

AGENDA

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Wednesday, July 17, 2024
12:00 p.m.

Closed session immediately following

Housing Authority of the County of Merced
Administrative Building
405 "U" Street
Board Room – Building B (Second Floor)
Merced, CA 95341
(209) 386-4139

Robert Dylina, Chairperson
Rick Osorio, Vice-Chair
Evelyne Dorsey
Hub Walsh
Marilyn Scorby

All persons requesting disability related modifications or accommodations may contact the Housing Authority of the County of Merced at (209) 386-4139, 72 hours prior to the public meeting.

All supporting documentation is available for public review in the office of the Clerk of the Board located in the Housing Authority Administration Building, Second Floor, 405 "U" Street, Merced, CA 95341 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

The Agenda is available online at www.merced-pha.com

Use of cell phones, pagers, and other communication devices is prohibited while the Board Meeting is in session. Please turn all devices off or place on silent alert and leave the room to use.

I. CALL TO ORDER AND ROLL

II. PUBLIC COMMENT

NOTICE TO THE PUBLIC –

This portion of the meeting is set aside for members of the public to comment on any item within the subject-matter jurisdiction of the Commission, but not appearing on the agenda. Items presented under public comment may not be discussed or acted upon by the Commission at this time.

For items appearing on the agenda, the public is invited to comment at the time the item is called for consideration by the Commission. Any person addressing the Commission under Public Comment will be limited to a 3-minute presentation.

All persons addressing the Commission are requested to state their name and address for the record. Public comments must not interfere with orderly discussion or otherwise disrupt the meeting (CA Gov. Code 54957.9, SB 1100 (2022)). Slanderous, profane, threatening remarks or disorderly conduct that disrupts the meeting are prohibited (CA Gov. Code 36813, White v. City of Norwalk, 900 F.2d 1421 (1990)). Disruptive conduct may be grounds for removal from the meeting.

III. PUBLIC HEARING

1. Public Housing Agency Annual Plan

IV. AGENCY OR COMMISSIONER REVISIONS TO AGENDA

(M/S/C): ___ / ___ / ___



V. CONSENT CALENDAR

- 1. Meeting Minutes: June 18, 2024, Special Meeting
- 2. Rent Delinquency Report June 2024
- 3. Financial Reports for June 2024
- 4. Public Housing Occupancy/Vacancy Report for June 2024
- 5. HCV Program Counts June 2024
- 6. Human Resources & Board Clerk Report

(M/S/C): ____/____/____

VI. REGULAR CALENDAR

1. Resolution Item(s):

- a. **Resolution No. 2024-12:** Approving to write off the uncollected amounts as a loss from Tenant Accounts Receivable.

(M/S/C): ____/____/____

- b. **Resolution No. 2024-13:** Approving the PHA Annual Plan Fiscal Year 2024 for submission to the Department of Housing & Urban Development.

(M/S/C): ____/____/____

- c. **Resolution No. 2024-14:** Approving the revisions to the Public Housing Admissions and Continued Occupancy Policy (ACOP).

(M/S/C): ____/____/____

- d. **Resolution No. 2024-15:** Approving the revisions to the Housing Choice Voucher Program Administrative Plan.

(M/S/C): ____/____/____

- e. **Resolution No. 2024-16:** Approving the Operational Budget for Fiscal Year 2024-2025.

(M/S/C): ____/____/____

2. Action Item(s):

None

VII. EXECUTIVE DIRECTOR REPORT/DEPARTMENT HEAD REPORTS

- 1. Staff Report: Procurement Update
- 2. Staff Report: Waiting List Opening Announcement

VIII. COMMISSIONERS' COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS



IX. ADJOURN TO CLOSED SESSION: CLOSED SESSION ITEM(S)

1. Conference with legal counsel regarding real property pursuant to California Government Code Section 54956.8:
Property address: 290 Q Street, Merced, CA 95341

X. RECONVENE TO OPEN SESSION: CLOSED SESSION REPORT OF ACTIONS

XI. ADJOURNMENT



MINUTES

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Tuesday, June 18, 2024
12:00 p.m.

- I. The meeting was called to order by Chairperson Dylina at 12:03 p.m. and the Secretary was instructed to call the roll.

Commissioners Present:

Robert Dylina, Chairperson
Rick Osorio, Vice Chairperson
Hub Walsh
Marilyn Scorby

Commissioners Absent:

Evelyn Dorsey
Diana Odom Gunn

Chairperson Dylina declared there was a quorum present.

Staff Present:

Rosa Vazquez, Executive Director/Board Secretary
Tom Lewis, Legal Counsel
Bruce Milgrom, Finance Officer
Blanca Arrate, Director of Housing Programs
Melina Frederick, Director of Development & Asset Management
Maria Alvarado, Director of Housing & Community Development

Others Present:

None

II. **PUBLIC COMMENT**

None

III. **AGENCY OR COMMISSIONER REVISION TO AGENDA**

None

(M/S/C): Commissioner Walsh/Commissioner Scorby/Motion Passed

IV. **CONSENT CALENDAR**

1. Meeting Minutes May 22, 2024 Special Meeting
2. Rent Delinquency Report May 2024
3. Financial Reports for May 2024
4. Public Housing Occupancy/Vacancy Report for May 2024



5. HCV Program Counts May 2024

(M/S/C): Commissioner Walsh/Commissioner Scorby/Motion Passed

V. REGULAR CALENDAR

1. Resolution Item(s):

- a. **Resolution No. 2024-10:** Approving to write off the uncollected amounts as a loss from Tenant Accounts Receivable.

(M/S/C): Commissioner Walsh/Commissioner Scorby/Motion Passed

- b. **Resolution No. 2024-11:** Approving the award of contract for restoration of burned units in Dos Palos and authorizing the Executive Director to enter into contract.

(M/S/C): Commissioner Osorio/Commissioner Scorby/Motion Passed

2. Action Item(s):

None

VI. EXECUTIVE DIRECTOR REPORT/DEPARTMENT HEAD REPORTS

1. The Authority is currently drafting the Annual PHA Plan and is providing the Board with copies of the NSPIER & HOTMA required revisions. Board approval and the public hearing will held next month.
2. The Authority issued a notice to landlords regarding NSPIRE regulations and the effective date. HUD has now postponed the effective date a year, therefore the Authority will issue another notice to landlords notifying them.
3. The Authority has been made aware of a social media post regarding the waiting list being open, however, that post is false. The posts are being reported as such.
4. The Authority continues to work with the City of Los Banos to have permits and plans approved for the small homes project. The Department of Public works has had several questions, changes in staffing, and other factors that have slightly delayed the project.
5. The Authority will be holding the annual strategic planning meeting and would like to confirm availability from the Board. September 19th has been tentatively been set as the date, pending Board confirmation.
6. The Authority has received notification of the VASH NOFA and has reached out to the VA Office. Chairperson Dylina has spoke to Congressman Duarte's office regarding this issue but will also send a letter to further press this matter.
7. The Authority has followed up with the two HCV participants regarding the issues presented at the June meeting. Contact was made with one participant and the other is still pending.



8. The Board requested an update regarding the vacant positions within the Authority. Oral panels and secondary interviews have been scheduled and a monthly staff update will be provided going forward.

VII. COMMISSIONER’S COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

Chairperson Dylina requests that the Authority provide a monthly Human Resources report be provided.

VIII. ADJOURN TO CLOSED SESSION: CLOSED SESSION ITEM(S)

None

IX. RECONVENE TO OPEN SESSION: CLOSED SESSION REPORT OF ACTIONS

X. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:37 p.m.

Chairperson Signature

Date: July 17, 2024

Secretary Signature

Date: July 17, 2024



Aged Receivables Report as for 06/30/2024 - As of 07-09-2024

Property	0 - 30 days	31-60 days	61 - 90 days	Over 90 days	May-24	Apr-24
					Total Unpaid Charges	Balance
AMP 1						
ca023001 PH - Merced	1,238.72	47.99	-136.20	-41.59	1,108.92	1,108.92
ca023010 PH - Merced	613.16	-600.90	-70.72	-2,812.48	-2,870.94	-2,870.94
ca023013 PH - Merced Sr	275.00	67.00	18.00	-57.00	303.00	303.00
ca023021 PH - Acquisition	642.00	25.00	0.00	0.00	667.00	667.00
ca023023 PH - Acquisition	0.00	0.00	0.00	0.00	0.00	0.00
AMP 1 TOTALS	2,768.88	-460.91	-188.92	-2,911.07	-792.02	-792.02
AMP 2						
CA023003 PH - Atwater - Cameo	941.00	10.00	25.00	-25.00	951.00	951.00
ca023006 PH - Livingston	-1,065.50	-728.00	243.00	-84.39	-1,634.89	-1,634.89
012a PH - Atwater	2,158.00	1,339.00	1,403.93	4,739.42	9,640.35	9,640.35
012b PH - Winton	0.00	0.00	0.00	0.00	0.00	0.00
AMP 2 TOTALS	2,033.50	621.00	1,671.93	4,630.03	8,956.46	8,956.46
AMP 3						
ca023002 PH - Los Banos	6.74	210.00	70.00	-324.20	-37.46	-37.46
ca023004 PH - Los Banos - Abby, B, C & D	2,280.19	-224.00	-485.00	-1,763.49	-192.30	-192.30
ca023005 PH - Dos Palos - West Globe	397.74	743.27	100.00	456.06	1,697.07	1,697.07
ca023011 PH - Los Banos - J & K St	1,643.89	-178.02	-471.30	-3,369.76	-2,375.19	-2,375.19
012c PH - Dos Palos - Alleyne	20.00	20.00	31.21	0.00	71.21	71.21
012d PH - Dos Palos - Globe	57.00	57.00	57.00	-2,211.00	-2,040.00	-2,040.00
AMP 3 TOTALS	4,405.56	628.25	-698.09	-7,212.39	-2,876.67	-2,876.67
AMP 4						
ca023024 PH 1st Street	886.00	0.00	0.00	-32.00	854.00	854.00
AMP 4 TOTALS	886.00	0.00	0.00	-32.00	854.00	854.00
VALLEY VIEW						
atw Atwater Elderly	0.00	0.00	0.00	0.00	0.00	0.00
dp Dos Palos Elderly	0.00	0.00	0.00	0.00	0.00	0.00
mid Midway	0.00	0.00	0.00	0.00	0.00	0.00
pbc - atw	0.00	0.00	0.00	-180.00	-180.00	-180.00
pbc - dp	676.00	307.00	282.00	4,585.00	5,850.00	5,850.00
pbc - mid	3,375.48	168.87	435.00	1,887.75	5,867.10	5,867.10
VALLEY VIEW TOTALS	4,051.48	475.87	717.00	6,292.75	11,537.10	11,537.10
FELIX TORRES YEAR ROUND						
ft.yr Felix Torres Year Round Center	7,619.00	503.00	407.00	1,709.98	10,238.98	10,238.98
FELIX TORRES YEAR ROUND TOTALS	7,619.00	503.00	407.00	1,709.98	10,238.98	10,238.98
HOUSING AUTHORITY TOTALS	21,764.42	1,767.21	1,908.92	2,477.30	27,917.85	27,917.85

Housing Authority of the County of Merced

Financial Statement - AMP 1 (.fs-amp1)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	517,354	516,770	584	0	775,155
TOTAL GRANT INCOME (2)	459,938	467,225	-7,287	-2	700,838
TOTAL INCOME	977,292	983,995	-6,704	-1	1,475,993
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6)	378,489	310,784	-67,706	-22	466,176
TOTAL TENANT SERVICES EXPENSES	1,529	1,133	-396	-35	1,700
TOTAL UTILITY EXPENSES (7)	156,998	178,240	21,242	12	267,360
TOTAL MAINTENACE EXPENSES (8,9,10)	258,506	292,304	33,799	12	438,456
TOTAL GENERAL EXPENSES (11)	104,615	94,707	-9,909	-10	142,060
TOTAL HOUSING ASSISTANCE PAYMENTS	3,514	2,667	-847	-32	4,000
TOTAL FINANCING EXPENSES	26,667	26,667	0	0	40,000
TOTAL NON-OPERATING ITEMS (12)	4,537	25,144	20,607	82	37,716
TOTAL EXPENSES	934,855	931,646	-3,210	9	1,397,468
NET INCOME	42,437	52,350	-9,914	154	78,525

- (1) Tenant Rents +\$ 1K
- (2) Grant Inc. down -\$ 7K
- (3) Salaries +\$ 8K, Benefit Exp +\$ 4K
- (4) Legal is under -\$ 21K (Unlawful Detainers -\$ 34K, General Legal +\$ 13K)
- (5) Other Admin -\$ 21K (Audit & Mgt Fees +\$ 2K, Consultant -\$ 23K)
- (6) Misc Admin. -\$ 39K (Postage -\$ 3K, Answer Serv -\$ 2K, Temp Admin Labor -\$ 37K)
- (7) Sewer & Water - +\$ 22K, Elect/Gas -\$ 1K
- (8) Maint. Benefits +\$ 28K (Sal +\$ 3K, Benefits +\$ 25K)
- (9) Maint. Costs Supplies -\$ 34K (Elcetrical -\$ 10K, Appliance -\$ 2K, Repairs -\$ 3K, Plumbing -\$ 17K)
- (10) Contract Costs +\$ 41K - (some cost lower in winter, expected to catch up in summer)
- (11) Property Ins Higher -\$ 12K, W/C lower +\$ 3K
- (12) Depreciation Items fully depreciated +\$ 21K

Housing Authority of the County of Merced

Financial Statement - AMP 2 (.fs-amp2)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	438,518	423,973	14,546	3	635,959
TOTAL GRANT INCOME (2)	328,979	301,687	27,292	9	452,530
TOTAL INCOME	767,497	725,659	41,838	6	1,088,489
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5)	254,311	215,880	-38,431	-18	323,820
TOTAL TENANT SERVICES EXPENSES	0	1,067	1,067	100	1,600
TOTAL UTILITY EXPENSES (6)	143,963	169,284	25,321	15	253,926
TOTAL MAINTENACE EXPENSES (7,8,9)	193,081	223,115	30,034	13	334,672
TOTAL GENERAL EXPENSES (10,11)	77,918	80,024	2,106	3	120,036
TOTAL HOUSING ASSISTANCE PAYMENTS	1,654	1,547	-107	-7	2,320
TOTAL FINANCING EXPENSES	12,667	12,667	0	0	19,000
TOTAL NON-OPERATING ITEMS	158	0	-158	N/A	0
TOTAL EXPENSES	683,752	703,582	19,832	12	1,055,374
NET INCOME	83,745	22,077	61,670	583	33,115

- (1) Tenant Rents +\$ 13K
- (2) HUD PHA Subsidy +\$ 27K
- (3) Admin - Salary & Benefits +\$ 9K, Legal -\$ 17K (Unlawful -\$21K and General Legal +\$ 4K)
- (4) Other Admin -\$ 2K, (Mgt Fee +\$ 13K & Consultants -\$ 14K)
- (5) Misc. Admin -\$28K (Temp Salaries -\$ 30K, Office supplies & Copiers +\$ 3K)
- (6) Utilities - Water/Sewer +\$ 19K, Elect. & Gas +\$ 9K, Garbage -\$ 3K
- (7) Maint. Salary & Benefits Exp. +\$ 28K
- (8) Material Exp. -\$ 22K - (Elect Supp -\$ 5K & Grounds and Decorating +\$ 4K, Repairs -\$ 14K & Plumbing -\$ 7K)
- (9) Contract Costs +\$ 24K, Timing on using Contract Labor
- (10) W/C +\$ 4K
- (11) Payments in Lieu -\$ 3K

Housing Authority of the County of Merced

Financial Statement - AMP 3 (.fs-amp3)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL TENANT INCOME (1)	398,010	423,775	-25,765	-6	635,662
TOTAL GRANT INCOME (2)	341,004	299,651	41,353	14	449,477
TOTAL INCOME	739,014	723,426	15,588	2	1,085,139
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5)	213,476	234,372	20,895	9	351,557
TOTAL TENANT SERVICES EXPENSES	614	867	253	29	1,300
TOTAL UTILITY EXPENSES (6)	127,945	130,199	2,253	2	195,298
TOTAL MAINTENANCE EXPENSES (7,8,9)	143,669	231,221	87,553	38	346,832
TOTAL GENERAL EXPENSES (10)	74,932	85,362	10,431	63	128,043
TOTAL HOUSING ASSISTANCE PAYMENTS	2,892	2,800	-92	-3	4,200
TOTAL FINANCING EXPENSES	11,333	11,333	0	0	17,000
TOTAL NON-OPERATING ITEMS	164	0	-164	N/A	0
TOTAL EXPENSES	575,025	696,154	121,129	24	1,044,231
NET INCOME	163,989	27,272	136,717	670	40,908

- (1) Tenant Rent -\$ 27K, Misc Chargs +\$ 1K
- (2) Grant Subsidy +\$ 41K
- (3) Salaries +\$ 33K & Benefits +\$ 15K
- (4) Other Admin -\$ 5K (Mgt Fee +\$ 11K, Consultants -\$ 15K)
- (5) Misc. Admin - Temp Labor -\$ 36K, Copiers -\$ 2K, Postage -\$ 2K
- (6) Elect/Gas -\$ 3K, Garbage +\$ 3K, Water/Sewer +\$ 2K
- (7) Maintenance Salary & Benefits +\$ 30K & Vehicle Gas -\$ 1K
- (8) Supplies Maintenance +\$ 15K - (Maint/Repairs +\$ 21K, Appliances/Decorating +\$ 8K, Plumbing -\$ 13K)
- (9) Contract Costs Lower +\$ 42K, (Repairs/Painting +\$ 11K, Landscaping +\$15K, HVAC +\$ 7K, Equip Rental +\$ 8K, Inspections +\$ 4K)
- (10) Property Ins. +\$ 4K, W/C lower +\$ 4, Pymts in Lieu Taxes +\$ 3k

Housing Authority of the County of Merced
 Financial Statement - AMP4 - 1st Street, Merced (.fs-amp4)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	14,262	13,337	925	7	20,006
TOTAL GRANT INCOME (2)	15,526	18,162	-2,636	-15	27,244
TOTAL INCOME	29,788	31,500	-1,712	-5	47,250
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	8,352	8,856	504	6	13,284
TOTAL UTILITY EXPENSES	4,548	5,616	1,068	19	8,424
TOTAL MAINTENACE EXPENSES	5,521	4,898	-623	-13	7,347
TOTAL GENERAL EXPENSES	2,811	2,701	-110	-4	4,051
TOTAL HOUSING ASSISTANCE PAYMENTS	0	67	67	100	100
TOTAL FINANCING EXPENSES	667	667	0	0	1,000
TOTAL NON-OPERATING ITEMS	31,866	31,838	-28	0	47,757
TOTAL EXPENSES	53,765	54,642	878	2	81,964
NET INCOME	-23,977	-23,142	-834	3	-34,714

(1) Tenant Rent +\$ 1K

(2) Grant Subsidy -\$ 3K

Housing Authority of the County of Merced
Financial Statement - All HCV Properties with Sub (.fs-hcvs)
Budget Comparison
Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL GRANT INCOME (1,2)	17,538,016	17,065,927	472,089	3	25,598,890
TOTAL OTHER INCOME	408	1,000	-592	-59	1,500
TOTAL INCOME	17,538,424	17,066,927	471,497	3	25,600,390
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6,7,8,9)	1,105,073	1,329,362	224,292	22	1,994,042
TOTAL TENANT SERVICES EXPENSES	3,491	1,767	-1,724	-98	2,650
TOTAL UTILITY EXPENSES	344	177	-168	-95	265
TOTAL MAINTENACE EXPENSES (10)	955	16,033	15,079	94	24,050
TOTAL GENERAL EXPENSES (11,12)	15,174	54,665	39,490	72	81,997
TOTAL HOUSING ASSISTANCE PAYMENTS 13,14,15,16)	15,479,396	15,523,003	43,607	0	23,284,505
TOTAL FINANCING EXPENSES	48,367	48,367	0	0	72,550
TOTAL NON-OPERATING ITEMS	1,127	0	-1,127	N/A	0
TOTAL EXPENSES	16,653,927	16,973,373	319,449	2	25,460,059
NET INCOME	884,497	93,554	790,946	931	140,331

- (1) HAP from HUD +\$ 536K
- (2) Lower Admin Fees -\$ 68K
- (3) Lower Salaries +\$ 175K & Benefits Costs +\$ 60K
- (4) Lower Legal Fees +\$ 4K
- (5) Lower Mgt and Bookkeeping fees +\$ 77K, Training -\$ 2K,
- (6) Higher inspections -\$ 5K, Higher Consultant Costs -\$ 3K, Auditing -\$ 4K
- (7) Misc. Admin. Exp. -\$ 78K (Office Supp/Comp Parts +\$4K, Other Misc +\$ 8K, Postage +\$ 5
- (8) Higher Temp. Labor Exp. -\$ 70K
- (9) Misc. Admin. Exp. Section 8, -\$ 23K - not budgeted
- (10) Lower Contract Costs +\$ 14K, (expenses projected, not incurred as of yet - some are higher in summer months)
- (11) Lower Workman's Comp. Exp. +\$ 11K
- (12) Lower Port-out admin fees +\$ 11K
- (13) Higher HAP issued -\$ 81K
- (14) Port Out Payments +\$ 141K (lower than budgeted)
- (15) Tenant Utility -\$ 6K (higher than budgeted)
- (16) Escrow Contributions Higher -\$ 9K

Housing Authority of the County of Merced

Financial Statement - Central Office Cost Center (cocc)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL OTHER INCOME (1,2,3,4)	846,264	925,384	-79,119	-31	1,388,076
TOTAL INCOME	846,264	925,384	-79,119	-31	1,388,076
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (5,6,7)	812,103	709,211	-102,891	-14	1,063,816
TOTAL TENANT SERVICES EXPENSES	2,374	1,000	-1,374	-137	1,500
TOTAL UTILITY EXPENSES (8)	31,447	35,626	4,179	12	53,439
TOTAL MAINTENACE EXPENSES (9)	31,453	57,743	26,290	46	86,615
TOTAL GENERAL EXPENSES	23,093	23,534	440	2	35,300
TOTAL FINANCING EXPENSES	50,000	50,000	0	0	75,000
TOTAL NON-OPERATING ITEMS	6,198	5,249	-950	-18	7,873
TOTAL EXPENSES	956,668	882,362	-74,306	-5	1,323,543
NET INCOME	-110,404	43,022	-153,425	-783	64,533

- (1) Lower Mgmt. Fees from HCV -\$ 49K
- (2) Lower Bookkeeping Fees -\$ 31K
- (3) Asset Mgt Fee booked as budgeted (As Budgeted \$ 33K)
- (4) Admin Fee to be booked as Cap Projects funding allows (Budgetted 178K)
- (5) Admin Salary -\$ 6K & Benefits Higher -\$ 14K (Posting Resolution Mgt in Nov for 9 mo.)
- (6) Legal Fees higher -\$ 86K
- (7) Admin Other Exp +\$ 2K - (Training/travel/Audit +\$ 4K, Consultants -\$ 2K)
- (8) Utilities Gas & Elect. +\$ 3K
- (9) Maintenance Exp - Materials and Contract costs lower +\$ 27K - time of year, additional exp during summer

Housing Authority of the County of Merced

Financial Statement - Langdon Villas (langdon)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	52,542	49,619	2,924	6	74,428
TOTAL OTHER INCOME (2,3)	357,211	188,364	168,847	90	282,546
TOTAL INCOME	409,754	237,983	171,771	72	356,974
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4)	47,237	55,107	7,871	14	82,661
TOTAL UTILITY EXPENSES	72	1,067	995	93	1,600
TOTAL MAINTENACE EXPENSES (5)	470	7,787	7,317	94	11,680
TOTAL GENERAL EXPENSES	15,187	15,154	-31	0	22,732
TOTAL FINANCING EXPENSES	102,000	102,000	0	0	153,000
TOTAL NON-OPERATING ITEMS	2,292	2,292	0	0	3,438
TOTAL EXPENSES	167,258	183,407	16,152	57	275,111
NET INCOME	242,496	54,576	187,923	507	81,863

(1) Tenant Income +\$ 3K, (Rents +\$ 2k and Other Tenant +\$ 1K

(2) Other Income +\$ 169K - Interest income from F & M Bnak on deposit accounts - not budgeted

(3) Management Fee +\$ 1K

(4) Salary -\$ 2K, Legal +\$ 2K, Consultants +\$ 7K, Other Misc Admin. +\$ 1K

(5) Contract Cost Lower +\$ 6K, (Timing - Landscaping +\$ 4K, HVAC +\$ 1K)

Housing Authority of the County of Merced
 Financial Statement - Obanion Learning Center (obanion)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	127,106	145,305	-18,199	-13	217,958
TOTAL INCOME	127,106	145,305	-18,199	-13	217,958
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	14,462	14,689	227	2	22,033
TOTAL UTILITY EXPENSES (2)	57,095	63,355	6,259	10	95,032
TOTAL MAINTENANCE EXPENSES (3)	21,389	26,292	4,903	19	39,438
TOTAL GENERAL EXPENSES	4,019	4,180	161	4	6,270
TOTAL NON-OPERATING ITEMS (4)	37,043	35,867	-1,177	-3	53,800
TOTAL EXPENSES	134,008	144,382	10,373	7	216,573
NET INCOME	-6,902	924	-7,826	-847	1,385

(1) Tenant Rents - lower -\$ 13K, (Golden Valley Health moved out), Tenant Utilities -\$ 5K

(2) Water/Sewer +\$ 2K, Garbage +\$ 4K

(3) Supplies Janitorial +\$ 1K, Contract Alarm +\$ 2K

(4) Depreciation = Bld Imp -\$ 1K (New HVAC)

Housing Authority of the County of Merced
 Financial Statement - Property = .fs-vv sub-dp sub-mid sub-atw

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	583,920	418,435	165,485	40	627,653
TOTAL GRANT INCOME (2)	433,483	421,598	11,885	3	632,397
TOTAL INCOME	1,017,403	840,033	177,370	21	1,260,050
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4)	74,760	120,048	45,288	38	180,072
TOTAL UTILITY EXPENSES (5)	71,462	79,350	7,888	10	119,025
TOTAL MAINTENANCE EXPENSES (6,7)	64,448	102,131	37,683	37	153,197
TOTAL GENERAL EXPENSES (8)	25,963	28,125	2,162	8	42,187
TOTAL HOUSING ASSISTANCE PAYMENTS (9)	434,796	421,598	-13,198	-3	632,397
TOTAL FINANCING EXPENSES	45,667	45,667	0	0	68,500
TOTAL NON-OPERATING ITEMS	10,392	10,392	0	0	15,588
TOTAL EXPENSES	727,488	807,310	79,823	10	1,210,966
NET INCOME	289,915	32,723	257,193	786	49,084

- (1) Tenant Assistance Pmts +\$ 174K, Tenat Rents -\$ 8K
- (2) Grant Inc +\$ 12k
- (3) Vacant staff positions +\$ 21K, Lower Benefit costs +\$ 8K
- (4) Legal Exp Lower +\$ 109K (no legal billing to date)
- (5) Utility Invoices timing. +\$ 8K (Water/Sewer +\$ 7K, Gas/Electric +\$ 2K, Garabge -\$ 1K)
- (6) Maint. Salary & Benefits Lower +\$ 11K, Supplies costs +\$ 11K
- (7) Contract Costs -\$ 16K (Bld Repairs +\$ 7K, Landscaping +\$ 5K, Alarm Monitoring +\$ 2K)
- (8) W/C lower +\$ 2K
- (9) Housing Assistance Pmt Higher -\$ 12K

Housing Authority of the County of Merced

Financial Statement - Felix Torres Year Round (.fs-fty)

Budget Comparison

Period = Oct 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	368,976	378,687	-9,711	-3	568,030
TOTAL OTHER INCOME	20	0	20	N/A	0
TOTAL INCOME	368,996	378,687	-9,691	-3	568,030
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2)	39,299	51,808	12,509	25	77,712
TOTAL UTILITY EXPENSES (3)	60,202	67,647	7,444	11	101,470
TOTAL MAINTENANCE EXPENSES (4,5)	61,790	72,145	8,511	12	108,218
TOTAL GENERAL EXPENSES	26,726	26,927	202	1	40,391
TOTAL NON-ROUTINE MAINTENANCE (6)	9,648	0	-9,648	N/A	0
TOTAL FINANCING EXPENSES	13,333	13,333	0	0	20,000
TOTAL NON-OPERATING ITEMS	130,314	130,314	0	0	195,471
TOTAL EXPENSES	341,312	362,174	19,018	-20	543,262
NET INCOME	27,684	16,512	9,327	56	24,768

(1) Vacancies -\$ 45K, Rental Assistance +\$ 35K

(2) Sal & Benefits costs +\$ 12K

(3) Water\Sewer +\$ 2K, Elect/Gas -\$ 2K, Garbage +\$ 7K

(4) Supplies +\$ 7K (Adj - (Adj for Water Heaters Res Exp 6K/ Ranges-Refrig Res Exp 5K)

(5) Contract +\$ 3K (After Adj. 31K Flooring - should come out of reserves)

(6) Non-Routine Exp. - (Adj for Exp paid from Reserve Funds - Sewer Pump replacement)

Housing Authority of the County of Merced

Financial Stmt - Migrant (.fs-mig)

Budget Comparison

Period = Jul 2023-May 2024

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME (1)	1,337,985	1,934,666	596,681	31	2,110,544
TOTAL INCOME	1,337,985	1,934,666	596,681	31	2,110,544
EXPENSES					
Total - Center Personnel (2)	568,838	668,126	99,288	15	728,865
Total - Operating Expenses (3)	504,575	934,296	429,721	46	1,019,231
Total - Maintenance Expenses (4)	39,168	59,721	20,553	34	65,150
Total - Contractor Administration (5)	143,624	134,655	-8,969	-7	146,896
Total - Debt Service and Replacement	137,869	137,868	0	41	150,402
TOTAL	1,394,074	1,934,666	540,593	31	2,110,544

(1) Zero budget, offset to variance in expenses -\$ 336K

(2) Salaries +\$ 26K, Benefits +\$ 73K

(3) Higher utilities - Net diff. +\$ 430K, (Utilities +\$ 5k, Communications +\$ 54K, Major Equip. +\$ 387K Other Costs -\$ 16K -not budgeted)

(OMS/ High Speed Interned project has started, figures are impacting Operations budget figures)

(4) General lower supplies and contract expenses +\$21K, (Painting and Material. Supplies +\$ 19K, Lumber and Materials +\$ 3K)

(5) Expense compared to budget -Audit Fees Higher than Bgdt YTD-\$ 7K

Total Number of Public Housing Units: 421
 Number of Occupied Units: 414
 Number of Vacant Units: 7

Unit ID	Prospective Resident	Move - In Date	Security Deposit Amount
298	YES	Pending Unit Turnover	\$500.00
432	NO	250 Selected from Waiting List/ Pending Unit Turnover	\$500.00
128	YES	250 Selected from Waiting List/ Pending Unit Turnover	\$300.00
482	YES	Pending Unit Turnover	\$300.00
36	NO	Pending Unit Turnover	\$500.00
350	NO	Pending Unit Turnover	\$500.00
382	NO	Pending Unit Turnover	\$500.00

Indicators

Sub-Indicator #1	Performance Scoring	Jan	Feb	Mar	Apr	May	Jun
Lease Up Days		825	914	1156	1287	1312	1385
Average Lease Up Days		52	44	43	40	39	38
Make Ready Time		247	417	544	644	673	692
Average Make Ready Days		15	20	20	20	20	19
Down Days		1640	1904	2235	2731	2805	2918
Average Down Days		103	91	91	85	83	81
Total # Vacant Units Turned		16	21	27	32	34	36
Total # Turn Around Days		2712	3235	3935	4662	4790	4995
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	169	154	145	145	140	138

These indicators measure the annual average amount of time it takes a PHA to turn around its vacant units.

Lease Up Days means for each "turned" unit in the immediate fiscal year, the days from the date maintenance gives the keys back to management for rental to the effective date of the lease

Make Ready Time means for each unit "turned" in the immediate fiscal year, the days from the date maintenance

receives the keys to the date maintenance turns the unit back to management for rental

Down Days means for each unit "turned" in the immediate fiscal year, the days from the date the unit was discovered to be vacant or the date the lease expired.

Total # Vacant Units Turned means the number of units that completed the turnaround cycle which consists of down, make ready and lease up time during

Total # Turn Around Days means total number of days from the day the lease expired (or when the unit was discovered vacant) to the effective date of the new

HCV Program Counts

Voucher Program Name	Funding Source	Allocation	Voucher Under HAP	Vouchers Searching	Referrals Pending Review/ Documentation	Packets needed to fully HAP
Veterans Affairs Supportive Housing (VASH)	HUD Grant	123	101	17	2	3
Emergency Housing Voucher (EHV)	HUD Grant	68	62	3	2	1
Mainstream (MS5)	HUD Grant	26	6	0	0	20
Shelter Plus Care (SPC)	HA Set-Aside	8	6	0	0	2
Independent Living Program (ILP)	HA Set-Aside	10	9	0	0	1
Family Unification Program (FUP)	HA Set-Aside	27	24	3	1	-1
Coordinated Entry System (CES)	HA Set-Aside	150	141	6	2	1
Adult Protective Services (APS)	HA Set-Aside	10	10	0	0	0
Human Services Agency (HSA/HSP)	HA Set-Aside	50	45	3	3	-1
Tenant Based & Project Based Vouchers	HAP	2494	2217			

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Erica Soria, HR Manager/Clerk of the Board

DATE: July 17, 2024

SUBJECT: Housing Authority of the County of Merced Departmental Update

Clerk of the Board

The Authority continues outreach to Public Housing residents to fill the Resident Commissioner vacancy. Asset Managers and the Authority continue to search for a candidate, however, none have been identified at this time.

The Authority received a resignation notification from Commissioner Odom Gunn in June. The Clerk of the Board of Supervisors was notified via email of said resignation and the position has been confirmed vacant and is open for applications.

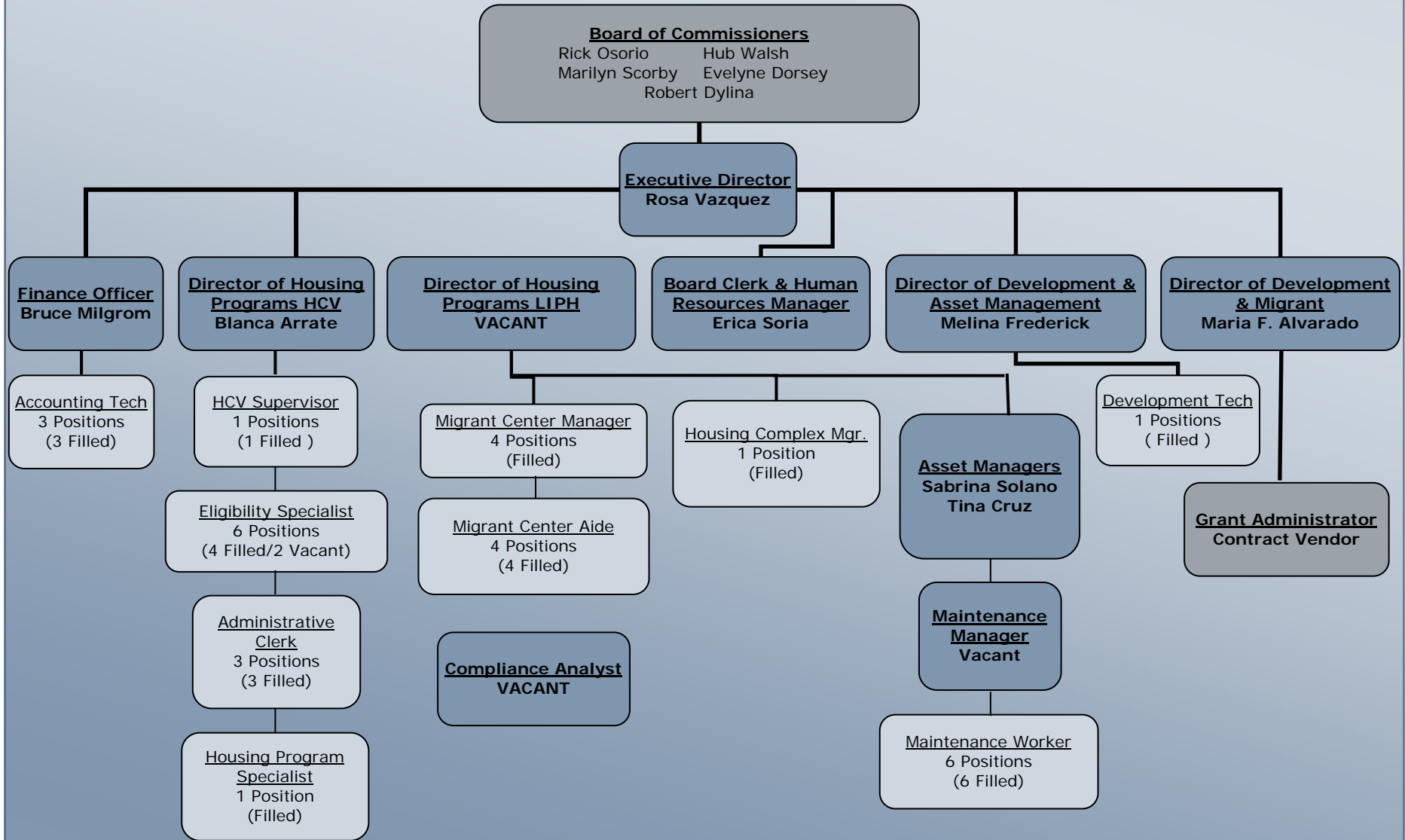
Human Resources

The Authority currently has four (4) vacant positions. Those positions are Director of Housing Programs (1), Compliance Analyst (1), Eligibility Specialist (1), Maintenance Manager (1).

The Authority held oral panel interviews for the positions of Maintenance Worker, Eligibility Specialist, and Migrant Center Aide on Friday, July 5, 2024. Subsequently, conditional job offers were extended to and accepted by the three candidates.

The Authority publishes the recruitment announcement in the following ways: Merced Sun-Star, Authority website, mailings to community partners such as WorkNet, Merced College, Human Services Agency, etc.

Housing Authority of the County of Merced



STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Bruce Milgrom, Finance Officer

DATE: July 17, 2024

SUBJECT: Recommendation to adopt **Resolution No. 2024-12**, approving to write off the uncollected amounts as a loss from Tenant Accounts Receivable.

The Housing Authority of the County of Merced (Authority) incurs tenant receivables for current families and families that have moved. The Authority actively seeks to collect monies owed during tenancies. Upon families moving out and leaving a balance owed, the Authority enters the monies owed into the Department of Housing & Urban Development (HUD) database so that if that former resident is ever eligible to receive rental assistance with another Public Housing Authority (PHA) the debt must be paid the Authority where the monies are owed.

Under Federal regulation, allowable write-offs impact the Authority's Tenant Accounts Receivable (TAR) Public Housing Assessment System ("PHAS") score and are an accepted accounting practice. PHAS is the annual assessment process by which HUD fulfills its statutory requirement to assess a PHAs administration of the Public Housing program. The Authority acts to collect all tenant charges and will continue to pursue collection of the accounts included in this write-off.

In February 2022, HUD published notice PIH 2022-021, which provided guidance to PHAs on the end of the COVID-19 waiver authority for PHAS assessments granted to HUD as a part of the Coronavirus Aid, Relief & Economic and Security (CARES) Act. The notice also communicated an adjustment to the Tenant Accounts Receivable sub-indicator under the Management Operations Indicator (MASS) due to the impact of various local, State, and Federal eviction moratoria. Nationally, PHAs that the eviction moratoria impacted rent collections, which impacted their financial status and reduced their scores under the TAR sub-indicator of MASS.

While PHAs have largely returned to normal operations and PHAS regulatory requirements after the COVID-19 pandemic emergency, PHAs continue to experience challenges with collecting rent and managing rent collection activities, which have impacted the PHAs' performance under the TAR sub-indicator. Due to the continued challenges, PHAs are facing with TAR, this notice advises that for PHAs with fiscal years ending March 31, 2023, June 30, 2023, September 30,

2023, and December 31, 2023, only, HUD is continuing a temporary revision to the scoring methodology for TAR. HUD determined that this extended temporary adjustment to the scoring notice will appropriately score PHAs as they continue to return to normal operations and requirements

HUD intends to return to the regular scoring methodology for TAR for PHAs with fiscal years ending in 2024. The long-term sustainability of the Public Housing program depends on families paying and PHAs collecting rent, so it is important that PHAs continue to work to improve tenant rent collection.

The Authority has worked with families to enter into repayment agreements, and legal stipulations via legal and or evictions. However, the Authority will need to write off monies incurred during the COVID pandemic that are not collectible at this time. The Authority will be reviewing all monies owed and bringing write-off amounts to the Board to ensure the Authority aligns with HUD requirements.

NOTE: For existing Tenant Receivable the money showing in the pending monies owed column cannot be written off until a family moves out of rental assistance.

Amounts to be written off are summarized by program below.

PH AMP 2:	\$ 86,442.50

TOTAL:	\$ 86,442.50
	=====

RECOMMENDATION

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2024-12**, authorizing the Executive Director or her designee to declare the amounts uncollectible and to authorize the write-off as a loss.

RESOLUTION NO. 2024-12

**APPROVING THE WRITE-OFF FOR BAD DEBTS
FROM TENANTS' ACCOUNTS RECEIVABLE**

WHEREAS, every year the Housing Authority of the County of Merced (Authority) operates a number of rental housing projects throughout the county for low-income tenants; and

WHEREAS, certain former tenants have been unable or unwilling to pay their rent and/or work orders; and it is no longer prudent to carry over these receivables on the books of account; and

WHEREAS, allowable write-off's impact Authority Tenant Accounts Receivable Public Housing Assessment System ("PHAS") score and is an accepted accounting practice; and

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Merced do hereby approve the write-off of the tenant delinquent accounts in the amount of \$86,442.50, that are attached for the Housing Programs administered by the Housing Authority of the County of Merced.

The foregoing resolution was introduced at the July 17, 2024 Board of Commissioners meeting of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nayes:

Absent:

Abstain:

Date: July 17, 2024

Chairperson, Board of Commissioners
Housing Authority of the County of Merced

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Rosa Vazquez, Executive Director

DATE: July 17, 2024

SUBJECT: Recommendation to adopt **Resolution No. 2024-13**, approving the Annual Plan FY 2024 for submission to HUD.

The Quality Housing and Work Responsibility Act of 1998 requires local Housing Authorities to prepare and submit to the U.S. Department of Housing and Urban Development (HUD) a Five Year Plan every fifth year and an Annual Plan every year.

The Housing Authority of the County of Merced (Authority) Annual Plan covers fiscal year 2024–2025.

The Authority Plan must be adopted by the Authority Board of Commissioners after input by assistance housing residents and the general public during a forty-five (45) day comment period.

RECOMMENDATION

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2024-13**, approving the Annual Plan FY 2024 for submission to HUD.

RESOLUTION NO. 2024-13

**APPROVING THE PHA ANNUAL PLAN
FY 2024 FOR SUBMISSION TO HUD**

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 requires local Housing Authorities to prepare and submit to the U.S. Department of Housing and Urban Development (HUD) a Five Year Plan every fifth year, and Annual Plan every year; and

WHEREAS, this Annual Plan covers fiscal year 2024-2025; and

WHEREAS, the Plan is consistent with the Consolidated Plans of the City of Merced and the State of California,

THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Merced do hereby approve the Fiscal Year 2024 Annual Plan for submission to HUD.

The foregoing was introduced at the July 17, 2024, Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Noes:

Absent:

Abstain:

Chairperson, Board of Commissioners
Housing Authority of the County of Merced

Dated: July 17, 2024

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Rosa Vazquez, Executive Director

DATE: July 17, 2024

SUBJECT: Recommendation to adopt **Resolution No. 2024-14**, approving the revision of the Public Housing Admissions and Continued Occupancy Policy (ACOP).

The Housing Authority of the County of Merced recognizes the need to review and update its policies to ensure that they are compliant with HUD Regulations and current practice.

At this time, it is necessary to revise all of the Admissions and Occupancy Policy (ACOP). The revisions are needed in order to be consistent and compliant with the HUD 24 CFR language and current practice.

Attached for your review are the proposed revisions.

RECOMMENDATION

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2024-14**, approving the revision of the Public Housing Admissions and Continued Occupancy Policy (ACOP).

RESOLUTION NO. 2024-14

**APPROVING THE REVISIONS OF THE
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)**

WHEREAS, it is necessary from time to time to revise the Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program; and

WHEREAS, the Public Housing Admissions and Continued Occupancy Policy (ACOP) revisions are necessary because of regulation, policy, and procedure changes in the Program and/or local housing needs changing; at this time, it is necessary to revise the entire Public Housing Admissions and Continued Occupancy Policy (ACOP); and

WHEREAS, the changes will ensure that the Housing Authority is compliant with current HUD regulations and has acted responsibly in its administration of the Public Housing Program,

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Merced does approve the attached revisions of the Public Housing Admissions and Continued Occupancy Policy (ACOP).

The foregoing was introduced at the July 17, 2024, Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

Chairperson, Board of Commissioners
Housing Authority of the County of Merced

Dated: July 17, 2024

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Rosa Vazquez, Executive Director

DATE: July 17, 2024

SUBJECT: Recommendation to adopt **Resolution No. 2024-15**, Approving Revisions to the Housing Choice Voucher Administrative Plan.

The Housing Authority of the County of Merced recognizes the need to review and update its policies to ensure that they are compliant with HUD Regulations and current practice.

At this time, it is necessary to revise all of the Housing Choice Voucher Administrative Plan.

Attached for your review are the proposed revisions.

RECOMMENDATION

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2024-15**, approving the revisions to the HCV Administrative Plan.

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Rosa Vazquez, Executive Director

DATE: July 17, 2024

SUBJECT: Recommendation to adopt **Resolution No. 2024-16**, Approving the Operating Budgets for Fiscal Year 2024 – 2025.

Prior to the beginning of each fiscal year, the Housing Authority of the County of Merced (Authority) prepares an operating budget in a manner prescribed by the Department of Housing & Urban Development (HUD).

Once approved, the Authority will submit the complete operating budgets with detailed supporting information and the Board resolution to HUD. The budget maybe amended once HUD has published their final allocations later this year.

RECOMMENDATION

I hereby recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2024-16**, approving the Operating Budgets for Fiscal Year 2024 – 2025.

RESOLUTION NO. 2024-16

**HOUSING AUTHORITY OF THE COUNTY OF MERCED BOARD
RESOLUTION APPROVING THE OPERATING BUDGET FOR FISCAL
YEAR 2024 - 2025**

See preprinted Form HUD – 52574 (06/30/2022)

The foregoing resolution was introduced at the July 17, 2024 Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

Chairperson, Board of Commissioners
Housing Authority of the County of Merced

Dated: July 17, 2024

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 06/30/2022)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:PHA Code:

PHA Fiscal Year Beginning:Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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HOUSING AUTHORITY OF THE COUNTY OF MERCED
SUMMARY BY PROGRAM 2024-25
BUDGET SUMMARY

2024-2025 FISCAL YEAR	PUBLIC HOUSING	HCV	COCC	LANGDON	OBANION	VALLEY VIEW	FELIX TORRES YR	MIGRANT	TOTAL BUDGET	Ttl Bdgt 2022-23	Variance to 2022-23
REVENUES											
TENANT INCOME	2,086,358	-	-	78,569	223,407	217,370	623,181	-	3,228,885	2,725,787	503,098
GRANT INCOME	1,713,415	25,693,120	-	-	-	649,514	-	1,970,229	30,026,278	28,442,734	1,583,544
OTHER INCOME	12,875	1,500	1,471,695	517,427	-	8,300	1,500	-	2,013,297	1,521,785	491,512
TOTAL REVENUES	3,812,648	25,694,620	1,471,695	595,996	223,407	875,184	624,681	1,970,229	35,268,460	32,690,306	2,578,154
EXPENSES											
TOTAL ADMINISTRATIVE	1,210,487	1,967,353	1,262,638	101,044	21,094	171,196	99,667	972,664	5,806,143	5,300,863	505,280
TOTAL UTILITIES	751,631	760	53,250	1,600	96,188	126,971	93,287	424,692	1,548,379	1,327,002	221,377
TOTAL MAINTENANCE AND OPS	1,153,964	24,100	77,700	12,800	41,609	172,067	110,212	273,261	1,865,713	1,525,531	340,182
TOTAL GENERAL EXPENSE	455,742	69,140	38,985	25,268	7,069	43,078	43,992	81,696	764,970	766,880	(1,910)
TOTAL HOUSING ASSISTANCE	-	23,372,534	-	-	-	-	-	-	23,372,534	22,804,834	567,700
TOTAL FINANCING	-	-	-	153,000	-	68,500	20,000	217,916	459,416	345,302	114,114
TOTAL NON-OPERATING	56,853	1,933	10,000	3,438	53,800	15,588	195,471	-	337,083	508,499	(171,416)
TOTAL EXPENSES	3,628,677	25,435,820	1,442,573	297,150	219,760	597,400	562,629	1,970,229	34,154,238	32,578,911	1,575,327
GAIN OR LOSS (CURRENT REVISION)	183,971	258,800	29,122	298,846	3,647	277,784	62,052	-	1,114,222	111,395	1,002,827
APPROVEDL BUDGET 2021-2022 - Original Figures											
BOARD APPROVED BUDGET GAIN/LOSS	5,541	44,000	(23,193)	57,195	1,451	2,781	23,620	-	111,395		
VARIANCES - GAIN/(LOSS)	178,430	214,800	52,315	241,651	2,196	275,003	38,432	-	1,002,827		

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - AMP 1
 (MERCED AREA) 176 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2026-24 AMP 1	PROPOSED BUDGET 2024-25 AMP 1	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	775,155	769,520	(5,635)	-0.7%	Based on 2023-24 annualized income
2	GRANT INCOME	700,838	688,525	(12,313)	-1.8%	Based on 2023-24 annualized income
3	OTHER INCOME	-	-	-	#DIV/0!	
4	TOTAL REVENUES	1,475,993	1,458,045	(17,948)	-1.2%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	111,031	115,524	4,493	4.0%	Based on current employee roster
6	FRINGE BENEFITS	93,386	66,359	(27,027)	-28.9%	Based on current employee roster
7	LEGAL EXPENSE	24,160	30,200	6,040	25.0%	
8	MANAGEMENT FEES	189,819	167,339	(22,480)	-11.8%	Actual for 2023-24 was lower than expected
9	BOOKKEEPING FEES	15,525	16,301	776	5.0%	
10	ASSET MANAGEMENT FEES	21,735	22,822	1,087	5.0%	
11	OTHER ADMIN EXPENSES	73,000	97,300	24,300	33.3%	
12	TOTAL ADMINISTRATIVE EXPENSES	528,656	515,845	(12,811)	-2.4%	
	UTILITIES					
13	WATER	53,238	41,947	(11,291)	-21.2%	Based on 2023-24 annualized expenses and then increase
14	ELECTRICITY	13,863	18,349	4,486	32.4%	Based on 2023-24 annualized expenses and then increase
15	GAS	2,500	4,294	1,794	71.8%	Based on 2023-24 annualized expenses and then increase
16	GARBAGE/TRASH	104,572	113,044	8,472	8.1%	Based on 2023-24 annualized expenses and then increase
17	SEWER	92,216	83,916	(8,300)	-9.0%	Based on 2023-24 annualized expenses and then increase
18	OTHER UTILITIES	971	1,000	29	3.0%	Based on 2023-24 annualized expenses and then increase
19	TOTAL UTILITIES	267,360	262,550	(4,810)	-1.8%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	108,544	120,666	12,122	11.2%	Based on cur. roster
21	FRINGE BENEFITS	27,462	24,941	(2,521)	-9.2%	Based on current roster
22	UNIFORMS	2,400	2,400	1,500	62.5%	
23	VEHICLE GAS, OIL	9,900	11,561	1,661	16.8%	Fuel cost increases
24	MATERIALS	83,743	111,234	27,491	32.8%	Return to pre COVID costs
25	CONTRACT COSTS	177,404	158,913	(18,491)	-10.4%	Return to pre COVID costs
26	TOTAL MAINTENANCE AND OPERATIONS	409,453	429,715	20,262	4.9%	
	GENERAL EXPENSE					
27	INSURANCE	54,714	69,559	14,845	27.1%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	50,304	56,403	6,099	12.1%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	26,730	29,403	2,673	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	10,313	11,344	1,031	10.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	4,000	7,225	3,225	80.6%	
32	TOTAL GENERAL EXPENSE	146,061	173,934	27,873	19.1%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	37,716	8,596	(29,120)	-77.2%	Per depreciation schedule
34	TOTAL NON-OPERATING ITEMS	37,716	8,596	(29,120)	-77.2%	
35	TOTAL EXPENSES	1,389,246	1,390,640	1,394	0.1%	
36	GAIN OR LOSS	86,747	67,405	(19,342)	-22.3%	

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Housing Authority of the County of Merced

Summary 2024-25

BUDGET COMPARISON - AMP 2

(ATWATER/LIVINGSTON AREA) 117 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2023-24	PROPOSED BUDGET 2024-25	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
		AMP 2	AMP 2			
REVENUES						
1	TENANT INCOME	626,109	654,348	28,239	4.5%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	452,530	495,173	42,643	9.4%	Based on 2023-24 annualized income
3	OTHER INCOME	9,850	12,875	3,025	0.0%	
4	TOTAL REVENUES	1,088,489	1,162,396	73,907	6.8%	
EXPENSES						
ADMINISTRATIVE						
5	SALARIES AND WAGES	75,541	77,516	1,975	2.6%	
6	FRINGE BENEFITS	54,940	31,613	(23,327)	-42.5%	Based on current employee roster
7	LEGAL EXPENSE	8,600	10,600	2,000	23.3%	
8	MANAGEMENT FEES	126,179	117,733	(8,446)	-6.7%	Based on 2023-24 annualized expenses
9	BOOKKEEPING FEES	11,352	10,938	(414)	-3.6%	
10	ASSET MANAGEMENT FEES	15,068	16,574	1,506	10.0%	
11	OTHER ADMIN EXPENSES	52,740	78,538	25,798	48.9%	
12	TOTAL ADMINISTRATIVE EXPENSES	344,420	343,512	(908)	-0.3%	
UTILITIES						
13	WATER	70,621	64,879	(5,742)	-8.1%	Based on 2023-24 annualized expenses
14	ELECTRICITY	28,871	31,758	2,887	10.0%	Assume 10% increase over prior year actuals
15	GAS	7,752	6,601	(1,151)	-14.8%	Based on 2023-24 annualized expenses
16	GARBAGE/TRASH	58,702	65,676	6,974	11.9%	Assume 10% increase over prior year actuals
17	SEWER	87,580	91,250	3,670	4.2%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	400	500	100	0.0%	
19	TOTAL UTILITIES	253,926	260,664	6,738	2.7%	
MAINTENANCE AND OPERATIONS						
20	SALARIES AND WAGES	91,119	93,286	2,167	2.4%	Based on cur. roster (4% due to last year 2% this. -higer ir
21	FRINGE BENEFITS	39,106	36,412	(2,694)	-6.9%	Based on current roster
22	UNIFORMS	1,250	1,300	50	0.0%	
23	VEHICLE GAS, OIL	11,500	11,750	250	2.2%	Higer fuel costs and labor rates
24	MATERIALS	58,748	78,952	20,204	34.4%	Return to pre COVID costs
25	CONTRACT COSTS	132,948	136,582	3,634	2.7%	Return to pre COVID costs
26	TOTAL MAINTENANCE AND OPERATIONS	334,671	358,282	23,611	7.1%	
GENERAL EXPENSE						
27	INSURANCE	54,554	54,845	291	0.5%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	37,879	48,236	10,357	27.3%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	20,316	22,348	2,032	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	7,287	8,016	729	10.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	2,320	2,691	371	16.0%	
32	TOTAL GENERAL EXPENSE	122,356	136,136	13,780	11.3%	
NON-OPERATING ITEMS						
33	DEPRECIATION	71,372	250	(71,122)	-99.6%	based on amortization schedule projection
34	TOTAL NON-OPERATING ITEMS	71,372	250	(71,122)	-99.6%	
35	TOTAL EXPENSES	1,126,745	1,098,844	(27,901)	-2.5%	
36	GAIN OR LOSS	(38,256)	63,552	101,808	-266.1%	

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Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - AMP 3
 (LOS BANOS & DOS PALOS AREA) 122 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2023-24 AMP 3	PROPOSED BUDGET 2024-25 AMP 3	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	635,662	637,512	1,850	0.3%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	449,476	506,000	56,524	12.6%	Based on 2023-24 annualized income
3	OTHER INCOME			-	0.0%	
4	TOTAL REVENUES	1,085,138	1,143,512	58,374	5.4%	
	EXPENSES	137,869	137,869			
	ADMINISTRATIVE					
5	SALARIES AND WAGES	94,320	95,449	1,129	1.2%	Based on 2% inc. on current employee roster
6	FRINGE BENEFITS	62,490	35,500	(26,990)	-43.2%	Based on current employee roster
7	LEGAL EXPENSE	13,250	16,450	3,200	24.2%	
8	MANAGEMENT FEES	131,590	114,500	(17,090)	-13.0%	Based on 2023-24 annualized expenses
9	BOOKKEEPING FEES	10,809	11,258	449	4.2%	
10	ASSET MANAGEMENT FEES	15,067	15,820	753	5.0%	
11	OTHER ADMIN EXPENSES	42,331	46,925	4,594	10.9%	
12	TOTAL ADMINISTRATIVE EXPENSES	369,857	335,902	(33,955)	-9.2%	
	UTILITIES					
13	WATER	61,493	67,642	6,149	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	8,963	12,818	3,855	43.0%	Based on 2023-24 annualized expenses
15	GAS	2,556	5,046	2,490	97.4%	Based on 2023-24 annualized expenses
16	GARBAGE/TRASH	69,891	76,880	6,989	10.0%	Inc 10% over calculated 2022-23 actuals
17	SEWER	52,395	57,635	5,240	10.0%	
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	195,298	220,021	24,723	12.7%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	74,481	74,481	-	0.0%	Based current employee roster
21	FRINGE BENEFITS	25,756	28,312	2,556	9.9%	Based on current roster
22	UNIFORMS	1,200	1,429	229	19.1%	
23	VEHICLE GAS, OIL	8,000	11,044	3,044	38.1%	Based on 2023 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	92,857	96,295	3,438	3.7%	Post COVID increase
25	CONTRACT COSTS	144,538	144,100	(438)	-0.3%	Post COVID increase
26	TOTAL MAINTENANCE AND OPERATIONS	346,832	355,661	8,829	2.5%	
	GENERAL EXPENSE					
27	INSURANCE	58,539	62,968	4,429	7.6%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	43,624	45,000	1,376	3.2%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	19,198	21,117	1,919	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	6,682	7,350	668	10.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	4,200	4,600	400	9.5%	
32	TOTAL GENERAL EXPENSE	132,243	141,035	8,792	6.6%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	58,425	250	(58,175)	-99.6%	based on amortization schedule projection
34	TOTAL NON-OPERATING ITEMS	58,425	250	(58,175)	-99.6%	
35	TOTAL EXPENSES	1,102,655	1,052,869	(49,786)	-4.5%	
36	GAIN OR LOSS	(17,517)	90,643	108,160	-617.5%	

Housing Authority of the County of Merced

Summary 2024-25

BUDGET COMPARISON - AMP 4

(MERCED 1ST STREET AREA) 6 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2023-24 AMP 4	PROPOSED BUDGET 2024-25 AMP 4	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	20,006	24,978	4,972	24.9%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	27,244	23,717	(3,527)	-12.9%	Based on 2023-24 annualized income
3	OTHER INCOME	-	-	-	0.0%	
4	TOTAL REVENUES	47,250	48,695	1,445	3.1%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	3,152	3,440	288	9.1%	Based on current roster
6	FRINGE BENEFITS	1,460	1,193	(267)	-18.3%	Based on current employee roster
7	LEGAL EXPENSE	150	150	-	0.0%	
8	MANAGEMENT FEES	6,511	6,250	(261)	-4.0%	
9	BOOKKEEPING FEES	565	600	35	6.2%	
10	ASSET MANAGEMENT FEES	753	765	12	1.6%	
11	OTHER ADMIN EXPENSES	1,120	2,830	1,710	152.7%	
12	TOTAL ADMINISTRATIVE EXPENSES	13,711	15,228	1,517	11.1%	
	UTILITIES					
13	WATER	1,096	1,356	260	23.7%	Based on 2023-24 annualized expenses
14	ELECTRICITY	712	712	-	0.0%	
15	GAS	184	176	(8)	-4.3%	Based on 2023-24 annualized expenses
16	GARBAGE/TRASH	3,489	3,341	(148)	-4.2%	Based on 2023-24 annualized expenses
17	SEWER	2,922	2,783	(139)	-4.8%	Based on 2023-24 annualized expenses
18	OTHER UTILITIES	29	28	(1)	-3.4%	Based on 2023-24 annualized expenses
19	TOTAL UTILITIES	8,432	8,396	(36)	-0.4%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	3,498	3,533	35	1.0%	Based on current roster
21	FRINGE BENEFITS	1,224	973	(251)	-20.5%	Based on current roster
22	UNIFORMS			-	100.0%	
23	VEHICLE GAS, OIL	150	150	-	0.0%	
24	MATERIALS	1,485	2,100	615	41.4%	
25	CONTRACT COSTS	990	3,550	2,560	258.6%	
26	TOTAL MAINTENANCE AND OPERATIONS	7,347	10,306	2,959	40.3%	
	GENERAL EXPENSE					
27	INSURANCE	2,191	2,396	205	9.4%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	1,214	1,441	227	18.7%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	498	525	27	0.0%	Return to pre COVID experience
30	OPEB EXPENSE	148	175	27	18.2%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	100	100	-	100.0%	
32	TOTAL GENERAL EXPENSE	4,151	4,637	486	11.7%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	47,757	47,757	-	0.0%	from depreciation schedule
34	TOTAL NON-OPERATING ITEMS	47,757	47,757	-	0.0%	
35	TOTAL EXPENSES	81,398	86,324	4,926	6.1%	
36	GAIN OR LOSS	(34,148)	(37,629)	(3,481)	10.2%	

Housing Authority of the County of Merced

Summary 2023-24

BUDGET COMPARISON - PUBLIC HOUSING

TOTAL 421 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23	PROPOSED BUDGET 2023-24	BUDGET VS. BUDGET	DIFF. %	COMMENTS
		PH TOTALS	PH TOTALS	DIFFERENCE		
	REVENUES					
1	TENANT INCOME	2,056,932	2,086,358	29,426	1.4%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	1,630,088	1,713,415	83,327	5.1%	Based on Operating Subsidy formula, 98% occupancy
3	OTHER INCOME	9,850	12,875	3,025	30.7%	
4	TOTAL REVENUES	3,696,870	3,812,648	115,778	3.1%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	284,044	291,929	7,885	2.8%	Based on current roster
6	FRINGE BENEFITS	212,276	134,665	(77,611)	-36.6%	Based on current employee roster
7	LEGAL EXPENSE	46,160	57,400	11,240	24.4%	
8	MANAGEMENT FEES	454,099	405,822	(48,277)	-10.6%	Higher rate allowed by HUD
9	BOOKKEEPING FEES	38,251	39,097	846	2.2%	
10	ASSET MANAGEMENT FEES	52,623	55,981	3,358	6.4%	
11	OTHER ADMIN EXPENSES	169,191	225,593	56,402	33.3%	
12	TOTAL ADMINISTRATIVE EXPENSES	1,256,644	1,210,487	(46,157)	-3.7%	
	UTILITIES					
13	WATER	186,448	175,824	(10,624)	-5.7%	Based on 2023-24 annualized expenses
14	ELECTRICITY	52,409	63,637	11,228	21.4%	Based on 2023-24 annualized expenses
15	GAS	12,992	16,117	3,125	24.1%	Based on 2023-24 annualized expenses
16	GARBAGE/TRASH	236,654	258,941	22,287	9.4%	Based on 2023-24 annualized expenses
17	SEWER	235,113	235,584	471	0.2%	Based on 2023-24 annualized expenses
18	OTHER UTILITIES	1,400	1,528	128	9.1%	Based on 2023-24 annualized expenses
19	TOTAL UTILITIES	725,016	751,631	26,615	3.7%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	277,642	291,966	14,324	5.2%	Based on current roster
21	FRINGE BENEFITS	93,548	90,638	(2,910)	-3.1%	Based on current roster
22	UNIFORMS	4,850	5,129	279	5.8%	
23	VEHICLE GAS, OIL	29,550	34,505	4,955	16.8%	Based on 2022 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	236,833	288,581	51,748	21.8%	Post COVID increase
25	CONTRACT COSTS	455,880	443,145	(12,735)	-2.8%	Post COVID increase
26	TOTAL MAINTENANCE AND OPERATIONS	1,098,303	1,153,964	55,661	5.1%	
	GENERAL EXPENSE					
27	INSURANCE	169,998	189,768	19,770	11.6%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	133,021	151,080	18,059	13.6%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	66,742	73,393	6,651	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	24,430	26,885	2,455	10.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	10,620	14,616	3,996	37.6%	Based on 2023-24 annualized expenses
32	TOTAL GENERAL EXPENSE	404,811	455,742	50,931	12.6%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	215,270	56,853	(158,417)	-73.6%	Per deprec. Schld. - fully deprec. Items dec. exp.
34	TOTAL NON-OPERATING ITEMS	215,270	56,853	(158,417)	-73.6%	
35	TOTAL EXPENSES	3,700,044	3,628,677	(71,367)	-1.9%	
36	GAIN OR LOSS	(3,174)	183,971	187,145	-5896.2%	

Housing Authority of the County of Merced
 Summary 2024-25

BUDGET COMPARISON - HOUSING CHOICE VOUCHERS
 (HCV) 2791 VOUCHERS

LINE #	ITEM	BOARD	PROPOSED	BUDGET VS.	DIFF. %	COMMENTS
		APPROVED BUDGET 2023-24 HCV	BUDGET 2024-25 HCV	BUDGET DIFFERENCE		
	REVENUES					
1	TENANT INCOME	-	-	-	0.0%	
2	GRANT INCOME	25,598,890	25,693,120	94,230	0.4%	Lower average rate
3	OTHER INCOME	1,500	1,500	-	0.0%	
4	TOTAL REVENUES	25,600,390	25,694,620	94,230	0.4%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	694,383	695,444	1,061	0.2%	Based on cur. roster (4% due to last year 2% this. -higer inc
6	FRINGE BENEFITS	351,642	234,794	(116,848)	-33.2%	Based on current employee roster
7	LEGAL EXPENSE	10,500	11,000	500	4.8%	
8	MANAGEMENT FEES	386,868	345,127	(41,741)	-10.8%	
9	BOOKKEEPING FEES	241,793	215,708	(26,085)	-10.8%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	250,299	465,280	214,981	85.9%	
12	TOTAL ADMINISTRATIVE EXPENSES	1,935,485	1,967,353	31,868	1.6%	
	UTILITIES					
13	WATER	40	510	470	0.0%	
14	ELECTRICITY	225	250	25	0.0%	
15	GAS	-	-	-	0.0%	
16	GARBAGE/TRASH	-	-	-	0.0%	
17	SEWER	-	-	-	0.0%	
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	265	760	495	0.0%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	350	400	50	14.3%	Based on 2023 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	2,200	2,200	-	0.0%	
25	CONTRACT COSTS	144,757	21,500	(123,257)	-85.1%	
26	TOTAL MAINTENANCE AND OPERATIONS	147,307	24,100	(123,207)	-83.6%	
	GENERAL EXPENSE					
27	INSURANCE	37,416	22,626	(14,790)	-39.5%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	2,750	2,500	(250)	-9.1%	Return to pre COVID experience
30	OPEB EXPENSE	21,831	24,014	2,183	10.0%	Higher portion for projected liability
31	OTHER GENERAL EXPENSE	20,000	20,000	-	0.0%	
32	TOTAL GENERAL EXPENSE	81,997	69,140	(12,857)	-15.7%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	23,284,506	23,372,534	88,028	0.4%	Based on 2023-24 annualized expenses
34	TOTAL NON-OPERATING ITEMS	23,284,506	23,372,534	88,028	0.4%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	1,933	1,933	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	-	1,933	1,933	0.0%	
35	TOTAL EXPENSES	25,449,560	25,435,820	(13,740)	-0.1%	
36	GAIN OR LOSS	150,830	258,800	107,970	71.6%	

Housing Authority of the County of Merced
 Summary 2024-25

BUDGET COMPARISON - CENTRAL OFFICE COST CENTER
 (COCC)

LINE #	ITEM	BOARD APPROVED BUDGET 2023-24 COCC	PROPOSED BUDGET 2024-25 COCC	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.0%	
2	GRANT INCOME	-	-	-	0.0%	
3	OTHER INCOME	1,388,076	1,471,695	83,619	6.0%	Management Fees, higher higher captal fund utilization
4	TOTAL REVENUES	1,388,076	1,471,695	83,619	6.0%	Additional CFP Admin Fee collected
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	581,768	694,050	112,282	19.3%	Based on cur. roster (4% due to last year 2% this. -higer inc.)
6	FRINGE BENEFITS	259,598	266,088	6,490	2.5%	Based on current employee roster
7	LEGAL EXPENSE	50,000	50,000	-	0.0%	
8	MANAGEMENT FEES			-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	248,950	252,500	3,550	1.4%	Higher audit, consulting, accounting, banking
12	TOTAL ADMINISTRATIVE EXPENSES	1,140,316	1,262,638	122,322	10.7%	
	UTILITIES					
13	WATER	9,675	10,250	575	5.9%	Based on 2023-24 annualized expenses
14	ELECTRICITY	37,698	35,000	(2,698)	-7.2%	Based on 2023-24 annualized expenses
15	GAS	5,856	6,750	894	15.3%	Based on 2023 exp - Higher Fuel cost per gallon/repairs
16	GARBAGE/TRASH	-	-	-		
17	SEWER	-	1,000	1,000		
18	OTHER UTILITIES	209	250	41	0.0%	
19	TOTAL UTILITIES	53,438	53,250	(188)	-0.4%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	825	2,500	1,675	203.0%	Based on 2023 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	2,090	7,000	4,910	234.9%	Return to pre COVID experience
25	CONTRACT COSTS	83,700	68,200	(15,500)	-18.5%	Based on 2023 exp - Higher Fuel cost per gallon/repairs
26	TOTAL MAINTENANCE AND OPERATIONS	86,615	77,700	(8,915)	-10.3%	
	GENERAL EXPENSE					
27	INSURANCE	20,835	23,074	2,239	10.7%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	-	-	-	0.0%	
30	OPEB EXPENSE	14,465	15,911	1,446	10.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	35,300	38,985	3,685	10.4%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	-	-	-	0.0%	
34	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	7,873	10,000	2,127	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	7,873	10,000	2,127	0.0%	
35	TOTAL EXPENSES	1,323,542	1,442,573	119,031	9.0%	
36	GAIN OR LOSS	64,534	29,122	(35,412)	-54.9%	

Housing Authority of the County of Merced

Summary 2024-25

BUDGET COMPARISON - LANGDON VILLAS

1 UNIT

LINE #	ITEM	BOARD	PROPOSED	BUDGET VS.	DIFF. %	COMMENTS
		APPROVED BUDGET 2023-24 LANGDON	BUDGET 2024-25 LANGDON	BUDGET DIFFERENCE		
	REVENUES					
1	TENANT INCOME	74,428	78,569	4,141	5.6%	
2	GRANT INCOME			-	0.0%	
3	OTHER INCOME	282,546	517,427	234,881	83.1%	
4	TOTAL REVENUES	356,974	595,996	239,022	67.0%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	32,534	40,717	8,183	25.2%	Based on cur. Roster
6	FRINGE BENEFITS	63,477	20,677	(42,800)	-67.4%	Based on current employee roster
7	LEGAL EXPENSE	2,500	2,500	-	0.0%	
8	MANAGEMENT FEES			-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10				-	0.0%	
11	OTHER ADMIN EXPENSES	37,150	37,150	-	0.0%	
12	TOTAL ADMINISTRATIVE EXPENSES	135,661	101,044	(34,617)	-25.5%	
	UTILITIES					
13	WATER	550	550	-	0.0%	
14	ELECTRICITY			-	0.0%	
15	GAS			-	0.0%	
16	GARBAGE/TRASH	500	500	-	0.0%	
17	SEWER	550	550	-	0.0%	
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	1,600	1,600	-	0.0%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	530	535	5	0.9%	
21	FRINGE BENEFITS	-	-	#VALUE!	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	-	-	-	0.0%	
24	MATERIALS	1,400	1,540	140	10.0%	
25	CONTRACT COSTS	9,750	10,725	975	10.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	11,680	12,800	1,120	9.6%	
	GENERAL EXPENSE					
27	INSURANCE	3,296	3,889	593	18.0%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	270	297	27	0.0%	
30	OPEB EXPENSE	19,066	20,972	1,906	10.0%	based on 2023-24 expenses
31	OTHER GENERAL EXPENSE	100	110	10	10.0%	
32	TOTAL GENERAL EXPENSE	22,732	25,268	2,536	11.2%	
	FINANCING EXPENSES					
33	INTEREST EXPENSE - BOND	100,500	153,000	52,500	52.2%	
34	TOTAL FINANCING	100,500	153,000	52,500	52.2%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	3,438	3,438	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	3,438	3,438	-	0.0%	
35	TOTAL EXPENSES	275,611	297,150	21,539	7.8%	
36	GAIN OR LOSS	81,363	298,846	217,483	267.3%	

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - OBANION CENTER

LINE #	ITEM	BOARD APPROVED BUDGET 2023-24	PROPOSED BUDGET 2024-25	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
		OBANION	OBANION			
	REVENUES					
1	TENANT INCOME	217,958	223,407	5,449	2.5%	3% Rent Rate Increase
2	GRANT INCOME	-	-	-	0.0%	
3	OTHER INCOME	-	-	-	0.0%	
4	TOTAL REVENUES	217,958	223,407	5,449	2.5%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	-	-	-	0.0%	
6	FRINGE BENEFITS	-	-	-	0.0%	
7	LEGAL EXPENSE			-	0.0%	
8	MANAGEMENT FEES	20,433	19,494	(939)	-4.6%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	1,600	1,600	-	0.0%	
12	TOTAL ADMINISTRATIVE EXPENSES	22,033	21,094	(939)	-4.3%	
	UTILITIES					
13	WATER	5,611	6,172	561	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	54,775	60,252	5,477	10.0%	Assume 10% increase over prior year actuals
15	GAS	11,347	11,126	(221)	-1.9%	Based on 2023-24 annualized expenses
16	GARBAGE/TRASH	12,379	6,626	(5,753)	-46.5%	Based on 2023-24 annualized expenses
17	SEWER	10,674	11,741	1,067	10.0%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	246	271	25	0.0%	Assume 10% increase over prior year actuals
19	TOTAL UTILITIES	95,032	96,188	1,156	1.2%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	-	-	-	0.0%	
24	MATERIALS	4,000	4,400	400	10.0%	
25	CONTRACT COSTS	35,438	37,209	1,771	5.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	39,438	41,609	2,171	5.5%	
	GENERAL EXPENSE					
27	INSURANCE	6,270	7,069	799	12.7%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	-	-	-	0.0%	
30	OPEB EXPENSE	-	-	-	0.0%	
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	6,270	7,069	799	12.7%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	-	-	-	0.0%	
34	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	53,800	53,800	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	53,800	53,800	-	0.0%	
35	TOTAL EXPENSES	216,573	219,760	3,187	1.5%	
36	GAIN OR LOSS	1,385	3,647	2,262	163.3%	

Housing Authority of the County of Merced

Summary 2024-25

BUDGET COMPARISON - VALLEY VIEW

73 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2023-24	PROPOSED BUDGET 2024-25	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
		VALLEY VIEW	VALLEY VIEW			
	REVENUES					
1	TENANT INCOME	231,145	217,370	(13,775)	-6.0%	3% Rent Rate Increase
2	GRANT INCOME	389,208	649,514	260,306	66.9%	
3	OTHER INCOME	7,300	8,300	1,000	13.7%	
4	TOTAL REVENUES	627,653	875,184	247,531	39.4%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	61,709	60,518	(1,191)	-1.9%	Based on current employee roster
6	FRINGE BENEFITS	29,154	24,897	(4,257)	-14.6%	Based on current employee roster
7	LEGAL EXPENSE	15,500	15,500	-	0.0%	
8	MANAGEMENT FEES	67,259	61,926	(5,333)	-7.9%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	6,450	8,355	1,905	29.5%	
12	TOTAL ADMINISTRATIVE EXPENSES	180,072	171,196	(8,876)	-4.9%	
	UTILITIES					
13	WATER	39,900	43,890	3,990	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	11,677	12,261	584	5.0%	Assume 5% increase over prior year actuals
15	GAS	4,025	4,226	201	5.0%	Assume 5% increase over prior year actuals
16	GARBAGE/TRASH	16,458	17,281	823	5.0%	Assume 5% increase over prior year actuals
17	SEWER	46,765	49,103	2,338	5.0%	Assume 5% increase over prior year actuals
18	OTHER UTILITIES	200	210	10	0.0%	
19	TOTAL UTILITIES	119,025	126,971	7,946	6.7%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	36,025	45,233	9,208	25.6%	Based on current employee roster
21	FRINGE BENEFITS	13,577	18,056	4,479	33.0%	Based on current roster
22	UNIFORMS			-	0.0%	
23	VEHICLE GAS, OIL			-	0.0%	
24	MATERIALS	17,120	17,979	859	5.0%	
25	CONTRACT COSTS	86,475	90,799	4,324	5.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	153,197	172,067	18,870	12.3%	
	GENERAL EXPENSE					
27	INSURANCE	30,141	30,164	23	0.1%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	8,679	9,547	868	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	3,367	3,367	-	0.0%	
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	42,187	43,078	891	2.1%	
	FINANCING EXPENSES					
33	INTEREST EXPENSE - BOND	68,500	68,500	-	0.0%	
34	TOTAL FINANCING	68,500	68,500	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	15,588	15,588	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	15,588	15,588	-	0.0%	
35	TOTAL EXPENSES	578,569	597,400	18,831	3.3%	
36	GAIN OR LOSS	49,084	277,784	228,700	465.9%	

Housing Authority of the County of Merced
 Summary 2 Summary 2024-25
 BUDGET COMPARISON - FELIX TORRES YEAR ROUND
 50 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23	PROPOSED BUDGET 2023-24	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
		FT-YR	FT-YR			
	REVENUES					
1	TENANT INCOME	566,530	623,181	56,651	10.0%	
2	GRANT INCOME			-	0.0%	
3	OTHER INCOME	1,500	1,500	-	0.0%	
4	TOTAL REVENUES	568,030	624,681	56,651	10.0%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	2,762	24,717	21,955	794.9%	Based on current employee roster
6	FRINGE BENEFITS	14,900	14,900	-	0.0%	Based on current employee roster
7	LEGAL EXPENSE	1,700	1,700	-	0.0%	
8	MANAGEMENT FEES	40,800	40,800	-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	17,550	17,550	-	0.0%	Telephone upgrades
12	TOTAL ADMINISTRATIVE EXPENSES	77,712	99,667	21,955	28.3%	
	UTILITIES					
13	WATER	28,678	26,091	(2,587)	-9.0%	Based on 2023-24 annualized expenses
14	ELECTRICITY	9,784	12,750	2,966	30.3%	Based on 2023-24 annualized expenses
15	GAS	5,550	3,832	(1,718)	-31.0%	Based on 2023-24 annualized expenses
16	GARBAGE/TRASH	19,306	15,659	(3,647)	-18.9%	Based on 2023-24 annualized expenses
17	SEWER	37,111	34,403	(2,708)	-7.3%	Based on 2023-24 annualized expenses
18	OTHER UTILITIES	1,041	552	(489)	100.0%	Based on 2023-24 annualized expenses
19	TOTAL UTILITIES	101,470	93,287	(8,183)	-8.1%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	58,734	45,794	(12,940)	-22.0%	Based on current employee roster
21	FRINGE BENEFITS	8,076	12,670	4,594	56.9%	Based on current roster
22	UNIFORMS	750	750	-	100.0%	
23	VEHICLE GAS, OIL	5,000	5,000	-	0.0%	Based on 2023 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	24,428	31,795	7,367	30.2%	Based on 2023-24 annualized expenses
25	CONTRACT COSTS	11,230	14,203	2,973	26.5%	Based on 2023-24 annualized expenses
26	TOTAL MAINTENANCE AND OPERATIONS	108,218	110,212	1,994	1.8%	
	GENERAL EXPENSE					
27	INSURANCE	26,608	30,000	3,392	12.7%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	11,694	11,694	-	100.0%	Return to pre COVID experience
30	OPEB EXPENSE	2,089	2,298	209	10.0%	Lower anticipated experience level
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	40,391	43,992	3,601	8.9%	Based on 2023-24 annualized expenses
	FINANCING EXPENSE					
33	INTEREST EXPENSES	20,000	20,000	-	0.0%	
34	TOTAL FINANCING EXPENSE	20,000	20,000	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	195,471	195,471	-	0.0%	
36	TOTAL NON-OPERATING ITEMS	195,471	195,471	-	0.0%	from depreciation schedule
35	TOTAL EXPENSES	543,262	562,629	19,367	3.6%	
36	GAIN OR LOSS	24,768	62,052	37,284	150.5%	

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - ATWATER MIGRANT 59 UNITS
 2023-24 vs 2024-25

LINE #	ITEM	BUDGET 2023-24 MIG - ATW	BUDGET 2024-25 MIG - ATW	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.00%	
2	GRANT INCOME	365,709	406,569	40,860	11.17%	
3	OTHER INCOME	-	-	-	0.00%	
4	TOTAL REVENUES	365,709	406,569	40,860	11.17%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	127,260	133,623	6,363	5.00%	Based on current employee roster
6	FRINGE BENEFITS	73,190	76,850	3,660	5.00%	Based on current employee roster
7	LEGAL EXPENSE	-	-	-	0.00%	
8	MANAGEMENT FEES	33,800	41,810	8,010	23.70%	Adjusted by OMS
9	BOOKKEEPING FEES	-	-	-	0.00%	
10	ASSET MANAGEMENT FEES	-	-	-	0.00%	
11	OTHER ADMIN EXPENSES	9,425	9,425	-	0.00%	
12	TOTAL ADMINISTRATIVE EXPENSES	243,675	261,708	18,033	7.40%	
	UTILITIES					
13	WATER	-	-	-	0.00%	
14	ELECTRICITY	66,000	72,600	6,600	10.00%	Assumes 10% increase over prior year
15	GAS	-	-	-	0.00%	
16	GARBAGE/TRASH	13,707	12,000	(1,707)	-12.45%	Based on 2023-24 annualized expenses over prior year
17	SEWER	8,250	9,100	850	10.30%	Assumes 10% increase over prior year
18	OTHER UTILITIES	-	1,650	1,650	0.00%	
19	TOTAL UTILITIES	87,957	95,350	7,393	8.41%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.00%	
21	FRINGE BENEFITS	-	-	-	0.00%	
22	UNIFORMS	-	-	-	0.00%	
23	VEHICLE GAS, OIL	3,500	3,300	(200)	-5.71%	
24	MATERIALS	15,900	12,000	(3,900)	-24.53%	OMS approved figure
25	CONTRACT COSTS	-	18,360	18,360	0.00%	Part of Broadband project
26	TOTAL MAINTENANCE AND OPERATIONS	19,400	33,660	14,260	73.51%	
	GENERAL EXPENSE					
27	INSURANCE	14,677	15,851	1,174	0.00%	
28	P.I.L.O.T.	-	-	-	0.00%	
29	BAD DEBT EXPENSE	-	-	-	0.00%	
30	OPEB EXPENSE	-	-	-	0.00%	
31	OTHER GENERAL EXPENSE	-	-	-	0.00%	
32	TOTAL GENERAL EXPENSE	14,677	15,851	1,174	0.00%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	-	-	-	0.00%	
34	TOTAL NON-OPERATING ITEMS	-	-	-	0.00%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.00%	
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.00%	
35	TOTAL EXPENSES	365,709	406,569	40,860	11.17%	
36	GAIN OR LOSS	-	-	-	0.00%	

209 Major Equipment	8000	58409
304 Minor Rehab	4000	0
Total of Capital Expenditures	12,000	58,409
Grand Total to OMS	377,709	464,978
OMS Budget Total	337,975	424,118

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - MIGRANT LOS BANOS - 48 UNITS
 2023-24 vs 2024-25

LINE #	ITEM	BUDGET 2023-24 MIG - LB	BUDGET 2024-25 MIG - LB	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	#DIV/0!	
2	GRANT INCOME	358,769	412,564	53,795	14.99%	
3	OTHER INCOME	-	-	-	#DIV/0!	
4	TOTAL REVENUES	358,769	412,564	53,795	14.99%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	111,938	109,200	(2,738)	-2.45%	Based on current employee roster
6	FRINGE BENEFITS	69,550	69,060	(490)	-0.70%	Based on current employee roster
7	LEGAL EXPENSE	-	-	-	0.00%	
8	MANAGEMENT FEES	33,075	37,506	4,431	13.40%	Adjusted by OMS
9	BOOKKEEPING FEES	-	-	-	0.00%	
10	ASSET MANAGEMENT FEES	-	-	-	0.00%	
11	OTHER ADMIN EXPENSES	13,900	9,550	(4,350)	-31.29%	
12	TOTAL ADMINISTRATIVE EXPENSES	228,463	225,316	(3,147)	-1.38%	
	UTILITIES					
13	WATER	-	-	-	0.00%	
14	ELECTRICITY	56,650	60,500	3,850	6.80%	OMS Approved amount
15	GAS	-	-	-	0.00%	
16	GARBAGE/TRASH	8,806	7,480	(1,326)	-15.06%	OMS Approved amount
17	SEWER	18,000	22,000	4,000	22.22%	OMS Approved amount
18	OTHER UTILITIES	-	-	-	0.00%	
19	TOTAL UTILITIES	83,456	89,980	6,524	7.82%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.00%	
21	FRINGE BENEFITS	-	-	-	0.00%	
22	UNIFORMS	-	-	-	0.00%	
23	VEHICLE GAS, OIL	2,750	3,000	250	9.09%	
24	MATERIALS	15,950	15,250	(700)	-4.39%	
25	CONTRACT COSTS	-	48,423	48,423	0.00%	
26	TOTAL MAINTENANCE AND OPERATIONS	18,700	66,673	47,973	256.54%	
	GENERAL EXPENSE					
27	INSURANCE	18,500	19,980	1,480	8.00%	
28	P.I.L.O.T.	-	-	-	0.00%	
29	BAD DEBT EXPENSE	9,650	10,615	965	0.00%	
30	OPEB EXPENSE	-	-	-	0.00%	
31	OTHER GENERAL EXPENSE	-	-	-	0.00%	
32	TOTAL GENERAL EXPENSE	28,150	30,595	2,445	8.69%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	-	-	-	0.00%	
34	TOTAL NON-OPERATING ITEMS	-	-	-	0.00%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.00%	
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.00%	
35	TOTAL EXPENSES	358,769	412,564	53,795	14.99%	
36	GAIN OR LOSS	-	-	-	0.00%	

209 Major Equipment	10700	9650
304 Minor Rehab	0	0
Total of Capital Expenditures	10,700	9,650
Grand Total to OMS	369,469	422,214
OMS Budget Total	329,505	358,769

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - PLANADA MIGRANT CENTER - 72 UNITS
 2023-24 vs 2024-25

LINE #	ITEM	BUDGET 2023-2024 MIG - PLAN	BUDGET 2024-2025 MIG - PLAN	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.00%	
2	GRANT INCOME	515,312	541,740	26,428	5.13%	
3	OTHER INCOME	-	-	-	0.00%	
4	TOTAL REVENUES	515,312	541,740	26,428	5.13%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	128,825	99,750	(29,075)	-22.57%	Based on current employee roster
6	FRINGE BENEFITS	71,790	66,150	(5,640)	-7.86%	Based on current employee roster
7	LEGAL EXPENSE	-	-	-	0.00%	
8	MANAGEMENT FEES	36,735	39,393	2,658	7.24%	Adjusted by OMS
9	BOOKKEEPING FEES	-	-	-	0.00%	
10	ASSET MANAGEMENT FEES	-	-	-	0.00%	
11	OTHER ADMIN EXPENSES	8,500	13,110	4,610	54.24%	Part of Broadband project
12	TOTAL ADMINISTRATIVE EXPENSES	245,850	218,403	(27,447)	-11.16%	
	UTILITIES					
13	WATER	-	-	-	0.00%	
14	ELECTRICITY	55,800	93,100	37,300	66.85%	Adjusted by OMS
15	GAS	-	-	-	0.00%	
16	GARBAGE/TRASH	19,800	6,600	(13,200)	-66.67%	Adjusted by OMS
17	SEWER	47,400	16,000	(31,400)	-66.24%	Adjusted by OMS
18	OTHER UTILITIES	-	-	-	0.00%	
19	TOTAL UTILITIES	123,000	115,700	(7,300)	-5.93%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.00%	
21	FRINGE BENEFITS	-	-	-	0.00%	
22	UNIFORMS	-	-	-	0.00%	
23	VEHICLE GAS, OIL	2,500	1,000	(1,500)	0.00%	
24	MATERIALS	17,200	28,165	10,965	63.75%	Adjusted by OMS
25	CONTRACT COSTS	-	51,214	51,214	0.00%	broadband project
26	TOTAL MAINTENANCE AND OPERATIONS	19,700	80,379	60,679	308.02%	
	GENERAL EXPENSE					
27	INSURANCE	17,804	18,300	496	2.79%	
28	P. I.L.O.T.	-	-	-	0.00%	
29	BAD DEBT EXPENSE	-	-	-	0.00%	
30	OPEB EXPENSE	-	-	-	0.00%	
31	OTHER GENERAL EXPENSE	-	-	-	0.00%	
32	TOTAL GENERAL EXPENSE	17,804	18,300	496	2.79%	
	FINANCING EXPENSES					
33	DEBT SERVICE & REPLACEMENT RES	108,958	108,958	-	0.00%	
34	TOTAL NON-OPERATING ITEMS	108,958	108,958	-	0.00%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.00%	
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.00%	
35	TOTAL EXPENSES	515,312	541,740	26,428	5.13%	
36	GAIN OR LOSS	-	-	-	0.00%	

209 Major Equipment	10400	24188
304 Minor Rehab	6000	0
Total of Capital Expenditures	16,400	24,188
Grand Total to OMS	531,712	565,928
OMS Budget Total	476,303	539,500

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - MIGRANT MERCED - 49 UNITS
 2023-24 vs 2024-25

LINE #	ITEM	BUDGET 2023-2024 MIG - MER	BUDGET 2024-2025 MIG - MER	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.00%	
2	GRANT INCOME	419,961	609,356	189,395	45.10%	
3	OTHER INCOME	-	-	-	0.00%	
4	TOTAL REVENUES	419,961	609,356	189,395	45.10%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	105,530	135,266	29,736	28.18%	Based on current employee roster
6	FRINGE BENEFITS	69,015	75,380	6,365	9.22%	Based on current employee roster
7	LEGAL EXPENSE	-	-	-	0.00%	
8	MANAGEMENT FEES	32,385	47,891	15,506	47.88%	Adjusted by OMS
9	BOOKKEEPING FEES	-	-	-	0.00%	
10	ASSET MANAGEMENT FEES	-	-	-	0.00%	
11	OTHER ADMIN EXPENSES	17,650	8,700	(8,950)	-50.71%	Advertising
12	TOTAL ADMINISTRATIVE EXPENSES	224,580	267,237	42,657	18.99%	
	UTILITIES					
13	WATER	-	-	-	0.00%	
14	ELECTRICITY	84,700	49,500	(35,200)	-41.56%	Adjusted by OMS
15	GAS	-	-	-	0.00%	
16	GARBAGE/TRASH	9,680	21,780	12,100	125.00%	Based on prior year expenses/OMS approved
17	SEWER	8,250	52,382	44,132	534.93%	Assumes 10% increase over prior year
18	OTHER UTILITIES	-	-	-	0.00%	
19	TOTAL UTILITIES	102,630	123,662	21,032	20.49%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.00%	
21	FRINGE BENEFITS	-	-	-	0.00%	
22	UNIFORMS	-	-	-	0.00%	
23	VEHICLE GAS, OIL	2,000	2,750	750	0.00%	
24	MATERIALS	32,357	32,357	-	0.00%	Post COVID increase
25	CONTRACT COSTS	-	57,442	57,442	0.00%	Broadband project
26	TOTAL MAINTENANCE AND OPERATIONS	34,357	92,549	58,192	169.37%	
	GENERAL EXPENSE					
27	INSURANCE	16,950	16,950	-	0.00%	
28	P. I.L.O.T.	-	-	-	0.00%	
29	BAD DEBT EXPENSE	-	-	-	0.00%	
30	OPEB EXPENSE	-	-	-	0.00%	
31	OTHER GENERAL EXPENSE	-	-	-	0.00%	
32	TOTAL GENERAL EXPENSE	16,950	16,950	-	0.00%	
	FINANCING EXPENSES					
33	DEBT SERVICE AND REPLACEMENT RES	41,444	108,958	67,514	162.90%	
34	TOTAL NON-OPERATING ITEMS	41,444	108,958	67,514	162.90%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.00%	
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.00%	
35	TOTAL EXPENSES	419,961	609,356	189,395	45.10%	
36	GAIN OR LOSS	-	-	-	0.00%	

209 Major Equipment	10000	24188
304 Minor Rehab	5000	0
Total of Capital Expenditures	15,000	24,188
Grand Total to OMS	434,961	633,544
OMS Budget Total	365,284	444,149

Housing Authority of the County of Merced
 Summary 2024-25
 BUDGET COMPARISON - MIGRANT TOTAL - 228 UNITS
 2023-24 vs 2024-25

LINE #	ITEM	BUDGET	BUDGET	BUDGET VS.	DIFF. %	COMMENTS
		2022-23 MIGRANT	2023-2024 MIGRANT	BUDGET DIFFERENCE		
	REVENUES					
1	TENANT INCOME	-	-	-	0.0%	
2	GRANT INCOME	1,659,751	1,970,229	310,478	18.7%	Program reimburses for expenses
3	OTHER INCOME	-	-	-	0.0%	
4	TOTAL REVENUES	1,659,751	1,970,229	310,478	18.7%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	473,553	477,839	4,286	0.9%	Based on current employee roster
6	FRINGE BENEFITS	283,545	287,440	3,895	1.4%	Based on current employee roster
7	LEGAL EXPENSE	-	-	-	0.0%	
8	MANAGEMENT FEES	135,995	166,600	30,605	22.5%	Adjusted by OMS
9	BOOKKEEPING FEES	-	-	-	0.0%	
10	ASSET MANAGEMENT FEES	-	-	-	0.0%	
11	OTHER ADMIN EXPENSES	49,475	40,785	(8,690)	-17.6%	Adjusted by OMS
12	TOTAL ADMINISTRATIVE EXPENSES	942,568	972,664	30,096	3.2%	
	UTILITIES					
13	WATER	-	-	-	0.0%	
14	ELECTRICITY	263,150	275,700	12,550	4.8%	Adjusted by OMS
15	GAS	-	-	-	0.0%	
16	GARBAGE/TRASH	51,993	47,860	(4,133)	-7.9%	Adjusted by OMS
17	SEWER	81,900	99,482	17,582	21.5%	Adjusted by OMS
18	OTHER UTILITIES	-	1,650	1,650	0.0%	
19	TOTAL UTILITIES	397,043	424,692	27,649	7.0%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	10,750	10,050	(700)	-6.5%	
24	MATERIALS	81,407	87,772	6,365	7.8%	Adjusted by OMS
25	CONTRACT COSTS	-	175,439	175,439	0.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	92,157	273,261	181,104	196.5%	
	GENERAL EXPENSE					
27	INSURANCE	67,931	71,081	3,150	0.0%	
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	9,650	10,615	965	0.0%	
30	OPEB EXPENSE	-	-	-	0.0%	
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	77,581	81,696	4,115	0.0%	
	FINANCING EXPENSES					
33	DEBT SERVICE AND REPLACEMENT RES	150,402	217,916	67,514	44.9%	
34	TOTAL NON-OPERATING ITEMS	150,402	217,916	67,514	44.9%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.0%	
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
35	TOTAL EXPENSES	1,659,751	1,970,229	310,478	18.7%	
36	GAIN OR LOSS	-	-	-	0.0%	

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Melina Frederick, Director of Procurement

DATE: July 17, 2024

SUBJECT: Procurement Department Update

The Housing Authority of the County of Merced (Authority) currently has three major projects underway. The first is the installation of broadband fiber internet by Spectrum Enterprises at each of the four Migrant Farmworker Centers. The first Center to be completed was the Los Banos Migrant Center. The next Center that will be completed is the Merced Migrant Center, which is currently being installed. This installation will be followed by the Felix Torres Migrant Center and ending with the Atwater Migrant Center. Unfortunately, due to some delays by the vendor, this project has lasted longer than initially anticipated. However, the Authority has been in communication with the State and is aware of the completion timeline. The installations are running smoothly so far beyond the small reroutes needed for trenching the cables and working around the irrigation systems.

The other project is the ongoing upgrades to the Public Housing units to meet HUD's recently implemented NSPIRE standards. The units in Merced (AMP 1 & AMP 4) are almost completed and then the contractors will continue to the units in AMP 2 (Atwater, Livingston, and Winton). Overall, the project is currently ahead of schedule for completion.

Last, the first phase of the restoration of the four burned units in Dos Palos started in early July. The first phase consists of demolition and inspections of the structure. Once the damaged materials are removed, the vendor will initiate the replacement and construction with updates to the units.

STAFF REPORT

TO: Board of Commissioners,
Housing Authority of the County of Merced

FROM: Blanca Arrate, Director of Housing Programs

DATE: July 17, 2024

SUBJECT: Projected Wait list opening for select bedroom sizes in Project Based (PBV) and Low-Income Public Housing (PH) program

As part of the Authority's monthly review of all program waiting lists it was determined the waiting lists for select Project Based (PBV) and Public Housing (PH) program bedroom sizes were either exhausted or reaching low counts. As a result, the Authority projects to open the waiting lists to allow for new applicants beginning Friday, July 19, 2024, at 9:00 A.M. through Monday, August 19, 2024, at 4:00 P.M.

A public notice announcing the opening of the waiting lists was published on the Authority's website and shared with Community Partners such as Merced County Human Services Agency, Merced County Behavioral Health & Recovery Services, and the Continuum of Care, and will be published in the Merced Sun-Star.

The waiting lists are as follows:

PBV:

- Midway 3 and 4 bedrooms
- Gateway Terrace 3 and 4 bedrooms
- The Grove 3 and 4 bedrooms
- The Retreat 1 bedroom

PH:

- Winton 3 bedroom
- Dos Palos 3 and 4 bedrooms
- Atwater 2, 3 and 4 bedrooms
- Livingston 2, 3 and 4 bedrooms
- Los Banos 2, 3 and 4 bedrooms
- Merced 3 and 4 bedrooms

Applications may only be submitted **ONLINE** by visiting the Authority's website application portal at www.merced-pha.com. Online language translation is made available on the Authority's website homepage at www.merced-pha.com and on the Applicant/Resident online portal at www.rental.merced-pha.com by selecting the Translate link located at the bottom of both homepages.

Merced County Library provides free daily public access to computers and access to the internet. Support Services are made available through community partnering agencies that include but are not limited to Turning Point/New Direction and Healthy House.