

# Decatur Housing Authority

## March 2022 Newsletter

Decatur Housing Authority  
1808 E. Locust Street  
217-423-7711  
www.decaturhousing.com



### DATES TO REMEMBER

#### **March 1 - Rent Due\***

March 17 – St. Patrick's Day

*Please Do Not Slide Your Rent Payment Under Office Door at The High-rises. You can pay rent by mail, drop box at main office (1808 E Locust St.) or pay at Busey Bank. Just a reminder, if paying at Busey Bank, you must pay full amount and have your statement with you.*

### DISTURBANCES

A reminder to all residents to be considerate of your neighbors who may work or may not be feeling well.

Please keep from disturbing residents' peaceful enjoyment of their accommodations throughout the day and during late hours.

Keep in mind of the following lease violations can result in an eviction notice:

-All music/noise must be kept at a minimum between the hours of 10:00pm and 6:00am.

-Drinking or being intoxicated/loud in the common area, which includes hallways and balconies.

-Visitors may not be in your unit if you are not home. You are held responsible for your visitor's actions and any lease violations.

If you are aware of a person who is violating the lease, please call property manager, Jassmin Hobbs at 423-7745, ext. 3016.

**\*\*Calls are kept confidential\*\***

### REGISTERED VEHICLES

Vehicles must be in working condition and registered with DHA to be parked on DHA property or it will be towed.

If you have any questions or need to register a vehicle, please call property manager, Jassmin Hobbs at 423-7745, ext. 3016.

### DAYLIGHT SAVINGS

Do not forget to move your clocks an hour ahead on March 13<sup>th</sup>.



### Terri Goodman, Executive Director

#### **Decatur Housing Authority**

1808 E. Locust Street  
Phone: 217-423-7711  
Fax: 217-423-7771  
www.decaturhousing.com

#### **DHA Public Housing Staff:**

**Diane Hackert,**  
Facilities Director

**Jassmin Hobbs,**  
Property Manager

**Tracey Green,**  
DHA ROSS Service Coordinator

**Stacie Conder,**  
Scattered Sites - Leasing Specialist

**Carolyn Foster,**  
Hi-Rises - Leasing Specialist

**Shara LeBeau,**  
Finance Director

**Jeff Calvert,**  
Maintenance Superintendent

**Rebecca Hutchinson,**  
Office Assistant/Receptionist

**Emergency Number:**  
**217-423-3400\***

**\*after 4:30pm M-F & during  
weekends & holidays**

### REPORT CHANGES

You are required to report all increases as well as decreases in household income, employment changes and any changes in the family household size within 14 days of the change.

Failure to report as required may result in a retro charge and failure to pay that charge may result in termination of your lease.

Report of Change forms (yellow) are kept in black mailbox by main office front door or at each of the Hi-Rise offices.



## SPRING CLEANING

To spring clean means to clean up dirt from your ceiling all the way to your floor. It is indeed a broad definition – wiping and dusting off every surface and furnishing in unit, decluttering, and throwing away what you don't need.

As spring approaches, it is a good time to do the following:

1. Pull all kitchen appliances out and clean behind them
2. Wash down walls and windows
3. Organize and clear clutter from rooms
4. Pick up any trash/debris in yard as snow is melting

Be sure to place your garbage in plastic bags tied up before putting it into garbage toter. Just a reminder, the recycle toter is only for plastic, paper, and glass products. They will not empty toter if garbage is placed inside it.

If you have items to be picked up and hauled away, please call into the office to let us know.



## LOOKING FOR A JOB?

The Decatur Illinois workNet **One-Stop Center** provides access to job information, employment listings, career development and professional career guidance.

- Resume Development.
- Staff to assist with your job search.
- Access to Illinois workNet and Illinois Jobs Link
- Access to computers, fax, copy and phone.
- Workshops include resume development, interview skills, job search, on-line job applications and basic computer.

**Visit the Resource Room located at: 757 West Pershing Road, Decatur, IL 62526**

## FIRE PREVENTION TIPS

Majority of home fires start in the kitchen. The following tips are to make your kitchen a safe one.

- Do not wear loose fitting clothing when cooking, as they are easy targets to catch on fire.
- Always turn pan handles in to prevent food spills.

Make sure that you keep potholders and towels away from the stove.

- Replace any old or frayed electrical cords on your appliances.

### **-NEVER LEAVE YOUR COOKING UNATTENDED.**

- If a fire should occur on the stove, slide a pan lid over the flames and then turn off the heat.
- If a fire should occur in the oven keep the oven door closed and turn off the heat to smother the fire.
- Always keep a fire extinguisher in the kitchen. Make sure it is kept in an accessible place away from the stove and oven.
- If the fire does not go out quickly, use your escape plan and call the fire department immediately.



### Did you know...

*When the dandelions bloom early in spring, there will be a short season. When they bloom late, expect a dry summer.*