

Stevens Point Housing Authority

Resident News

Hi-Rise Building

New Office Schedule

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The Stevens Point Housing Authority (SPHA) is updating its office hours starting Monday, June 5, 2023.

Office will be open **Monday to Thursday** from 9:00 a.m. to 3:00 p.m. and by appointment only from 8:00 a.m. to 9:00 a.m. and 3:00 p.m. to 4:00 pm.

On **Fridays**, the office will be open from 9:00 a.m. to 12 noon, and by appointment only from 8:00 a.m. to 9:00 a.m.

The best way to make an appointment is to text (715) 200-3772, e-mail, or call (715) 341-3444 the SPHA staff member you want to meet with. Whenever possible, e-mail contact is recommended. You can find a list of SPHA staff e-mails and phone extensions on Page 5.

We encourage you to use the SPHA's drop-box in the entryway of the office building at 1300 Briggs Court for rent payments and documents. No envelope is needed, but please ensure your full name and full address including the apartment number are listed.



www.facebook.com/StevensPointHA

Don't forget to check us on our Facebook page. SPHA-Facebook page will give you a quick and easy way to stay connected with our SPHA community. You can also find events, announcements and ask questions. Check our new pictures of the units at Madison View, Scattered-Sites and Hi-Rise Manor.



Tenants Updated Information

Dear tenants, please remember to update your information any time you get a new/different car, change your phone number or email address, get a new or change jobs, and any other change in your income or household composition. Please call or stop by the office, (715) 341-3444, Ext. 2.



Paying Your Rent

Rent is due the first day of every month unless you have an agreement with Denice. Reach out early on if you have trouble paying rent. Do not wait till the last minute to get help. If you do not pay your rent and do not communicate on a plan to pay your rent, you may face eviction. The recommended option to pay your rent is by electronic transfer so you do not have to worry about being late.

Options to Pay Rent:

- Online through Zelle or Zego (via your bank or App). Call or email if you need help.
- Electronic transfer (ACH) from your bank. Call or email to set it up.
- Bill Pay using your bank.
- Personal check or money order (**NO CASH**). Use the after-hours drop box at 1300 Briggs Court or mail it to the office (ask for prepaid envelopes). Write legible name and full address including apartment number on payment.



Senior Farmers Market Nutrition Program

You can be eligible for the Senior Farmers Market Nutrition Program (SFMNP) if you are 60 or older or a Native American age 55 or older, and your gross annual income for one person household is \$26,973 or your monthly income is \$2,248.

If you qualify, come to the Lincoln Center on the dates and times below.

June 12: 10:00 to 11:00 a.m.

June 20: 2:30 to 3:30 pm

June 27: 9:00 to 10:00 pm

Walk-ins will not be accepted. If you do not have transportation or need more information contact ADRC at (715) 346-1401.



Parking at Hi-Rise Building

Who can park on the premises?

Only cars with a parking permit are allowed in the back of Hi-Rise Building.

How many cars can I park?

One car per resident with driver's license and a legally registered vehicle.

What should I do if I change my car?

You need to request another parking permit.

Would I get a ticket if I don't have a permit?

Yes, any vehicle without a permit will be ticketed and/or towed at the owner's expense.

Can I keep my junk car and/or unlicensed car in the parking area?

No, any vehicle without a permit will be ticketed and/or towed at the owner's expense.

If you have more questions about parking, contact Jay (Ext. 3).

Forward Service Corporation

Learn more about their services, ask questions, and find out how they can help you. They offer options for career seeking, education & training, family support, financial help, and transportation. Address: 1100 Center Point Dr. #201, Stevens Point. Office hours: 1- 2 pm. Phone numbers: 715-544-562 or 715-422-5011. Website: <https://fsc-corp.org>

What to Flush or not to Flush?



Never flush anything but toilet paper down the toilet. Some wipes brands says flushable, but they are NOT. In fact, they are the reason of many plumbing issues and inconveniences for many tenants in the past years. You will be charged for repairs if you cause a septic/plumbing problem.



Need a Bicycle?

If you are unable to afford one, buy a used bicycle in good condition for a reduce cost from Shifting Gears, a Justice Works program. Contact (715) 344-3677 for more information.



Badger Boxes at Farmshed

The Badger State Box advertised on last summer newsletter will be available monthly until the program ends on August 2023. You can enjoy products from Wisconsin farmers like fresh cheese and eggs to mention some. Applicants will self-declare income eligibility. Proof of income is not required.

During summer Farmshed in union with local farmers will be distributing fresh products during summer and fall 2023. More information will be posted on SPHA-Facebook or/and text to tenants. Distribution of both programs will be at Central City Market, 2041 Madison Street, Stevens Point, WI at 11 am. More information contact 715-544-6154.

Annual Inspections Coming Soon!!!

Inspections will be happening at Hi-Rise Building in July, 2023. You will receive a letter in the mail a least two days prior the inspection. In accordance with your Lease, Part I, Section XI, (b), the inspection may be made whether or not you are home. Call Jay if you have questions about the inspection (715) 341-3444 Ext. 3





Vacation/Guest Policy

If I go for vacation, do I have to do something?

Yes, inform the office if you plan to be gone more than three days. Leave phone and address if we need to reach you in case of an emergency.

Can someone visit me for a couple of days?

Our guest policy is seven days per year. Your lease may be terminated if you do not follow the guest policy. Absolutely NOBODY sleeping in the basement of your apartment (city rules).

Can I request a stay extension for my guest?

Yes, you need to present a written request to the office to have your guest stay beyond seven days. You will be charged a guest fee (\$6 per day per person) starting on day eight.

Spring Cleaning!



If you want to get rid of your furniture or any large item, call Jay for an estimation, or contact the City Drop-off at Bukolt Park (100 Sixth Avenue) at 715-346-1537.



The city charges \$15.00 per bulk item (mattress, couch, chairs, misc. furniture, table, etc.). Check it out at [https://](https://stevenspoint.com/368/Drop-Off-Site)

stevenspoint.com/368/Drop-Off-Site. For information on how/what to recycle visit <https://www.stevenspoint.com/249/GarbageRecycling>.

Affordable Connectivity Program

SPHA tenants are eligible. This program offers a discount of up to \$30 per month toward internet services. You can also receive a one-time discount up to \$100 to purchase a desktop computer, a laptop or tablet. Submit your application at ACPBenefit.org. Need a copy? Let us know.

Find more information at [Affordable Connectivity Program Consumer FAQ](http://AffordableConnectivityProgramConsumerFAQ) or www.fcc.gov/affordable-connectivity-program-consumer-faq



Need an Air Conditioner?

Call Routine Maintenance at (715) 341-3444, Ext 8 or at (715) 341-9627 to have your air conditioner installed, just like any other service request.



Before buying your air conditioner unit, make sure it will fit the window opening. Call (715) 341-3444, Ext. 3 if you have questions.

The office will be closed on:

Independence Day: Tuesday, July 4, 2023

Labor Day: Mon., September 4, 2023



Maintenance requests

Now you can request routine maintenance using SPHA website. Visit <https://www.spha-wi.org/request-maintenance>, or by calling/leaving a voicemail at [715-341-3444](tel:715-341-3444) Ext. 8.

100% SMOKE-FREE BUILDING



**Thank you for not
smoking indoors or within
25 feet of our building.**

Federal regulations require all public housing to be smoke-free. Cigarettes, cigars, pipes, hookahs and e-cigarettes are prohibited in all public housing living units, administrative buildings, common areas, laundry rooms, stairways, entry ways, playgrounds and picnic areas.

Although, spring may bring some rain or even snow, you still have to smoke outside 25 feet away from the building. During this pandemic of Coronavirus (COVID-19), it is important to keep healthy, specially your lungs as well as your neighbors. If you feel that your clean air rights are being jeopardized and you think that someone in the building is smoking inside the premises, request a report form to the office.

Residents, guests, visitors, Housing Authority contractors, and staff are included in this ban. The smoke-free area will extend to all outdoor areas within 25 feet of Housing Authority units, playgrounds and offices.

Planning to Move Out?

- ◆ Fill out a "Notice to Move" form giving 30 days of your intent to vacate.
- ◆ You must have completed a one-year lease term, or you will be responsible for each month's rent until the lease ends.
- ◆ At no time will security deposits be used for rent payment.
- ◆ Get a "Move-out Requirements" document to check what you need to do before you leave the department.
- ◆ In summary, you will leave the apartment completely cleaned, all bills paid, and keys returned. Certainly, you want to have a good reference from us.
- ◆ Ask any staff if you have more questions.

Bus Service & Reduced Taxi Fare



Individuals aged 60 and over, individuals with disabilities, individuals who receive Medicare, or individuals who receive Supplemental Social Security Income (SSI) can apply for a reduced Stevens Point City Bus fare card. You can also schedule free rides to select grocery stores and pay a reduced taxi fare in the Stevens Point/Plover area. Rides should be for medical, nutritional, and other essential business only, and should be reserved at least 24 hours in advance. Contact Central Transportation at (715) 341-4490 for one-on-one training to learn about various travel options and how to use public transportation. Ask for the Mobility Coordinator. Find maps and pricing information at <https://stevenspoint.com/257/Transit>.

We're happy to answer your questions or concerns.

Office #: (715) 341-3444

Website: www.spha-wi.org



www.facebook.com/StevensPointHA/

Fax Number: (715) 341-4656

Office hours: Mon-Thu: 9 a.m. - 3:00 p.m. and Fri: 9 a.m. to 12:00 noon

Laurie Grube – Ext. 1 - Occupancy Specialist	lgrube@spha-wi.org
Yami Hill – Ext. 2 - Administrative Program Specialist	yhill@spha-wi.org
Jay Feltz – Ext. 3 - Maintenance & Bldg. Manager	jfeltz@spha-wi.org
Denice O'Leary - Ext. 4 - Senior Accountant	doleary@spha-wi.org
Idowu Odedosu - Ext. 5 - Executive Director	iodedosu@spha-wi.org
Routine Maintenance #: (715) 341-3444, Ext. 8	Emergency Maintenance #: (715) 204-9707

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