Dunn Housing Authority

Summer Edition 2022

Community Pride







A member of the City of Dunn Police Department is now a resident of the Dunn Housing Authority at Harnett Terrace. Kennise is a great asset to the Police Department and to Harnett Terrace. If you see her in the community take the time to say hello. She always has that smile and a great personality to go with it. Please, make her feel welcome. We are so honored to have you.





Board Of Commissioners

Inside this Edition: **Rent Policy** Late Rent **Maintenance Emergencies Plumbing Issues** Grills **Smoke free policy Hours of Operation**



Dunn Housing Authority 817 Stewart Street **PO Box 1028** Dunn, NC 28335 910-892-5076



Rent Collections Policy

Rent and other charges are due and payable on the 1st day of the month. As a safety measure, NO CASH shall be accepted. Dunn Housing Authority has established the 5th day of each month as the time through which rent payments and/ or other charges are due will not be considered late. There will be a late charge assessed monthly after the due date for any delinquent rent balance owed to the Housing Authority. After the 5th day, al egal notice of termination will be issued to all Residents who have not made their payment.

Dunn Housing Authority will not accept partial payments for rent and/ or other charges unless approved by the Executive Director.

If rent and/or other charges are paid by a personal check and the check is returned by the financial institution for any reason, this shall be considered a non–payment of rent and will incur a late charge plus and additional \$25.00 charge for processing. Your financial institution may also charge additional bank fees.

Once a personal check is returned, no further personal checks will be accepted. Dunn Housing Authority reserves the right to refuse any rent once legal proceedings have been initiated. Rent payments may be made in person or by using the drop box at 817 Stewart Street Dunn, NC or by mailing to PO Box 1928 Dunn, NC 28335-1028. Please be mindful that all payments must be received no late than 5pm on the 5th day of each month.

Dunn Housing Authority Hours of Operations

Monday thru Thursday from 8:00 am to 5 pm. We take lunch from 12:00 pm until 1:00 pm. On Fridays are hours of operation are 8:00 am until 12:00 pm. Our office is closed for the afternoon.



Maintenance Emergencies

During our hours or operations please do not call the maintenance emergency phone numbers. Please contact the office and give the work order information to Pat and she will place the work order. If it is an emergency she will call the maintenance department.

After hours emergencies would be

Fires-Call 911

Electrical Failures unless it is due to a storm and everyone's power is out.

Gas leaks, Break in water lines, and Lock outs. There is a charge for lock outs.









Are you disposing of your F.O.G correctly?

What is FOG? It's your household fats, oils and grease.

Do not dispose of these types of FOG's down the sink or toilet.

Animal fats (including, turkey, chicken, bacon, meats, lard, gravy and sauces).

Vegetable fats (including Crisco, gravy, sauces, canola oil, vegetable oil blends, olive oil, grape seed oil, coconut oil, peanut oil, corn syrup, molasses, honey, margarine, butter)

Oils used to prepare food (including leftover bacon grease, greases from a cooking pan, stove, oven or grill)

Improper disposal of FOG's can cause sewage blockage, which can also result in an increase of operation and maintenance costs for our local sewer department which can cause higher bills for customers. Also, tossing it out the back door kills the grass and invites insects such as ants, roaches and also mice.

Here are some disposal tips from Cleanwaterways.org:

Pour liquid oils and grease at room temperature into old containers, such as plastic milk containers, water bottles, empty can, or glass jars. Once the container is full, seal it and throw it away with your regular trash.

Scrape fats, grease and food from plates and cooking utensils into the trash can before washing the dishes. Use basket strainer in sink to catch any food particles and empty contents into trash.

Grills

You are allowed to have a grill and use it as long as it is 10 feet away from the building. I have noticed lately that several residents are storing them on their front porches. Please, do not use the porch as a storage place. Put items such as grills, toys and bikes at the back of your unit..

Insects

A few tips on how to keep roaches and ants away. Keep trash emptied regularly. Do not store food in refrigerator without it being in an air tight container. Do not store pan with oil or grease in your ovens (which is also a fire hazard). If you wipe down your stove and countertops after cooking this will also help to keep insects away. Also make sure to report any water leaks that you have. Roaches are also attracted to water.

Tossing grease or oil out your back door also attracts bugs off all kinds. If you detect that you have a wasp nest around your unit call in a work order and maintenance will take care of it.





Smoke Free Policy

As you know our properties are smoke free. This policy has been in place since July 18, 2018. This is a HUD policy. It has not closely been enforced but, going forward it will be. If you do smoke you will need to smoke 25 feet away from the building. If you need a copy of the Smoke Free Policy you can contact the Administrative Office and we will gladly get one to you. Please, dispose of your cigarette butts properly. If cigarette butts are found on the ground around your apartment you will receive a warning and the 2nd offense you will be charged 25.00.



Contractors

When outside contractors are on the properties such as landscapers, concrete maintenance or tree maintenance please do not communicate with the contractor. They are contracted through the Administrative office. If you have any concerns please call the office 910-892-5076.

<u>Trash!</u>

This subject is mentioned in every newsletter that goes out. But, trash on the property does not make it have good curb appeal. A trash bin that is too full is not only an eyesore but, if the lid is opened the birds and other wildlife are ready to eat. And, if it happens to be a windy day it will blow the loose trash and paper all over the property. Please, remember to secure the lid on your trash bin when you place it by the curb and remember to move it back behind your unit when it has be emptied.

Grocery Carts

If you have to use a grocery cart please do not leave it sitting around on the property.









Congratulations to the Class of 2022 Hannah Matthews Malachi Thompson Zinneria Blue Darrious Spears If I missed anyone please, call and let me know.



In Memory of Residents Who have passed. Cody Sparks 11/17/2021 Eliza Smith 6/1/2022 You are missed.



