



**SACRAMENTO
HOUSING AND REDEVELOPMENT
AGENCY**



5

February 28, 1989

Budget and Finance Committee
of the City Council
Sacramento, CA

Honorable Members in Session:

SUBJECT: Proposed Revisions to Agency Fees and Charges Schedule

SUMMARY

The attached report is submitted to you for review and recommendation prior to consideration by the Redevelopment Agency and Housing Authority of the City of Sacramento. A similar report will be submitted to the Redevelopment Agency and Housing Authority of the County of Sacramento.

RECOMMENDATION

The staff recommends approval of the attached resolution approving the proposed revisions.

Respectfully submitted,

Andrew J. Plescia
ANDREW J. PLESCIA
Acting Executive Director

TRANSMITTAL TO COMMITTEE:

Jack R. Crist
JACK R. CRIST
Deputy City Manager

Attachment



**SACRAMENTO
HOUSING AND REDEVELOPMENT
AGENCY**



5

March 7, 1989

Redevelopment Agency of the
City of Sacramento
and
Housing Authority of the
City of Sacramento
Sacramento, California

Honorable Members in Session:

SUBJECT: Proposed Revisions to Agency Fees and Charges Schedule

SUMMARY

This report recommends the addition or revision of standardized fees and charges for various Agency activities and services.

BACKGROUND

The Agency first implemented a Fees and Charges Schedule in 1983. The Schedule has been revised each subsequent year to reflect additions, deletions, and increases to the prior schedule. It is now necessary to revise the 1988 Schedule to reflect adjustments for the 1989 year.

For 1989, there are a few minor changes recommended. The only substantial change recommended is for the service charges of the Housing Maintenance Division. The current schedule of maintenance charges is based on an hourly labor rate of \$16.50 per hour and the 1988 materials cost. This hourly labor rate of \$16.50 has been in effect since February 1988. The recommended maintenance charges for 1989 are based on an hourly labor rate of \$17.50 per hour and are also adjusted to reflect changing material costs. The increase in the labor rate reflects increased salary and benefits to the Maintenance Division employees. We are attempting to match increased costs with increasing fees on an annual basis as opposed to large increases every several years in an effort to catch up to prior increased costs.

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City of Sacramento
and Housing Authority of the
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The listing attached as Exhibit A indicates the recommended changes and additions to the 1988 Fees and Charges Schedule which has been in effect since February 9, 1988. All other Agency fees and charges currently in place would remain unchanged.

The proposed fees and charges of the Housing Department has been reviewed and unanimously approved by the Resident Council.

FINANCIAL DATA

The proposed changes would only have a minor financial impact on the Agency. The primary emphasis of this item is to:

- 1) Identify fees to potential users of Agency services;
- 2) Standardize fees as much as possible; and
- 3) Charge fees to cover the cost of providing services.

The fees and charges are not intended to generate additional income but to recover the Agency's actual cost in providing the service. Maintenance fees are only charged to tenants for "tenant caused damage" and not for normal routine maintenance.

ENVIRONMENTAL REVIEW

CEQA: Not a project, Section 15378(b)(3).
NEPA: Exempt, Section 58.34(a)(3).

POLICY IMPLICATIONS

The actions proposed in this staff report are consistent with previously approved policy and there are no policy changes being recommended.

VOTE AND RECOMMENDATION OF COMMISSION

At its regular meeting of February 27, 1989, the Sacramento Housing and Redevelopment Commission adopted a motion recommending adoption of the attached resolution. The votes were as follows:

- AYES:
- NOES:
- ABSENT:

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

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RECOMMENDATION

The staff recommends (1) approval of the proposed new and/or revised fees and charges on the attached schedule, (2) addition of these new and/or revised fees and charges to the previously approved 1988 Sacramento Housing and Redevelopment Fees and Charges Schedule, which would become the 1989 Schedule, and (3) publication and distribution of the 1989 Fees and Charges Schedule to users of Agency services.

Respectfully submitted,


ANDREW J. PLESCIA
Acting Executive Director

TRANSMITTAL TO COUNCIL

WALTER J. SLIPE
City Manager

1065M

Contact Person: Richard K. Slaymaker
440-1373

RESOLUTION NO.

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO

ON DATE OF

RESOLUTION APPROVING THE 1989 SACRAMENTO HOUSING AND REDEVELOPMENT FEES AND CHARGES SCHEDULE

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO:

Section 1: The 1989 Fees and Charges Schedule for the Sacramento Housing and Redevelopment Agency, as set forth on Exhibit "A" attached hereto, is hereby approved.

Section 2: The 1989 Sacramento Housing and Redevelopment Fees and Charges Schedule supersedes any previously approved schedule of fees and/or charges, and shall constitute the total fees and charges imposed by the Agency.

Section 3: The Executive Director is hereby authorized to implement such Fees and Charges Schedule and distribute the schedule to current users of Agency services.

Section 4: This resolution is effective immediately.

CHAIR

ATTEST:

SECRETARY

RESOLUTION NO.

**ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO
ON DATE OF**

**RESOLUTION APPROVING THE 1989
SACRAMENTO HOUSING AND REDEVELOPMENT
FEES AND CHARGES SCHEDULE**

**BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY
OF SACRAMENTO:**

Section 1: The 1989 Fees and Charges Schedule for the Sacramento Housing and Redevelopment Agency, as set forth on Exhibit "A" attached hereto, is hereby approved.

Section 2: The 1989 Sacramento Housing and Redevelopment Fees and Charges Schedule supersedes any previously approved schedule of fees and/or charges, and shall constitute the total fees and charges imposed by the Agency.

Section 3: The Executive Director is hereby authorized to implement such Fees and Charges Schedule and distribute the schedule to current users of Agency services.

Section 4: This resolution is effective immediately.

CHAIR

ATTEST:

SECRETARY

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Finance	Wire transfer payments to Vendors	-0-	\$50.00 per wire
Housing Development	Mortgage Credit Certificate Lender Participation Fee	\$150.00 initial Application fee \$100.00 Annual Renewal Fee	\$225.00 initial Application fee \$200.00 Annual Renewal Fee
Housing Development	Mortgage Credit Certificate Program Application Fee	\$150.00 non-refundable	\$200.00 non-refundable
Housing Development	Mortgage Revenue Bond - City and County	Non-refundable application fee of 10 basis points and an additional 25 basis points at bond closing, plus annual fee of 10 basis points for the life of the bonds.	Non-refundable application fee of 10 basis points and an add'l 25 - 50 basis points at bond closing, per indiv'l project negotiation, plus annual fee of 12.5 basis points for the life of the bonds.

1988 TENANT CHARGES
FOR MAINTENANCE SERVICES

	Charge	Proposed 1989 Charge
<u>Keys and Locks</u>		
lock out (During hours)	\$ 8.25	9.00
lock out (After hours)	25.00	26.00
key (apartment/mailbox)	1.00	1.75
key (large bow "best")	5.00	6.00
mailbox lock	8.00	9.00
init lock - combination	76.00	DELETE
init lock - key in knob - entry	20.00	DELETE
lock Change		25.00
interior locks (privacy, passage, patio)	14.00	16.00
store room/community room lock	24.50	DELETE
door latch	10.00	DELETE
lock repair - interior, patio	9.00	DELETE
lock repair - exterior	11.00	DELETE
deadbolt lock	38.00	DELETE
knob replacement	11.00	DELETE
patio door handle	13.00	DELETE
patio door latch	10.00	DELETE
strike plate	6.00	DELETE
install-a-lock	28.00	DELE
<u>Carpentry</u>		
entry door - paint grade, solid core	\$ 65.00	69.00
interior door - hollow core	47.00	53.00
bucket door - hollow core	63.00	69.00
garage service door (1 lite/1 panel)	76.00	82.00
cordian door - vinyl - 36 x 80	40.00	41.00
- 84 x 80	50.00	51.00
- 60 x 94	60.00	61.00
head board	16.00	17.00
foundation vents	3.00	3.00
airrail bracket	2.00	2.00
gate latch	2.50	3.00
gate hinge	2.50	3.00
garage door handle	4.00	4.00
garage door bolt lock	5.00	6.00
door jamb - interior	23.50	25.00
door jamb - exterior	40.00	42.00
door casing	8.50	9.00
door viewer	13.00	14.00
drawer pulls (common)	2.50	3.00
door bumpers	2.00	2.00
loset shelving	10.50	11.
loset poles - 6'	7.00	7.
door mailbox slot	11.00	12.00

1988 TENANT CHARGES
FOR MAINTENANCE SERVICES

	Charge	Proposed 1989 Charge
Electrical		
Electric fixture	\$ 11.00	12.00
Electric fixture - glass	8.50	9.00
Electric outlet	9.00	10.00
Electric outlet cover	2.00	2.00
Electric switch	9.00	10.00
Electric switch cover	2.00	2.00
120 receptacle	10.00	11.00
Circuit breaker	18.00	19.00
Fluorescent tubes (all)	5.50	6.00
Light defuser - interior	4.50	5.00
Worch light shade - glass	4.50	5.00
Worch light shade - plastic	10.00	10.00
Splitter (T.V.)	7.00	8.00
Smoke alarm	16.00	17.00
Exhaust fan cover	17.00	18.00

Glass		
Window glass - 20" x 20" (D.S.)	\$ 20.00	20.00
- 24" x 24" (D.S.)	22.00	22.00
- 36" x 36" (D.S.)	29.00	29.00
- 24" x 60" (D.S.)	30.00	30.00
- 36" x 60" (D.S.)	37.00	37.00
- 50" x 50" (D.S.)	40.00	40.00
Ratio door glass - 34" x 76" (safety)	60.50	60.50
Lower door glass - 28" x 60" (safety)	34.50	34.50
Sub enclosure glass - 28" x 54" (safety)	29.50	29.50
Medicine cabinet mirror - 15" x 36"	14.00	14.00
Medicine cabinet shelf	2.00	3.00
Window operator	9.50	10.00
Window operator handle	2.50	3.00
Window lock	4.50	5.00

Screens		
Sliding screen door (new) - 36" x 80"	\$ 41.00	47.00
Sliding screen door (rescreen) - 36" x 80"	12.00	13.00
Window screen (new)	13.00	14.00
Window screen (rescreen)	8.00	9.00
Half panel (rescreen)	8.00	9.00
Full panel (rescreen)	16.00	17.00
Screen door closer	12.00	13.00
Screen door hinge	10.00	11.00
Screen door latch	9.00	10.00
Screen door (passage)	54.00	60.00
Screen door grill - 36" x 36"	9.00	10.00
Screen door expander	15.00	16.00
Screen door lock	4.00	(9) 7.00

1988 TENANT CHARGES
FOR MAINTENANCE SERVICES

	Charge	Proposed 1989 Charge
<u>Blinds and Shades</u>		
blinds - 54" x 56"	\$ 28.50	30.00
- 78" x 56"	33.00	35.00
- 78" x 84"	39.00	41.00
- 102" x 84"	47.00	49.00
- 126" x 60"	53.00	55.00
- 144" x 60"	61.00	63.00
<u>Reverse rod convertible</u>		
(one way/two way) - 28" x 48"	11.00	12.00
- 48" x 84"	13.00	14.00
- 66" x 120"	15.00	16.00
- 84" x 156"	16.50	19.00
<u>Window shade - 18" to 45"</u>		
- 54" to 72"	11.00	12.00
	12.00	14.00
<u>Appliances - Ranges/Refrigerators</u>		
top burner - gas	\$ 13.50	14.00
top element - electric	22.00	22.00
top burner grate - gas	7.00	7.00
oven door handle	18.00	18.00
burner/Oven knob	5.50	6.00
oven door	55.00	55.00
oven control - gas	54.00	54.00
oven control - electric	31.00	31.00
top element switch - electric	18.00	18.00
gas range - 20"	243.00	243.00
gas range - 30"	286.00	286.00
gas connector	9.00	9.00
electric stove - 20"	244.50	245.00
electric stove - 30"	260.50	261.00
evaporator - single door refrigerator	156.00	190.00
freezer door gasket	25.50	30.00
refrigerator door gasket	41.00	45.00
refrigerator door handle	37.00	37.00
freezer door - single door refrigerator	24.50	25.00
crisper cover	17.50	18.00
crisper	12.00	12.00
light bulb	1.50	2.00
toaster tray	17.00	17.00
refrigerator - TAl1	300.00	325.00
- TBFF14	359.50	364.00
- TBF16	371.50	385.00
hood fan filter	12.00	12.00
lean stove	33.00	33.00
lean refrigerator	8.25	8.75
washer	581.00	581.00
year	321.00	321.00

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1988 TENANT CHARGES
FOR MAINTENANCE SERVICES

	Charge	Proposed 1989 Charge
<u>Plumbing</u>		
sink faucet	\$ 49.00	49.00
lavatory faucet	55.00	55.00
laundry tray faucet	31.50	32.00
sink P-trap	12.50	13.00
basin P-trap	14.00	14.00
sink/Basin J-bend	8.00	8.00
bathtub faucet	56.00	56.00
toilet set	70.00	70.00
flush tank	32.00	32.00
toilet stool	48.00	48.00
lavatory	39.00	39.00
toilet tank cover	13.50	14.00
toilet seat	13.00	13.00
toilet paper spindle	3.00	3.00
toilet paper holder	12.00	12.00
towel bar	9.00	9.00
lower rod	5.00	5.00
sink strainer	3.00	3.00
radiant thermostat	16.00	16.00
heating/cooling thermostat - heat pump	47.00	47.00
heating/cooling thermostat - central system	25.00	25.00
garbage disposal	48.00	48.00
VC P-trap	10.00	10.00
pop-up stopper	8.00	8.00
toilet stoppage - local	8.25	9.00
toilet stoppage - pull and reinstall	23.50	24.00
basin/sink/tub/shower/laundry tray stoppage	14.00	14.00
city main sewer line stoppage	28.00	28.00
garbage disposal stoppage	8.25	9.00
lower door kit (towel bar)	13.00	13.00
plastic soap dish	1.00	1.00
basin/tub stopper	1.00	1.00
garbage disposal stopper	2.00	2.00
garbage disposal splash guard	2.00	2.00
band held shower head	21.00	21.00
lower head	13.00	13.00
nose bib	11.00	11.00
<u>Miscellaneous Charges</u>		
garbage can	9.25	10.00
floor tile (9"x9", 12"x12")	2.50	3.00

1988 TENANT CHARGES
FOR MAINTENANCE SERVICES

For any repairs or replacements of items not listed, charges will be assessed on the basis of actual cost of materials and labor.

The prevailing labor rate for maintenance services to tenants is \$17.50 per hour.

Tenant charges will apply to services during occupancy, vacated units and preventive maintenance services when it is determined that repairs are necessary due to tenant caused damages or abuse.

If a tenant calls for service and arranges for a predetermined appointment time and is not at home when the maintenance person arrives, charges will be assessed to the tenant at the following rate:

During normal business hours - Monday thru Friday	\$6.50
After normal business hours - Weekends and Holidays	\$8.75