each apartment should last 45-60 days. Each apartment will receive new painting, kitchen cabinets, appliances, bathroom fixtures, flooring, and energy efficient HVAC.
2. **DID YOU COMPLETE YOUR RE-EXAM?** - All residents who have outstanding Annual Recertification (Re-exam) paperwork or documentation to complete must submit it **immediately** to the CHRC main office to avoid receiving an eviction notice for HUD Multifamily ineligibility. All paperwork and signatures must be received by **Dec. 13, 2018**. Please call the office immediately to confirm your appointment, if you have not already completed your paperwork.
3. **CALL BEFORE YOU INSTALL CABLE OR SATELLITE** - **Effective immediately all residents must contact the main office to schedule Maintenance to sign off/approve the installation of ALL cable or satellites on CHRC property.** This is to ensure that all installations are done professionally and use the new cable connections in the renovated apartments. Any resident who does not call in a work order to receive approval before the installation will be charged for any and all damage to your apartment. The charge for damages could be up to \$500, so please call in a work order for our Maintenance staff to meet the cable installer at your apartment prior to installation. All installs must be done between CHRC regular business hours (Monday – Thursday, 7:30 – 4).

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
Cassie Burns, Tax Credit Specialist
Michael Armstrong, Maintenance
Tim Kennedy, Maintenance
James Polk, Maintenance
Mark Moore, Maintenance

- 4 **PEST CONTROL** - CHRC performs pest control and housekeeping inspections in each apartment once a month on the 2nd and 3rd week of each month. If we find any housekeeping violations in your apartment, this may lead to your eviction. HUD requires that **every apartment be treated for pest control-NO EXCEPTIONS!** This will ensure that we maintain our goal of having quality, clean, and newly renovated apartments in each CHRC community. It is important that residents report any pest control issues that they may have in your apartment. Please be sure to clean, sweep, or vacuum your entire apartment (especially the kitchen) daily to avoid having pest.
- 5 **HOLIDAY DECORATIONS** – Please be reminded that holiday decorations must be respectful and installed safely as to not damage the CHRC building or property. Tasteful holiday decorations may be placed on doors, porches, or patios that are under the exclusive use of the resident no more than thirty (30) days before any recognized holiday. The owner/agent will be the final authority regarding whether such decorations meet the definition of “tasteful”.

Decorations must be in good working order and may not create any sort of fire hazard or hazard to residents (such as creating a tripping hazard or blocking an exit).

Holiday decorations must be removed no more than seven (7) calendar days after the holiday. If a resident fails to remove holiday decorations in a timely manner, the property maintenance staff will remove the decorations and dispose of them.

All decorative lights (interior and exterior) should be turned off no later than 11:00 p.m. and should not be on when the unit is not occupied.

Permanent displays of decorations or symbols on doors, exterior walls, porches, or patios under the exclusive use of the resident, or in any part of common areas are prohibited.

Did you sign up for the Christmas Wish List in November?



- **Ages 62 and Older**
- **If so your items will be ready on December 19th at 2:30**
- **Please come to the New Southern Hills Community Center and pick up your gifts**
- **Visit our new Center while you are out and take a picture with Santa**
- **Call Dona at 931-388-5203 for questions**

GRAND OPENING OF OUR NEW COMMUNITY CENTERS

Creekside Community Center 11:00 a.m. til 12:30 p.m.
ALL RESIDENTS (Sip & See) Cookies & Hot Chocolate & Cider and Drawings

Southern Hills Community Center 2:30 p.m. til 3:30 p.m.
SENIORS & ADULTS (Sip & See) Cookies & Hot Chocolate & Cider
& Drawings & Pictures with Santa

Southern Hills Community Center 4:00 p.m. til 6:30 p.m.
(Toys & Gift Cards) and Pictures with Santa

Christmas at CHRC

Sign up your children for
Christmas at CHRC & take
a picture with Santa?

Call the office to sign up
your child TODAY
(Deadline December 10th sign up)

December 19th

Christmas Party

4:00-6:30 Party...Toys & Gift Cards will be distributed to
the ones that signed up and called in first.

The remainder of the gifts can be distributed to ones that did not
call in. So call in today!

Don't miss out we have great things in store!

Children must be school age & must be a CHRC Resident to receive toys

Renovation has started back up! And we are coming your way Oakwood and Northridge! If you want to know an estimated time on when you are moving call Dona at the Office. If you see this truck in the area someone is moving 😊



CALL DONA FOR DETAILS ON MOVING AND INSTRUCTIONS ON WHAT YOU SHOULD DO WHILE PACKING AND ETC.....HAPPY MOVING😊