

Clay Center Housing August 2017

Office Hours:

9 AM—Noon Monday—Friday

Afternoons By Appointment ONLY

ONLY during window hours— Tuesday & Friday from 9 AM to Noon— may tenants purchase stamps, get change, and pay rent in person. Checks and money orders may be placed in the drop box slot on the office door. Newsletters and statements are available at the office the last week of each month, after the 25th. **Each household is responsible for picking up the newsletter and READING the information provided.**

Outside of window hours, **please call before coming to the office, to verify that someone is available to speak with you.** The afternoons are when we schedule interviews and work on paperwork. Therefore we may not answer the phone or door at these times. Please make arrangements to pickup packages between 8 AM and Noon.

If you have a lock-out, call 785-632-2100 or come to the office. Only in the evenings or on weekends, if you have an emergency, should you call 785-447-9352. For a work order, **CALL THE OFFICE, NOT** the emergency number. It is NOT necessary to come to the office, just call. Leave a message stating unit number, nature of problem and whether maintenance has permission to enter. Your needs will be addressed as soon as possible in the order of urgency.

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



THINK ABOUT THIS... IS FRAUD WORTH IT?

Do You Realize...?

If you commit fraud to obtain assisted housing from HUD, you could be:

Evicted from your apartment or house.

Required to repay all overpaid rental assistance you received.

Fined up to \$10,000.

Imprisoned for up to five years.

Prohibited from receiving future assistance.

Subject to State and local government penalties.

Do you know that...

You are committing fraud if you sign a form knowing that you provided false or misleading information.

The information you provide on housing assistance application and recertification forms will be verified.

The local housing agency, HUD, or the Office of Inspector General will check the income and asset information you provide with other Federal, State, or local governments and with private agencies.

Certifying false information is fraud.



So Be Careful!

Ask Questions!

If you don't understand something on the application or recertification

forms, always ask questions. It's better to be safe than sorry.

When you fill out your application and yearly recertification for assisted housing from HUD make sure your answers to the questions are accurate and honest.

You must include:

All sources of income and changes in income (raise or bonus) you or any members of your household receive, such as wages, welfare payments, social security and veterans' benefits, pensions, retirement, etc.

Any money you receive on behalf of your children, such as child support, AFDC payments, social security for children, etc.

All assets, such as bank accounts, savings bonds, certificates of deposit, stocks, real estate, etc., that are owned by you or any member of your household.

All income from assets, such as interest from savings and checking accounts, stock dividends, etc.

Any business or asset (your home) that you sold in the last two years at less than full value.

The names of everyone, adults or children, relatives and non-relatives, who are living with you and make up your household.

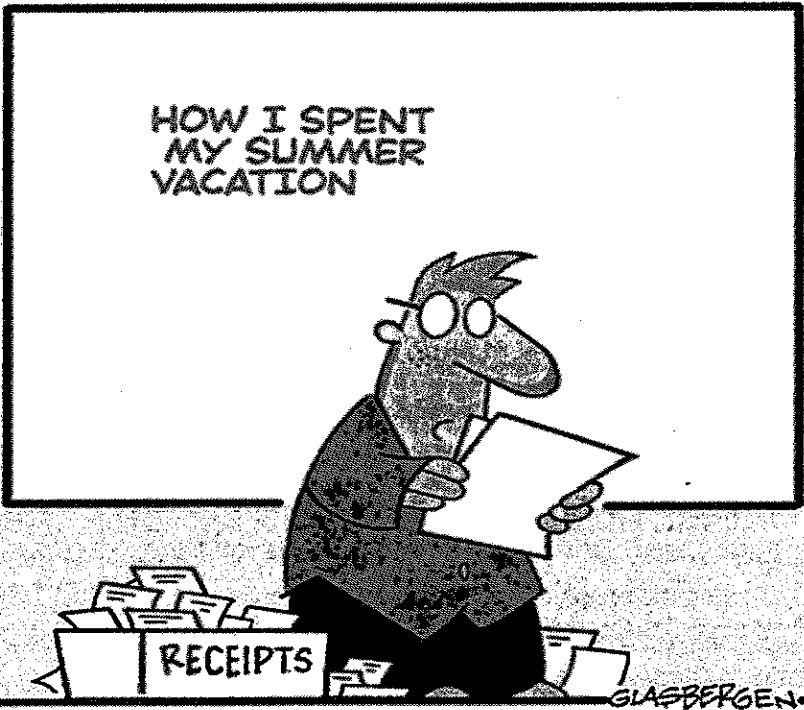
Everything must be documented, saying something is so isn't proof. Provide ID for all household members (social security cards, birth certificates, photo ID for anyone over 18). Provide paperwork for all income and assets. If in doubt, **ASK QUESTIONS!**

If your income or household composition changes...

Contact the housing office immediately.

Complete all required forms in a timely manner.

Provide documentation for all changes.



“... \$36 for movie tickets, \$12 for comics, \$36.42 for pizza, \$19.74 for ice cream, \$22 for bike repairs, \$8 for a fake tattoo and \$14.95 for new flip-flops.”

August was named in honor of Augustus Caesar. It has 31 days because Augustus wanted as many days as Julius Caesar's month of July had. Previously named Sextilis in Latin, it was the sixth month of the Roman calendar. They took that extra day from February.

Birth stone: Peridot

Flower: Gladiolus

August is...

~ National Back to School Month ~ Admit You Are Happy Month ~
Catfish Month ~ Family Fun Month ~ Goat Cheese Month ~ Peach
Month ~ National Park Month ~ Sandwich Month ~ National Eye Exam
Month ~ Immunization Month ~

It's

SUMMER

Time

Find and circle all of the summer words that are hidden in the grid.
The remaining letters spell an additional summer item.

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

ANTS
AUGUST
BARBECUE
BASEBALL
BEACH
BEES
BICYCLE
BLUE SKY
BOATING
BREEZE
CAMPING

FISHING
FLIES
FLOWERS
GARDENING
GOLF
GREEN GRASS
HAT
HIKING
HOLIDAYS
HOT
ICE CREAM

JULY
JUNE
MOSQUITOES
NO SCHOOL
PICNIC
ROLLER BLADES
SANDALS
SKATEBOARD
SOCCER
SOLSTICE
SPRINKLERS

SUNBURN
SUNGLASSES
SUNSHINE
SUNTAN
SWEAT
SWIMMING
U V RAYS
WASPS
WATER FIGHTS
WATERMELON

TENANT NOTICES

NO MORE EXCEPTIONS! Kim and John cannot get all of their administrative work done if they have to spend the entire day answering the door and the phone. Again, our **office hours are from 9 a.m. to 12 Noon** on weekdays. We are closed in the afternoons except by appointment. **WE WILL NOT TAKE RENT OR GIVE YOU PACKAGES IN THE AFTERNOON EXCEPT BY APPOINTMENT.**

Yes, we are usually in the office working in the afternoon but, **WE ARE NO LONGER ACCESSIBLE IN THE AFTERNOON** except by appointment.

DRYER ISSUES - We have had several Parkview residents complain about dryer #2 not getting their clothes dry. The Jetz service manager for this area has been here several times. These are SMART dryers and they are the very best the industry offers. They have sensors that not only control the machine so your clothes get dry properly, they also give error codes. They even tell you if the dryer vent is clogged. The machine in question is only 1-year old and several service calls have not revealed any problems.

There are four selections for how you want to dry your clothes and the selection you make has a huge impact on how your clothes dry. The first thing you must be sure of is that you do not select the "No heat" selection if you are drying damp clothes. Low temp should be used for clothes that you do not want to shrink or that wrinkle in higher temperatures (cotton blouses, T shirts, etc.). Med Temp should take care of most of your other heavier clothes, like sweatshirts, jeans, dress slacks, socks, bed sheets, etc. High Temp should be used primarily for towels and blankets. Another key factor is not overloading the dryer. If you stuff your clothing in the dryer too tight it will interfere with the air circulation causing some or all of your load not to dry in the allotted time. Another cause of clothes not drying is when you mix shirts, skirts, pants, etc. with towels or blankets. Remember you can add extra quarters to

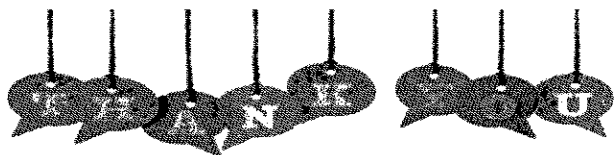
extend the run time on your load. Check the level of dryness before time is up and add another quarter to add 8 minutes to the cycle. The delicate cycle is usually for clothes that you do not want to shrink.

HOUSING CELL NUMBER 785.447.9352 - Why are you calling this number during office hours??? It is only to be used after hours, weekends and holidays **ONLY IN CASE OF AN EMERGENCY** or if specifically instructed to do so. Asking a question is NOT an emergency. Losing money in the vending machine is NOT an emergency. A fire, running water, and being locked out of your apartment are all true emergencies.

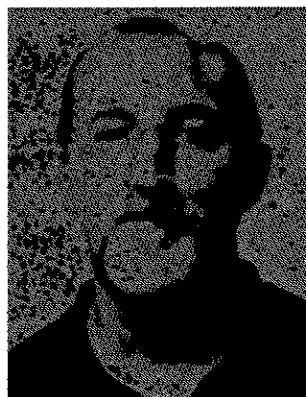
NO SMOKING - There is absolutely NO smoking in any apartment or common areas of any of our buildings. No cigarettes, no cigars, no pipes in any building. Past tenants have been evicted for this and it will happen to you too! Do not light up in the elevators and lobbies. Outside, you may only smoke in designated areas. You cannot sit in lawn chairs and smoke wherever you like. Going forward, due to regulation changes, there will be no smoking at any federally funded housing. So a private landlord is your only option if you don't like the rules.

POTLUCK - Join your fellow tenants at 6 PM Friday August 11th in the Apollo Community Room. Potluck is the second Friday of each month.

TAI CHI PROGRAM - August 18th in the Apollo Community Room from 10 - 10:45 AM. The program will be presented by Jacquie Mack of Angels Home Health and is held the third Friday of each month.



This month Maintenance Supervisor Mike Swaim will be celebrating 20 years with the Clay Center Housing Authority. If you see Mike tell him thanks for all his work Not too many people stick with anything that long anymore.



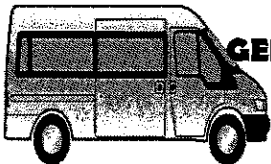
August 23th, 24th & 25th the housing office will be closed, all day each day. John and Kim will be attending housing compliance training. If you have a true emergency during this time call 447-9352. For anything else call 632-2100 and leave a message. We will address your needs when we return.

UNIT INSPECTIONS—Thursday August 10th all units on the first floor of Parkview will be inspected whether you are home or not.

SPRAY DAY - Wednesday August 9th is bug spray day for Parkview & Tolin. Parkview & Tolin are the even months and Apollo the odd, usually on the second Wednesday of each month. This is your advance notice and we **will spray ALL units.**

Tuesday August 1st maintenance will be changing furnace filters at Apollo Towers. These charges will appear on your September statement.

FRIENDSHIP MEALS—For information or questions please call 785-632-5767 or contact Amber in the Nutrition Office located next to the south entrance of Apollo Towers.



GENERAL PUBLIC TRANSPORTATION MINI-BUS

Call 785-632-2447 and 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

