



# HALSTEAD HOUSING AUTHORITY

## In the Neighborhood Quarterly Newsletter 4<sup>th</sup> Quarter Edition

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### Roofing Has Begun

Mid-Kansas Construction was on site in August. They replaced 3 roofs at Cottonwood Acres. Meadowlark roofs will be replaced in October. Sunflower Height's roofs will be replaced in the spring. Cottonwood is also anticipating 3 more roofs replaced next summer/fall.



### Trim Painting at Cottonwood

Trim Painting is underway in Cottonwood Acres. McKee Painting has been on site the past few weeks and is halfway through with their work. Weather permitting the painting will be complete before October 31.



### Gutter Helmet at Meadowlark

Gutter Helmet removed panels which will be replaced after the roofing is complete at Meadowlark.



### Halstead Housing Authority Resident Advisory Board (RAB)

We will be scheduling our first RAB meeting in October. Nikki will be contacting individuals that expressed interest in the near future. The purpose of the RAB is to help the Housing Authority with the 5-Year Plan for 2015-2020.

Help Make a Difference!

### Occupancy – 3rd Quarter

#### Cottonwood Acres:

July – 100% Occupancy  
Aug – 100% Occupancy  
Sept – 96% - 1 Vacancy

#### Meadowlark:

July – 100% Occupancy  
Aug – 100% Occupancy  
Sept – 100% Occupancy

#### Sunflower Heights:

July – 95% - 1 Vacancy  
Aug – 100% Occupancy  
Sept – 100% Occupancy

### Energy Audit

The 5 Year Plan requires the Housing Authority to conduct an Energy Audit every 5 years at Sunflower and Meadowlark. There will be an auditor on site in the near future to test apartments for energy consumption/usage. Tenants will notified if their apt. will be tested or if utility information is needed



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Save the Date!



Important Dates to Remember!

October

- Wed Oct 8 Tenant/Staff Meeting - Community Rm - 9-10 a.m.
- Wed Oct 15 Board Meeting - HHA Office - 3-4pm
- TBD Oct \*\*\* HVAC Filter Changes at Meadowlark & Sunflower Heights
- TBD Oct\*\*\* Resident Advisory Board Meeting
- Fri Oct 31 Chili Halloween West Cottonwood Parking Lot - 5:30pm  
OR for Inclement Weather - Community Building

November

- Sun Nov 2 Daylight Savings Time Ends – Clocks Back 1 Hr.
- Tue Nov 11 Veteran’s Day – Holiday Office Closed
- Wed Nov 19 Board Meeting – HHA Office - 3-4 p.m
- Fri Nov 21 Community Room Thanksgiving Meal - 5:30pm
- Thur Nov 27 Thanksgiving – Holiday Office Closed
- Fri Nov 28 Day-After Thanksgiving – Holiday Office Closed

December

- TBD Dec \*\*\* HVAC Filter Changes at Cottonwood Acres
- Wed Dec 10 Tenant/Staff Meeting – Community Room – 9-10am
- Wed Dec 17 Board Meeting - HHA Office - 3-4pm
- Sat Dec 20 Christmas Party – Community Room - 5:30pm
- Thur Dec 25 Christmas – Holiday Office Closed
- Fri Dec 26 Floating Holiday – Office Closed
- Wed Dec 31 New Year’s Eve Party – Community Room - 6:30pm

\*\*\* Dates not listed in quarterly newsletter will be posted via: Memo / Office Door / Website



HEADS UP!

We will have the Annual Maintenance Inspections in January for all apartments: Cottonwood Acres, Meadowlark, & Sunflower Heights.

Put this page on your fridge for easy reference

Quarterly Quote:

“Before you criticize someone you should walk a mile in their shoes. That way, when you criticize them, you are a mile away and you have their shoes.”

Jack Handey



## Holiday Safety Tips

### Here are a few holiday safety tips from the National Safety Council:

- Never use lighted candles near trees, curtains, or any flammable item
- Never leave Candles burning when you are away or while sleeping
- Artificial Snow can be harmful to lungs so follow directions carefully
- Make sure Christmas Trees do not block doorways
- Only use Indoor Lights for Indoors and Exterior Lights for Outdoors
- Check lights – replace or repair any damaged light sets prior to use
- Turn off all holiday lights & decorations when you go to bed or leave
- Only thaw turkeys in a refrigerator 3 days ahead NEVER at room temp
- Be prepared! Keep a Winter Emergency Kit in a safe place:
  - Flashlight
  - First Aid Kit
  - Wooden matchsticks (in waterproof container)
  - Candle(s)
  - Non-perishable foods: Energy Bars, Nuts, Dried Fruit, etc.
  - Ice Scraper / De-Icer Spray

For More Tips: <http://www.nsc.org/Documents/Holiday%20Safety%20Tips.pdf>

## Utility Allowances

Based on the annual Utility Analysis our current Utility Allowances will be as follows:

**Cottonwood Acres Current Amt = \$47.00 / Effective Jan. 1, 2015 = \$56.00**

**Meadowlark & Sunflower Heights:**

1 BR = \$123

2 BR = \$158

3 BR = \$229

Last quarter, the Housing Authority conducted the annual utility analysis project wide. The housing authority analyzed annual billing information for each apartment size to determine whether that amount increased or decreased by more than 10%. Based on the analysis findings, Sunflower Heights & Meadowlark apartments Utility Allowances will remain the same. Cottonwood Acres utility allowances will increase from \$47 to \$56 effective January 1, 2015. This increase in allowance will actually lower Cottonwood Acres income based rents by \$9/month. Cottonwood tenants will receive formal notification of this change as we get closer to the calendar year end.

Tenants paying Flat Rent amounts will not be affected by any changes to utility allowances. If you have any questions contact the office.

## Senior Health Insurance

**Counseling for KS**  
SHICK educates the public and assists consumers on topics related to Medicare and health insurance so they can make informed decisions. Counseling is free, unbiased, confidential, and available to anyone with questions about Medicare.

A SHICK Counselor is planning to be on site soon.

Contact the office for more info.



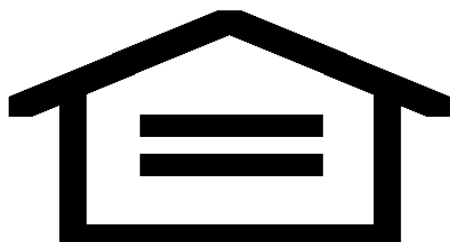
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## Access us on the web!

Tenants can send us messages (privately) on Facebook:

<https://www.facebook.com/HalsteadHousingAuthority>

OR

View upcoming dates/events, place maintenance requests, or get apartment tours on-line:

<https://www.halsteadhousingauthority.com>



### **Mike's Dream Coffee Cake**

Recipe By: "Mike" Kimball

***Thank you Mike!***

#### **Ingredients:**

1	Yellow Cake Mix	1 ½ tsp	Cinnamon
1 c	Vegetable oil	1 ¾ c	Walnuts
4	Eggs		(chopped)
1 c	Sour Cream		
¾ c.	Sugar		

#### **Directions:**

1. Pre-heat Oven 350°.
2. Grease a 13" x 9" pan.
3. Combine cake mix, oil, eggs, & sour cream in a large bowl. Beat 2 minutes.
4. Mix Sugar, cinnamon and walnuts in a medium bowl.
5. Spread ½ the batter in pan. Sprinkle half the walnut mixture over top. Repeat with remaining batter and walnut mixture.
6. Bake 40 minutes or until inserted toothpick comes out clean.

Approx. 20 servings