

# monthlynewsletter

LEBANON HOUSING AUTHORITY

DECEMBER 2021

**MAILING ADDRESS** P.O. Box 187

Lebanon, TN 37088

**PHYSICAL ADDRESS**

49 Upton Heights | Lebanon, TN 37087

**PHONE** 615.444.1872 | **FAX** 615.444.1520

[www.lhatn.org](http://www.lhatn.org)



"Providing Decent, Safe and Affordable Housing"

## What To Do if You Smell Gas in Your Housing Unit

- Take your children and pets and leave the apartment right away
- Do not use your phone (even a cell phone) on the premises. A phone could also create a spark.
- Do not light a match, candle, stove, lighter or turn on a light switch, Do not turn electrical appliance on or off. This could cause a spark that would cause the GAS to ignite.
- Exit the unit immediately. If you live in a duplex, tell your neighbor to do the same. Get as far away as possible, and call the housing authority.
- Call the Lebanon Housing Authorities after hours emergency phone line 615.829.4026 only when you are a safe distance away.
- Don't go back into the building or the area until a housing authority representative or emergency on site personnel has informed you that it is safe.



### ANNUAL Christmas Decorating Contest

Christmas is only a few weeks away. We will be having our Annual Christmas Decorating contest. We will be judging the outside of your apartment and will not be coming inside of your home due to COVID. If you are entering please come to the office and sign up to be considered for the contest. The deadline for entering is December 10<sup>th</sup>, 2021. We are asking that you submit your pictures to your property manager. Pictures should be taken at night so we can see the full affect of your decorations.



**Make extra  
Christmas money...  
RING BELL**

\$10.00 per hour  
4 hour shift 11am-3pm and 3pm-7pm  
Need to smile, dress warm, say THANK YOU!  
Say: "Merry Christmas!" Not mind the cold weather!  
\*Some transportation is available!  
CALL STEVE AT: 615-915-9001

## Mary Polite

DOH, Property Manager, UH, Hillcrest  
[occupancy1@lhatn.org](mailto:occupancy1@lhatn.org)

When temperatures are below freezing. Please do the following:

- Open your kitchen cabinet doors at night
- Leave the hot and cold water dripping in all sinks, and tub
- Make sure your bathroom and kitchen windows are closed
- Leave your water dripping when you leave your home



Failure to do the following may result in your pipes bursting.

### Reminders:

- When coming into the office please remember you must wear a mask. Also, in order to see your property manager you must schedule an appointment. If you are requesting information from your property manager you can either email your property manager or come to the office and request. This request will be processed within 24 hours.
- Residents are failing to report changes in income or changes in family composition. It is extremely important to report changes to avoid possibly receiving retroactive rent.
- Please do not provide homes on your porch for stray cats or dogs on the property. We are asking that you do not feed them, this also causes a problem with feeding possible rodents.

I would like to wish everyone a wonderful Christmas and a Happy New Year. Be safe!

## Blake Rindahl

Facilities Director  
[construction@lhatn.org](mailto:construction@lhatn.org)



I hope everyone is doing well, Fall is here in middle Tennessee. The leaves are dropping from the trees, and the days are getting shorter and more relaxed. This means our landscapers will be mowing for the last time soon.

Be sure to put all your outdoor items up neatly so the lawnmowers can weed eat up close to your unit.

As a reminder, please don't ever chain any items like bikes or outdoor grills to the gas meters or piping. This



is an issue if we must respond to a natural gas situation in an emergency.

Recently I have procured a new playset area for Upton Heights next to the office. The new one is

up and ready for the children to play on. Stay safe

## Jerome Stewart

Maintenance Supervisor  
[maintenance@lhatn.org](mailto:maintenance@lhatn.org)



### Monthly Maintenance Tip

Hello LHA Family, its winter now and time to start thinking about energy conservation and safety, now that you are going from cooling your apartment to now heating it here are some things you need to know.

**Energy Conservation** - To save on energy cost during the winter months you should have all window a/c units removed and put them in storage for the winter. The Department of Energy statistics say that you can have as much as a 20-30% heat loss through a/c units if they are left in place and 10% though windows that are not closed securely. Please make sure all windows are closed properly to prevent air from coming in around the sash and keep the doors closed as much as possible.

**Safety** - The Lebanon Housing Authority want to keep you and your Family safe, for this reason we have installed First Alert Smoke Alarms and combination Smoke/Carbon Monoxide Alarms in your apartment, as we were in the process of cleaning and lighting your gas heaters, we found several Carbon Monoxide Alarms had for one reason or another been taken down. The Lebanon Housing Authority maintenance department wants all Tenants to know, when you remove the Smoke/Carbon Monoxide Alarm you are putting your family and your neighbors in danger therefore you will be charged for the Alarm and vandalism for removing LHA property help us keep everyone safe, so if there is a problem call Maintenance don't try to do it yourself.

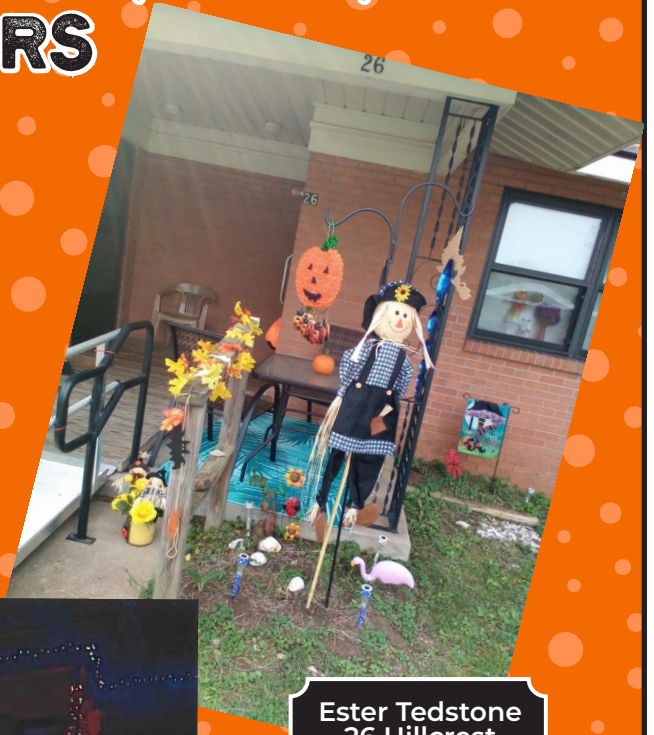


# **HALLOWEEN SPOOKTACULAR**

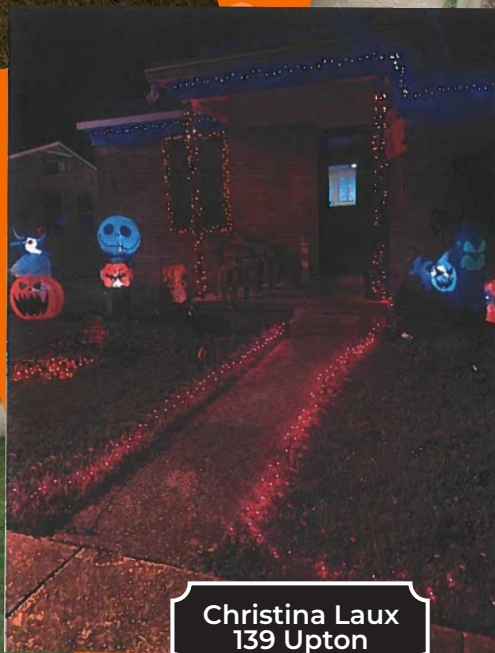
## **DECORATING WINNERS**



Heather Lynn  
3 Head Homes



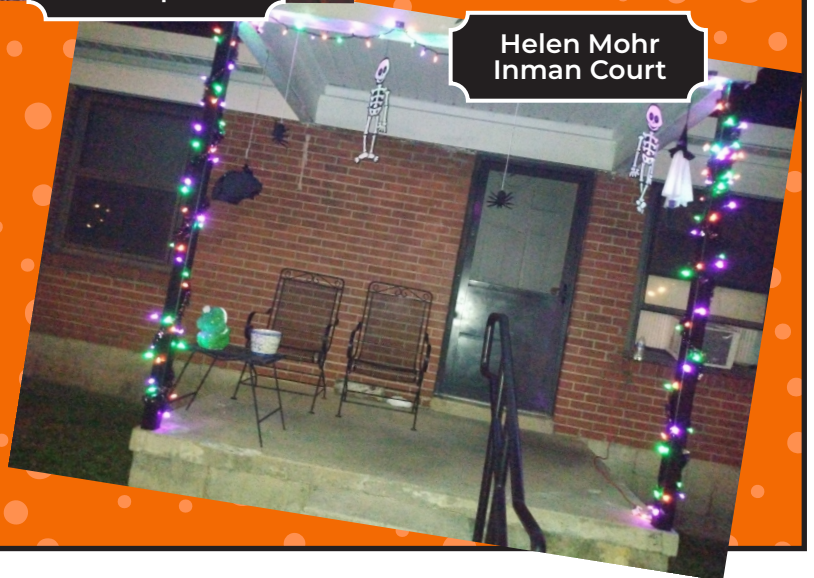
Ester Tedstone  
26 Hillcrest



Christina Laux  
139 Upton



Sherry Riley  
72 Upton



Helen Mohr  
Inman Court



Provide your email address to your property manager to receive this newsletter directly in your inbox!

# December 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
11/28	11/29	11/30	1 Rent Due	2	3	4
5	6	7	8 Late Fee applied to unpaid rent	9	10	11
12	13	14	15	16 LHA Board Meeting 4:00 pm	17	18
19	20	21	22 Last day to pay rent before court processing	23	24 Holiday Office Closed Christmas Eve	25 Christmas Day
26	27 Holiday Office Closed	28	29	30	31 New Year's Eve	1/1 New Year's Day

## THINGS TO REMEMBER

1. Only lawn furniture on your front porch.
2. All bicycles and grills are to be placed in the back yard.
3. To place EMERGENCY work order:  
Call 615-829-4026 (24/7)  
(Please do not enter emergency work orders online)

## 3 ways to put in Work Orders at the LHA

(DO NOT ENTER EMERGENCY'S ONLINE)

### EMERGENCY

1. Call 615/829-4026 (24 Hours – 7 Days a Week)

### NON-EMERGENCY

2. Call office 615/444-1872 (Monday – Friday 8am -5pm)

### NON-EMERGENCY

3. Online @ [www.lhatn.org](http://www.lhatn.org) (24 Hours - 7 Days a Week)



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