

ROCKFORD HOUSING AUTHORITY

MAINTENANCE CHARGES

(Cleaning, Repairing and Replacement)

It is the policy of the Rockford Housing Authority to charge residents for any cleaning and maintenance repairs determined to be caused by tenant neglect and or abuse. All charges will include the cost of labor and materials. Charges will be determined and assessed by the property manager or maintenance responder and verified through the work order system. Residents will be billed by the Rockford Housing Authority with arrangements for payment to be made with the property manager. Failure to pay assessed charges will be grounds for lease termination.

If tenant damages are determined and assessed during a move out inspection, charges will be deducted from the security deposit. In the event the amount due is greater than the security deposit the balance must be paid in full. Failure to pay will prevent any future occupancy with the Rockford Housing Authority. Residents will not be charged if repair costs are determined to be the result of ordinary wear and tear.

The prices listed below represent a sample of items that will be charged for including an average cost for labor and materials. Actual charges will be billed to include the cost of labor and materials used for each work item. It is the policy of the Rockford Housing Authority to refer all unpaid charges to an agency for collection.

<u>KITCHEN ITEMS</u>	<u>COST</u>
Clean stove	\$40.00
Clean refrigerator	\$40.00
Clean cabinets and counter tops	\$20.00
Repair cabinets - simple	\$25.00 (per hour)
Repair cabinets - complex	labor and materials
Repair cabinet drawer - simple	\$25.00 (per hour)
Repair cabinet drawer - complex	labor and materials
Replace boiler pans/trays	\$50.00
Replace oven racks and grates	\$20.00 (each)
Replace stove knobs	\$20.00 (each)
Replace oven knob	\$20.00 (each)
Replace drawer handles	\$ 5.00 (each)
Replace sink stopper (rubber)	\$ 5.00 (each)
Replace sink stopper (pop up)	\$ 9.00 (each)
Refrigerator: (Damaged beyond normal wear and tear) Cost of replacement plus labor.	
Stoves: (Damaged beyond normal wear and tear) Cost of replacement plus labor.	

<u>BATHROOM</u>	<u>COST</u>
Clean shower doors and walls	\$14.00
Clean tubs and showers	\$14.00
Clean toilets	\$14.00
Clean sinks, countertops and cabinets	\$14.00
Replace toilet seat	\$30.00 (each)



Replace toilet paper holder (complete)	\$15.00	(each)
Replace towel bar complete	\$15.00	(each)
Replace shower head	\$25.00	(each)
Replace shower rod	\$25.00	(each)
Replace medicine cabinet mirror	\$11.50	(each)
Replace bathtub stopper (rubber)	\$ 5.00	(each)
Replace bathtub stopper (pop up)	\$35.00	(each)
Repair Tub/Shower	\$10.00	(each)

DOORS COST

Repair storm door – Simple fix	\$20.00	(each)
Repair storm door – Extensive fix	\$50.00	(each)
Replace storm door	\$250.00	(each)
Replace door closer	\$20.00	(each)
Replace main door knob/lock assembly	\$140.00	(each)
Repair main door knob/lock assembly	\$25.00	(each)
Replace interior door knobs/passage locks	\$20.00	(each)
Replace closet door knobs	\$ 3.00	(each)
Repair interior doors	\$30.00	(each)
Replace interior doors	\$80.00	(each)
Replace doors (Fire Rated)	See Invoice	
Replace exterior doors	Labor plus Materials	
Replace garage door	Labor plus Materials	
Replace storm door closure	\$35.00	(each)
Replace storm door chain	\$25.00	(each)
Replace storm door closure with chain	\$40.00	(each)
Replace storm door latch	\$35.00	(each)

ELECTRICAL/LIGHTING COST

Replace globes on light fixtures	\$20.00	(each)
Wallsock/Switch Replace	\$10.00	(each)
Breaker/Switch/Install	\$10.00	(each)
Replace lightbulb – Family	\$ 2.00	(each)
Replace GFI outlet	\$50.00	(each)
Furnace, Replace thermostat	\$45.00	(each)

SMOKE DETECTORS COST

Replace smoke detector	\$50.00	(each/ plus labor/materials)
Re-hang smoke detector	\$ 5.00	(each)

Reinstalling smoke detectors/other Fire Safety equipment due to tenant caused damage or removal by household first occurrence **\$50.00** fine, plus labor and materials, second occurrence **\$100.00** fine plus labor and materials; during REAC inspections **\$150.00** fine.

PLUMBING COST

Unstop drains (kitchen, bath & floor)	\$45.00	(each)
Unstop drains (kitchen, bath & floor) After Hours	\$80.00	(each)
Unstop toilets	\$35.00	(each)



Unstop drains (kitchen, bath, floor & toilet performed by Outside Service Company)	RHA COST	(each)
Replace aerator	\$10.00	(each)

Duplex and high-rise units that have drains that are back to back. When these drains are unstopped the charge will be divided between the two units.

<u>WINDOWS</u>	<u>COST</u>	
Repair/replace broken windows	\$45.00	(each)
Repair/replace damaged screens	\$45.00	(each)

<u>LOCKS</u>	<u>COST</u>	
Unlock entry door/Days (where applicable)	\$50.00	(minimum)
Unlock entry door/After Hours	\$100.00	(minimum)
Unlock entry door/10:00 p.m. – 8:00 a.m.	\$150.00	(minimum)
Change locks (cylinder)	\$50.00	(each)
Change locks (new lock)	\$100.00	(each)
Unauthorized lock change	\$150.00	(each)
New keys	\$10.00	(each)
New key card	\$35.00	(each)

You will be charged for unlocking door when the call is made to maintenance. If you get into your unit before maintenance arrives, or you are not present waiting for maintenance to arrive, you will still be charged for calling maintenance to unlock your door. Maintenance will make all possible efforts to arrive within one hour, however this may not always be possible if maintenance is tied up on another call and can't leave or has an emergency call waiting. You can purchase an extra key during office hours rather than have maintenance to open your door.

<u>MISCELLANEOUS</u>	<u>COST</u>	
Replace shelving	\$35.00	(each)
Repair holes in walls, minor (less than 6 sq/in)	\$35.00	(each)
Repair holes in walls, major (greater than 6 sq/in)	\$55.00	(each)
Remove trash from apartment (per room)	\$25.00	(plus labor)
Pick up trash from residents yard	\$75.00	(each)
Mow residents lawn (where applicable)	\$50.00	(minimum)
Repair fences (where applicable)	\$30.00	(minimum)
Tire disposal (16" or less)	\$20.00	(minimum)
Tire disposal (with rim 16" or less)	\$30.00	(minimum)
Remove Satellite Dish	\$25.00	
Replace downspouts, single story house	\$35.00	(each)
Replace downspouts, multiple story house	\$55.00	(each)
A/C installation and removal	\$20.00	(each)
Smoking in hallway, stairwell, common areas	\$50.00	Inside building
Copies	\$0.25 (per copy)	
Staff Time to Search Records	per man hr.	
Returned Check	\$35.00	
Washing Machine Hook up	\$15.00	



Dryer Hook up	\$15.00
Dryer exhaust hose hook up	\$10.00
Failure to clean up pet waste	\$50.00
Failure to properly dispose of Kitty Litter	\$50.00

Vehicle Parked In Yard:

First Time	\$20.00
Second Time	\$50.00
Third Time \$50.00 Plus Notice to Vacate	\$50.00

Vehicle That Is Towed Owner Pays Towing and Storage

Light Pilots When Gas Has Been Turned off For Non-Payment:

Regular Hours	\$15.00
After Hours	\$30.00

After Hour Calls For False or Non- Emergency \$100.00
Calls

The actual cost of any City fines incurred by the PHA on a resident's behalf shall be assessed directly to the resident whose failure to comply is the basis of the fine.

Fees related to Summary Process actions brought by the Authority against residents in ALL sites are charged and payable as follows:

Filing Fee for Summons and Complaint	Actual Cost
Attorneys Fees *	Actual Cost
Fee for service of Notice to Quit	Actual Cost
Fee for service of Summons and Complaint	Actual Cost
Fee for service of execution for eviction	Actual Cost
Fee for actual eviction	Actual Cost

*The RHA may only charge Attorney's fees after the filing of the Summons and Complaint with the Housing Court.

Failure to place garbage in proper receptacle (dumpster or trash can) and/or failure to curb garbage or remove garbage from premises: **\$75.00**

Additional fees will be assessed to the resident for the removal of all electronics that require disposal in accordance with the Illinois EPA Consumer Electronics Recycling Act (CERA), at the actual rate charged to the Rockford Housing Authority by the Registered E-Waste Collection Location utilized by RHA.

NOTE: If RHA has to remove garbage in bulk (mattresses, furniture, car parts, etc) from the property, charges will be the cost incurred by RHA to bring items to City dump.

Refusal to allow exterminator to exterminate and/or failure to comply with instructions necessary to exterminate for bed bugs: **\$100.00 (each occurrence)**

A **\$15.00** charge is assessed to residents who request special services (i.e., extermination service) and are not prepared at the time the service is scheduled, except for bed bug services.



Charge for failure to cut grass and/or failure to remove snow for those designated sites: **\$50.00 - \$200.00**
If RHA has to cut grass and/or remove snow, the charge incurred by tenant will depend on square footage and manpower needed

Blocked egress (ie., air conditioner in room with only one window, furniture, etc), first occurrence after written warning, **\$50.00** fine; second occurrence **\$100.00** fine; during REAC inspections **\$150.00** fine.

Noise complaints after first written warning (ie. loud music, yelling, screaming, etc.): **\$50.00**

Resident found using kitchen stoves to supplement their heat creating a Health/Safety violation: **\$50.00**

All items not listed will be charged by time and materials.

