

AGENDA

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Annual Meeting
Wednesday, March 18, 2015

Regular Meeting – 5:30 p.m.
Closed session immediately following

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

Rachel Torres, Chairperson
Lyle Davis, Vice-Chair
Jose Delgadillo
Evelyne Dorsey
Rick Osorio
Margaret Pia
Jose Resendez

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 Administrative Assistant 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. COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA

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

**III. NOMINATION and ELECTION OF BOARD OF COMMISSIONER OFFICERS
(Chairperson and Vice Chairperson):**

A. Nomination of Chairperson (M/S/C): ____/____/____

B. Election of Chairperson (M/S/C): ____/____/____

C. Nomination of Vice Chairperson (M/S/C): ____/____/____

D. Election of Vice Chairperson (M/S/C): ____/____/____

IV. APPROVAL OF THE FOLLOWING MEETING MINUTES:

A. February 27, 2015, Regular Meeting (M/S/C): ____/____/____

V. UNSCHEDULED ORAL COMMUNICATION

NOTICE TO THE PUBLIC

This portion of the meeting is set aside for members of the public to comment on any item within the 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 5-minute presentation.

All persons addressing the Commission are requested to state their name and address for the record.

VI. CONSENT CALENDAR:

All matters listed under the Consent Calendar are considered routine by the Housing Authority and will be adopted by one action of the Board of Commissioners, unless any Board Member has any question(s), or wishes to discuss an item. In that event, the Chairperson will remove that item from the Consent Calendar and place it for separate consideration.

A. Financial Reports for February, 2015

B. Rent Delinquency List for February, 2015

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

VII. BUSINESS (INFORMATION AND DISCUSSION, RESOLUTION and ACTION ITEMS):

A. Information/Discussion Item(s):

1.) Agency/Department Updates

B. Resolution Item(s):

1. **Resolution No. 2015-05:** Amending previously approved salary schedules to reflect salary correction in one classification.

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

C. Action Item(s): None

VIII. COMMISSIONER'S COMMENTS

IX. CLOSED SESSION ITEM(S):

A. Pursuant to Government Code §54957

Public Employee Performance Evaluation for Executive Director

X. ADJOURNMENT

Housing Authority of the County of Merced

MEMORANDUM

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

FROM: Rennise Ferrario, Executive Director

DATE: March 18, 2015

SUBJECT: Election of Officers for the positions of Chairperson and Vice-Chairperson

Bylaws of the Housing Authority of the County of Merced

Article II Section 2: The Chairperson shall preside at all meetings of the Authority. At each meeting, the Chairperson shall submit such recommendations and information necessary and proper concerning the business, affairs and policies of the Authority. The Chairperson maintains and promotes a cooperative and collaborative working relationship with and among other Board members, Authority staff and management, and represents the Authority in a professional manner with those encountered in the regular conduct and performance of his/her official duties.

Article II Section 3: The Vice Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson. In case of the resignation or death of the Chairperson, the Vice Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Authority shall select a new Chairperson.

Article II Section 7: The Chairperson and Vice Chairperson shall be elected at the annual meeting of the Board from among the Commissioners, and shall hold office for one year or until their successors are elected, whichever occurs later.

Current Nomination Process

- Take nominations at meeting
- Does Vice-Chairperson want to be considered?
- If one nomination received
 - o Vote takes place
 - o It does not need to be a secret ballot
 - o It can be open vote by show of hands
- If more than one nomination
 - o Vote can be by secret ballot
 - o If it's a tie they may vote again
 - o If it remains a tie – Draw
- Announce duly elected Chairperson of the Board
- The newly elected Chairperson takes over for election of Vice-Chairperson

MINUTES

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting Tuesday, February 17, 2015

- I. The meeting was called to order by Vice Chairperson Davis at 5:33 p.m. and the Secretary was instructed to call the roll.

Commissioners Present:

Lyle Davis, Vice Chairperson
Jose Delgadillo
Evelyn Dorsey
Rick Osorio
Margaret Pia
Jose Resendez

Commissioners Absent:

Rachel Torres, Chairperson

Vice Chairperson Davis declared there was a quorum present.

Staff Present:

Rennise Ferrario, Executive Director/Board Secretary
John Daugherty, Finance Officer
Gina Thexton, Housing Programs Director
Maria F. Alvarado, Executive Assistant

Others Present:

David D. Ritchie, Agency Negotiator
Nancy Vinson, AFSCME Local 2703 Business Agent
Samuel Arellano, Employee, Negotiations Team Member
Celso Garcia, Employee, Negotiations Team Member

I. **COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA**

None

(M/S/C): Commissioner Delgadillo/Commissioner Dorsey/passed
unanimously

II. **APPROVAL OF THE FOLLOWING MEETING MINUTES:**

A. December 16, 2014, Regular Meeting

(M/S/C): Commissioner Resendez/Commissioner Pia/passed unanimously

III. UNSCHEDULED ORAL COMMUNICATION:

None

IV. CONSENT CALENDAR:

A. Rent Delinquency Report for January 2015

B. Financial Reports for January 2015

(M/S/C): Commissioner Pia/Commissioner Dorsey/passed unanimously

V. BUSINESS (INFORMATION AND DISCUSSION, RESOLUTION and ACTION ITEMS):

A. Information/discussion Item(s):

1.) Union Negotiations – David D. Ritchie provided the following updates:

- a. Mr. Ritchie presented the finalized version of the MOU to the Board as negotiated by AFSCME and the district. Mr. Ritchie noted a typographical error on page 8, second last line of the MOU. Error reads “or” and should read “for”. Mr. Ritchie thanked the Board for all of the hard work while preparing for negotiations as well as during. The MOU presented is effective upon approval through January 2017 and it contains all of the provisions and agreements the Board directed and the teams came to agreement on. Mr. Ritchie is recommending approval. The union has ratified this agreement.
- b. Executive Director Ferrario stated negotiations have been discussed at every meeting and the Board knows where negotiations stand. Executive Director Ferrario stated it was nice to see Samuel Arellano and Celso Garcia with Nancy Vinson.
- c. Celso Garcia thanked the Board members for coming to this agreement although it was difficult both parties. He is thankful an agreement was reached.
- d. Samuel Arellano stated it was a process. The spirit of the processes was one of cooperation and he felt teams met to accomplish not to fight. The information provided helped them understand the position the Housing Authority was in.
- e. Nancy Vinson stated she was appreciative of the fact that both teams were willing to listen to each-others concerns. Nancy stated their team understood the Housing Authorities plight with CalPERS and stated that Mr. Ritchie did an excellent job in presenting documentation so there would be no confusion. Ms. Vinson further expressed appreciation to the Board and the Executive Director Rennise Ferrario for her cooperation as well.

B.) Resolutions Item(s):

- 1. Resolution No. 2015-02:** Approving and adopting the Memorandum of

Understanding between the Housing Authority of the County of Merced and the American Federation of State County and Municipal Employees AFL-CIO Local 2702 and the updated salary schedules.

(M/S/C): Commissioner Pia/Commissioner Resendez/passed:
6-Ayes
0-Noes
1-Absent

2. **Resolution No. 2015-03:** Approving the Housing Authority's Employees Salary Schedule for Non-Represented HACM Employees.

(M/S/C): Commissioner Pia/Commissioner Dorsey/passed:
6-Ayes
0-Noes
1-Absent

3. **Resolution No. 2015-04:** Awarding and entering into contract with Moss Construction for PNA upgrades (replace hot water heaters, swamp coolers, asphalt reseal/stripe) at the Atwater Migrant Center

(M/S/C): Commissioner Delgadillo/Commissioner Pia/passed:
6-Ayes
0-Noes
1-Absent

C. Action Item(s):

- 1.) **Action Item 2015-A-01:** Recommendation to approve an increase in the mileage reimbursement rate

(M/S/C): Commissioner Pia/Commissioner Delgadillo/passed:

D. Information/discussion Item(s):

- 1.) Directors Updates – Executive Director Ferrario provided the following updates:

- a. Migrant Centers are closed and staff is prepping units.
- b. Oak Terrace all leased up with only one vacancy.
- c. Valley View and Merced Commons are all leased up.
- d. Human Resources –
 - i. HCV/PH/Migrant supervisors went to training.
 - ii. Recruitment for Maintenance Worker I is closed and position has been filled.
 - iii. Human Resources went to training on 205 HR law and will be attending CalPERS training as well.

- iv. Guillermo Ruelas will be attending training to get Eligibility Specialist Certification.
- e. Public Housing is all leased up.
- f. During Mr. Correa's visit Executive Director Ferrario had the opportunity to address some of the issues and funding difficulties the Housing Authority is facing.
Ferrario read Mr. Correa's thank you letter to the Board that he sent following his visit.
- g. VASH – We are still trying to lease up the additional vouchers. 3 have been scheduled for briefing and there are additional ones pending. A special request to reduce voucher expiration date was submitted and approved. We partner with the VA for referrals and they assist the veteran is searching for a unit or whatever else they need.
- h. Annual and 5 Year Plan is currently being worked on and once it is complete it will be submitted in draft form to the Board.
- i. Ethics training has been completed.

VI. COMMISSIONER'S COMMENTS

Commissioner Pia committed on the notable change in the Union relationships and stated she was very pleased with the results. Commissioner Pia recommended moving the March 17, 2015 meeting due to St. Patrick's Day commitments. The recommendation was moved by Commissioner Delgadillo, seconded by Commissioner Pia. It was agreed by all that the March 2015 meeting be moved to March 18, 2015 at 5:30 p.m.

All Commissioners expressed their contentment to see Commissioner Osorio back.

VII. CLOSED SESSION ITEM(S):

The Board of Commissioners went into closed session at 6:12 p.m. The following people were present:

<u>Board Members</u>	<u>Others Present</u>
Lyle Davis, Vice-Chair	Rennise Ferrario, Executive/Director/Board Secretary
Jose Delgadillo	
Evelyne Dorsey	
Rick Osorio	
Margaret Pia	
Jose Resendez	

**A. Pursuant to Government Code §54957
Public Employee Performance Evaluation for Executive Director**

The Board came out of Closed Session at 6:18 p.m. and Vice Chairperson Davis reported that action had been taken and reported the following:
Action was taken to modify the Executive Director's current contract to reflect the following:

Section E

- 1.1 "in addition..... Director may in her sole discretion, elect to receive monetary payment in lieu of use of her unused balance of annual vacation leave. Such benefit may be exercised up to and including one hundred percent of her unused vacation leave accruals at any time or times as the Director deems necessary to prevent loss of vacation leave due to non-use. Director shall accrue vacation leave time at the rate of 7.7 hours per pay period without limit to the amount of vacation leave accrued."

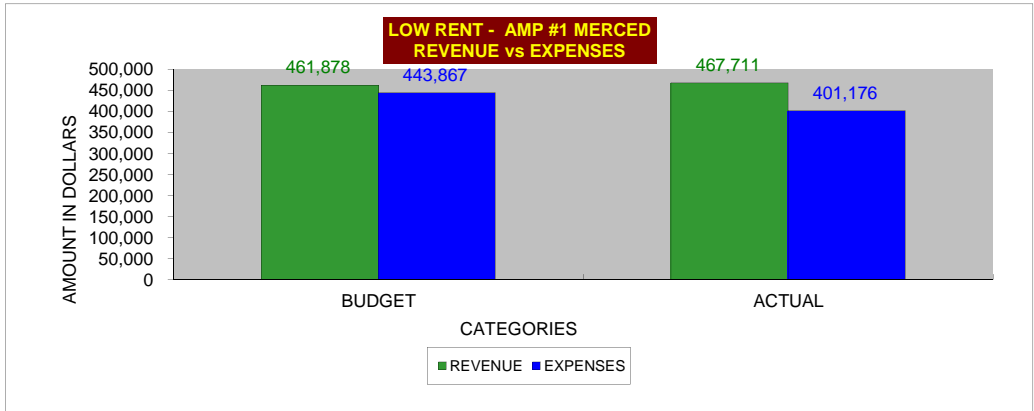
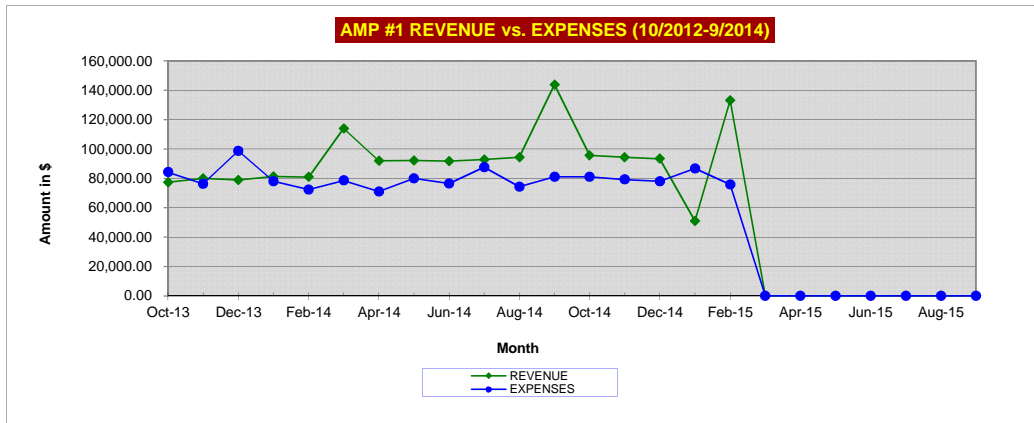
(M/S/C): Commissioner Pia/Commissioner Davis/passed:
6-Ayes
0-Noes
1-Absent

VIII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:25 p.m.

Chairperson Signature / Date

Secretary Signature/ Date



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	228,362	242,812	261.36	277.90
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	414	1,106	0.47	1.27
OTHER INCOME	7,033	6,779	8.05	7.76
PFS SUBSIDY	226,069	217,015	258.74	248.38
CFP FUNDS	0	0	0.00	0.00
HOME SALE REVENUE	0	0	0.00	0.00
	461,878	467,711	528.62	535.31
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	130,677	133,377	149.56	152.65
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	79,802	58,113	91.33	66.51
MAINT.	135,420	113,518	154.99	129.92
GENERAL	44,596	42,413	51.04	48.54
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	53,372	53,755	61.09	61.52
EQUITY TRANSFERS	0	0	0.00	0.00
	443,867	401,176	508.01	459.14
NET SURPLUS	18,011	66,536		
NET FROM OPERATIONS	18,011	66,536		
NET SURPLUS	18,011	66,536		
ADD BACK DEPRECIATION	53,372	53,755		
CASH FLOW	71,383	120,291		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

AMP 2 (.fs-amp2)

REVENUE & EXPENDITURE STATUS REPORT

FISCAL YEAR PERIOD FROM: 10/01/14 TO: 9/30/2015

REPORT PERIOD FROM:

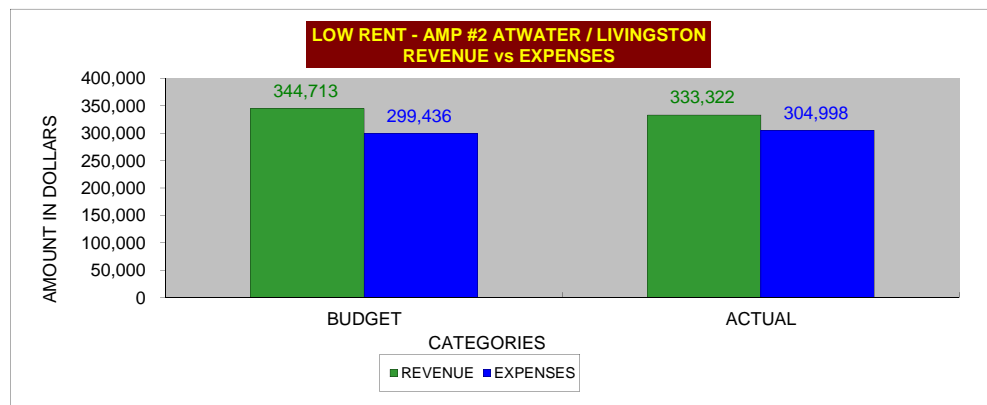
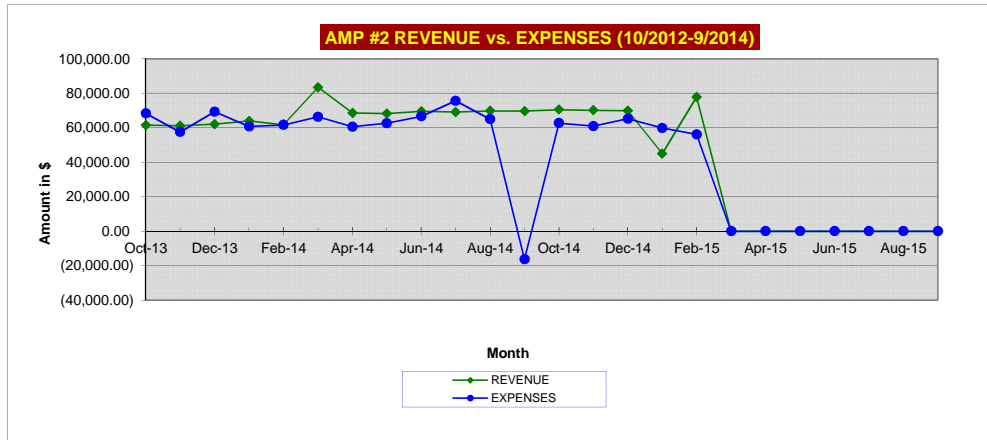
01-Oct-14

TO:

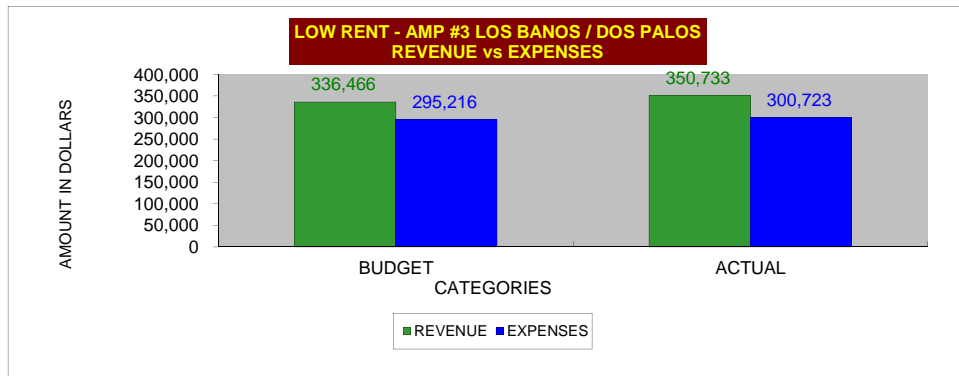
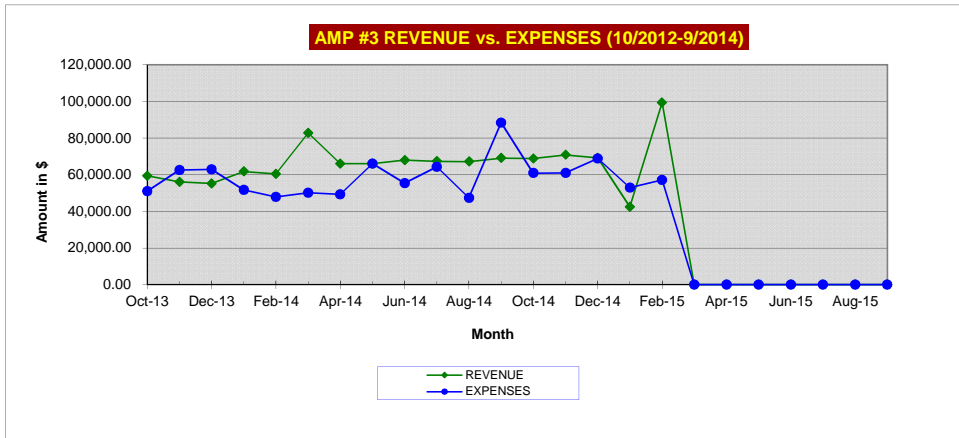
REV. RATE: 41.4%

UNIT/MONTH: 1,404

28-Feb-15

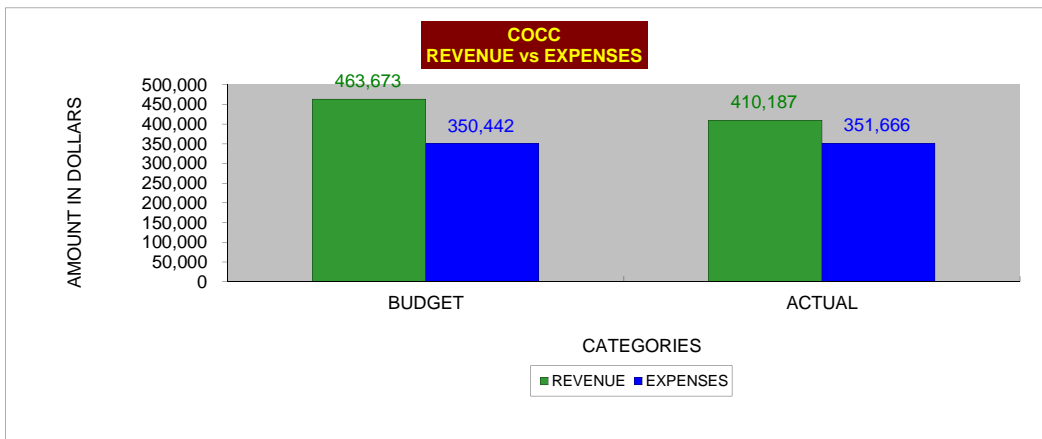
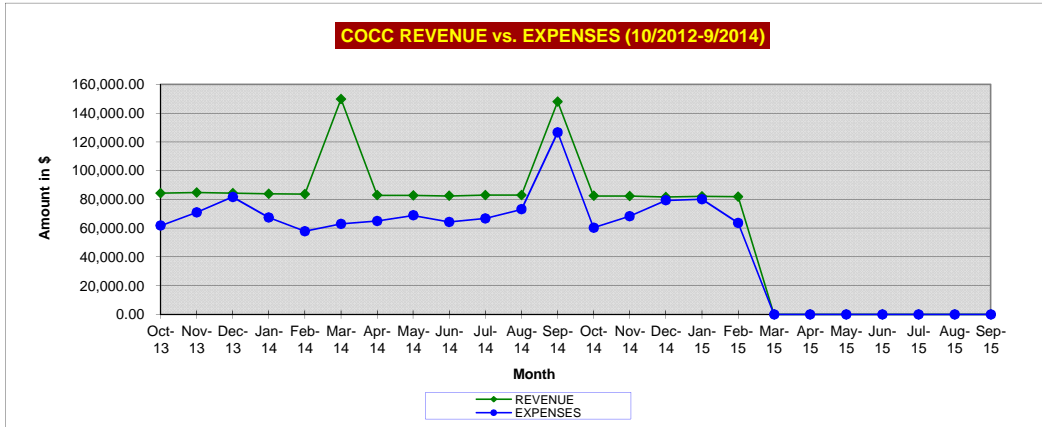


REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	216,778	220,290	373.22	379.27
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	248	763	0.43	1.31
OTHER INCOME	3,475	3,435	5.98	5.91
PFS SUBSIDY	124,211	108,834	213.85	187.38
CFP FUNDS	0	0	0.00	0.00
HOME SALE REVENUE	0	0	0.00	0.00
	344,713	333,322	593.48	573.87
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	99,375	102,364	171.09	176.24
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	53,036	54,261	91.31	93.42
MAINT. GENERAL	82,993	84,175	142.89	144.92
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	30,235	30,450	52.05	52.42
EQUITY TRANSFERS	0	0	0.00	0.00
	299,436	304,998	515.53	525.10
NET SURPLUS	45,277	28,324		
NET FROM OPERATIONS	45,277	28,324		
NET SURPLUS	45,277	28,324		
ADD BACK DEPRECIATION	30,235	30,450		
CASH FLOW	75,512	58,774		



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	168,789	182,460	278.69	301.26
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	248	763	0.41	1.26
OTHER INCOME	6,619	7,768	10.93	12.83
PFS SUBSIDY	160,810	159,741	265.51	263.75
CFP FUNDS	0	0	0.00	0.00
HOME SALE REVENUE	0	0	0.00	0.00
	336,466	350,733	555.54	579.10
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	85,691	98,241	141.48	162.21
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	55,932	56,795	92.35	93.77
MAINT.	98,562	90,347	162.74	149.17
GENERAL	30,861	30,995	50.95	51.18
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	24,170	24,345	39.91	40.20
EQUITY TRANSFERS	0	0	0.00	0.00
	295,216	300,723	487.43	496.53
NET SURPLUS	41,250	50,009		
NET FROM OPERATIONS	41,250	50,009		
NET SURPLUS	41,250	50,009		
ADD BACK DEPRECIATION	24,170	24,345		
CASH FLOW	65,420	74,354		

01-Oct-14 TO: 28-Feb-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	0	0	0.00	0.00
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	0	0	0.00	0.00
OTHER INCOME	0	0	0.00	0.00
MANAGEMENT FEES	415,767	410,187	201.81	199.10
ASSET MANAGEMENT FEES	20,602	0	10.00	0.00
CFP ADMIN FEES	27,304	0	13.25	0.00
TOTAL	463,673	410,187	225.06	199.10

EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	310,189	320,557	150.56	155.59
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	12,039	8,807	5.84	4.27
MAINT.	21,802	16,598	10.58	8.06
GENERAL	6,412	5,703	3.11	2.77
DEPRECIATION	0	0	0.00	0.00
NON-ROUTINE	0	0	0.00	0.00
TOTAL	350,442	351,666	170.09	170.69

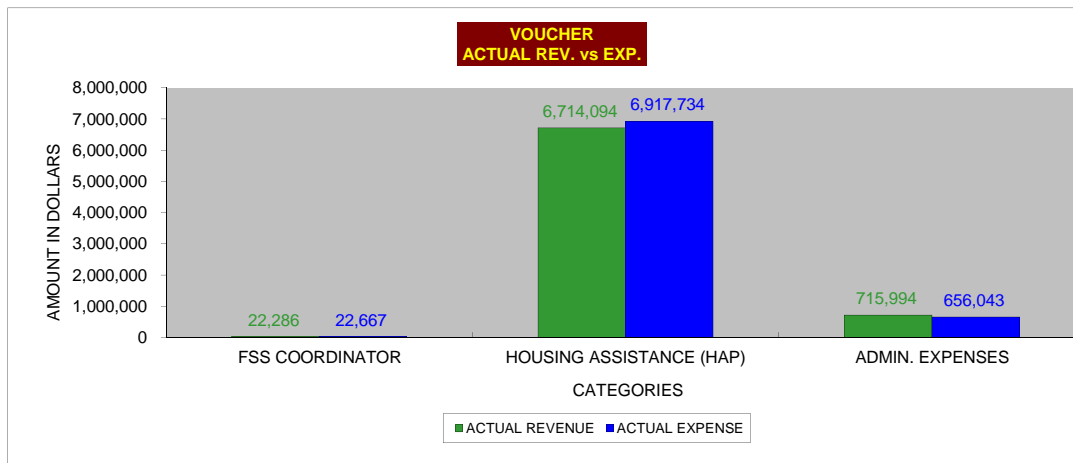
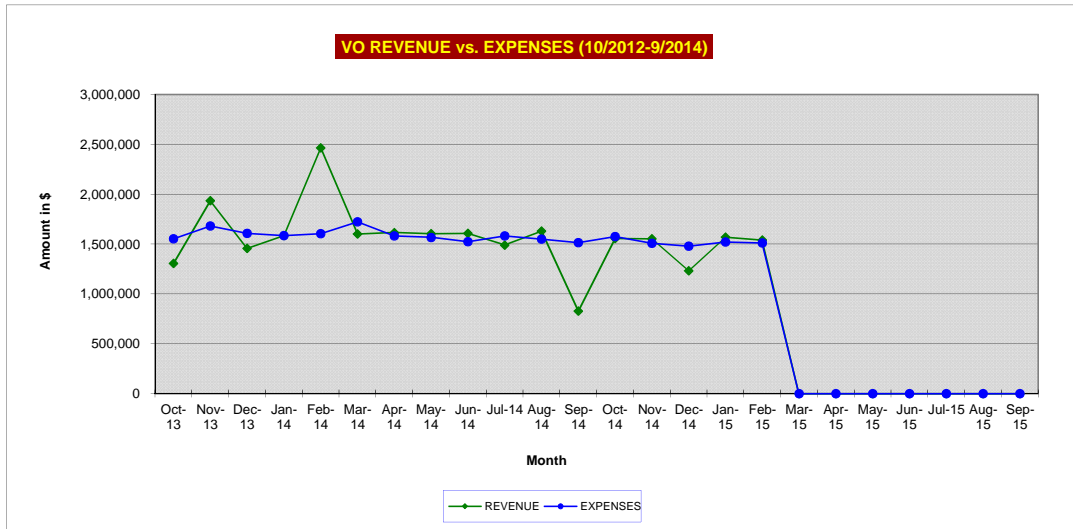
NET SURPLUS	113,231	58,521		
NET FROM OPERATIONS	113,231	58,521		

NET SURPLUS	113,231	58,521		
ADD BACK DEPRECIATION	0	0		
CASH FLOW	113,231	58,521		

01-Oct-14

TO: 28-Feb-15

ACCOUNT CODE DETAIL YTD BUDGET BUDGET JAN YTD BUDGET BALANCE (OVER)/UNDER % OF REV



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
FSS COORDINATOR	22,505	22,286	1.65	1.63
HOUSING ASSISTANCE (HAP)	7,144,724	6,714,094	523.34	491.80
ADMIN. FEES	706,950	715,994	51.78	52.45
	7,874,179	7,452,374	576.77	545.88
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
FSS COORDINATOR	22,505	22,667	1.65	1.66
HOUSING ASSISTANCE (HAP)	7,185,118	6,917,734	526.30	506.72
ADMIN. EXPENSES	665,576	656,043	48.75	48.05
	7,873,199	7,596,443	576.70	556.43
NET SURPLUS	980	(144,069)		
HAP SURPLUS YTD Change	(40,393)	(203,640)		
ADMIN SURPLUS YTD Change	41,374	59,571		
HAP SURPLUS BALANCE	166,389	(91,478)		
ADMIN SURPLUS BALANCE	368,776	547,504		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Langdon

REVENUE & EXPENDITURE STATUS REPORT

FISCAL YEAR PERIOD FROM: 10/01/14 TO: 9/30/2015

REPORT PERIOD FROM:

01-Oct-14

TO:

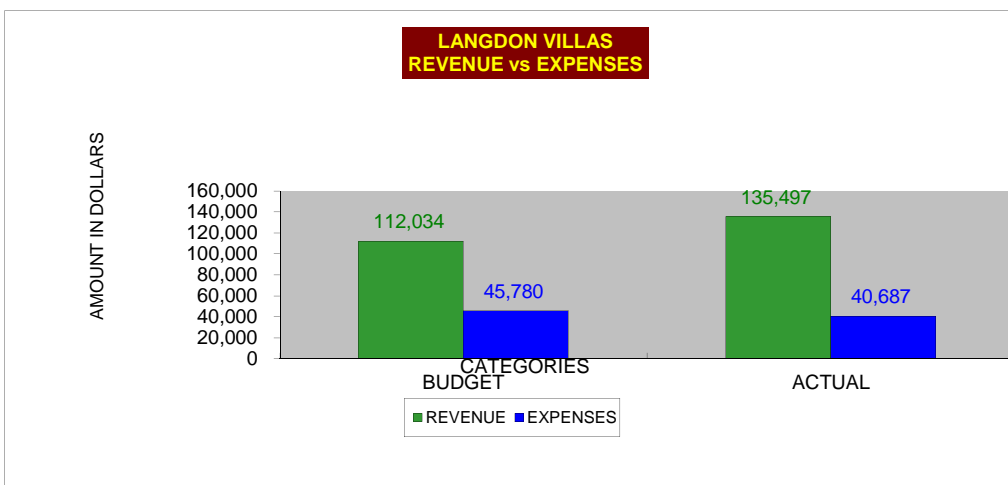
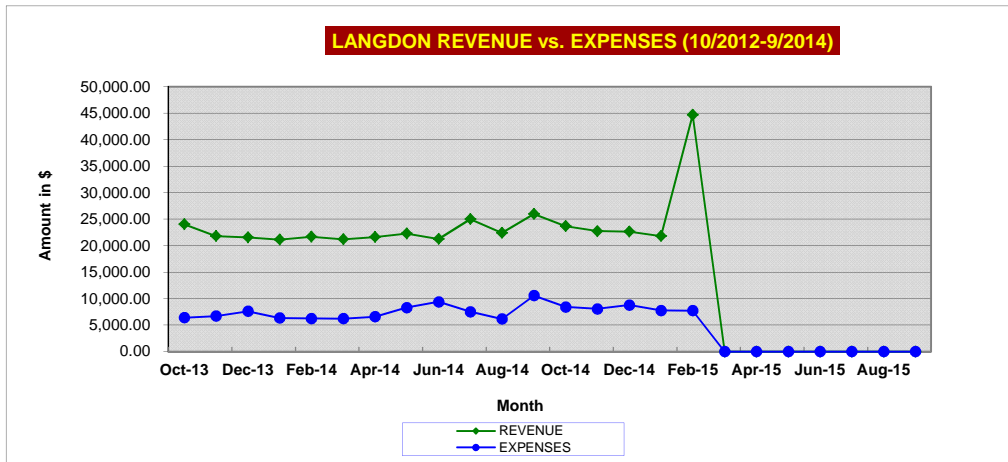
28-Feb-15

REV. RATE:

41.4%

UNIT/MONTH:

12



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	19,113	19,250	3,850.02	3,877.62
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	248	1,504	49.96	302.89
MANAGEMENT FEES	87,709	85,963	17,667.65	17,315.95
OTHER INCOME	4,964	28,781	999.92	5,797.41
GRANT/PASS THRU	0	0	0.00	0.00
	112,034	135,497	22,567.55	27,293.87
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	19,288	15,444	3,885.28	3,110.99
UTILITIES	744	545	149.87	109.79
MAINT. & OPER.	0	286	0.00	57.61
GENERAL	25,748	24,412	5,186.55	4,917.46
BOND INTEREST	0	0	0.00	0.00
NON-ROUTINE	0	0	0.00	0.00
	45,780	40,687	9,221.70	8,195.85
NET SURPLUS	66,254	94,810		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Langdon

ASSETS, LIABILITIES & FUND EQUITY

FISCAL YEAR PERIOD FROM: 10/01/14 TO: 9/30/2015

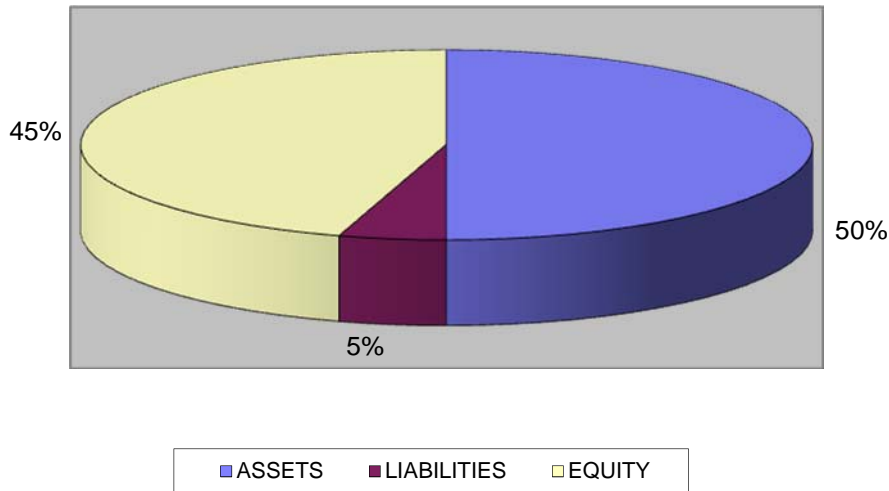
EXPEND. RATE:

UNIT/MONTH:

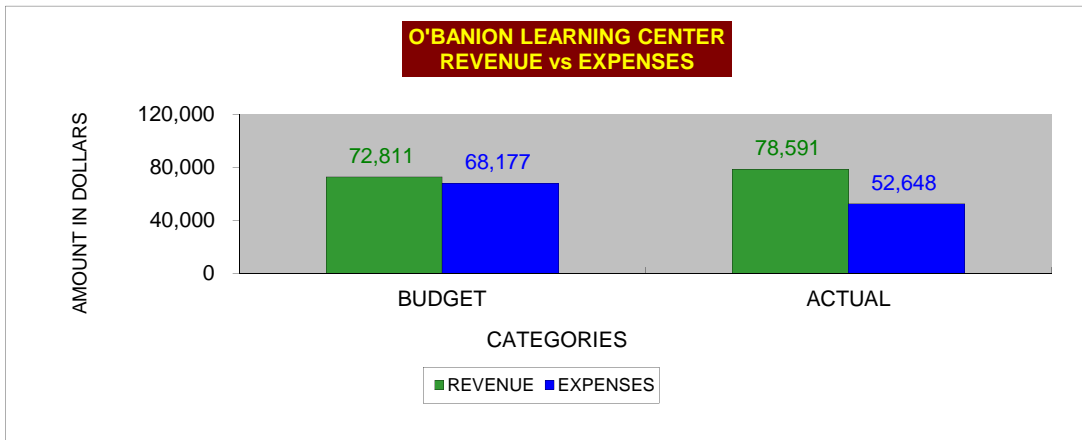
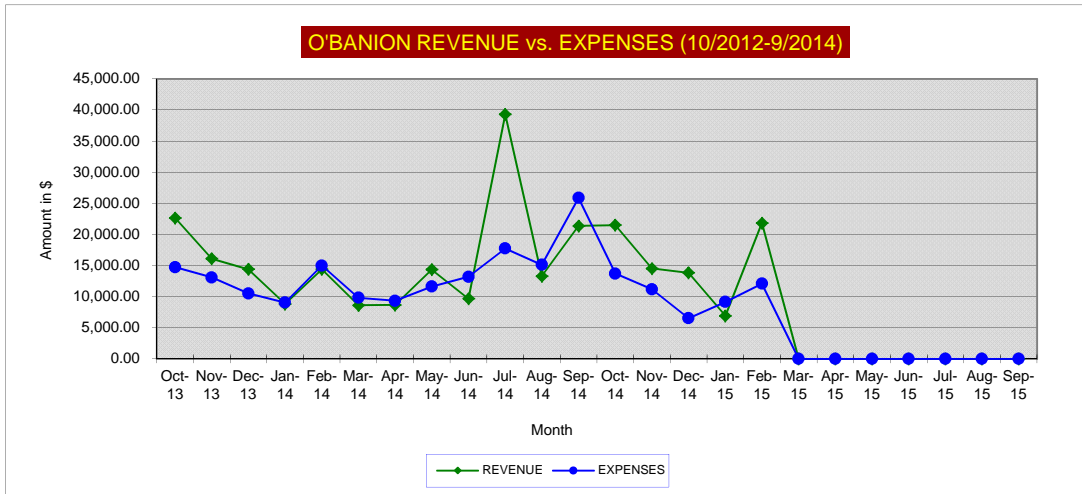
REPORT PERIOD FROM: 01-Oct-14

TO: 28-Feb-15

**LANGDON VILLA
BALANCE SHEET**



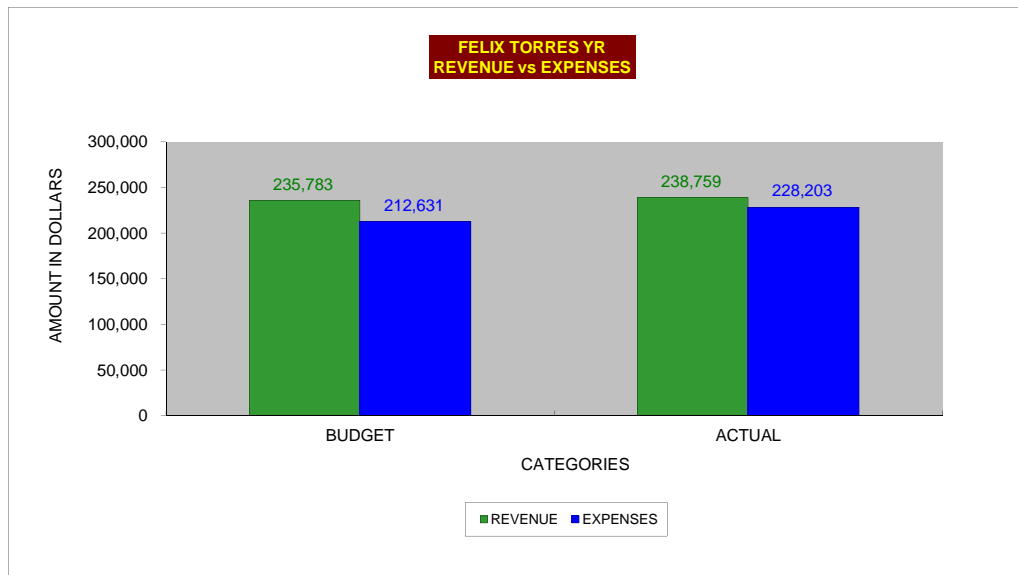
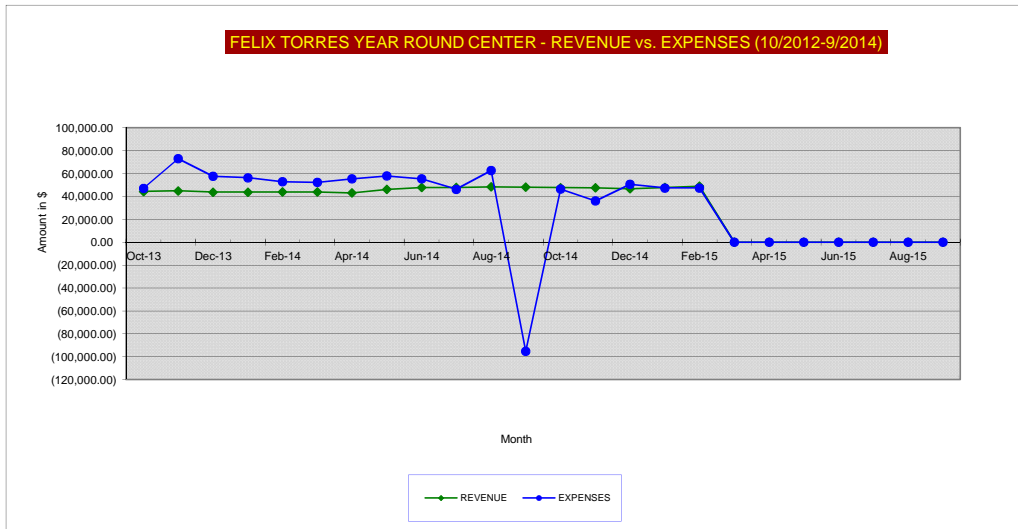
CATEGORIES	ASSETS	LIABILITIES	EQUITY	
CASH	3,998,814			
ACCTS. RECEIVABLE	131			
FIXED ASSETS	132,751			
NOTES RECEIVABLE	988,492			
2nd Trust Deeds	4,343,437			
OTHER L/T ASSETS	2,529,917			
ACCOUNTS PAYABLE		2,873		
Other Current Liabilities		69,721		
NOTES PAYABLE		808,492		
Other Non Current Liabilities		251,724		
PRIOR YEARS			10,765,922	
CURRENT YEAR			94,810	
	\$11,993,542	\$1,132,810	\$10,860,732	\$11,993,542
				LIAB. + EQUITY



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
SUBSIDY-PHA	0	0	0.00	0.00
NON-DWELL. RENTS	72,811	78,591	2,444.45	2,638.50
INTERPROGRAM RENT	0	0	0.00	0.00
	72,811	78,591	2,444.45	2,638.50
	YTD	YTD	PUM	PUM
MAINT. & OPER.	8,440	5,325	283.35	178.76
GENERAL	1,241	678	41.66	22.76
NONROUTINE	0	0	0.00	0.00
MORTGAGE INTEREST	0	0	0.00	0.00
DEPRECIATION	22,257	22,415	747.22	752.53
	68,177	52,648	2,288.86	1,767.52
NET SURPLUS	4,634	25,944		
ADD BACK DEPRECIATION	22,257	22,415		
CASH FLOW	26,891	48,359		

01-Oct-14

TO: 28-Feb-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	234,373	238,219	1,026.32	1,043.17
	235,783	238,759	1,032.50	1,045.53
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	19,608	19,742	85.86	86.45
UTILITIES	40,211	28,060	176.08	122.88
MAINT.	52,682	42,591	230.70	186.51
GENERAL	19,264	56,365	84.36	246.83
DEPRECIATION	80,866	81,445	354.11	356.65
	212,631	228,203	931.11	999.32
NET SURPLUS	23,152	10,556		
NET FROM OPERATIONS	23,152	10,556		
NET SURPLUS	23,152	10,556		
ADD BACK DEPRECIATION	80,866	81,445		
LESS CAPITAL EXPENDITURES	0	0		
CASH FLOW	104,018	92,001		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Valley View (.fs-vv)

REVENUE & EXPENDITURE STATUS REPORT

FISCAL YEAR PERIOD FROM: 10/01/14 TO: 9/30/2015

REPORT PERIOD FROM:

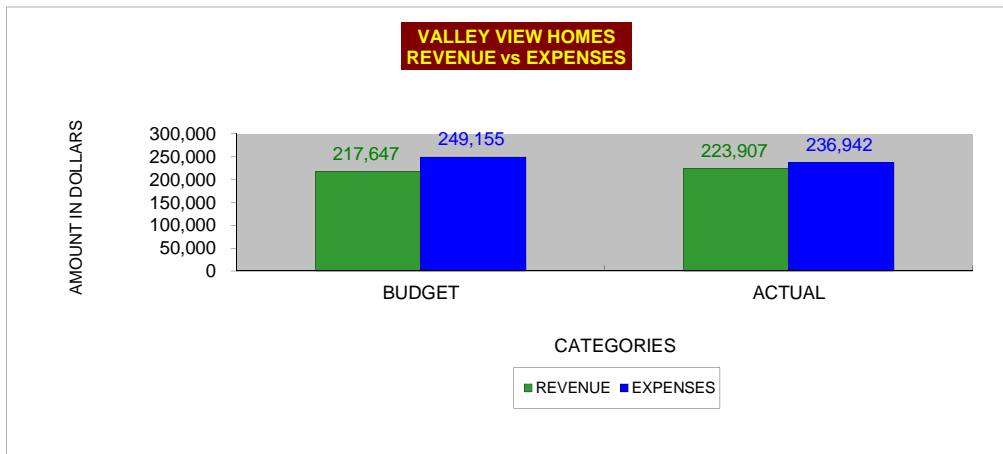
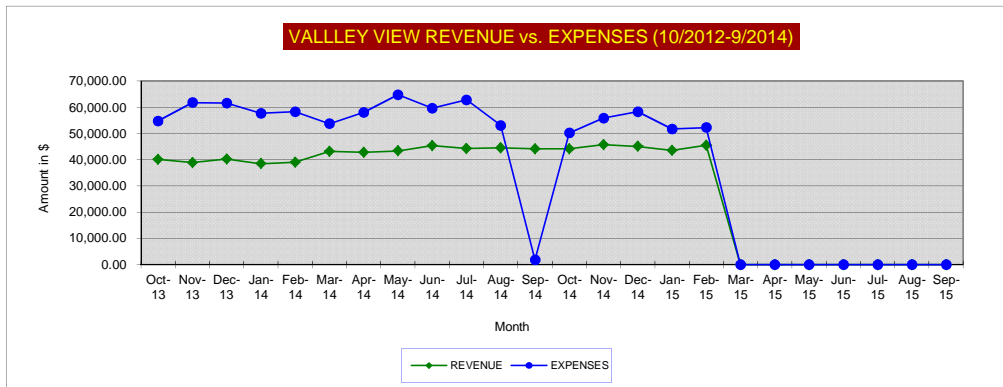
01-Oct-14

TO:

28-Feb-15

REV. RATE: 41.4%

UNIT/MONTH: 876



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	213,468	217,744	589.04	600.84
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	41	85	0.11	0.23
OTHER INCOME	4,137	6,078	11.42	16.77
	217,647	223,907	600.57	617.84
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	44,841	36,888	123.73	101.79
UTILITIES	39,092	38,232	107.87	105.50
MAINT. & OPER.	49,068	45,604	135.40	125.84
GENERAL	18,130	17,488	50.03	48.26
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	16,763	16,885	46.26	46.59
BOND INTEREST	73,711	74,240	203.40	204.86
BOND REPLACEMENT RESV	7,550	7,605	20.83	20.99
	249,155	236,942	687.52	653.83
NET SURPLUS	(31,508)	(13,035)		
BOND PRINCIPAL	31,027	31,250		
ADJUSTED SURPLUS	(62,536)	(44,285)		
ADD BACK DEPRECIATION	16,763	16,885		
ADD BACK BOND COST AMORT	6,919	6,970		
CASH FLOW	(38,854)	(20,430)		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Migrant (.migrant)

REVENUE & EXPENDITURE STATUS REPORT

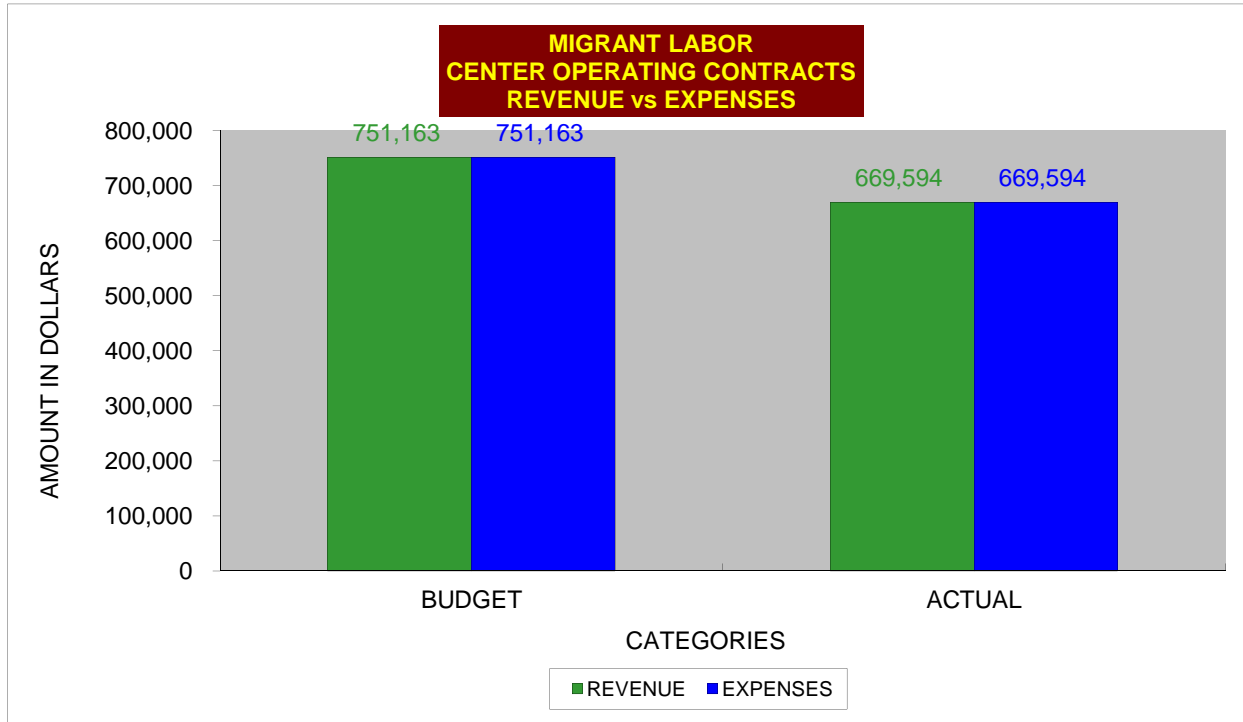
FISCAL YEAR PERIOD FROM: 07/01/2014 TO: 06/30/2015

REPORT PERIOD FROM: 01-Jul-14

TO: 28-Feb-15

EXPEND. RATE: 66.6%

UNIT/MONTH: 1,548

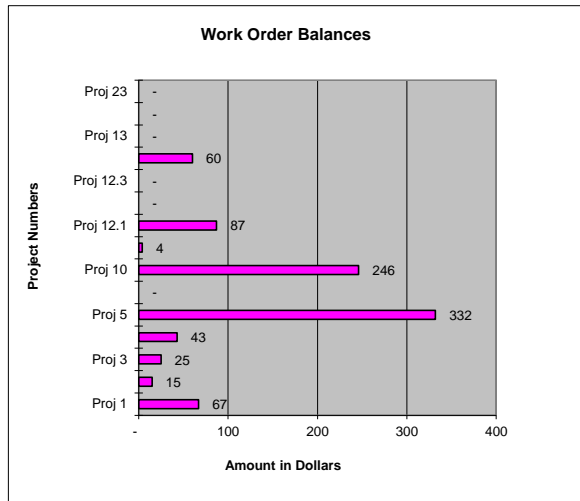
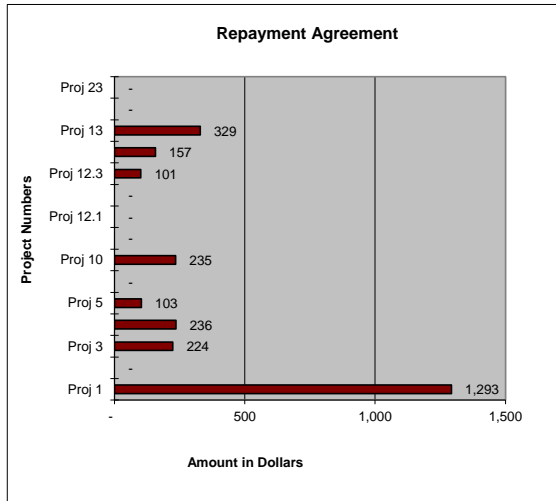
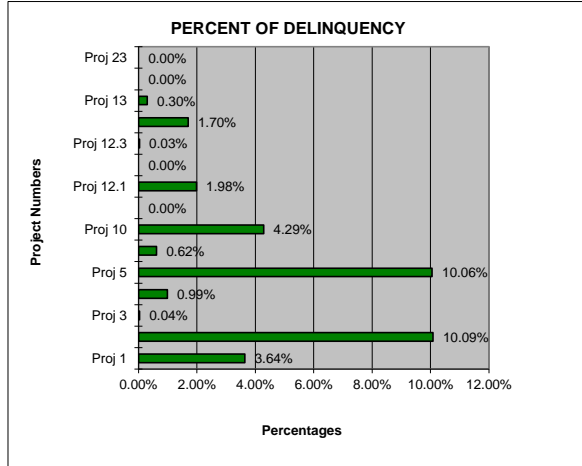
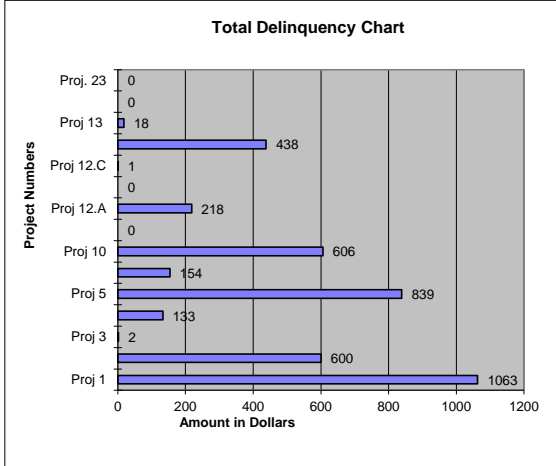


REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
OMS OPERATING	751,163	669,594	728.87	649.72
	751,163	669,594	728.87	649.72
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
PERSONNEL	354,471	361,684	343.95	350.95
OPERATIONS	192,170	181,816	186.47	176.42
MAINTENANCE	10,053	13,678	9.75	13.27
ADMINISTRATION	71,822	70,973	69.69	68.87
DEBT SERVICE	122,647	41,443	119.01	40.21
	751,163	669,594	728.87	649.72
NET SURPLUS	0	0		

**HOUSING AUTHORITY OF THE COUNTY OF MERCED
TENANTS' DELINQUENT BALANCES**

Feb-15

Project Name	Project #	Total Units	Total # delinquent	Delinquent	Work Orders	Retro Charges	Repay. Agreements	Total Rent	% of Delinq.
Gateway Homes	Proj 1	101	13	1063	67		1293	29,191	3.64%
Linda Vista Homes	Proj 2	20	4	600	15		0	5,949	10.09%
Cameo Court Homes	Proj 3	15	6	2	25	-	224	5,080	0.04%
Abby Circle Homes	Proj 4	40	9	133	43		236	13,487	0.99%
Globe Ave. Homes	Proj 5	30	6	839	332		103	8,344	10.06%
Livingston Homes	Proj 6	60	7	154	-	-	0	24,956	0.62%
Merced Turnkey Homes	Proj 10	44	7	606	246		235	14,134	4.29%
Los Banos Homes	Proj 11	10	1	0	4		0	4,829	0.00%
Atwater Homes	Proj 12.A	36	5	218	87	-	0	10,993	1.98%
Winton Homes	Proj 12.B	6	0	0	-	-	0	2,746	0.00%
Dos Palos Homes	Proj 12.C	12	2	1	-	-	101	3,039	0.03%
So. Dos Palos Homes	Proj 12.D	10	4	438	60		157	25,727	1.70%
Merced Elderly Complex	Proj 13	28	3	18	18		329	5,904	0.30%
Merced 1st Acquisition	Proj. 21	1	0	0	-	-	0	183	0.00%
Atwater Acquisition	Proj. 23	2	0	0	-	-	0	546	0.00%
		415	67	4072	879	0	2678	155108	2.63%



	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Percent Delinquent 2015	3.15%	2.63%				
Percent Delinquent	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
					Average Delinquency	2.89%

	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
Percent Delinquent 2014	3.14%	4.28%	4.07%	2.70%	3.15%	2.06%
Percent Delinquent	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14
	2.13%	2.47%	2.92%	2.18%	2.13%	2.87%
					Average Delinquency	2.84%

PHAS Tracking Summary Fiscal Year Ending 09/30/15

Indicators		Estimated Status at End of Month												
		Sub-Indicator #1	Performance Scoring	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Lease Up Days		4	16	32	33	57								
Average Lease Up Days		1	4	5	4	4								
Make Ready Time		18	55	76	94	117								
Average Make Ready Days		5	14	12	12	9								
Down Days		0	0	0	0	0								
Average Down Days		0	0	0	0	0								
Total # Vacant Units Turned		1	4	6	8	13								
Total # Turn Around Days		22	71	107	127	174								
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	6	18	18	16	13								

% Emergency Work Orders Abated W/in 24 hours	A = 99% B=98% C=97% D=96% E=95% F= less than 95%	100%	100%	100%	100%	100%								
Average # days to complete Non-Emergency Work Orders	A = 25 days or less B=26-360 C=31-40 D=41-50 E=51-60 F= greater than 60	4	6	5	5	5								

MEMORANDUM

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

FROM: Rennise Ferrario, Executive Director

DATE: March 18, 2015

SUBJECT: Request for Board approval of **Resolution No. 2015-05**, amending previously approved Salary Schedules to reflect salary correction in one classification.

The Board of Commissioners adopted Resolution No. 2015-02, approving the Agreement between the Housing Authority of the County of Merced and Local 2703, American Federation of State, County and Municipal Employees and the related updated Salary Schedules on February 17, 2015. The resolution allowed for the salary ranges of all hourly classifications to be increased by 7.5%, effective February 20, 2015 and 1% effective January 8, 2016.

The classification of Lead Foreman was included in the approved Salary Schedule but the increases of 7.5 % for 2015 and 1% for 2016, were inadvertently not calculated. Approval of this action will correct the error by reflecting the proper increases for this one position on the Salary Schedule.

RECOMMENDATION

It is recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt Resolution No. 2015-05, approving the corrected Salary Schedules to reflect 7.5% increase in 2015 and 1% increase in 2016, in the one classification of Lead Foreman. Supporting documentation is attached to Resolution 2015-05 for your review.

RESOLUTION 2015-05

RECOMMENDATION TO ADOPT RESOLUTION NO. 2015-05 AMENDING PREVIOUSLY APPROVED SALARY SCHEDULES TO REFLECT SALARY CORRECTION IN ONE CLASSIFICATION

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Merced previously adopted Resolution No. 2015-02 approving the negotiated Agreement between the Housing Authority and Local 2703, American Federation of State, County, and Municipal Employees and the related updated Salary Schedules on February 17, 2015; and

WHEREAS, the classification of Lead Foreman was included in the approved Salary Schedule but, the increases of 7.5% for 2015 And 1% for 2016, were inadvertently not calculated; and

WHEREAS, the Salary Schedules have been corrected to reflect the approved 7.5% increase effective 2/10/2015 and 1% effective 1/8/2016 for the one classification of Lead Foreman;

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Merced hereby adopts Resolution No. 2015-05, approving the corrected Salary Schedules to reflect 7.5% increase in 2015 and 1% increase in 2016, in the one classification of Lead Foreman.

Attachments:

Exhibit A – Salary Schedule (pg.6) Effective 2/10/15

Exhibit B – Salary Schedule (pg. 6) Effective 1/08/16

Exhibit C – **Revised** Salary Schedule (pg. 6) Effective 2/10/15

Exhibit D – **Revised** Salary Schedule (pg. 6) Effective 1/08/16

Motion:

Second:

Ayes:

Nayes:

Absent:

Abstain:

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

Dated: March 18, 2015

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Effective

2/20/2015

Union %

7.50%

10+ YRS SERVICE 15+ YRS SERVICE 20+ YRS SERVICE

JOB CLASSIFIC.	PERIOD	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	10+ YRS SERVICE	15+ YRS SERVICE	20+ YRS SERVICE
HSNG.PROG.SPEC.I	YEAR	30,339.66	31,856.76	33,449.52	35,122.10	36,878.14	38,078.04	38,678.12	39,278.20
	MONTH	2,528.31	2,654.73	2,787.46	2,926.84	3,073.18	3,173.17	3,223.18	3,273.18
	SE-MO.	1,264.15	1,327.37	1,393.73	1,463.42	1,536.59	1,586.59	1,611.59	1,636.59
	BI-WK	1,166.91	1,225.26	1,286.52	1,350.85	1,418.39	1,464.54	1,487.62	1,510.70
HSNG.PROG.SPEC.II	YEAR	35,175.40	36,934.30	38,781.08	40,720.16	42,756.22	43,956.12	44,556.20	45,156.28
	MONTH	2,931.28	3,077.86	3,231.76	3,393.35	3,563.02	3,663.01	3,713.02	3,763.02
	SE-MO.	1,465.64	1,538.93	1,615.88	1,696.67	1,781.51	1,831.51	1,856.51	1,881.51
	BI-WK	1,352.90	1,420.55	1,491.58	1,566.16	1,644.47	1,690.62	1,713.70	1,736.78
LEAD FOREMAN	YEAR	51,321.14	53,887.08	56,581.46	59,410.52	62,381.02	63,580.92	64,181.00	64,781.08
	MONTH	4,276.76	4,490.59	4,715.12	4,950.88	5,198.42	5,298.41	5,348.42	5,398.42
	SE-MO.	2,138.38	2,245.30	2,357.56	2,475.44	2,599.21	2,649.21	2,674.21	2,699.21
	BI-WK	1,973.89	2,072.58	2,176.21	2,285.02	2,399.27	2,445.42	2,468.50	2,491.58
MAINT. FOREMAN	YEAR	48,877.40	51,321.40	53,887.60	56,581.98	59,411.04	60,610.94	61,211.02	61,811.10
	MONTH	4,073.12	4,276.78	4,490.63	4,715.17	4,950.92	5,050.91	5,100.92	5,150.93
	SE-MO.	2,036.56	2,138.39	2,245.32	2,357.58	2,475.46	2,525.46	2,550.46	2,575.46
	BI-WK	1,879.90	1,973.90	2,072.60	2,176.23	2,285.04	2,331.19	2,354.27	2,377.35
MAINT. WORKER I	YEAR	33,621.38	35,302.54	37,067.68	38,920.96	40,867.06			
	MONTH	2,801.78	2,941.88	3,088.97	3,243.41	3,405.59			
	SE-MO.	1,400.89	1,470.94	1,544.49	1,621.71	1,702.79			
	BI-WK	1,293.13	1,357.79	1,425.68	1,496.96	1,571.81			
MAINT. WORKER II	YEAR	37,230.44	39,092.04	41,046.72	43,099.16	45,254.04	46,453.94	47,054.02	47,654.10
	MONTH	3,102.54	3,257.67	3,420.56	3,591.60	3,771.17	3,871.16	3,921.17	3,971.18
	SE-MO.	1,551.27	1,628.84	1,710.28	1,795.80	1,885.59	1,935.58	1,960.58	1,985.59
	BI-WK	1,431.94	1,503.54	1,578.72	1,657.66	1,740.54	1,786.69	1,809.77	1,832.85
MAINT. WORKER III	YEAR	41,066.74	43,119.96	45,275.88	47,539.70	49,916.62	51,116.52	51,716.60	52,316.68
	MONTH	3,422.23	3,593.33	3,772.99	3,961.64	4,159.72	4,259.71	4,309.72	4,359.72
	SE-MO.	1,711.11	1,796.67	1,886.50	1,980.82	2,079.86	2,129.86	2,154.86	2,179.86
	BI-WK	1,579.49	1,658.46	1,741.38	1,828.45	1,919.87	1,966.02	1,989.10	2,012.18

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Effective

1/8/2016

Union %

1.00%

10+ YRS SERVICE 15+ YRS SERVICE 20+ YRS SERVICE

JOB CLASSIFIC.	PERIOD	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	10+ YRS SERVICE	15+ YRS SERVICE	20+ YRS SERVICE
HSNG.PROG.SPEC.I	YEAR	30,643.08	32,175.26	33,784.14	35,473.36	37,247.08	38,446.98	39,047.06	39,647.14
	MONTH	2,553.59	2,681.27	2,815.35	2,956.11	3,103.92	3,203.92	3,253.92	3,303.93
	SE-MO.	1,276.80	1,340.64	1,407.67	1,478.06	1,551.96	1,601.96	1,626.96	1,651.96
	BI-WK	1,178.58	1,237.51	1,299.39	1,364.36	1,432.58	1,478.73	1,501.81	1,524.89
HSNG.PROG.SPEC.II	YEAR	35,527.18	37,303.50	39,168.74	41,127.06	43,183.40	44,383.30	44,983.38	45,583.46
	MONTH	2,960.60	3,108.63	3,264.06	3,427.26	3,598.62	3,698.61	3,748.62	3,798.62
	SE-MO.	1,480.30	1,554.31	1,632.03	1,713.63	1,799.31	1,849.30	1,874.31	1,899.31
	BI-WK	1,366.43	1,434.75	1,506.49	1,581.81	1,660.90	1,707.05	1,730.13	1,753.21
LEAD FOREMAN	YEAR	51,834.38	54,426.06	57,147.48	60,004.88	63,005.02	64,204.92	64,805.00	65,405.08
	MONTH	4,319.53	4,535.51	4,762.29	5,000.41	5,250.42	5,350.41	5,400.42	5,450.42
	SE-MO.	2,159.77	2,267.75	2,381.15	2,500.20	2,625.21	2,675.21	2,700.21	2,725.21
	BI-WK	1,993.63	2,093.31	2,197.98	2,307.88	2,423.27	2,469.42	2,492.50	2,515.58
MAINT. FOREMAN	YEAR	49,366.20	51,834.64	54,426.32	57,147.74	60,005.14	61,205.04	61,805.12	62,405.20
	MONTH	4,113.85	4,319.55	4,535.53	4,762.31	5,000.43	5,100.42	5,150.43	5,200.43
	SE-MO.	2,056.93	2,159.78	2,267.76	2,381.16	2,500.21	2,550.21	2,575.21	2,600.22
	BI-WK	1,898.70	1,993.64	2,093.32	2,197.99	2,307.89	2,354.04	2,377.12	2,400.20
MAINT. WORKER I	YEAR	33,957.56	35,655.36	37,438.18	39,310.18	41,275.78			
	MONTH	2,829.80	2,971.28	3,119.85	3,275.85	3,439.65			
	SE-MO.	1,414.90	1,485.64	1,559.92	1,637.92	1,719.82			
	BI-WK	1,306.06	1,371.36	1,439.93	1,511.93	1,587.53			
MAINT. WORKER II	YEAR	37,602.76	39,482.82	41,457.00	43,529.98	45,706.44	46,906.34	47,506.42	48,106.50
	MONTH	3,133.56	3,290.24	3,454.75	3,627.50	3,808.87	3,908.86	3,958.87	4,008.88
	SE-MO.	1,566.78	1,645.12	1,727.38	1,813.75	1,904.44	1,954.43	1,979.43	2,004.44
	BI-WK	1,446.26	1,518.57	1,594.50	1,674.23	1,757.94	1,804.09	1,827.17	1,850.25
MAINT. WORKER III	YEAR	41,477.28	43,551.04	45,728.54	48,014.98	50,415.82	51,615.72	52,215.80	52,815.88
	MONTH	3,456.44	3,629.25	3,810.71	4,001.25	4,201.32	4,301.31	4,351.32	4,401.32
	SE-MO.	1,728.22	1,814.63	1,905.36	2,000.62	2,100.66	2,150.66	2,175.66	2,200.66
	BI-WK	1,595.28	1,675.04	1,758.79	1,846.73	1,939.07	1,985.22	2,008.30	2,031.38