



NOTICE OF REGULAR MEETING
**Sacramento Housing and
Redevelopment Commission**
Wednesday, September 19, 2018 – 6:00 pm
801 12th Street, 2nd Floor Commission Room
Sacramento CA

ROLL CALL

APPROVAL OF AGENDA

CITIZENS COMMENTS

While the Commission welcomes and encourages participation in the Commission meetings, please limit your comments to three minutes, so that everyone may be heard. If you wish to speak under Citizens Comments or on a posted agenda item, please fill out a speaker card and present it to the Agency Clerk. SHRA provides opportunities for the public to address the Commission at this time in order to listen to opinions regarding non-agendized matters within the subject matter jurisdiction of SHRA. Consistent with the Brown Act, the public comment periods on the agenda are not intended to be "question and answer" periods or conversations with Commission members. Members of the public with questions are encouraged to contact staff before or after the meeting. Commission attendees are requested to silence any electronic devices that they have in their possession during the meeting.

APPROVAL OF MINUTES – September 5, 2018

DISCUSSION/BUSINESS

1. 2019 Annual Plan for the Housing Authority of the City of Sacramento (HACS) and the Housing Authority of the County of Sacramento (HACOS); Submission of the 2019 Annual Plan to the U.S. Department of Housing and Urban Development (HUD)
2. Updated Agency and Housing Authority Maintenance Schedule of Fees and Charges

INFORMATIONAL PRESENTATIONS

3. Housing Authority Budget Overview

EXECUTIVE DIRECTOR REPORT

COMMISSION CHAIR REPORT

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

ADJOURNMENT

REPORTS: Copies of documents relating to agenda items are available for review in the Agency Clerk's office located at 801 12th Street, Sacramento CA 95814. Agendas and reports are also posted online at www.shra.org. Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public inspection in the Agency Clerk's office during normal business hours and will also be available at the meeting.

AMERICANS WITH DISABILITIES ACT: Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Agency Clerk at (916) 440-1363 at least 48 hours prior to the meeting.



MINUTES

Sacramento Housing and Redevelopment Commission (SHRC)

Meeting of September 5, 2018

Meeting noticed on August 30, 2018

ROLL CALL

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:00 p.m. by Vice-Chair Johnson

MEMBERS PRESENT: Alcalay, Creswell, Griffin, Johnson, Morgan, Staajabu, Starks, Wedding

MEMBERS ABSENT: Macedo (two vacancies)

STAFF PRESENT: La Shelle Dozier, Asa Standfeldt, Vickie Smith, Russ Robertson, Tyrone R. Williams, Sarah O 'Daniel, Susan Veazey, Jim Shields, Angela Jones, Cecette Hawkins, LaTanna Jones, Christine Weichert, MaryLiz Paulson, Bern Wikhammer, Mark Hamilton, Greg Potts, Victoria Johnson

APPROVAL OF AGENDA – agenda approved as submitted.

CITIZENS COMMENTS

Deacon Donald Clark provided comments.

APPROVAL OF MINUTES – August 15, 2018 minutes were approved.

PUBLIC HEARING

1. 2019 Annual Plan for the Housing Authority of the City of Sacramento (HACS) and the Housing Authority of the County of Sacramento (HACOS); Submission of the 2019 Annual Plan to the U.S. Department of Housing and Urban Development (HUD)

MaryLiz Paulson presented the item.

Vice-Chair Johnson opened the public hearing.

Sarah Ropelato of Legal Services provided comment.

Vice-Chair Johnson closed the hearing and announced that the item would come back on September 19th for final approval.

DISCUSSION/BUSINESS

2. Twin Rivers Transit Oriented Development And Light Rail Station Project: Approval To Request Bid Proposals For Infrastructure Construction And Enter Into Contracts; Amendment of the Choice Neighborhoods Implementation Grant Budget For Housing And Predevelopment; Related Loan Agreements

Bern Wikhammer presented item.

Deacon Donald Clark provided comments.

Commissioner Creswell requested that staff provide an update on the relocation status within the next two months. She also requested an update on the activities being conducted by Urban Strategies.

Commissioner Alcalay requested that project updates be placed on the website related to the construction including the video.

Commissioner Griffin requested follow up information about fire department review of the street grid.

Commissioners asked to be notified when meetings related to Twin Rivers are held. Commissioner Morgan offered to email members a copy of a recent newsletter circulated to residents about the project.

Commissioner Alcalay motioned to approve the staff recommendation in the reports. Commissioner Morgan seconded the motion. The votes were as follows:

AYES: Alcalay, Creswell, Griffin, Johnson, Morgan, Staajabu, Starks, Wedding

NOES: None

ABSENT: Macedo (two vacancies)

ABSTAIN: None

INFORMATIONAL PRESENTATIONS

3. Public Housing Asset Repositioning Strategy update

LaTanna Jones presented the item.

Commissioner Griffin requested that information about the number of units managed by the Housing Authority be sent to all commissioners.

4. 2019 Sacramento Housing and Redevelopment Agency Budget Overview

Russ Robertson presented the item.

EXECUTIVE DIRECTOR REPORT

Executive Director La Shelle Dozier made the following announcements:

- 1) Next commission meeting will be September 19th
- 2) Advanced notice that staff will be holding a special workshop on the One-Year action plan at 5:30pm on October 3rd before the regular meeting.
- 3) HUD announced in a recent press release that the Sacramento HCV program was awarded 89 vouchers to serve non-elderly disabled families in Sacramento.
- 4) A second TCC Grant application is currently being worked on for infrastructure costs at Twin Rivers. The deadline is October 31st.
- 5) The Development Department has issued a Request for Proposals to obtain a consultant to complete the 2020-2024 Federal Programs Consolidated Plan. Proposals are due by 9/26.

- 6) Urban Strategies is evaluating proposals from educational service providers to support the children of the Twin Rivers community. \$50,000 is available for a one-year time period.
- 7) A workshop will be held at the City on September 18th at 2pm to discuss Asset Repositioning and RAD. A workshop on this topic will also be held at the County – date is pending.
- 8) RT is holding a public workshop regarding the Dos Rios/Twin Rivers light rail station design on September 11th from 4:30-6:30pm at Smythe Academy, 700 Dos Rios Street.

COMMISSION CHAIR REPORT

None

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

Commissioner Creswell requested electronic copies of the power point presentations and also requested that they be added to the website.

ADJOURNMENT

As there was no further business to be conducted, Vice-Chair Johnson adjourned the meeting at 7:45 pm.

Clerk



September 19, 2018

Sacramento Housing and Redevelopment Commission
Sacramento, California

Honorable Members in Session:

SUBJECT 2019 Annual Plan for the Housing Authority of the City of Sacramento (HACS) and the Housing Authority of the County of Sacramento (HACOS); Submission of the 2019 Annual Plan to the U.S. Department of Housing and Urban Development (HUD)

RECOMMENDATION

Staff will recommends adoption of the attached resolution which: 1) certifies that the required public hearing has been held and comments have been received and considered, 2) approves the *2019 Public Housing Agency (PHA) Annual Plan* consisting of the *Public Housing Admissions and Continued Occupancy Policy* for both HACS and HACOS, and the *Administrative Plan* for the Housing Choice Voucher (HCV) program for HACOS only, 3) authorizes the Executive Director or her designee to make non-substantive changes to the *Plan* based on additional public comments, 4) authorizes the Executive Director or her designee to make changes to the *PHA Plan* as directed by HUD or required for compliance with the Quality Housing and Work Responsibility Act of 1998, 5) certifies that the plan is consistent with the *Consolidated Plan* per 24 Code of Federal Regulations (CFR) §903.15, and 6) authorizes the Executive Director or her designee to execute and submit all required documents for the submission and certification of compliance of the *2019 PHA Annual Plan* to HUD or to comply with the Quality Housing and Work Responsibility Act of 1998.

CONTACT PERSONS

LaTanna Jones, Assistant Director, Conventional Housing Program, 916-440-1334
Sarah O'Daniel, Assistant Director, Housing Choice Voucher Program, 916-440-1397
Cecette Hawkins, Management Analyst, Conventional Housing Program, 916-440-1658
MaryLiz Paulson, Management Analyst, Housing Choice Voucher Program, 916-449-6201

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SUMMARY

This report recommends consideration of the *2019 PHA Annual Plan (Plan)* for the Housing Authorities of the City (Attachment 1) and County (Attachment 2) of Sacramento (collectively "Housing Authority") that are consistent with the *Five-Year Consolidated Plan (2013-2019)*.

The *2019 PHA Plan* also consists of:

- *Public Housing Admissions and Continued Occupancy Policy (ACOP)* for the Housing Authority of the City of Sacramento (Attachment 3) ;
- *Public Housing Admissions and Continued Occupancy Policy (ACOP)* for the Housing Authority of the County of Sacramento (Attachment 4);
- *Administrative Plan for the Housing Choice Voucher program (Administrative Plan)* for the Housing Authority of the County of Sacramento (Attachment 5);
- *Capital Fund Plan Five-Year Action Plan* for the Housing Authority of the City of Sacramento (Attachment 6); and
- *Capital Fund Plan Five-Year Action Plan* for the Housing Authority of the County of Sacramento (Attachment 7).

These documents provide a comprehensive guide to the Housing Authority's policies, programs, operations, and strategies for meeting local housing needs and goals consistent with the Housing Authority's overall goals to improve operating efficiencies and services to residents. These documents can be found on the Sacramento Housing and Redevelopment Agency (SHRA) website at www.shra.org (click on "Transparency," then "Financial, Performance and Planning Documents," then "Public Housing Agency Plans and Reports" to access draft documents for 2019).

BACKGROUND

Applicable federal law and HUD regulations require that each Housing Authority develop and adopt a *Plan* and update it on an annual basis. The 2019 PHA Plan is an annual update to the Five-Year PHA Plan. The Housing Authority submitted its last Five-Year Plan to HUD in 2014 for 2015-2019. The next Five-Year Plan is due in 2019 for the 2020-2024 period.

Staff updated the programs' guiding policy documents after reviewing internal procedures, available funding and new HUD regulations. There are 14 changes proposed for 2019 (Attachment 8). They are organized as follows:

- 10 changes proposed by the Public Housing program; and
- 4 changes proposed by the Housing Choice Voucher (HCV) program.

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These proposed changes were presented to the Sacramento Resident Advisory Board (SRAB), which then solicited resident input about proposed changes to the policy documents and proposed changes at their public housing sites.

Notices announcing the 45-day public comment period and the location of the draft documents were published in local newspapers and posted on the website at www.shra.org.

The Annual Plan contains summaries of the proposed changes for 2019. The following policy documents have been revised to incorporate these changes:

- The Conventional Public Housing program's policies are contained in policy document called the *Admissions and Continued Occupancy Plan (ACOP)*.
- The Conventional Public Housing program's plan for the current year's utilization of Capital Grant funds are included in the *Capital Fund Five-Year Action Plan*, and
- The Housing Choice Voucher (HCV) program's policies are contained in the *Administrative Plan*.

Proposed changes to the 2019 ACOP include:

- 1) Individuals applying for housing assistance who are in the midst of legal processes due to criminal behavior will have their eligibility process delayed until a decision is made on the criminal charges.
- 2) Requests for medical deductions for unreimbursed medical expenses will be considered based on the documentation provided and verified prior to the recertification. Additional documentation can be presented and a deduction may be granted through the interim recertification process.
- 3) Addition of language about the process that the PHA will follow when a rental unit is believed to be abandoned and language related to charges that will be applied when keys are not surrendered in a timely manner.
- 4) Addition of clarifying language about the tenant's responsibility for gardening around their home (when approved).
- 5) Guidance regarding the storage of combustible items is addressed.
- 6) Addition of language requiring that families must request a translator for an informal hearing at least five business days in advance of the hearing date.
- 7) Increase in the minimum payment for repayment agreements from \$10 per month to \$25 per month.
- 8) Addition of language regarding the time frame for termination of tenancy for families not in compliance with the community service requirement.
- 9) Addition of language stating that families or individuals cannot be discriminated against due to genetic information.
- 10) Update to the Marijuana Policy.

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Information on all changes can be found in the attached *Proposed Changes to the 2019 ACOP and HCV Administrative Plan* document (see Attachment 8).

Proposed changes to the 2019 HCV Administrative Plan include adding:

- 1) A "lease in place" preference. This preference will give priority to families on the wait list whose landlords provide certification that they will accept the voucher subsidy and allow the resident to remain in the unit. This preference will only be utilized when the HCV leasing rate falls below 97%. This will allow families to utilize the voucher more quickly by allowing the Housing Authority to increase the voucher utilization rate and preserve funding.
- 2) Language defining the maximum term of homeownership allowed by regulation.
- 3) Information about the Family Self-Sufficiency Program.
- 4) Language applying 218 PBV to newly constructed housing units at Twin Rivers to replace the 218 units of public housing to be demolished without engaging in a competitive process.

Information on all *proposed* changes can be found in the attached *Proposed Changes to the 2019 HCV Administrative Plan and ACOP* document.

FINANCIAL CONSIDERATIONS

The *Capital Fund Program (CFP) Five-Year Action Plan* identifies the anticipated annual allocations from HUD and the proposed uses for those funds. The 2019 Annual Plan (CFP) updates the Five-Year Action Plan and makes annual adjustments for funding realities. The recommended action before the Commission requires no additional funding consideration.

POLICY CONSIDERATIONS

The Public Housing Authority complies with applicable federal laws and regulations, including the *Quality Housing and Work Responsibility Act of 1998 (QHWRA)*.

ENVIRONMENTAL REVIEW

The *Capital Fund Program Five-Year Action Plan (2015-2019)* was previously analyzed in accordance with CEQA and NEPA. All programs included in the *Five-Year Action Plan* were found to be Exempt under CEQA Guidelines and Exempt or Categorically Excluded under NEPA Guidelines. The actions proposed in this *2019 Annual Plan* are in support of the Five-Year Plan.

California Environmental Quality Act (CEQA): The recommended actions are considered administrative and therefore determined not to be a project subject to provisions of CEQA per 14 California Code of Regulations (CCR) §15378(b)

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Changes to the *PHA Annual Plans* are administrative and are therefore determined not to be a project subject to provisions of CEQA per 14 CCR §15378(b).

Changes to the Capital Fund Program involve adjustments for funding realities only, and do not propose any new projects. The Capital Fund Program identifies projects which are "contemplated actions," and does not demonstrate a commitment of funds. Prior to implementation of any particular activity (or aggregated activities) identified in the Annual Plan that has not previously undergone environmental review, environmental clearance will be conducted in accordance with CEQA Guidelines.

National Environmental Policy Act (NEPA): The recommended actions are considered administrative and therefore determined to be Exempt from NEPA per 24 CFR §58.34(a)(3), "administrative and management activities". Changes to the Capital Fund Program involve adjustments for funding realities only, and do not propose any new projects. The Capital Fund Program identifies projects which are "contemplated actions," and does not demonstrate a commitment of funds. Therefore, the activities contemplated in the *Annual Plan* are considered Exempt according to 24 CFR §58.34(a)(1), "environmental and other studies, resource identification, and the development of plans and strategies." Prior to implementation of any particular activity identified in the *Annual Plan* that has not previously undergone environmental review environmental clearance will be conducted in accordance with NEPA regulations.

M/WBE AND SECTION 3 CONSIDERATIONS

Minority and Women's Business Enterprise requirements will be applied to all activities to the extent required by federal funding to maintain that federal funding. Section 3 requirements will be applied to the extent as may be applicable.

Respectfully submitted,


LA SHELLE DOZIER
Executive Director

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Attachments (Available www.shra.org)

Attachments 1 - 7 are on file with the Clerk. Attachments 8, 9, 10 are attached to the report.

1. City of Sacramento 2019 Annual PHA Plan
2. County of Sacramento 2019 Annual PHA Plan
3. Public Housing Admissions and Continued Occupancy Policy (ACOP)-City
4. Public Housing Admissions and Continued Occupancy Policy (ACOP)-County
5. Housing Choice Voucher Program Administrative Plan
6. Capital Fund Program Five-Year Action Plan - City
7. Capital Fund Program Five-Year Action Plan – County
8. Proposed Changes to the 2019 ACOP and HCV Administrative Plan
9. Sacramento Resident Advisory Board Comments
10. Resolution

PROPOSED CHANGES

2019 Public Housing Authority Plan (ACOP and Administrative Plans)

The Public Housing Authority (PHA) must define any significant changes to its policies or plans. The PHA defines a “substantial deviation” and “significant amendment/modification” as any change in policy which significantly and substantially alters the Authority’s stated mission and the persons the Authority serves. Some of the proposed changes below have not been deemed “significant”.

New language is indicated in red. Deleted language is shown in ~~strikeout~~.

There are 13 proposed changes to the 2019 PHA Plan described below: there are 10 changes in the ACOP and 3 changes in the Administrative Plan.

ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)

1. Chapter 2 – Eligibility for Admission, Page 4

A. Factors Affecting Admissions

Criminal Screening Criteria

Admission of applicants with any current criminal charges may be delayed pending a final court decision on the charges or other disposition of the case (e.g. by plea bargain). After the final court decision, the applicant’s case will be reviewed to determine whether the applicant meets all admission criteria.

All families must meet or exceed the tenant selection and suitability criteria set forth in this chapter. The PHA will not consider any convictions that are more than three years old, provided no other criminal activity has taken place in the interim.

~~The PHA will not consider any convictions that are over three years old provided no other criminal activity has taken place in the interim. The PHA will consider mitigating circumstances.~~

Explanation of Change: This language was added to be consistent with the Housing Choice Voucher Program’s Administrative Plan.

2. Chapter 7 – Verification Procedures, Page 13

G. Verification of Allowable Deductions from Income

Unreimbursed Medical Expenses (24 CFR§ 5.611(a)(ii))

Families who claim unreimbursed medical expenses will be required to submit a certification as to whether such expenses have been, or will be, reimbursed by an outside source (e.g. medical insurance). **All documentation required to grant the medical expense deduction(s) must be presented to the PHA prior to the deduction being granted. If the documentation is not presented to the PHA prior to the effective date of recertification, any unverifiable medical expense deductions will not be granted and the recertification will be deemed complete. The family may produce additional information regarding their medical expenses so that a deduction may be granted through an interim recertification.**

Explanation of Change: This language was added at the request of the PHA's Legal Counsel.

3. Chapter 8 – Transfer Policy, Page 5

TRANSFER VACATE CHARGES

Residents with approved transfers are allowed three days of overlap between the unit transferred from and the unit transferred to. The resident will sign an agreement that will specify that the keys to the former unit must be returned within three (3) days or he or she will pay a \$25.00 daily **storage fee charge**, ~~for a maximum of 7 days. On the 8th day, the PHA will consider the unit surrendered and any personal property or belongings remaining in the former unit will be disposed of in accordance with state law.~~ **On the fourth (4th) day following the transfer date, PHA will issue a Notice of Belief of Abandonment and will continue charging a \$25.00 daily fee until unit keys are surrendered and/or the notice expires, whichever occurs first.**

Explanation of Change: Removed maximum number of days that charges can be levied, 7 days was considered to be short. Notice of Belief of Abandonment issuance will allow the removal, or proper disposal, of any items left behind after resident has taken possession of their new unit and has shown no interest in the items left behind in their former unit.

4. Chapter 9 – Leasing, Page 7

S. Gardening

~~If After receiving written approval, the resident fails to~~ **will** water and keep **the garden** weed free. ~~they will be charged for clean up of any debris and the use privilege will be withdrawn.~~ **In addition, the resident must ensure that their garden plants or trees do not touch any part of the PHA's buildings or structures.** All watering must be supervised by the resident and no free flowing hoses allowing water to run across sidewalks and into street gutters will be allowed. **Failure to maintain their garden spaces may result in charges to have any debris cleaned, and the potential revocation of their garden privileges.** Residents that have been given written approval for gardening in planter areas may be provided a placard stating "Maintained by Tenant" to be placed in the planter area.

Explanation of Change: Gardening language was added for clarity to our residents, upon the request of the Resident Advisory Board. Added language from REAC standards in regards to building clearances and vegetation. Added language for the Agency to have recourse in the event that a garden is not maintained.

5. Chapter 9 – Leasing, Page 7

Y. OPEN FLAME COOKING DEVICES

The PHA will follow the regulation enforced by the local fire departments in the Sacramento region - California Fire Code, Section 308.3.1

Charcoal burners and other open-flame cooking devices shall not be operated on any balconies or within 10 feet of any PHA building. Exceptions include an electric barbecue and propane fueled cooking device not greater than one (1) pound gas liquid propane capacity.

Tanks, charcoals and charcoal fluid cannot be stored on the inside of a dwelling unit or on the balcony, or within 10 feet of combustible construction or inside of any enclosed structure.

Explanation of Change: This language was added to clarify housekeeping standards for residents.

6. Chapter 13 – Complaints, Grievances, and Appeals, Page 3

PROCEDURE FOR REVIEW FOR APPLICANTS

Except where applicants can demonstrate good cause for delay, a written request for an informal review must be received by the PHA no later than 15 days (by the close of the business on the 15th day) from the date of the PHA's notification of denial. The informal review will be held within sixty (60) days from the date the request is received.

The informal review will not be conducted by the person who made or approved the decision under review.

The applicant will be given the option of presenting oral or written objections to the PHA's decision. The PHA will provide a translator to assist with the informal review upon request, **the family must make the request to the PHA at least five (5) business days prior to the hearing.** Both the PHA and the family may present evidence and witnesses. The family may use an attorney or other representative to assist them at their own expense; however, the family must notify the PHA at least five business days prior to the hearing if the family plans to be represented by an attorney.

Explanation of Change: There previously was not a specified timeframe for the family to make the request for a translator. The contractor that the Agency works with requires 5 business days of advance notice in order to provide the required translation services.

7. Chapter 14 – Family Debts to the PHA, Page 1

A. REPAYMENT AGREEMENTS FOR FAMILIES

The maximum length of time the PHA will enter into a repayment agreement with a family is twelve (12) months unless otherwise specified and approved by the PHA.

The minimum monthly amount of monthly payment for any repayment agreement is ~~ten dollars (\$10)~~ **twenty five dollars (\$25)**.

Explanation of Change: A \$10 minimum charge would result in numerous repayment agreements with a duration of more than 12 months, which is contrary to the maximum length policy.

8. Chapter 15 – Community Service and Self-Sufficiency, Page 3

D. NON-COMPLIANCE OF FAMILY MEMBERS

If the PHA determines that a family member is required to fulfill a service requirement, but the family member has failed to do so, the PHA will send the family a notice describing the noncompliance at least 30 days prior to the end of the lease.

In the event of noncompliance, the lease will end unless:

- The family provides proof that the non-compliant resident is no longer in the unit or
- The non-compliant family member and the Head of Household sign an agreement with the PHA to make up the deficient hours over the next twelve- (12) month period. The agreement will stipulate the number of hours the family member is required to perform each month. Staff will monitor these agreements to ensure that the family member is complying with the agreement. Non-compliance with the make-up agreement will result in termination **of tenancy at the end of the current 12-month lease**. The PHA will issue a 30-day notice **of termination** based on violation of this agreement.

Explanation of Change: Provided clarity of when the termination would happen in the event of non-compliance. It was not specified previously.

9. Chapter 20 – Reasonable Accommodation Policy and Procedures,
Page 1 and 2

A. FAIR HOUSING POLICY

The PHA will not deny any family or individual the opportunity to apply for or receive assistance under the public housing program on the basis of race, color, sex, religion, creed, national or ethnic origin, age, familial or marital status, disability, **genetic information**, sexual orientation or gender identity.

Explanation of Change: This language was added to be consistent with the Federal Fair Housing Act of 2008.

10. Chapter 22 – Marijuana Policy, Page 3

Chapter 22: MARIJUANA POLICY

(Effective September 1, 2019)

While **use and** possession of marijuana is no longer a crime under California law (~~with the proper permit~~), its possession is still illegal under federal law. When a state law is in conflict with a federal law, the federal law prevails. Thus, under federal law, **use and** possession of marijuana ~~for medical and/or non-medical purposes~~ constitutes a crime.¹

The Sacramento Housing and Redevelopment Agency (SHRA) utilize leases that prohibit any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other tenants. Furthermore, any drug-related criminal activity on or off such premises, engaged in by a public housing resident, any member of the resident's household, or any guest or other person under the resident's control, shall be cause for termination of tenancy. The ~~possession, use, cultivation, growing, sale, barter, purchase or exchange of marijuana is a serious violation of the lease between the PHA and the resident.~~

Admissions:

All forms of marijuana use, ~~including the use of "medical marijuana"~~ are illegal under federal law even if it is permitted under state law.² SHRA will deny admission to any household with a member who ~~is~~, at the time of application for admission, illegally using a controlled substance as that term is defined by the federal *Controlled Substance Act (CSA)*.

¹ The Controlled Substances Act (CSA), 21 USC Section 801 et. seq. categorizes marijuana as a Schedule 1 substance and therefore the manufacture, distribution or possession of marijuana is a federal criminal offense.

² The Controlled Substances Act (CSA), 21 U.S.C. Section 801 et. seq.

Reasonable Accommodation:

SHRA will not ~~grant~~ accommodate a resident's ~~request to use and/or possession~~ of medical marijuana as a reasonable accommodation, as it would not be reasonable for the PHA to allow a resident with disabilities to violate the law as a reasonable accommodation. As such, the PHA will not tolerate illegal drug use in or on its residential units or allow Housing Choice Voucher (HCV) participants to engage in such illegal drug units on or around their assisted units. **It is illegal for a person to use or possess marijuana under federal law. Reasonable Accommodations do not include requiring SHRA to tolerate illegal drug use or risk losing its HUD funding for doing so.**

Medical Expense Deduction:

HUD regulations require that when calculating a disabled tenant's adjusted income, a PHA must deduct from annual income the "un-reimbursed medical expenses of any elderly or disabled family" that exceed three percent (3%) of annual income.³

Because the use, possession, ~~trafficking~~, and sale of ~~medical~~ marijuana are violations of federal law, a disabled resident cannot deduct from his/her annual income monies used to purchase medical marijuana. ~~regardless of whether they have a state permit to use or purchase medical marijuana~~ However, the IRS specifically states that a person "cannot include in medical expenses amounts [paid] for controlled substances (such as marijuana, laetrile, etc.), in violation of federal law."

Non-Smoking Facility Policy (ACGP):

PHA policy prohibits residents, or other occupants, and their guests from smoking **pipes, cigars, cigarettes or marijuana** in their ~~public housing~~ units. In addition, the PHA will not allow smoking in internal common areas **or marijuana smoking in designated smoking areas** within its Public and Affordable Housing properties. As a responsible landlord, SHRA has ~~designated~~ **identified the** internal common areas as smoke-free zones **to take into** consideration of ~~the health and safety~~ **rights** of residents, visitors, staff, and vendors who enter private residential dwellings and enclosed common areas. Compliance with smoke-free housing rules by all residents and their visitors, including staff and vendors, will benefit everyone who accesses these areas.

Smoking is prohibited inside residential units, any common interior areas, including but not limited to hallways, laundry rooms, stairways, elevators, and within 25 feet of building(s) including entry ways, porches, balconies, windows, and patios. This policy applies to all staff, tenants, guests, visitors, and contractors.

³ 24 CFR 5.611(a)(3)

Explanation of Change: Updated Medical Marijuana Policy. Most of the changes were removing medical from the marijuana policy to include all Marijuana whether medicinal or recreational.

Explanation of Change: Updated Medical Marijuana Policy. Most of the changes were removing medical from the marijuana policy to include all Marijuana whether medicinal or recreational.

Administrative Plan 2018

1. Chapter 4, Establishing Preferences and Maintaining the Tenant Based Voucher Wait List, page 4-3

The PHA reserves the right to verify the authenticity of any document it deems to be questionable.

- 1) (5 points) Residency preference for families who live, work, or have been hired to work in Sacramento County, or any political subdivision thereof. The PHA will verify residency accepting one of the following:
 - a) Lease agreement in the applicant's name showing an address in the city or county of Sacramento and proof that they still reside there.
 - b) Copy of current utility bill in applicant's name.
 - c) Proof of employment in the City or County of Sacramento.
 - d) Written documentation from a government agency such as the Department of Human Assistance, DMV or Social Security Administration certifying to the applicant's residency and address in the city and county of Sacramento. Must have two of these letters.
 - e) If homeless, a referral from a homeless provider in the City or County of Sacramento verifying residency or a self-certification indicating specific current nighttime sleeping location and one piece of mail from number d) above issued to the applicant.
- 2) (3points) Veteran preference to a household containing a veteran, a person who has served in the active military, reserves, or National Guard who was called to active duty by a federal order of the United States at any time and who has been other than dishonorably discharged or released from service.
- 3) (2 points) Permanently disabled preference for families who have a member with a permanent disability. The applicant family must supply one of the following:
 - a) A Social Security Disability (SSD) or Supplemental Security Income (SSI) letter from the Social Security Administration verifying the disability status. The SSD or SSI printout must state the person is disabled or have the SSD or DI mark which is typically located at the top right of the SSA or SSI print out next to the person's name. A person may receive SSD or SSI simply because they are elderly which would not qualify them for the Disabled Preference.
 - b) *Certification of Disability* form completed by a medical professional.

4) (2 points) Lease In-Place

In the event the HCV leasing rate falls below 97%, preference will be given to families on the waiting list who are willing and able to lease in place. Families

who are considered to be living in-place are those who reside in a unit where the landlord will certify they will accept the HCV program. They must have resided in unit for the past three months and must remain in the unit for a period of no less than one year after assistance starts. The unit must meet all other program requirements in order to qualify for the preference.

Explanation of Change: This is a newly added preference that will allow the PHA to house families more quickly and better utilize funding.

2. Chapter 19 Special Housing Types, page 19-14

Maximum Term of homeownership assistance/ Time Limits CFR 982.634

The maximum terms during which a family can receive homeownership assistance are:

- 15 years if the initial mortgage has a term of 20 years or longer.
- 10 years in all other cases.

Time limit applies from the initial purchase, regardless of whether the family moves to a new unit.

Time limits do not apply to elderly and disabled families. The family must be considered an elderly family at the start of homeownership assistance. In the case of a disabled family, the exception applies at any time during receipt of homeownership assistance the family qualifies as a disabled family.

Explanation of Change: This added information matches federal regulations.

3. ADDENDUM #1- THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM

Explanation of Change: This section was added to the Administrative Plan to mirror the FSS program in Public Housing. The consistency in programs and policies enables participants to be subject to the same annual review process in both departments.

4. Chapter 21 Project-based Housing Choice Voucher Program, page 21-2

B. PROPOSAL SELECTION PROCEDURES

Non-Competitive Process

A PHA may provide PBV assistance to improve, develop, or replace a public housing property or property that it controls or has an ownership interest in without using a competitive process (H.R. 3700 Housing Opportunities Through Modernization Act

of 2016, Section 106). The PHA is involved in two such projects: Bainbridge and Twin Rivers.

~~Additionally, the PHA may add units to a PBV HAP Contract without engaging in a competitive process in order to preserve funding or provide additional resources to serve homeless families.~~

The PHA is disposing of one public housing property that it owns and is under a public housing Annual Contributions Contract. Per HUD regulations, the disposed unit must be replaced on a one-for-one basis in the community. The PHA intends to apply a project-based voucher to a unit of housing owned by the PHA but not receiving HUD assistance without using a competitive process (per PIH 2017-21, page 48). Specifically, the unit at 3380 Taylor Street, Sacramento will receive a project based voucher contract without following a competition so that the unit at 3867 Bainbridge Drive, North Highlands, a unit under a public housing Annual Contributions Contract, can undergo disposition.

Additionally, the PHA is replacing public housing located at Twin Rivers with mixed income housing and plans to apply 218 PBV to the newly constructed housing at this site in order to preserve affordable housing. The Choice Neighborhood Initiative (CNI) at Twin Rivers is a large effort to transform obsolete public housing to rebuild mixed income housing to create a vibrant service-rich community that is well integrated with the surrounding neighborhood.

The PHA may also add units to a PBV HAP Contract without engaging in a competitive process in order to preserve funding or provide additional resources to serve homeless families.

Explanation of Change: This section was added to include the demolition and new construction and subsequent application of project-based vouchers to the newly constructed units located at the Twin Rivers site based on the Choice Neighborhoods Initiative (CNI).



Sacramento Resident
Advisory Board

REPRESENTING SHRA TENANTS IN THE CITY OF SACRAMENTO AND THE COUNTY OF SACRAMENTO

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SACRAMENTO, CA 95811
916.443.5547
SACRAB@GMAIL.COM
WWW.SACRAB.ORG
501(c)(3) TAX ID:
26-3123191

September 5, 2018

SHRA
801 12th Street
Sacramento, CA 95814

COMMITTEES:

ALDER GROVE

ARDEN VILLA

BIG TREES

CAPITOL TERRACE

COLONIAL HEIGHTS

CORAL GABLES

COMSTOCK

CREEK SIDE

CRYSTAL GARDENS

EDGE WATER

GIBSON OAKS

GRAN CASA LINDA

LINCOLN MANOR

LITTLE BELL

MARINA VISTA

PARADISE MANOR

PINE KNOLL

SHERMAN OAKS

TWIN RIVERS

WILLIAM LAND VILLA

SHARP PROPERTIES

RE: Proposed 2019 Admin Plan and ACOP

Dear Sirs;

We provide this letter of support for the Proposed 2019 Admin Plan and ACOP updates.

The board today as the jurisdiction wide resident council voted unanimously to issue a letter of support for these proposed changes to the Annual Plan. Please forward our support to the Commission and Housing Authority Boards.

Thank you.

For:

Debbie Surrectt

Anthony Mann

Tish Hughes

Gale Morgan

Bill Blado

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

September 19, 2018

2019 PUBLIC HOUSING AGENCY ANNUAL PLAN FOR THE HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO

WHEREAS, the 2013-2019 Consolidated Plan is a planning document that identifies overall housing and community development needs in the City and County of Sacramento, and outlines a strategy to address those needs.

WHEREAS, the proposed 2019 Public Housing Agency (PHA) Plan is consistent with the 2013-2019 Consolidated Plan, which was approved by the City and County of Sacramento.

WHEREAS, beginning with the 2001 fiscal year budget and associated resolutions and reauthorized each subsequent year in the resolutions approving the Housing Authority of the City and Housing Authority of the County of Sacramento (collectively Housing Authority) budgets, the Sacramento Housing and Redevelopment Agency (SHRA) and its Executive Director, or her designee, are delegated authority by the governing boards of the Housing Authority to conduct a public hearing on behalf of the Housing Authority to discuss the Public Housing Agency Annual Plan (PHA Plan) as applicable and invite public comment on the plan.

WHEREAS, the proposed PHA Plan changes were presented to the Resident Committees and the Resident Advisory Board (RAB), and made available to the public on July 16, 2018.

WHEREAS, a public hearing, duly noticed for more than a 45-day period, was held on September 5, 2018 on the 2019 PHA Annual Plan on behalf of the Housing Authority and comments received were considered by the Sacramento Housing and Redevelopment Commission (Commission).

WHEREAS, the Capital Fund Program (CFP) Five-Year Action Plan (2019-2023) was previously analyzed in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). All programs included in the Five-Year Action Plan were found to be exempt under CEQA Guidelines and exempt or categorically excluded under the NEPA Guidelines. The actions proposed in this 2019 Annual Plan are in support of the Five-Year Action Plan.

WHEREAS, activities authorized by the PHA Plan and CFP have been analyzed in accordance with CEQA and NEPA. The recommended actions and all changes to the Annual Plan are administrative in nature and therefore are not a project subject to provisions of CEQA per 14 California Code of Regulations (CCR) §15378(b), and are determined to be exempt from NEPA per 24 Code of Federal Regulations (CFR) §58.34(a)(3). Changes to the Capital Fund Program involve adjustments for funding activities only, and do not propose any new projects. To the extent that funding becomes available, making these projects possible, individual environmental review under CEQA and/or NEPA will be performed prior to any actual funding commitment or choice-limiting action.

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

Section 1. After due consideration of the facts presented in the recitals above, the staff report and at the public hearing, the findings, including the environmental determinations regarding this action, are found to be true and correct and are hereby adopted.

Section 2. The Public Housing Agency Annual Plan, consisting of the Public Housing Admissions and Continued Occupancy Policy for both the Housing Authority of the City of Sacramento and the Housing Authority of the County of Sacramento and the Administrative Plan for the Housing Choice Voucher program for the Housing Authority of the County of Sacramento only, is hereby approved.

Section 3. The Executive Director or her designee is authorized to make non-substantive changes to the Plan based on any additional public comments received.

Section 4. The Executive Director or her designee is authorized to make changes to the PHA Plan as directed by the Department of Housing and Urban Development (HUD) or as required to comply with the Quality Housing and Work Responsibility Act of 1998.

Section 5. The Public Housing Agency certifies that the Plan is consistent with the Consolidated Plan per 24 CFR §§ 903.5 and 903.15.

Section 6. The Executive Director or her designee is authorized to execute and submit all required documents for the submission and certification of compliance of the 2019 PHA Annual Plan to HUD or to comply with the Quality Housing and Work Responsibility Act of 1998.

CHAIR

ATTEST:

CLERK

September 19, 2018



Sacramento Housing and Redevelopment Commission
Sacramento, California

Honorable Members in Session:

SUBJECT **Updated Agency and Housing Authority Maintenance Schedule of Fees and Charges**

RECOMMENDATION

Staff recommends adoption of the attached resolution(s) which authorize(s) the Executive Director or her designee to: Approve the 2019 Sacramento Housing and Redevelopment Agency (Agency) and Housing Authority Maintenance Schedule of Fees and Charges.

CONTACT PERSONS

LaTanna Jones, Assistant Director of Housing, 916-440-1334
Gregory Potts, Program Manager, 916-449-6229

SUMMARY

This report recommends additions and revisions to the Agency and Housing Authority Maintenance 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, and it is now necessary to revise the previous Schedule. The most recent update to the Schedule was in 2017 for the 2018 calendar year.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Sacramento Housing and Redevelopment Commission
September 19, 2018
Page 2

FINANCIAL CONSIDERATIONS

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

- identify fees to potential users of Agency services;
- standardize fees to the greatest extent possible; and
- charge fees to cover the cost of providing services

The fees and charges are intended solely to recover the Agency's actual costs 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 14 California Code of Regulations (CCR) §15378(b)(4), and is an exempt activity under the National Environmental Policy Act (NEPA) per 24 Code of Federal Regulations (CFR) §58.34(a)(3).

M/WBE AND SECTION 3 CONSIDERATIONS

The items discussed in this report do not involve federal funding; therefore, there are no M/WBE or Section 3 requirements.

Respectfully submitted,


LA SHELLE DOZIER
Executive Director

Attachments

- 1 SHRC Resolution
2. 2019 Sacramento Housing and Redevelopment Agency Schedule of Fees and Charges
- 3 2019 Housing Authority Maintenance Schedule Fees and Charge

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

September 19, 2018

2019 Agency and Housing Maintenance Fees and Charges Schedule

WHEREAS, the Schedule of Fees and Charges (Schedule) was first implemented by the Sacramento Housing and Redevelopment Agency (Agency) in 1983. It has been revised in subsequent years to reflect additions, deletions, and increases to previous versions.

WHEREAS, the proposed action does not constitute a project under the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations (CCR) §15378(b)(4), and is an exempt activity under the National Environmental Policy Act (NEPA) per 24 Code of Federal Regulations (CFR) §58.34(a)(3).

BE IT RESOLVED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION:

Section 1: The Fees and Charges Schedule for the Agency, as set forth in Attachment 1, 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, revise, or update the 2019 Agency and Housing Maintenance Schedule of Fees and Charges as set forth in Attachments 1 and 2 and distribute copies to consumers of Agency services.

CHAIR

ATTEST:

CLERK

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY
SCHEDULE OF FEES AND CHARGES

Effective Date – January 1, 2019

Charging Department	Activity	Current Rate	New Rate
All Agency	Reproduction - Agency Employees	\$.10 per copy	<i>No Change</i>
	Reproduction - Outside Agency	\$.10 per copy	<i>No Change</i>
	Personal Fax Transmissions	\$.10 per incoming page	<i>No Change</i>
	Personal Fax Transmissions	\$.75 per outgoing page	<i>No Change</i>
Development	Good Faith Deposit/Option Fees	No set deposit; 10% recommended for disposition and development agreements (DDA's); Agency keeps if other party does not perform	<i>No Change</i>
	Industrial Development Bond Local Fee (through Bonds for Industry Agreement)	25 basis points at bond closing	<i>No Change</i>
	Mortgage Revenue Bond Issuance Fee	Fee of 25 basis points of the total bond issuance amount at bond closing for new issuances and/or re-fundings.	<i>No Change</i>
	Multi-Family Loan and Mortgage Revenue Bond Application /fee	\$5,000 for loan and 12,500 Mortgage Revenue Bonds	<i>No Change</i>
Finance	Returned Checks	\$15 per check	<i>No Change</i>
	Taxpayer Identification Number (TIN)	\$100 per incorrect TIN resulting in payment of penalty to IRS.	<i>No Change</i>
Housing Choice Voucher (HCV)	Admin fee charges for tax levies imposed on Owners/Vendors' payments	\$20 per \$1000 of each levy. Levies with amount less than \$1000 will be charged an admin fee of \$20.	<i>No Change</i>
Housing Authority Maintenance	Maintenance Fees and Charges Schedule	Fixed charges for specific items and/or material and labor costs in accordance with Maintenance Fees and Charges Schedule.	<i>See Maintenance Fees and Charges Schedule</i>
Housing Authority Management	Security Deposits	Greater of \$250 or one month's rent per unit.	<i>No Change</i>
	Pet Security Deposit – Dogs and Cats	Medically Certified Companion /Service Animal: No Charge. Elderly/Disabled and all other families \$250 per pet.	<i>No Change</i>
	Missed PHA Contractor Trip Charge	All Contractor and/or Vendor actual trip charge for missed appointments that were scheduled.	<i>No Change</i>

Charging Department	Activity	Current Rate	New Rate
Housing Management, Cont'd.	Legal Fees	All costs associated with lease enforcement or eviction will be determined by actual cost to the agency. Fees will be determined by the contract and the court.	<i>No Change</i>
	Folding Clothes Line	\$30.00	<i>No Change</i>
	Smoke/CO Detector - Tampering	\$50.00	<i>No Change</i>
	Late Fees	\$20.00	<i>No Change</i>
Legal	Assignments of OPAs or DDAs after adoption. Legal review of subordination agreement following project completion.	\$1,000 minimum legal service fee and \$200 per hour exceeding 15 hours.	<i>No Change</i>
	Amendments or Modifications to OPAs or DDAs after adoption	\$1,500 minimum legal service fee, \$200 per hour exceeding 20 hours.	<i>No Change</i>
	Coordination of NEPA review for HUD grants to nonprofits	\$1200 minimum environmental coordination fee and all third party costs associated with the review	<i>No Change</i>
	Authorized legal review and work for other agencies.	\$165 per hour.	<i>No Change</i>
Homeownership Services	Plan Deposits	\$35 each - refundable within 10 days after bid date	<i>No Change</i>
	Termite, Appraisal and Title	Actual Cost of Vendor	<i>No Change</i>
	Loan Fee - Rehab	1 1/4 % of loan amount for owner occupied.	<i>No Change</i>
	Loan Set-up Fee - Amortized	\$25- plus \$75 for tax monitoring	<i>No Change</i>
	Loan Set-up Fee - Deferred		
	Mortgage Credit Certificate Lender Participation Fee	\$350 Initial Application Fee	<i>No Change</i>
	Mortgage Credit Certificate Program Application Fee	\$350 non-refundable	<i>No Change</i>
	Reissued MCC Application Fee	\$300	<i>No Change</i>
	Mortgage Credit Certificate Extension	\$50 for 30 days	<i>No Change</i>
Portfolio Management	Lender Participation Fee Renewal	\$300	<i>No Change</i>
	Subordination processing fee -- single family	\$300	<i>No Change</i>
	Subordinate processing fee -- multifamily	\$300	\$500
	Subordination Redraw Fee	\$100	<i>No Change</i>
	Demand statement preparation fee	\$35	<i>No Change</i>
	Demand statement fax fee (if required)	\$20	<i>No Change</i>
	Demand update fee (if required)	\$20	<i>No Change</i>
	Reconveyance fee	\$45	<i>No Change</i>

Charging Department	Activity	Current Rate	New Rate
Portfolio Management, Cont'd.	Recording fee	Per County Recorder fee schedule	No Change
	Compliance Monitoring – Non Financed Projects	\$900 initial fee + \$28.00 per inspected unit/year.	No Change
Portfolio Management – Multifamily Regulatory Agreement Compliance Violations	Regulatory Agreement Monitoring Fees – County Affordable Housing Ordinance – Multifamily Units	Multifamily Affordable Units x Average Public Subsidy/Unit x .15% x 55 years x discount rate (Project specific amount is reflected in the regulatory agreement)	No Change
	Regulatory Agreement Monitoring Fees – County Affordable Housing Ordinance – Single family Units	Single Family Affordable Units x Appreciation Differential/Unit x .5% x 30 years x discount rate (project specific amount is reflected in the regulatory agreement)	No Change
	Assignment/Assumption Processing Fee - Multifamily	\$500 plus recording fees and appraisal charges	\$750
	Loan Payment Late Fee	5% of monthly payment if payment not made within 15 days after payment due date	No Change
	Annual Multi-Family Administration Fee	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.	No Change
	Annual Multi-Family Loan Administration Fee	Fee of 15 basis points of the original loan amount for the longer of the life of the loan or loan regulatory agreement, paid in advance, semi-annually.	No Change
	Tenants over income at initial move in	Initial \$500 per unit, and again every 90 days until violation is resolved.	No Change
	Incorrect eligibility documentation	Initial \$50 per file for incorrect calculations, verifications, required documents; \$50 per month until corrected	No Change
	Failure to complete annual recertifications	Initial \$250 for each incomplete file; \$50 per month until corrected.	No Change
	Failure to maintain tenant eligibility records	Initial \$500 per unit, and again every 90 days until violation is resolved.	No Change
	Incorrect Rents	\$100 for each over-charged unit.	No Change

Charging Department	Activity	Current Rate	New Rate
Portfolio Management–Multifamily Regulatory Agreement Compliance Violations Cont'd.	Failure to submit complete and correct monthly bond report by due date	Initial \$100 per report. \$100 per day until violation resolved.	<i>No Change</i>
	Failure to comply with approved Management Plan	Initial \$100 per report. \$100 per day until violation resolved.	<i>No Change</i>
	Failure to submit complete and accurate quarterly Resident Services report by due date	Initial \$100 per report. \$100 per day until violation resolved.	<i>No Change</i>
	Failure to provide a resident service required by Resident Services Plan	Initial \$250 per service. \$100 per day until violation resolved.	<i>No Change</i>
	Noncompliant lease	\$100 per noncompliant lease.	<i>No Change</i>
	Verifiable existence of toxic mold	Initial \$200 per unit. 30 days to obtain certification unit is mold free. \$75 per day after 30 days.	<i>No Change</i>
	Broken pipes and plumbing facilities	\$200 per unit.	<i>No Change</i>
	Non-working smoke detectors	\$200 per unit.	<i>No Change</i>
	Windows with large cracks or missing glass	\$200 per unit.	<i>No Change</i>
	Infestation of roaches or vermin	\$200 per infested unit.	<i>No Change</i>
	Non-working heating unit (Winter) or air conditioning unit (Summer)	\$500 per non-working unit.	<i>No Change</i>
	Excessive amount of urine/feces	\$200 per unit.	<i>No Change</i>
	Excessive amount of trash/garbage in unit	\$75 per unit.	<i>No Change</i>
	Hazardous exterior conditions	\$500 per hazardous condition.	<i>No Change</i>
	Large holes walls/ceiling	\$100 per unit.	<i>No Change</i>
	Non-Operable Security Gate	\$500 per non-working gate.	<i>No Change</i>
	No Security Cameras (if required)	\$250 per discovery. \$75 reinspection fee.	<i>No Change</i>
	Non-working Security Cameras	\$100 per camera per discovery. \$75 reinspection fee.	<i>No Change</i>
	Non-working or non-accessible amenities/services	\$100 per item per discovery. \$75 reinspection fee.	<i>No Change</i>

Charging Department	Activity	Current Rate	New Rate
Agency Clerk	Agenda Packets (hard copy) - Outside Agency	\$600 per year	<i>No change</i>
	Tape Cassette, CD Reproduction or USB flash drive	\$8	<i>No Change</i>
Facility Use	Non-resident group area of Community Room	Security Deposit \$50 (refundable cleaning deposit) Basic charge - \$5 per hour	<i>No Change</i>
	Commission Room (801 12 th Street) and Riverview Plaza Meeting Room Rental	Security Deposit \$50 First Hour \$40 Each Additional Hour \$30	<i>No Change</i>

2019 Maintenance Fees and Charges

			Current		Proposed		Explanation
	HOUSING MAINTENANCE CHARGES	Labor Charge (Per Each)	Material Charge (Per Each)	Current Rate (Labor + Material)	Material Charge (Per Each)	Proposed Rate (Labor + Material)	Explanation of Increase or Decrease
Appliances & Accessories							
1	Freezer Door Gasket	\$ 19.80	\$ 57.91	\$ 77.71	No	Change	
2	Hood Fan Assembly	\$ 9.90	\$ 31.55	\$ 41.45	No	Change	
3	Hood Fan Filter	\$ 9.90	\$ 4.61	\$ 14.51	No	Change	
4	Oven Door (varying depending on make/size)	\$ 9.90	Service Only	\$ 9.90	No	Change	
5	Oven Door Handle	\$ 9.90	\$ 45.00	\$ 54.90	No	Change	
6	Range Burner, Electric	\$ 9.90	\$ 7.33	\$ 17.23	No	Change	
7	Range, Elec. Broiler Pan, Replace	\$ 3.30	\$ 24.00	\$ 27.30	\$ 28.69	\$ 31.99	Increased based on actual cost.
8	Range, Gas Broiler Pan, Replace	\$ 3.30	\$ 24.00	\$ 27.30	\$ 28.69	\$ 31.99	Increased based on actual cost.
9	Range Burner, Gas	\$ 9.90	\$ 30.00	\$ 39.90	\$ 33.85	\$ 43.75	Increased based on actual cost.
10	Range, Clean	\$ 79.20	Service Only	\$ 79.20	No	Change	
11	Range Hood, 30", Replace	\$ 39.60	\$ 51.23	\$ 90.83	No	Change	
12	Range Hood, 36", Replace	\$ 39.60	\$ 58.10	\$ 97.70	No	Change	
13	Range Hood, 42", Replace	\$ 39.60	\$ 72.99	\$ 112.59	No	Change	
14	Range, Inf. Switch	\$ 9.90	\$ 29.75	\$ 39.65	No	Change	
15	Range, Knobs	\$ 3.30	\$ 24.26	\$ 27.56	No	Change	
16	Range, Oven Rack 20"	\$ 3.30	\$ 27.37	\$ 30.67	No	Change	
17	Range, Oven Rack 30"	\$ 3.30	\$ 43.63	\$ 46.93	No	Change	
18	Range, Oven Control, Gas	\$ 19.80	\$ 67.54	\$ 87.34	No	Change	
19	Range, Oven Control, Electric	\$ 19.80	\$ 58.45	\$ 78.25	No	Change	
20	Range, Replace Electric 20"	\$ 39.60	\$ 340.00	\$ 379.60	No	Change	
21	Range, Replace, Electric 30"	\$ 39.60	\$ 440.00	\$ 479.60	No	Change	
22	Range, Replace, Gas 20"	\$ 39.60	\$ 465.00	\$ 504.60	No	Change	
23	Range, Replace, Gas 30"	\$ 39.60	\$ 440.00	\$ 479.60	No	Change	
24	Range, Stove-top Grate	\$ 3.30	\$ 22.95	\$ 26.25	No	Change	
25	Refrigerator, Replace (All Sizes)	\$ 19.80	\$ 465.00	\$ 484.80	\$ 499.10	\$ 518.90	Increased based on actual cost.
26	Refrigerator, Clean	\$ 79.20	Service Only	\$ 79.20	No	Change	
27	Refrigerator, Crisper	\$ 3.30	\$ 86.95	\$ 90.25	No	Change	
28	Refrigerator, Crisper Cover	\$ 3.30	\$ 64.88	\$ 68.18	No	Change	
29	Refrigerator, Gasket	\$ 39.60	\$ 71.95	\$ 111.55	No	Change	
30	Refrigerator, Shelf Front	\$ 6.60	\$ 36.65	\$ 43.25	\$ 38.40	\$ 45.00	Increased based on actual cost.
31	Refrigerator, Door Liner	\$ 39.60	\$ 16.90	\$ 56.50	No	Change	
32	Top Burner, Grate / Gas - Replace	\$ 20.00	\$ 22.92	\$ 42.92	No	Change	
Bath Accessories							
33	Medicine Cabinet Shelf	\$ 3.30	\$ 4.16	\$ 7.46	No	Change	
34	Medicine Cabinet/Complete	\$ 19.80	\$ 50.99	\$ 70.79	\$ 55.59	\$ 75.79	Increased based on actual cost.
35	Toilet Paper Holder, Replace	\$ 9.90	\$ 7.49	\$ 17.39	\$ 8.29	\$ 16.19	Increased based on actual cost.
36	Toilet Paper Spindle, Replace	\$ 3.30	\$ 1.49	\$ 4.79	\$ 1.79	\$ 5.09	Increased based on actual cost.
37	Toilet Seat (Elongated)	\$ 9.90	\$ 19.99	\$ 29.89	No	Change	
38	Toilet Seat (Regular)	\$ 9.90	\$ 11.49	\$ 18.89	\$ 21.11	\$ 31.01	Increased based on actual cost.
39	Toilet Tank Lid, Replace	\$ 9.90	\$ 32.99	\$ 42.89	No	Change	
40	Tub/Shower Stopper (Fit-all)	\$ 3.30	\$ 3.19	\$ 6.49	\$ 8.29	\$ 6.59	Increased based on actual cost.
Bath Accessories, Cont'd.							
41	Tub/Shower (Toe-stopper)	\$ 3.30	\$ 9.79	\$ 13.09	No	Change	
42	Towel Bar, Replace	\$ 9.90	\$ 5.18	\$ 15.08	\$ 7.99	\$ 12.89	Increased based on actual cost.
43	Tub/Shower Curtain Rod, Replace	\$ 6.60	\$ 4.65	\$ 11.25	\$ 10.35	\$ 16.40	Increased based on actual cost.
Carpentry							
44	Banister (price per linear foot)	\$ 20.00	\$ 2.56	\$ 22.56	No	Change	
45	Baseboard 2 3/8 Reversible (per sq foot)	\$ 20.00	\$ 1.26	\$ 21.26	No	Change	
46	Breadboard, Replace	\$ 6.60	\$ 22.99	\$ 29.59	No	Change	
47	Bi-fold / Bi-pass Door, Set	\$ 59.40	\$ 57.99	\$ 117.39	No	Change	
48	Cabinet Drawer Track	\$ 19.80	\$ 2.85	\$ 22.65	No	Change	
49	Cabinet Drawer, Replace	\$ 39.60	\$ 19.95	\$ 59.55	No	Change	
50	Cabinet, Vanity Replace	\$ 39.60	\$ 102.00	\$ 141.60	No	Change	
51	Closet Bi-Pass Floor Guides	\$ 9.90	\$ 0.97	\$ 10.87	No	Change	
52	Closet Pole Center Support Bracket	\$ 9.90	\$ 3.99	\$ 13.89	No	Change	
53	Closet Pole End Brackets	\$ 9.90	\$ 0.40	\$ 10.30	No	Change	

2019 Maintenance Fees and Charges

				Current		Proposed		Explanation
	HOUSING MAINTENANCE CHARGES	Labor Charge (Per Each)	Material Charge (Per Each)	Current Rate (Labor + Material)		Material Charge (Per Each)	Proposed Rate (Labor + Material)	Explanation of Increase or Decrease
54	Door Bumpers, Common Replace	\$ 3.30	\$ 1.26	\$ 4.56	No	Change		
55	Door Casing (per stick) *	\$ 59.60	\$ 4.99	\$ 64.59	No	Change		
56	Door Jamb / Repair	\$ 39.60	\$ 15.69	\$ 55.29	No	Change		
57	Door Viewer (Replace)	\$ 6.60	\$ 3.99	\$ 10.59	No	Change		
58	Door-Metal, Replacement *	\$ 143.80	\$ 120.00	\$ 263.80	No	Change		
59	Door-Wood, Interior HC *	\$ 143.80	\$ 38.99	\$ 182.79	No	Change		
60	Door, Pocket HC, Replace *	\$ 118.80	\$ 38.99	\$ 157.79	No	Change		
61	Door, Weather stripping	\$ 19.80	\$ 9.00	\$ 28.80	No	Change		
Electrical & Lighting				Labor	Material Price	Current Rate	Material Price	Proposed Rate
62	Electric Outlet Cover	\$ 3.30	\$ 0.35	\$ 3.65	No	Change		
63	Electric Switch Cover	\$ 3.30	\$ 0.35	\$ 3.65	No	Change		
64	Light Bulb / Appliances	\$ 3.30	\$ 0.89	\$ 4.19	No	Change		
65	Lamp (Light Bulb), Replace (60 watt)	\$ 3.30	\$ 1.00	\$ 4.30	No	Change		
66	Light Bulb / 2' T-12	\$ 3.30	\$ 3.10	\$ 6.40	No	Change		
67	Light Bulb / 2' T-8	\$ 3.30	\$ 3.10	\$ 6.40	No	Change		
68	Light Bulb / 4' T-12	\$ 3.30	\$ 2.35	\$ 5.65	No	Change		
69	Light Bulb / 4' T-8	\$ 3.30	\$ 3.25	\$ 6.55	No	Change		
70	Light Bulb / 6" Circeline	\$ 3.30	\$ 5.50	\$ 8.80	No	Change		
71	Light Bulb / 8" Circeline	\$ 3.30	\$ 5.00	\$ 8.30	No	Change		
72	Light Bulb / 12" Circeline	\$ 3.30	\$ 5.50	\$ 8.80	No	Change		
73	Light Bulb, 28 watt quad	\$ 3.30	\$ 12.99	\$ 16.29	No	Change		
74	Light Diffuser, Circeline	\$ 3.30	\$ 19.69	\$ 22.99	No	Change		
75	Light Diffuser, Glass Drum	\$ 3.30	\$ 12.89	\$ 16.19	No	Change		
76	Light Diffuser, 4 ft.	\$ 3.30	\$ 24.37	\$ 27.67	No	Change		
77	Light Diffuser, Exterior Porch	\$ 3.30	\$ 7.37	\$ 10.67	No	Change		
78	Light Fixture, 2' or 4' bulb fluorescent	\$ 39.60	\$ 52.87	\$ 111.56	No	Change		
79	Light Fixture, Circeline	\$ 19.80	\$ 53.55	\$ 73.35	No	Change		
80	Light Fixture, Emergency Exit	\$ 39.60	\$ 64.74	\$ 104.34	No	Change		
81	Exterior wall pack (Light Fixture)	\$ 39.60	\$ 155.77	\$ 195.37	No	Change		
82	Porch Light Shade / Plastic	\$ 3.30	\$ 5.65	\$ 8.95	No	Change		
83	Porch Light Shade / Glass	\$ 3.30	\$ 24.05	\$ 27.35	No	Change		
84	Receptacle, Replace: 110 basic	\$ 19.80	\$ 3.59	\$ 23.39	\$ 37.99	\$ 37.79	Increased based on actual cost.	
85	Receptacle, Replace: GFI	\$ 19.80	\$ 11.55	\$ 31.35	No	Change		
86	Receptacle, Replace: Appliance	\$ 39.60	\$ 3.59	\$ 43.19	No	Change		
87	Smoke Detector, Replace	\$ 9.90	\$ 44.99	\$ 54.89	\$ 59.99	\$ 69.88	Increased based on actual cost.	
88	Carbon Dioxide/Smoke Detector	\$ 9.90	\$ 53.99	\$ 63.89	No	Change		
89	120 Volt Smoke Detector	\$ 9.90	\$ 46.99	\$ 56.89	\$ 23.99	\$ 31.85	Decreased based on actual cost.	
90	Battery Smoke Detector	\$ 9.90	\$ 22.49	\$ 32.39	\$ 1.00	\$ 10.50	Decreased based on actual cost.	
91	Switch, Replace	\$ 9.90	\$ 1.35	\$ 11.25	No	Change		
92	Splitter / TV	\$ 6.60	\$ 3.75	\$ 10.35	\$ 1.25	\$ 11.15	Decreased based on actual cost.	
93	Telephone, Jack Replacement	\$ 9.90	\$ 2.99	\$ 12.89				
Floor coverings & accessories				Labor	Material Price	Current Rate	Material Price	Proposed Rate
94	Floor Tile, Replace 12" x 12" (Each)	\$ 6.60	\$ 0.87	\$ 7.47	No	Change		
95	Carpet/glue down (actual cost or prorate)		\$ 18.00	\$ 18.00	No	Change		
96	Carpetw/pad (actual cost or prorate)		\$ 22.00	\$ 22.00	No	Change		
97	1/2" or 4" Base / Per foot	\$ 6.60	\$ 0.44	\$ 7.04	No	Change		
Glazing & Hardware				Labor	Material Price	Current Rate	Material Price	Proposed Rate
98	Patio Sliding Door Handle	\$ 9.90	Special Order	Material Price	No	Change		
99	Patio Sliding Door Latch	\$ 9.90	Special Order	Material Price	No	Change		
100	Window Board up/Clean up	\$ 39.60	Service Only	\$ 39.60	No	Change		
101	Window Glass 20" X 20" / single pane	\$ 85.00	\$ 12.60	\$ 97.60	No	Change		
102	Window Glass 24" X 24" / single pane	\$ 85.00	\$ 17.11	\$ 102.11	No	Change		
103	Window Glass 24" X 60" / single pane	\$ 85.00	\$ 40.00	\$ 125.00	No	Change		
104	Window Glass 36" X 36" / single pane	\$ 85.00	\$ 36.00	\$ 121.00	No	Change		
105	Window Glass 36" X 60" / single pane	\$ 85.00	\$ 60.00	\$ 145.00	No	Change		
106	Window Glass 50" X 50" / single pane	\$ 85.00	Special Order	Material Price	No	Change		
107	Window Glass 20" X 20" / dual pane	\$ 115.00	\$ 42.00	\$ 157.00	No	Change		
108	Window Glass 24" X 24" / dual pane	\$ 115.00	\$ 60.00	\$ 175.00	No	Change		
109	Window Glass 24" X 60" / dual pane	\$ 115.00	\$ 150.00	\$ 265.00	No	Change		

2019 Maintenance Fees and Charges

			Current		Proposed		Explanation
	HOUSING MAINTENANCE CHARGES	Labor Charge (Per Each)	Material Charge (Per Each)	(Labor + Material)	Charge (Per Each)	(Labor + Material)	Explanation of Increase or Decrease
110	Window Glass 36" X 36" / dual pane	\$ 115.00	\$ 135.00	\$ 250.00	No Change		
Glazing & Hardware, Cont'd			Material Price	Current Rate	Material Price	Proposed Rate	
111	Window Glass 36" X 60" / dual pane	\$ 115.00	\$ 161.25	\$ 276.25	No Change		
112	Window Glass 50" X 50" / dual pane	\$ 175.00	\$ 214.52	\$ 389.52	No Change		
113	Window Glass 20" X 20" / screen	\$ 19.80	\$ 16.60	\$ 36.40	\$ 20.00	\$ 39.80	Increased based on actual cost.
114	Window Glass 24" X 24" / screen	\$ 19.80	\$ 19.72	\$ 39.52	\$ 20.00	\$ 39.80	Increased based on actual cost.
115	Window Glass 24" X 60" / screen	\$ 19.80	\$ 33.76	\$ 53.56	\$ 25.00	\$ 44.80	Decreased based on actual cost.
116	Window Glass 36" X 36" / screen	\$ 19.80	\$ 29.08	\$ 48.88	\$ 20.00	\$ 39.80	Decreased based on actual cost.
117	Window Glass 36" X 60" / screen	\$ 19.80	\$ 38.44	\$ 58.24	\$ 37.50	\$ 57.30	Decreased based on actual cost.
118	Window Glass 50" X 50" / screen	\$ 19.80	\$ 40.00	\$ 59.80	\$ 43.40	\$ 63.20	Increased based on actual cost.
				\$9.90 plus Special Order Price			
119	Window Lock, Casement	\$ 9.90	Special Order		No Change		
				\$9.90 plus Material Price			
120	Window Operator, Casement	\$ 19.80	Special Order		No Change		
Heating & Air			Labor	Material Price	Current Rate	Material Price	Proposed Rate
121	A/C Thermostat	\$ 9.90	\$ 25.82	\$ 35.72	\$ 31.99	\$ 41.89	Increased based on actual cost.
122	Furnace, Thermostat	\$ 9.90	\$ 25.82	\$ 35.72	\$ 31.99	\$ 41.89	Increased based on actual cost.
123	Exhaust Fan Cover	\$ 9.90	\$ 6.99	\$ 16.89	\$ 7.25	\$ 17.19	Increased based on actual cost.
Locks, keys and hardware			Labor	Material Price	Current Rate	Material Price	Proposed Rate
124	Eviction Lockout	\$ 9.90	Service Only	\$ 9.90	No Change		
125	Combo Lock Repair	\$ 19.80	Service Only	\$ 19.80	No Change		
126	Combo Lock Replace	\$ 19.80	\$ 54.99	\$ 74.79	\$ 62.99	\$ 82.79	Increased based on actual cost.
127	Deadbolt, Replace	\$ 19.80	\$ 29.11	\$ 48.91	No Change		
128	Door Lever knobset (Interior)	\$ 9.90	\$ 10.99	\$ 20.89	\$ 10.99	\$ 28.29	Increased based on actual cost.
129	Door Standard knobset (Interior)	\$ 9.90	\$ 9.99	\$ 19.89	\$ 9.19	\$ 19.99	Decreased based on actual cost.
130	Drawer Pulls	\$ 9.90	\$ 5.99	\$ 15.89	\$ 3.99	\$ 12.89	Decreased based on actual cost.
131	Gate Hinge	\$ 19.80	\$ 29.11	\$ 48.91	No Change		
132	Gate Latch	\$ 9.90	\$ 4.97	\$ 14.87	No Change		
133	Garage OH Door Handle	\$ 19.80	\$ 10.79	\$ 30.59	\$ 10.99	\$ 30.79	Increased based on actual cost.
134	Garage Door, Bolt Lock	\$ 19.80	\$ 18.59	\$ 38.39	No Change		
135	Key (Best Replacement)	\$ 9.90	\$ 7.50	\$ 17.40	No Change		
136	Key, (Unit Replacement)	\$ 9.90	\$ 0.50	\$ 10.40	No Change		
137	Key, (Unit Replacement) (Delivered)	\$ 9.90	\$ 0.50	\$ 10.40	No Change		
138	Lock, Install-a-Lock, wrap-around (Single)	\$ 19.80	\$ 22.00	\$ 41.80	No Change		
139	Lock, Install-a-Lock, wrap-around (Combo)	\$ 19.80	\$ 32.00	\$ 51.80	No Change		
140	Lock / Key in Knob / Entry	\$ 19.80	\$ 11.50	\$ 31.30	\$ 18.99	\$ 38.79	Increased based on actual cost.
141	Lock Change (non-damaged lock) + 2 keys	\$ 19.80	\$ 1.00	\$ 20.80	No Change		
			Locksmith Replacement Key Charge	Call Locksmith			
142	Lockout After Regular Business Hours	Call Locksmith			No Change		
143	Lockout During Regular Business Hours	\$ 79.20	Service Only	\$ 79.20	No Change		
144	Mailbox Lock Replace	\$ 9.90	\$ 6.89	\$ 16.79	No Change		
Locks, keys and hardware, Cont'd			Labor	Material Price	Current Rate	Material Price	Proposed Rate
145	Mechanical Door Chime	\$ 19.80	\$ 22.49	\$ 42.29	\$ 45.99	\$ 43.79	Increased based on actual cost.
146	Privacy / Passage / Patio Locks, Replace	\$ 9.90	\$ 10.99	\$ 20.89	No Change		
147	Store Room / Community Room Locks	\$ 19.80	\$ 76.00	\$ 95.80	No Change		
148	Auto Gate Clickers	N/A	\$ 30.00	\$ 30.00	No Change		
149	Pedestrian CARD Readers	N/A	\$ 7.00	\$ 7.00	No Change		
Paint & preparation			Labor	Material Price	Current Rate	Material Price	Proposed Rate
150	Paint, int/ext Door, Stain finish	\$ 59.40	\$ 9.99	\$ 69.39	No Change		
151	Paint, int/ext Door, Paint finish	\$ 39.60	\$ 9.99	\$ 49.59	No Change		
Plumbing			Labor	Material Price	Current Rate	Material Price	Proposed Rate
152	Basin Faucet, Replace	\$ 19.80	\$ 97.89	\$ 117.69	No Change		
153	Basin Stopper	\$ 3.30	\$ 3.39	\$ 6.69	No Change		
154	Basin, Replace	\$ 59.40	\$ 39.39	\$ 98.79	No Change		
155	Basin, P-Trap, Replace	\$ 9.90	\$ 11.79	\$ 21.69	No Change		
156	Basket Strainer (crumb cup)	\$ 3.30	\$ 2.29	\$ 5.59	No Change		

2019 Maintenance Fees and Charges

			Current		Proposed		Explanation
	HOUSING MAINTENANCE CHARGES	Labor Charge (Per Each)	Material Charge (Per Each)	Current Rate (Labor + Material)	Material Charge (Per Each)	Proposed Rate (Labor + Material)	Explanation of Increase or Decrease
157	Drain Stoppage, Tub / Shower	\$ 39.60	Service Only	\$ 39.60	No	Change	
158	Drain Stoppage, Sink	\$ 39.60	Service Only	\$ 39.60	No	Change	
157	Flush Tank (Toilet)	\$ 39.60	\$ 50.00	\$ 89.60	No	Change	
158	Garbage Disposal Stopper	\$ 3.30	\$ 2.89	\$ 6.19	No	Change	
159	Garbage Disposal, Replace	\$ 39.60	\$ 54.99	\$ 94.59	No	Change	
160	Garbage Disposal, Splash Guard	\$ 9.90	\$ 2.59	\$ 12.49	No	Change	
161	Garbage Disposal, Stoppage	\$ 9.90	\$ 1.89	\$ 11.79	No	Change	
162	Gas Connector, Replace	\$ 19.80	\$ 13.04	\$ 32.84	\$ 15.65	\$ 39.45	Increased based on actual cost.
163	Hand Held Shower Head (Wand Only)	\$ 9.90	\$ 21.19	\$ 31.09	No	Change	
164	Hose Bibs, Replace	\$ 19.80	\$ 6.09	\$ 25.89	No	Change	
165	Kitchen Faucet, Replace	\$ 19.80	\$ 36.39	\$ 56.19	No	Change	
166	Laundry Faucet, Replace	\$ 19.80	\$ 24.49	\$ 44.29	No	Change	
167	Lavatory	\$ 118.80	\$ 32.99	\$ 151.79	No	Change	
168	Toilet Bowl, Std. Only	\$ 39.60	\$ 56.00	\$ 95.60	No	Change	
169	Toilet Bowl, Elongated	\$ 39.60	\$ 128.40	\$ 168.00	No	Change	
170	Toilet Bowl, ADA	\$ 39.60	\$ 128.40	\$ 168.00	\$ 170.00	\$ 209.60	Increased based on actual cost.
171	Toilet Stoppage / Local	\$ 19.80	Service Only	\$ 19.80	No	Change	
172	Toilet, Standard, Replace	\$ 39.60	\$ 80.40	\$ 120.00	\$ 120.00	\$ 159.60	Increased based on actual cost.
173	Shower Head	\$ 6.60	\$ 5.40	\$ 12.00	No	Change	
Window Coverings & Screens							
		Labor	Material Price	Current Rate	Material Price	Proposed Rate	
174	Screen Door Closer	\$ 9.90	\$ 10.99	\$ 20.89	No	Change	
175	Screen Door Grill 36" X 36"	\$ 9.90	\$ 19.99	\$ 29.89	No	Change	
176	Screen Door Kick Panel	\$ 39.60	\$ 19.99	\$ 59.59	No	Change	
177	Screen Door Latch	\$ 6.60	\$ 5.49	\$ 12.09	No	Change	
178	Screen Door / Passage	\$ 39.60	\$ 50.40	\$ 90.00	No	Change	
179	Screen Door, Storm Door, Replace	\$ 59.40	\$ 129.00	\$ 188.40	No	Change	
180	Screen Door / Std / Rescreen	\$ 39.60	\$ 50.40	\$ 90.00	No	Change	
181	Shower Door Kit / Towel Bar	\$ 9.90	\$ 20.85	\$ 30.75	No	Change	
182	Sliding Screen Door/Rescreen	\$ 9.90	\$ 20.10	\$ 30.00	No	Change	
183	Traverse Rod 28" X 48"	\$ 19.80	\$ 13.20	\$ 33.00	No	Change	
184	Traverse Rod 48" X 84"	\$ 19.80	\$ 17.20	\$ 37.00	No	Change	
185	Traverse Rod 66" X 120"	\$ 19.80	\$ 17.20	\$ 37.00	No	Change	

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.

*An asterisk in the Schedule of Fees and Charges indicates that the charge is for more than one trade.