

Buford Housing Authority  
"The Interview"  
September 2020, Newsletter





# Failure to report Unemployment or CARES Act income, is **FRAUD AND YOU WILL BE EVICTED.**

**HUD will be providing reports to us showing every tenant that received Unemployment and CARES Act income as well as the amounts received. It is better for you to report the income than for us to find it.**

## IS FRAUD WORTH IT?

What is fraud? BHA Fraud policy states:

**Fraud is defined as “a single act or pattern of actions made with the intent to deceive or mislead, including false statements, omissions of information or the concealment of a substantive fact made with the intention of deceiving or misleading the housing authority when the act or acts lead to the person or person(s) involved receiving benefits to which they are not entitled.**

**These are some examples of fraud activity committed recently by tenants. (your neighbors)**

- Not reporting new income or changes in current income (wages from EVERY SOURCE paid by cash, check, or direct deposit, child support, SS or SSI benefits, Pensions, TANF, unemployment, CARES Act, direct selling of any merchandise including automobiles, or online selling, or any regular financial assistance) within 10 days of the first payment or change.
- Not correctly reporting deductions (childcare or medical expenses)
- Having persons living in your apartment (more than 14 days in a 12-month period) who are not on your lease.
- Counting a minor as living in your apartment who actually resides elsewhere.



Did you know if you commit fraud against the Housing Authority, not only could you lose your apartment, but you will be required to repay all overpaid rental assistance? This is called retro rent. If the amount of retro rent owed to the Housing Authority exceeds \$2400, your lease will be terminated. In some cases, if the amount of retro rent owed to the Housing Authority exceeds \$5000, the tenant will not be eligible for re-admission to ANY Housing Authority, regardless of repayment. All amounts owed are reported to HUD and shared with other inquiring Housing Authorities.

Fraud is one of the most common reasons for eviction. **IS FRAUD WORTH IT?**



NEW PHONE SYSTEM: When you call the office, you will find we have a new phone system. **To register work orders or connect to office personnel please press 3.** This new system gives us 4 additional lines which provides quicker access to staff and less busy signals. In addition, after hours calls will be forwarded directly to the on-call maintenance staff member. Please remember only **emergency** work orders will be addressed after hours.

TRASH IN YARD: We would like to remind all tenants of the Trash Violation charge of **\$20.00**. If the Housing Authority cleans up trash in your yard or parking space, you will be charged **\$20.00 for each occurrence**. It would be a good idea to get into a habit of checking your areas every day and throw away the trash you see as you come and go from your apartment. This is a simple task and would be a great way of getting children involved in keeping the neighborhood clean and safe. If children are responsible for keeping trash picked up, they might be less likely to litter to begin with.



There is a \$20 fine if the Housing Authority has to clean up trash in your yard or parking space. Please check your yard daily and throw away any trash.



PUT A LID ON IT: The Housing Authority would like to remind all households that your outdoor trash cans must have lids. Unlidded trashcans can fill quickly with rainwater and this standing water is a breeding ground for mosquitoes. Standing water in trash cans will also cause a stinky brew as your trash soaks. We will send a warning if we discover an unlidded trash can and if you can't get lidded trashcan for yourself, the Housing Authority will provide a lidded trashcan for you at a **charge of \$20.00 + maintenance time to purchase and bring the new trashcan to your apartment. (SEE YOU COPY OF THE CHARGE SHEET)** This is also a good time to remind tenants that all trash must

be placed in TRASHBAGS inside your trashcan. It is your responsibility to follow the guidelines set by the city where you reside.

NOTICE: This will inform you that Maintenance personnel will be going door to door on one of the following days **November 30<sup>th</sup>, December 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup>** to replace furnace filters. Please be aware staff may be in your unit on any of these days to change your furnace filter, and this is your NOTICE that Maintenance personnel will be coming into your apartment. **Please make sure your maintenance closet is not blocked with furniture or other personal belongings.**



VACANT: Did you know that you are required to let the office know if your apartment is going to be vacant for more than 7 days? This includes absences due to travel or illness. If your apartment is vacant for more than 7 days, you must submit a notice in writing of the dates you plan to leave and return as well as an emergency contact name and phone number. If the office has not been notified the Authority will assume the apartment has been abandoned, and may remove any personal property in

the apartment, change the locks after a 30-day absence. You do not want to be evicted in this manner, so please keep the Housing Authority office informed if you plan to be away.

VACANTE: ¿Sabía que debe informar a la oficina si su apartamento estará desocupado por más de 7 días? Esto incluye ausencias por viaje o enfermedad. Si su apartamento está desocupado por más de 7 días, debe enviar un aviso por escrito de las fechas en las que planea irse y regresar, así como un nombre y número de teléfono de contacto de emergencia. Si la oficina no ha sido notificada, la Autoridad asumirá que el apartamento ha sido abandonado y puede retirar cualquier propiedad personal del apartamento, cambiar las cerraduras después de una ausencia de 30 días. Si no desea que lo desalojen de esta manera, porfavor mantenga informada a la oficina de la Autoridad de Vivienda si planea estar ausente.

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PORCH FURNITURE: It has become necessary for us to clarify what is and what is not appropriate porch furniture. From your lease:

**6. OBLIGATION OF RESIDENT**

**I agree:**

- T. To keep the apartment, adjacent grounds and such other areas as may be assigned to me for my exclusive use, clean, neat and safe. .... **I will not place any furnishings outside of my dwelling (including porches) that are not designed or intended for outdoor use.** The Authority may charge me for noncompliance.



PET REMINDERS: Here are a few reminders for pet owners:

- I must have my dog on a leash any time it is out of my apartment on Housing Authority property. The leash must be held under control by a responsible person. My pet cannot be tethered in any way in lieu of a human. I will collect feces or other deposit left by my pet and dispose of it in a sanitary manner.
- I must accept complete responsibility for any damages to property caused by my pet. This includes other residents' property as well as all Buford Housing Authority property.
- I must accept complete responsibility for the behavior of my pet at all times. I must control my pet while it is inside my apartment with regard to noise such as barking so it doesn't disturb neighbors. I must control its behavior when in the presence of employees of the Housing Authority.
- A visiting pet in your home must be accompanied by its owner and the pet's stay is limited to the Fourteen (14) Days per year of its owner. You are responsible for the behavior of visiting pets. Pet sitting, that is taking in the pet of another person, is contrary to the terms of this Pet Policy and will not be permitted.



**Buford Housing Authority will give me a NOTICE TO VACATE and will end my lease if there are repeated or continuous problems with my pet.**

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FULL-TIME STUDENT: In order to qualify for a full-time student deduction, we require documentation of the hours that **COLLEGE AND WORKING HIGH SCHOOL STUDENTS** are taking each semester. This documentation can be brought into the office, faxed to 770-945-0216, or it can be emailed to Cristina in our office at [cristina@bufordhousing.com](mailto:cristina@bufordhousing.com). **It is the tenant's responsibility to provide this documentation to the office. We will not ask for this information over and over. If the information is not reported, the deduction will simply be removed; any income the student earns will count toward the household rent; and community service hours will be required for tenants 18 years and older.**



**PEST CONTROL:** If you see any bugs, please call the office, and schedule a time to have your apartment sprayed. You should plan to be out of your apartment for two hours while the chemical dries. Should you have any questions, please call the office.

## Cockroach Prevention Guide

Sanitation is definitely one of the most important steps to getting rid of roaches and preventing them. Most roach treatment programs will fail if this step is skipped or poorly implemented. You must eliminate what attracts roaches, including as many food sources and water sources as possible and seal off or eliminate places that roaches like to hide.



### Eliminate Food Sources Inside and Near Your Home

Eliminating food sources is a constant battle in roach control. While this effort involves a great deal of work and vigilance, the results are well worth the effort.

- **Clean Kitchen Appliances.** Roaches in your kitchen are probably living off of the months or years' worth of grease and food spills under, behind, and alongside your appliances. The greatest problem spots usually include the refrigerator, stove, range hood, toaster, microwave, and underneath the kitchen sink.



- **Empty Cabinets and clean them out.** Another common food source for Roaches is the crumbs and food spills inside kitchen cabinets.

- **Limit food consumption to one room of the house.** Allowing food to be consumed in all areas of the home leads to crumbs and food spills that often go unnoticed and make tasty temptations for Roaches. This practice contributes to the spread of an infestation to other areas of the home other than the kitchen.

- **Vacuum the kitchen floor thoroughly each night before bed.** Roaches come out to feed at night. If you will practice your most rigorous cleaning rituals in the kitchen just before bed each night, there will be nothing or very little left for foraging roaches to snack on.

- **Vacuum all other non-food areas of the home every 2 to 3 days.** This practice contributes to overall sanitation and also helps to eliminate roach feces, skins, body parts, and egg sacs, all of which contain pheromones that attract other roaches to the same areas.

- **Wipe down kitchen countertops with a disinfectant spray each night**

- **Empty and clean pet food containers at night or place them in a plastic bag.**

- **Store Food in Sealed Containers.** Roaches are small enough to slip into the cardboard packaging that many foods are stored in.
- **Use a trash can with a tight-fitting lid and take out the trash each night before bed.**
- **Keep outside trash cans clean and moved away from the structure.**

### Eliminate Water Sources

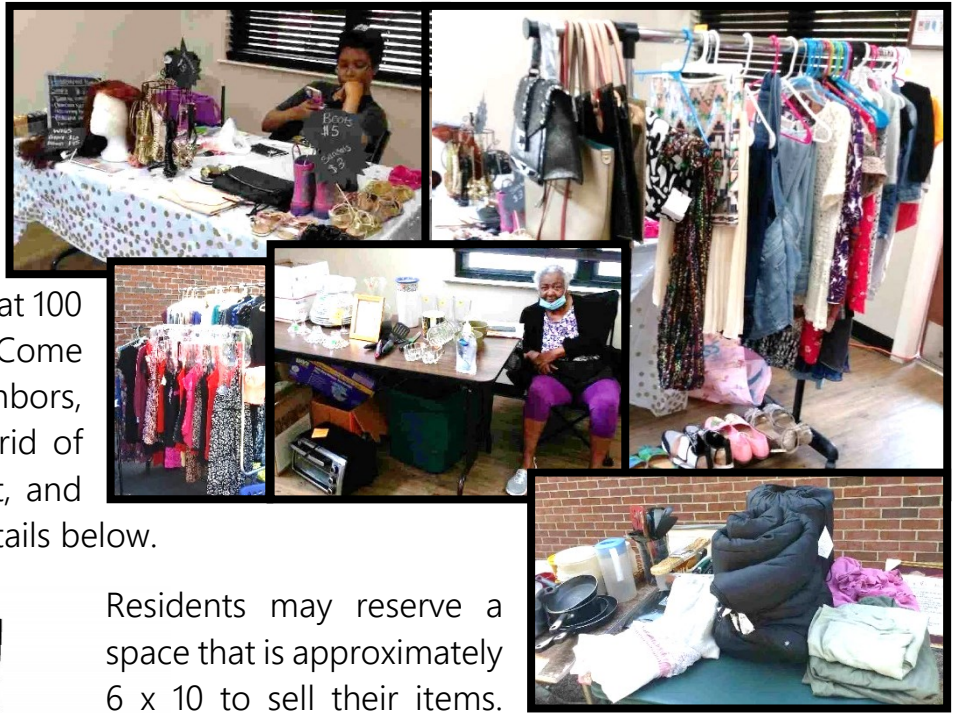
While it is nearly impossible to eliminate all water sources, even greatly limiting available sources will cause negative stress on a roach population. Fewer water sources to go around means that many roaches will die.

- Fix leaky faucets and pipes. Call the office for maintenance repair.
- Repair sweating pipes. Call the office for maintenance repair.
- Before bed, stop up sinks in the kitchen and bathrooms and dry them completely with a paper towel.
- Dry out the bathtub and shower completely and stop up the drain before bed.
- Place wet dish rags and sponges in an airtight plastic storage bag overnight or place them directly in the washing machine.
- Pet water dishes should be placed outside overnight or be dried completely and refilled in the morning.
- Wet toothbrushes should be dried as best they can and sealed in plastic bags.



RESIDENT ASSOCIATION  
YARD SALE:

The Resident Association is having a community yard sale on September 11<sup>th</sup> & 12<sup>th</sup> from 8am-3pm at the BHA Community Building located at 100 Circle View Drive, Buford. Come get to know your neighbors, support a good cause, get rid of stuff around your apartment, and make some extra money. Details below.



Residents may reserve a space that is approximately 6 x 10 to sell their items.

The charge is \$10 for an empty reserved space and \$15 for a space with a table. Spaces are available inside and outside the Community Building. If you would like to reserve a space to sell your household items, please fill out the form below and return it to the office along with your **CASH PAYMENT**, no-later than September 8<sup>th</sup>. **The money collected for reserved spaces will go toward purchasing gifts for**

**our resident children's Holiday Party.** So, clear out the clutter from your apartment and support your Resident Association. Reservations are made on a first come basis. Tenants are responsible for setting up and selling their own items. All spaces must be cleared by 4pm on sale day. Due to COVID, we strongly suggest that all sellers and shoppers wear face masks and practice social distancing as much as possible.



Tenant's name: \_\_\_\_\_

Tenant's address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Tenants are responsible for setting up and selling their own items. All spaces must be cleared by 4pm on sale day. By signing below, I understand and agree that I will be charged \$20.00 if I do not have the space assigned to me cleaned by 4pm on September 11<sup>th</sup> & 12<sup>th</sup>.

Reserved space \$10 *OR*  Reserved space with table \$15 **CASH ONLY**

Inside Community Building *OR*  Outside Community Building

\_\_\_\_\_  
SIGNATURE