

Manhattan Housing Authority

July 2011



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Take Note! Changes to Rent Payment Procedure!

The Housing Authority has changed the way we deposit rent payments, and we want to make sure everyone understands the changes. In the past, if a tenant paid their rent early for the next month, we did not deposit the check or money order until the first day of the month. For example, if a tenant paid their July rent on June 25, we would not deposit the check until July 1st. If a payment was received after the first of the month, it would be deposited the same day. This helped us to prevent over or under payments if a tenant's rent changed at the last minute, so that they did not have an open credit or a balance.

This policy has changed effective June 21, 2011! The Housing Authority will now deposit **all** payments on the **same day** they are received, regardless of the type of payment (check, money order, etc.) or what the payment is for (rent, work order, etc.). **NO POST DATED CHECKS WILL BE ACCEPTED!**

We realize that this change may be inconvenient for those who sometimes make a payment early when they know that a direct deposit or other payment will be made to their checking account before the first of the month. Please understand that the decision to change this policy was not done without taking in to account the affect it may have on some residents. However, the Housing Authority has made this policy change on the recommendation of our auditor.

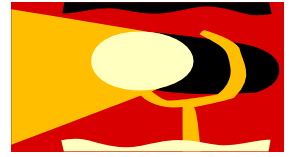
We appreciate your cooperation and are happy to answer any questions you may have about the policy change. Please feel free to contact us at 785 776-8588.

Policy Reminder: Alcohol In Common Areas

The Housing Authority has had reports recently of residents and guests consuming alcohol in common areas of MHA property. We would like to remind all residents that alcohol is **not** permitted in common areas. "Common areas" are places that are open to all residents and/or the public. This includes, but is not limited to, the following: community rooms, lobbies, common patios and balconies (Apartment Towers & Carlson Plaza), sidewalks, mail box areas, storm shelters, playgrounds, etc. Please be sure that your guests know this policy! Remember, **you** are responsible for the actions of your guests while they are visiting you. If you have questions or concerns about the policy, please call 776-8588.



Safety Spotlight



Below is a press release from the Riley County Police Department about a scam that has been going around in Manhattan. If you or someone you know is looking to rent a home in Manhattan, please make sure you read this first!

Riley County Police Department Media Release
June 14, 2011

A scam is currently taking place in the Manhattan area that involves residential properties being posted on the internet for rent at an extremely low rate. The way the scam works is once there is an interested party in the rental property an appointment is arranged at the property. An individual that is part of the scam will meet with the interested party. The individual involved in the scam will tell the interested party that work is currently being done on the inside of the residence and they are unable to show them the inside at this time. In some incidents pictures of the interior of the houses are provided to the interested party. The individual involved in the scam will tell the interested party that there are several other parties interested in the property and that if they are interested in it they need to act now. The individual involved in the scam will tell the interested party that the first month's rent is due before they will receive a key to the residence. The individual involved in the scam will have the interested party sign fictitious paper work and take the interested party's money order, cash or check and inform them they will receive the key to the residence in the mail in a few days. The homes that are being used in these scams are really houses that are for sale and are vacant. The "For Sale" sign in the front of the home is temporarily removed, which makes this scam believable. If you are currently looking for a home to rent please be aware of the scam and verify the property you are looking at is either owned or managed by the individual showing it to you.

Please share this information with anyone you know who is looking for a home to rent in Manhattan! If you or someone you know has been taken advantage of by this scam, please report it to the Riley County Police Department immediately.

Emergency Cell Phone Service

SafeLink Wireless is a program that provides a free cell phone and airtime each month for income-eligible customers. To learn more, go to:

www.safelinkwireless.com/Safelink

Monthly Reminders - July 2011

FROM THE MAINTENANCE DEPARTMENT: USE YOUR A/C PROPERLY!

We all know that temperatures are on the rise, continuing to get higher as the Summer goes on. All of the Housing Authority's units have air conditioning so that residents can stay cool, but there are some very important things to remember about running your air conditioning. Here are some important notes from the Maintenance Department:

1. **Please do not turn thermostats below 72 degrees.** Air conditioning equipment is not made to keep the temperature in your unit below this point with the extremely high outdoor temperatures. When the thermostat is set below 72, the equipment cannot cool the unit to that temperature, so it runs non-stop. This will eventually cause the A/C to break down, which could leave you with a large repair bill. If your A/C unit is damaged due to setting the thermostat too low, you may be charged for the repairs. The Maintenance Department has already found two cases this year where damage was done because the thermostat was set at 40 degrees!
2. Besides damaging the equipment, please remember that the A/C **WILL NOT** work faster or blow cooler air just because the thermostat is set lower!
3. Do not turn the A/C off once your unit has reached the desired temperature. Many think this will save money, but it will actually cost you more. It is easier for the A/C to maintain a cooler temperature than it is to turn the A/C off, let the unit get super hot again, and then make the A/C start all over.
4. Finally, keep in mind that besides being better for the A/C equipment, following these rules will save you money on your electric bill. Air conditioning uses LOTS of electricity, so the easier you go on it, the easier it will be on your wallet!

Wasps, Bees and other Pest Control Issues: Wasps, bees and other bugs can be a real pain sometimes, especially during the summer months. The pest control company can try to keep things under control, but they need help from residents. If you see wasps or bees around your unit, try to note where you see them the most, or better yet, if you see a wasp nest, be sure to let the office know so that we can tell the pest control staff so they can treat the area.

Apartment Towers & Carlson Plaza: Please Keep Common Areas Clean!

Common areas (lobbies, balconies, community rooms, hallways) should be clear of personal items and other clutter. These areas are for everyone's use, and we want to keep them neat and organized so that they are available to all. Personal belongings should be kept only in your unit, not in common areas where they may be a tripping hazard to other residents or cause unsightly clutter issues. Thank you for your cooperation!

What's Happening in Manhattan & at MHA - July 2011

A BIG MHA WELCOME TO NEW STAFF; CONGRATS TO JOLYNN!

The Manhattan Housing Authority would like to welcome Kari Moore to MHA as our new Customer Service Representative. Kari will begin work on Monday, July 11th, and we are excited to have her with MHA. Please be sure to introduce yourself the next time you are in the Administrative Office. We would also like to congratulate Jolynn Colberg on being promoted from Customer Service Representative to her new position of Property Manager for The Gardens at Flint Hills and Flint Hills Place. Jolynn will spend a few days training in the Administrative Office, and will then move full time to her new office at The Gardens at Flint Hills. Way to go, Jolynn!

2011 RILEY COUNTY FAIR & PARADE

The Riley County Fair is coming to Manhattan July 21—25, 2011, with lots of great fun for the whole family to enjoy. The fair is held at the Riley County Fair Grounds, next to Cico Park. Some of the cool events include a "Fair Factor" game based on the show "Fear Factor" for kids and adults, a pedal tractor pull for kids, rodeo, pinewood derby races, great food and a whole lot more. And of course there are always great exhibits to check out. There are even open division entries, so anyone can enter in one of the categories. It all starts off on Thursday, July 21st, with the 2011 Riley County Fair Parade, which will start on Poyntz Avenue at the Manhattan Town Center and run all the way to City Park. Check out www.rileycountyfair.com for more information!

BIG THANKS TO HUDSON CIRCLE & BAEHR PLACE RESIDENTS!

The Housing Authority would like to thank the residents of Hudson Circle and Baehr Place for an outstanding job during Pest Control inspections in the month of June. All units passed inspection with no issues for sanitation or safety problems. This is the kind of great work that allows us to be able to keep our current every-other-month pest control schedule. Your work in keeping your homes neat and tidy is greatly appreciated by both MHA and the pest control staff. Thanks again, and keep up the good work!

Kid's Corner!

Just for Laughs!

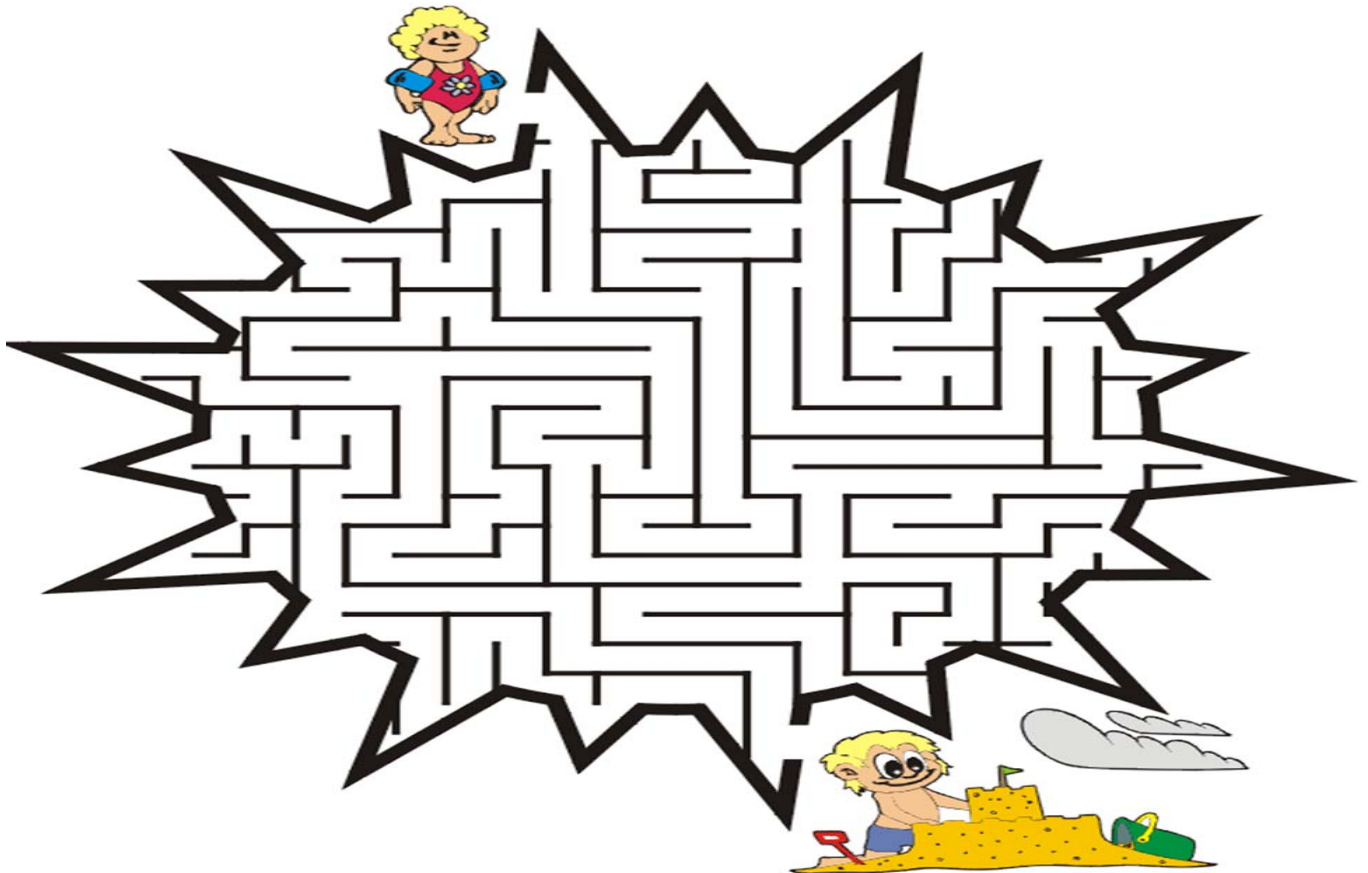
Q: How do you fix a broken tomato?

A: Tomato paste!

**Two tigers were eating a clown.
One tiger turned to the other and
asked "Does this taste funny to
you?"**

**Q: What did the frog order at
the restaurant?**

A: French flies and a Diet Croak!



If you have questions or concerns about the MHA Newsletter or calendar events, please call the Administrative Office at 776-8588.

July 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 MHA Offices Closed – 4th of July	5	6	7	8	9
10 Last Day to Pay Rent	11 Late Fees In Effect	12	13	14	15	16
17	18 Resident Advisory Board Meeting – 5:30 p.m. @ Apt. Towers	19	20 MHA Board Meeting–5:30 p.m. @ Apt. Towers	21	22	23
24	25	26	27	28	29	30
31						