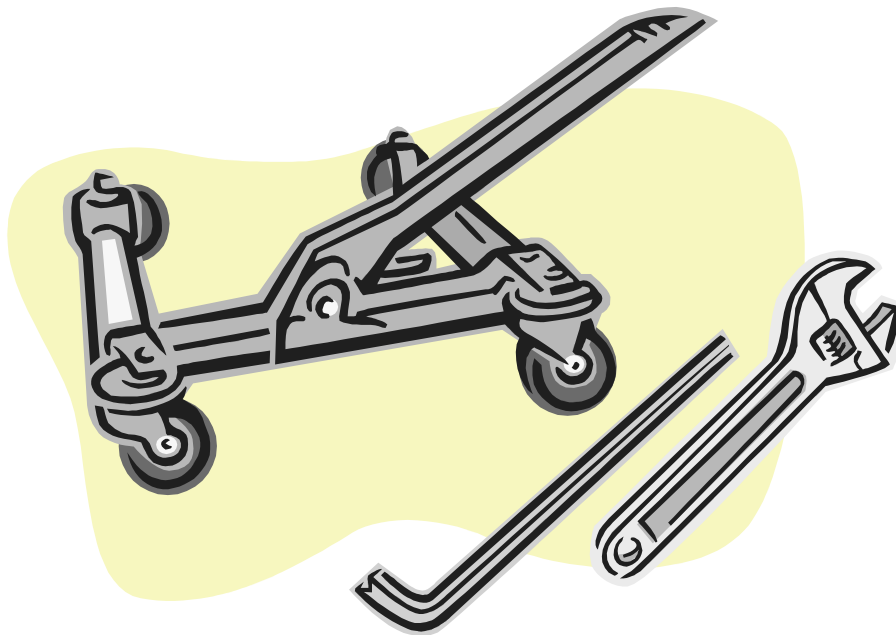


**Manhattan Housing Authority**  
**Maintenance Department**  
**Public Housing Only**

**Schedule of Charges**  
**For Tenant Caused Damages**

Effective January 15<sup>th</sup> 2022



**Manhattan Housing Authority**  
**300 N. 5<sup>th</sup> Street, PO Box 1024**  
**Manhattan, KS 66505-1024**  
**785-776-8588**

***LABOR RATE IS \$25.00 PER HOUR. BILLING MINIMUM OF 15 MINUTES***  
***(MINIMUM LABOR CHARGE IS \$10.00)***

***0-15min = 10.00***

***15-30min = 12.50***

***30-45min = 18.75***

***45min-1hr = 25.00***

**SCHEDULE OF CHARGES**

**SCHEDULE OF APPROXIMATE CHARGES TO RESIDENTS FOR SPECIAL SERVICES**

The Housing Authority makes no charge for repairs or replacements in a resident's home when such services are due to fair wear and tear over a reasonable period of time. Fair wear and tear are defined as any item that deteriorates through average usage as determined by the Housing Authority. If, however, there is evidence of abuse, misuse or negligence on the part of the resident and changes made by non-Housing Authority personnel, a charge will be made for repair and/or replacement to the original status.

All charges will be explained to the resident at the time of repair. If the resident is not at home, the yellow copy of the work order or a door hanger will be left explaining the charges. If the resident disagrees with said charges, the resident may request a Grievance Hearing in accordance with the Grievance Procedure to discuss the disputed charges.

The resident has thirty (30) days from the date of the move-in inspection in which the resident shall report all items in disrepair, missing, or not working properly, that were not noted on the move-in inspection form. No charge will be made for such repairs during this thirty (30) day period.

**REPAIR COST**

ALL CHARGES LISTED ARE MAXIMUM BASE CHARGES. ON MOVE-OUTS THE CONDITION OF THE UNIT IS TAKEN INTO CONSIDERATION REGARDING MAXIMUM BASE CHARGES. A LESSER BASE CHARGE MAY BE USED AS A STARTING POINT FOR COMPUTING CHARGES ACCORDING TO FAIR WEAR AND TEAR. IF AN ITEM IS NOT LISTED, WE WILL CHARGE LABOR PLUS MATERIALS.

**Painting - Ceilings and Walls**

	<u>EFFICIENCY</u>	<u>1 BEDROOM</u>	<u>2 BEDROOM</u>	<u>3 BEDROOM</u>	<u>4 BEDROOM</u>
<i>Labor</i>	<b>\$500.00</b>	<b>\$600.00</b>	<b>\$650.00</b>	<b>\$700.00</b>	<b>\$750.00</b>
Materials	\$150	\$165.00	\$175.00	\$185.00	\$200.00
<b>TOTAL</b>	<b>\$650.00</b>	<b>\$765.00</b>	<b>\$825.00</b>	<b>\$885.00</b>	<b>\$950.00</b>

MONTHLY DEPRECIATION (over 5 years)

15.00	18.00	21.00	24.00	27.00
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**Floor - Strip & Refinish – Carlson Plaza & Apartment Towers**

	<u>EFFICIENCY</u>	<u>1 BEDROOM</u>
<i>Labor</i>	<b>\$ 75.00</b>	<b>\$ 80.00</b>
Materials	22.00	24.00
<b>TOTAL</b>	<b>97.00</b>	<b>104.00</b>

**Floor - Strip & Refinish – Family Sites**

	<u>1 BEDROOM</u>	<u>2 BEDROOM</u>	<u>3 BEDROOM</u>	<u>4 BEDROOM</u>
Labor	\$ 120.00	\$ 160.00	\$ 200.00	\$ 240.00
Materials	65.00	85.00	100.00	125.00
<b>TOTAL</b>	<b>185.00</b>	<b>245.00</b>	<b>300.00</b>	<b>365.00</b>

**Carpets Cleaning – Apartment Towers & Carlson Plaza**

	<u>EFFICIENCY</u>	<u>1 BEDROOM</u>
<b>Labor</b>	<b>\$65.00</b>	<b>\$80.00</b>
Materials	\$22.00	\$26.00
<b>Totals</b>	<b>87.00</b>	<b>106.00</b>

NO MONTHLY DEPRECIATION      Base Charge of \$75.00 at move out

**STRUCTURE**

Anderson Windows:

Storm Windows (Pott & Hudson)	165.00
Top Panel (Pott & Hudson)	175.00
Lower Panel (Pott & Hudson)	175.00
Screen (Total Replacement)	65.00
Latch Handle	18.00
Latch Spring	10.00
Sash Lock	10.00
Top Sash (Pott & Hudson)	200.00
Lower Sash (Pott & Hudson)	200.00
Left Jamb Liner (Pott & Hudson)	20.00
Sash Lock	10.00
Storm Windows	165.00
Top & Bottom Sash (Baehr Place)	200.00
Bathroom Casement (Place, Baehr Place)	175.00
Bedroom Casement (Baehr Place)	220.00
Door stoppers (stick on type)	5.00
Door stoppers (screw on type)	2.00
Door jamb replacement	labor + materials

**Windows**

Apartment Towers & Carlson Plaza (Pella/Manko Windows)	Special Ordered
Interior storm window replacement (large)	\$200.00
Interior storm window replacement (small)	\$100.00

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### DOORS

Steel Entrance Door (Beahr Place only)	\$250.00
Steel clad six panel exterior Doors	\$220.00
Wood slab doors (Pott, Hud and Behr)	\$125.00
Schlage Entry Door Knob/Lock-(Carlson)	235.00
Apartment Towers Deadbolt	120.00
Schlage Entry Door Passage Lever (A.T.)	60.00
Sargent Entry Knob Lock Set	60.00
Best Lock Dead Bolt Lock Set	175.00
Passage Door Knob Sets	25.00
Bathroom Door Knob Lock Set	30.00
Closet Door Knob Set	20.00

### REPLACEMENT KEY COST

#### **A.T. & C.P.**

Building Entry Key	30.00
Apartment Entry Key	\$5.00 per key + \$15.00 for deposit
Mail Box Key (Baehr Place)	5.00

#### **P.C., H.C & B.P.**

Apartment Dead Bolt Key	5.00 + \$15.00 for deposit
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### WINDOW MINI BLINDS

Dining Room (Pott & Hudson) 39X64	18.00
Kitchen (Pott & Hudson) 35X64	15.00
Kitchen (Baehr & Flint Hills) 23X48	12.00
Bedrooms (Baehr ) 43X64	22.00
Living Rooms (Pott & Hudson) 35X64	15.00
Vertical Blind replacement Slats (A.T. & C.P.)	5.00

### PLUMBING

Toilet Bowl (Complete)	250.00
Toilet Tank* (*If available ,if not whole toilet will be purchased)	150.00
Toilet Tank Cover	75.00
Toilet Seat	25.00
<b><i>Elongated Toilet Seat</i></b>	<b>35.00</b>
Wash Basin	100.00
Double Stainless Sink	150.00
Strainer Basket	15.00
Shower Head	15.00
Replacement Kitchen Faucet	Labor + 85.00
Stoppers (all sizes)	5.00
Replacement Kitchen Sprayer Supply Hose	25.00

Medicine Cabinet Knob	6.00
Medicine Cabinet Mirror	25.00

**PLUMBING**

Toilet Paper Holder	12.00
Grab Bars	Labor + Materials
Towel Bar 36"	22.00
Towel Bar 24"	20.00
Single Lever Kitchen Faucet	100.00
Snake Toilet	Labor + Materials
Unstop Toilet	Working Hours Labor + Materials: Minimum 20.00
Unstop Toilet	After Hours Labor + Materials: Minimum 50.00
Unstop Kitchen Sink	25.00
Unstop Bathroom Sink	25.00
Unstop bathtub	25.00
Pop Up Stopper	18.00
Wax Ring	8.00
Toilet Tank Handle	10.00

**Refrigerator/stove**

**Prices will vary according to the make and model of refrigerator and stoves;  
Replacement parts will be charged materials plus labor.**

**ELECTRIC RANGE PARTS**

Burner Element (plug-in), Small	30.00
Burner Element (plug-in), Large	35.00
Burner Element (wired-in), Small	40.00
Burner Element (wired-in), Large	50.00
Control Knobs	18.00
Drip Pan, Large	8.00
Drip Pan, Small	5.00

***NOTICE:***  
***PRICES MAY VARY ACCORDING TO STOVE/REFRIGERATOR  
MODULE***

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**ELECTRICAL**

Light Switch	\$ 6.00
Outlet (receptacle)	4.00
Outlet (GFCI)	12.00
Light Fixture (LED)(Small)	45.00
Light Fixture (LED)(Large)	75.00
Porch Light (LED)(outdoor rated)	75.00
Thermostat	45.00
Light Fixture Cover (interior)	25.00
Light Bulb LED 60 Watt	2.50
Appliance Bulb	5.00
Outlet Cover	2.00
Switch Cover	2.00
Electric Smoke Detector Electric	30.00
Carbon Monoxide Detector	35.00

**MISCELLANEOUS**

Apartment Towers and Carlson Plaza:

<i>Lockouts (7:30 a.m. to 9:00 p.m.)</i>	<b>\$ 10.00</b>
<i>Lockouts (After 9:00 p.m., weekends &amp; holidays)</i>	<b>45.00</b>
<i>Removal of Keys Dropped in Elevator Shaft (work hours)</i>	<b>10.00</b>
<i>Removal of Keys Dropped in Elevator Shaft (after hours)</i>	<b>45.00</b>

Pottawatomie Court, Baehr Place, Flint Hills Place and Hudson Circle:

<i>Lockouts (7:30 a.m. to 4:30 p.m.)</i>	<b>\$ 10.00</b>
<i>Lockouts (After 4:30 p.m., weekends &amp; holidays)</i>	<b>45.00</b>
<i>Graffiti Removal (per square foot)</i>	<b>18.00</b>
<i>Lock Changes (Family Sites)</i>	<b>85.00</b>
<i>Lock Changes (Apartment Towers, Carlson Plaza)</i>	<b>65.00</b>

**NOTE:**

**THIS IS NOT A COMPLETE LIST. ALL ITEMS NOT LISTED  
WILL BE CHARGED AT MATERIALS + LABOR.**

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