

Site Manager OR Maintenance Tech Recognition Form - 2022
(Please Print or Type)

Company Name: ___Belmont Management_____

Address: ___PO BOX 5900 _____

City/State/Zip: ___Fort Smith, AR 72913_____

Contact Person: ___Marie Jeffress_____ Phone ___479-522-0371_____

Our Company would like to recognize:

1. _____Katherine Shepard_____ Property: _GardenWalk of Westville/
Savannah Park of Westville_____ Resident Manager (please circle one)

2. ___Teresa Gibbens_____ Property: __GardenWalk of LeFlore/Savannah
Park of Poteau_____ Resident Manager (please circle one)

Person from your company who will make presentation: ___Marie Jeffress_____

(Please use separate forms if needed)

Please give a brief explanation why you think each person is deserving of recognition: 1. ___Katherine Shepard goes above and beyond in her role as a Resident Manager. She has been employed by Belmont for 3 years. She accomplishes any task that she is assigned. Katherine completes deadlines on time and thoroughly while following Belmont policy. Her properties stay above budgeted occupancy, which is usually 100%, re-certifications are completed according to policy, and she averages rent collections at 100%. Katherine also assists at other properties within the region as needed

2. ___The perfect way to describe Teresa Gibbens is "ROCK STAR." Teresa has been employed by Belmont for 3 years. Teresa has overcome many tough challenges since she became a Resident Manager. At many times, she has been managing 3 properties, 173 units, because of shortage of staff, both managers and maintenance staff. Teresa is able to obtain her goals while keeping all 3 locations 100% .occupied, 100% collected, and all deadlines met. Teresa also assists at other locations within the region.

This year we are again inviting each multi-family community management company to designate up to two (2) Resident Managers and/or Maintenance Techs from your company for recognition. Please complete this form and mail or email to the Affordable Housing Providers of Oklahoma office by May 1st, 2022 along with a good photo of each nominee. Those designated will be recognized at the Awards Luncheon, Thursday June 16th, during the 2022 Annual Meeting and Trade Show at the Sheraton Hotel. Please have a designated person from your company on hand to make the presentation and comments about the recipients at the noon Awards Luncheon.

Please return the form by May 15th, 2022 to:

Affordable Housing Providers of Oklahoma

P.O. Box 846

Muldrow, Oklahoma 74948

Phone: 918-817-2509

e-mail: office.ahpok@gmail.com

www.ahpok.com