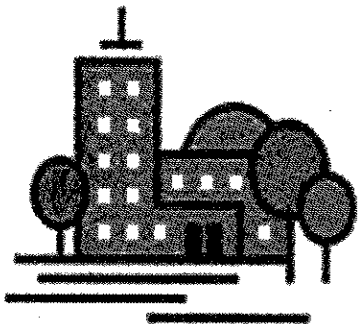


Clay Center Housing June 2020



Office Hours:
10 AM—4 PM
Monday—Friday

WINDOW HOURS are Tuesday & Friday from 10 AM to 1 PM

Only at these times may tenants purchase stamps, get change, cash checks or pay rent in person. At this time we are requesting no cash payments. Rent checks and money orders may be placed in the rent drop box slot on the office door. Newsletters and statements are available after the 25th of each month. **Each household is responsible for reading ALL the information provided every month.**

When calling the housing office number, please listen to ALL phone options. The work order - #1 and application - #2, options are set up to take messages only. For a work order, **CALL THE OFFICE and select option 1, then leave a detailed message**, stating your name & unit number, nature of problem and whether maintenance has permission to enter.

Packages are available to be picked up in the outer office Monday through Friday. Make sure to pick up **ONLY** your own packages.

Only in the evenings or on weekends, if you have an emergency, i.e. lockout, elevator issues or water leak, should you call 785-447-9352.

330 West court Street, Clay Center, KS

Telephone: 785-632-2100 Fax: 785-632-6363

Website: claycenterhousing.com

Like us on Facebook!

KS Relay Center TDD 800-766-3777



Security Tips for Apartment Complexes

In case of an emergency such as an accident or injury you should do the following:

Dial 911

Unfortunately, isolated incidents of crime can occur in apartment complexes just as in any ordinary neighborhood. However, there are steps you can take to minimize your risk.

- Always lock your door! This is very important and will assure that no unauthorized persons will enter your room.
- Check to see who is at your door before opening it. Do not open the door without looking.
- Do not prop open building doors (even during the day).
- Do not let people you don't know follow you into the building. This is known as tailgating.
- Always escort your guests.
- Know where to go for help.
- Lock your vehicle and don't leave valuables in plain sight.
- Use a lock on your bike.
- Do not post your personal information on online social networking sites. Be selective about what you do share on social media. Do not share your address or cell phone number.

Building Security Measures

- Access to all buildings between the hours of 9 PM & 7 AM requires a security card that is issued to residents at move-in.

- Do NOT give or loan anyone your security card.
- You cannot get into the building through the stairwell doors, they are locked from the outside 24/7.
- Each building has security cameras in the lobbies and/or entrances to capture HD images of people coming and going from our buildings.
- The police department does monitor the exterior and parking lots as part of their nightly patrol.
- Notify the office if you see something suspicious, leave a messages after hours with the date and time. Or call the police.

Purposely overriding security measures can be cause for immediate eviction. All security measures are in place for the safety and protection of all residents.

Upcoming classes & meetings:

Fair Housing Public Meeting

4 p.m. Sunday, June 14, 2020

Apollo Towers Community Room

Parkview Project Information Meeting

Sign up for one of three sessions

Wednesday June 17, 2020

10 a.m. - 4 p.m. - 7 p.m.

Apollo Towers Community Room

2021 Operating Budget Meeting

7 p.m. Wednesday, August 5, 2020

Apollo Towers Community Room

Personal Financial Management Class

6 to 8 p.m. Wednesday, September 16, 2020

Location: Apollo Towers Community Room

No Cost - Must enroll no later than September 4, 2020

June

Signs that you have grown up

You keep more food than beer in the fridge.

6 AM is when you get up, not when you go to bed.

You go from 130 days of vacation time to 14.

Your car insurance goes down and your car payments go up.

90% of the time you spend in front of the computer is for real work.

Jeans & a sweater no longer qualify as "dressed up".

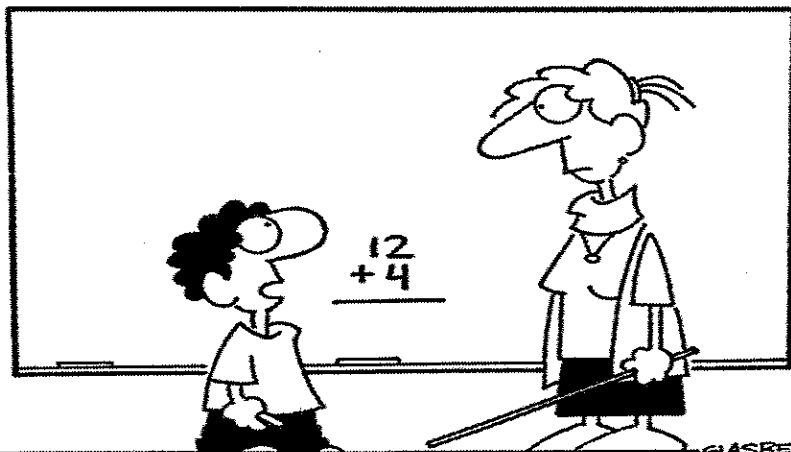
You're the one calling the police because those kids next door won't turn down the stereo.

Sleeping on the couch makes your back hurt.

Dinner and a movie is the whole date instead of the beginning of one.

Eating a basket of chicken wings at 3 AM would severely upset, rather than settle, your stomach.

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www.glasbergen.com



GLASBERGEN

"Do I get partial credit for simply having the courage to get out of bed and face the world again today?"



At the Ice Cream Shop

E L F F A W P C L U H N E B T
P O O C S U I R B A R E Z Q R
F I R S R F Q E E G I O E Y E
H U D Y T M G A U Z Q P E W B
Q M S W I R L M D O F O R W R
M A R S H M A L L O W L F C E
I T Y S F I A W S R S I T O H
C I E L E L P P B W Y T N O S
E E O B L I R P R E S A I K Z
C A N I R I R S E O R N M I I
T U N O N O U R S D C R M E S
C A P K C N S D E T R K Y S O
V R L W D Y A D T H K H Y M U
G E T A L O C O H C C N U T S
S E E B R R A I N B O W B W C

CHERRIES

COOKIES

FLOAT

MARSHMALLOW

NUTS

ROCKY

SORBET

SUNDAE

VANILLA

CHOCOLATE

CREAM

FREEZE

MINT

RAINBOW

SCOOP

SPRINKLES

SWIRL

WAFFLE

CONE

CUP

ICE

NEOPOLITAN

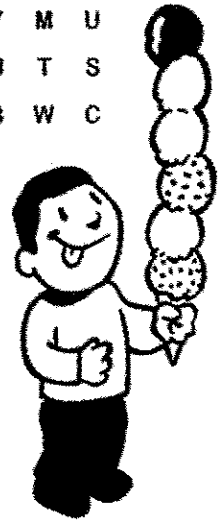
ROAD

SHERBERT

STRAWBERRY

SYRUP

WHIPPED



Get more free printable activities for kids of all ages at www.printables4kids.com.

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TENANT NOTICES

INCOME CHANGES - This is a reminder that any time your income changes, you need to notify the Clay Center Housing office immediately. Your rent is based on total household income. Withholding changes in income or household is fraud and you can be evicted. Putting off providing documents and completing the required forms will not save you from an increase in rent. You are given 30 days after the change goes into effect before your rent increases. If an increase in income occurred several months before notification, you will be paying a rent increase back to the time of the income change.

RECERTIFICATION INTERVIEWS - If you receive a letter from this office regarding your recertification that means you need to come to the office on the day and time listed. Please remember to bring all your documents and the checklist paperwork Atchison sent. You do not have to wear a mask unless you want to. If you are sick, coughing or running a fever call Kimberley (option 4) to reschedule.

PARKVIEW PLAZA REDEVELOPMENT PROJECT TO BEGIN - Parkview Plaza Apartments, LP will file our Limited Partnership Agreement with WNC on June 2, 2020 along with accompanying documents off related transactions. That means we will be beginning work on the property. These are challenging times and now we are going to have approximately 12 months of construction that will affect everyone living in Parkview Plaza Apartments along with visitors and others providing services to our residents. With that in mind, it is VERY IMPORTANT that Parkview Residents along with family members, caregivers, etc. attend the Project Information Meeting. Due to social distancing, we will have 3 sessions and you must sign up at the office for the session you will attend. We will also produce a video to upload to our website. John Kaul will discuss the construction schedule, scope of work, relocation, safety issues, and answer questions. The meetings will be on Wednesday, June 17th at the Apollo Towers Community Room. The 3 sessions will be at 10 a.m., 4 p.m., and 7 p.m. We ask that you sign in and only use the seating that will be prearranged for social distancing. We will also have masks available. You may also watch a video of the meeting when we get it upload-

ed to our website.

NEW WEBSITE - John is constructing a new website that will be published soon to replace the existing website.

CCP VIRUS UPDATE - Nothing has changed since our May 4th Residents Advisory. All of our properties' common areas are available for tenant use. We simply ask that you respect your neighbors, staff practicing social distancing, and clean and disinfect areas after you use them.

1. Those who are able are encouraged to use the stairs instead of the elevator.
2. Masks are NOT required, it is a personal choice as to whether you wear one or not. Avoid touching your face.
3. When using common areas, please clean/wipe down things you have touched and/or used. Every time, all the time!
4. Always, always, always, no matter what is going on, cover your mouth when coughing or sneezing, with something other than your hand.
5. Wash your hands frequently and/or use hand sanitizer.
6. Staff will continue to wipe down all hand rails in the hallways, elevators and stairwells daily.
7. Elevator buttons are wiped down several times each day. Do not jab at or push elevator buttons with anything other than your hand. You break it, you pay for it!

MEALS KITCHEN is looking for volunteers, Monday through Friday, 10 AM - 11 AM & 11:30 AM - 1 PM. Even as a volunteer, you must follow all health and safety regulations while in the kitchen.

- TENANT ACTIVITIES -

COFFEE - Coffee is only 25¢ a cup and is available in the Apollo Towers Community Room Monday - Friday from 8 AM - 5 PM.

BINGO - Every Tuesday at 1:30 PM in Apollo Towers Community Room. Social distancing recommendations still apply.



Flag Day is Sunday June 14th



*The office
will be closed
Friday
July 3rd.*

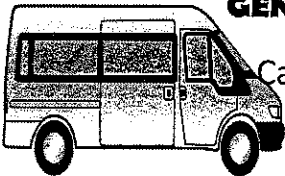
SPRAY DAY - ALL Parkview & Tolin units will be sprayed Wednesday June 10th. They will start around 7:30 AM. Bug spray day is the second Wednesday of each month. Parkview and Tolin are done during the even months and Apollo the odd.

UNIT INSPECTIONS - Unit inspections for Apollo floors 7 & 8 will take place on Thursday June 10th. These inspections will take place whether you are home or not.

PARKVIEW FILTERS & BATTERIES - Maintenance will be in each unit at Parkview to change furnace filters and smoke detector batteries Wednesday June 3rd. Charges will be on your July Statement.

FRIENDSHIP MEALS—For information or questions please call the Nutrition Office at 785-632-5767. The nutrition office is located across the hall from maintenance.

GENERAL PUBLIC TRANSPORTATION MINI-BUS



Call 785.632.2447 & schedule your ride today!

Beauty Shop—Arlene Stewart

Located on first floor of Apollo Towers

*by the community room. For an appointment
call 785-630-0742*

