

September 2016



Fall

Days Closed

September 5th

Holidays

SEPTEMBER 5TH
LABOR DAY

Other notable days

SEPTEMBER 22ND
FIRST DAY OF AUTUMN

Please do not send in payments to the office and ask for them to be held until a certain date. We will send your payment back to you if you ask us to hold it. If you do not have enough funds, please wait to make your payment until you do.

REMINDER: Amber is not available on Tuesdays and Thursdays. If you need her you will have to leave a message and she will get back to you as soon as she can.

In order to save on postage we will only be sending out monthly statements to tenants that owe electric bills, deposits or charges other than monthly rent. If you do not receive a statement then all you owe is your monthly charges.

Please make sure the office has your correct mailing address and phone number. We have items we have to mail to you and we need to have the correct address on file.

Events around the County



September 9-10
New Canton Harvest Festival
Parade, Food, Family
entertainment, Pageants

Griggsville Apple
Festival September
16-18. The
Magnificent Mile
Parade, food,
queen pageants.

Milton Corn Carnival will
be held on September 23-
25. Friday night
pageants, Saturday
includes a parade, games,
food, and entertainment

SEPTEMBER 1-4
PITTSFIELD
FALL FESTIVAL
PARADE,
PAGEANTS,
FOOD,
ENTERTAINMENT

The following picture is of our Executive Director, Chris Bruns with the Barry Fire Department Chief donating our S10 truck that was damaged in an accident in March. Pike County Housing Authority is donating this vehicle to the Fire Department to practice using their Jaws of Life equipment.



We require a **30 day notice** if you plan to move out of your apartment. If we do not receive this notice you will forfeit any deposit you have paid. Also you will forfeit your deposit if you do not stay in your apartment for at least one year. If you are transferring to another apartment you do not need to give a 30 day notice.

For those that pay with a credit or debit card each month, there are two ways to pay online. We would encourage you to try these options before calling and paying over the phone if possible. Go to pikehousing.com and check out the online payment options. When making an online payment you must notify the office if any part of your payment is for deposits, formal agreements or electric bill.

How late fees work....If your account balance is not paid by the end of the month you will receive a \$25.00 late fee whether you owe .01 or \$100.00. If the balance is not paid in full by the end of the next month you will receive another late fee of \$25.00. You will keep receiving \$25.00 late fees until the balance is paid in full. Payments are due by the last working day of the month. EX: End of the month is on a Saturday or Sunday, the last working day is the Friday before those days.

During the 4th of July holiday weekend, we had an accident at one of our sites that significantly damaged one of the buildings and personal belongings of the tenant. Our insurance does not cover damages to personal property. In order for your property to be covered you should have renters insurance.

We have had quite a few calls about Community Service. If you are not working at least 30 hours a week you must be doing community service. There are no exceptions. The only persons exempt from community service are those that are 62 years of age or older or if you have a documented disability. Going to school full time shows you are completing your community service. We must have signed documentation from your school that you are attending. Community service is a requirement of your lease and by not doing this you are violating your lease and could have your lease terminated. This is per HUD, not per Pike County Housing Authority. Paying rent does not exempt you from community service, the only exemptions are stated above. Anyone in the household that is 18 or over on the lease, must be either attending school, working at least 30 hours a week, or doing community service.

Beginning January 1, 2017 all Pike County Housing Authority properties will be smoke free. You will have to be **at least** 15 feet away from the buildings in order to smoke outside of your apartment.

For our tenants that are 62 and over that pay flat rent, we do not need your medical receipts unless you are wanting us to recalculate your rent to see if income based rent would be lower.

Please turn in any recertification paperwork as soon as possible.

Tobacco Quit Line

1-800-QUIT-NOW

toll-free

1-800-784-8669

QUITLINE.COM

Office Hours are 8-5
Monday thru Friday.
We are closed from
12-1 daily for lunch.



Pike County Housing Authority

838 Mason St.
P.O. Box 123
Barry, IL 62312

Phone: 217-335-2616
Fax: 217-335-2406

www.pikehousing.com

Pike County Housing Authority
Trespass Policy¹

Introduction

This section explains the Pike County Housing Authority's (PCHA) trespass policy, based on HUD regulations, HUD guidance, and PCHA policy decisions.

PCHA policies related to trespass are broken out into 5 sections:

Section I: Residents Right to Guests and Visitors. This section describes PCHA's resident's rights to have guests and visitors.

Section II: Authorized Persons. This section describes what persons are considered authorized to enter the premises of PCHA property.

Section III: Unauthorized Persons. This section describes what persons are NOT considered authorized to enter the premises of PCHA property.

Section IV: Criminal Trespass. This section defines criminal trespass, describes what criminal trespass is, who is subjected to that status, and how long the status remains with the person.

Section V: Criminal Trespass Appeals. This section describes the resident's right to appeal the criminal trespass status.

Section I: Residents Right to Guests and Visitors

I.A. Overview

The PCHA has substantial and meaningful ties to the residents of public housing and the surrounding communities. For this reason, it is essential to establish policies that protect the right of tenants to have visitors and provide the PCHA with a tool to keep disruptive and dangerous persons off of housing development property.

HUD provides no guidance on the subject of trespass. Therefore, the PCHA must have specific policies in place to deal with the issue in an ethical and legally sound manner.

I.B. Guests and Visitors

PCHA Policy

PCHA residents have a right to have both visitors and guests to their public housing unit. A visitor is an individual who is not being provided accommodations (staying) in the unit. A guest is a person who is being provided accommodations (staying) in the unit. The resident is responsible for the behavior of both visitors and guests. Both visitors and guests must conduct themselves in a manner that is not in violation of the tenant's lease.

I.C. Approval of Guests and Visitors

PCHA Policy

All guests require prior written approval of the PCHA since they are being provided accommodations (staying) in the unit. Visitors do not require prior written approval of the PCHA since they are not being provided accommodations (staying) in the unit.

Section II: Authorized Persons

II.A. Authorized Persons

HUD guidance regarding trespass is minimal, leaving it up to the PCHA to develop reasonable policies.

The PCHA can define what persons are authorized to be on the public housing property. For example, the PCHA may only authorize residents to be present on the property or the PCHA may also allow guests and visitors to be present.

PCHA Policy

Entrance to PCHA property is restricted to PCHA residents, their household members, authorized guests, and visitors entering with the resident's permission, as well as PCHA staff, commissioners, PCHA agents, contractors, security and law enforcement officials carrying out official PCHA or law enforcement business.

II.B. Visitors Entering with Resident's Permission

The PCHA can require written notification from the resident when a visitor is expected, or the PCHA could seek a resident's approval of that visitor at the time the visitor enters the property.

PCHA Policy

The PCHA will not require written notification from the resident when a visitor is expected, but the PCHA will seek a resident's approval of a visitor's presence at the time when a visitor is observed on the property. If the PCHA is unable to confirm the tenant's approval of that visitor, they will be required to leave the property.

Section III: Unauthorized Persons

III.A. Unauthorized Persons

The PCHA has discretion to define what persons are not authorized to enter the public housing property.

PCHA Policy

The following persons are not authorized to enter the public housing property:

- Visitors who do not have the approval of the tenant to visit their unit.
- Residents without valid identification.
- Residents or persons who are "barred" for Criminal Trespass from any PCHA property.
- Evicted from federally assisted housing for drug-related criminal activity.

- Convicted of the production or manufacture of methamphetamine on the premises of federally assisted housing.
- Registered sex offenders.
- Felons convicted of the production of methamphetamines.

III.B. Consequences for Unauthorized Persons

PCHA Policy

The PCHA or its agents will require unauthorized persons to immediately leave the property. If the unauthorized persons immediately leave the property then there will be no further action. If the unauthorized persons do not immediately leave the property then they will be subject to the Criminal Trespass provision in this policy as outlined in Section IV, below.

SECTION IV: Criminal Trespass

IV.A. Overview

If it becomes necessary to hold someone responsible for trespassing on public housing property, it is essential that the policies for doing so are specific, understandable, and available to all effected.

IV.B. Definition of Criminal Trespass

PCHA Policy

The definition of Criminal Trespass for this policy is the definition of such found in the State of Illinois statutes.

Criminal Trespass is when a person knowingly and without legal authority enters or remains within or on a building; or enters upon the land of another after receiving, prior to such entry, notice from the owner or occupant that such entry is forbidden; or remains upon the land of another, after receiving notice from the owner or occupant to depart; or presents false documents or falsely represents his or her identity orally to the owner or occupant of a building or land in order to obtain permission from the owner or occupant to enter or remain in the building or on the land.

A person has received notice from the owner or occupant, that he/she has been notified personally, either orally or in writing, of a printed or written notice forbidding such entry that has been conspicuously posted or exhibited, at the main entrance to such land or the forbidden part thereof.

IV.C. Persons Subject to Criminal Trespass

PCHA Policy

Persons who are considered to be in violation of the Criminal Trespass statute, and therefore this policy, are unauthorized persons who do not leave the public housing property when required to do so by this policy, the PCHA, the PCHA's agents, or those whose behavior on site is a:

- Disturbance of the resident's peaceful enjoyment of the premises.

- Destruction of the public housing property.
- Threat to the health or safety of residents, PCHA staff, or their agents.
- Drug-related criminal activity.
- Illegal use of a drug.
- Pattern of illegal use of a drug that interferes with the health, safety, or right to peaceful enjoyment of the premises by residents.
- Criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents (including PCHA staff residing on the premises) or by persons residing in the immediate vicinity of the premises.
- Abuse of alcohol or a pattern of abuse of alcohol that threatens the health, safety, or right to peaceful enjoyment of the premises by residents.

IV.D. Consequences of Criminal Trespass

PCHA Policy

When a person is subject to the Criminal Trespass statute and this policy, they:

- Must leave the property immediately or the PCHA will have them arrested for Criminal Trespass.
- Must not return to the property or any other PCHA property or the PCHA will have them arrested for Criminal Trespass.
- Residents known to associate with a banned individual shall receive notice that the individual is banned from PCHA property. The notice shall also state that pursuant to the Resident's lease, the resident or members of the resident's household shall not allow the individual who has been banned from entering the property. Allowing the individual onto PCHA property shall be considered a lease violation.

IV.E. Criminal Trespass Resulting in "Barred" Status

PCHA Policy

Persons who are subject to the Criminal Trespass statute and this policy will be "barred" from the property where the incident(s) occurred and any other PCHA property for the time periods noted in Section IV.F., unless they have been successful in seeking "appeal" from the PCHA as detailed in Section V.A.

IV.F. Length of Criminal Trespass for "Barred" Status

PCHA Policy

The persons subject to the Criminal Trespass provision in this policy will be considered to be “barred” from PCHA property for the following time periods:

One year

- Visitors who do not have the approval of the tenant to visit their unit.
- Residents or persons “barred” for Criminal Trespass from any PCHA property for reasons other than those listed in Section IV.F.

Five Years – Misdemeanors

- Registered Sex Offenders other than those subject to life time registration.
- Drug-related criminal activity.
- Violent criminal activity.
- Criminal activity that threatens the health, safety, or welfare of tenants includes:
 - Criminal activity that threatens the health or safety of PCHA staff, contractors, subcontractors, or agents.
 - Criminal sexual conduct, including but not limited to sexual assault, incest, open and gross lewdness, or child abuse.

Ten Years – Felonies

- Registered Sex Offenders other than those subject to life time registration.
- Drug-related criminal activity.
- Violent criminal activity.
- Criminal activity that threatens the health, safety, or welfare of tenants includes:
 - Criminal activity that threatens the health or safety of PCHA staff, contractors, subcontractors, or agents.
 - Criminal sexual conduct, including but not limited to sexual assault, incest, open and gross lewdness, or child abuse.

Lifetime

- Conviction for drug-related criminal activity for the production or manufacture of methamphetamine on the premises of federally assisted housing.

- Subject to a lifetime registration requirement under a state sex offender registration program.

SECTION V: Criminal Trespass Appeals

V.A. Criminal Trespass Appeals Process

PCHA Policy

A resident may request a hearing to remove the “barred” person from the PCHA’s Criminal Trespass list in accordance with the PCHA’s Grievance Procedure as detailed in their Admissions and Continued Occupancy Policy (ACOP). If it is the determination of the Hearing Officer to remove the person from the Criminal Trespass list, the Executive Director or designee will remove him/her from the Criminal Trespass list.

8/18/16 Version

Brown Bag Lunch & Learn Series: Parenting

From potty training to prom, parents are faced with tough, ever changing challenges as their children grow from infants to adults. Bring your lunch, share your experiences with other parents, and get tips on how to handle everyday issues with this **free** class. Sibling and parent child conflicts, family dinners, allowances, screen time, teen issues, the sex talk, blended family issues, and other topics will be covered. You may attend all the sessions or only the ones that interest you. Registration is not required but is encouraged. Please call 217-641-4941 to register.

Cost: Free Instructor: Bill Durall

Thursday's | September 15th-November 17th | **12:15-1:15pm**

CRN: **37030**

Room: P105 John Wood Pittsfield Center, 1308 Washington St., Pittsfield, IL 62363

Phone: 217-285-5319

Topics by week

September 15	Parenting basics and discussion of specific participant interests/issues
September 22	Effective family communications
September 29	Love, support, and other foundational issues
October 6	Conflict resolution strategies
October 13	Scheduling Issues/priorities
October 20	Allowances, family dinners, and other logistics issues
October 27	"Screen time" and other issues with electronic devices
November 3	Teen Troubles
November 10	"The Sex Talk"
November 17	Blended family issues

We are wanting to know if any tenants are interested in receiving your monthly newsletter or statements by e-mail. If you are interested in this please fill out the bottom of the sheet and return it to the office. We are trying to find ways to save on postage, the amount of mail that we send out to tenants and save the environment.

Name: _____

E-mail Address: _____

