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January 12, 2012

Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA

Honorable Members in Session:

**SUBJECT:** Approval of an Application for the Disposition of Housing Authority Owned Properties located at 4052 Weymouth Lane, 4225 Weymouth Lane, and 7512 Franklin Boulevard, #1, Sacramento, CA

**SUMMARY**

The attached report is submitted to you for review and recommendation prior to consideration by the City of Sacramento.

**RECOMMENDATION**

The staff recommends approval of the recommendations outlined in this report.

Respectfully submitted,



LA SHELLE DOZIER  
Executive Director

Attachment



**REPORT TO HOUSING AUTHORITY**  
**City of Sacramento**  
915 I Street, Sacramento, CA 95814-2671  
[www.CityofSacramento.org](http://www.CityofSacramento.org)

Consent  
**February 7, 2012**

**Honorable Chair and Members of the Housing Authority Board of Directors**

**Title: Approval of an Application for the Disposition of Housing Authority Owned Properties located at 4052 Weymouth Lane, 4225 Weymouth Lane, and 7512 Franklin Boulevard, #1, Sacramento, CA**

**Location/Council District:** 4052 and 4225 Weymouth Lane and 7512 Franklin Blvd, #1/Council District 8

**Recommendation:** Adopt a **Housing Authority Resolution** authorizing the Executive Director or her designee to: 1) submit a disposition application to the U.S. Department of Housing and Urban Development (HUD) for the disposition of 4052 Weymouth Lane, 4225 Weymouth Lane, and 7512 Franklin Boulevard (CA30-P005-002) in Sacramento, CA, 2) enter into an agreement to remove the Declaration of Trust (DOT) upon HUD's approval of the disposition application or at such other time as HUD authorizes, and 3) enter into any necessary agreements, as approved by Authority Counsel, which are in accordance with HACS policies and this resolution, to implement the proposed public housing disposition, and to take any other actions necessary to effectuate the purposes of this resolution.

**Contact:** Nick Chhotu, Assistant Director of Public Housing, 916-440-1334, Cecette Hawkins, Management Analyst, 916-449-6218

**Presenters:** Not applicable

**Department:** Sacramento Housing and Redevelopment Agency

**Description/Analysis**

**Issue:** The Housing Authority of the City of Sacramento (HACS) currently owns and has a Declaration of Trust (DOT) and Annual Contributions Contract (ACC) on three properties at 4052 Weymouth Lane, 4225 Weymouth Lane, and 7512 Franklin Boulevard #1. Staff has determined that these properties are surplus to the needs of the Housing Authority's public housing program and is seeking authority to remove them from the public housing inventory. The units are

## Approval of Housing Authority Disposition Application

isolated, vacant and boarded units located in a complex of 122 non public housing units. The three units are in need of substantial rehabilitation and are uninhabitable. It is not feasible for even the basic short-term work needed at these units to be accomplished within a reasonable time period with current public housing funds, and their long-term operating viability also is in question.

Upon Housing Authority Board approval, Staff will request approval from HUD to remove the Declaration of Trust and the Annual Contribution Contract (ACC) from these three units and incorporate them into the Morrison Creek Estates, Wildwood, and Brookfield developments which will bring the total number of units at these developments to 125. Legal ownership of the units will not change but these units, along with the current units in this area, will be rented at 80 percent or below the Area Median Income (AMI). It is crucial that steps be taken to stabilize operations at these properties and position them to benefit from resources at Morrison Creek Estates, Wildwood, and Brookfield by moving forward with this disposition.

To obtain HUD approval, the Housing Authority must provide a resolution evidencing the Board's support for and approval to submit the disposition application. The disposition application would commit the Housing Authority to the proposed plan outlined above. In addition, staff has determined that no public housing funds were used for the acquisition or the rehabilitation of these units

Recommendations included in this report are consistent with the goals identified in the 2007 Housing Authority Asset Repositioning Study (Study) which was approved by the City and County Housing Authority Boards in August of 2007. The Study was performed as a proactive strategy to align Sacramento Housing and Redevelopment Agency (SHRA) operations to the current funding environment. The challenge for the Housing Authority continues to be the very limited resources available to operate public housing units in the City and County of Sacramento. The Study recommended strategies that acknowledged this funding environment while adhering to SHRA's "guiding principles" and continuing to meet the needs of SHRA's traditional constituents. The primary goal identified in the 2007 study included the restructuring and/or repositioning of SHRA public housing assets to reduce dependency on federal public housing funding and eliminate ongoing operating and capital deficits.

**Policy Considerations:** Public housing authorities are required to comply with applicable federal laws and regulations, including the Quality Housing and Work Responsibility Act of 1998 (QHWRA). Additionally, this action furthers the commitment of the City through the 2008-2013 Housing Element to preserve and rehabilitate existing affordable housing and to provide housing for extremely low income households. Supporting Policies H-3.1.1 on extremely low income needs and H-4.4 on preservation of affordable housing, Program 74 confirms the City's commitment to the Housing Authority Asset Repositioning Strategy.

Approval of Housing Authority Disposition Application

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** The California Environmental Quality Act (CEQA) does not apply to the proposed policy pursuant to CEQA Guidelines section 15378(b)(5), which excludes administrative activities of governments that will not result in direct or indirect changes in the environment.

**National Environmental Policy Act (NEPA):** The proposed actions are categorically excluded under the National Environmental Policy Act (NEPA) per 24 CFR Part 58.35(a)(5), which includes the disposition of property where no change in use is contemplated.

**Sustainability Considerations:** The recommended actions would position the Housing Authority to achieve the goal within the City's Sustainability Master Plan to replace or renovate obsolete energy or resource inefficient infrastructure (buildings, facilities, systems, etc).

**Committee/Commission Action:** At its meeting on January 18, 2012, the Sacramento Housing and Redevelopment Commission reviewed the staff recommendation for this item. The vote was as follows:

AYES:

NOES:

ABSENT:

**Rationale for Recommendation:** Due to the limited federal funds available which has resulted in a structural deficit and the inability to undertake critical renovations, it is imperative that the Housing Authority diversify its existing portfolio and develop alternative funding strategies through asset repositioning.

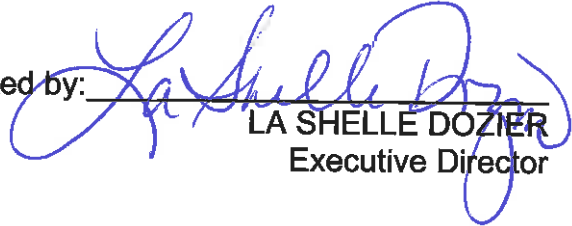
**Financial Considerations:** The recommended actions in this report will facilitate additional financial resources for the rehabilitation of these housing authority units. This report does not recommend any amendment to the Agency budget.

February 7, 2012

Approval of Housing Authority Disposition Application

**M/WBE Considerations:** The activities recommended in this staff report do not involve federal funding, therefore, there are no M/WBE requirements.

Respectfully Submitted by:



LA SHELLE DOZIER  
Executive Director

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## **RESOLUTION NO. 2011 -**

**Adopted by the Housing Authority of the City of Sacramento**

on date of

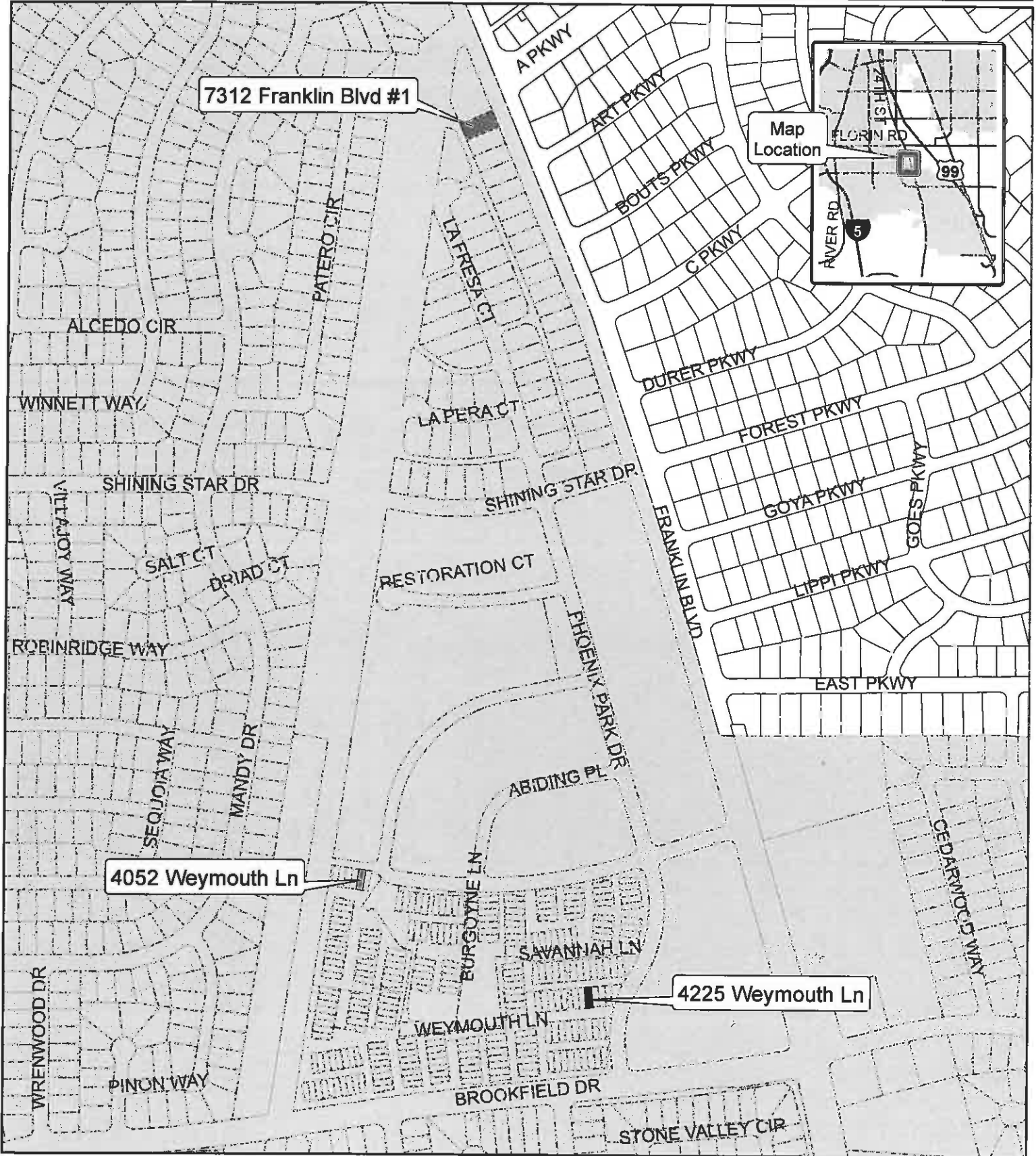
### **SUBMISSION OF AN APPLICATION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE DISPOSITION OF PROPERTIES LOCATED AT 4052 WEYMOUTH LANE, 4225 WEYMOUTH LANE AND 7312 FRANKLIN BOULEVARD, #1**

#### **BACKGROUND**

- A. The Housing Authority of the City of Sacramento (HACS) considers 4052 Weymouth Lane, 4225 Weymouth Lane and 7312 Franklin Boulevard, #1 to be vacant and excess to the needs of public housing.
- B. HACS requests approval to remove a United States Department of Housing and Urban Development (HUD) Declaration of Trust from the properties which staff has determined was accidentally placed on the properties.
- C. HACS has determined that no public housing funds were used on the acquisition or the rehabilitation of these properties.
- D. The California Environmental Quality Act (CEQA) does not apply to the proposed policy pursuant to CEQA Guidelines section 15378(b)(5), which excludes administrative activities of governments that will not result in direct or indirect changes in the environment.
- E. The proposed actions are categorically excluded under the National Environmental Policy Act (NEPA) per 24 CFR Part 58.35(a)(5), which includes the disposition of property where no change in use is contemplated.
- F. The disposition of these properties is consistent with recommendations identified in the Housing Authority Asset Repositioning Strategy adopted on August 21, 2007, by the Sacramento Housing Authority and City Council.
- G. Based on these facts, HACS has concluded that disposition of these properties is appropriate for reasons that are consistent with the goals of the Housing Authority and its Public Housing Agency (PHA) Plan and are otherwise consistent with the United States Housing Act of 1937.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:**

- Section 1. After due consideration of the information presented, the findings, including the environmental findings regarding this action, are approved.
- Section 2. The Executive Director is authorized to submit an application to the U.S. Department of Housing and Urban Development (HUD) for the disposition of the 4052 Weymouth Lane, 4225 Weymouth Lane and 7312 Franklin Boulevard, #1, which may commit HACS to the actions authorized by this resolution.
- Section 3. Upon HUD approval of the disposition application or at such other time as HUD authorizes, the Executive Director is authorized to enter into an agreement to remove the Declaration of Trust (DOT).
- Section 4. The Executive Director is authorized to enter into an Agreement and any other necessary agreements, as approved by Authority Counsel, which are in accordance with HACS policies and this resolution, to implement the proposed public housing dispositions, and to take any other actions necessary to effectuate the purposes of this resolution.



- City of Sacramento
- Proposed Property Disposition Parcel

0 380 760 Feet



SHRA GIS  
January 4, 2012





January 18, 2012

Sacramento Housing and Redevelopment Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT** Update to Agency Schedule of Fees and Charges

**RECOMMENDATION**

Staff recommends adoption of the attached resolution which authorizes the Executive Director or her designee to revise and update Agency's Schedule of Fees and Charges.

**CONTACT PERSONS**

Karen Wallace, Regional Manager, 916-449-6223  
Nick Chhotu, Assistant Director, 916-440-1334

**SUMMARY**

This report recommends additions and revisions to the Schedule of Fees and Charges for various Agency activities and services. The proposed Schedule of Fees and Charges is intended to recover the actual costs incurred for materials and services performed.

**BACKGROUND**

The Agency first implemented a Schedule of Fees and Charges ("Schedule") in 1983. The Schedule has been revised in subsequent years to reflect additions, deletions, and increases to the prior schedule. It is now necessary to revise the previous Schedule to reflect needed adjustments. The last update was October 2008.

**FINANCIAL CONSIDERATIONS**

The proposed changes will have a minor positive financial impact on the Agency. The primary purpose of the proposed actions is to:

- identify fees to potential users of Agency Services;

## SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

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- standardize fees as much as possible; and
- change fees to cover the cost of providing services

The fees and charges are intended solely to recover the Agency's actual cost in providing services. There is no change to the adopted budget.

### **POLICY CONSIDERATIONS**

There are no policy changes recommended in this report.

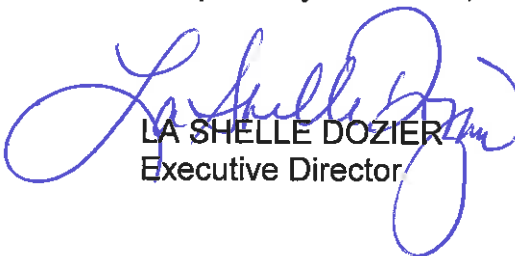
### **ENVIRONMENTAL REVIEW**

The proposed action does not constitute a project under the California Environmental Quality Act (CEQA) per Guidelines Section 15378(b)(4), government funding mechanism, or a federal undertaking under the National Environmental Policy Act (NEPA).

### **M/WBE CONSIDERATIONS**

The items discussed in this report have no M/WBE impact; therefore, M/WBE considerations do not apply.

Respectfully submitted,



LA SHELLE DOZIER  
Executive Director

# RESOLUTION NO. SHRC-\_\_\_\_\_

ADOPTED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION UNDER THE AUTHORITY DELEGATED TO THE COMMISSION PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE, SECTION 33202 BY RESOLUTION NO. RA 81-083 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. RA-83 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981, AND PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 34292 BY RESOLUTION NO. HA 81-098 ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. HA-1497 ADOPTED BY THE HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981.

ON DATE OF

January 18, 2012

## 2012 AGENCY FEES AND CHARGES SCHEDULE

**NOW, THEREFORE, BE IT RESOLVED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION:**

Section 1: The Fees and Charges Schedule for the Sacramento Housing and Redevelopment Agency as set forth on Attachment I is hereby approved.

Section 2: All prior Agency Fees and Charges Schedules are rescinded and are replaced in full by this resolution. Additional or expanded authorities of the Agency to charge fees with respect to specific programs or activities are not rescinded by this resolution and remain in full force and effect.

Section 3: The Executive Director or her designee, is authorized to implement the 2012 Schedule of Fees and Charges as set forth on Attachment I and distribute the Fees and Charges Schedule to users of Agency services.

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CHAIR

ATTEST:

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CLERK

**SHRA**  
**SCHEDULE OF FEES AND CHARGES**

Effective Date – March 1, 2012

<b>Charging Department</b>	<b>Activity</b>	<b>Current Rate</b>	<b>New/Existing Rate</b>
All Agency	Reproduction - Agency Employees	\$ .25	\$.10 per copy
	Reproduction - Outside Agency	\$ .25	\$.10 per copy
	Personal Fax Transmissions	\$ .25	\$.10 per incoming page
	Personal Fax Transmissions	\$.75	\$.75 per outgoing page
Housing and Community Development	Good Faith Deposit/Option Fees	No Change	No set deposit; 10% recommended for disposition and development agreements (DDA's); Agency keeps if other party does not perform
	Facade Grant Program Application Fee	No Change	\$100 one-time non-refundable
	Commercial Loan Processing Fee	No Change	\$100 per loan application
	Loan Late Fee	No Change	5% of monthly payment if payment not made within 15 days after payment due date
	Industrial Development Bond Local Fee (through Bonds for Industry Agreement)	No Change	25 basis points at bond closing
	Mortgage Revenue Bond Issuance Fee	No Change	Fee of 25 basis points of the total bond issuance amount at bond closing for new issuances and/or re-fundings.
	Multi-Family Loan and Mortgage Revenue Bond Application /fee	No Change	\$5,000 for loan and 12,500 Mortgage Revenue Bonds
	Foreclosure Access Program	New Charge	\$1000 Annual Participation Fee Per property fee -- 1% of initial purchase price and 1% of resale price.
Procurement Services	Plan Deposits - Construction Projects	\$35.00	\$100 ea – Refundable within 10 days after bid date.
Finance	Returned Checks	No Change	\$15 per check
	Taxpayer Identification Number (TIN)	No Change	\$50 per incorrect TIN resulting in payment of penalty to IRS.
Housing Choice Voucher (HCV)	Admin fee charges for tax levies imposed on Owners/Vendors' payments	No Change	\$20 per \$1000 of each levy. Levies with amount less than \$1000 will be charged an admin fee of \$20.
Housing Maintenance	See List - Attached Below	No Change	Fixed charges for specific items and/or material and labor costs in accordance with attached list.

<b>Charging Department</b>	<b>Activity</b>	<b>Current Rate</b>	<b>New/Existing Rate</b>
Housing Management	Security Deposits	No Change	Greater of \$250 or one month's rent per unit
	Pet Security Deposit – Dogs and Cats	Family deposits \$200	Elderly/Disabled Families: Lessor of \$50 or one month's rent. Certified Companion/ Service Animal: No Charge. All Other Families: Greater of \$250 or one month's rent.
	Missed PHA Contractor Trip Charge	No Change	All Contractor and/or Vendor actual trip charge for missed appointments that were scheduled.
	Legal Fees	No Change	All fees associated with lease enforcement or eviction will be determined by actual cost to the agency.
	Folding Clothes Line	No Change	\$30.00
	Smoke/CO Detector - Tampering	No Change	\$50.00
	Late Fees	No Change	\$20.00
Legal	Assignments of OPAs or DDAs after adoption. Legal review of subordination agreement following project completion.	No Change	\$1,000 minimum legal service fee and \$200 per hour exceeding 15 hours.
	Amendments or Modifications to OPAs or DDAs after adoption	No Change	\$1,500 minimum legal service fee, \$200 per hour exceeding 20 hours.
	Coordination of NEPA review for HUD grants to nonprofits	\$850 minimum environmental coordination fee and all third party costs associated with the review.	\$1200 minimum environmental coordination fee and all third party costs associated with the review
	Authorized legal review and work for other agencies.	New Charge	\$165 per hour.
Homeownership Services	Plan Deposits	No Change	\$35 each - refundable within 10 days after bid date
	Termite, Appraisal and Title	No Change	Actual Cost of Vendor
	Loan Fee – Rehab	No Change	1 1/4 % of loan amount for owner occupied.
	Loan Set-up Fee - Amortized Loan Set-up Fee – Deferred	\$20, plus \$67 \$75, plus \$67	\$25- plus \$75 for tax monitoring
	Mortgage Credit Certificate Lender Participation Fee	\$300	\$350 Initial Application Fee
	Mortgage Credit Certificate Program Application Fee	No Change	\$250 non-refundable
	Reissued MCC Application Fee	No Change	\$250
	Mortgage Credit Certificate Extension	No Change	\$50 for 30 days
	Lender Participation Fee	\$275	\$300
	Homebuyer Application Fee	No Change	\$75 per program
	BEGIN Commitment Fee (Developer)	No Change	2% of the total BEGIN funds to be allocated to a project

<b>Charging Department</b>	<b>Activity</b>	<b>Current Rate</b>	<b>New/Existing Rate</b>
Homeownership Design and Construction	BEGIN Program Fee	No Change	2.5% the BEGIN loan amount to a maximum of \$750
Portfolio Management	Subordination processing fee	\$125	\$250
	Demand statement preparation fee	No Change	\$35
	Demand statement fax fee (if required)	No Change	\$20
	Demand update fee (if required)	No Change	\$20
	Reconveyance fee	No Change	\$45
	Recording fee	\$13	\$15
	HQS Re-inspection fee	No Change	\$200
	Compliance Monitoring – Non Financed Projects	No Change	\$900 initial fee + \$28.00 per inspected unit/year.
	Assignments	No Change	\$500 plus recording fees and appraisal charges
	Loan Late Fee	No Change	5% of monthly payment if payment not made within 15 days after payment due date
	Annual Multi-Family Loan Fee	No Change	Fee of 15 basis points of the original bond amount for the longer of the life of the bonds or bond regulatory agreement, paid in advance, semi-annually.
Agency Clerk	Agenda Packets - Outside Agency	No Change	\$600 per year
	Tape Cassette, CD Reproduction or USB flash drive	No Change	\$15
Facility Use	Non-resident group area of Community Room	No Change	Security Deposit \$50 (refundable cleaning deposit) Basic charge - \$5 per hour
	Riverview Plaza Meeting Room Rental	No Change	Security Deposit \$50 First Hour \$40 Each Additional Hour \$30

	<b>HOUSING MAINTENANCE CHARGES</b>	<b>Current Rate</b>	<b>Labor Charge (Per Each)</b>	<b>Material Charge (Per Each)</b>	<b>New Total Charge 2012</b>
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### **Appliances & Accessories**

1	Freezer Door Gasket	\$43.19	\$19.80	\$23.39	\$43.19
2	Hood Fan Filter	\$15.05	\$9.90	\$5.15	\$15.05
3	Oven Door	\$93.13	\$9.90	\$83.23	\$93.13
4	Oven Door Handle	\$13.72	\$9.90	SO	SO
5	Range Burner, Electric	\$16.88	\$9.90	\$6.98	\$16.88
6	Range, Elec. Broiler Pan, Replace	\$26.00	\$9.90	\$26.00	\$35.90
7	Range, Gas Broiler Pan, Replace	\$16.14	\$9.90	\$16.14	\$26.04
8	Range Burner, Gas	\$20.56	\$9.90	\$10.66	\$20.56
9	Range, Clean	\$79.20	\$79.20	\$0.00	\$79.20
10	Range Hood, 30" , Replace	\$76.60	\$39.60	\$37.00	\$76.60
11	Range Hood, 36", Replace	\$81.60	\$39.60	\$42.00	\$81.60
12	Range Hood, 42", Replace	\$106.60	\$39.60	\$67.00	\$106.60
13	Range, Inf. Switch	\$27.01	\$9.90	\$17.11	\$27.01
14	Range, Knobs	\$8.01	\$3.30	\$4.71	\$8.01
15	Range, Oven Rack 20"	\$15.00	\$3.30	\$15.00	\$18.30
16	Range, Oven Rack 30"	\$20.00	\$3.30	\$20.00	\$23.30
17	Range, Oven Control, Gas	\$37.91	\$19.80	\$18.11	\$37.91
18	Range, Oven Control, Electric	\$49.64	\$19.80	\$29.84	\$49.64
19	Range, Replace Electric 20"	\$287.78	\$39.60	\$248.18	\$287.78
20	Range, Replace, Electric 30"	\$316.30	\$39.60	\$276.70	\$316.30
21	Range, Replace, Gas 20"	\$272.34	\$39.60	\$232.74	\$272.34
22	Range, Replace, Gas 30"	\$305.00	\$39.60	\$265.40	\$305.00
23	Range, Stove-top Grate	\$6.18	\$3.30	\$6.18	\$9.48
24	Top Burner, Grate / Gas – Replace	\$18.00	\$6.60	\$18.00	\$24.60
25	Refrigerator, Replace (All Sizes)	\$381.86	\$19.80	\$362.06	\$381.86
26	Refrigerator, Clean	\$79.20	\$79.20	N/A	\$79.20
27	Refrigerator, Crisper	\$32.78	\$3.30	\$32.78	\$36.08
28	Refrigerator, Crisper Cover	\$30.88	\$3.30	\$30.88	\$34.18
29	Refrigerator, Gasket	\$65.37	\$39.60	\$25.77	\$65.37
30	Refrigerator, Shelf Front	\$16.28	\$6.60	\$9.68	\$16.28
31	Refrigerator, Door Liner	\$85.96	\$39.60	\$46.36	\$85.96

### **Bath Accessories**

32	Medicine Cabinet Shelf	\$2.66	\$3.30	\$2.66	\$5.96
33	Medicine Cabinet/Complete	\$53.46	\$19.80	\$33.66	\$53.46
34	Toilet Paper Holder, Replace	\$11.98	\$9.90	\$2.08	\$11.98
35	Toilet Paper Spindle, Replace	\$0.38	\$3.30	\$0.38	\$3.68
36	Toilet Seat (Elongated)	\$29.90	\$9.90	\$20.00	\$29.90
37	Toilet Seat (Regular)	\$21.52	\$9.90	\$11.62	\$21.52
38	Toilet Tank Lid, Replace	\$34.25	\$9.90	\$24.35	\$34.25
39	Tub/Shower Stopper (Fit-all)	\$1.00	\$3.30	\$1.00	\$4.30
41	Tub/Shower (toe-stopper)	\$15.00	\$3.30	\$15.00	\$18.30
42	Towel Bar, Replace	\$16.22	\$9.90	\$6.32	\$16.22
43	Tub/Shower Curtain Rod, Replace	\$11.84	\$6.60	\$5.24	\$11.84

### Carpentry

44	Banister	N/A	\$20.00	2.99 per ft	SO
45	Baseboard 2 3/8 Reversible	N/A	\$20.00	.52 per ft	SO
46	Breadboard, Replace	\$38.81	\$6.60	\$32.21	\$38.81
47	Bifold / Bi-pass Door, Set	\$159.40	\$59.40	\$100.00	\$159.40
48	Cabinet Drawer Track	\$22.54	\$19.80	\$2.74	\$22.54
49	Cabinet Drawer, Replace	\$59.60	\$39.60	\$20.00	\$59.60
50	Cabinet, Vanity Replace	\$114.60	\$39.60	\$75.00	\$114.60
51	Closet Bi-Pass Floor Guides	\$10.41	\$9.90	\$0.51	\$10.41
52	Closet Pole Center Support Bracket	\$21.90	\$9.90	\$12.00	\$21.90
53	Closet Pole End Brackets	\$10.14	\$9.90	\$0.24	\$10.14
54	Door Bumpers, Common Replace	\$3.97	\$3.30	\$0.67	\$3.97
55	Door Casing (per stick) *	\$69.60	\$59.60	SO	SO
56	Door Jamb / Repair	\$49.60	\$39.60	\$10.00	\$49.60
57	Door Jamb / Exterior Wood *	\$189.00	\$119.00	\$70.00	\$189.00
58	Door Jamb / Interior Wood *	\$104.40	\$59.40	\$45.00	\$104.40
59	Door Viewer (Replace)	\$9.34	\$6.60	\$2.74	\$9.34
60	Door-Metal, Replacement *	\$200.71	\$143.80	\$56.91	\$200.71
61	Door-Wood, Interior HC *	\$168.53	\$143.80	\$24.73	\$168.53
62	Door, Pocket HC, Replace *	\$143.53	\$118.80	\$24.73	\$143.53
63	Door, Weather-stripping	\$34.80	\$19.80	\$15.00	\$34.80
64	Foundation Vent	\$11.51	\$9.90	\$1.61	\$11.51
65	Star Rail, Brackets, Replace	\$11.11	\$9.90	\$1.21	\$11.11

### Electrical & lighting

66	Electric Outlet Cover	\$3.60	\$3.30	\$0.30	\$3.60
67	Electric Switch Cover	\$3.56	\$3.30	\$0.26	\$3.56
68	Light Bulb / Appliances	\$3.95	\$3.30	\$0.65	\$3.95



69	Lamp (Light Bulb), Replace (60 watt)	\$3.52	\$3.30	\$0.22	\$3.52
70	Light Bulb / 2' T-12	N/A	\$3.30	\$1.02	\$4.32
71	Light Bulb / 2' T-8	N/A	\$3.30	\$3.33	\$6.63
72	Light Bulb / 4' T-12	N/A	\$3.30	\$0.76	\$4.06
73	Light Bulb / 4' T-8	N/A	\$3.30	\$1.33	\$4.63
74	Light Bulb / 6" Circeline	N/A	\$3.30	\$1.43	\$4.73
75	Light Bulb / 8" Circeline	N/A	\$3.30	\$2.64	\$5.94
76	Light Bulb / 12" Circeline	N/A	\$3.30	\$3.11	\$6.41
77	Light Bulb, 28 watt quad	N/A	\$3.30	\$5.34	\$8.64
78	Light Bulb 13 Watt Compact	N/A	\$3.30	\$9.99	\$13.29
79	Light Bulb 18 Watt Compact	N/A	\$3.30	\$11.29	\$14.59
80	Light Bulb 22 Watt Compact	N/A	\$3.30	\$13.11	\$16.41
81	Light Bulb 26 Watt Compact	N/A	\$3.30	\$10.88	\$14.18
82	Light Defuser, Circline	N/A	\$3.30	\$11.82	\$15.12
83	Light Defuser, Glass Drum	N/A	\$3.30	\$6.96	\$10.26
84	Light Defuser, Misc.	N/A	\$3.30	\$3.61	\$6.91
85	Light Defuser, Concept 6	N/A	\$3.30	\$69.00	\$72.30
86	Light Defuser, 4 ft.	N/A	\$3.30	\$20.83	\$24.13
87	Light Defuser, Exterior Porch	\$7.81	\$3.30	\$4.51	\$7.81
88	Light Fixture, Misc. Interior	\$15.01	\$9.90	\$5.11	\$15.01
89	Light Fixture, 2' or 4' two bulb fluorescent	N/A	\$39.60	\$64.25	\$103.85
90	Light Fixture, Circline	N/A	\$19.80	\$25.67	\$45.47
91	Light Fixture, Emergency Exit	N/A	\$39.60	\$127.74	\$167.34
92	Light Fixture, exterior wall pack	N/A	\$39.60	\$145.75	\$185.35
93	Porch Light Shade / Plastic	\$8.67	\$3.30	\$5.37	\$8.67
94	Porch Light Shade / Glass	\$8.12	\$3.30	\$4.82	\$8.12
95	Receptacle, Replace: 110 basic	\$20.95	\$19.80	\$1.15	\$20.95
96	Receptacle, Replace: GFI	\$38.08	\$19.80	\$18.26	\$38.06
97	Receptacle, Replace: Appliance	\$50.18	\$39.60	\$10.58	\$50.18
98	Smoke Detector, Replace	\$22.82	\$9.90	\$13.99	\$23.89
99	Smoke/Carbon (combo) Detector, Replace	N/A	\$9.90	\$29.99	\$39.89
100	Switch, Replace	\$10.98	\$9.90	\$1.08	\$10.98
101	Splitter / TV	\$9.60	\$6.60	\$3.00	\$9.60
102	Telephone, Jack Replacement	\$13.90	\$9.90	\$4.00	\$13.90

### Floor coverings & accessories

103	Floor Tile, Replace 12" x 12" (Each)	\$8.00	\$6.60	1.50/TILE	SO
104	Carpet (actual cost or prorate)	N/A	N/A	N/A	SO
105	2 1/2 " or 4" Base / Per 4' Section	\$11.20	\$6.60	\$4.60	\$11.20

106	Sheet vinyl (actual cost or prorate)	N/A	N/A	N/A	SO
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### Glazing & Hardware

107	Patio Sliding Door Handle	\$26.61	\$9.90	\$16.71	\$26.61
108	Patio Sliding Door La0h	\$18.00	\$9.90	\$8.10	\$18.00
109	Window Board up/Clean up	\$69.60	\$39.60	SO	SO
110	Window Glass 20" X 20" / single pane	\$48.10	\$39.60	\$8.50	\$48.10
111	Window Glass 24" X 24" / single pane	\$51.60	\$39.60	\$12.00	\$51.60
112	Window Glass 24" X 60" / single pane	\$82.70	\$39.60	\$43.10	\$82.70
113	Window Glass 36" X 36" / single pane	\$72.08	\$39.60	\$32.48	\$72.08
114	Window Glass 36" X 60" / single pane	\$94.59	\$39.60	\$54.99	\$94.59
115	Window Glass 50" X 50" / single pane	\$109.34	\$39.60	\$69.74	\$109.34
116	Window Glass, Dual pane	N/A	N/A	N/A	SO
117	Window Lock, Casement	\$13.96	\$9.90	\$4.06	\$13.96
118	Window Operator, Casement	\$28.10	\$19.80	\$8.30	\$28.10

### Heating & Air

119	A/C Thermostat	\$26.66	\$6.60	\$20.06	\$32.27
120	Furnace, Thermostat	\$26.66	\$6.60	\$20.06	\$11.98
121	Heat Pump Thermostat	N/A	\$6.60	SO	SO
122	Exhaust Fan Cover	\$10.31	\$3.30	\$7.01	\$13.40

### Locks, keys and hardware

123	Eviction Lockout	\$9.90	\$9.90	\$0.00	N/A
124	Lock Repair	\$19.80	\$19.80	\$0.00	N/A
125	Lock Replace	\$88.64	\$19.80	\$68.84	\$88.64
126	Combo Rose Assembly, Replace	\$49.90	\$9.90	\$40.00	\$49.90
127	Deadbolt, Replace	\$43.41	\$19.80	\$23.61	\$43.41
128	Door Lever knobset (interior)	\$28.57	\$9.90	\$18.67	\$28.57
129	Door Standard knobset (interior) Kwikset	\$18.90	\$9.90	\$9.00	\$18.90
130	Door Standard knobset (interior) Shield	N/A	\$9.90	\$9.00	\$18.90
131	Drawer Pulls	\$4.29	\$3.30	\$0.99	\$4.29
132	Gate Hinge	\$25.08	\$19.80	\$5.28	\$25.08
133	Gate Latch	\$12.58	\$9.90	\$2.68	\$12.58
134	Garage Door Handle T-Lock	\$13.00	\$19.80	\$6.86	\$26.66
135	Garage Door, Bolt Lock	\$23.77	\$19.80	\$3.97	\$23.77
136	Key (Best Replacement)	\$7.85	\$6.60	\$7.50	\$14.10
137	Key, (Unit Replacement)	\$7.10	\$6.60	\$0.50	\$7.10
138	Key, (Unit Replacement) (Delivered)	\$7.10	\$6.60	\$0.50	\$7.10
139	Lock, Install-a-Lock, wrap-around	\$31.77	\$19.80	\$11.97	\$31.77
140	Lock / Key in Knob / Entry	\$19.80	\$19.80	\$0.00	\$19.80

141	Lock Change (non-damaged lock)	\$22.30	\$19.80	\$2.50	\$22.30
142	Lockout After Regular Business Hours	\$6.60	\$6.60	\$0.00	\$6.60
143	Lockout During Regular Business Hours	\$6.60	\$6.60	\$0.00	\$6.60
144	Mailbox Lock Replace	\$15.32	\$9.90	\$5.42	\$15.32
145	Mechanical Door Chime	\$49.27	\$19.80	\$29.47	\$49.27
146	Privacy / Passage / Patio Locks, Replace	\$29.05	\$9.90	\$19.15	\$29.05
147	Store Room / Community Room Locks	N/A	\$19.80	\$76.00	SO
148	Auto Gate Clickers	N/A	N/A	\$47.00	\$47.00
149	Pedestrian CARD Readers	N/A	N/A	\$7.00	\$7.00

### Paint & preparation

150	Paint, int/ext Door, Stain finish	N/A	\$59.40	\$10.00	SO
151	Paint, int/ext Door, Paint finish	N/A	\$39.60	\$10.00	42.99

### Plumbing

152	Basin Faucet, Replace	\$87.87	\$19.80	\$68.07	\$87.87
153	Basin Stopper	\$4.91	\$3.30	\$1.61	\$4.91
154	Basin, Replace	\$84.85	\$59.40	\$25.45	\$84.85
155	Basin, P-Trap, Replace	\$19.04	\$9.90	\$9.14	\$19.04
156	Basket Strainer (crumb cup)	\$0.94	\$0.00	\$0.94	\$0.94
157	Drain Stoppage, Tub / Shower	\$39.60	\$39.60	\$0.00	\$39.60
158	Drain Stoppage, Sink	\$39.60	\$39.60	\$0.00	\$39.60
159	Flush Tank (Toilet)	\$73.01	\$39.60	\$33.41	\$73.01
160	Garbage Disposal Stopper	\$1.39	\$0.00	\$1.39	\$1.39
161	Garbage Disposal, Replace	\$96.21	\$39.60	\$56.61	\$96.21
162	Garbage Disposal, Splash Guard	\$12.59	\$9.90	\$2.69	\$12.59
163	Garbage Disposal, Stoppage	\$9.90	\$9.90	\$0.00	\$9.90
164	Gas Connector, Replace	\$25.95	\$19.80	\$6.15	\$25.95
165	Hand Held Shower Head (Wand Only)	\$18.59	\$9.90	\$8.69	\$18.59
166	Hose Bibs, Replace	\$23.28	\$19.80	\$3.48	\$23.28
167	Kitchen Faucet, Replace	\$79.80	\$19.80	\$60.00	\$79.80
168	Laundry Faucet, Replace	\$65.57	\$19.80	\$45.77	\$65.57
169	Lavatory	\$168.80	\$118.80	\$50.00	\$168.80
170	Toilet Bowl, Std. Only	\$73.00	\$39.60	\$33.40	\$73.00
171	Toilet Bowl, Elongated	\$131.19	\$39.60	\$91.59	\$131.19
172	Toilet Bowl, Low Style	\$89.70	\$39.60	\$50.10	\$89.70
173	Toilet Stoppage / Local	\$19.80	\$19.80	\$0.00	\$19.80
174	Toilet-Standard, Replace	\$104.60	\$39.60	\$65.00	\$104.60
175	Shower Head	\$9.08	\$6.60	\$2.48	\$9.08

### Window Coverings & Screens

176	Drapes 102" X 84"	\$85.50	\$19.80	\$65.70	\$85.50
177	Drapes 126" X 60"	\$96.45	\$19.80	\$76.65	\$96.45
178	Drapes 144" X 60"	\$83.45	\$19.80	\$63.65	\$83.45
179	Drapes 78" X 56"	\$55.60	\$19.80	\$35.80	\$55.60
180	Drapes 78" X 84"	\$55.60	\$19.80	\$35.80	\$55.60
181	Drapes 54" X 56"	\$55.60	\$19.80	\$35.80	\$55.60
182	Screen Door Closer	\$17.88	\$9.90	\$7.98	\$17.88
183	Screen Door Expander	\$31.04	\$19.80	\$11.24	\$31.04
184	Screen Door Grill 36" X 36"	\$19.33	\$9.90	\$9.43	\$19.33
185	Screen Door Hinge	\$9.10	\$6.60	\$2.50	\$9.10
186	Screen Door Kick Panel	\$46.05	\$39.60	\$6.45	\$46.05
187	Screen Door Latch	\$12.25	\$6.60	\$5.65	\$12.25
188	Screen Door / Passage	\$120.67	\$39.60	\$81.07	\$120.67
189	Screen Door, Storm Door, Replace	\$365.40	\$59.40	\$305.00	\$364.40
190	Screen Door / Std / Rescreen	\$44.60	\$39.60	\$5.00	\$44.60
191	Screen Window, Replace	\$19.90	\$9.90	\$10.00	\$19.90
192	Shower Door Kit / Towel Bar	\$27.94	\$9.90	\$18.04	\$27.94
193	Sliding Screen Door, Replace 36" X 80"	\$48.42	\$6.60	\$41.82	\$48.42
194	Sliding Screen Door/Rescreen	\$14.90	\$9.90	\$5.00	\$14.90
195	Window Shade 15" To 55"	\$16.48	\$9.90	\$6.58	\$16.48
196	Window Shade 64" To 73"	\$24.81	\$9.90	\$14.91	\$24.81
197	Window, Vertical or Mini-Blinds	\$49.80	\$19.80	\$30.00	\$49.80
198	Splitter / TV	\$9.60	\$6.60	\$3.00	\$9.60
199	Traverse Rod 28" X 48"	\$27.68	\$19.80	\$7.88	\$27.68
200	Traverse Rod 48" X 84"	\$32.39	\$19.80	\$12.59	\$32.39
201	Traverse Rod 66" X 120"	\$34.22	\$19.80	\$14.42	\$34.22

### Miscellaneous

202	Trip Charge (0)	\$15.00	N/A	N/A	\$15.00
203	Trip Charge After Hours	\$23.00	N/A	N/A	\$23.00
204	Minimum Dump Fees (Trash-out vacancy)		39.60/hr	\$40.00	SO

## Explanation of Charges Not Covered

- 1) The adjusted rate in the Schedule of Fees and Charges does not reflect the trip charge. A trip charge will apply to all work determined to be resident caused. All resident requested repairs will also receive a trip charge when maintenance staff is denied access to the unit to complete the repairs. Trip charges will be \$15.00 during normal business hours and \$23.00 for after-hours and weekends.
- 2) All charges for repairs performed by vendors will be determined by actual cost.
- 3) Services not described in the Schedule of Fees and Charges will be charged \$39.60 per hour during normal, business hours and \$41.58 per hour for all after-hours work. Both rates are subject to a trip charge. Parts and materials costs are charged at actual cost.
- 4) An asterisk in the Schedule of Fees and Charges indicates that the charge is for more than one trade.

## Proration & Calculations for Wearable Assets

### A MINIMUM SERVICE CHARGE IS NOT APPLICABLE WHEN CALCULATING THE TERMINATION OF TENANCY CHARGES.

#### Paint:

Based on calculations to determine average painting contractor costs, the following are cost estimates of resident charges and pro-rates.

<u>Size</u>	<u>Cost</u>	<u>Prorate per year</u>
1 Bedroom	\$600	\$200
2 Bedroom	\$915	\$305
3 Bedroom	\$1125	\$375
4 Bedroom	\$1200	\$400
5 Bedroom	\$1350	\$450

#### Clean:

The Agency may deduct monies from the departing resident's security deposit to make the rental unit as clean as it was when the tenant moved in (Per Civil Code Section 1950.5 (b)(3)). The average cost incurred by the Agency is as follows with extraordinary conditions requiring additional charges as determined by the conditions.

1 BR - \$225    4 BR - \$450  
2 BR - \$275    5 BR - \$475  
3 BR - \$350

#### Carpets, Drapes & Other Furnishings:

Normal wear and tear includes simple wearing down of carpet and drapes because of normal use or aging, and includes moderate dirt or spotting. Large rips or indelible stains justify a deduction from the resident's security deposit for repairing the carpet or drapes, or replacing them if that is reasonably necessary. The method used in calculating the deduction for replacement will be to prorate the total cost of replacement charging the resident only for the remaining useful life of the item that the resident has damaged.