

Spring 2021

Providing safe, affordable housing and utilizing that housing as a platform for improving quality of life, promoting self-sufficiency and building community.

## Spring Cleaning – Time to Declutter

The snow is gone and its time for Spring cleaning. Take pride in your community and help us keep the property clean. It really takes little effort to pick up litter on your way in and out of your apartment and throw it away. If everyone did this, it would make a huge difference in how our property looks.

### R E M I N D E R S

- There should never be bags of trash outside your door. If its ready to leave your apartment, its ready to go all the way to the dumpster. We will be issuing fines effective immediately.
- The dumpsters are being locked at 8pm so we do not feed the bears. Please do not leave bags of trash on the ground next to the dumpsters. We will be issuing fines immediately.
- If you have large items that you would like assistance disposing of, please call the office. There is a nominal fee, and it varies depending on what you have. We DO NOT take TVs, Electronics or Hazardous materials. Do not leave such items by the dumpster.
- Do not park next to the dumpsters. If the trash company cannot access the dumpster to empty it, they will charge us, and we will pass this cost along to the guilty party or the entire site.

- If the dumpster is full you need to communicate this to the office so we can help. Do not leave trash bags outside the dumpster or cause it to be overflowing. If it is deemed to be over capacity the trash company will charge us, and we will pass this cost along to the guilty party or the entire site.
- Please have your children put their bikes in the bike racks at the end of the day and bring in any toys that were taken out. It is not ok to leave them in the yard. This is a community space and needs to remain clear of trash, bikes and toys.

### Residential Town Clean-Up Week is May 17-22

Clear out your apartment & under stairways. Dumpsters will be located at 976 S 5<sup>th</sup> St. within the fenced lot. The site will be open for dumping from 8 to 5. If a resident is unable to take items due to a hardship, they can call Town Hall at 264-4151 ext. 400 to coordinate assistance. Town staff will validate the hardship and perform pickup while the resident is present.

The town will **NOT** accept: Household trash, Hazardous materials, Engines, Batteries, Tires, appliances with freon, or electronics (including TVs).

# HUD REAC Inspections



In addition to the Annual Unit Inspections we are currently doing, there will be a REAC Inspection this year by HUD, which is a physical inspection of the properties and units. These inspections look at over 80 items including Health and Safety concerns such as garbage & debris, egress & emergencies exits blocked, trip hazards and electrical issues, as well as the operation and condition of walls, floors, doors, windows, outlets, and appliances just to name a few.

As with our annual inspection, prior to the REAC inspection the tenants will be asked to:

- Have furniture moved away from outlets so we may test them.
- Windows must be cleared so we may open and close them without taking the time to remove your items.
- Never block your fire exits, which are your windows! This is a serious fire hazard.

- Have sinks clear so we can test the garbage disposal.
- Have balconies clean and organized so we can check fire extinguishers, exterior windows, and decks for wear & tear.
- The stairwells must be clean of trash and organized. Please tell us what you have stored, if anything.
- Air conditioners must be taken out of the windows and stored for winter. You must inform the office if you install one for the summer.
- Have lightbulbs in each fixture so we can test fixtures.

HUD will give us a 28-day notice of the inspection date at which time we will notify all residents. A random sampling of apartments will be chosen, and we will give as much notice as possible to each individual unit selected. **We greatly appreciate your cooperation and understanding of how important it is for our properties to pass this vital inspection.**



## C O M M U N I C A T I O N

### When should I call the office?

- ✓ Your family composition changes.
- ✓ Your household income changes.
- ✓ There are circumstances regarding your timely monthly rent payment
- ✓ There is something that needs repair or replaced.
- ✓ There is a leak or drip. Water leaks are very serious and need to be reported immediately. Not only are they often a warning sign of a bigger problem but they are costly when left untended. Please treat water leaks with urgency and report them immediately.

**Report anything that is damaged or in need of repair immediately, regardless of the cause. Management will be responsible for normal wear and tear. Tenants will be charged the cost of repairs if it is deemed that the damage was caused or contributed by deliberate reckless or negligent conduct.**

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You can contact Carol Riley at the office M-F 9:00-4:00  
970-398-1860

[carol.archhouse@gmail.com](mailto:carol.archhouse@gmail.com)

If you have an emergency issue after hours or on the weekend you can call and leave a message for

Daniel 970-398-1864 or

Richard 970-398-1456

# Reminders of the House Rules

As head of household, you are responsible to ensure that the House Rules and conditions of the Lease are followed by you, your family, and any visitors. Here are some highlights. If you would like an additional copy of the House Rules, pet policy or your Lease, please contact the office.

## House Rules

**1.02** Non-prescription, illegal drugs or controlled substances of any nature, including marijuana, may NOT be possessed, or used on the premises for any reason at any time.

**1.05** Quiet must be observed between the hours of 10 PM and 7 AM

**1.06** Only approved pets are allowed with verified pet policy signed and in place. Animals of your guests are not allowed on our property at any time. Fines for not picking up dog waste will be assessed and charged to your account when necessary.

**2.02** Only persons listed on the lease and no other will be allowed permanently to occupy an apartment.

**2.07** Windows must be always clear of furniture for emergency exit purposes.

**2.10** Tenants are to always keep their apartments in a clean and sanitary condition.

**2.11** The tenant shall not make any alterations or repairs to the premises and shall not install any additional fixtures without written permission from the Landlord.

**2.15** BBQ Grills or outside grilling will not be allowed in or around the porch or balcony areas. Tenants must keep all barbecue grills 10 feet from any structure while in use.



**2.16** The tenant may install other methods of heating & cooling, or additional appliance, but must report this to the office and will be assessed a utility fee. This includes but is not limited to, air conditioners, heaters, and deep freezers.

**2.17** Lights must be turned off when not in use.

**2.19** Tenants will be held responsible for any damage to their units or other units resulting from negligence.

**2.21** The tenant must immediately report to the landlord any damage, breakage, loss, or failure of the building structure, materials, water pipes, toilet, drains, electric wiring, electric receptacle, appliances, equipment, fixtures, furnishings, or any other property regardless of cause. The tenant is responsible for any additional loss caused by their failure to make such report.

**2.22** The tenant is responsible for any damage, harm or loss to their apartment, or the premises caused or contributed by deliberate reckless or negligent conduct and will be assess repair charges.

**2.24** All garbage, trash, disposable diapers, and food waste must be placed in a plastic trash bag and then be deposited in one of the trash bins provided for tenant use.

**3.09** Tenants must use designated parking spaces and adhere to parking policy.

**3.10** Access to fire extinguishers must be always assessable to all people with NO obstructions.

**4.02** Tenants should report issues, problems, and complaints promptly and in writing to the Landlord.

*What do you do if you have a grievance with Archuleta Housing Staff or management?*

- 1. Contact the Executive Director, Nicole Holt at [nicole.archhouse@gmail.com](mailto:nicole.archhouse@gmail.com) to make a formal complaint, which she can address or pass on to a Board member if necessary.*

CELEBRATING  
50  
YEARS  
OF BUSINESS  
1971 - 2021

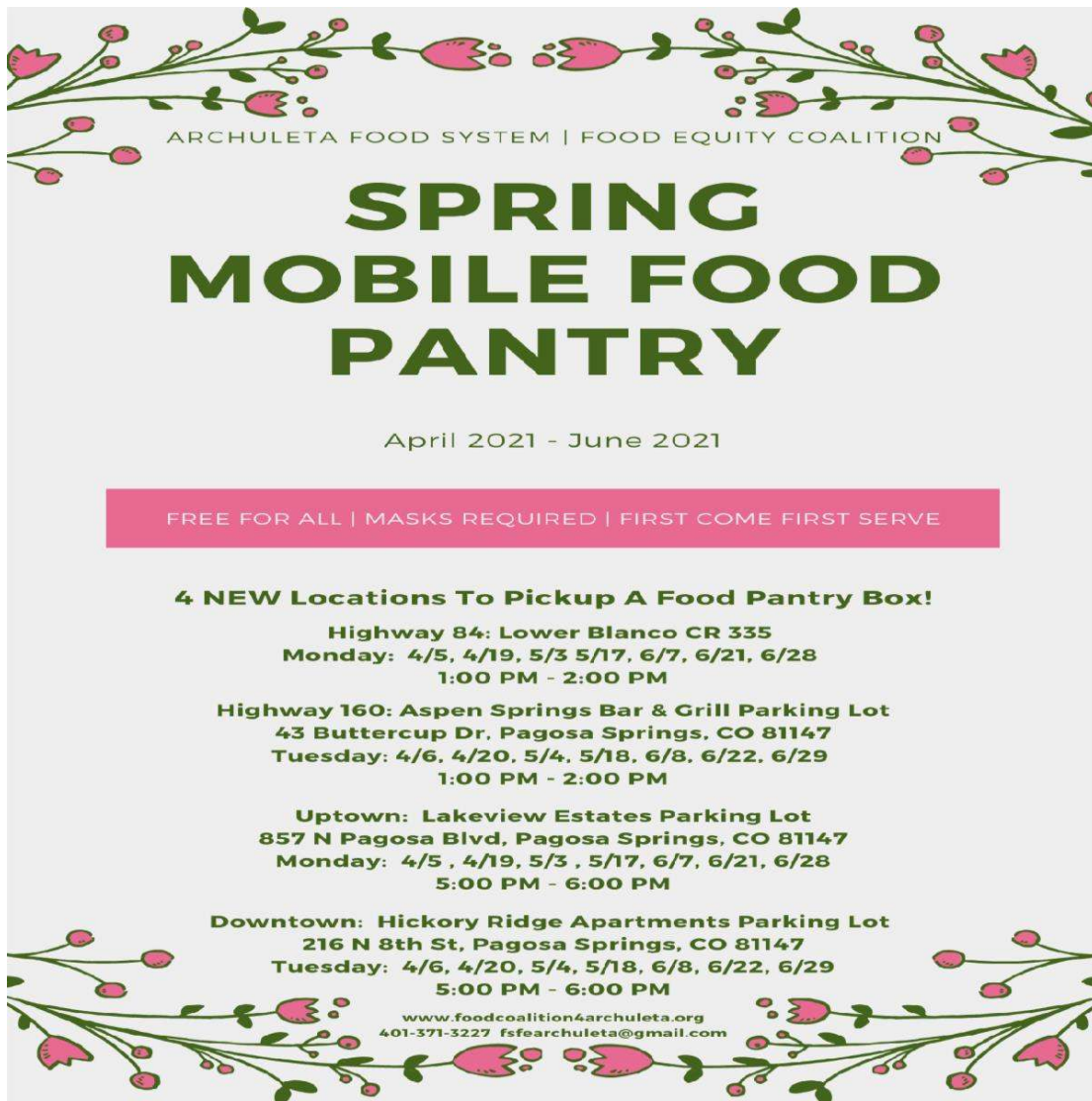
## Archuleta Housing

Archuleta Housing is celebrating our 50<sup>th</sup> year providing housing to low-income families and seniors in our community!

A celebration of Archuleta Housing, its founders, and contributors, is being planned for this summer. Past and current tenants as well as community members are all invited. Once a date is set, we will send out invitations with the hope that you can join us.

Help us acknowledge the impact Archuleta Housing has had on you and your family by submitting a testimonial to [office.archhouse@gmail.com](mailto:office.archhouse@gmail.com) that will be included at our anniversary celebration.

If you or someone you know would like to join the Anniversary Celebration Planning Committee, please contact [nicole.archhouse@gmail.com](mailto:nicole.archhouse@gmail.com).



ARCHULETA FOOD SYSTEM | FOOD EQUITY COALITION

# SPRING MOBILE FOOD PANTRY

April 2021 - June 2021

FREE FOR ALL | MASKS REQUIRED | FIRST COME FIRST SERVE

**4 NEW Locations To Pickup A Food Pantry Box!**

**Highway 84: Lower Blanco CR 335**  
Monday: 4/5, 4/19, 5/3, 5/17, 6/7, 6/21, 6/28  
1:00 PM - 2:00 PM

**Highway 160: Aspen Springs Bar & Grill Parking Lot**  
43 Buttercup Dr, Pagosa Springs, CO 81147  
Tuesday: 4/6, 4/20, 5/4, 5/18, 6/8, 6/22, 6/29  
1:00 PM - 2:00 PM

**Uptown: Lakeview Estates Parking Lot**  
857 N Pagosa Blvd, Pagosa Springs, CO 81147  
Monday: 4/5, 4/19, 5/3, 5/17, 6/7, 6/21, 6/28  
5:00 PM - 6:00 PM

**Downtown: Hickory Ridge Apartments Parking Lot**  
216 N 8th St, Pagosa Springs, CO 81147  
Tuesday: 4/6, 4/20, 5/4, 5/18, 6/8, 6/22, 6/29  
5:00 PM - 6:00 PM

[www.foodcoalition4archuleta.org](http://www.foodcoalition4archuleta.org)  
401-371-3227 [fsfearchuleta@gmail.com](mailto:fsfearchuleta@gmail.com)