

monthly newsletter

LEBANON HOUSING AUTHORITY

OCTOBER 2026



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

Patrick Johnson

Executive Director

Director@lhatn.org



New Faces, New Roles: Welcoming the Newest Members of the LHA Team

As we move into October, I am pleased to take a moment to welcome several new members to the Lebanon Housing Authority (LHA) team. Each new team member brings valuable experience, knowledge, and skills that will contribute to the continued success of our organization.

Please join me in welcoming Nick Nixon, who has joined our Maintenance Team as a HVAC-Certified Technician; Sabrina Woodard, who has joined our team as the Director of Finance and Administration; and Patrick Beasley, who has joined our team as an Occupancy Specialist at our Main Office.



Nick Nixon



Sabrina Woodard



Patrick Beasley

I am also pleased to welcome Raynesha Usher into her new role as a property manager. Ms. Usher has been a valued member of the LHA team for the past 2 ½ years; we look forward to seeing her continue to grow in her new position as she serves our residents.

Please help us make them feel welcome as they become part of our team. We look forward to the contributions they will make to our organization and to the residents we are privileged to serve.

Exterior Painting is Coming Soon!

Exterior painting of the apartment buildings will begin in mid-October at the Upton Heights, Inman Court, and Head Homes locations. More information will be sent to residents before the painting begins.



Raynesha Usher

Annual Inspections: Extended Through October 9

Our annual inspections are underway, and the inspection period has been extended. The extended inspection period will run from **Monday, October 5 through Friday, October 9.**

**EXTENDED
ANNUAL
INSPECTIONS!**

Following the inspections, our Maintenance Team will be working throughout the **entire month of October** to complete work orders for deficiencies identified during the inspection process. Please be aware that this work may require maintenance staff to enter your unit on multiple occasions in order to complete the necessary inspection-related work orders.

We appreciate your patience and cooperation as we work to ensure our homes remain safe, well-maintained, and in good condition.

Celebrating Excellence: Congratulations to Dana "Scooter" Sandefur

I would also like to take a moment to recognize and congratulate our Safety & Security Coordinator, Dana Sandefur (Scooter), on receiving the Public Entity Partners (PEP) Excellence in Risk Management Award.

This award recognizes Scooter's "outstanding effort, creativity, innovation, and commitment to providing quality risk and safety management."



Safety and risk management are important responsibilities at LHA, and Scooter works diligently to help keep our residents, staff, and properties safe. His commitment to this work is appreciated, and this recognition is a wonderful reflection of those efforts.

Congratulations, Scooter, on this well-deserved recognition! We are proud to have you as part of the LHA team.

The Highlands: Applications Now Open

We are excited to share an important update regarding The Highlands, formerly known as the Upton Heights Area 1 development. Bedrock Management is now accepting applications for The Highlands, which will offer two- and three-bedroom units.

Bedrock Management will manage these new units on behalf of the Lebanon Housing Authority. Residents who are interested in applying should contact Bedrock Management by calling (615) 576-8662, emailing highlandsmgr@becrockmanagement.com, or visiting their website at www.thehighlandslebanon.com.

If you apply for a unit at The Highlands, please also notify your LHA Property Manager and provide the required 30-day written notice.

A flyer with additional information about The Highlands is available at both the Upton Heights and Inman Court offices.

We are excited about the opportunities The Highlands will bring to our residents and our community, and we look forward to seeing this new chapter in LHA's housing development continue to take shape.



Alisa Cottrell

Property Manager

Inman Court, Parkview, Head Homes, & Watertown

Occupancy2@lhatn.org



As we move into the fall season, we want to take a moment to share a few important reminders with all LHA residents.

Annual Inspections Are Underway: Important Message

During inspections, several residents shared that they've noticed a maintenance issue and planned to report it but had not yet gotten around to submitting the work order. Do not wait to report maintenance

concerns. With many of our units being older, an issue that may appear to be a simple fix can sometimes require additional attention. Delaying a work order can allow a small problem to become a much larger one!

Please remember that smoke detectors should never be removed from your unit. Removing a smoke detector is a serious lease violation related to health and safety and is considered vandalism under your lease agreement. Please remember that residents who remove a smoke detector will receive a vandalism charge. If you are experiencing an issue with your smoke detector, please notify the office immediately. Do not remove or disable it yourself.

Our inspections have also identified a significant number of housekeeping concerns. All units must be maintained in a clean and safe manner. Excessive clutter, unsanitary conditions, or failure to properly maintain your home creates serious safety and maintenance concerns that violate your lease agreement.

We encourage all residents to take pride in their homes and address any maintenance or housekeeping concerns promptly. Keeping your home in good condition helps protect your unit, and the health and safety of everyone who lives there. Your cooperation allows us keep our communities safe, well-maintained, and running smoothly- so thank you!

Daejah Maklary

Resident Coordinator

Residentcoordinator@lhatn.org



Halloween Porch Contest

Get ready to show off your Halloween spirit! This October, LHA is inviting residents to participate in our Annual Halloween Porch Decorating Contest. Whether your porch is spooky, silly, creative, or festive, we want to see how you celebrate the season! All LHA residents are welcome to participate, and prizes will be awarded for 1st, 2nd, and 3rd place winners.

1st Place: \$100

2nd Place: \$50

3rd Place: \$25

Registration is required to be eligible for a prize. The deadline to register your porch for the contest is **Tuesday, October 20**. To register your porch, you may call **615-444-1872, Ext. 303**, email residentcoordinator@lhatn.org, calling or simply scan the QR code provided!



Neighbor Spotlight

This month, I'm excited to introduce a new feature to our LHA newsletter: Neighbor Spotlight!

Our communities are filled with residents who look out for one another, lend a helping hand, show kindness, and find ways to make their neighborhood a better place. I want to take some time each month to recognize those residents and celebrate the positive impact they are making right here at LHA.

Do you know a neighbor who deserves to be recognized?

I want to hear about them! If you have a neighbor who has gone above and beyond, helped someone in the community, participated in an LHA event, brightened someone's day, or simply made a difference in the lives of those around them, nominate them for our next Neighbor Spotlight!

To nominate a neighbor, simply scan the QR code provided and share their name with a few words about what they did that made them stand out.

You never know when a small act of kindness deserves a little recognition. Let's celebrate the people who help make our LHA communities feel like home!



Raynesha Usher

Property Manager

Upton Heights and Hillcrest Homes

Occupancy1@lhatn.org



Hello, everyone!

My name is Raynesha Usher, and I am excited to introduce myself as the new Property Manager for Upton Heights and Hillcrest Homes.

Many of you may already know me from my previous role as an Occupancy Specialist. I have been working in property management since 2016, and I am truly looking forward to stepping into this new role and continuing to serve our residents and community in a new capacity.

My Goal

As your Property Manager, I want to create an environment where residents feel respected, heard, and comfortable communicating with management, while also ensuring that our community standards and lease requirements are maintained.

My goal isn't simply to manage the property, it's to work with our residents to build a community that everyone can take pride in. I believe communication and teamwork are important parts of creating a strong community, and I want residents to know your questions, concerns, and feedback are important.

A Few Important Community Reminders

With the new school year in full effect, there are many residents, including children, getting on and off school buses during the morning and afternoon hours. Please remember to pay close attention to your surroundings, watch for pedestrians, and always follow the posted speed limits throughout the property. Keeping our residents, especially our children, safe is something we can all work together to accomplish.

I will be conducting random property inspections throughout Upton Heights and Hillcrest Homes. As part of these inspections, I may contact residents regarding conditions that may need to be corrected or that may be in violation of their lease.

Please remember that front and back porches should remain free of clutter. Front porches should only contain appropriate patio/outdoor furniture. Items intended for use inside the home or other inappropriate items should not be placed on front porches. Bicycles should be stored in the back of your unit and should not be left in front yards, on sidewalks, or in the streets. The back of your unit cannot be used for any additional storage.

These inspections are intended to help maintain the safety, appearance, and overall quality of our community!

My Door Is Open

I am truly excited about this opportunity and look forward to stepping into my new role at the LHA; serving the residents of Upton Heights and Hillcrest Homes.

While my position may be changing, my commitment to providing quality service and working with our residents remains the same. I hope to build positive relationships with our residents and maintain open communication as we move forward together.

If you have any questions, comments, or concerns, please feel free to contact me by calling **615-444-1872 Ext 122**, emailing occupancy1@lhatn.org, or scanning the QR code provided to request an in-person appointment! My door is open, and I am always happy to hear from you!



Shelton Walker

Facilities & Modernization Director

Construction@lhatn.org



The Finish Line Is in Sight! The Highlands continues to take shape, and we are excited to see this important project move closer to completion. As highlighted in last month's newsletter, The Highlands will provide 52 new apartment homes with modern features and amenities for future residents. Today, the project has reached an exciting stage, with many of the major construction items completed and crews

working through the final details. From completed paving and building signage to installed appliances and ongoing landscaping, each step brings us closer to the day these new homes are ready to welcome residents.

Finishes

- A. Final paint is complete for 710, 712, 714 and 716 Lake St.
- B. Blinds installed for 712, 714 and 716 Lake St.

The project's schedule for the next 2-4 weeks look ahead is as follows:

A. 712 Lake St.

- I. Installation of remaining tube rails – completed
- II. Subcontractors to finish punch list items – in progress
- III. Appliances delivered and installed 8/3 – completed
- IV. Building signage – completed
- V. Final inspections – not started

C. 716 Lake St.

- I. Installation of remaining steel rails and tubes - complete
- II. Final trim out - completed
- III. Subcontractors to finish punch list items – in progress
- IV. Building signage - completed
- V. Final inspections – not started

E. Site

- I. Paving - completed
- II. Stripping - completed
- III. Dumpster gates – in progress
- IV. Landscape - in progress
- V. Playground & Splashpad – not started

B. 714 Lake St.

- I. Installation of remaining tube rails - completed
- II. Subcontractors working on punch list items – in progress
- III. Appliances delivered and installed 8/4 - completed
- IV. Building signage - completed
- V. Final inspections – not started

D. 710 Lake St.

- I. Hang doors and hardware – in progress
- II. Install cabinets and countertops - in progress
- III. MPE trim out - in progress
- IV. Mailbox cluster units – not started
- V. Final paint - completed
- VI. Appliances delivered and installed – not started
- VII. Final inspections – not started



Dana Sandefur

Safety & Security Coordinator

Security@lhatn.org



Did You Know October is Fire Prevention Month?

October is a great time to talk with your family about fire safety and make sure everyone knows what to do in an emergency.

A few important reminders:

- Never leave cooking unattended. Unattended cooking is the leading

cause of home fires.

- Know your escape plan. Make sure everyone knows at least two ways to exit your unit and choose a safe meeting place outside.
- Practice your fire drill. Practice your home escape plan at least twice a year and make sure children know what to do when an alarm sounds.
- Keep smoke and CO alarms working. All LHA units are equipped with hard-wired smoke alarms and carbon monoxide (CO) alarms. If you have a problem with an alarm, contact the office immediately. Do not attempt to repair or remove the alarm yourself.
- If an alarm sounds, act immediately. Get out, stay out, and call 911 from a safe location.

Take a few minutes this month to review your family's fire safety plan and make sure everyone knows how to respond. Together, we can help keep our LHA residents, families, and communities safe!

Jerome Stewart

Maintenance Supervisor

Maintenance@lhatn.org



As we move into the cooler months, our Maintenance Team is preparing our properties for the winter season.

Following Inspections

Following the recent inspections, our Maintenance Team will be working **throughout October** to complete work orders for deficiencies identified during the

inspection process. This work may require Maintenance staff to enter your unit on multiple occasions to complete the necessary repairs.

Water Heater Maintenance

Also throughout the entire month of October, the Maintenance Team will be cleaning and lighting water heaters throughout the properties in preparation for winter. Please ensure all furniture, belongings, and other items are moved away from your water heater before our team arrives.

****Reminder:** The area around your water heater must remain clear. Items stored near water heaters can create a fire hazard. Please make this a permanent change and keep this area free of belongings and storage.**

Satellite Dishes: Let Us Know If Yours Is Still in Use

During the month of October, the Maintenance Team will be removing satellite dishes that are no longer in use. If you have a satellite dish in your yard, please contact the Main Office to let us know if you are still using it. If you are no longer using your satellite dish, you may submit a work order to let us know instead.

Emergency Maintenance Line Update

Our emergency maintenance line, **615-829-4026**, is now being managed by an emergency answering service. When you access the emergency and connect you to the maintenance mechanic on call, if needed.

October 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
 Annual Inspections will take place September 21 - October 9				1  Annual Inspections Rent Due	2  Annual Inspections	3
4	5  Annual Inspections Exterior Pest Control Upton Heights (1-51) & (135-184)	6  Annual Inspections Late Fee applied to unpaid rent	7  Annual Inspections	8  Annual Inspections	9  Annual Inspections	10
11	12 Exterior Pest Control Parkview, Head homes, Watertown	13	14	15 Board Meeting 4:00 PM	16	17
18	19 Exterior Pest Control Hillcrest & Upton Heights (52-63) & (72-83)	20 Last day to pay rent before court processing	21 Halloween Decoration Contest: Last Day to Register Your Porch!	22 Halloween Decoration Contest: Resident Voting	23 Halloween Decoration Contest: Resident Voting	24
25	26 Exterior Pest Control Inman Court	27	28	29	30	31 



What To Do If You Smell Gas In Your Housing Unit

- Take all children & pets and leave the apartment right away.
- Do not use your phone (even a cell phone) on the premises. A phone could create a spark.
- Do not light a match, candle, stove, lighter or turn on a light switch. Do not turn electrical appliances on or off. This could cause a spark that would cause the GAS to ignite.
- Exit the unit immediately, tell your neighbor to do the same if you live in a duplex. 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.

3 WAYS TO PAY RENT

(Rent can be paid using a VISA or Mastercard Credit/Debit card, Check or Money Order)

1. Online: www.lhatn.org
2. Drop Box Depository (outside office)
3. Walk-in