

CLAY CENTER HOUSING

MARCH 2015



Office Hours:

9AM - Noon Monday - Friday

1PM - 4PM Monday & Wednesday

Please call before coming to the office to verify that someone is available to speak with you. Make arrangements to pickup packages between 8:00AM and noon. If you have a lock-out, call 632-2100 or come to the office. Only in an emergency, on weekends or evenings should you call 785-447-9352.

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

If you have a work order, CALL the office. Please leave a message stating the unit number, nature of the problem and whether maintenance has permission to enter. It is NOT necessary to come to the office, just call. Your needs will be addressed as soon as possible in the order of urgency.

330 West Court Street Clay Center, KS

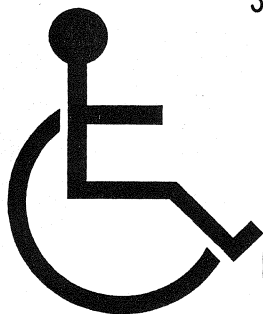
Telephone: 785-632-2100

Fax: 785-632-6363

Website: claycenterhousing.com

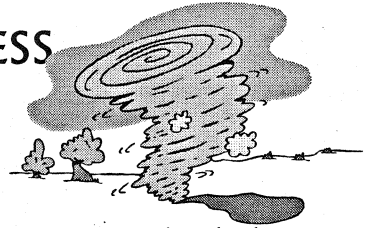
Like us on Facebook!

KS Relay Center TDD 800-766-3777



**EQUAL HOUSING
OPPORTUNITY**

SEVERE WEATHER AWARENESS



- Know your emergency plan on where to seek shelter in case of severe weather, tornado, or a fire. At Apollo pay attention to the message that is relayed through the speakers of the emergency system.
- If you hear thunder, stay indoors to protect yourself from lightning. A study published by the National Weather Service is loaded with statistics on lightning deaths in the United States. For instance: did you know most lightning deaths occur during what is deemed "leisure activity?" Or that 82% of people killed by lightning are male?
- Stay informed about current severe weather conditions by tuning in to a weather radio, television, or the internet. A weather radio and extra batteries is your best plan in case of power outages.
- Know how to communicate to others quickly when emergency action is required. Be prepared to help neighbors who may have mobility or other health issues.
- Participate in drills to make sure things run smoothly and problems can be worked out. Have you made arrangements if you can't get out by yourself?

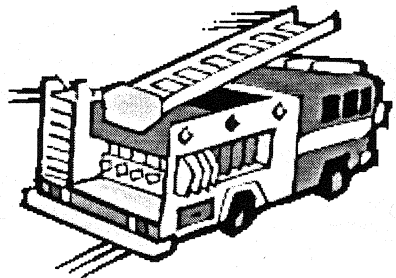
Parkview & Apollo - When the sirens sound, grab your keys, flashlight and cell phone, go into the hallway away from any windows and close & lock the apartment door behind you. Go to the safe area for your building and floor and wait for the all clear. If you are on the top or bottom floor you should go to any other floor. At Parkview you can also go into the stairwells as there are no windows.

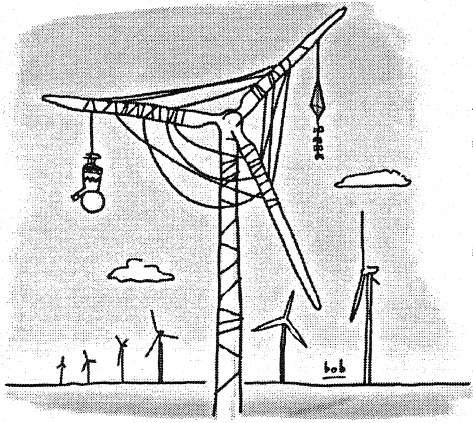
Tolin Terrace - **DO NOT wait until the sirens sound!** If a severe storm is brewing, head across the street to Apollo and Parkview. You can hang out in the lobbies or get comfortable in the 4th floor lounge of Apollo till the sirens sound then move to a safe hallway. You also can go to any of the common areas on floors 2 - 4 of Parkview and wait till things blow over.



IN CASE OF FIRE

- DON'T USE THE ELEVATORS
- DON'T ASSUME SOMEONE ELSE HAS CALLED 911
- KNOW THE LOCATIONS OF ALL EXIT STAIRWAYS
- KNOW HOW TO REACH TWO SEPARATE EXITS
- KNOW THE LOCATION OF THE NEAREST ALARM BOX
- KNOW HOW TO CALL 911





Telling someone to
"go fly a kite"
could be a little
dangerous these days.

FUNNY BUMPER STICKERS

Don't worry what people think, they don't do it very often.

Don't laugh, it's paid for and in front of you.

My opinions may have changed, but not the fact that I am right.

Plagiarism is copying from one source; research is copying from two or more.

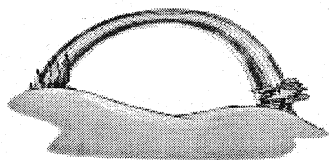
Live long enough to be a problem to your kids.

I believe the internet is an information source, not a lifestyle choice.

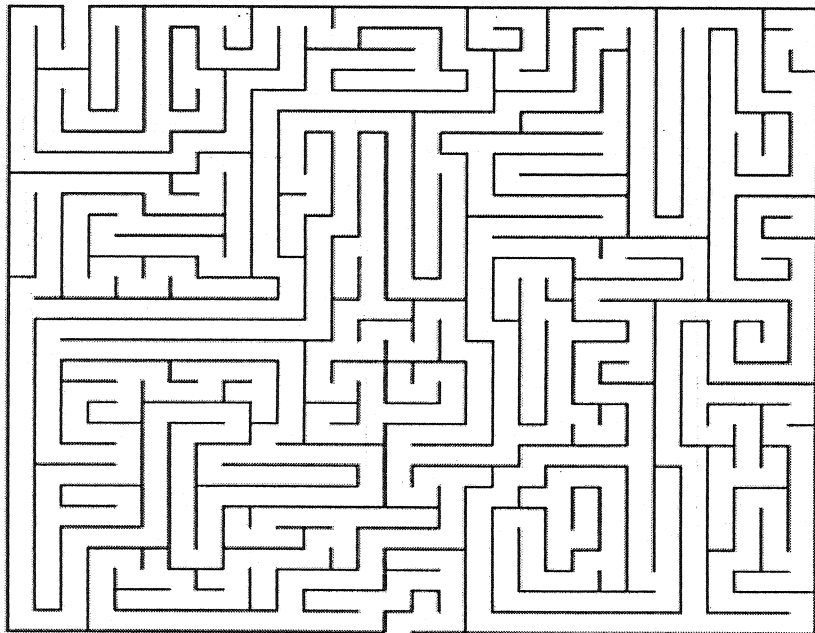


Who makes it,
has no need of it.
Who buys it,
has no use for it.
Who uses it,
can neither see nor feel it.
What is it?

St Patrick's Day Maze



Can you find the way from the rainbow to the pot of gold?



TENANT NOTICES

Laundry Rooms - When using the machines please remember to leave the washer door open and empty the lint screen on the dryer when you finish. Don't use too much laundry detergent and always wipe out any residue your clothes may leave behind. Don't leave your clothes unattended for an extended period of time. Others will need the machines.



Our machines are not large enough to handle heavy loads so please don't overload them. Any item with a flammable liquid on it **MUST NOT** be washed and/or dried in these machines. Use consideration for your fellow tenants when you have a noisy load (canvas shoes or items with metal buttons). Don't do this type of load before 8 AM or after 9PM.

If you have problems with the coin machine call the office. When the washers & dryers are out-of-order or take your money, call COINMACH with the machine ID and nature of problem. Do **NOT** put any signs on the machines or on the walls.

Wheelchairs & Scooters - Please remember there may be slower individuals in the hallways and common areas. Speed isn't necessary but caution is important. Damage

occurs if you aren't careful and that can be expensive.

Stairwell Doors - All the doors to the stairwells must be completely closed at all times but please don't slam them. If a door doesn't close completely gently push it shut. If a door bangs all the time, hang on to it to prevent it from slamming.

Elevators - Do not block open the doors to the elevators. When moving large items or making several trips, please notify the office in advance so the elevator may be locked off.

Trash - Someone is still tossing loose items down the trash chutes. ALL TRASH SHOULD BE IN TRASH BAGS WHICH ARE TIED SHUT but not over-stuffed. Do NOT use grocery sacks. Carry outside all pet waste, glass, grease and liquids. Breakdown and carry outside all boxes.

Financial Planning/Budgeting Class

March 18th 2 - 4 PM

Media Room at Apollo Towers



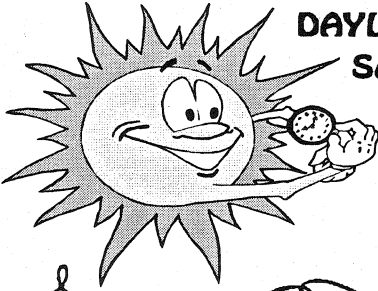
Fair Housing Information Meeting

April 15th 2 PM

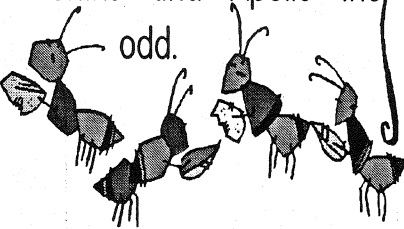
Community Room at Apollo Towers



**SET YOUR CLOCKS AHEAD ONE HOUR MARCH 8th FOR
DAYLIGHT
SAVINGS
TIME**



SPRAY DAY - Wednesday
March 11th is bug spray
day for Apollo Towers.
Spray day is always the
second Wednesday of the
month and will start
around 8:30 AM. Parkview
and Tolin are the even
months and Apollo the
odd.



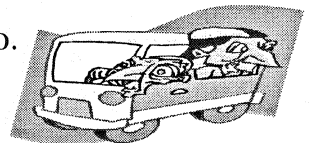
*Beauty Shop
Arlene Stewart
For an appointment, call
(785)630-0742
Located on the first floor of
Apollo Towers by
the community room.*

MARCH



Unit inspections for 1st &
2nd floors at Apollo are
scheduled for **Thursday,**
March 12th. You do not
have to be present but will
begin around 9AM.

For information or questions on the Friendship Meals program,
please call 632-5767 or contact Amber in the Nutrition Office
located next to the south entrance of Apollo.



General Public Transportation Mini-Bus Service

Call 632-2447 and schedule your ride today!