

RESIDENT NEWSLETTER



CARVER COUNTY
COMMUNITY
DEVELOPMENT
AGENCY

NEW IN 2024

The Carver County CDA is excited to announce that our new website officially launched on March 22nd! Visit our website at www.carvercda.org. We have also implemented a new logo - see above.

In other exciting news, the Carver County CDA has a new Maintenance Technician starting in April, along with two new Property Site Managers starting in April as well.

ANNUAL INSPECTIONS

Carver County CDA management has begun our Annual Inspections at all rental units. Our Maintenance Technicians will be inspecting all rental units to ensure safety by doing things like replacing the batteries in smoke detectors and changing out air filters.

Carver County CDA

Office Number:

952-448-7715

Maintenance

Emergency Number:

651-290-6635

Carver County CDA

Website:

www.carvercda.org

Office Hours:

M-F: 8:30am-4:00pm

Sat-Sun: Closed

Rent Due: 1st of every month, but no later than the 5th of every month. After the 5th, a late fee is assessed where allowed.

*Don't forget to communicate all work orders to CCCDA staff!




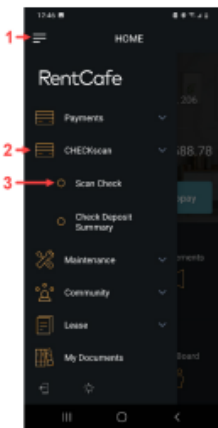
RENT CAFE

Residents can now scan their rent checks using the mobile Rent Cafe app. Below are instructions for scanning your rent check using the Rent Cafe Resident mobile app. Contact your Property Site Manager with any questions!

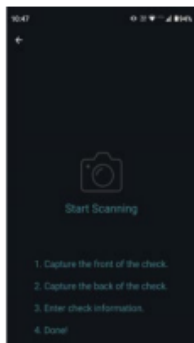
Scan Your Rent Check Using the RentCafe Resident Mobile App

In the RentCafe Resident mobile app, you can scan your rent check using the camera in your smartphone. (Suggested minimum camera size is 13 megapixels.) Please note that there are some minor differences between the Android and iOS versions of the app.

1. Place your rent check on a flat surface, face up.
2. Open the RentCafe Resident App and sign in.
3. Tap the **Menu** icon .



4. Tap **CHECKscan** and then **Scan Check**.



5. Tap the camera icon.

Guidelines appear.



6. Line up the check within the guidelines. Make sure the check fits neatly inside the guidelines.



7. Tap **Capture Check Front**. If you are using an Android device, skip ahead to Step 10. Otherwise, continue on to Step 8.
8. The image that the app has captured appears.



9. If the image quality is good, click **Accept**. Otherwise click **Retake** to rescan the image. When the image quality is good, click **Accept**.



RENT CAFE CONT.

10. Guidelines for the back of the check appear.



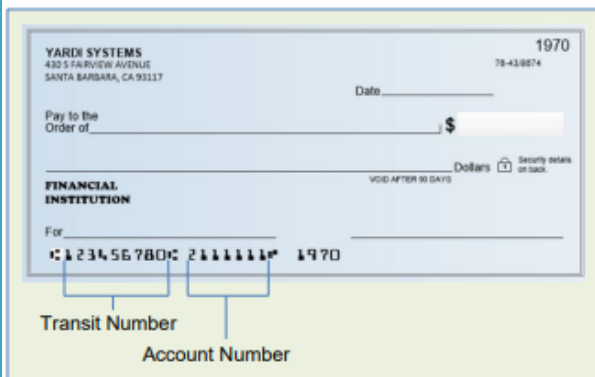
11. Turn your rent check over.
12. Line up the check within the guidelines.



13. Tap **Capture Check Back**.
14. If you are using an Android device, skip ahead to Step 17. Otherwise, continue on to Step 15.
15. The image that the app has captured appears.



16. If the image quality is good, click **Accept**. Otherwise click **Retake** to rescan the image. When the image quality is good, click **Accept**.



17. The **Edit Check Details** screen opens, showing the front of the check and several fields.



- 18. If you are using an iOS device, skip ahead to Step 20. Otherwise, continue on to Step 19.
- 19. Look at the check and confirm that the black and white image is legible and of good quality. If not, rescan the check. To rescan: tap the arrow to open the **Start Scanning** screen.
- 20. If the **MICR** field is empty, rescan the check.
- 21. In the **Amount** field, enter the check amount.
- 22. In the **Check #** field, if necessary enter or correct the check number.
- 23. In the **Transit Number** field, if necessary enter or correct the transit number.
- 24. In the **Account Number** field, if necessary enter or correct the bank account number.
- 25. When you finish reviewing the check, click **Submit**.

Important After you scan your check, **do not write VOID** on it or discard it until you see that the check amount has been deducted from your bank account.



LEASE RENEWAL

Did you know when it comes time to renew your lease that staff review a number of items? Carver County CDA takes into account any late payments that the resident may have had in the past year, along with various other factors. In addition, a Lease Renewal Inspection will take place.

Management will be conducting Lease Renewal Inspections between 90 and 120-days before your annual renewal date. You will be given a notice of the inspection date. Please note that during these inspections, Management will be checking for the following items:

- Is your unit in good condition.
- Has there been a history of unreported work orders or repairs.
- Is there damage found that is beyond normal wear and tear.
- Are there any housekeeping concerns.
- Are there any unauthorized occupants or animals.
- Are there any rooms that are should not be used as living spaces being utilized as such.
- Are there any other concerning items that violate the Lease or Resident Handbook.

If there are concerns, there may be an opportunity to work with management to resolve these concerns, however if management finds that any of the above have been violated, they do reserve the right to non-renew/terminate your Lease at which time you will give you a notice of non-renewal with a vacate date. Please know this is a separate inspection from our annual unit inspections and rental license or 3rd party inspections.

If you have any questions or concerns, please contact your Property Site Manager directly.



CARVER COUNTY CDA - PROPERTY SPOTLIGHT

The Carver County CDA's Rural Development properties consist of Hilltop Apartments I and II in Watertown and Mayer Elderly in Mayer. They consist of one- and two-bedroom units that are for adults age 62 and over as well as adults with a qualifying disability.

The Carver County CDA purchased these properties in 2021 and have since done extensive rehab work to update each unit. The rehab for these units was just completed this Spring!



Property Information:

www.hilltop-apartments.com

952-556-2784

hilltop@carvercda.org





HAPPY SPRING!



The trees are beginning to bud and the grass is starting to get green. Spring of 2024 is well underway! Here are a few of our favorite activities to do as the weather warms up:

- Outdoor picnic
- Walk a nature path
- Soak up the sun
- Opening windows for a fresh spring breeze
- Bird watch
- Enjoy the beautiful spring flowers and plants

