

For the regular board meeting of the Housing Authority of the County of Scotts Bluff, Nebraska to be held both at the Housing Partners of Western Nebraska Board Room, 89A Woodley Park Road, Gering, NE and via Zoom Meeting ID: 827 7741 4275, on Tuesday January 9, 2024 at 12:00 p.m. The meeting has been properly advertised and is being conducted under the guidelines of the Nebraska Open Meetings Act. A copy of the Open Meetings Act is available upon request.

Opening Statement: This meeting of the Commissioners of the Housing Authority of the County of Scotts Bluff has been properly advertised and is being conducted under the guidelines of the Nebraska Open Meetings Act. A copy of the Open Meetings Act is posted in the Community Room and copies of the Open Meetings statutes are available to anyone attending this meeting. Public Comment is reserved at the beginning of the meeting with a limit of 5 minutes. The Board reserves the right to enter into closed session if deemed necessary. We ask that all Cell phones be turned off during the meeting. – Thank you.

Business Session:

Public Comment:

1. Roll Call
2. Approval of the minutes of the December 2023 meeting
3. Bills and Communications: Approval of November payroll and Bills & Disbursements as presented
4. Report of the Secretary-Treasurer:
 - a. Tenants Accounts – No Motion needed
5. Reports of Committees
 - a. TQM, Management, and Carpenter Center
6. Old business
 - a. None
7. New business
 - a. Resolution: Adoption of Housing Choice Voucher Payment Standard as Approved by HUD
 - b. Resolution: Updated Pet & Companion Animal Policies, Updated Bed Bug Policy, Updated Smoking Policy and Updated Maintenance Charges
8. Adjournment

Please Note: Next Meeting – February 6, 2023 at 12:00 pm

Housing Partners of Western Nebraska

1/5/2024 2:22 PM

Register: Platte Valley

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2023	Ele Pmt	Aflac	-split-	CNN42	1,271.66			29,328.77
12/01/2023	Ele Pmt	Colonial Life	-split-	E5364880	523.68			28,805.09
12/01/2023	Ele Pmt	Equitable	-split-	20000000006300	1,370.78			27,434.31
12/01/2023	Ele Pmt	Lincoln National Lif...	2100.00 · Liabilities:21...	216175	649.94			26,784.37
12/01/2023	27262	Accelerated Receivab...	2100.00 · Liabilities:21...	VOID: C 21 CI...		X		26,784.37
12/01/2023	27263	Accelerated Receivab...	2100.00 · Liabilities:21...	C 21 CI 12 2359	57.40			26,726.97
12/01/2023	27264	Accelerated Receivab...	2100.00 · Liabilities:21...	C 21 CI 22 1082	46.46			26,680.51
12/01/2023	27265	Credit Managment S...	2100.00 · Liabilities:21...	C 21 CI 10 719	20.30			26,660.21
12/01/2023	27266	Blue Cross Blue Shield	-split-	#102748	20,908.42			5,751.79
12/01/2023	27267	Equitable	-split-	VOID: 200000...		X		5,751.79
12/01/2023	27268	Ameritas	-split-	010-045843-00...	282.28			5,469.51
12/04/2023			8020.00 · Operation Su...	EFT			44,028.00	49,497.51
12/05/2023			-split-	Deposit			4,728.95	54,226.46
12/05/2023			-split-	Deposit			5,034.00	59,260.46
12/05/2023			-split-	Deposit			9,315.00	68,575.46
12/05/2023			-split-	Deposit			4,774.00	73,349.46
12/05/2023	Ele Pmt	HD Supply	20000 · Accounts Paya...		12,060.68			61,288.78
12/05/2023	27269		4430.00 · Misc. Contra...		200.00			61,088.78
12/05/2023	27270		4430.00 · Misc. Contra...		200.00			60,888.78
12/06/2023			4500.00 · General Exp...	Deposit			3,630.95	64,519.73
12/06/2023			-split-	Deposit			5,377.00	69,896.73
12/06/2023	Ele Pmt	Home Depot Credit S...	4420.00 · Materials		540.00			69,356.73
12/07/2023	Ele Pmt	Employee Benefits C...	20000 · Accounts Paya...		605.63			68,751.10
12/08/2023			-split-	Deposit			3,317.00	72,068.10
12/08/2023			-split-	Deposit			5,137.00	77,205.10
12/08/2023			-split-	Deposit			106.02	77,311.12
12/08/2023	Ele Pmt	Employee Benefits C...	20000 · Accounts Paya...		443.71			76,867.41
12/08/2023	27271	Accelerated Receivab...	2100.00 · Liabilities:21...	VOID: C 21 CI...		X		76,867.41
12/08/2023	27272	Accelerated Receivab...	2100.00 · Liabilities:21...	C 21 CI 12 2359	28.70			76,838.71
12/08/2023	27273	Accelerated Receivab...	2100.00 · Liabilities:21...	C 21 CI 22 1082	23.23			76,815.48
12/08/2023	27274	Credit Managment S...	2100.00 · Liabilities:21...	C 21 CI 10 719	20.30			76,795.18
12/08/2023	27275	City of Gering	20000 · Accounts Paya...		90.22			76,704.96
12/08/2023	27276	City of Scottsbluff	20000 · Accounts Paya...		1,861.49			74,843.47
12/08/2023	20231237	EFTPS	-split-	47-0496611	9,885.12			64,958.35
12/08/2023	20231238	Nebraska Child Supp...	2100.00 · Liabilities:21...		277.39			64,680.96
12/08/2023	20231239	Nebraska Departmen...	2100.00 · Liabilities:21...	210911585	1,601.88			63,079.08
12/08/2023	20231208		-split-		1,093.32			61,985.76
12/08/2023	20231209		-split-		1,092.32			60,893.44
12/08/2023	20231210		-split-		1,107.33			59,786.11
12/08/2023	20231211		-split-		1,937.14			57,848.97

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/08/2023	20231212		-split-		1,400.90			56,448.07
12/08/2023	20231213		-split-		2,613.85			53,834.22
12/08/2023	20231214		-split-		1,289.99			52,544.23
12/08/2023	20231215		-split-		1,515.30			51,028.93
12/08/2023	20231216		-split-		482.94			50,545.99
12/08/2023	20231217		-split-		1,199.25			49,346.74
12/08/2023	20231218		-split-		1,387.00			47,959.74
12/08/2023	20231219		-split-		1,384.95			46,574.79
12/08/2023	20231220		-split-		1,274.00			45,300.79
12/08/2023	20231221		-split-		1,206.55			44,094.24
12/08/2023	20231222		-split-		1,851.90			42,242.34
12/08/2023	20231223		-split-		724.53			41,517.81
12/08/2023	20231224		-split-		1,284.04			40,233.77
12/08/2023	20231225		-split-		1,151.63			39,082.14
12/08/2023	20231226		-split-	CF FAL JPockel	1,227.10			37,855.04
12/08/2023	20231227		-split-		1,739.41			36,115.63
12/08/2023	20231228		-split-		684.36			35,431.27
12/08/2023	20231229		-split-		1,110.38			34,320.89
12/08/2023	20231230		-split-		1,009.07			33,311.82
12/08/2023	20231231		-split-		360.19			32,951.63
12/08/2023	20231232		-split-		1,855.44			31,096.19
12/08/2023	20231233		-split-	CF FAL KSchu...	1,205.93			29,890.26
12/08/2023	20231234		-split-		274.88			29,615.38
12/08/2023	20231235		-split-		670.56			28,944.82
12/08/2023	20231236		-split-		1,770.16			27,174.66
12/11/2023			3000.00 · Operating In...	Deposit			584.75	27,759.41
12/11/2023			3000.00 · Operating In...	Deposit			247.00	28,006.41
12/11/2023			3000.00 · Operating In...	Deposit			350.00	28,356.41
12/11/2023			-split-	EFT			10,251.00	38,607.41
12/12/2023	Ele Pmt	Spectrum Business	4000.00 · Operating Ex...		173.86			38,433.55
12/12/2023	Ele Pmt	Spectrum Business	4000.00 · Operating Ex...		173.86			38,259.69
12/12/2023	Ele Pmt	US Bank	-split-		6,301.64			31,958.05
12/12/2023	Ele Pmt	Black Hills Energy 7...	20000 · Accounts Paya...		814.49			31,143.56
12/12/2023	Ele Pmt	Black Hills Energy 7...	20000 · Accounts Paya...		885.20			30,258.36
12/12/2023	Ele Pmt	Black Hills Energy 7...	20000 · Accounts Paya...		3,298.89			26,959.47
12/12/2023	Ele PMt	Black Hills Energy 7...	20000 · Accounts Paya...		3,601.72			23,357.75
12/12/2023	27277	City of Minatare	20000 · Accounts Paya...		1,050.12			22,307.63
12/12/2023	27278	Village Of Morrill	20000 · Accounts Paya...		2,566.11			19,741.52
12/13/2023			12000 · Undeposited F...	Deposit			14,607.90	34,349.42
12/13/2023			12000 · Undeposited F...	Deposit			9,029.31	43,378.73

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12/13/2023			12000 · Undeposited F...	Deposit		7,285.37	50,664.10
12/13/2023			-split-	Deposit		319.63	50,983.73
12/13/2023			-split-	Deposit		109.00	51,092.73
12/13/2023			-split-	Deposit		230.00	51,322.73
12/13/2023			3000.00 · Operating In...	Deposit		909.00	52,231.73
12/13/2023	55	Benefit Consultants ...	-split-	3535	5,812.88		46,418.85
12/13/2023	27279	Accelerated Receivab...	20000 · Accounts Paya...		28.94		46,389.91
12/13/2023	27280	Ace Hardware	20000 · Accounts Paya...		74.87		46,315.04
12/13/2023	27281	Bluffs Facility Soluti...	20000 · Accounts Paya...		307.85		46,007.19
12/13/2023	27282	Carr -Trumbull Lum...	20000 · Accounts Paya...		488.20		45,518.99
12/13/2023	27283	Century Business Pro...	20000 · Accounts Paya...		102.06		45,416.93
12/13/2023	27284	Contractors Materials	20000 · Accounts Paya...		10.85		45,406.08
12/13/2023	27285	Cowans Custom Cab...	20000 · Accounts Paya...		127.50		45,278.58
12/13/2023	27286	Docu-Shred	20000 · Accounts Paya...		45.00		45,233.58
12/13/2023	27287	Farm Plan 21st Cent...	20000 · Accounts Paya...	scott023	369.95		44,863.63
12/13/2023	27288	Intralinks	20000 · Accounts Paya...		1,087.00		43,776.63
12/13/2023	27289	Loucks & Schwartz	20000 · Accounts Paya...		210.00		43,566.63
12/13/2023	27290	MBKEM Enterprise ...	20000 · Accounts Paya...		171.00		43,395.63
12/13/2023	27291	Mel's Mobile Lock a...	20000 · Accounts Paya...		475.00		42,920.63
12/13/2023	27292	Menards	20000 · Accounts Paya...		3,479.83		39,440.80
12/13/2023	27293	Morrill Hardware	20000 · Accounts Paya...		17.75		39,423.05
12/13/2023	27294	Northwest Pipe	20000 · Accounts Paya...		646.07		38,776.98
12/13/2023	27295	Presto X	20000 · Accounts Paya...		1,322.00		37,454.98
12/13/2023	27296	Public Housing Auth...	20000 · Accounts Paya...		1,305.00		36,149.98
12/13/2023	27297	Quadient Fianance M...	20000 · Accounts Paya...		749.39		35,400.59
12/13/2023	27298	Sherwin Williams	20000 · Accounts Paya...		145.25		35,255.34
12/13/2023	27299	Snell Services, INC	20000 · Accounts Paya...		225.00		35,030.34
12/13/2023	27300	Spectrum Enterprise	20000 · Accounts Paya...		319.98		34,710.36
12/13/2023	27301	Star Herald	20000 · Accounts Paya...		10.84		34,699.52
12/13/2023	27302	State of Nebraska DAS	20000 · Accounts Paya...		852.12		33,847.40
12/13/2023	27303	Thompson Glass	20000 · Accounts Paya...		3,456.48		30,390.92
12/13/2023	27304	Winsupply	20000 · Accounts Paya...		249.96		30,140.96
12/13/2023	27306	NPPD 78-3	20000 · Accounts Paya...		2,192.68		27,948.28
12/14/2023	Ele Pmt	Employee Benefits C...	20000 · Accounts Paya...		1,636.83		26,311.45
12/15/2023			1400.22 · Capital Fund...	EFT		92,231.07	118,542.52
12/15/2023	Ele Pmt		4000.00 · Operating Ex...		36.17		118,506.35
12/15/2023	Ele Pmt		4000.00 · Operating Ex...		36.17		118,470.18
12/15/2023	Ele Pmt		4000.00 · Operating Ex...		36.17		118,434.01
12/15/2023	Ele Pmt		4000.00 · Operating Ex...		36.17		118,397.84
12/18/2023			-split-	Deposit		953.00	119,350.84

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12/18/2023			-split-	Deposit		895.00	120,245.84
12/18/2023			3000.00 · Operating In...	Deposit		737.00	120,982.84
12/18/2023	27305	Management Fund S...	20000 · Accounts Paya...		92,231.07		28,751.77
12/19/2023			-split-	Deposit		1,100.00	29,851.77
12/19/2023	Ele Pmt	NPPD	20000 · Accounts Paya...		232.84		29,618.93
12/19/2023	Ele Pmt	NPPD 78-1	20000 · Accounts Paya...		444.75		29,174.18
12/19/2023	Ele Pmt	NPPD 78-3	20000 · Accounts Paya...		1,904.18		27,270.00
12/19/2023	Ele Pmt	NPPD 78-5	20000 · Accounts Paya...		341.98		26,928.02
12/19/2023	Ele Pmt	NPPD 78-5	20000 · Accounts Paya...		3,269.08		23,658.94
12/20/2023			12000 · Undeposited F...	EFT		7,061.13	30,720.07
12/22/2023			12000 · Undeposited F...	Deposit		12,666.83	43,386.90
12/22/2023			12000 · Undeposited F...	Deposit		7,084.07	50,470.97
12/22/2023			12000 · Undeposited F...	Deposit		9,869.26	60,340.23
12/22/2023	Ele Pmt	Benefit Consultants ...	-split-	3535	5,539.74		54,800.49
12/22/2023	Ele Pmt	EFTPS	-split-	47-0496611	9,531.10		45,269.39
12/22/2023	Ele Pmt	Nebraska Departmen...	2100.00 · Liabilities:21...	210911585	1,513.70		43,755.69
12/22/2023	Ele Pmt	Employee Benefits C...	20000 · Accounts Paya...		106.65		43,649.04
12/22/2023	27307	Accelerated Receivab...	2100.00 · Liabilities:21...	C 21 CI 12 2359	50.72		43,598.32
12/22/2023	27308	Credit Management S...	2100.00 · Liabilities:21...	C 21 CI 10 719	20.30		43,578.02
12/22/2023	27309	Accelerated Receivab...	2100.00 · Liabilities:21...	C 21 CI 22 1082	23.23		43,554.79
12/22/2023	20231222		-split-		785.87		42,768.92
12/22/2023	20231223		-split-		1,077.21		41,691.71
12/22/2023	20231224		-split-		1,182.69		40,509.02
12/22/2023	20231225		-split-		1,937.15		38,571.87
12/22/2023	20231226		-split-		1,400.89		37,170.98
12/22/2023	20231227		-split-		2,613.86		34,557.12
12/22/2023	20231228		-split-		93.50		34,463.62
12/22/2023	20231229		-split-		1,247.52		33,216.10
12/22/2023	20231230		-split-		1,540.34		31,675.76
12/22/2023	20231231		-split-		645.62		31,030.14
12/22/2023	20231232		-split-		1,199.23		29,830.91
12/22/2023	20231233		-split-		1,320.85		28,510.06
12/22/2023	20231234		-split-		1,384.95		27,125.11
12/22/2023	20231235		-split-		1,274.01		25,851.10
12/22/2023	20231236		-split-		1,172.60		24,678.50
12/22/2023	20231237		-split-		1,851.89		22,826.61
12/22/2023	20231238		-split-		1,483.56		21,343.05
12/22/2023	20231239		-split-		1,162.39		20,180.66
12/22/2023	20231240		-split-	CF FAL JPockel	1,216.09		18,964.57
12/22/2023	20231241		-split-		1,739.41		17,225.16

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12/22/2023	20231242		-split-		110.48		17,114.68
12/22/2023	20231243		-split-		1,110.37		16,004.31
12/22/2023	20231244		-split-		1,014.36		14,989.95
12/22/2023	20231245		-split-		439.09		14,550.86
12/22/2023	20231246		-split-		1,855.43		12,695.43
12/22/2023	20231247		-split-	CF FAL KSchu...	1,205.91		11,489.52
12/22/2023	20231248		-split-		399.09		11,090.43
12/22/2023	20231249		-split-		772.14		10,318.29
12/22/2023	20231250		-split-		1,770.16		8,548.13
12/29/2023			12000 · Undeposited F...	Deposit		31,861.79	40,409.92
12/29/2023			12000 · Undeposited F...	Deposit		15,013.63	55,423.55
12/29/2023			12000 · Undeposited F...	Deposit		14,244.77	69,668.32
12/29/2023			12000 · Undeposited F...	Deposit		49.18	69,717.50
12/29/2023			12000 · Undeposited F...	Deposit		6.53	69,724.03
12/29/2023			12000 · Undeposited F...	Deposit		7.55	69,731.58
12/29/2023			12000 · Undeposited F...	Deposit		22.12	69,753.70
12/29/2023			12000 · Undeposited F...	Deposit		3.87	69,757.57
12/29/2023			12000 · Undeposited F...	Deposit		1,516.99	71,274.56
12/29/2023			-split-	Deposit		4,137.00	75,411.56
12/29/2023	Ele Pmt	EFTPS	-split-	47-0496611	9,576.38		65,835.18
12/29/2023	Ele Pmt	Nebraska Departmen...	2100.00 · Liabilities:21...	210911585	1,517.32		64,317.86
12/29/2023	Ele Pmt	Employee Benefits C...	2100.00 · Liabilities:21...	H1005SM	99.00		64,218.86
12/29/2023	27338	Ameritas	-split-	010-045843-00...	282.28		63,936.58
12/29/2023	27310		-split-		1,093.32		62,843.26
12/29/2023	27311		-split-		1,086.45		61,756.81
12/29/2023	27312		-split-		1,153.57		60,603.24
12/29/2023	27313		-split-		1,937.14		58,666.10
12/29/2023	27314		-split-		1,400.89		57,265.21
12/29/2023	27315		-split-		2,613.85		54,651.36
12/29/2023	27316		-split-		419.04		54,232.32
12/29/2023	27317		-split-		1,337.46		52,894.86
12/29/2023	27318		-split-		1,448.95		51,445.91
12/29/2023	27319		-split-		512.88		50,933.03
12/29/2023	27320		-split-		1,199.26		49,733.77
12/29/2023	27321		-split-		1,324.98		48,408.79
12/29/2023	27322		-split-		1,384.95		47,023.84
12/29/2023	27323		-split-		1,273.99		45,749.85
12/29/2023	27324		-split-		1,145.12		44,604.73
12/29/2023	27325		-split-		1,851.88		42,752.85
12/29/2023	27326		-split-		918.10		41,834.75

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12/29/2023	27327		-split-		1,164.17		40,670.58
12/29/2023	27328		-split-	CF FAL	1,227.10		39,443.48
12/29/2023	27329		-split-		1,739.41		37,704.07
12/29/2023	27330		-split-		1,110.38		36,593.69
12/29/2023	27331		-split-		1,009.08		35,584.61
12/29/2023	27332		-split-		360.19		35,224.42
12/29/2023	27333		-split-		1,855.43		33,368.99
12/29/2023	27334		-split-	CF FAL	1,205.93		32,163.06
12/29/2023	27335		-split-		423.93		31,739.13
12/29/2023	27336		-split-		743.31		30,995.82
12/29/2023	27337		-split-		1,770.17		29,225.65

TQM Maintenance

1/5/2024 2:23 PM

Register: 1111.01 · Platte Valley

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/08/2023			3110.01 · Rent - 750 D...	Deposit		1,004.00	265,590.34
12/13/2023	Transfer	Housing Authority S...	-split-		14,607.90		250,982.44
12/14/2023	8902	Panhandle Cooperative	2111.00 · Accounts Pa...		2,817.03		248,165.41
12/18/2023	Ele Pmt	Allo Communications	2111.00 · Accounts Pa...		48.81		248,116.60
12/18/2023	Ele Pmt	NPPD	2111.00 · Accounts Pa...		133.90		247,982.70
12/20/2023	8903	Ace Hardware	2111.00 · Accounts Pa...		40.72		247,941.98
12/20/2023	8904	Alarm Security Tech...	2111.00 · Accounts Pa...		85.00		247,856.98
12/20/2023	8905	Essential Fuel, LLC ...	2111.00 · Accounts Pa...		77.00		247,779.98
12/20/2023	8906	Management Fund.	2111.00 · Accounts Pa...	2024 AHRMA ...	48,191.00		199,588.98
12/20/2023	8907	Menards	2111.00 · Accounts Pa...		135.23		199,453.75
12/20/2023	8908	Team Chevrolet	2111.00 · Accounts Pa...		2,329.45		197,124.30
12/20/2023	8909	Thompson Glass	2111.00 · Accounts Pa...		177.75		196,946.55
12/22/2023	Transfer	Housing Authority S...	-split-		12,666.83		184,279.72
12/22/2023	8910	Snell Services, Inc.	2111.00 · Accounts Pa...	Heat Pump GV...	6,130.00		178,149.72

Management Fund

1/5/2024 2:25 PM

Register: 1111.01 · Platte Valley

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/12/2023	1318	AHRMA	20000 · Accounts Paya...		301,179.00		201,279.79
12/12/2023	1319		20000 · Accounts Paya...		24.51		201,255.28
12/12/2023	1320	Sherwin Williams	20000 · Accounts Paya...		45.84		201,209.44
12/13/2023	Transfer	Housing Authority	-split-		7,285.37		193,924.07
12/15/2023	Ele Pmt		4100.00 · Administrati...	Phone Checks	66.17		193,857.90
12/15/2023	Ele Pmt		4100.00 · Administrati...		36.17		193,821.73
12/15/2023	Ele Pmt		4100.00 · Administrati...		36.17		193,785.56
12/17/2023	Ele Pmt		4100.00 · Administrati...		36.17		193,749.39
12/18/2023			-split-	Deposit		9,375.34	203,124.73
12/19/2023			12000 · Undeposited F...	EFT		18,070.00	221,194.73
12/22/2023	Transfer	Housing Authority	-split-		9,869.26		211,325.47

ELMWOOD VILLAGE

1/5/2024 2:31 PM

Register: 1111.04 · Platte Valley General

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/05/2023			3110.00 · Rental Income	Deposit		7,583.50	266,812.97
12/06/2023			3110.00 · Rental Income	Deposit		2,321.00	269,133.97
12/13/2023			3110.00 · Rental Income	Deposit		950.00	270,083.97
12/18/2023			3110.00 · Rental Income	Deposit		542.00	270,625.97
12/18/2023	5773	CITY OF SCOTTSB...	2111.00 · Accounts Pa...		2,487.75		268,138.22
12/18/2023	5774	Management Fund	2111.00 · Accounts Pa...		30,118.00		238,020.22
12/18/2023	5775	NPPD	2111.00 · Accounts Pa...		41.92		237,978.30
12/19/2023			3110.00 · Rental Income	Deposit		200.00	238,178.30
12/21/2023	5776	Elmwood Village Re...	1111.03 · Elmwood Ca...	December 2023	350.00		237,828.30
12/21/2023	5777	Housing Authority M...	Admin Expense:4195.0...	Management F...	1,973.30		235,855.00

Valacia Apartments

1/5/2024 2:32 PM

Register: Platte Valley Bank (150155)

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/04/2023			-split-	EFT		5,435.00	37,399.37
12/05/2023			-split-	Deposit		1,152.00	38,551.37
12/05/2023	Ele With	USDA Rural Develo...	2320.00 · Loan Payme...		671.81		37,879.56
12/06/2023	Ele Pmt	Spectrum	4430.23 · Charter Cable		1,747.30		36,132.26
12/08/2023			3110.00 · Rental Income	Deposit		708.00	36,840.26
12/11/2023			Fee Income:3692.00 · ...	Deposit		257.00	37,097.26
12/13/2023			-split-	Deposit		655.00	37,752.26
12/21/2023	3036	Housing Authority P...	-split-	MF PR \$300, ...	1,740.00		36,012.26
12/21/2023	3037	Platte Valley Bank R...	7540.00 · Transfer to R...	Platte Valley B...	1,131.75		34,880.51
12/21/2023	3038	Housing Authority P...	4590.01 · Return to O...	Return to Own...	833.33		34,047.18
12/21/2023	3039	Management Fund	2111.00 · Accounts Pa...	2024 AHRMA	10,541.00		23,506.18

CROWN WEST

1/5/2024 2:33 PM

Register: 1111.01 · Operating Account PVC-2038

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/05/2023			3110.00 · Rental Income	Deposit		2,100.00	93,579.39
12/05/2023	4203	CITY OF SCOTTSB...	2000 · Accounts Payable		103.43		93,475.96
12/05/2023	4204	City of Gering	2000 · Accounts Payable		85.82		93,390.14
12/05/2023	4205	Dennis Supply	2000 · Accounts Payable		232.47		93,157.67
12/05/2023	4206	MBKEM Enterprise ...	2000 · Accounts Payable		53.49		93,104.18
12/05/2023	4207	Menards	2000 · Accounts Payable		195.74		92,908.44
12/05/2023	4208	WinSupply	2000 · Accounts Payable		149.60		92,758.84
12/06/2023			3110.00 · Rental Income	Deposit		398.00	93,156.84
12/08/2023			3110.00 · Rental Income	Deposit		254.00	93,410.84
12/13/2023			3110.00 · Rental Income	Deposit		2,922.00	96,332.84
12/18/2023	4209	CITY OF SCOTTSB...	2000 · Accounts Payable		47.10		96,285.74
12/18/2023	4210	Management Fund	2000 · Accounts Payable	2024 AHRMA ...	15,059.00		81,226.74
12/19/2023			3110.00 · Rental Income	Deposit		25.00	81,251.74
12/21/2023	4211	Crown West Escrow	2181.02 · Homeowner ...	November 2023	500.00		80,751.74
12/21/2023	4212	Housing Authority M...	4190.00 · Administrati...	Management F...	657.90		80,093.84

Barrier Free Homes LLC

1/5/2024 2:34 PM

Register: 1111.01 · Platte Valley Bank

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/05/2023			3110.00 · Rental (Dwel...	Deposit		2,368.00	126,458.94
12/06/2023			3110.00 · Rental (Dwel...	Deposit		379.00	126,837.94
12/20/2023	1942	Julie's Antiques	2000 · *Accounts Paya...		450.00		126,387.94
12/20/2023	1943	Management Fund	2000 · *Accounts Paya...	2024 AHRMA ...	18,070.00		108,317.94
12/21/2023	1944	Housing Authority M...	4195.00 · Management...	Management F...	447.20		107,870.74

Courthouse Villa, LLC

1/5/2024 2:35 PM

Register: 1111.01 · Platte Valley

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
12/01/2023			3110.00 · Rental	HAP		1,926.00	43,092.82
12/05/2023			3110.00 · Rental	Deposit		165.00	43,257.82
12/08/2023	2338		4430.00 · Contract Cos...		75.00		43,182.82
12/10/2023	2339	Housing Authority	4198.01 · Management...	Management F...	203.40		42,979.42
12/11/2023			3110.00 · Rental	EFT		1,869.00	44,848.42
12/21/2023	2340	Horizon Bank	1162.00 · Horizons Re...	Reserves Dece...	195.77		44,652.65
12/21/2023	2341	Management Fund	2000 · Accounts Payable	2024 AHRMA	12,047.00		32,605.65

Valacia North Villa, LLC

1/5/2024 2:37 PM

Register: 1111.01 · Platte Valley

From 12/01/2023 through 12/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/05/2023			3110.00 · Dwelling Re...	Deposit			299.00	53,185.48
12/06/2023			3110.00 · Dwelling Re...	Deposit			229.00	53,414.48
12/08/2023	2538	City of Gering	2000 · Accounts Payable		210.50			53,203.98
12/11/2023			3110.00 · Dwelling Re...	EFT			644.00	53,847.98
12/21/2023	2539	Horizon Bank	1162.00 · Replacement...	VOID: Replace...		X		53,847.98
12/21/2023	2540	Housing Authority M...	4198.01 · Management...	VOID: Manage...		X		53,847.98
12/21/2023	2541	Management Fund	2000 · Accounts Payable	VOID: 2024 A...		X		53,847.98
12/21/2023	2542	Management Fund	2000 · Accounts Payable	2024 AHRMA	12,047.00			41,800.98
12/21/2023	2543	Horizon Bank	1162.00 · Replacement...	Replacement 1...	194.75			41,606.23
12/21/2023	2544	Housing Authority M...	4198.01 · Management...	Management F...	361.50			41,244.73

Scotts Bluff County Housing Authority

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Gering, NE 69341

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SMOKING POLICY & Lease Addendum

Revised May 4th, 2021 with Resolution #1034
Policy effective July 1, 2021

The following policy was established and put into action in accordance with 81 FR 87430 which was established to improve indoor air quality, benefit the health of housing residents, visitors, and staff, reduce the risk of fires and lower maintenance costs. Scotts Bluff County Housing Authority shall define "Smoking" as...cigarettes, pipes, cigars, hookahs, bong, (all forms of heated or lite tobacco or marijuana natural or synthetic) as well as all forms of e-cigarettes, e-cigars, e-hookahs, vape pens or any other inhaled aerosol or vapor. The Housing Agency policy shall be as follows:

Colson Manor:

1. Smoke-Free Buildings

All building interiors will be smoke free. There will be NO smoking inside any living unit, community room, or maintenance building. All buildings are Smoke Free.

2. Smoking Units: None

3. Outdoor smoking: shall be limited to designated smoking areas on premise. Smoking areas shall be designated with signage. Butts will be disposed of in smoking urns. Smoking shall be allowed in tenant vehicles on Scotts Bluff County Housing property as long as vehicle is at least 25 feet from buildings and butts are disposed of properly.

Morrill Manor:

1. Smoke-Free Buildings

All building interiors will be smoke free. There will be NO smoking inside any living unit, community room, or maintenance building. All buildings are Smoke Free.

2. Smoking Units: NONE

3. Outdoor smoking: shall be limited to designated smoking areas on premise. Smoking areas shall be designated with signage. Butts will be disposed of in smoking urns. Smoking shall be allowed in tenant vehicles on Scotts Bluff County Housing property as long as vehicle is at least 25 feet from buildings and butts are disposed of properly.

Bluff View:

1. Smoke-Free Buildings

All building interiors will be smoke free. There will be NO smoking inside any living unit, community room, or maintenance building. All buildings are Smoke Free.

2. Smoking Units: None

3. Outdoor smoking: shall be limited to designated smoking areas on premise. Smoking areas shall be designated with signage. Butts will be disposed of in smoking urns. Smoking shall be allowed in tenant vehicles on Scotts Bluff County Housing property as long as vehicle is at least 25 feet from buildings and butts are disposed of properly.

Rebecca Winters:

1. Smoke-Free Buildings:

All building interiors will be smoke free. There will be NO smoking inside any living unit, community room, or maintenance building. All buildings are Smoke Free.

2. Smoking Units: NONE

3. Outdoor Smoking: shall take place 25 feet from any structure. Smoking is allowed in tenant vehicle as long as vehicle is 25 feet from building.

All Scotts Bluff County Housing Sites:

- ***Only persons agreeing to not smoke on property or only in designated smoking areas*** will be admitted to live in housing with Scotts Bluff County Housing Authority.
- ***No one including tenants, visitors, employees, or guests***, shall be allowed to smoke inside any unit or building.

Guests who wish to smoke may do so in same areas approved for tenants. Areas are property specific.

Violations for ***smoking in any area besides designated Smoking Areas can result in eviction. Violations will be handled as follows...***

1st - Written warning

2nd – Written Eviction Notice (14/30) and \$200 fine.

3rd- Eviction

A \$25 cigarette butt removal fee will be charged to residents who have butts or other smoking related waste items anywhere in their yard areas, porches, etc.

These violations can be made by the residents or their guests. Residents are responsible for their household and guests' actions.

The Housing Partners of Western Nebraska

Bedbug Addendum

- Tenant acknowledges that they have inspected the unit and is not aware of a bedbug infestation at this time.
- Tenant certifies that all furnishings and personal properties that will be moved into the premises are free of bedbugs to the best of their knowledge.

Tenant hereby agrees to prevent and control possible infestation by adhering to the below list of responsibilities:

1. Check for hitch-hiking bedbugs. If you stay in a hotel or another home, inspect your clothing, luggage, shoes, and personal belongings for signs of bedbugs before re-entering your apartment. Check backpacks, shoes, and clothing after using public transportation or visiting places known for bedbug infestation. After guests visit, inspect beds, bedding, and upholstered furniture for signs of bedbugs.
2. Tenant shall report any problems immediately to Landlord. Even a few bedbugs can rapidly multiply to create a major infestation that can spread to other units and take a considerable amount of time to exterminate.
3. Tenant shall cooperate with pest control efforts. Failure to do so is a violation of this lease addendum and may subject you to lease termination. If your unit or a neighbor's unit is infested, an Extermination Specialist will be called immediately to begin the eradication process. Your unit must be properly prepared for the treatment before the exterminator enters the unit. Tenants must comply with the recommendations and requests from the pest control specialist including but not limited to:
 - Place all bedding, curtains, small rugs, etc. in bags for transport to laundry mat facility.
 - Seal mattresses in plastic case. (They sell these at stores specifically for bed bugs issues)
 - Empty dressers, night stands, and closets. Remove all items from floors; bag all clothing, shoes, miscellaneous items. Bag in plastic and tightly seal washable and non-washable items separately.
 - Vacuum all floors including inside closets. Vacuum all furniture including inside drawers and nightstands. Carefully remove vacuum bags sealing them tightly in plastic and discarding.
 - Wash all machine washable bedding, curtains, clothing, etc. on the hottest water temperature and dry on the highest heat setting. If you take clothing to a dry-cleaning facility, please inform them that the items may be infested. Discard any items that cannot be decontaminated.

- Once washable items have been cleaned and dried on high heat, they must be sealed in plastic bags or totes and must remain sealed until the infestation has been eradicated.
- Move furniture toward the center of the room so that the technicians can easily treat carpet edges where bugs congregate. Leave easy access to closets.
- Please remove clutter and/or trash from dressers, walkways, countertops to allow easy access throughout the entire unit

HEAVILY INFESTED MATTRESSES, FURNITURE, OR OTHER PERSONAL BELONGINGS THAT ARE NOT SALVAGEABLE MUST BE SEALED IN PLASTIC AND DISGARDED.

4. Tenant acknowledges that the Landlord shall not be liable for any loss of personal property or damages that may occur as a result of an infestation of bedbugs.

The Housing Partners of Western Nebraska will pay for the treatment process in full, unless the Resident is found to be not complying with the Landlord and the Exterminator's instructions.

When a Resident makes the initial report that they either suspect or know they have bedbugs, the Landlord will immediately schedule a time for the Extermination Specialist to enter the unit and check the premises.

If the Exterminator does find bedbug activity in the home, it is then the Resident's responsibility to complete the aforementioned instructions to prepare the unit so the treatment process can be scheduled. If the Exterminator enters the home to begin the treatment and they report to the office that the instructions have not been followed in entirety, then the Landlord will issue the Resident a warning notice giving them a final opportunity to complete the requested instructions.

If the Exterminator enters again and finds the Resident has still not complied with requests, the Landlord will either ask the Resident to pay for the treatment process in full or may terminate the Lease.

If the tenant elects to pay for treatment themselves, they will have to provide documentation proving they have begun paying a professional company to treat their unit. They will be responsible for providing documentation until the infestation has been eradicated. Appropriate documentation may be but is not limited to; receipts of payment, bills, or invoices. The office will determine if the documentation is sufficient. If the tenant fails to provide sufficient documentation of treatment within a timely manner and/or fails to prove the infestation has been eradicated, the Housing Authority will move forward with lease termination.

Pet Policy

1. **A pet may include:** a dog, cat, and a bird or rodent in a cage and a fish/amphibian/reptile in an aquarium. The maximum size of a pet shall not exceed 20lbs. A maximum of 1 bird or 1 rodent in a cage and an aquarium not to exceed 20 gallons is permitted.
2. **Only the above-mentioned pets will be allowed in Public Housing.** NO pet is allowed on any Housing Partners of Western Nebraska Property until it is first authorized by office staff. A photo of the animal, proof of spay/neuter and proof of current vaccinations must be submitted and approved BEFORE the animal is allowed into the household. Each time vaccinations are updated; the records must be resubmitted to be kept in the tenant file. For animals that are too young to be spayed/neutered tenants will be given six (6) months to provide that documentation.
3. A **maximum of one (1)** pet per household shall be permitted. Pet “babysitting” or temporary care is strictly prohibited on Housing Authority premises.
4. The head of household shall pay a **pet security deposit of \$100.00** which is in addition to the usual security deposit required and shall be accounted for in the same manner as other security deposits.
5. **Pets shall not run loose.** Run loose shall be defined as: not being attached to a device which is held by or attached to the pet owner, or the owners designated responsible person, by whom that person can fully control the pet’s actions.
6. It **shall not** be permitted, at any time, for any person, to place upon or attach to the exterior of any Authority property any item that will accommodate, protect and/or secure the companion animal. Companion animals must be accompanied by the responsible party at all times when outside.
7. **It shall be the responsibility and duty of the owner of a pet, to immediately clean-up all fecal droppings of their pet, and dispose of it in a sanitary way,** the Housing Authority may specify additional sanitary standards, including designation of an exercise area for pets. A \$50 Animal Waste Removal Fee will be charged to all households found to have animal feces in their yard.
8. **Pets must not be permitted to make loud bothersome noises such as barking or meowing for long continuous periods of time.**
9. **The same housekeeping standards outlined in the dwelling lease are to be followed regarding pets.** Any concerns reported by members of staff, other residents, or outside organizations of sub-standard living conditions in the unit caused by animals in the unit will be investigated and may result in the removal of animals from the home. Sub-standard living conditions in regards to pets may refer to, but are not limited to: poor interior air quality, animals urinating or defecating on floors or carpets. The Humane Society recommends that each cat has its own litter box to be cleaned daily.
10. **Any damage, at any time, caused by any pet, shall be immediately reported to the Housing Authority office.** Such damage shall be repaired by the Housing Authority, the cost of such repair will be charged to the account of the head of household and collection of the amount made in accordance to the terms of the dwelling lease.
11. **The Housing Authority staff, shall not, at any time assume the duty or the responsibility for the care of or protection of a tenant owned pet.** When the owner is absent, arrangements for care of the pet must be made and reported to the Housing Authority. The Housing Authority shall have the right to remove abandoned pets. Any animal found unattended on the grounds may be considered abandoned.
12. **At any time, rules of this document appear to have been seriously and/or continuously breached, that breach will be sufficient reason to determine a pet to be a nuisance.**
13. If it is determined that a pet is a nuisance, or is being abused, the owner of the pet shall be notified in writing of such determination and the reason (s) thereof. Upon such notice, the head of household shall immediately and permanently remove said pet from Housing Authority property. Failure of the head of household to comply with the removal notice shall entitle the Housing Authority to have such removal to be made by law enforcement officials, at the cost of the pet owner.
14. All complaints or disputes concerning pets in the Housing Authority shall be settled under the terms of the posted tenant grievance procedure.
15. Housing Partners of Western Nebraska will not be responsible or liable for any injuries to other tenants of the project, visitors, or other persons, caused by owner’s pet. Nor will the Housing Authority be liable for any damage caused to the property of any other tenant, visitor or other person caused by the owner’s pet.
16. **No pets will be allowed in the public Facilities of the Housing Authority.**
17. Violation of the above pet rules will be grounds for removal of the pet or termination of the pet owner’s tenancy with the Housing Authority.
18. **At no time will animals exceed the maximum number of permissible animals outlined in the resident’s city ordinance. City ordinances WILL take precedence over Housing Authority policy and MUST be observed.**

Companion Animal Policy

1. **NO companion animal is allowed on any Housing Partners of Western Nebraska Property until it is first authorized by office staff.** Completed reasonable accommodation forms, a photo of the animal, proof of spay/neuter and proof of current vaccinations must be submitted and approved BEFORE the animal is allowed into the household. Each time vaccinations are updated; the records must be resubmitted to be kept in the tenant file. **For animals that are too young to be spayed/neutered tenants will be given six (6) months to provide that documentation.**
2. **Companion Animal “babysitting” or temporary care is strictly prohibited** on Housing Authority premises.
3. **Companion Animals shall not run loose.** Run loose shall be defined as: not being attached to a device which is held by or attached to the companion animal owner, or the owners designated responsible person, by whom that person can fully control the companion’s actions.
4. It **shall not** be permitted, at any time, for any person, to place upon or attach to the exterior of any Authority property any item that will accommodate, protect and/or secure the companion animal. Companion animals must be accompanied by the responsible party at all times when outside.
5. **It shall be the responsibility and duty of the owner of a companion animal, to immediately clean-up all fecal droppings of their pet, and dispose of it in a sanitary way,** the Housing Authority may specify additional sanitary standards, including designation of an exercise area for companion animals. A \$50 Animal Waste Removal Fee will be charged to all households found to have animal feces in their yard.
6. **The same housekeeping standards outlined in the dwelling lease are to be followed regarding companion animals.** Any concerns reported by members of staff, other residents, or outside organizations of sub-standard living conditions in the unit caused by animals in the unit will be investigated and may result in the removal of animals from the home. Sub-standard living conditions in regards to companion animals may refer to, but not limited to: poor interior air quality, animals urinating or defecating on floors or carpets. The Humane Society recommends that each cat has its own litter box to be cleaned daily.
7. **Any damage, at any time, caused by any companion animal, shall be immediately reported to the Housing Authority office.** Such damage shall be repaired by the Housing Authority, the cost of such repair will be charged to the account of the Head of Household and collection of the amount made in accordance to the terms of the dwelling lease.
8. **Companion animals must not be permitted to make loud bothersome noises such as barking or meowing for long continuous lengths of time.**
9. **The Housing Authority shall not, at any time assume the duty or the responsibility for the care of or protection of a tenant owned companion animal.** When the owner is absent, arrangements for care of the companion animal must be made and reported to the Housing Authority. The Housing Authority shall have the right to remove abandoned companion animals. Any animal found unattended on the grounds may be considered abandoned.
10. **If it is determined that a companion animal is a nuisance, or is being abused, the head of household shall be notified in writing of such determination and the reason (s) thereof.** Upon such notice, the head of household shall immediately and permanently remove said animal from Housing Authority property. Failure of the head of household to comply with the removal notice shall entitle the Housing Authority to have such removal to be made by law enforcement officials, at the cost of the head of household.
11. **At any time, rules of this document appear to have been seriously and/or continuously breached, that breach will be sufficient reason to determine a companion animal to be a nuisance.**
12. All complaints or disputes concerning companion animals in the Housing Authority shall be settled under the terms of the posted tenant grievance procedure.
13. The Scotts Bluff County Housing Authority will not be responsible or liable for any injuries to other tenants of the project, visitors, or other persons, caused by owner’s companion animal. Nor will the Housing Authority be liable for any damage caused to the property of any other tenant, visitor or other person caused by the owner’s companion animal.
14. Violation of the above companion animal rules will be grounds for removal of the companion animal or termination of the companion animal owner’s tenancy with the Housing Authority.
15. **At no time will animals exceed the maximum number of permissible animals outlined in the resident’s city ordinance. City ordinances WILL take precedence over Housing Authority policy and MUST be observed.**

Housing Partners of Western Nebraska
Schedule of Charges
for
Maintenance Work
 Revised November, 2023

The following charges will be assessed for repairs and maintenance work completed which is a direct result of negligence on the part of the tenant. (Normal wear of equipment or materials is excluded.)

Move out charges will be billed based on anticipated charges since a security deposit is to be returned within 14 days.

Labor will be charged at \$50/hour.

Current tenant charges will be billed based on actual costs of supplies and labor once invoices are submitted and the work order is completed.

The lockout charge is \$50 to unlock a unit if a resident locks themselves out during business hours.

The lockout charge is \$75 to unlock a unit if a resident locks themselves out after business hours.

Move Outs: Dump fees will be charged a rate of \$60 per truck load.

Current Tenants: The actual cost of dump fee plus man hours will be charged once work order is completed.

Graffiti removal will be at \$5.50 per spray can plus labor.

LABOR IS CHARGED AT \$50 PER HOUR.

The following is a price list of materials:

Kitchen	
Kitchen Counter 1 in/ft	\$14 \$15
Kitchen Cabinets 1 in/ft	\$106 \$110
Replacement Kitchen Spout	\$26
Sink Basket	\$6
Double Stainless Sink	\$118
Drawer Roller	\$5
Drawer Guide	\$1 \$15
Drawer Guide Set	\$10
Cabinet Hinge	\$3
New Drawer 3"	\$33 \$35
New Drawer 4"	\$42 \$45
New Drawer 6"	\$49 \$50

Refrigerator	
Large Refrigerator	\$740
Shelf	\$48 \$50
Chiller Tray	\$48 \$50
Appliance Bulb	\$4
Vegetable Pan	\$49 \$50
Vegetable Bin	\$42 \$45
Cover Pan	\$25
Vegetable Cover	\$19 \$20
Lg. Retainer Bars	\$40
Plastic Cover	\$31
Support handle	\$6
Cap Ends	\$12

Stove	
Gas Stove 30"	\$750
Gas Stove 24"	\$731
Electric Stove 30"	\$675
Electric Stove 24"	\$597
Drip Pans	4 @ \$15
Element 6" (E)	\$28
Element 8" (E)	\$30
Element 6" (G)	\$28
Element 8" (G)	\$29
Broiler Element	\$15
Bake Element	\$25
Range Hood Fan	\$60
Oven Wire Rack	\$46
Oven Door Handle	\$35 \$40
Broiler Door Handle	\$13 \$15
Gas Range Knobs	\$6
Gas Range Knobs (set)	\$22
Broiler Pan	\$25
Oven Thermostat Knob	\$7
Thermostat	\$62

Windows	
Screening Small 24" x 33"	\$12 \$15
Screening Medium 30" x 41"	\$15 \$18
Screening Large 36" x 48"	\$24 \$24
Mini Blind	\$14 \$15
Curtain Rod	\$5
Sash Lock Window	\$10
Window Hardware	\$50
Small Storm Window Glass	\$63

Bathroom	
Bathtub	\$155 \$400
Sink Basket	\$49
Aerator	\$3
Pop-up Plug	\$8
Shower Head	\$9 \$10
Toilet Tank	\$65
Toilet Bowl	\$100
Toilet Seat	\$24 \$25
Toilet Lever	\$6
Toilet Tank Cover	\$26
Rubber Flush Valve	\$6
Medicine Cabinet	\$60
Toothbrush/Glass Holder	\$6
Bathroom Tub Enclosure	\$179 \$200
Oversize Rosette Trim	\$3
Install Toilet Tank	\$50
Sink Hoop-Up	\$50
8" Sink Faucet	\$100
Soap Dish	\$5
Tub Stopper	\$30
Mirror	\$49 \$50
Wash Basin	\$85
Faucet Tub Assemble Shower	\$140
Shower Curtain	\$10
Shower Curtain Rings	\$7
Stoppers	\$3
Paper Holder	\$6
Towel Bar	\$15
Snake Toilet	\$50 per hour
Pull Toilet	\$50 per hour
Shower Curtain Rod	\$25

Lights	
Light Bulb Small	\$9
Light Bulb Large	\$17
Long Fluorescent	\$10
Square Light	\$10
Bath – 14' 7 opal	\$16
Drum Light	\$20
Outside Light	\$21
Glass ball	\$15
Switch – Wall	\$3
Socket – Lamp	\$9
Power Cord	\$10
Thermostat 78-1,2,3	\$40
3 – Way	\$4
Receptacle	\$7
GFI	\$25 \$45
GFI Weatherproof	\$25
Round Outlet Cover	\$5
Single Pole	\$5
Plugs	\$4
Double	\$1
Triple	\$2

Doors	
Door Knob Plate	\$20
Door Stop	\$4
Weather-strip	\$16
Door Sweep	\$20
Passage Lock (Bedroom)	\$20
Privacy Lock (Bathroom)	\$14 \$26
Entry Lock	\$70
Entry Dead Bolt	\$80
Deadbolt	\$10
Door Hinge	\$7 \$8
Strike Plate	\$4 \$5
New Lock Set w/ Labor	\$125
Steel Door	\$250 \$300
Peephole	\$9 \$10
All Keys	\$3 \$5
Entrance Doors (storm)	\$200
Storm Door Handle	\$13 \$15
Framing Stock – ft	\$5
Framing Corners – ft	\$2
Interior Door	\$135
Bi-fold Door	\$70
Striker	\$5
Closer Adjustable	\$18
Door Protector Chain	\$5
Handrails/Baluster	\$15
Cabinet Door Knob	\$3 each
Cabinet Door	\$19 \$20
Knob	\$4 \$5
Window Crank	\$40
Window Locks	\$5
Bibb Key (Faucet Handle Outside)	\$5
Interior Door	\$135
Bi-fold Door	\$70/ea.

Other	
Wall Chime	\$40
Chime Button	\$8
Smoke Detector	\$18
Stair Edging	\$4
Fire Alarm/Direct Wire	\$25
Closet Rod	\$18
Closet Rod Socket/Support Bars	\$6
Bi Fold Top Guide	\$4
Bi Fold Bottom Guide	\$6
Vinyl Tile 12 x 12	\$3
Inter./Exter. Acrylic Latex – Gal	\$50
Inter./Exter. Kilz Stain-Killer (oil) – Gal	\$35
Sprinkler Head	\$25
Patch Holes in Walls – Per Hole	Small – \$10 Medium – \$25 Large – \$50
Spackle	\$3
Replacement Carpet	\$240 per room
Remove Carpet Put In By Tenant	\$20 per room
Mow Yard (Scattered Sites)	\$45
Snow Removal (Scattered Sites)	\$20 per hour
Abandoned Personal Property Storage	\$50 minimum
Tile Replacement	\$3.50 per square foot
Plank flooring replacement	\$5 per square foot
Cleaning Fee	\$5-\$50 Supplies + Labor @ \$50/hr
Smoke Detector	\$65
Carbon Monoxide Detector	\$65
Pull Chain	\$4
Plank Flooring	\$5/sq ft
Tile Flooring	\$3.50/sq ft

Normal wear and tear assessments will only be considered after a tenant has occupied a unit for at least one year. After this initial year, painting charges will not be applied after move out as long as it falls under the normal wear and tear category. Smoking inside units never constitutes normal wear and tear and will incur costs! If smell of smoke is present in a unit, the tenant will be charged. Tenants are not to add anything to unit without prior knowledge and approval of the Executive Director.

ITEMS NOT COVERED IN THE ABOVE LIST ARE CHARGED AT THE HOUSING AUTHORITY'S COSTS PLUS LABOR (Charged at \$50 an hour) AND ARE SUBJECT TO REVISION WITHOUT NOTICE.