



**EXECUTIVE DIRECTOR**  
**Steven L. Trujillo**

201 South Victoria Avenue, Pueblo, CO 81003-3434  
Phone (719) 542-6741 (Voice/TTY) (800) 659-2656 Fax (719) 546-5398

## NOTICE OF POSTING

In accordance with the Housing and Urban Development regulations, the Housing Authority of the City of Pueblo is hereby posting its proposed Sales and Service Charges for 2023 for Mineral Palace Tower, Union Plaza and Richmond Senior Apartments.

The Housing Authority of the City of Pueblo encourages resident comments. All comments must be submitted in writing and received by 4:30 p.m., April 17, 2023, at 201 South Victoria, Pueblo CO 81003, attention Steven L. Trujillo. Copies of the proposed Sales and Services Charges can be obtained at 201 South Victoria, Pueblo, CO or through our web site at [hapueblo.org](http://hapueblo.org).

Submitted this 17<sup>th</sup> day of March 2023



**HOUSING AUTHORITY OF THE CITY OF PUEBLO  
PROPOSED SCHEDULE OF SALES AND SERVICES TO RESIDENTS OF  
MINERAL PALACE TOWER, UNION PLAZA AND RICHMOND SENIOR APARTMENTS  
APRIL 20, 2023**

**POLICY FOR CHARGING A RESIDENT**

Housing residents will be charged for repairs to the resident's unit or other Housing property in the development caused by the resident or guests as a result of abuse, misuse or negligence. **There is no charge for normal wear and tear.**

The resident will be charged for work requested that is not a "necessary" repair of leased premise, such as replacing door locks when locks are not damaged.

The resident will be charged a \$25 service call for a technician going out on a false report of an emergency. For example: reporting a gas leak as an excuse to get a technician out to repair a non-emergency item. **Plugged sinks, tubs, and toilets are considered emergency items only on weekends and holidays.**

**Residents will be charged for cost plus HACP labor or contract cost plus HACP labor on any items not identified.**

	<b>COST – DURING BUSINESS HOURS</b>	<b>COST-AFTER BUSINESS HOURS</b>
<b>APPLICANCES</b>		
Range Control Knob	37.00 ea	N/A
Burner Grate	62.00 ea	N/A
6" Drip Pan	14.00 ea	N/A
6" Ring	14.00 ea	N/A
8" Drip Pan	15.00 ea	N/A
8" Ring	15.00 ea	N/A
Crisper Top	80.00 ea	N/A
Refrigerator Shelf Rack	34.00 ea	N/A
Refrigerator Shelf Bar	25.00 ea	N/A
Refrigerator End Cap	46.00 ea	N/A
Refrigerator Kick Plate	HACP cost plus labor	N/A
Refrigerator Light Cover	40.00 ea	N/A
Appliance Light Bulb	14.00 ea	N/A
Range Hood Light Cover/Filter	22.00 ea	N/A
<b>BATHROOM ACCESSORY</b>		
Medicine Cabinet Shelf	HACP cost plus labor	N/A
Towel Bar	15.00 ea	N/A
Towel Bar Bracket	15.00 ea	N/A
Shower Curtain Rod	17.00 ea	N/A
Shower Curtain Rod Holder	16.00 ea	N/A
Toilet Paper Bracket	15.00 ea	N/A
Toilet Paper Spindle	8.00 ea	N/A
Toilet Seat (all)	25.00 ea	N/A
Sink/Tub Stopper	7.00 ea	N/A
<b>ELECTRICAL</b>		
Light Bulb/CLF Bulb	10.00 ea	N/A
Light Fixture	HACP cost plus labor	N/A
Light Cover	HACP cost plus labor	N/A
Receptacle	15.00 ea	N/A
Receptacle Cover	6.00 ea	N/A
Single Pole Switch	7.00 ea	N/A
Single/Double Switch Cover	6.00 ea	N/A
Ground Fault Receptacle	23.00 ea	N/A

	<b>COST – DURING BUSINESS HOURS</b>	<b>COST-AFTER BUSINESS HOURS</b>
Smoke Alarm/Smoke CO Combo Alarm	85.00 ea	N/A
<b>ALARMS</b>		
Reattach	25.00 ea	N/A
Replace Missing Batteries	25.00 ea	N/A
False Alarm -Pull Station/Smoke	25.00	50.00
<b>DOORS/HARDWARE</b>		
Exterior Wood Solid Core (standard size)	300.00 ea	N/A
Balcony Screen Door	HACP cost plus labor	N/A
Balcony Door	HACP cost plus labor	N/A
Interior Hollow Core Door	160.00 ea	N/A
Wooden Closet Door	101.00 ea	N/A
Closet Door Knob	13.00 ea	N/A
Passage/Privacy/Dummy Knob	23.00 ea	N/A
Door Stop (all)	9.00 ea	N/A
<b>LOCKS/KEYS</b>		
Mail Box Key	11.00 ea	N/A
Unit Key (Non-Primus)	11.00 ea	N/A
Unit Key (Primus)	20.00 ea	N/A
Building Control Key/Fob	22.00 ea	N/A
Lock Out	30.00	60.00
Change Deadbolt Core	30.00 ea	N/A
Replace Deadbolt Lock	250.00 ea	N/A
<b>HVAC</b>		
Replace Thermostat	75.00	150.00
<b>PLUMBING</b>		
Plugged Sink - In House	44.00 ea	88.00 ea
Plugged Tub - In House	44.00 ea	88.00 ea
Plugged Toilet - In House	40.00 ea	80.00 ea
Plugged Sink - Contract	Contract cost plus HACP labor	Contract cost plus HACP labor
Plugged Tub - Contract	Contract cost plus HACP labor	Contract cost plus HACP labor

	<b>COST – DURING BUSINESS HOURS</b>	<b>COST- AFTER BUSINESS HOURS</b>
Plugged Toilet – Contract	Contract cost plus HACP labor	Contract cost plus HACP labor
Plugged Main Line – Contract	Contract cost plus HACP labor	Contract cost plus HACP labor
Garbage Disposal Stuck	20.00	40.00
Reset Disposal	20.00	N/A
Sink Stopper/Crumb Cup	6.00 ea	N/A
Aerator	6.00 ea	N/A
<p><b>VACANCY PREPARATION</b>  A charge for cleaning units, stove, refrigerator, etc. upon move out will be assessed on time spent in restoring unit to its move in condition. Normal wear and tear will be prorated on a five year and over resident plan. The prorated charges shall be based as follows: <b>(NOTE: prorated charges DO NOT apply to transfers, skips or evictions)</b></p>		
1-12 Months	Full Charge	
13-24 Months	20% reduction	
25-37 Months	40% reduction	
38-49 Months	60% reduction	
50-59 Months	80% reduction	
Over 60 Months	100% reduction	
Carpet Cleaning	Contract cost plus HACP labor	
Cleaning Rooms	30.00 per room	
Completely Clean Stove	HACP cost plus labor	
Completely Clean Refrigerator	HACP cost plus labor	
Removal of Furniture, Items, or Trash Left in Unit	176.00 per load	